ORDINARY COUNCIL MEETING

OPEN



KOUGA
local municipality
Good Governance through Service Excellence

DATE: 27 March 2024
TIME: 10:00
Virtual

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 terms of Section 19 of the Local Government: Municipal Systems Act, 2000 (Act No.32 of 2000) that an Ordinary Council Meeting will be held virtually on	**ISAZISO** sikhutshiwe ukuba ngokwe Candelo-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: 27 March 2024	**UMHLA: 27 EyoKwindla 2024**	**DATUM: 27 Maart 2024**
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**

   None.
6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**
7. **STATEMENTS OR COMMUNICATIONS BY THE SPEAKER**

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

9. **DISCLOSURE OF INTEREST**

10. **STATUTORY MATTERS**

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

12.1 Minutes of the Ordinary Council Meeting held on 28 February 2024

Pages: 11 – 32

13. **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).

14. **REPORTS OF COMMITTEES OF COUNCIL**

14.1 **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

None.

14.2 **KOUGA AUDIT COMMITTEE**

None.

14.3 **RULES & ETHICS COMMITTEE**

None.

14.4 **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

24/03/MPAC1 Minutes of the Municipal Public Accounts Committee

Pages: 36 – 46

15. **REPORT BACK: MUNIMEC**

None.

16. **REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER**

24/03/MM2 Council Resolutions as at 28 February 2024

Pages: 48 – 125

24/03/MM3 Kouga Municipality: 2022/23 Annual Report

Pages: 126 – 564

24/03/MM4 Municipal Public Accounts Committee: 2022/23 Oversight Report on the 2022/23 Annual Report

Pages: 565 – 676

24/03/MM5 2023/24: Service Delivery and Budget Implementation Plan: Amendment

Pages: 677 – 713

24/03/MM6 Draft Amendments to the 2022-2027 Integrated Development Plan

Pages: 714 – 1191

24/03/MM7 Acting Appointment Approval: Director Planning and Development

Pages: 1192 – 1194

24/03/MM8 Draft 2024/25 Service Delivery and Budget Implementation Plan

Pages: 1195 – 1211

17. **REPORTS BY THE PORTFOLIO COMMITTEE CHAIRPERSONS**

17.1 **REPORTS BY THE CHAIRPERSON: FINANCE & ECONOMIC DEVELOPMENT**

24/03/FED4 Council Authorisation for 3-Year Sponsorship to Jeffreys Bay Primary School: Aloe-Cup

Pages: 1214 – 1221

24/03/FED5 Sponsorship Agreement Between Kouga Local Municipality and the World Surf League (WSL) for the WSL Legends J-Bay and J-Bay Surf Music Festival 2024

Pages: 1222 – 1241

24/03/FED6 Council Authorisation for 3-Year Sponsorship to the Non-Profit Organization: Kouga Business Forum

Pages: 1242 – 1261

24/03/FED9 Debtors Book Reduction Plan

Pages: 1262 – 1266

24/03/FED12 Capital Items to be disposed (Movable Assets)

Pages: 1267 – 1285

24/03/FED15 Supply Chain Management: Policy Amendments and Adoption within Kouga Local Municipality

Pages: 1286 – 1380

24/03/FED16 2023/24 Special Adjustments Budget

Pages: 1381 – 1495

24/03/FED17 Draft Medium-Term Revenue and Expenditure Framework (MTREF)-Budget for 2024/25 to 2026/27 Financial Years

Pages: 1496 – 1727

17.2 **REPORTS BY THE CHAIRPERSON: PLANNING & DEVELOPMENT**

24/03/PD3 Land and Property Administration - Progress Report: Implementation of Outstanding Council Resolutions

Pages: 1729 – 1758

24/03/PD4 Request to Accept: Portion 62 and 97 of Farm Ongegunde Vryheid 746, Humansdorp Rd, Eastern Cape Province – Land Devolved by Public Works to the Kouga Municipality

Pages: 1759 – 1765

24/03/PD6 Request for Council's In-Principle Approval for the Alienation of Municipal Erven within the Kouga Municipal Area

Pages: 1766 – 1777

24/03/PD9 Request for Council's In-Principle Approval and Authorisation to Advertise: Right-To-Use: Portion 7 of Farm 688, Humansdorp Rd (Geelhouteboom)

Pages: 1778 – 1792

24/03/PD11 Request for Council's Final Approval for Alienation (Lease) of Erf 1567, Pellsrus

Pages: 1793 – 1814

24/03/PD12 Request for Council's Final Approval for Alienation (Lease) of Erf 1160, Humansdorp: Halalisana Township Incubator

Pages: 1815 – 1852

24/03/PD13 Request for Council's Final Approval for Alienation (Lease) of Erf 843, Jeffreys Bay

Pages: 1853 – 1862

24/03/PD14 Request for Council's Final Approval for Alienation (Lease) of a Portion Erf 2, Kruisfontein

Pages: 1863 – 1875

24/03/PD15 Request for Council's Final Approval for Alienation (Lease) of a Portion of Erf 1, Erven 2084 and 2085 as well as a Portion of Road Erf 2077, Humansdorp

Pages: 1876 – 1891

24/03/PD16 Request for Council's Final Approval for Lease of a Portion of Erf 1244, Pellsrus for an Old Age Service Centre

Pages: 1892 – 1903

24/03/PD17 Request for Final Approval from Council to Dispose and Transfer: Erf 2593, Sea Vista (Annie Daniels)

Pages: 1904 – 1924

24/03/PD18 Request for Final Approval from Council to Rescind a Section of Council Resolution, Grant Authorisation to Dispose: Erf 1044, Sea Vista (Municipal House)

Pages: 1925 – 1933

24/03/PD19 Land and Property Administration: Disposal of a Portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club)

Pages: 1934 – 1965

24/03/PD20 Request for Council's Final Approval: Alienation of Erf 137, Pellsrus (Lizo Patrick Letsekha)

Pages: 1966 – 1973

24/03/PD21 Appointment of the Kouga Municipality as Implementing Agent for the Upgrading of Nine (09) Informal Settlements for a Period of Nine (9) Months

Pages: 1974 – 1976

24/03/PD22 Request For Council's Final Approval for Alienation (Lease) of Erf 130, Pellsrus

Pages: 1977 – 1997

24/03/PD23 Request for Council's Final Approval: Disposal (Purchase) of a Portion of Erf 164 (a Portion of Road Reserve Verge in Drommedaris Street) to Consolidate with Erf 269, Jeffreys Bay

Pages: 1998 – 2009

24/03/PD24 Request for Council's Final Approval: Alienation (Right-To-Use) of a Portion of Erf 164 (at The MTN Tower Building), Jeffreys Bay

Pages: 2010 – 2031

24/03/PD25 Request for Council's Final Approval: Alienation (Lease) of a Portion of Erf 164 (a Portion of Road Reserve Verge in Ferreira Street), Jeffreys Bay

Pages: 2032 – 2040

24/03/PD26 Request for Council's Final Approval: Alienation (Lease) of Land for 21m Monopole Telecommunications Mast (Moropa Site Solutions) – a Portion of Erf 835, Paradise Beach

Pages: 2041 – 2050

24/03/PD27 Request for Council's Final Approval: Alienation (Lease) of Land for a 35m Monopole Telecommunications Mast (Orion Trust) – a Portion of Erf 1996, Sea Vista

Pages: 2051 – 2059

24/03/PD28 Request for Council's Final Approval for Alienation (Lease) of Erf 3087, Sea Vista

Pages: 2060 – 2085

24/03/PD29 Request for Council's Final Approval for Alienation (Lease) of Erf 7263, Jeffreys Bay (Oceanview)

Pages: 2086 – 2096

24/03/PD30 To Update Council on the Application (Lease) of Erf 7292, Jeffreys Bay (Oceanview) and to call for Business Proposals for a Restuarant/Take-Aways/Tshisanyama

Pages: 2097 – 2108

24/03/PD31 Request to Grant Council's Final Approval to Alienate (Lease) of Council Properties to Early Childhood Development Centres (Creches) to Registered Social Care Users

Pages: 2109 – 2185

17.3 **REPORTS BY THE CHAIRPERSON: ELECTRO-MECHANICAL SERVICES**

24/03/EMS6 Approval Of The Electricity Losses Reduction Plan

Pages: 2125 – 2131

17.4 **REPORTS BY THE CHAIRPERSON: CIVIL& WATER SERVICES**

24/03/CWS22 Approval of the Final Project Implementation Plan (PIP) for the 24/25 FY MIG Allocated Grant Funding

Pages: 2133 – 2138

17.5 **REPORTS BY THE CHAIRPERSON: COMMUNITY & SAFETY SERVICES**

24/03/CSS6 Proclamation of Kouga Municipality as Management Authority of Noorsekloof Nature Reserve and the Declaration of two New Nature Reserves in the Kouga Municipal Region

Pages: 2140 – 2159

24/03/CSS7 Kouga Local Municipality Flood Management Plan Adoption

Pages: 2160 – 2181

24/03/CSS18 Sponsorship Requests for Eight Non Profit Organisations (NGOs) for a Period of Three (3) Years

Pages: 2182 - 2232

18. **CLOSURE**

Distribution list:

Executive Mayor
Deputy Executive Mayor
Speaker

All Councillors
Municipal Manager
All Directors
Relevant Managers
Committee Services

CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

KOUGA
local municipality
Good Governance through Service Excellence

MINUTES OF A VIRTUAL ORDINARY COUNCIL MEETING OF KOUGA MUNICIPALITY HELD ON WEDNESDAY, 28 FEBRUARY 2024 AT 10:00 AM

PRESENT: Councillors	Ald B Williams	(Speaker)
	H Bornman	(Executive Mayor)
	Ald D Benson	
	B Dhludhlu	
	T Jantjes	
	W Gertenbach	
	H Murray	
	R Foley	
	F Heystek	
	S Ruth	
	C August	
	M Nicholls	
	M van Niekerk	
	J Alexander	
	L Maree	
	G Stuurman	
	P Oliphant	
	M Yali	
	W van der Linde	
	K Ndzelani	
	N Ntshota	
	B Human	
	M Valgee	
	V Zana	
	E Mbuqu	
	L Nkilishane	
	M Mbandana	
	V Gunuza	
	W Petersen	
Officials & Municipal Manager	C du Plessis	(Municipal Manager)
	E Goliath	(Acting Deputy Municipal Manager)
	R Lorgat	(CFO)
	N Machelesi	(Director: Community Services)
	L Opperman	(Manager: Legal Services)
	T Madatt	(Acting Director: Electro-Mechanical Services)
	L Ramakuwela	(Acting Director: Planning & Development)
	C de Kock	(Director: Civil & Water Services)
	C Prinsloo	(Legal Officer: Office of the Speaker)
	K Minnaar	(Chief of Staff)
	M Basson	(Manager: Media & Communication)
	M Rossouw	(Manager: Administration & Auxiliary Services)
	M Julius	(Senior Admin Officer: Committees)

	S Sidjiyo	(Committee Officer)
	N Mazibuko	(Committee Clerk/Scribe)
Stakeholders	G Billson	(Chairperson: Kouga Audit)

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 an Ordinary Council Meeting will be held virtually on 28 February 2024 at 10:00 AM.

2. **OPENING AND WELCOME**

The Speaker welcomed everyone present to the meeting and requested Cllr Dhludhlu to open the meeting in prayer.

3. **ABSENT WITH LEAVE**

D de Jager (Deputy Municipal Manager)

4. **ABSENT WITHOUT LEAVE**

N Ntengwane

5. **PRESENTATIONS**

None.

6. **ACKNOWLEDGEMENTS, CONDOLENCES & CONGRATULATIONS**

Ald Benson extended birthday wishes to the following Councillors:

18 January – Cllr Alexander
28 January – Cllr Murray
30 January – Cllr Heystek
9 February – Executive Mayor
11 February – Cllr Mbuqu
23 February – Cllr Dhludhlu

Cllr Zana extended condolences to Cllr Yali and his family on the loss of his sister who will be laid to rest in the upcoming weekend in Jeffreys Bay, and to the families of the African National Congress (ANC) supporters who died tragically after the ANC Manifesto Rally in Durban.

He also congratulated Councillors who celebrated their birthdays as well as the ANC for hosting a successful manifesto launch in Durban.

He applauded Banyana Banyana for their victory against Tanzania and wished them well in the upcoming Olympic Qualifiers.

The Speaker also extended his condolences to Cllr Yali and his family for their loss.

Cllr Petersen stated that he also celebrated his birthday on 16 February and congratulated the Links Royal House on hosting a successful cultural event despite the challenges faced.

The Speaker extended birthday wishes to Cllr Petersen.

Cllr Ruth extended her heartfelt sympathies to the families whose shacks caught fire in Ward 1, Sea Vista and thanked the administration for their swift response in providing necessities and food parcels to the affected community. She further extended her sympathies for the child who was electrocuted by a fence and stated that the Planning and Development department is working on acquiring land to ensure that proper services are provided.

Cllr Stuurman congratulated the House of Klaas and Dawid Stuurman for the successful commemoration service that was held at the Chief Dawid Stuurman International Airport in Gqeberha. He also welcomed the German lecturers and students to the Kouga region.

Cllr Oliphant stood with the people of Palestine and applauded all the countries that advocate for peace and stability in Palestine and that have condemned the actions of Israel.

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

The Speaker noted that there has been a lack of attendance by Councillors at the public hearings on Bills tabled in Parliament and urged that Councillors attend the public hearings as well as the scheduled Policy Workshops.

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

It is my honour today, to deliver my first State of the Municipality Address as Executive Mayor of Kouga Municipality.

This is a unique opportunity for us to collectively reflect on the year that passed and, more importantly, to outline the vision for the year ahead of us.

I wish to address Council today not only as a politician or as an Executive Mayor, but, foremost, as a proud South African.

I, therefore, dedicate this address to every South African in Kouga who, during this trying time in our country, endures various levels of distress daily, yet as is entrenched within our character, continues to hold dear to them, a passionate degree of hope and a better tomorrow.

We cannot, as a local municipality, neither reflect nor project, without considering the state of our beloved nation.

I listened to the State of the Nation Address by President Cyril Ramaphosa on 8 February 2024 and was, like many South Africans, concerned about how

disconnected the contents of his speech were from the reality facing South Africans daily.

The stark reality is, that our beloved country is on the brink of collapse. The true state of our nation as a direct result of cadre deployment, politically connected individuals are placed in key positions in the public service without merit, which has facilitated gross levels of corruption leading to state collapse.

The cost of living has subsequently spiralled out of control where 81% of households are skipping at least one meal a day, 12 million people go to bed hungry every night, 30% of children under the age of five are stunted in their development, and millions of hungry schoolchildren are unable to concentrate and learn.

According to the Eastern Cape Department of Health, 1722 children under the age of five in this province were newly diagnosed with severe acute malnutrition between August 2022 and September 2023. Of these, 114 have sadly died. Today, 50% of South Africans live below the poverty line.

South Africa's income per capita has been falling for over a decade with unemployment at around 33%, and at an expanded definition, around 41%, the world's highest.

The electricity crisis has shut down small businesses and has plunged more South Africans deeper into poverty.

As a local municipality, we are closer to the ordinary South African citizen and the socio-economic challenges that besiege us daily.

I want the residents of Kouga to know that I understand the challenges that are faced every day, and despite the gruelling national climate, we have as a local municipality built a resilience second to none, with a community of residents that refuse to bow down.

When I first took office in July last year, I embarked on a tour of every ward in the municipality, visiting every community and engaged with thousands of residents to intimately understand exactly what and how we need to continue to get things done.

I was reminded that a quality education, an opportunity to find meaningful work, and access to quality basic services are the surest ways to ensure that South Africans live a life of dignity.

I am immensely proud of the achievements we have made in the past year to do our bit, in ensuring that our residents maintain a life of dignity.

You cannot have dignity within a dysfunctional Municipality.

In Kouga Municipality, the Accounting Officer and I work hand in glove to ensure that our budget reflects the needs of our community guided by the Integrated Development Plan.

Kouga Municipality, for the 22/23 financial year had an actual operating revenue of R1,286 billion. Of this, we managed to spend 94.66% of our capital projects budget and 100% of our Municipal Infrastructure Grant funding.

Notable highlights include over R13 Million spent for resurfacing 10km of gravel roads and over 4000m ² of potholes repaired and over R20 million for resealing roads creating more than 300 new jobs along the way.

To alleviate the cost of living as best we can, we ensured that residential properties valued at R400 000 and less will not be required to pay property rates. The national norm is just R85 000.

We doubled the pensioners rebate from R100 000 to R200 000 and increased our total indigent subsidy budget to R68 million, which equates to approximately R1367 per indigent household per month.

We reduced tariffs by 23.8% on property rates whose value has not increased by more than 30%.

And in November last year, to provide further relief to residents, we reduced water tariffs from part c to part b.

Even so doing, while municipal debt to Eskom stands at a staggering R75.4 billion nationally, Kouga Municipality owes Eskom nothing.

I would like to commend our accounting officer and chief financial officer for not only enhancing the municipal revenue base but also for keeping costs as affordable as possible for the residents of Kouga.

Congratulations also on your 10th consecutive unqualified audit.

You cannot have dignity without access to water.

It needs not reminding that last year Kouga Municipality was battling the worst drought we have faced in over a decade.

Not only did we avoid day zero, but we used this as an opportunity to improve our water security better than it has ever been before.

The year 2023 marked the completion of four groundbreaking water purification plants in Kouga. These plants are the largest in Africa to make use of this process for municipal supply.

As a result, where we previously relied on 70% of water supply from dams, we now only have a 35% reliance on it, while 65% of our water is now supplied from our underground water from fountains and boreholes.

Our innovative efforts toward ensuring a high standard of water quality were affirmed by being acknowledged as one of the best-performing water service authorities in the Eastern Cape – receiving an overall 64.59% in the latest Blue Drop assessment released by the Department of Water and Sanitation for the year 2022/2023.

The score was further supported by an excellent technical site assessment rating of 91% for the Jeffreys Bay Water Treatment Works.

We had the privilege of having the Minister of Water and Sanitation, Mr. Senzo Mchunu visit this treatment works in August last year, who observed what is possible when funds are spent prudently.

I encourage other local municipalities, who continue to battle with water supply, to work with us and our incredible team in finding solutions to this critical challenge.

You cannot have dignity without ownership.

We have made it our mission that no title deed should remain with the municipality or any government institution but must instead reside with the rightful owner.

Last year Kouga Municipality issued over 1 100 title deeds to residents for their RDP houses across the region, a milestone for the municipality.

We can be proud of being a catalyst for people's self-determination and development.

This is in addition to the 3 056 title deeds issued since 2019 – some of the documents which dated back 20 years or more and had never been issued to their rightful owners.

You cannot have dignity without food on your table.

While I am aware that alleviating food insecurity in Kouga Municipality is beyond our control, I am most pleased with our efforts to alleviate this burden in a meaningful way for those who need it most.

Through a dedicated mayoral initiative and by sourcing necessary donations, Kouga Municipality has in just the past four months donated over five tons of fresh vegetables to over 30 local NGOs across the region.

By supporting this critical sector in our community hundreds of residents can be assured of having a nutritious meal a day.

I particularly want to recognize Xolani Woni from KwaNomzamo, who established his non-profit organisation, "Ikhaya Labakhaya" in March last year.

Xolani distributes close to 300 meals to vulnerable residents on a weekly basis.
His operation unfortunately came to a halt in December due to a lack of resources. Thanks to our initiative, Xolani is now back on his feet providing this critical service.

Wenze kakuhle Xolani! May you continue to make a difference in our community.
It is through the will and tenacity of our people, of South Africans, who ensure that despite all the wrong indicators going up in South Africa, there is hope.

As the late Archbishop Desmond Tutu said, and I quote: "Hope is being able to see that there is light despite all of the darkness".

Let me state this with no uncertainty, there is hope.

There is hope for South Africa and there is clear hope for Kouga Municipality. This is not a fairytale, as the plans for this municipality for this very year are real. While Kouga Municipality remains the best run Municipality in the Eastern Cape, we are not blinded by the challenges in front of us.

While we remain a beacon of hope in the province, we are far from where we envision ourselves to be.

Allow me, therefore, to touch on some of the ongoing priorities for this year. Streamlining customer care Kouga Municipality is committed to bringing open, accessible, transparent, and accountable government to all residents across the Kouga region. For this reason, I launched the First Thursday initiative.

On every first Thursday of the month, residents can meet with myself and my mayoral committee, the municipal manager, and directors without having to make any appointment.

We recommence with this on 7 March 2024 between 12:00 and 17:00 outside municipal offices in Jeffreys Bay and will thereafter visit every town again.

True leadership is servanthood, and we must continue to improve our ability to do just that.

I am also excited about launching our first ever Customer Service Charter, which could possibly be the first of its kind in the province.

This document, which will be distributed broadly, is essentially a commitment to residents detailing the services we offer, the level to which they ought to be rendered and the turnaround time we commit ourselves toward.

We are here to serve, and residents need to hold us accountable.

I wish to acknowledge the myriad of challenges we have experienced with accounts in the past few months.

I am pleased to announce that incorrect billing will soon be an issue of the past as we are currently rolling out our smart water reading initiative.

We have already begun piloting this innovative intervention which we hope will be fully implemented within the next couple of months.

Roads

The extent to which people can use the opportunities available is dependent on how easily they are able to move around their towns, their cities and their country.

When individuals cannot move around freely and easily, their access to economic opportunities is impaired.

Over many years, our road infrastructure has faced neglect, reaching a point where fixing potholes is no longer an adequate solution.

This can be attributed to years of negligence dating back to prior August 2016, when the municipality inherited a backlog of R500 million in road maintenance from the previous term. Heavy rainfall and increased population (3.22% per annum) have exacerbated the road conditions, intensifying the need for prompt action.

Recognizing this, the municipality is committed to reforming its approach to pave the way for tangible and lasting progress.

On 12 September 2023, we hosted a first of its kind "Rescue our Roads" stakeholder meeting. This was attended by engineers, contractors, and stakeholders from all over the country.

Innovative technologies including new methods and materials were discussed.

A month later, the Kouga Municipality Council passed a resolution to secure external funding amounting to R200 million for the vital task of rehabilitating 150km of roads in the next 15 months.

We are presently negotiating with several financial institutions to secure these funds to appoint the most capable contractors to do the job effectively.

In addition to this, we have recently appointed a new manager for roads and stormwater who will lead this process going forward.

Renewable energy

I believe that municipalities have the ability to choose how they wish to approach local governance. If you're proactive, you focus on preparing. If you're reactive, you focus on repairing.

While repairs to critical infrastructure will remain a priority throughout the year, Kouga Municipality will proactively work toward mitigating the devasting effects of load shedding on our residents.
I am pleased to announce that an environmental impact assessment for the construction of a 20MW solar plant outside Humansdorp has been completed and approved.

We are currently in the process of conducting a thorough financial feasibility study to distinguish costing and various financing models.

This green energy project will reduce our reliance from Eskom, cut costs on energy supply, create jobs, keep local businesses energised and will ultimately increase economic development exponentially, particularly within the targeted Humansdorp area.

This initiative includes a 160KW solar project to take the Jeffreys Bay Municipality Building off the grid and a 1MW solar project geared toward powering our critical infrastructure such as our Waste Water Treatment Works.

ISUP

Kouga Municipality will be forking out more than R42 million to upgrade the vandalised Waste Water Treatment Plant in KwaNomzamo, Humansdorp.

The 18-month project, designed to enhance the treatment capacity of the plant, will also clear obstacles holding back the progress of a 400-unit housing project here.

The increased treatment capacity of 2.5ML per day and efficiency will provide the necessary infrastructure support for new residential areas, contributing to the municipality's efforts to address housing demands in a rapidly growing community.

Informal settlements across the Kouga region are set to be upgraded at a combined cost of more than R68 million over the next 12 months.

The implementation of this project will see nine informal communities with over 3000 households be provided with decent basic services, such as water, electricity, sanitation, and waste management.

This will help to address the ongoing dependence of informal areas on the bucket system – which we are committed to removing entirely.

There are many priorities for Kouga Municipality, which include our local economic development strategy, town planning, ensuring we have clean beaches, and increasing tourism.

I, however, want Council and residents to know today, our four key priorities:
1. We have to fix our roads.
2. We have to reduce our reliance on Eskom.
3. We have to make sure that residents are served quickly and effectively.
4. We have to upgrade our Waste Water Treatment Works.

Conclusion

Despite the national climate in South Africa now, I still have immense hope. Hope that we will get out of this decline we have fallen into. Hope that as South Africans we are able to rise above stats and figures and thrive.

That is also why I believe that Kouga has what it takes. We can be a blueprint of what a flourishing South Africa can look like. A place of hope, innovation, where families can live, work, and play safely.

Allow me to end with a quote that I have read in Council numerous times.

Theodore Rooseveldt said: "It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better. The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while daring greatly, so that his place shall never be with those cold and timid souls whom neither knows victory nor defeat."

Fellow South Africans, may we continue to dare greatly – for our country depends on it.

Thank you.

9. **DISCLOSURE OF INTEREST**

Cllr Oliphant declared an interest in item 24/02/R&E2.

Cllr Human declared an interest in item 24/02/R&E1.

10. **STATUTORY MATTERS**

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

Resolved (28 February 2024)

1. That the Minutes of the Mayoral Committee Meeting held on 30 November 2023 be noted.

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

Resolved (28 February 2024)

1. That the minutes of the Ordinary Council Meeting held on 30 January 2024 be approved.

Proposed: W Gertenbach Seconded: S Ruth

MOTION OF EXIGENCY:

WATER INTERRUPTIONS THAT OCCURRED IN HUMANSDORP FROM 23 FEBRUARY 2024 TO 27 FEBRUARY 2024

Cllr Alexander tabled a Motion of Exigency under rule 30 of the Standing Rules and Orders for meetings of Council and all its Committees on the water interruptions in Humansdorp. Under rule 30.1, he requested that the matter be considered as a matter of exigency.

The Executive Mayor seconded the proposal to table the motion.

The Speaker called for a vote on the tabling of the motion:

In Favour: 24
Not in Favour: 2

Cllr Alexander tabled the motion and outlined that since Friday, 23rd of February 2024 complaints were received about the lack of water and low water pressure in the Humansdorp area.

He further highlighted that the technical department reported back that reservoirs were not filled up as per usual and it was discovered that the main line providing water to the Humansdorp area had burst.

At 10:57, the Speaker called for a 10-minute caucus for the discussion of the recommendations.

Upon return at 11:10, Cllr Zana stated that the ANC was in support of the motion. However, he raised a concern about the speed in addressing the matter.

Cllr Mbandana expressed dissatisfaction about the lack of a Water Master Plan in the Municipality.

Cllr Human highlighted that the community of Kruisfontein has been battling with the matter for five years and he added that the water regulation system in Humansdorp needs to be changed, and water needs to be diverted to flow the natural way and not against gravity.

Cllr Oliphant stated that the tabled matter has been continuing for many years with no motion tabled and the State of the Municipality Address has not reflected on the problems of water.

At 11:27, Cllr Zana and Cllr Mbandana received warnings for speaking out of turn.

At 11:34, Cllr Nkilishane received a warning for speaking without being recognised.

Cllr Nkilishane stated that the EFF was in support of the motion and requested that a detailed report of what happened in Ward 4 and 5 be prepared by the relevant department.

Cllr Zana requested that timelines be applied for the execution of the recommendations as outlined.

The Speaker called for a vote on the acceptance of the recommendations tabled.

In Favour: 24
Not in Favour: 1

Resolved (28 February 2024)

1. That the Accounting Officer provide a report on what caused the water interruptions in Humansdorp from 23 February 2024 to 27 February 2024.

2. That an urgent action plan be prepared and implemented by the Civil and Water Services Directorate to prevent a re-occurrence of water outages/interruptions, considering the dire water situation the community experienced.

2.1 That the recommendations outlined in 1 and 2 be accepted.

13. **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).

14. **REPORTS OF COMMITTEES OF COUNCIL**

14.1 **REPORT BACK: SARAH BAARTMAN DISTRICT MUNICIPALITY REPRESENTATIVE**

24/02/SBDM1 REPORT BACK: SARAH BAARTMAN DISTRICT REPRESENTATIVES

Resolved (28 February 2024)

1. That the report be noted.

14.2 **KOUGA AUDIT COMMITTEE**

24/02/KAC1 MINUTES OF THE KOUGA AUDIT COMMITTEE

Resolved (28 February 2024)

1. That the minutes of the Kouga Audit Committee be noted.

14.3 **RULES & ETHICS COMMITTEE**

24/02/R&E1 DISCIPLINARY ENQUIRY HELD BY RULES AND ETHICS COMMITTEE – COUNCILLOR BAZIL HUMAN

At 12:02, Cllr Human was placed in the virtual waiting room.

The Speaker called for a vote on the acceptance of the recommendations.

In Favour: 16
Not in Favour: 9

Resolved (28 February 2024)

1. That the recommendation made by the Rules and Ethics Committee herein be upheld.

2. That the following sanction be implemented against Councillor Human in respect of the charge laid against him and for which charge the Councillor was found guilty.

2.1 That in respect of Charge 1 – the sanction is a fine equal to 50% of Councillor Human's salary, suspended for the balance of his term in office, subject to him not being found guilty of the same offence.

Cllr Human was admitted back into the meeting.

24/02/R&E2 **DISCIPLINARY ENQUIRY HELD BY RULES AND ETHICS COMMITTEE – COUNCILLOR PHUMZILE OLIPHANT**

At 12:13, Cllr Oliphant was placed in the virtual waiting room.

Cllr Petersen expressed that he was not in support of the item.

Cllr Human proposed an amendment to the recommendations for the sanction to be half a month's salary payable over three months.

Cllr Petersen seconded the proposal.

At 12:24, Cllr Dhludhlu received a warning for speaking out of turn.

Cllr Dhludhlu requested a 5-minute caucus.

Upon return at 12:36, Ald Benson counter proposed that the sanction be half a month's salary payable over 1 month.

Cllr Dhludhlu seconded the counter proposal.

The Speaker called for a vote on the acceptance of the amended proposal for half a month's salary payable over 3 months to be sanctioned.

In Favour: 7
Not in Favour: 18

The Speaker called for a vote on the acceptance of the amended proposal for half a month's salary payable over 1 month to be sanctioned.

In Favour: 17
Not in Favour: 8

Resolved (28 February 2024)

1. That the recommendation made by the Rules and Ethics Committee herein be upheld.

2. That the following sanction be implemented against Councillor Oliphant in respect of the charge laid against him and for which charge the Councillor was found guilty.

2.1 That in respect of Charge 1 – the sanction is a fine equal to 50% of Councillor Oliphant's salary payable over (1) one month.

Proposed: Ald Benson Seconded: B Dhludhlu

Cllr Oliphant was admitted back into the meeting.

14.4 **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

24/02/MPAC1 MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

Resolved (28 February 2024)

1. That the minutes of the Municipal Public Accounts Committee be noted.

15. **REPORT BACK: MUNIMEC**

None.

16. **REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER**

24/02/MM2 COUNCIL RESOLUTIONS AS AT 30 JANUARY 2024

Cllr Zana referred to page 125 on the *Partnership Agreement with Gamtoos Tourism* and enquired on the status of the Jazz in the Yellowoods Festival.

On the *Patensie 6 Rectification Project,* he requested a status update on the project as well as on the extension and Sea Vista Clinic.

He further enquired on the status of the transfer of roads from the Provincial department to the Municipality and the maintenance thereof.

Cllr Heystek enquired on the status of the FLISP project and referred to page 125 on the *In-Principle Approval to Develop a Shelter for the Homeless* on whether there has been any progress on acquiring the land.

The Speaker raised the following queries:

— On page 113, he questioned when the Draft Tree Management Policy will be publicised as the target date is 29 February 2024.

- On page 120, he noted that discussions on grant funding in informal settlements were held on 17 January 2024 and enquired on the status of the matter.

- On page 119, he questioned whether an application was submitted as per the discussions held on 13 February as well as on the status of the transfer of properties from the Department of Public Works.

- On page 122, he enquired whether feedback from the Provincial Department of Human Settlements was received on the devolution of land parcels.

- On page 118, he questioned when the MEC's signature would be obtained for the transfer of properties from the Department of Public Works to the Municipality.

- On page 114, he noted that there are multiple items without updates.

In response, the Acting Director: Planning & Development stated that an appointment letter had been signed for the *Patensie 6 Rectification Project* and that the SCM process was underway. He highlighted that the department was looking to include an additional unit in the project, bringing the total rectification of houses to seven.

On the Sea Vista Clinic, he indicated that documents were submitted to the Department of Public Works (DPW) on the matter, however, confirmation is awaited.

On the FLISP project, he explained that a request for changes to be made was received from the Department of Economic Development, Environmental Affairs and Tourism (DEDEAT). On 18 January 2024, comments were received from the service provider, Bosch Projects, where the information was organised and forwarded to the DEDEAT.

On acquiring land for the homeless shelter, he stated that the department was still in the process of identifying land for the shelter. On the approval of grant funding, he confirmed that a business plan was submitted to the Department of Human Settlements (DHS) on 13 December 2023, upon receipt, discussions were held with the Provincial Department on the plan where minor adjustments were proposed.

The adjustments were made, and the plan was resubmitted, however, there has been no feedback on the matter.

On the transfer of properties from the DP), he confirmed that an application was submitted for the rezoning on 14 February 2024. On the devolution of land parcels, he stated that a meeting was held in Gqeberha with the DPW to discuss outstanding matters where it was outlined that the signature of the MEC was awaited. However, a follow-up on the matter was ongoing.

He further highlighted that engagements were held with the DHS where it was indicated that the Department was still in the process of transferring Papiesfontein to DEDEAT.

During the engagements, a condition was made for an Environmental Impact Assessment to be conducted by the Municipality before the transfer was finalised in order to determine a portion of the land that could be developed by the Municipality. However, no feedback has been received on the request.

The CFO referred to page 114 and stated that the update for the establishment of the Kouga SMME Forum remains unchanged as it is linked to the Economic Development Strategy, however, SMMEs are engaged in multiple issues including capital projects, training initiatives and identified opportunities pending the formalisation of the Terms of Reference.

On Grant-In-Aid, he explained that there was a limited budget available in the current year because during the budget period, all the organisations that the Municipality works with that receive or have been receiving an allocation for several years have been specifically budgeted for. As a result, reports have been continuously submitted to the Council for approval of the sponsorships where SLAs are entered into and payments are transferred.

Grant-In-Aid is moving towards the economic development area which will be linked to the anticipated achievements of the Economic Development Strategy.

On the WSL J-Bay Open close-out report, the outstanding information has been received and the report has been included in the upcoming Portfolio Committee agenda for March 2024.

On the process of sourcing external loan funding for R200 million, he stated that the stipulated terms and conditions from DBSA have been assessed at a high level and it was decided that a competitive bidding process would be more suitable. The specification has been finalised and will be submitted to the Bid Specification Committee (BSC) on 1 March 2024 to be advertised in the following week.

On the Yellowoods festival, he highlighted that the project was underway and that a report on the venue would be submitted by 1 March 2024 as there were issues on the matter. The final decision will be made once the report has been submitted.

Cllr Oliphant requested clarity as to which Provincial Department owns Papiesfontein.

The Acting Director: Planning & Development stated that Papiesfontein belongs to the Department of Human Settlements.

Resolved (28 February 2024)

1. That the updated Action Sheets reflecting resolutions of previous Council meetings, be noted.

2. That the action sheet be tabled at Top Management for discussion and actioning.

At 13:02, the Speaker called for a 20-minute comfort break.

17. REPORTS BY THE PORTFOLIO COMMITTEE CHAIRPERSONS

17.1 REPORTS BY THE CHAIRPERSON: FINANCE & ECONOMIC DEVELOPMENT

24/02/FED15 2023 HUMANSDORP COMMUNITY FESTIVAL CLOSEOUT AND 2024 SPONSORSHIP PROPOSAL

The meeting re-convened at 13:24.

Resolved (28 February 2024)

1. That Council note the 2023 Humansdorp Community Festival close-out report.

2. That Council approves the allocation of R 150,000.00 (One Hundred and Fifty Thousand Rand) only, VAT-inclusive, to support the 2024 Humansdorp Community Festival.

3. That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement with the Khoi Kulcha Foundation for staging the 2024 Humansdorp Community Festival, in accordance with the funding allocated in recommendation 2 above.

24/02/FED16 2024 SDC DP WORLD TOUR GOLF TOURNAMENT SPONSORSHIP

Cllr Zana expressed the ANC's opposition to the approval of the item.

The Speaker called for a vote on the acceptance of the recommendations.

In Favour: 17
Not In Favour: 9

Resolved (28 February 2024)

1. That Council approves the allocation of R 400 000-00 (Four hundred thousand rands) + VAT, to support the 2024 Golf tournament at ST Francis Links.

2. That Council authorises the Accounting Officer to conclude a Sponsorship Agreement with St Francis Links for staging the 2024 SDC DP Work tour golf tournament, in accordance with the funding allocated in recommendation 1 above.

17.2 **REPORTS BY THE CHAIRPERSON: PLANNING & DEVELOPMENT**

24/02/PD6 REQUEST FOR ALIENATION (LEASE) OF A PORTION OF ERF 300, PATENSIE

Cllr Gertenbach requested that images of the erf be included in the report for future reference and proposed that an annual escalation fee be outlined in the contract.

Cllr van Niekerk seconded the proposal for an annual escalation.

Cllr Human proposed an additional recommendation for a full development plan to be drafted and submitted on how to develop local SMMEs for inclusive business opportunities.

Cllr Zana supported the additional recommendation.

Resolved (28 February 2024)

1. That Council grant **in-principle** approval for the lease of a portion of Erf 300, Patensie to Seven Cents Private Ltd. for 9 years and 11 months.

2. That Council grant authorisation to the Accounting Officer to advertise the Council's intention to alienate a portion of Erf 300, Patensie by way of a long-term lease agreement.

3. That Council confirms that the land is not needed to provide the minimum level of basic municipal services.

4. That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.

5. That the property be used for the purpose applied for, and for no other purpose whatsoever unless prior written consent has been obtained from the Council.

6. That the lease be cancelled if the purpose applied for is not implemented within 3 years from the date of the signed lease agreement.

7. That all other administrative costs including the valuation be for the cost of the applicant.

8. That an annual escalation on the rental amount be applied.

Proposed: W Gertenbach Seconded: M van Niekerk

9. That a full development plan be prepared and submitted.

Proposed: B Human Seconded: V Zana

24/02/PD8 **REQUEST FOR COUNCIL'S FINAL APPROVAL & AUTHORISATION FOR THE RELOCATION OF THE HUMANSDORP MUSEUM FROM ERF 216 TO ERF 440, HUMANSDORP AND SUBSEQUENT LEASE OF MUNICIPAL PROPERTY BY WAY OF RIGHT-TO-USE**

Resolved (28 February 2024)

1. That Council **grants final approval** for the relocation of the Humansdorp Museum to Erf 440, Humansdorp by means of a Right-to-Use Agreement for a period of 9 years and 11 months.

2. That Council confirms that the land is not needed to provide the minimum level of basic municipal services.

3. That the applicant be responsible for all town planning and building plan processes for the intended use and that all costs be for the account of the applicant.

4. That Council grant the Accounting Officer authorisation to enter into a Right-to-Use Agreement with the applicant once all processes are concluded.

5. That the required maintenance be affected to the Municipal building located on Erf 216, Humansdorp and that it be leased, subject to a competitive process being followed as per applicable legislation and the Council approved Policy.

24/02/PD9 **ALIENATION (LEASE) OF A PORTION OF ERF 231, PELLSRUS AND ERVEN 36 AND 37, PELLSRUS**

Resolved (28 February 2024)

1. That Council **grant final approval** for the lease of a portion of Erf 231, Pellsrus as well as Erven 36 and 37, Pellsrus for a period of 9 years and 11 months to Astro Zone.

2. That Council confirms that the land is not needed to provide the minimum level of basic municipal services.

3. That Council consider the market-related lease valuation of the immovable property.

4. That a service provider be appointed to attend and conclude the subdivision, consolidation, rezoning and that all other administrative costs be borne by the applicant.

5. That Council authorises the Accounting Officer to enter into a lease agreement for a period of 9 years and 11 months with Astro Zone.

24/02/PD10 **REQUEST FOR COUNCIL'S FINAL APPROVAL FOR THE DISPOSAL OF ERF 600, PELLSRUS**

Cllr Human applauded the department for the progress made in finalising the disposal and requested that a list of all historic land items be provided.

Resolved (28 February 2024)

1. That Council **grant final approval** for the disposal and transfer of Erf 600, Pellsrus to Uniting Reformed Church of SA at R5,750.00 which is 25% of the latest municipal valuation of R23,000.00 in terms of the policy of Council.

2. That Council confirms that the following immovable property is not needed for the provision of the minimum level of basic municipal services.

3. That a service provider be appointed to attend and conclude the rezoning and that all other administrative costs be borne by the applicant.

4. That Council authorises the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.

24/02/PD11 **REQUEST FOR COUNCIL'S FINAL APPROVAL FOR THE DISPOSAL OF ERF 2734, SEA VISTA**

Resolved (28 February 2024)

1. That Council **grants final approval** for the disposal and transfer of Erf 2734, Sea Vista to Shekinah Ministries at R25 000 which is 25% of the latest municipal valuation of R100,000.00 in terms of the policy of Council.

2. That Council confirms that the following immovable property is not needed for the provision of the minimum level of basic municipal services.

3. That a service provider be appointed to attend and conclude the rezoning and that all other administrative costs be borne by the applicant.

4. That Council authorises the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.

17.3 **REPORTS BY THE CHAIRPERSON: ELECTRO-MECHANICAL SERVICES**

24/02/EMS6 **REPORT: THORNHILL ELECTRICAL NETWORK TRANSFER FROM NELSON MANDELA METROPOLITAN MUNICIPALITY TO KOUGA LOCAL MUNICIPALITY**

Cllr Zana enquired on the composition of the Committee as proposed in the recommendations, how frequently the Committee would sit as well as the cost of taking over the network.

Cllr Jantjes explained that the Committee would comprise of all the relevant stakeholders and public representatives.

The Acting Director: Electro-Mechanical Services further clarified that the Committee would include a Task Team made up of representatives from the Nelson Mandela Bay Municipality and Kouga Local Municipality. The Kouga Municipality team would comprise of the officials from Budget & Treasury, Assets & Investments, Legal Services and the technical departments.

An item on cost implications would be submitted to Council upon the completion of a study on the assets to be transferred, the cost implications and the SLAs to be drafted.

Resolved (28 February 2024)

1. That Council accept the proposal in-principle to have the Thornhill network transferred to Kouga Municipality subject to a cost assessment and feasibility study being performed.

2. That Council supports the decision to transfer the network in phases, with the first phase being the village network.

3. That Council authorise the Accounting Officer to engage and proceed with negotiations in relation to the intended transfer of the electrical network from the Nelson Mandela Metro Municipality to Kouga Municipality.

4. That a Committee be established to deal with the project's logistics around the intended network transfer, and all to be in attendance when required. This Committee will be responsible for the determination of this project's financial viability, assets, legal, and all other resources to maintain the network in the future.

24/02/EMS7 **REPORT: 20MW RENEWABLE ENERGY CONSTRUCTION PLANS FOR KOUGA MUNICIPALITY**

Resolved (28 February 2024)

1. That Council note the progress report on the 20MW renewable energy plant that will reduce load from the national grid.

2. That a feasibility study including a detailed cost-benefit financial model be submitted to Council for approval.

17.4 **REPORTS BY THE CHAIRPERSON: CIVIL& WATER SERVICES**

24/02/CWS13 WATER LOSSES REDUCTION PLAN

Resolved (28 February 2024)

1. That Council approve the Water Loss Reduction Plan.

18. **CLOSURE**

The meeting closed at 14:50

_____ _____

B WILLIAMS **DATE**

SPEAKER

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

KOUGA
local municipality
Good Governance through Service Excellence

REPORTS OF COMMITTEES OF COUNCIL:

KOUGA
local municipality

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MPACC2**

MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

1. **Introduction**

The purpose of this item is to refer to Council the minutes of the Municipal Public Accounts Committee.

2. **Background**

The confirmed minutes of the Municipal Public Accounts Committee are referred to Council for noting.

3. **Discussion**

Council is advised that the Municipal Public Accounts Committee had a meeting on 19 September 2023 and 23 January 2024 and the minutes of the meetings are attached for ease of reference.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Local Government: Municipal Structures Amendment Act 3 of 2021

6. **Legal Implications**

None.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Not applicable

8.2 **Acting Director: Planning & Development**

Not applicable

8.3 **Director: Civil & Water Services**

Not applicable

8.4 **Director: Electro-Mechanical Services**

Not applicable

8.5 **Director: Community Services**

Not applicable

8.6 **Deputy Municipal Manager**

Not applicable

8.7 **Municipal Manager**

Not applicable

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That the minutes of the Municipal Public Accounts Committee be noted.

Item prepared by the MPAC Chairperson: 

MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON TUESDAY, 19 SEPTEMBER 2023 AT 10:24 IN THE COUNCIL CHAMBERS

Present: Committee Members	Cllr.B. Dhludhlu	(Chairperson)
	Cllr. C. August	
	Cllr. F. Heystek	
	Cllr. H. Murray	
	Cllr. W. van der Linde	
Officials		
	Mr. D. de Jager	(Deputy Municipal Manager)
	Ms. N. Machelesi	(Director: Community Services)
	Mr. J. du Toit	(Manager :PMU)
	Mr. I. Fakier	(Manager: Internal Audit)
	Mr. A. Koegelenberg	(Manager: PMS)
	Mr. T. Madatt	(Acting Director: EMS)
	Mr. S. Abrahams	(Manager: BTO)
	Ms. M. Julius	(Scribe)
Stakeholders	Ms. L. Mostert	(Public Representative)
	Adv. A Klopper	(Public Representative)

1. **OPENING AND WELCOME**

The Chairperson read the notice convening the meeting. Cllr August opened with a prayer.

2. **DECLARATION OF INTEREST**

None of the members had anything to declare.

3. **APPLICATION FOR LEAVE OF ABSENCE / ABSENT WITH APOLOGY/ ABSENT WITHOUT APOLOGY**

3.1 **ABSENT WITH APOLOGY**

Cllr. M. Biko
C du Plessis
Cllr. B. Human
Cllr W Gertenbach

3.2 **ABSENT WITHOUT APOLOGY**

Cllr M. Mbandana
Cllr. L. Nkilishane
Cllr.P.Oliphant

4. **PRESENTATIONS**

None.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1 MINUTES OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 18 JULY 2023

Resolved (19 September 2023)

1. That the minutes of the Municipal Public Accounts Committee meeting held 18 July 2023 be accepted.

Proposed by: W van Linde Seconded by: H Murray

6. MATTERS FOR DISCUSSION

23/09/MPACC1 ACTION SHEETS

It was indicated that the Action Sheets had to be reviewed as certain actions had to be removed.

Resolved to Recommend (19 September 2023)

1. That the updated Action Sheets reflecting outstanding resolutions of MPAC as at 18 July 2023 be noted.

23/09/MPACC2 CONTRACTUAL APPOINTMENTS: VARIOUS CONTRACTS KOUGA LOCAL MUNICIPALITY

Resolved to Recommend (19 September 2023)

1. That the item be noted.

23/09/MPACC3 KOUGA MUNICIPALITY: FIRST DRAFT: ANNUAL REPORT (2022/23)

The Manager PMS stated that MPAC had until the end of March 2024 to prepare an oversight report. He advised that meetings be set up for clarity sessions with each directorate.

He stated that any corrections for typos could be submitted at any time.

Resolved to Recommend (19 September 2023)

1. That the Municipal Public Accounts Committee in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003 commence with the scrutiny of the draft 2022/23 Annual Report with the purpose of the preparation of an Oversight Report on the 2022/23 Annual Report for Kouga Municipality.

23/09/MPACC4 **INSTITUTIONAL PERFORMANCE REPORT: DRAFT UNAUDITED ANNUAL PERFORMANCE REPORT: INSTITUTIONAL SDBIP - IMPLEMENTATION SCORECARD: 2022/23 YEAR**

The Manager PMS stated that the APR had been submitted to AG. The AG has raised issues that the corrective actions were not detailed. He had since included it. He continuously updated the APR and AR thus this was not the final version.

Adv Klopper requested clarity on the LED Special Vehicle and asked if there was strategy in place to recapture clients we lost to solar and what could be done for us to become loadshedding proof.

Mr Abrahams stated that it was special vehicle for projects in IDP that funding had to be sourced for. It was for all unfunded projects and the aim is to seek external funding, they are also working on an LED strategy.

He stated that there has been a reduction in electricity sales and Eskom expenditure as well for the Eskom account for municipality. The effect of this on the bottom line was minimal though.

Mr Madatt on reduction in consumption in Kouga and increase in demand charge, stated that solar batteries charged through our peak periods. The batteries had to be considered in tariffs. There was a buy back policy that would be introduced. People are reluctant to register systems as their statistics are measured.

On municipal own energy generation, he stated that the first submission to Department of Environmental Affairs for assessment was done. Once there is a response and then there would be prospective options such as a 60 Mega Watt park.

Adv Klopper stated that there was major potential for Kouga and it had to consider the private sector. The maintenance cost was not decreasing despite bulk cost decreases thus there was a future lapse possible Was there provision for this? The matter of monitoring solar and registering it using GIS and arial photography had to be considered as well. The feasibility of this and how the tariff policy will deal with solar energy had to be considered.

Resolved to Recommend (19 September 2023)

1. That the content of the Draft Unaudited Annual Performance Report on the implementation of the 2022/23 Service Delivery and Budget Implementation Plan be noted.

2. That reported performance be verified against performance evidence and that the Final 2022/23 Annual Performance Report be resubmitted to Council in January 2024 with the submission of the 2022/23 Annual Report.

23/09/MPACC5 **MONTHLY BUDGET STATEMENTS FOR THE PERIOD OF JULY 2023 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 31 JULY 2023 (2023/24 FINANCIAL YEAR)**

Resolved to Recommend (19 September 2023)

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.

23/09/MPACC6 **SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023**

It was clarified that the item was confirmation that the AFS had been submitted.

Resolved to Recommend (19 September 2023)

1. That the Report confirming the submission of the Annual Financial Statements for the year ended 30 June 2023 be noted.

7. **DATE OF NEXT MEETING**

28 November 2023

8. **CLOSURE**

The Chairperson thanked the Committee and all officials present for their valuable input and for attending the meeting.

The meeting adjourned at 10:12

15 January 2024

Cllr B Dhludhlu **DATE**
CHAIRPERSON

MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON TUESDAY, 23 JANUARY 2024 AT 09:00 IN THE COUNCIL CHAMBERS

Present: Committee Members	Cllr. B Dhludhlu	(Chairperson)
	Cllr. C August	
	Cllr. H Murray	
	Cllr. M Nicholls	
	Cllr W Gertenbach	
	Cllr. W van der Linde	
	Cllr. F Heystek	
	Cllr P Oliphant	
Officials:	Mr. C du Plessis	(Municipal Manager)
	Mr. R Lorgat	(Chief Financial Officer)
	Mr. C de Kock	(Director: CWS)
	Ms. N Machelesi	(Director: Community Services)
	Mr. T Madatt	(Acting Director: EMS)
	Mr. L Ramakuwela	(Acting Director: PD)
	Ms. L Opperman	(Manager: Legal Services)
	Mr. A Koegelenberg	(Manager: PMS)
	Mr. I Fakir	(Manager: Risk & Internal Audit)
	Ms. M Julius	(Senior Admin Officer: Committees)
	Mr. S Sidjiyo	(Committee Officer)
Stakeholders:	Ms. L Mostert	(Public Representative)

1. **OPENING AND WELCOME**

The Chairperson read the notice convening the meeting.

He requested Cllr August to open with prayer.

2. **DECLARATION OF INTEREST**

None of the members had anything to declare.

3. **APPLICATION FOR LEAVE OF ABSENCE/ABSENT WITH APOLOGY/ABSENT WITHOUT APOLOGY**

3.1 **ABSENT WITH APOLOGY**

Cllr M Mbandana	
Cllr. B Human	
Adv. A Klopper	(Public Representative)
Mr. D de Jager	(Deputy Municipal Manager)

Cllr van der Linde sought clarity on whether the additional Committee members form part of the quorum. In response, the Municipal Manager and Manager: Legal Services indicated that quorum is constituted by the majority of the members of MPAC irrespective of their membership category and all members have voting rights.

Cllr Oliphant stated that when advice is solicited reference must be made to a piece of legislation as the composition and membership of MPAC is legislated.

The Chairperson requested the Manager: Legal Services to furnish the Committee with a piece of legislation to clarify the concern and indicated that the meeting quorate.

3.2 **ABSENT WITHOUT APOLOGY**

Cllr. L Nkilishane

4. **PRESENTATIONS**

None.

5. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

5.1 **MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 8 DECEMBER 2023**

Resolved (23 January 2023)

1. That the minutes of the Municipal Public Accounts Committee meeting held on 8 December 2023 be accepted.

Proposed by: W Gertenbach Seconded by: M Nicholls

6. **MATTERS FOR DISCUSSION**

24/01/MPACC1 ACTION SHEETS

Resolved to Recommend (23 January 2024)

1. That the updated Action Sheets reflecting outstanding resolutions of MPAC as at 8 December 2023 be noted.

24/01/MPACC2 KOUGA MUNICIPALITY: FIRST DRAFT: ANNUAL REPORT (2022/23)

Cllr Oliphant noted the Draft Annual Report and proposed that a date be set aside in February to thoroughly interrogate the Draft Annual Report as it is an extensive document and Cllr van der Linde seconded the proposal.

Cllr Gertenbach enquired if the irregular, fruitless, and wasteful expenditure of the previous financial year was written off and submitted to the Council.

The Chief Financial Officer responded and mentioned that the financial information was concluded after the audit end of November 2023, and the finance chapter has been included in the Draft Annual Report.

The Manager: PMS indicated that the legislation requires that the meetings where the MPAC would discuss the Draft Annual Report be made open to the members of the public for comments.

The Chairperson added that MPAC does not need to host the Public Roadshows. However, thorough advertisement of notice for public comments must be conducted.

Cllr Oliphant solicited the motivating factor and compelling reasons for MPAC deviating from hosting the Public Roadshows as such exercise was previously conducted.

In response, the Municipal Manager indicated that the focus is on the accuracy of the information contained in the Annual Report and the role of the MPAC is to do an oversight on the quality of the Annual Report.

The Chairperson added that the Draft Annual Report be interrogated internally and the Manager: PMS submits proof that the notices for public inputs were distributed through all platforms and requested Councillors to submit their inputs and questions on or before 31 January 2024.

Resolved to Recommend (8 December 2023)

1. That the Municipal Public Accounts Committee in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003 commence with the scrutiny of the draft 2022/23 Annual Report with the purpose of the preparation of an Oversight Report on the 2022/23 Annual Report for Kouga Municipality.

2. That the Draft Annual Report be interrogated in the next MPAC meeting with time allocation per directorate to respond to clarities from the Committee and per the inputs received from public comments.

Proposed: Cllr P Oliphant Seconded: Cllr W van der Linde

24/01/MPACC3 **2023/24 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: PROGRESS UP TO THE QUARTER ENDING 30 SEPTEMBER 2023**

Resolved to Recommend (23 January 2024)

1. That the Quarter 1 operational and institutional performance report on progress made with the implementation of the 2023/24 Service Delivery and Budget Implementation Plan be interrogated by MPAC for purposes of recommendations in this regard for submission to Council be considered.

2. That Directorates ensure that corrective actions are discussed and agreed on at the level of the Portfolio Committees in respect of all Key Performance Indicators where set targets for the reporting period have not been achieved in order to ensure achievement of the annual performance targets and that such corrective actions be submitted to MPAC.

24/01/MPACC4 **MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2023 TO NOVEMBER 2023 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 30 NOVEMBER 2023 (2023/24 FINANCIAL YEAR)**

The CFO indicated that he internally recommends that the Water Amnesty be not extended beyond 29 February 2024. However, residents must be encouraged to come forward and complete the Water Amnesty form to address the water billing issues.

Cllr Oliphant added that any additional clarity-seeking questions about the item must be directed in writing to the CFO by the Committee members.

Resolved to Recommend (23 January 2024)

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

24/01/MPACC5 **REPORT ON THE IMPLEMENTATION OF RESOLUTIONS OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE EMANATING FROM THE OVERSIGHT REPORT ON THE 2021/22 ANNUAL REPORT**

Resolved to Recommend (23 January 2024)

1. That the report on the implementation of the resolutions of the Municipal Public Accounts Committee relevant to the Oversight Report on the 2021/22 Annual Report be noted.

2. That the Municipal Public Accounts Committee considers the MPAC Resolutions relevant to the Oversight Report on the 2021/22 Annual Report as being finalised.

24/01/MPACC6 **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE(MPAC): AUDIT ACTION PLAN FOR 2022/23 AUDIT REPORT**

Cllr Gertenbach inquired about the findings on Performance Management. In response, the Municipal Manager stated that in the previous financial year the municipality received a clean audit outcome on Performance Management. However, during the financial year in question, there were identified areas in the Infrastructure and Engineering where viable performance evidence could not be provided to support the performance indicators.

Resolved to Recommend (23 January 2024)

1. That the Municipal Public Accounts Committee notes the Municipal Manager's audit action plan for the 2022/23 financial year.

7. **DATE OF NEXT MEETING**

15 February 2024

8. **CLOSURE**

The Chairperson thanked the Committee and all officials present for attending the meeting.

The meeting adjourned at 10:12



29 February 2024

Cllr B Dhludhlu **DATE**
CHAIRPERSON

REPORTS BY THE OFFICE OF THE MUNICIPAL MANAGER

KOUGA
local municipality

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/02/MM2**

COUNCIL RESOLUTIONS AS AT 28 FEBRUARY 2024

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. **Discussion**

None.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Section 55 of the Local Government: Municipal Systems Act, No. 32 of 2000, provides in subsection 1(k) that a Municipal Manager is responsible and accountable for carrying out the decisions of the political structures and political offices bearers of the municipality.

6. **Legal Implications**

None.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Noted

8.3 **Director: Civil & Water Services**

Item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That the updated Action Sheets reflecting resolutions of previous Council meetings, be noted.

10.2 That the action sheet be tabled at Top Management for discussion and actioning.

Item prepared by: The Deputy Municipal Manager



Item endorsed by: The Chief Financial Officer



Item endorsed by: The Acting Director: Planning & Development



Item endorsed by: The Director: Civil & Water Services



Item endorsed by: The Director: Electro-Mechanical



Item endorsed by: The Director: Community Services



Item approved by: The Municipal Manager:



COMMUNITY SERVICES: ACTION SHEET - COUNCIL							
MEETING	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**RESPONSIBLE OFFICIAL**	**CURRENT STATUS** **COMPLETED** **NOT COMPLETE** **IN PROGRESS** **ON GOING** **NO ACTION REQUIRED**
30-Jan-24	**24/01/CSS1**	**SPONSORSHIP REQUEST OF R100 000 FOR LIFESAVING CHAMPIONSHIPS TO BE HOSTED IN KOUGA ON THE 24TH AND 25TH FEBRUARY 2024**	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with Lifesaving Nelson Mandela Bay in respect of sponsorship stated above and that the Municipality is at liberty to request any further and/or additional information in respect of the expenditure report and company to comply with all reporting, financial management and auditing requirements as stipulated in this Agreement.	Council Resolution 24/01/CSS1		Director: CS	**COMPLETED**
	24/01/CSS2	**REVISED PREVENTION OF PUBLIC NUISANCE AND KEEPING OF ANIMALS BY-LAW**	That the approved Prevention of Public Nuisance and Keeping of Animals By-Law be advertised for public comments.	The information was disseminated on the Website and in Public Spaces (Ward Offices/Libraries) at the end of February '24.		Acting Manger: Rean Nel/Manager: Waste and Environmental	**COMPLETED**
			That the approved Prevention of Public Nuisance and Keeping of Animals By-Law be workshopped, after the public participation process, with Councillors before its resubmission to Council.	Virtual Meeting - 19-Mar-24 @ 09h00 with the Cllrs		Acting Manger: Rean Nel/Manager: Waste and Environmental	**IN PROGRESS**

	24/01/CSS3	**DRAFT TREE MANAGEMENT POLICY**	That Council authorises the Municipal Manager to commence with a public participation process for the Draft Tree Management Policy.	The information was disseminated on the Website and in Public Spaces (Ward Offices/Libraries) at the end of February '24.		Manager: Waste and Environmental	**COMPLETED**
			That the approved Prevention of Public Nuisance and Keeping of Animals By-Law be workshopped, after the public participation process, with Councillors before its resubmission to Council.	Virtual Meeting - 19-Mar-24 @ 09h00 with the Cllrs		Manager: Waste and Environmental	**IN PROGRESS**

FINANCE & ECONOMIC DEVELOPMENT - ACTION SHEET - COUNCIL							
MEETING DATE	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**RESPONSIBLE OFFICIAL**	**CURRENT STATUS** **COMPLETED** **NOT COMPLETE** **IN PROGRESS** **ON GOING** **NO ACTION REQUIRED**
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	

29-Apr-22	**22/04/PDT14**	**ESTABLISHMENT AND RECOGNITION OF THE KOUGA SMME FORUM**	That the item be deferred to the next Council meeting.	TOR's to be drafted with Legal Service	ED & Tourism moved to Finance Department on 1 August 2023. Currently in progress to finalize draft ED Strategy. Will be submitted to Council in 2024 and thereafter all policies and by-laws will be drafted. Part of the Strategy is looking at current structures and new structures needed for implementation within KLM jurisdiction.	CFO	
09-Dec-22	**22/12/PDT6**	**GRANT IN AID**	That Organizations be workshopped on the application process for Grant in aid	Office busy with re-workshopping the Grant in Aid Policy to go to the Policy workshop.	ED & Tourism moved to Finance Department on 1 August 2023. Currently in progress to finalize draft ED Strategy. Will be submitted to Council in 2024 and thereafter all policies and by-laws will be drafted and workshopped. GIA process and policy will be workshopped and looked at after approved ED Strategy for future guidelines and guidance.	CFO	

31-May-23	**23/05/PDT7**	**MUNICIPAL FUNDED EVENT CLOSEOUT REPORT FOR THE 2022 J-BAY SURF FESTIVAL AND 2023 SPONSORSHIP PROPOSAL**	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement / SLA with the organizers of the J-Bay Surf Festival in respect of sponsorship stated in "2." above.	Close-out report received,	Submitted to PC with sponsorship agreement for 2024/2025 event in June 2024.	Acting Manager: ED & Tourism Tourism & Information Officer	
27-Oct-23	**23/10/FED17**	**INCURRING LONG TERM DEBT IN TERMS OF SECTION 17, 19 & 46 OF THE MFMA**	That the formal processes of sourcing external loan funding be initiated with immediate effect, in line with section 17,19 & 46 of the MFMA, for an amount of R200 million to repair the roads within Kouga.	DBSA has been engaged. Information is been collected for submission to DBSA.	Formal comppetitive Tender process in progress - Specifications drafted and submitted to BSC	CFO	
07-Nov-23	**23/11/FED2**	**SPONSORSHIP AGREEMENT BETWEEN KOUGA LOCAL MUNICIPALITY AND CHALLENGE FAMILY – MULTI FESTIVAL FOR KOUGA**	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement with Africa Premier Events (Pty) Ltd for staging a live Triathlon Sporting Event organized by Challenge Family in respect of funding stated above.	Legal informed about Council resolution and that SLA will be drawn up with EO.	Currently EO indicated that event will possibly not be held. Looking at planning another similar event.	Events Officer/Legal	
			That a close report be prepared by the Event Organizer and submitted to Council within 1 month after the event.	Will be included in the SLA.	Will be included in SLA.	Events Officer/Legal	
	23/11/FED3	**IMPLEMENTATION OF A WATER AMNESTY FOR A 3 MONTH PERIOD**	That Council approves a Water Amnesty, for a period of 4 months, commencing on 1 November 2023 and ending 29 February 2024; whereafter a	Water Amnesty period effected and in progress	In Progress	CFO	

			report be tabled to Council and an extension be considered.				
			That for delayed meter, non-read, and estimated readings, the account will be corrected and charged for preceding period of up to 3 months' monthly consumption only, at the current approved tariffs	Water Amnesty period effected and in progress	In Progress	CFO	
			That for all water leak queries: 1. The customer be required to submit the current meter reading with all supporting evidence that the leak has been repaired; 2. That a 100% write-off of the water leak be considered and only the average monthly consumption be charged; 3. The average monthly consumption must be calculated using 3 months consumption prior to the water leak. 4. That the requirement for photos to accompany applications for the amnesty period be waived.	Water Amnesty period effected and in progress	Amnesty period ended and applications are being processed - to be completed by 31 March 2024	CFO	
			That the billing period be reduced from 2 months in arrears to 1 month in arrears by adding an additional 10 days consumption to the next 3 months billing;	Arrear billing effected in December 2024 for 10 days. Mayor approved that the 20 days remaining be billed over the next 5 months to reduce the financial burden on consumers.	Being implemented - last billing will be at the end of May 2024.	CFO	

			That the Customer Care Credit Control and Debt Collection Policy be fully implemented after the Amnesty period; and	Water Amnesty period effected and in progress	Credit Control effective from 1 March 2024 and fully effective once all Amnesty applications are procssed.	CFO	
			That the Customer Care Credit Control and Debt Collection Policy be reviewed to take the above challenges into account when the Policy is reviewed during the Budget process	Policy is being reviewed and will be submitted to Council with the Draft Budget on 31 March 2024	Policy will not form part of Draft Budget. Policy will be workshopped in April for final approval in May 2024 with the Final Budget.	CFO	
			That tenants be included in the 4 month amnesty period	Water Amnesty period effected and in progress	Amnesty period ended and applications are being processed - to be completed by 31 March 2024	CFO	
14-Dec-23		**KOUGA LOCAL TOURISM ORGANISATION 2022/2023 ANNUAL EXPENDITURE REPORT AND THE KLTO 2023/2024 BUSINESS AND BUDGET PLAN TO MARKET KOUGA AS A DESTINATION OF CHOICE (AMENDMENT)**	That a strategic planning session be held with the KLTO and LED department within the next 2 months	Part of ED Strategy process	Discussions to be part of ED Strategy.	Acting Manager: ED & Tourism Tourism & Information Officer	
	23/12/FED6	**SPONSORSHIP AGREEMENT BETWEEN KOUGA LOCAL MUNICIPALITY AND NELSON MANDELA BAY AQUATICS FOR THE 2024 SOUTH AFRICAN**	That the Accounting Officer concludes a Sponsorship Agreement with Nelson Mandela Bay Aquatics for staging the 2024 to 2026 South African National Open Water Championship Event in respect of funding of R	Council resolution received.	All processes finalized - payment processed	Acting Manager: ED & Tourism Tourism & Information Officer	

		NATIONAL OPEN WATER CHAMPIONSHIP	150,000-00 (One Hundred and Fifty Thousand Rand) only, VAT-inclusive.				
			That a full report be provided in respect of the intended local economic benefits that such an event would add to the Kouga municipal area.	EO reminded that a close-out report must be submitted within 1 month after event.	EO reminded that a close-out report must be submitted within 1 month after event.	Events Management Officer	
	23/12/FED7	**HUMANSDORP MUSEUM ASSOCIATION 2022/2023 ANNUAL REPORT AND THE 2023/2024 BUSINESS AND BUDGET PLAN TO PRESERVE THE NATURAL AND CULTURAL HERITAGE OF KOUGA**	That the Khoi and San structure form part of the Tourism Strategy.	The Khoi and San will be consulted in the development of the ED Strategy.	In Progress with finalization of ED Strategy	Acting Manager: ED & Tourism Tourism & Information Officer	
28-Feb-24	**24/02/FED15**	**2023 HUMANSDORP COMMUNITY FESTIVAL CLOSEOUT AND 2024 SPONSORSHIP PROPOSAL**	That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement with Khoi Kulcha Foundation for staging the 2024 Humansdorp Community Festival, in accordance with the funding allocated.	SLA and procurement process is handled currently by Chief of Staff in the Mayor's Office.	SLA concluded and payment requisition completed	Kyle Minnaar - Chief of Staff	
	24/02/FED16	**2024 SDC DP WORLD TOUR GOLF TOURNAMENT SPONSORSHIP**	That Council authorises the Accounting Officer to conclude a Sponsorship Agreement with St Francis Links for staging the 2024 SDC DP Work tour golf tournament, in accordance with the funding allocated.	Council resolution received - waiting for Legal Department ot finalize SLA and then procurement process will follow.	SLA concluded and payment requisition completed	Acting Manager: ED & Tourism Tourism & Information Officer	

PLANNING & DEVELOPMENT: ACTION SHEET - COUNCIL							
MEETING DATE	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**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 MUNICIPALITY**	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	The finalisation of the transfer of Public Work properties to Kouga Municipality in progress	The IGR Land Forum was resusitated on 24 March with intention of bring all outstanding council resolution to completion. There has been constant communication and information sharing since the mentioned meeting in order to conclude outstanding matters. On 11 October 2023 follow-up was made, Public Works confirmed that bulk submission was approved for transfer of PW properties to Kouga Municipality by Premier and is awaiting signature from MEC. **A meeting was held with Public Works**	Manager: L&PA	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	Awaiting Transfer of properties by Public Works.			

					in Gqeberha on 27 February 2024 to discuss current status and progress on the transfer of land between Kouga Municipality and Public Works. Public Works indicated that they are still awaiting signature of the MEC. We also resolved to meet regulary until these matters are concluded (11/03/2024)		
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	Matter was referred to top management and it was resolved that the item be sent back to Council with new method of disposal.	The Department had to reevaluate the beneficiaries. Meeting was held with the Cllr to discuss the implication. **A new item to be tabled to Council after consultation with the affected beneficiearies.** (11/03/2024)	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 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.Resolution will be actioned during	DEDEAT was approached to attend to the outstanding EIA authorisation awaiting feedback from DEDEA. Draft response received	Dir:PDT / Manager: Human Settlements	ongoing

				project commencement	from consultants on 18 January 2024. Consolidated response sent to DEDEAT on 05 Feb 2024. Awaitng outcome. 11/03/2024		
			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.Resolution will be actioned during project commencement. We had a meeting with Bosch Projects (SP) who was appointment to determine floodline determination for FLISP/Social Housing. Bosch Projects (SP) complete floodline determination was completed by 21 August 2023.	the resolution will be implemented upon submission of Building plans for the development. Ongoing, project is still on pre-planning phase.Resolution will be actioned during project commencement.	Dir:PDT / Manager Human Settlements	ongoing
	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.	Three quotations to be obtained from service providers for the rezoning of erf 560.	Requisition has been received and submitted to SCM in order to prepare a order. Order received from SCM and service provider has been appointed. Instruction was given on 12 December 2023 to	Manager :L&PA	In Progress

					proceed with rezoning and service provider busy preparing report for submission. Follow-up was done 13 February on the status and it was confirmed that application will be submitted. **Application was submitted on 14 February on Ovvio portal under reference number JC2324-00025** (11/03/2024)		
	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.	The Dept P&D is currently engaging with Ward Councillors on the roles and responsibilties of Aesthetics Committees further to confirm if the Committee is required for the respective wards.	The item has served before Council to establish a "Aesthetics Committee" for SFBay area , but was put on hold due to the "guidelines" is not legally enforceble and a way was seek to have it enacted in a "by-law" or within the town planning scheme. Council has granted permision to proceed with amendment of the ILUS. Notices already published for I&A to register in January 2024.	Dir: PDT / Manager P&D	In Progress

					The department is finalsing the draft by-laws. The intention is to include it in the March/April Policy Workshop. 10/03/2024		
					No		
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.	Proposal received from consultant and to be discussed internally. Item will be submitted as part of Quarter 2 Portfolio Committee report.	It has come to the Departments attention that it is not a precinct plan but rather a lay-out plan and was decided that an Item should be taken to Council to revise the resolution. **To be implemented after consultation with the MMC.** (10/03/2024)	Dir: PDT	In Progress
			That the registration of Erf 8783, Ocean View to Kouga Municipality be continued and concluded.	Transfer in progress	This erf was subdivided from erf 335 portion 125 Humansdorp RD as part of the Ocean View low-cost housing development. The	Manager: Legal Services	In Progress

					erf is currently zoned as "Authority Zone. The SG Diagram and Regulation 38 Certifcate to be submitted, the transfer process is ongoing.		
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.	Enagagements 21/09/2023 held between the implementing agent - HDA , provincial Dept of Human Settlements and KLM department (Human Settlements and I&E) to discuss the challenges regarding the installation of interim servcies.	KLM was appointed as implementing agent for installation of ipermanent services on 21/08/2023 in the nine Informal Settlements (Bangalows, Cyril Ramaphosa, No. R10, Ocean view, Shukushukuma, Polla park 553, Polla Park 257 , Donkerhoek, Thornhill) for a period of 9 months. Amended appointment letter received by the Provincial Department of Human Settlements (PDoHS) on 30 October 2023. Planning meetings are being held between Internal Departments as	Dir: PDT/ Manager: Human Settlements	Complete

					well as with the PDoHS to kick start permanent services. Progress meetings will also be held weekly between PDoHS and KLM to ensure successfull implementation of project. Business Plan submitted to the Deaprtment. Awaiting feedback. Business Plans were discussed with the PDoHS on 17 January 2024 and Project Manager of PDoHS will met with Head Office to discussed submitted Business Plans. Municipality still awaits the decision from PDoHS. Municipality received the Funding Agreement and agreement was signed by the Accounting Officer on 4 March 2024.		
	20/12/PD8	**APPROVAL FOR THE COMMENCEMENT TO DRAFT "AESTHETICAL AND HERITAGE BUILDING BY-LAW" FOR THE ST FRANCIS BAY VILLAGE**	That the Department: Planning & Development facilitate the process to address the "Objectors Objections" by convening a virtual meeting with	Draft completed.Legal to check it .Published document for comments in March . See previous comments for	The Dept P&D has commence with an inhouse review and will be escalated to Legal for further	Manager: LPA See previous comments on item)	In progress

		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	the objectors as well as other Interested and affected parties.	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. An item has been approved by Council to commence with the amendment of the Land Use Scheme.	comments/inputs. Permission was granted by Council to commence with review. The department is finalising the draft document. Intention is to include in the March/April Policy Workshop.		
			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.		All parties that objected will be notified during the Public Participation process.		
			That all the objectors be notified timeously of the date and venue for the virtual hearing.				

26-Feb-21	**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.	The closure of public place has been completed. Town Planning indicated that the Department is currently under pressure and will not be able to do rezoning in-house. A meeting was also held with the applicant on 6 March to discuss the application and way forward. It was agreed that the applicant proceed and submit designs and site development plan whilst Council finalise the rezoninng. Requisition was submitted on 28 July 2023 to SCM for an order.	Three qoutations for rezoning was received and requisition has been submitted to SCM on 28 July 2023 under **requisition number 150707** awaiting order. Order was received from SCM and instruction was given to service provider on 11 September 2023 to proceed with the rezoning of erf 5812. It was requested that the Department establish whether the applicant still want to continue with the project as it would appear the applicant are not proceeding with the development. **A letter was sent to applicant to confirm if they still proceeding with development. Written reply was received from applicant on 5 February 2024, applicant indicated that they will still develop the Autism Centre on**	Dir: PDT/ Manager L&P	In Progress

					erf 5812. The rezoning application was formally submitted on the Ovvio System on 31 January 2024 for processing and consideration under reference no. JL2324-00105. (11/03/2024)		
31-Mar-21	**21/03/PD1**	**TRANSFER OF RESIDENTIAL SITE: HISTORIC CONDITION OF SALE: ERF 1331 PELLSRUS: PIENAAR FAMILY**	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.	Gazetting of public place closure of erf 1331 has been finalised. Quotations for rezoning of subdivided portion to residential purposes in process.	Subdivision and gazetting completed. **The service provider to finalise the rezoning should be appointed before 31 March 2024.** (11/03/2023)	Director: PDT/ Manager: LPA	In Progress
	21/03/PD3	**Application to Purchase a Portion of Erf 552 Sea Vista (Mr. M. Johansens)**	That the applicant be responsible and carry the cost for the closure of public open space and subdivision of erf 552.	Power of Attorney was granted to the applicant to enable him to bring land use application.	POA was provided to applicant. Awaiting application from applicant. It was indicated that Mr. Johansens is out of the country. **Follow up will was done on 2 February 2024 with no sucess reaching applicant. (**11/03/2024)	Manager: Legal Services / Manager L&P	In Progress
			That the newly created erf be transferred only once the formal closure has been concluded,	Will be incorporated in the deed of sale	Will form part of the transfer process.	Manager: Legal Services / Manager L&P	In Progress

			and the conveyance cost be carried by the applicant.				
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.	Matter was referred to top management and it was resolved that the item be sent back to Council with new	The Department had to reevaluate the beneficiaries. Meeting was held with the Cllr to discuss the implication. **A new item to be tabled to Council after consultation with the affected beneficiearies.** (11/03/2024)	Director:PDT/ Manager L&P	In Progress
	21/05/PD11	**LAND SWOP: 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.	Transfer of new erf (11163) in progress. All land related processes completed.	Transfer attorney has been appointed and busy with transfer. Communication between our Legal Services and appointed conveyancer on 7 July 2023 advising the service provider to first register erf 6650 as it is an unregistered erf, the swop of erf 6649 and 6650 will proceed thereafter. **The transfer of erf 11163 has been assigned to appointed attorney to do the transfer. Transfer**	Director:PDT/ Manager L&P	In Progress

					still in progress. (11/03/2024)		
	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	Comments was received from Provincial Treasury during November 2022 who requested for more information in respect of the application to dispose a portion of erf 347 portion 4 to Teen Challenge. Item was submitted at the April 2023 Portfolio Meeting with a request that the department investigate the name changes of the applicant. An item was submitted to Council Meeting to request final approval.	Item for final approval was submittted to Portfolio Committee, however clarity was seeked in respect of the applicant due to the number of name changes of the NPO. Feedback will be provided to the Portfolio Committee on 12 October 2023. **The Council granted final approval on 14 December 2024. Approval letter has been sent to applicant and instruction to Legal Services** (11/03/2024)	Director:PDT/ Manager L&P	Completed

			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.				
			That the subdivision and rezoning of the land be attended to and concluded.	Will be attended to should final approval be granted by Council.	**A 7-day notice will be prepared for placement during the week of 18 March 2024 to appoint a service provider to commence with subdivision and rezoning.**	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.	To commence once council's final approval has been obtained.	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.	To commence once council's final approval has been obtained.	Director:PDT/ Manager L&P	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.	An amount of R25 689 286.32 was paid over to KLM on 01 March 2023.	The completion certificate for phase 1 of the project was signed on the 24th of July 2023. A new procurement for phase 2 internal streets and stormwater infrustructure has commenced. and is currently at BSC. The original scope was reduced. Contractor currently off-site. Procurement for new contractor in progress. Item already served on 04 September 2023 at the BSC meeting. Municipality plan to appoint Contractor before end of November 2023. Due to some delays appointment was not yet done. Second bidder withdraw from project. A Internal Service Virtual Meeting were held on 14 December 2023 and a Compulsary Site Briefing Meeting were held on 11/01/2024.	Dir:PDT/ Manager:HS/ Manager:	In Progress

					Tender close on 26 January 2024. The Municipality concluded the Supply Chain processes and are in the process to appoint the succesfull bidder. 12 February 2024. Awaiting approval from BAC for the appointment of successfull bidder. 11 March 2024		
			That the interest accumulated from the grant funding be ringfenced for future Human Settlements projects.	To be confirmed		CFO	In progress
			That monthly, quarterly and annual expenditure reports with supporting documentation be reported to Council and ECDHS; and	Expenditure report was submitted to the Department of Human Settlements (Province) on 17 July 2023	A new expenditure report will be submitted by the end of September 2023. Montly report is submitted to PDoHS on a monthly basis in respect interest incurred on grant funding. The interest incurred on the grant funding received from the PDoHS amounts to **R 1**	Manager HS	In Progress

					538 530.76 as of 02 February 2024.		
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.	The closure of public place has been completed. Town Planning indicated that the Department is currently under pressure and will not be able to do rezoning in-house. A meeting was also held with the applicant on 6 March to discuss the application and way forward. It was agreed that the applicant proceed and submit designs and site development plan whilst Council finalise the rezoninng. Requisition was submitted on 28 July 2023 to SCM for an order.	Three qoutations for rezoning was received and requisition has been submitted to SCM on 28 July 2023 under **requisition number 150707** awaiting order. Order was received from SCM and instruction was given to service provider on 11 September 2023 to proceed with the rezoning of erf 5812. It was requested that the Department establish whether the applicant still want to continue with the project as it would appear the applicant are not proceeding with the development. **A letter was sent to applicant to confirm if they still proceeding with development. Written reply was received from**	Director:PDT/ Manager L&P	In progress - **Please note the item is duplicated**

					applicant on 5 February 2024, applicant indicated that they will still develop the Autism Centre on erf 5812. The rezoning application was formally submitted on the Ovvio System on 31 January 2024 for processing and consideration under reference no. JL2324-00105. (11/03/2024)		
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.	Addressed the matter in the engagement with the departjment public works	No final descision taken as there is no final eviction order granted.	MM	Ongoing
	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.	Service Provider has been appointed for closure of public places.	After internal discussion the department will present an item to remove some of the erven from the list and consider rescinding the resolution. **A new item will be tabled to the next Council Meeting.** (11/03/2024)	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.	Market valuations will be determined once rezoning has been completed.	Will commence once rezoning is completed	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.	Will commence once the properties has been disposed.	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.	Indication was given that a report for write-off was to be tabled to Council.		Finance	In Progress
	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.	Matter was referred to top management and it was resolved that the item be sent back to Council with new method of disposal.	Item to be taken back to Council after consultation with the affected beneficiaries.	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 Accounting Officer be authorised to enter into an Offer to Purchase Agreement with the occupants and appoint conveyancers to effect transfers.	Confirmation has been requested from the Provincial Department of Human Settlements on 04 April 2023 to give confirmation on the appointed service provider. De Wet & Stryder . W Langson and Asssociates where appointed by the Dept of Human Settlements to attend to the pre-94 transfers.	Meeting where held on the 20th Septmeber 2023 at the Provincial Dept of Human Setlements and Municipalities in SBD to discuss TOR of appointed conveyances. Deed of sales wil be submitted on the 27th of Sepetmber 2023. All Deed of Sales submitted to appointed service provider. Power of Attorneys and Rates Clearance signed in December 2023 and submitted to Conveyancer. Awaiting transfer of properties.	Director:PDT / Manager Human Settlements	In Progress

					Transfer of properties in progress. (11/03/2024)		
31-Mar-22	**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.	Council resolution has been taken to accepts the land the Department of Human Settlements wants to devolve to Kouga Municipality. Matter was discussed at the IGR Land Forum Meeting on 24 March 2023. KLM met with officials from Department of Human Settlements during the week of 08 May 2023 and discuss the devolution of these land parcels and revert back to the Municipality	Awaiting feedback from the Provincial Department. **An email was sent to the Provicial Department of Human Settlements on 28 August 2024 to enquire on the request to consider devolving former National Housing Board properties which includes Papiesfontein properties to Kouga Municipality.** (11/03/2024)	Dir. PD&T	In Progress
	22/03/PDT8		That Council engage in Change management and Intensive 1 month testing of the implementation before implementation.	The testing before implementation of new system	Change management process plan committed to a 6 month overlap period for migration.	MM / PDT	In Progress

31-May-22	**22/05/PDT2**	**IMPOSING OF MANDATORY INSTALLATION OF RAINWATER HARVESTING TANKS FOR NEW BUILDINGS IN KOUGA MUNICIPALITY IN RESPONSE TO DROUGHT**	That 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.	Building Control to facilitate (July 2022) engagement for comment with Kouga Architectural Designer's Forum (KDF) on implementation of Resolution - 22/05/PDT2 .	Building Control to investigate -legal requirement This a not a statutory Standards but it's a best practise standard. Building Control can advice public/RP to add rain water harvesting to applications-This is a best practise which is not enforcable.- This should be in terms of R2(2) which refers to R1(1) of the National Building Regulations.Municipalities Stormwater Engineering Department should deal with the aspect as rainwater is related to stormwater. Best Practise is advisable, not enforceable.(as Discussed with Act. Director) It was advised that the matter be dealt with under I&E rainwater harvesting	Building Control to investigate -legal requirement This a not a statutory Standards but it's a best practise standard. Building Control can advice public/RP to add rain water harvesting to applications-This is a best practise which is not enforcable.- This should be in terms of R2(2) which refers to R1(1) of the National Building Regulations.Municipalities Stormwater Engineering Department should deal with the aspect as rainwater is related to stormwater. Best Practise is advisable, not enforceable.(as Discussed with Act. Director) It was advised that the matter be dealt with under I&E rainwater harvesting	In progress **Add to I&E Action Sheet**

			That a study be conducted to track the financial implications of the requirement on water usage and the Municipality's water bill.	P&D engaged finance department wrt progress on the study.		FINANCE	Ongoing
29-Jun-22	**22/06/PDT17**	**REZONING OF A PORTION 1 OF THE FARM HUMANSDORP NO. 499, FROM "AGRICULTURAL ZONE 1" TO "SPECIAL ZONE" FOR THE PURPOSE OF A MIXED USE FOR INDUSTRIAL PURPOSES AND ANXULLARY USE (INTEGRATED INDUSTRIAL DEVELOPMENT ZONE)**	That Council grants in-principle approval principle for the rezoning of a portion of Portion 1 of the Farm Humansdorp No.499, as described in the item. That Council authorizes the Department Planning & Development to proceed with the rezoning of a portion of Portion 1 of the Farm Humansdorp No.499 from "Agricultural Zone 1" to "Special Zone' to accommodate the intended uses for an" Integrated Industrial Development Zone" as previously described. That Council authorizes the Municipal Manager to sign a "Power of Attorney" on behalf of Council and any other applicable documentation in support of the application.	TOR drafted for appointment of EIA specialist (February 2023) the scope of work has chnge to include "solar farm" and the current Erf 499 development. in terms of SPLUMA-Sec 42(2), no development can be commence without environmental uthorisation.	The scope of work was amended to commence with feasibility study. **Tender already advertised for a feasibility study**. 11/03/2024	Manager PD	In Progress
29-Jul-22	**22/07/PDT4**	**EXPANDED DEFINITION OF BUILDING DEPOSITS FEES AND CHARGES FOR THE 2022-23 FINANCIAL YEAR**	That Council authorize the Accounting Officer/CFO to update the building deposit charges and fees for Planning, Development and Tourism Directorate for 2022/23 financial year to reflect.			CFO	On-Going

31-Aug-22	**22/08/PDT3**	**IN PRINCIPLE APPROVAL FOR LONG TERM LEASE OF A PORTION ERF 499, HUMANSDORP TO CD FREIGHT LOGISTICS FOR INDUSTRIAL PURPOSE**	That Council grant in-principle approval for the lease of a portion of Erf 499, Humansdorp for 9 years and 11 months.	In-principle Council approval was received.	Item for final approval has been prepared for next Council Meeting, however a condition wiil be included that the applicant can only proceed with the development once outcome of the hydrological study that is currently conducted on erf 499 has been received. **Council granted final approval on 31 October 2023 with conditions that must be met before development commence.** (11/03/2024)	Director:PDT/ Manager L&P	On-going
			That a land surveyor be appointed to attend and conclude the subdivision, etc. as well as all other administrative costs for the cost of the applicant.	Town Planning in the process to procure services of a Service Provider to conduct EIA, subdivision and rezoning.	The Town Planning Department busy with the procurement process to appoint service provider to conduct specialist studies.	Director:PDT/ Manager L&P	On-going

			That all applicable SPLUMA By-Law and ILUS requirements are met prior operations	Application will done in line with SPLUMA legislation	Awaiting appointment of service provider		
			That all bulk services that are required, needs to be provided by the developer with no financial implications to Council.		Applicant to liaise with I&E on bulk service requirements	Director:PDT/ Manager L&P	On-going
	22/08/PDT8	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF ERF 406, PARADISE BEACH (PARADISE BEACH WATER RESERVOIR)**	That all other administrative costs (valuation, advertisement, etc.) be for the cost of the applicant.	Applicant responsible for costs	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between Vodacom and Town Planning.** (11/03/2024)	Applicant	In progress
	22/08/PDT9	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF ERF 873, JEFFREYS BAY)**	That all other administrative costs (valuation, advertisement, etc.) be for the cost of the applicant.	Applicant responsible for costs	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between Vodacom and**	Applicant	In progress

					Town Planning. (11/03/2024)		
			That only upgrades be allowed on the municipal property but no new infrastructure.	Will be implemented in accrodance with resolution	This will be a condition in the agreement	Manager Land & Properties	In progress
	22/08/PDT10	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF FARM 746, PORTION 72, HUMANSDORP RD (SEA VISTA WATER RESEVOIR)**	That all other administrative costs (valuation, advertisement, etc.) be for the cost of the applicant.	All cost for the applicant	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between Vodacom and Town Planning.** (11/03/2024)	Applicant	In progress
			That only upgrades be allowed on the municipal property but no new infrastructure.	Will be implemented in accrodance with resolution	This will be a condition in the agreement	Manager Land & Properties	In progress
	22/08/PDT11	**ACQUISITION OF IMMOVABLE ASSET: TRANSFER OF PROVINCIAL ROADS: DA GAMA ROAD, ST. FRANCIS DRIVE & WOLTEMADE STREET TO KOUGA MUNICIPALITY**	That Council grant in-principle approval for the transfer of Da Gama Road, St Francis Drive, Main Road-Humansdorp and Woltemade Street to Kouga Municipality in order to manage and maintain the roads contemplated herein.	Coucil granted in-principle approval on 31 August 2022.	Item for final approval will be submitted to Council once the mandatory public participation has been conducted by the Provincial Roads Department. Municipal Manager Office reported that there was engagement with	Manager Land & Properties	In progress

					Provincial Roads recently. **A mandatory public participation meeting was held on 30 January 2024 in respect of the de-proclamation of provinvial roads in the Newton Hall. Item is dealt with by Roads Department** (11/03/2024)		
			That the Council grant authorisation to the Accounting Officer to enter into a transfer agreement with the Provincial Department of Transport in respect of Da Gama Road, St Francis Drive, Main Road-Humansdorp and Woltemade Street.	Accounting Officer and Legal responsible	The deed of sale will be addressed once final approval is obtained	MM	In progress
			That Council make budgetary provision for the management and maintenance of the roads contemplated in point 2.	I&E responsible		I&E	In progress
28-Oct-22	**22/10/PDT1**	**REQUEST FOR COUNCIL AUTHORISATION TO ADVERTISE AND IN-PRINCIPLE APPROVAL FOR ALIENATION OF ERF 2599, SEA VISTA - APPLICATION FROM ROTARY CLUB OF ST FRANCIS FOR THE EXTENSION AND UPGRADE OF ST FRANCIS BAY CLINIC**	That Council authorises the applicant to proceed with consolidation of erf 2599 with Erf 2600, Sea Vista (St Francis Bay Clinic) for the intended development.	Council granted final approval was granted on 31 May.	Legal Services has drafted deed of donation and same was provided to the Department of Public Works. Public Works are responsible for the transfer of the property. **Public Works indicated they are in the process to finalise**	Manager: Land & Property Admin	In Progress

					the transfer of the property. (11/03/2024)		
	22/10/PDT2	**SPONSORSHIP AGREEMENT FROM NELSON MANDELA BAY AQUATICS REQUESTING FUNDING SUPPORT FOR THE SOUTH AFRICAN NATIONAL OPEN WATER CHAMPIONSHIP**	That a feedback report be tabled to Council after the event.	Waiting for event organiser for final report after numerous reminders.	Close-out report submitted and approved by Council.	Dir PDT / Events Officer	Completed
09-Dec-22	**22/12/PDT1**	**FINAL APPROVAL FOR ALIENATION OF UNREGISTERED ERF 4593, KRUISFONTEIN: JABES CHURCH**	That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.	Legal has been instructed to proceed with the disposal and transfer of the property. Service provider appointed to attend to the transfer.	All processes has been concluded. **Transfer of property in progress.**	Manager: Legal Services	In Progress
	22/12/PDT3	**ALIENATION OF ERF 1787, HANKEY (HENRY MASETI)**	That based on the information from the transferring conveyancers, the purchaser settles any outstanding balance if any, before the transfer of the property.	Proof of paymement received and provided to Legal Services	Completed. Proof of payment was provided to Legal Services. **Transfer of property in progress.** (11/03/2024)	Manager: L&PA	In Progress

	22/12/PDT4	**TOWN PLANNING PROGRESS REPORT: PREPARATION OF ST FRANCIS BAY CBD & HANKEY CBD PRECINCT PLAN: 1 JULY 2022 TO 30 SEPTEMBER 2022**	That Council supports that the Service Provider to embark on a Public / Stakeholder engagement Process as outlined in the Project Implementation Plan (Phase 2).	Consultative meeting to be conducted on the 16 & 17 February with I & A parties in St Francis Bay & Hankey. I& A parties for Both Hankey and St Francis were engaged on 16 & 17 February 2023. First Draft Document completed. Final Public Participation round to be conducted before Council Approval in May /June. A meeting was held on 10 August 2023 with the service provider and Ward 12 Councillor to address issues raised by the members of the Portfolio. Written comments to be sent by members of the Portfolio by no later tahn 18 August 2023.	A report requesting Council's permission to allow the service provider to start with public participation processes was prepared for the next Portfolio & Council meeting. Public participation will commence after approval by Council. 26/09/2023. Item to be tabled at the next Portfolio Meeting. 11/03/2024	Manager: P&D	In Progress
18-Jan-23	**23/01/PDT1**	**AUTHORISATION TO TAKE TO PUBLIC PARTICIPATION THE INTENTION OF COUNCIL TO ALIENATE CERTAIN PORTIONS OF ERF 873, ERF 5478, 5479,5480, 5481 AND 8825 JEFFREYS BAY**	That the market related value for the immovable properties contemplated in 1. be confirmed through independent or second latest valuation.	Quotations has been requested from service providers	**TOR submitted to supply chain to call for development proposals.** 11/03/2024	Manager Land & Properties	In progress
28-Feb-23	**23/02/PDT11**	**ALIENATION OF UNREGISTERED ERF 3085, SEA VISTA: ST FRANCIS BOWLING CLUB**	That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.	Instruction to Legal Services expanded to included the subdivision registered and application for lost title deed.	Instruction was given to Legal. **Service provider appointed to give effect to the resolution and**	Manager Land & Properties/MM/Legal	In progress

					transfer. (11/03/2024)		
			That the bowling club facility be availed to the Ward 12 Community as a Community Hall.	This will be included as a condition in deed of sale	Instruction was given to Legal. Service provider appointed to give effect to the resolution	Manager Land & Properties	In progress
06-Apr-23	**23/03/PDT4**	**REQUEST FOR COUNCIL AUTHORISATION TO ADVERTISE AN IN-PRINCIPLE APPROVAL TO DEVELOP A SHELTER FOR THE HOMELESS ON ERF 5972, JEFFREYS BAY**	That in terms of Reg 5(1)(b)(ii) of the MATR and Policy on disposal of immovable assets, the Council grants in-principle approval to alienate erf 5972, Jeffreys Bay for the development of a Shelter for the Homeless on a long-term lease basis to an NPO.	Objections received against alienation of Erf 5972, Jeffreys Bay.	**Three alternative sites has been identified and will be tabled to LEC in February 2024 to get comments and inputs from service departments. Item will be presented to next Portfolio Committee Meeting for consideration.** (11/03/2024)	Manager: L&PA	In progress
			That in terms of Reg 6(a) and (b) of the MATR and Policy on disposal of immovable Assets, Council grant authorization to the Accounting Officer to advertise the intended alienation of the immovable property herein.			Manager: L&PA	In progress
			That it be noted that the NPO will be responsible for all administrative costs in respect of the development of the property.			Manager: L&PA	In progress
			That public participation process and stakeholder engagement be embarked on after which an agreement be concluded.			Manager: L&PA	In progress
			That a Service Level Agreement (SLA) be concluded with the successful NPO for the funding of the Shelter.			Manager: L&PA	in progress

31-May-23	**23/05/PDT3**	**PARTNERSHIP AGREEMENT WITH GAMTOOS TOURISM TO HOST THE JAZZ IN THE PARK AT YELLOWOODS FESTIVAL**	That Council authorize the Accounting Officer to conclude a Sponsorship Agreement / SLA with Gamtoos Tourism in respect of sponsorship stated in (1.) above.	SLA currently with Legal Department	Process completed.	Events/Legal	Completed
	23/05/PDT5	**PATENSIE 6 RECTIFICATION PROJECT: APPROVAL OF PROJECT**	That priority for the construction of these houses be given to SMMEs that reside within the KLM area. That the tender process for the construction of these houses be finalised as a matter of urgency so as to prevent any further delays and inconvenience to the displaced families.	Item submitted to BSC to start with the formal procurement process to appoint suitable service providers for the demolition and construction of 6 houses	TOR was send to SCM for the appointment of contractors for the construction of 6 houses. Meeting wil take place on the 28th of September with SCM.Tender was advertised and Virtual Bid Clarification meeting were held on 23 October 2023. The tender closes on 13 November 2023. Currently evaluating bids with Supply Chain.Appointment of Service Provider will be done by end of January 2024. Bid for the construction of six (6) houses in Patensie was awarded by BAC on **31 January 2024**. It is anticipated that Contractor will	Act. Manager: Human Settlements	On-going

					start construction of houses once contract is signed.		
	23/05/PDT9	**ALIENATION OF ERF 2599, SEA VISTA TO THE DEPARTMENT OF PUBLIC WORKS – APPLICATION FROM ROTARY CLUB OF ST FRANCIS FOR THE EXTENSION AND UPGRADE OF ST FRANCIS BAY CLINIC**	That the Department of Public Works be liable for all cost derived from the transfer.	See comments 22/10/PDT1	Council granted final approval. Deed of Donation provided to Public Works. **Transfer will now commence**. 11/03/2024	Manager L&P	In progress
	23/05/PDT10	**REQUEST FOR COUNCIL'S FINAL APPROVAL: SELLING OF VACANT MUNICIPAL RESIDENTIAL ERVEN WITHIN THE KOUGA MUNICIPAL AREA**	That the Environmental Officers provide a recommendation on whether the vacant municipal residential erven should not be sold and rather be kept as urban flood mitigation.	Request has been sent to Community Services to confirm the use of the erven.	Further consultation with Community services required. C**ommunity Services confirmed that the Municipality may proceed with the disposal of the vacant residential erven.** (11/03/2024)	Manager L&P	Completed
	23/05/PDT11	**REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL & AUTHORISATION TO ADVERTISE: RELOCATION OF THE HUMANSDORP MUSEUM FROM ERF 216 TO ERF 440, HUMANSDORP**	That Council grants in-principle approval for the relocation of the Humansdorp Museum to Erf 440, Humansdorp by means of a Right-to-Use Agreement of 9-years and 11 months.	Item has been prepared for final approval to next Council Meeting.	**Item received final approval from Council on 28 February 2024.** (11/03/2024)	Manager L&P	Completed
			That all administrative costs, including the rezoning of the property, be for the account of the applicant.	This will form part of the disposal process	Cost will be recovered from applicant where necessary. Awaits	Manager L&P	In progress

			That Council grant the Accounting Officer authorisation to enter into a Right-to-Use Agreement with the applicant once all processes are concluded.	This will form part on the finalisation of disposal process.	final approval of application. the process is dependent on final approval and relocation of the Museum to the next premises.	Manager L&P	In progress
			That maintenance be done on the municipal building located at Erf 216, Humansdorp and that it be leased, subject to a competitive process being followed as per applicable legislation and the Council approved Policy.	Will commence with maintenance after final approval and relocation.		Manager L&P	In progress
	23/06/PDT4	**ALIENATION (LEASE) OF ERVEN 27, 28, 29 AND 30, LOERIEHEUWEL**	That a land surveyor be appointed to attend and conclude the subdivision, etc. as well as all other administrative costs for the cost of the applicant.	In the process to appoint service provider	**It is aniticipated that a service provider will be appoint before 31 March 2024. (11/03/2024)**	Manager L&P	In progress
	23/06/PDT6	**ALIENATION (LEASE) OF A PORTION OF ERF 231, PELLSRUS AND ERVEN 36 AND 37, PELLSRUS**	That Council grant in-principle approval for the lease of a portion of Erf 231, Pellsrus as well as Erven 36 and 37, Pellsrus for a period of 9 years and 11 months.	Item was tabled in June 2023 Council Meeting	**Item received final approval from Council on 28 February 2024.** (11/03/2024)	Manager L&P	In progress
			That a land surveyor be appointed to attend and conclude the subdivision, consolidation and rezoning and that all other administrative costs be borne by the applicant.	In the process to appoint service provider	Qoutations to be obtained and requisition to be prepared	Manager L&P	In progress
	23/06/PDT8	**APPROVAL OF GENERAL CAPACITATION GRANT FUNDING FOR SOCIAL HOUSING**	That Council confirms and accepts the General Capacitation Grant for the development process of the Rental housing Strategy/Policy.	No action required	Human Settlements awaits the appointment of Service Provider from SHRA to assist the Municipality with the formalation of Social Housing Policy	Act Manager Human Settlements	In Progress

	23/06/PDT10	**PORTION 7 OF FARM GEELHOUTEBOOM 688, HUMANSDORP ROAD, EASTERN CAPE PROVINCE – LAND PURCHASED BY HDA FOR THE KOUGA MUNICIPALITY**	That the Acting Director: Planning Development and Tourism submit a development plan indicating that the land will be used for integrated human settlements projects as outlined in the Housing Code.	Town Planning and Human Settlements engaging on the development of a layout plan	In progress to appoint service provider to do the lay-out.	Act. Manager: Human Settlements	In progress
	23/06/PDT12	**ANNUAL REVIEW OF THE KOUGA MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK**	That Council approve the review of the Municipal Spatial Development Framework.	Procurement Process to commence for the review of the SDF	TOR submitted to BSC for appointment of Service provider. The tender was advertised, Supply Chain confirmed that Bids were recieved- BID evaluation in progress. Awaiting adjudication (11/03/2024)	Manager P&D	In progress
			That, before the SDF is circulated for public review, Councillors are workshopped on SPLUMA, the Spatial Development Framework, guides compiled, and the impact that it has on spatial planning and development.	Compilation of Terms of Reference for the appointment of a service provider.	SPLUMA By-law under review. A report has been prepared requesting Council to allow Town Planning to proceed with the amendment of the By-Law	Manager P&D	In progress

	23/06/PDT16	**REQUEST FOR COUNCIL TO RESCIND COUNCIL RESOLUTION-21/09/PDT9, GRANT AUTHORISATION TO TAKE TO PUBLIC PARTICIPATION THE INTENTION OF COUNCIL TO ALIENATE ERF 3291, HUMANSDORP (KOUGA CULTURAL CENTRE)**	That Council rescind previous council resolution, 21/09/PD9.	Item was presented to the June 2023 Council Meeting	In-principle approval has been obtained from Council. **An item will be submitted to April 2024 Council Meeting**. (11/03/2024)	Manager L&P	In progress
			That the market related value for the immovable properties contemplated in be confirmed through independent or alternatively the latest municipal valuation.	In the process to appoint professional valuer	Quotations to be obtained and requisition to be prepared	Manager L&P	In progress
			That an independent valuation report and the section 14 report be submitted to Council after completion of the processes stated in 3. to 5. above.	In the process to appoint professional valuer	Quotations to be obtained and requisition to be prepared	Manager L&P	In progress
			That the Municipal Manager compiles a report on the insurance of municipal buildings.	The structures on Erf 3291 is on our insurance listing. The building burned in 2021 and a process to demolish the building was initiated. Currently the fence and all other items within the vicinity is insured.	Reported by Assets on monthly basis.	MM	On-going
15-Aug-23	**23/08/PD3**	**MORATORIUM ON THE SALE OF MUNICIPAL OWNED LAND**	That no new applications for land disposals and alienation will be accepted, unless it is land required for development and the extent of the land applied for is equal to or greater than 2 (two)hectares.	Approval received from Council.	Will be implemented in line with council resolution.	Manager L&P	On-going

			That Council be informed of the progress on a quarterly basis in order to review the moratorium on the sale of land.	Item was submitted to Council for approval on 31 August 2023. **A progress report was submitted to March 2024 Portfolio Committee Meeting.** (11/03/2024)	Approval received from Council on 31 August.	Manager L&P	In progress
			That a comprehensive land audit report on industrial land, public open spaces and residential plots belonging to the Municipality be prepared and submitted to the next Portfolio Committee meeting and Council.	Item was submitted to Council for approval on 31 August 2023. **Report will be submitted to the next Portfolio Committee Meeting.** (11/03/2024)	Leading department finalizing audit to prepare report to Council.	Manager L&P	In progress
	23/08/PD4	**ALIENATION OF ERF 2330, HUMANSDORP TO THE MORAVIAN CHURCH OF SOUTH AFRICA**	That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purpose of transferring the said property.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Instruction given to Legal Services to proceed with disposal and transfer process. **Transfer in progress** (11/03/2024)	Manager L&P	In progress
	23/08/PD5	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF ERF 873, JEFFREYS BAY (THE JEFFREYS BAY GOLF COURSE)**	That Council authorizes the Accounting Officer to enter into a lease agreement with the applicant for a period not exceeding 9 years and 11 months.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between**	Manager L&P	In progress

					Vodacom and Town Planning. (11/03/2024)		
			That the applicant obtains the necessary land use rights by submitting an application for temporary departure to the Town Planning department for approval before finalizing the lease agreement.	Item was submitted to Council for approval on 31 August 2023.	Approval letter was sent to applicant during the week of 2 October 2023. Meeting requested with Town Planning to finalize application.	Manager L&P	Completed
	23/08/PD6	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF FARM 746, PORTION 72, HUMANSDORP RD (SEA VISTA WATER RESERVOIR)**	That Council authorizes the Accounting Officer to enter into a lease agreement with the applicant for a period not exceeding 9 years and 11 months.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between Vodacom and Town Planning.** (11/03/2024)	Manager L&P	In progress
			That the applicant obtains the necessary land use rights by submitting an application for temporary departure to the Town Planning department for approval before finalizing the lease agreement.	Item was submitted to Council for approval on 31 August 2023.	Approval letter was sent to applicant during the week of 2 October 2023. Meeting requested with Town Planning to finalize application.	Manager L&P	In progress

	23/08/PD7	**EXTENSION OF LEASE OF LAND FOR A CELLULAR BASE STATION (VODACOM PROPRIETARY LIMITED) – A PORTION OF ERF 406, PARADISE BEACH (PARADISE BEACH WATER RESERVOIR)**	That Council authorizes the Accounting Officer to enter into a lease agreement with the applicant for a period not exceeding 9 years and 11 months.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Cost recovery will commence once final approval received. The applicant was again engaged on 17 Janaury 2024 and referred to Town Planning in order to submit the application for telecom mast. **A meeting was scheduled to take place on 5 March 2024 between Vodacom and Town Planning.** (11/03/2024)	Manager L&P	In progress
			That the applicant obtains the necessary land use rights by submitting an application for temporary departure to the Town Planning department for approval before finalizing the lease agreement.	Item was submitted to Council for approval on 31 August 2023.	Approval letter was sent to applicant during the week of 2 October 2023. Meeting requested with Town Planning to finalize application.	Manager L&P	In progress
	23/08/PD8	**ALLOCATION OF STREET AND AREA NAMES: VARIOUS GOVERNMENT SUBSIDISED HOUSING PROJECT: KRUISFONTEIN AND PELLSRUS**	That the Infrastructure and Engineering Directorate erect the street and area names in accordance with the approved street and area names contemplated in point 1 above.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Council resolution was circulated to Technical Services to implement resolution in respect of the erection of street names.	Manager L&P	In progress

			That the street name register and the cadastral layers on Council's GIS be updated in accordance with resolution 1 above.	Item was submitted to Council for final approval on 31 August 2023 and final approval was granted.	Council resolution was circulated to the GIS Techncian to implement resolution in respect of the updating of street names GIS layer.	Manager L&P	In progress
			That the process of allocating street names be restarted in Kruisfontein 391, Kruisfontein 205, Kruisfontein 219 and Jeugkamp 85.	Item was submitted to Council for final approval on 31 August 2023. Council referred the street names back and process needs to be restarted.	Council resolution was circulated to the GIS Techncian to implement resolution and restart the process of allocating street names in line with policy provisions.	Manager L&P	In progress
27-Oct-23	**23/10/PD45**	**REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION (LONG-TERM LEASE) OF A PORTION ERF 499, HUMANSDORP**	That the Town Planning Department conclude all planning activities associated with development of an Industrial Development Zone for a portion of erf 499, Humansdorp.	Ongoing	Item for final approval has been prepared for next Council Meeting, however a condition will be included that the applicant can only proceed with the development once outcome of the hydrological study that is currently conducted on erf 499 has been received. **Council granted final approval on 31 October 2023 with conditions that must be met before development**	Manager Planning & Development	On-going

					commence. (11/03/2024)		
	23/10/PD46	**REQUEST FOR COUNCIL'S FINAL APPROVAL TO ALIENATION OF ERF 588, PELLSRUS TO THE ETHIOPIAN EPISCOPAL CHURCH**	That Council authorises the Accounting Officer to enter into a Deed of Sale for the purpose of transferring the said property.	Legal instructed to proceed with the disposal and transfer of the property. Service provider to be appointed to attend to the transfer.	Council resolution was reffered to Legal Services to implement resolution in respect of the disposal. **Disposal and transfer in progress.** (11/03/2024)	Manager Legal	In progress
	23/10PD47	**REQUEST FOR COUNCIL FINAL APPROVAL: ALIENATION (LEASE) OF ERVEN 27, 28, 29 AND 30, LOERIEHEUWEL**	That Council consider the market related rental of R340,00 for the properties.	To be included in the Lease Agreement.	Concluded, market valuation report was received.	Manager L&P	Completed
			That a land surveyor be appointed to attend and conclude the consolidation of the properties and that all administrative costs be for the cost of the applicant	Service Provider to be appointed.	**It is aniticipated that a service provider will be appoint before 31 March 2024.** (11/03/2024)	Manager L&P	In progress
07-Nov-23	**23/11/PD1**	**REQUEST TO RESCIND PREVIOUS COUNCIL RESOLUTION AND GRANT COUNCIL'S INPRINCIPLE APPROVAL TO ALIENATE (LEASE) OF COUNCIL PROPERTIES TO EARLY CHILDHOOD DEVELOPMENT CENTRES (CRECHES) TO REGISTERED SOCIAL CARE USERS**	That Council rescind Council resolution 22/06/PDT18 and grant in-principle approval for the alienation (long-term lease) of property to the Registered Organizations (Social Care Users) currently operating on the properties with 53 restrictive conditions in respect of the land usage for the sole purposes of social care uses.	An item for final approval was tabled to a Special Council Meeting on 7 November 2023.	In-principle approval was obtained from Council. **Final approval to be considered by Council on 27/03/2024** (11/03/2024)	Manager L&P	In progress
			That Council grant authorization to the Accounting Officer to advertise Council's intention to	In-principle approval obtained from Council to advertise.	**Completed. Advertise was placed on 1**	Manager L&P	Completed

			alienate the properties by way of a long-term lease.		**February 2024**. (11/03/2024)		
			That town planning activities and all other administrative processes be finalized	In-principle approval received from Council.	Department to appoint service provider/s once final approval obtained.	Manager L&P	In progress
			That Council authorizes the Accounting Officer to obtain the market-related rental valuation for consideration	Approval received to obtain market-related rental valuation.	**Monthly rental to be considered by Council during meeting scheduled for end of March 2024.** (11/03/2024)	Manager L&P	In progress
			That Council authorizes the Accounting Officer to enter into long-term lease agreements with creches contemplated herein.	In-principle approval received from Council. **Final approval requested at March 2024 Council Meeting.** (11/03/2024)	Council will enter into long-terms agreements with ECDC's once final approval has been obtained.	Manager L&P	In progress
14-Dec-23	**23/12/PD1**	**PROGRESS REPORT: LAND EVALUATION COMMITTEE SITTINGS**	That Council will consider the "supported" applications by the LEC individually for consideration and approval.	Most of the supported applications had been prepared. **21 of the supported application will be presented to the March 2024 Council Meeting for Council's final approval.** (11/03/2024)	Presented to Council on 14 December 2023 for in-principle approval.	Manager LP	In Progress
	23/12/PD2	**ALIENATION (LEASE) OF ERF 512, HANKEY**	That Council grant in-principle approval for the long-term lease of Erf 512, Hankey for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting. **Application received one objection during public participation, a meeting has been setup for the week of 11 March 2024 with current lessee to negotiate the possibility of the two**	In-principle approval received. Item will be prepared for final approval for April Council Meeting.	Manager L&P	In Progress

				parties to work together on the property. An item will then be crafted for the April Council Meeting. (11/03/2024)			
			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Qoutations to be obtained and requisition to be prepared. **The appointment of service provider was hold back awaiting the outcome of negotiations.** (11/03/2024)	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In Progress
			That Council authorises the Accounting Officer to obtain the services of a registered professional to submit building plans for approval.	Qoutations to be obtained and requisition to be prepared. **The appointment of service provider was hold back awaiting the outcome of negotiations.** (11/03/2024)	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In Progress
			That the flood line in relation to the building on the property be determined.	In-priciple approval received from Council.	Environmental Services, Community Services Department to be requested to determine flood line. **CS Comment: The function for the flood line determination lies with the Water Services authority (Civil and Water Dept) and not**	Manager L&P	In Progress

					Community Services Dept.		
			That the project be registered with the LED Section, Finance Department.	In-priciple approval received from Council.	Economic Development Section, Finance Department be requested to register the project.	Manager L&P	In Progress
			That the Building Control department engage with the South African Heritage and Resource Agency (SAHRA) on the guidelines to be followed on the renovation of the building by the Applicant.	In-priciple approval received from Council.	Building Control department to be requested to engage with the South African Heritage and Resource Agency (SAHRA) on the guidelines to be followed on the renovation of the building by the Applicant.	Manager L&P	In Progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In Progress
	23/12/PD3	**LEASE OF LAND FOR A 21M MONOPOLE TELECOMMUNICATIONS MAST (MOROPA SITE SOLUTIONS) – A PORTION OF ERF 835, PARADISE BEACH**	That Council grant in-principle approval for the long term of the lease of a portion of Erf 835, Paradise Beach for a 21m High Telecommunications Mast to Moropa Site Solutions for 9 years and 11 months years.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In Progress
			That relevant Ward Councilor addresses the application herein at a ward committee meeting	In-priciple approval received from Council.	That the Ward Councillor be	Manager L&P	In Progress

			during the public participation period referred to above.		informed accordingly.		
			That Council authorises the Accounting Officer to obtain the market-related a) rental valuation for consideration.	**Completed** (11/03/2024)	**Completed.** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In Progress
	23/12/PD4	**LEASE OF ERF 1244, PELLSRUS FOR AN OLD AGE SERVICE CENTRE**	That Council grant in-principle approval for the lease of Erf 1244, Pellsrus for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In Progress
			That Council authorises the Accounting Officer to obtain the services of a registered professional to submit building plans for approval.	Qoutations to be obtained and requisition to be prepared	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In progress
			That Council consider the market related valuation of the immovable property in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses.	Qoutations to be obtained and requisition to be prepared	**Completed** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD6	**ALIENATION (LEASE) OF ERF 1567, PELLSRUS**	That Council grant in-principle approval for the lease of Erf 1567, Pellsrus for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council**	Manager L&P	In Progress

					Meeting. 11/03/2024		
			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Qoutations to be obtained and requisition to be prepared	**Completed** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD7	**LEASE OF LAND FOR A 35M MONOPOLE TELECOMMUNICATIONS MAST (ORION TRUST) – A PORTION OF ERF 1996, SEA VISTA**	That Council grant in-principle approval for the long term of the lease of a portion of Erf 1996, Sea Vista for a 35m High Telecommunications Mast to Orion Trust for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In Progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD9	**ALIENATION OF ERF 2593, SEA VISTA (ANNIE DANIELS)**	That Council grant's in-principle approval for the out-of-hand alienation of Erf 2593, Sea Vista.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In Progress
	23/12/PD10	**ALIENATION (LEASE) OF ERF 3087, SEA VISTA**	That Council grant in-principle approval for the lease of Erf 3087, Sea Vista for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress

			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Qoutations to be obtained and requisition to be prepared	**Completed** (11/03/2024)	Manager L&P	Completed
			That the contract outlines that an approval process be followed for the construction of additional buildings/containers with the Building Control department pending extensive discussions with the Planning & Development Department before construction takes place.	In-principle approval received from Council.	Building Control and Town Planning be informed.	Manager L&P	In progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD12	**ALIENATION (LEASE) OF ERF 130, PELLSRUS**	That Council grant in-principle approval for the lease of Erf 130, Pellsrus for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager LP	In Progress
			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Qoutations to be obtained and requisition to be prepared	**Completed** (11/03/2024)	Manager L&P	Completed
			That Council authorises the Accounting Officer to obtain the services of registered professional to submit building plans for approval.	Qoutations to be obtained and requisition to be prepared	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In progress
			That the lead department obtain letter of authority and duly signed constitution from the applicant.	In-principle approval received from Council.	Letter requested from Applicant. **Received letter. (**11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress

	23/12/PD13	**ALIENATION OF ERF 137, PELLSRUS (LIZO PATRICK LETSEKHA)**	That Council grant's in-principle approval for the out-of-hand alienation of Erf 137, Pellsrus.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That Council authorises the Accounting Officer to enter into a Deed of Sale for the purpose of transferring the said property.	In-principle approval received from Council.	Instruction given to Legal Services to proceed with disposal and transfer process.	Manager L&P	In progress
			That the property be transferred through the Extended Enhance Discount Benefit Scheme (EEDBS) which makes provision for properties erected pre-1994 which is still in the possession of state organs.	In-principle approval received from Council.	Human Settlements will be instructed to proceed with the disposal and transfer of the property through the Extended Enhance Discount Benefit Scheme (EEDBS) after final approval was granted by Council.	Manager L&P	In progress
	23/12/PD15	**REQUEST FOR FINAL APPROVAL TO ALIENATE AND TRANSFER OF ERVEN 2216, 2217, 2225 AND 2226 (UNREGISTERED ERF 2994), HANKEY TO THE OLD APOSTOLIC CHURCH – HANKEY**	That the rezoning of the property be final and the applicant responsible for all costs.	**Appointment of service provider is anticipated to be finalised before 31 March 2024.** (11/03/2024)	Completed. 11/03/2024	Manager L&P	In progress
			That Council authorises the Accounting Officer to enter into a Deed of Sale for the property contemplated herein.	Final approval received from Council. **Instruction was given to legal services to attend**	Instruction given to Legal Services to proceed with	Manager L&P	In progress

				to the transfer of property. (11/03/2024)	disposal and transfer process.		
	23/12/PD16	**ALIENATION (LEASE) OF A PORTION OF ERF 164, JEFFREYS BAY**	That Council take note of the Section 14 comments and if recommended, grant in-principle approval for the lease of a portion of Erf 164, Jeffreys Bay for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That Council obtain the market related valuation of the immovable property	Qoutations to be obtained and requisition to be prepared	In-principle approval received. **Item has been submitted for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That the applicant submits consent use application and all other administrative costs be for the account of the applicant.	Qoutations to be obtained and requisition to be prepared	**Completed**. (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD17	**LEASE OF A PORTION OF ERF 164, JEFFREYS BAY FOR A HIGH TELECOMMUNICATIONS MAST – (MTN TOWER/INSRI BASE STATION)**	That Council grant in-principle approval for the lease of a portion of Erf 164, Jeffreys Bay (100m²) for a 15m High Telecommunications Mast to IHS for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That relevant Ward Councilor addresses the application herein at a ward committee meeting during the public participation period referred to in 3.	In-priciple approval received from Council.	That the Ward Councillor be informed accordingly.	Manager L&P	Progress

			That Council authorises the Accounting Officer to obtain the market-related rental valuation for considerationz.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	Progress
	23/12/PD18	**ALIENATION (RIGHT-TO-USE LEASE) OF A PORTION OF ERF 164, JEFFREYS BAY (MTN TOWER BUILDING)**	That Council grant in-principle approval for the lease (right-to-use) of a portion (approximately 100m²) of Erf 164, Jeffreys Bay for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That applicant submits a departure application and any other administrative costs be for the cost of the applicant.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
	23/12/PD20	**ALIENATION OF A PORTION OF ERF 873, JEFFREYS BAY: JEFFREYS BAY BOWLING CLUB**	That the Council grant in-principle approval for alienation of a portion of Erf 873, Jeffreys Bay to Jeffreys Bay Bowling Club, at 25% of the fair market related value in terms of the policy of the Council.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That the Council grant in-principle approval for alienation of a portion of Erf 873, Jeffreys Bay to Jeffreys Bay Bowling Club, at 25% of the fair market related value in terms of the policy of the Council.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2025	Manager L&P	In progress
			That the subdivision processes be finalised for the property contemplated herein and all related administrative cost be for the cost of the applicant.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed

	23/12/PD21	**ALIENATION (LEASE) OF A PORTION OF ERF 843, JEFFREYS BAY**	That Council take note of the Section 14 comments and if recommended, grant in-principle approval for the lease of a portion of Erf 843, Jeffreys Bay for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That Council grant authorisation to the Accounting Officer to obtain the market related rental valuation of the immovable property.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That the departure application be submitted by applicant and all other administrative costs be for the account of the applicant.	Qoutations to be obtained and requisition to be prepared	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD22	**REQUEST COUNCIL'S IN-PRINCIPLE APPROVAL TO ALIENATION (LEASE) & AUTHORISATION TO ADVERTISE: ERF 1160, HUMANSDORP: HALALISANA TOWNSHIP INCUBATOR**	That Council grant in-principle approval for the lease of Erf 1160, Humansdorp for a period of 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress

	23/12/PD23	**REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL & AUTHORISATION TO ADVERTISE: ALIENATION (LEASE) OF ERF 7263, JEFFREYS BAY (OCEANVIEW)**	That Council grant in-principle approval for the lease of Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD25	**REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL & AUTHORISATION TO ADVERTISE: ALIENATE (LEASE): A PORTION OF ERF 1 HUMANSDORP, ERVEN 2084 AND 2085, HUMANSDORP AS WELL AS A PORTION OF ROAD (ERF 2077, HUMANSDORP)**	That Council grant in-principle approval for the alienation (lease) of Erven 2084 and 2085, Humansdorp as well as closure and alienation of a portion of Road (Erf 2077, Humansdorp).	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That Council obtain the market related rental valuation of the immovable property.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That a land surveyor be appointed to attend and conclude the closure of public road, subdivision, consolidation and rezoning as well as all other administrative activities be for the cost of the applicant.	Qoutations to be obtained and requisition to be prepared	Service Provider to be appointed and cost be recovered from the applicant.	Manager L&P	In progress
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress

	23/12/PD26	**REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL & AUTHORISATION TO ADVERTISE: ALIENATION (LEASE) OF A PORTION ERF 2, KRUISFONTEIN**	That Council grant in-principle approval for the lease of a portion of Erf 2, Kruisfontein for 9 years and 11 months and in the extent of 2 hectares.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That a land surveyor be appointed to attend and conclude the subdivision, Environmental Impact Assessment as well as all other administrative costs be for the cost of the applicant.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement.	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.	Manager L&P	In progress
	23/12/PD27	**REQUEST FOR COUNCIL TO RESCIND A SECTION OF COUNCIL RESOLUTION, GRANT AUTHORISATION TO ADVERTISE AND IN-PRINCIPLE APPROVAL TO ALIENATE: ERF 1044, SEA VISTA (MUNICIPAL HOUSE)**	That Council rescinds Section 5 (d) of council resolution (21/06/CF18) that resolved for erf 1044, Sea Vista to be leased at market related value and grants in-principle approval for erf 1044, Sea Vista to be alienated out-of-hand to Mr. B.W. Bosch based on the extensive period (26 years) the incumbent has resided in the premises.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval for March Council Meeting.** 11/03/2024	Manager L&P	In progress
			That a fair market value be obtained for the property for Council to consider in line with Section 14(2) of the Municipal Finance Management Act.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
	23/12/PD28	**ALLOCATION OF STREET NAMES: GOVERNMENT SUBSIDIZED HOUSING PROJECT (WARD 6) & PRIVATE DEVELOPMENTS IN JEFFREYS BAY & CAPE ST FRANCIS**	That Council grant in-principal approval for the proposed street names as contemplated in the layout maps for the Kwanomzamo and Kruisfontein in Humansdorp, Fig Tree Estate in Jeffreys Bay, St Francis Field in Cape St Francis	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final approval by Council at April Council Meeting.** 11/03/2024	Manager L&P	In progress

			That Council makes budgetary provision for the erection of the street names contemplated herein, upon the final approval of such street names.	In-priciple approval received from Council.	Finance Department be informed accordingly.	Manager L&P	In progress
	23/12/PD29	**ALIENATION (LEASE) OF ERF 7292, JEFFREYS BAY (OCEANVIEW)**	That Council grant in-principle approval for the lease of Erf 7292, Jeffreys Bay for 9 years and 11 months through a competitive process.	Item was tabled in December 2023 Council Meeting	In-principle approval received. **Item will be prepared for final consideration by Council at April Council Meeting however an item has been prepared for the March Council to advise Council on current progress and wayforward. The intention is to request both parties to submit proposal and to dispose through a auction for the rental of the property**. (11/03/2024)	Manager L&P	In progress
			That Council authorises the Accounting Officer to obtain the market related Rental of the property.	Qoutations to be obtained and requisition to be prepared	**Completed.** (11/03/2024)	Manager L&P	Completed
			That an annual escalation be included in the lease agreement	In-priciple approval received from Council.	Legal Department to be informed of the annual escalation.		In progress
	23/12/PD30	**ALIENATION (PURCHASE) OF A PORTION OF ERF 164 (A PORTION OF ROAD RESERVE VERGE IN DROMMEDARIS STREET) TO CONSOLIDATE WITH ERF 269, JEFFREYS BAY**	That Council grant in-principle approval for the purchase of a portion of Erf 164 (road reserve verge of Drommedaris Street), Jeffreys.	That Council grant in-principle approval for the purchase of a portion of Erf 164 (road reserve verge of Drommedaris Street), Jeffreys.	In-principle approval received. **Item will be prepared for final approval for March Council**	Manager L&P	In progress

					Meeting. 11/03/2024		
			That Council grant authorisation to the Accounting Officer to obtain the market related valuation of the immovable property	That Council grant authorisation to the Accounting Officer to obtain the market related valuation of the immovable property	**Completed.** (11/03/2024)	Manager L&P	Completed
	23/12/PD31	**AMENDMENT OF KOUGA LOCAL MUNICIPALITY LAND USE SCHEME, 2021**	That the Council approve the establishment of a Project Committee, comprising of the following persons: i) The Municipal Manager ii) Manager: Legal Services iii) Director: Planning & Development (or representative) iv) Director: Civil & Water Services (or representative) v) Director: Community Services (or representative) vi) Environmental Officer vii) Manager Town Planning viii) Other members to be co-opted as needed.	A letter has been sent to the MEC Cogta, informing him of the Municipality's intention to amend the Land Use Scheme. Futrthermore, media notice informing the public of the municipal intention to amend its Land Use Scheme was published. The department is to publish a seconf notice.12/02/2024	Notices published January 2024. Draft to be presented at the April/May Policy Workshop	Manager: TP	**IN PROGRESS**
	23/12/PD32	**REQUEST FOR COUNCIL'S FINAL APPROVAL: A PORTION OF PORTION 4 OF THE FARM ZWARTENBOSCH NO. 347: TEEN CHALLENGE SA (NEW NAME SALVATION SOUTH AFRICA KOUGA)**	That the subdivision and rezoning of the land be attended to and concluded	Applicant informed accordingly.	Completed. **Letter of approval was sent to the applicant and instruction given to Legal Services.** (11/03/2024)	Manager L&P	In progress

			That Council grant authorisation to the Accounting Officer to enter into a Deed of Sale with the Salvation SA Kouga	Final approval had been received from Council	Instruction wasgiven to Legal Service duing the week of 22 January 2024 to proceed with the disposal process and deed of sale.	Manager L&P	In progress
30-Jan-24	**24/01/PD1**	**AMENDMENT OF KOUGA LOCAL MUNICIPALITY SPATIAL PLANNING AND LAND USE MANAGEMENT BY-LAW, 2016**	That the Kouga Municipality By-Law & Policy Review Committee be informed of the intention to amend the Kouga Local Municipality Spatial Planning and Land Use Management By-Law, 2016.	The draft by-law will be presented to the Policy Review Committe before April 2024.	Council Resolution to proceed with the amendment of the By-Law obtained. The notice informing the public of Kouga Municipality's intention to amend the By-Law will be published. The draft amended By-law will be forwarded to Legal Department. Once Legal Department has finalised or confirmed the "legal compliance" of the Draft amendment- an Item will be tabled to Council to request permission to start with public participation processes. 15 February 2024	Manager P&D	In progress
			That a notice be published informing the public of the Kouga Municipality's intention to amend the Kouga Local Municipality Spatial Planning and Land Use Management By-Law, 2016	Notice to be published in March 2024		Manager: Legal	In Progress

28-Feb-24	**24/02/PD6**	**REQUEST FOR ALIENATION (LEASE) OF A PORTION OF ERF 300, PATENSIE**	That Council grant authorisation to the Accounting Officer to advertise Council's intention to alienate a portion of Erf 300, Patensie by way of a longterm lease agreement.	Item was prepared for the February 2024 Council Meeting. Notice for public participation has been prepared and should be placed on 14 March.	**In-principle approval received from Council.** (11/03/2024)	Manager L&P	In progress
			That Council authorises the Accounting Officer to obtain the market-related rental valuation for consideration.	Item was prepared for the February 2024 Council Meeting.	Service provider to be appointed during the week of 18 March.	Manager L&P	In progress
			That an annual escalation on the rental amount be applied.	Item was prepared for the February 2024 Council Meeting.	Will form part of the lease agreement	Manager L&P	In progress
			That a full development plan be prepared and submitted.	Item was prepared for the February 2024 Council Meeting.	The applicant was contacted on 8 March to request the submission of development plan.	Manager L&P	In progress
	24/02/PD8	**REQUEST FOR COUNCIL'S FINAL APPROVAL & AUTHORISATION FOR THE RELOCATION OF THE HUMANSDORP MUSEUM FROM ERF 216 TO ERF 440, HUMANSDORP AND SUBSEQUENT LEASE OF MUNICIPAL PROPERTY BY WAY OF RIGHT-TO-USE**	That Council grant the Accounting Officer authorization to enter into a Right-to-Use Agreement with the applicant once all processes are concluded.	Item was prepared for the February 2024 Council Meeting.	**Final approval was granted by Council. (**11/03/2024)	Manager L&P	In progress
			That the required maintenance be affected to the Municipal building located on Erf 216, Humansdorp and that it be leased, subject to a competitive process being followed as per applicable legislation and the Council approved Policy.	Item was prepared for the February 2024 Council Meeting.	**The leading in the process to go out on a process to secure a lessee for house at erf 216 Humansdorp** (11/03/2024)	Manager L&P	In progress
	24/02/PD9	**ALIENATION (LEASE) OF A PORTION OF ERF 231, PELLSRUS AND ERVEN 36 AND 37, PELLSRUS**	That a service provider be appointed to attend and conclude the subdivision, consolidation, rezoning and that all other administrative costs be borne by the applicant.	Item was prepared for the February 2024 Council Meeting.	**Final approval granted. Will now commence with the appointment of service**	Manager L&P	In progress

					provider. (11/03/2024)		
			That Council authorizes the Accounting Officer to enter into lease agreement for a period of 9 years and 11 months with Astro Zone.	Item was prepared for the February 2024 Council Meeting.	**Draft lease agreement have been sent to applicant for perusal and consideration on 8 March 2024.** (11/03/2024)	Manager L&P	In progress
	24/02/PD10	**REQUEST FOR COUNCIL'S FINAL APPROVAL FOR THE DISPOSAL OF ERF 600, PELLSRUS**	That a service provider be appointed to attend and conclude the rezoning and that all other administrative costs be borne by the applicant.	Item was prepared for the February 2024 Council Meeting.	**Final approval granted. Will now commence with the appointment of service provider.** (11/03/2024)	Manager L&P	In progress
			That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.	Item was prepared for the February 2024 Council Meeting.	**Instruction was sent legal services to proceed with disposal and transfer.** (11/03/2024)	Manager L&P	In progress
	24/02/PD11	**REQUEST FOR COUNCIL'S FINAL APPROVAL FOR THE DISPOSAL OF ERF 2734, SEA VISTA**	That a service provider be appointed to attend and conclude the rezoning and that all other administrative costs be borne by the applicant.	Item was prepared for the February 2024 Council Meeting.	**Final approval granted. Will now commence with the appointment of service provider.** (11/03/2024)	Manager L&P	In progress
			That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said property.	Item was prepared for the February 2024 Council Meeting.	**Instruction was sent legal services to proceed with disposal and transfer.** (11/03/2024)	Manager L&P	In progress

OFFICE OF THE MM: ACTION SHEET - COUNCIL							
MEETING DATE	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**RESPONSIBLE OFFICIAL**	**CURRENT STATUS** **COMPLETED** **NOT COMPLETE** **IN PROGRESS** **ON GOING** **NO ACTION REQUIRED**
30-Aug-18	**18/08/KAC1**	**REPORT OF KOUGA AUDIT COMMITTEE CHAIRPERSON FOR 2016/2017 FINANCIAL YEAR**	That the Chairperson of the Kouga Audit Committee be invited to attend Council meetings, as an observer, when Audit Committee reports are tabled.				
30-Mar-23	**23/03/MM2**	**ANNUAL REPORT (2021/2022)**	That Quarterly Departmental Operational Reports be submitted to MPAC to allow timeous oversight towards the final future Annual Reports.				
			That Quarterly Departmental Operational Reports be submitted to MPAC to allow timeous oversight towards the final future Annual Reports.				
	23/07/MM6	**REVIEW COMPOSITION OF MEMBERS TO THE SECTION 79 COMMITTEES AND SECTION 79(A) COMMITTEE**	That a list with Section-80 Committee Members be supplied to the Office of the Speaker within 7 days.		Awaiting list from ANC		

31-Aug-23	**23/08/MM12**	**KOUGA MUNICIPALITY: FIRST UNAUDITED DRAFT: ANNUAL REPORT (2022/2023) 57 EMPLOYEES: 2023/24 FINANCIAL YEAR**	That a workshop be held on the first draft of the 2022/23 unaudited draft annual report with all Councillors.	In process of being arranged	Will take place after MPAC		
	23/08/MM13	**SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN: 2023/24 FINANCIAL YEAR**	That the Municipal Manager oversees the quarterly submission of departmental progress reports to Council on the implementation of the Service Delivery and Budget Implementation Plan.				
14-Dec-23	**23/12/MM6**	**APPROVAL TO RE-ADVERTISE THE VACANCY OF THE POSITION: DIRECTOR PLANNING AND DEVELOPMENT**	That the Municipal Manager be delegated to apply for a Waiver to the MEC and Minister of COGTA, in applying for the minimum requirements to be waived.	Cogta was written and requested, no response received. The Municipality continued with the process		HRM	
30-Jan-24	**24/01/MM4**	**MID-YEAR INSTITUTIONAL PERFORMANCE REPORT: 2023/24 FINANCIAL YEAR: PERIOD 1 JULY 2023 TO 31 DECEMBER 2023**	That all areas of underperformance be discussed at Portfolio Committee level to determine and agree on corrective actions to be				

			implemented to ensure targets are achieved by year end.				
28-Feb-24	**24/02/MM2**	**COUNCIL RESOLUTIONS AS AT 30 JANUARY 2024**	That the action sheet be tabled at Top Management for discussion and actioning.				

CIVIL & WATER: ACTION SHEET - COUNCIL							
MEETING DATE	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**RESPONSIBLE OFFICIAL**	**CURRENT STATUS** **COMPLETED** **NOT COMPLETE** **IN PROGRESS** **ON GOING** **NO ACTION REQUIRED**
29-Apr-22	**22/04/I&E10**	**REQUEST FOR APPROVAL FOR THE DEVIATION FROM KOUGA MUNICIPALITY AUGMENTATION POLICY**	That the time period for the payment of the augmentation levies be set to 18 months and that the agreement be amended accordingly.	Before occupation Certificate is issued, augentation to be paid, Augementation policy to be updated.	A first policy workshop was held. Following the guidance from Department of Treasury, new guidelines were issued as Development Charges and recommended to be included in the Local Municipal Policy. Our existing policy together with the said policy from Department of Tresury have to be combined by representatives from a committee (to be established). A date for this committee to be established is set for 27 Feruary 2024.	Director Civil & Water	In Progress

31-Aug-22	**22/08/I&E8**	**STATUS OF THE WESTON WASTE WATER TREATMENT WORKS**	That Council secure funding in order to safeguard the area as Kouga is not in compliance with the law in terms of safety.	Tender for Fencing is being prepared by PMU.	Tender is currently at BEC and awaiting finalization. Letter has been send to CIDB for Technical clarification. The PSP has been appointed for the Design of the project on 06 November 2023 and is currently focussing on preparing the specifications for the refurbishment of the Weston WWTW.	PMU Manager	In progress
28-Oct-22	**22/10/I&E2**	**APPLICATION OF FRACTIONS OF EQUIVALENT ERVEN (EE) FOR THE CALCULATION OF PAYMENT OF AUGMENTATION FEES**	That the Augmentation Policy be reviewed.	The draft augmentation submitted to a policy workshop which has been postponed	First workshop on draft policy held. Details still to be finalized with Depts of Finance and Legal, before submission for next workshop.	Director Civil & Water	
09-Dec-22	**22/12/I&E2**	**STATUS OF THE UMZAMOWETHU SANITATION SYSTEM**	That the 6 affected households be serviced with new conservancy tanks.	A consultant, Gert Vorster is appointed to approach the Windfarm for funding to replace the 6 conservancy tanks.	Project approved at Council to be registered as a MIG project for the planning phase. To be submitted at the next DAC meeting.	PMU Manager	In progress

06-Apr-23	**Roads**	**ROADS TO BE UPGRADED UNDER THE GRAVEL ROADS PHASE 2 CONTRACT**	That Council approve that phase 2 proceed as per the approved roads on the project.		Scribante will finish 2 roads in Humansdorp that was part of their original appointment. The bulk of the Phase 2 roads construction will only commence in the 24/25 FY. Tender for Phase 2 to be advertised April 2024.	PMU Manager	In progress
			That the additional roads be identified during the IDP consultation process and be included in a follow-up phase, all wards should benefit accordingly.	A revised Item to Council will be submitted.	Phase 2 Road list to be finalized Tender to be advertised April 2024.	Manager PMU	Ongoing
31-May-23	**23/05/I&E3**	**REGISTERING OF NEW PROJECTS ON MIG**	That a Transversal Committee be appointed, and that their minutes be referred to the Mayoral Committee for oversight purposes.	No action taken yet.	Committee members to be identified by relevant directorates. The purpose of this committee is hopefully to ensure that MIG projects represent KLM in a holistic manner.	Manager PMU	Ongoing

28-Jul-23	**23/07/I&E1**	**2023/24 ADJUSTMENTS BUDGET FOR THE ADDITIONAL TRANSFERS OF MUNICIPAL DISASTER RESPONSE GRANT (MDRG) FUNDING**	That the 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 No 56 of 2003, approves the following adjustments budget: **Town:** St Francis Bay **Project Description:** Support Structures for the bridge gave way during torrential rains and flooding experienced in St Francis Bay. **U-key Nr.** **Allocated amount:** R 3,000,000.00 **TOTAL: R 3,000,000.00**	Consultant and Contractor appointed.	Project is in the Completion stages. All outstanding documentation etc to be finalized by end Feb 2024.	Manger: PMU	In Progress
	23/07/I&E7	**SEA VISTA ERF 3854: GRAND COMORES AUGMENTATION FEES**	That council approve the phased payment of the augmentation fee, that a first payment of half the total value of augmentation be paid, and the rest be paid in batches per batch of 10 (ten) building plan submissions as proposed within the signed SLA.	To be implemented until all units are paid.	-First payment of 50% plus 40 units was invoiced and paid. - Second payment for next 10 units invoiced and paid.	Manager Civils & Water	In Progress
			That the SLA be updated based on the recalculated value of the augmentation fee, based on the increased number of equivalent erven.	Addendum to SLA to be prepared.	C&WS met with Developer to agree on calculation of the revised augmentation fee. Target date to complete the addendum is 28 Feb.'23	Manager Civils and Legal dept	In Progress

			That the augmentation fees be ringfenced and secured and explicitly earmarked for the relevant directorate for the upgrade of bulk infrastructure as intended by the augmentation policy.	To be implemented	First two payments allocated to newly created UKey	Director FInance	In Progress
28-Feb-24	**24/02/CWS13**	**WATER LOSSES REDUCTION PLAN**	That Council approve the Water Loss Reduction Plan				

ELECTRO-MECHANICAL: ACTION SHEET - COUNCIL							
MEETING DATE	**ITEM NO**	**ITEM DESCRIPTION**	**RESOLUTION**	**ACTION TAKEN**	**PROGRESS**	**RESPONSIBLE OFFICIAL**	**CURRENT STATUS** **COMPLETED** **NOT COMPLETE** **IN PROGRESS** **ON GOING** **NO ACTION REQUIRED**
29-Apr-22	**22/04/I&E9**	**REPORT: ELECTRICAL MAINTENANCE REPORT JULY 2021 TO FEBRUARY 2022**	That Law Enforcement actively police the theft of copper cables and illegal electrical connections.	Law enforcrcment are activly asssiting the department to combat these incidents. Patrols are organised during loadshedding, security gaurds are stationed at critical substations.	Theft is still a major concern especially during loadshedding, criminals move around and modus operandi seems as if they monitor our law enforcement officials when planing their next target. Scrap yards need to be closly monitored	Acting Director: EM & Director CS	

					as they create the market.		
			That Eskom be engaged on the maintenance and repair of street lights in the Gamtoos Valley.	Eskom appointed a service provider to commence with streetlight repairs in the GV. Eskom made a decision to hand over all streetlights to municpalities on 15th November 23, nothing officially communicated to the municipality.	Latest information received was that Eskom is currently busy with streetlight repairs in the GV.	Acting Director EM:	
31-May-23	**23/05/I&E1**	**REPORT: INTEGRATED NATIONAL ELECTRIFICATION PROGRAM (INEP) ALLOCATION FOR 2023/2024 FINANCIAL YEAR**	That the Human Settlements department of Kouga be ready with registered erven and occupied erven and to benefit from the grant.	The Human settlements deaprtment is cuurently addreesing the issue	No further progress to report on this item.	Manager: Human settlements	

	23/05/I&E2	**REPORT: CLEARING OF SERVITUDES THROUGHOUT KOUGA OBSTRUCTING ACCESS TO WATER INFRASTRUCTURE AND POWERLINES FROM KOUGA AND ESKOM**	That Council compels the relevant Directorate responsible to keep servitudes clear to do so and apply the law should it be necessary.	No action taken yet.	In the discussions on the 13 June 2023 the humansettlements department indicated that they need assistance with more workers to go to site and assist with this project.	Manager: Human settlements	
			That PDT leads the discussions between the departments.	No action taken yet.	In the discussions on the 13 June 2023 the humansettlements department indicated that they need assistance with more workers to go to site and assist with this project.	Manager: Human settlements	
28-Jul-23	**23/07/I&E3**	**REPORT: KOUGA ENERGY PLAN**	That a Kouga Energy Plan be developed to mitigate loadshedding within the Kouga Municipal area.	The acting director was tasked to compile a plan to mitigate the risk of loadshedding within Kouga. A tender went public to invite prospective service providers to tender on the supply and construction of a below 1MW solar installtion targetiting one of Kouga municipal buildings. Also take into consideration lang term plans to construct a 60MW hybrid connection	The tender for the phase 1, below 1MW installtion closed and is currently at BEC. The phase 2, meduim term plan was the feasibility study for the 20MW plant and construction od the solar installtion. The EIA was received on 10th November 23 for this plant. The consultant is appointed to commence with the	Acting Director: Electro and Mechanical Services	

					comprehensive feasibility study for the additional 40MW hybrid connection.		
	23/07/I&E4	**ELECTRICAL DEPARTMENT STATUS REPORT**	That Council note the report and that an action plan be drawn up to implement the recommendations in the report.	Report was tabled to Council to highlight the plight of the Electro-mechanical department in terms of critical staff challenges. A report for critical positions to be filled was submitted to the HR department to be actioned. Our electrical department need urgent investment in Human resources, the current Mechanical department consisit of three employees whereby one is booked off sick since February 23 and we have to maintain 52 pumostations an 20 generators.	Awaiting action, the top management and Mayco was made aware in a meeting held on the 19th December 23 in council chambers of the dire need of staff and office accomodation for EM department.	Acting Director: Electro and Mechanical Services	

14-Dec-23	**23/12/EMS1**	**REPORT TRAINING REQUIREMENTS FOR EM DEPARTMENT**	That the Directorate submit a full report on training needs to the HR Section.	The report has now been accepted by council and will a full report to the HR department for actioning.	Report to be submitted to HR.	Acting Director: Electro-mechanical	
28-Feb-24	**24/02/EMS6**	**REPORT: THORNHILL ELECTRICAL NETWORK TRANSFER FROM NELSON MANDELA METROPOLITAN MUNICIPALITY TO KOUGA LOCAL MUNICIPALITY**	That Council accept the proposal in-principle to have the Thornhill network transferred to Kouga Municipality subject to a cost assessment and feasibility study being performed				
			That Council authorise the Accounting Officer to engage and proceed with negotiations in relation to the intended transfer of the electrical network from the Nelson Mandela Metro Municipality to Kouga Municipality.				
			That a Committee be established to deal with the project's logistics around the intended network transfer, and all to be in attendance when required. This Committee will be responsible for the determination of this project's financial viability, assets, legal, and all other resources to maintain the network in the future.				
	24/02/EMS7	**REPORT: 20MW RENEWABLE ENERGY CONSTRUCTION PLANS FOR KOUGA MUNICIPALITY**	That a feasibility study including a detailed cost-benefit financial model be submitted to Council for approval.				

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM3**

KOUGA MUNICIPALITY: 2022/23 ANNUAL REPORT

1. **Introduction**

This item serves to submit to Council the 2022/23 Annual Report.

The 2022/23 Annual Report is attached hereto as Annexure "A".

2. **Background**

The preparation and submission of Annual Reports is regulated through legislative provisions and the submission of the 2022/23 Annual Report to Council is done in accordance with the provisions of the Local Government Municipal System Act (32/2000) and Local Government Municipal Finance Management Act (56/2003).

3. **Discussion**

The 2022/23 Annual Report has been subjected to scrutiny by the Auditor General and corrections and adjustments were made where necessary.

The Draft 2022/23 Annual Report was published for public comment and inputs on 8 February 2024 with a closing date of 4 March 2024. No comment or inputs were received.

The Municipal Public Accounts Committee conducted oversight on the 2022/23 Annual Report and the 2022/23 Oversight Report is submitted under cover of a separate item on this Council Agenda.

The final 2022/23 Annual Report with the 2022/23 Oversight Report on the Annual Report as prepared by the Municipal Public Accounts Committee, must be dealt with by Council by not later than 31 March 2024.

It must be noted that the layout of the Draft 2022/23 Annual Report has been amended to ensure alignment with the provisions of MFMA Circular 63 following comments received from Provincial Treasury on the Draft 2022/23 Annual Report. The annual report's layout was adjusted about 5 years ago on recommendation of the Municipal Public Accounts Committee to align with the duties and functions of the various Directorates in Kouga.

The adjusted layout has the result that some matters such as Supply Chain Management is no longer reported on in Chapter 4 Financial Management, but in Chapter 2 Governance.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Section 46 of the Local Government Municipal Systems Act, 32 of 2000 provides as follows:

"46(1) A municipality must prepare for each financial year an annual report consisting of –

a) A performance report reflecting-

i) The municipality's and any service provider's, performance during that financial year, also in comparison with targets of and with the performance of the previous financial year.

ii) The development and service delivery priorities and the performance targets set by the municipality for the following financial year, and

iii) Measures that were or are to be taken to improve performance.

b) The financial statements for that financial year prepared in accordance with standards of generally recognized accounting practice referred to in section 89 of the Public Finance Management Act, 1999 (Act No1 of 1999).

c) An audit report on the financial statements ad the report on the audit performed in terms of section 45(b) and

(2) A municipality must table its annual report within one month the audit report referred to in subsection (1)(c)

(3)(a) The municipal manager must –

i) by prior notice in the media, inform the local community of the meeting or meetings of council at which the municipality's annual report is tabled or discussed, which meetings must be open to the public.

ii) Give written notice of such meetings to the Auditor General and the MEC for local government in the province.

iii) Submit minutes of those meetings to the Auditor General and MEC for local government in the province.

b) Representatives of the Auditor General and MEC for local government in the province are entitled to speak at such meetings, and the municipal manager must be available to respond to questions related to the annual report.

4) The municipality must adopt its annual report, and within 14 days-

a) Make copies of the annual report accessible to the public, interested organizations and the media, free of charge or at a reasonable price and

b) Submit a copy of the report to –

i) The MEC for local government in the province.

ii) The Auditor General and

iii) Such other institutions as may be prescribed by legislation."

Sections 121(1,2 and 3) of the Local Government Municipal Finance Management Act, 56 of 2003 provides as follows:

"121. (1) Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.

(2) The purpose of an annual report is—

(a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;

(b) to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and

(c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity

(3) The annual report of a municipality must include—

(a) the annual financial statements of the municipality, and in addition, if section 122(2) applies, consolidated annual financial statements, as submitted to the Auditor-General for audit in terms of section 126(1).

(b) the Auditor-General's audit report in terms of section 126(3) on those financial statements.

(c) the annual performance report of the municipality prepared by the municipality in terms of section 46 of the Municipal Systems Act.

(d) the Auditor-General's audit report in terms of section 45(b) of the Municipal Systems Act.

(e) an assessment by the municipality's accounting officer of any arrears on municipal taxes and service charges.

(f) an assessment by the municipality's accounting officer of the municipality's performance against the measurable performance objectives referred to in section 17(3)(b) for revenue collection from each revenue source and for each vote in the municipality's approved budget for the relevant financial year.

(g) particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d).

(h) any explanations that may be necessary to clarify issues in connection with the financial statements.

(i) any information as determined by the municipality.

(j) any recommendations of the municipality's audit committee; and

(k) any other information as may be prescribed."

Section 127 of the Local Government Municipal Finance Management Act, 56 of 2003 provides as follows:

6. **Legal Implications**

No legal implications are foreseen.

7. **Other Implications**

No other implications are foreseen.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report supported

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is supported.

8.4 **Director: Electro-Mechanical Services**

Item supported.

8.5 **Director: Community Services**

Item supported.

8.6 **Deputy Municipal Manager**

Supported.

8.7 **Municipal Manager**

Recommendations supported.

9. **Delegated Authority**

No delegation has been made relevant to the consideration and adoption of the Annual Report.

10. **Recommendations**

10.1 That in terms of the provisions of Section 127 (2) of the Local Government Municipal Finance Management Act, 56 of 2003, the 2022/23 Annual Report be adopted.

10.2 That in terms of the provisions of Section 21A of the Local Government Municipal Systems Act, 56 of 2003, the 2022/23 Annual Report be made public.

10.3 That in terms of the provisions of Section 127 (5) (b) of the Local Government Municipal Finance Management Act, 56 of 2003the 2022/23 Annual Report be submitted to the Auditor General, Provincial Treasury and the Provincial Department of Cooperative Government and Traditional Affairs.

Item prepared by the: Manager PMS

Item endorsed by the Municipal Manager:



KOUGA MUNICIPALITY

2022/23

ANNUAL REPORT

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CHAPTER 1: MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR'S FOREWORD AND EXECUTIVE SUMMARY



It is my greatest privilege on behalf of Kouga Municipality and in my capacity as Executive Mayor of Kouga Municipality to present the Annual Report of the municipality for the 2022/2023 financial year.

The commitments in this financial year, marked by our 10th consecutive unqualified audit, were met by making realistic, inflation-linked asks on rates and tariff increases, which provided the funding for maintaining and expanding service delivery, while ensuring affordability of services to all.

Fortunately, the drought conditions that had beset Kouga since 2015 have improved. In terms of water quality and availability, we are in a better position now than we have been in several years and have made significant progress to diversify our water sources to become a water-resilient municipality. Prior to this financial year, Kouga only had access to 30% of its own water supply, today we have increased this to 65%.

In our mission to power the future, we embarked on a groundbreaking journey towards a greener future. The municipality's 20MW Solar Plant is on the horizon, having now received an approved EIA. We are furthermore conducting a comprehensive study for a potential 60MW project.

This financial year also marked the critical resolution aimed at securing external funding amounting to R200 million for the vital task of rehabilitating the deteriorating roads throughout the region. Better road infrastructure will boost economic activity, improve the quality of life for residents, and enhance overall development.

A significant milestone was being appointed as the implementing agent for the informal settlement upgrade project. Nine settlements across the Kouga region are set to be upgraded at a combined cost of more than R68 Million.

The implementation of this project will see disadvantaged communities with over 3 000 households being provided with decent basic services, such as water, sewage, sanitation, and waste management.

Kouga Municipality unashamedly wants to do brave and excellent things because South Africa desperately needs demonstrations that we can still move forward towards the society described in our Constitution.

Ours is a vision of prosperity, dignity and flourishing. In line with this vision, our promise is one of hope for Kouga residents, that their lives can and will get better in a municipality that enables each resident to flourish. Our budget is the means by which we will turn this promise into meaningful action.

Every directorate has made significant progress which is detailed in this report. There is, however, a tremendous amount of work which lays ahead of us.

I would like to acknowledge the efforts of the executive and administration for their diligence and relentless commitment towards building this municipality and ensuring our residents are proud to call Kouga their home.



H. BORNMAN
EXECUTIVE MAYOR

COMPONENT B: EXECUTIVE SUMMARY
MUNICIPAL MANAGER'S FOREWORD



MUNICIPAL MANAGER CHARL DU PLESSIS

The 2022/23 financial year Annual Report is characterized by a national economy with a low growth rate, rising interest rates and severe electricity loadshedding impacting the local economy as well as the cost-of-service delivery by the municipality.

Kouga Municipality had to introduce mitigating measures to deal with the impact of electricity load shedding by ESKOM to ensure that waterworks and sewer networks continue to operate. These measures came at a significant additional cost for diesel and security.

Kouga Municipality received an Unqualified Audit Opinion for the 2022/23 financial year which remains the same as for the 2021/22 financial year. Kouga municipality will be addressing the audit findings in the report with the aim to receive a clean audit opinion in future.

Kouga Municipality has approved a Long-Term Financial Plan that will ensure that Kouga Municipality remains financially viable.

Kouga Municipality has recovered from the effects of the Covid pandemic year and closed the financial year with improved revenue and cash flow surplus. Kouga Municipality will continue to implement its Long-Term Financial Plan in the forthcoming financial years.

One of the highlights of the financial year was the completion of the emergency water supply projects aimed at securing the water security of Kouga Municipality.

Additional ground water sources were developed and brought online to be treated at new water treatment plants built in St Francis, Jeffreys Bay, Humansdorp and Hankey. Together with good precipitation in the catchment areas resulting in good improvements in water supply levels in dams, the water security of Kouga Municipality has improved remarkedly.

Kouga Municipality could only deliver quality services if the municipality is properly resourced from a Human Resource perspective. The vacancy rate of the municipality was kept at a very manageable 2.4% of total posts. Salary expenditure as a percentage of expenditure for the financial year was measured at 28.3%, well below the budgeted target. An amount of R 1 157 187 was spent on staff development to upskill our workforce.

On the environmental side Kouga Municipality has prepared and approved a climate change strategy for Kouga Municipality while a dune management plan for Cape St Francis was completed and submitted for approval.

As part of its climate change strategy more than 1000 trees were planted throughout Kouga Municipality during the financial year. A new by-law for Waste Management was promulgated and recycling initiatives continue to thrive in Kouga Municipality. Dolphin Beach in Jeffreys Bay and the Cape St Francis main beach was awarded Blue Flag Beach

status during the financial year. A Keep Kouga Clean and Green project funded by a R5 million DEDEAT grant was successfully completed and assisted in cleaning up our beaches and public open spaces in the Municipality.

Kouga Municipality also became the home of a very successful Labyrinth which was developed by private local community interest groups in co-operation with Kouga Municipality Parks section. The Labyrinth is a welcome addition to the Kouga Municipalities tourist attractions and was well received and attracts tourists to the park. The Pellsrus Park as well as the Yellowwoods Park in Hankey were significantly upgraded and are popular visiting spots.

The safety and security of our residents and tourists visiting our municipality is of paramount importance for Kouga Municipality and a total of 66 different security camaras were introduced throughout Kouga Municipality during the financial year. These camaras are supported by a camara monitoring centre located at the Fire Department in Humansdorp.

Kouga Municipality remains a well-supported investment destination where the construction industry continues to provide robust growth opportunities. A total of 1938 new building plan applications were received during the 2022/23 financial year. A total of 1402 building plans were approved during the financial year. This translates to an approximate value of R 1,45 billion of new construction approved in Kouga Municipality for the financial year. This compares with the R1.15 billion of new construction approved in the 2021/22 financial year.

The construction boom has translated in a drastic increase in occupation certificates being issued and these properties have been added to the valuation role of Kouga Municipality increasing property rates revenue growth.

Apart from strong revenue growth from increased property rates revenue, revenue from water sales increased more than expected because of punitive charges for high water consumption. Electricity sales revenue was well below budget due to heavy load shedding and the migration of consumers to installing solar panels to mitigate against load shedding.

The governance structures of Kouga Municipality have been fully functional with regular Council, Mayoral and Committee meetings taking place.

All Ward Committees have been fully functional with regular meetings taking place. Under the guidance of the Speaker the different ward committees have successfully spent all their allocated ward development funds.

The Kouga Municipality Audit Committee was fully functional and together with the Internal Audit Section have ensured that a full Audit Plan was implemented during the financial Year.

MPAC has also had regular meetings and is a fully functional accounts committee. The powers and functions of Kouga Municipality remained the same and no new functions were added to its mandate.

Despite challenging conditions created by severe load shedding and a weakening national economy with high interest rates, Kouga Municipality has managed to complete a satisfactory financial year while improving its financial ratios.

I would like to convey my appreciation to my Senior Management Team and Executive Mayor and his Mayoral Committee for their support and contribution in ensuring that another successful financial year with high service delivery standards could be completed.



C DU PLESSIS
MUNICIPAL MANAGER

COMPONENT C: MUNICIPAL OVERVIEW

1.2 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

OUR VISION ***Good Governance through Service Excellence***

To create a better life for its people by providing effective and efficient service delivery, enabling the sustainable harnessing of its environmental assets, supported by inclusive governance and stakeholder participation, derived from the shared values of its people and its legislated mandate.

The Values underpinning our Vision and Mission are:

- Honesty
- Integrity
- Professionalism
- Transparency
- Consistency
- People-centred
- Accountability
- Accessibility
- Equality
- Batho Pele

FUNCTIONS

In terms of Circular 8/2009: Adjustment of Powers and Functions between District and Local Municipalities, the Kouga Municipality has the following powers and functions to fulfil.

POWERS AND FUNCTIONS	
Abattoirs	Air Pollution
Beaches and Amusement Facilities	Billboards and the Display of Advertisements in Public Places
Building Regulation	Cemeteries, Funeral Parlours and Crematoriums
Child Care Facilities	Control of Selling Liquor
Control of the Public Nuisances	Electricity Reticulation
Facilities for the Accommodation, Care and Burial of Animals	Fire Fighting
Health and Environmental Health Services	Licensing and Control of Food Sold to the Public
Local Amenities	Local Tourism and Economic Development
Local Sports Facilities	Markets
Municipal Airports	Municipal Planning
Public Transport	Sanitation
Storm Water	Trading Regulations
Water (Potable)	

POPULATION Despite it being the second smallest region in the Sarah Baartman District, covering only 4,1% of the district's land area, Kouga is the most populous region in the district with a population of 112 941 (Community Survey 2016), representing approximately 22% of the total population of the district.

Kouga also has the fastest annual growth rate in the district. Since 1996, the population has increased at an average of 2, 4% per annum compared to the annual growth rate of 1,1% in the district and 0,3% in the province.

Kouga is characterized by vast differences in population density from one area to the next. These variations have an impact on the cost-of-service delivery, while migration to the urban areas place additional pressure on the existing infrastructure of these high-density areas.

The Influx of job seekers has also impacted negatively on employment figures. According to "Labour Force Survey Data" for 1995 to 2010 (Stats SA), employment in the region declined by 11,7% between 1995 and 2010 while the working age group increased by 25%. This means that 80,3% of the working age group had employment in 1995, compared to 56,8% in 2010.

LOCATION Kouga Local Municipality forms part of the Sarah Baartman District Municipality in the Eastern Cape Province of South Africa. It is situated west of Nelson Mandela Bay Municipality (Port Elizabeth, Uitenhage, and Despatch) and covers a total land area of 2 418km². The nine towns included in Kouga are Jeffreys Bay, Humansdorp, St Francis Bay, Cape St Francis, Oyster Bay, Patensie, Hankey, Loerie, and Thornhill.

TOPOGRAPHY AND CLIMATE Kouga is largely an urban area, with three main topographical regions. The coastal region stretches from the Van Staden's River in the east to the Tsitsikamma River in the west. This zone includes the towns of Jeffreys Bay, St Francis Bay, Cape St Francis and Oyster Bay. The coast serves as a major tourism attraction.

The Gamtoos River Valley is characterized by wide, fertile flood plains associated with low-lying land. Steep and less-fertile slopes flank the Valley. The towns of Hankey, Patensie, Loerie and Thornhill are focal points of this high-potential agricultural region.

The Humansdorp area, including Kruisfontein, is characterized by moderate slopes in the south, with steeper slopes towards the north and northwest.
The four main rivers in the area – the Kromme, Seekoei, Kabeljauws and Gamtoos – are tidal rivers. Dams constructed above the tidal zone in the Kromme River and Gamtoos River are significant sources of water supply. Ground water is another major component of domestic water supply and aquifers are also utilized in the agricultural sector for irrigation.
There are numerous areas of wetland adjacent to the region's rivers and on the coastal platform which are extremely sensitive to disturbances such as agricultural activities and development, accommodating high species diversity and fulfil natural water

purification and flood retention roles.

The climate of the Kouga region is subtropical, which makes the area conducive to a range of outdoor activities and various types of agricultural production. Rainfall varies between 650 mm per year (St Francis Bay area) to 400 mm (Gamtoos River Valley). The area is generally described as windy.

ECONOMY Kouga's total output / Gross Value Added (GVA), which is used to measure the value of production in a region, has shown erratic growth since 1996. "Regional Income and Production Data" for 1995 to 2010 (Stats SA) indicates that the economic sector of Kouga is dominated by secondary and tertiary activity.

In 2010 the leading industries were finance, insurance, and real estate (FIR) at 33,3%, manufacturing (MAN) at 19,1% and general government (GG) at 14,2%. With its growth outpacing all other industries, FIR has since 1996 overtaken wholesale and retail trade, catering, and accommodation (WRCA) as the largest contributor to GVA. WRCA's proportion to Kouga's output has plummeted from 21% in 1995 to 10,3% in 2010.

The contribution of the main primary sector – agriculture, forestry, and fishing (AFF) – has also decreased from 11,8% in 1995 to 3,5% in 2010. However, manufacturing proportion saw an increase of 4,8% over the same period. Whilst the primary sector dominated employment up until 2005, the tertiary sector has since taken over this role.

According to the 2011 Census, Kouga Municipality is currently the fastest growing economy in the country. With the onset of several megaprojects in the area, there is phenomenal growth and influx of people into the area, and this has a big impact on the economy. It also impacts on the services of the area as well. This has the positive effect of job creation and added business opportunities for Kouga. It is said that there is 3,22%, growth rate in the population and Kouga is ranked 114th by population size in the country.

1.3 SERVICE DELIVERY OVERVIEW

Corporate Services

Administration

- Committee services is the engine room of Corporate Services, being the interface between the political leadership and administration. The standard of services rendered by Committee services continues to improve thus enabling the politicians to exercise greater oversight over the administration. The Committee Services Team for the FY 22/23 has implemented SharePoint to allow collaboration on documents. This allows the internal team and Directors to access and work on documents collaboratively in real time.
- Reports on printing usage, telephone usage, advertising costs, building maintenance costs was created to allow Council to exercise greater oversight.
- Several Ward Cllr offices and Administrative Buildings were renovated, thus improving the working environment in compliance with the Occupational Health and Safety Act. 94% of the allocated budget was spent.
- Telkom landline total costs from FY 2018/19 to FY 2022/23 decreased significantly by 98% (From R728 162,08 to R12 240,52).
- Various SOP's (Processing of Notices and publication of adverts, procedure for requesting of telephones, telephone pins, etc, procedure for requesting building maintenance) has been developed to ensure efficiency within the Administration section.
- PAIA and POPIA manual developed.

Human resources

- Achieved a 6th straight clean audit in HR with no queries being raised for 2022/2023 Financial year.
- Submitted ROE (Return of Earnings) to the Department of Labour and the municipality is still in Good Standing with the Department of Labour, for the 2022/ 2023 financial year.
- Submitted a credible Employment Equity report online to the Department of Labour in January 2023.
- Submitted a credible Workplace Skills Plan to LGSETA on the 30th of April 2023.
- Reduced Labour Related matters by 60%, due to effective management of Labour Relations.

Community Services

- Climate Change Strategy approved for implementation.
- Public open spaces cleared and beautified in partnership with "Dorp van Drome", Patensie Pronk, Woodlands Dairy, JBAY Surfers, community groups and schools during 2022/23.
- Mandela Day 18 July 2022 – clean ups in Humansdorp, Pellsrus, Kruisfontein, Loerie, Aston Bay and main Beach Jeffreys Bay.
- Environmental Education School Programme implemented.
- The tree planting drive continued as a commitment to combating climate change. Over a thousand trees were planted
- The Cape St Francis dune management plan was submitted for approval.

- By-laws for Waste Management promulgated with fines.
- Recycling was introduced in schools, blue-flag beaches and shopping centers.
- Kouga Municipality awarded Blue Flag Beach status for Dolphin Beach and Cape St Francis
- Received R5m for DEDEAT for Keep Kouga Clean and Green
- EPWP funding approved by DFFE.
- Environmental days clean up campaigns - International Coastal Clean Up - 21 September 2022.
- Sculpture of the historic dog BRAG unveiled at Dolphin Beach.
- The section participated in the activities of Arbor Day and planted several trees
- Dogwood Labyrinth launched in July 2022.
- Pellsrus Park upgraded (work included painting of umbrellas and chairs including concrete bollards, install 2 x ablution containers (male/female) installation of lights, installation of notice boards.
- Yellowwoods Parks ablutions upgraded (works included: Painting, upgrading of the showers, toilets, tiling, installation of toilet cistern, hand basins, ceiling and electrical works and fixing swings and bush clearing was done, installation of notice boards)
- Patensie Park (installation of steel doors and painting of ablution blocks)
- Jeffreys Bay dog-friendly park is re placed by Pellsrus 220 Park. Work included (creating playpark out of tyres and other recyclable material, painting playpark equipment, maintaining the garden planting more of plants)
- Recycling with "GOD SE HANDE IN PATENSIE"
- Recycling station at Supertubes/Cape St Francis
- Humansdorp recycling centre
    - Since 2019 to date, we constantly refined the recording of the waste received as well as recycled to align with the National Waste Information system. Recycling is done at the tip face of the landfill site and recyclables are taken to the recycling facility at the Humansdorp landfill site.
- E – Waste Recycling
    - October is earmarked for E-waste International day. Kouga Municipality participated by sharing information with Kouga Municipality Business forum and residents to encourage businesses and residents to implement the producer pay principal by taking back all e-waste to producers or retailers.
- Paradise Beach Drop Off
- St Francis Bay and Ocean View Drop-Off Sites
- Recycling At St Francis Airfield
- International Day of Zero Waste
    - The day was introduced to make people aware of the amount of valuable material that is discarded and to encourage people to reduce, reuse, recycle and think of what they do with waste.
- Recycling Vending Machine
    - A project in collaboration with Woodland's dairy.
- Events Recycling
- Zero Plastic Bags

<u>Infrastructure and Engineering</u>

The following projects were implemented:

- Jbay Package Plant: 100%
- Humansdorp Package Plant: 100%
- Hankey Package Plant: 100%
- St Francis Package Plant: 100%
- Drilling of Boreholes:
  - Kruisfontein: 7 boreholes completed.
  - St Francis: 3 of 3 completed. One borehole is dry. Not to be equipped now due to funding.
  - Hankey: Two borehole drilled. Not to be equipped not due to low yield and poor quality.
  - Loerie: Drilling completed. Three boreholes drilled. Not to be equipped now due to funding.
  - Thornhill: Drilling completed. Four boreholes drilled. Not to be equipped now due to funding and low yield.
- Kruisfontein Developing of Three Boreholes
  - Contract value R13.4m to be completed by 20 March 2024
  - Develop BHs HD12, HD13 AND HD14.
  - 250mm dia and 160mm dia pipeline.
  - 300KL Break pressure tank.
  - Generator and electrical supply.
- Purchasing of generators
  - Six generators purchased. Is currently stored at Kouga LM premises and they are being made vandal proof.
  - Upgrading and improvement of existing WTW in Humansdorp, Jeffreys Bay, Hankey and St Francis

- Length of roads resealed = 9.5 km
- Potholes repaired = 4 084m²
- Electrification of 220 houses in Humansdorp (Donkerhoek)
- Electrification of 200 houses in in Oceanview (Phase 1)
- 504 LED Streetlights installed as replacement for old streetlights
- Apiesdraai substation upgraded with an additional 3 150 kVA transformer and switchgear.
- Sewer pumpstations upgraded with new pumps.
- One sewer pumpstation connected to SCADA system for improved efficiency.
- Fleet serviceability maintained at 95%.

CHAPTER 2: GOVERNANCE

Governance is the processes and culture that guides the activities of the municipality beyond its basic legal obligations. Good governance ensures the proper utilization of all state resources for its citizens thus ensuring sustainable development. Political leaders and the heads of administration have a responsibility to the communities they serve to ensure good governance. Good governance in local government is when elected political leaders:

- Act with the highest ethical standards.
- Understand their role and the role of others.
- Foster trusting and respectful relationships.
- Show a commitment to risk management.

- Engage in effective strategic planning.
- Follow a transparent and accountable decision-making process.
- Make good decisions that promote the interests of the community they serve.
- Understand and abide by the law.
- Commit to continuous improvement.
- Have sound judgement.

Good governance is essential because it supports Council to make decisions and to act in the best interests of the community.



Good Governance is Accountability.
Accountability is a fundamental requirement of good governance. Local government has an obligation to report, to explain and to be answerable for the decisions it has made on behalf of the community it represents and serves.

Good Governance is Transparency.
People should be able to follow and understand the decision-making process. This means that they can clearly see how and why a decision was made – what information, advice, and consultation a Council considered, and which legislative requirements a Council followed.

Good Governance is being Law-Abiding.
Decisions must be consistent with relevant legislation and be within the powers of local government.

Good Governance is Responsive.
Local government should always try to represent and serve the needs of the entire community while balancing competing interests in a timely, appropriate, and

responsive manner.

Good Governance is being Equitable.

A community's wellbeing depends on all its members feeling that their interests have been considered by their municipality in the decision-making process. All groups, particularly the most vulnerable, should have opportunities to participate in the decision-making process.

Good Governance is being Participatory and Inclusive.

Anyone affected by, or interested in, a decision should have the opportunity to participate in the decision- making process. Participation can happen in several ways – community members may be provided with information or asked for their opinion via a public participation process.

Good Governance is being Effective and Efficient.

Local government should implement decisions and follow processes that make the best use of the available people, resources, and time, to ensure the best possible results for their community.

Good Governance is Consensus Oriented.

Wherever possible, good governance involves considering the different views and interests in a municipality to reach a majority position on what is in the best interests of the whole community, and how it can be achieved.

COMPONENT A: GOVERNANCE STRUCTURES

2.1 POLITICAL GOVERNANCE

Kouga is a Category C Local Municipality with an Executive Mayoral System where powers are vested in the Executive Mayor elected by the Council. The Executive Mayor has appointed a Mayoral Committee to which he delegated certain responsibilities.

2.1.1 EXECUTIVE MAYOR, DEPUTY MAYOR, SPEAKER, AND MAYORAL COMMITTEE

Kouga Local Municipality Leadership



Executive Mayor:
Alderman Horatio Hendricks



Deputy Executive Mayor:
Hattingh Bornman



Speaker:
Alderman Brenton Williams

Kouga Mayoral Committee



Corporate Services:
Timothy Jantjes



Infrastructure &
Engineering:
Lorraine Maree



Planning, Development &
Tourism:
Shena Ruth



Community Services:
Alderman Daniel Benson



Finance:
Hattingh Bornman

2.1.2 WARD COUNCILLORS

WARD	WARD CLLR	NAME	SURNAME	POLITICAL PARTY	Emblem
1		Nozuko Princess	Ntshota	AFRICAN NATIONAL CONGRESS	ANC
2		Henry	Murray	DEMOCRATIC ALLIANCE	DA
3		Willem	Gertenbach	DEMOCRATIC ALLIANCE	DA
4		Eldred Jaques	Alexander	DEMOCRATIC ALLIANCE	DA
5		Melanie Frederika	Biko	DEMOCRATIC ALLIANCE	DA
6		Khabisile James	Ndzelani	AFRICAN NATIONAL CONGRESS	ANC
7		Eric Thembekile	Mbuqu	AFRICAN NATIONAL CONGRESS	ANC
8		Reinhardt	Foley	DEMOCRATIC ALLIANCE	DA
9		Cynthia Cecily	August	DEMOCRATIC ALLIANCE	DA
10		Msingathi Gerald	Mbandana	AFRICAN NATIONAL CONGRESS	ANC
11		Fanie	Heystek	DEMOCRATIC ALLIANCE	DA
12		Lorraine	Maree	DEMOCRATIC ALLIANCE	DA
13		Vuyani Cornelius	Zana	AFRICAN NATIONAL CONGRESS	ANC
14		Mzwandile	Yali	AFRICAN NATIONAL CONGRESS	ANC
15		Timothy	Jantjies	DEMOCRATIC ALLIANCE	DA

2.1.3 PROPORTIONAL REPRESENTATIVE COUNCILLORS

WARD	PR CLLR	NAME & SURNAME	POLITICAL PARTY	EMBLEM
Executive Mayor		Horatio Hendricks	DEMOCRATIC ALLIANCE	DA
Deputy Executive Mayor		Hattingh Bornman	DEMOCRATIC ALLIANCE	DA
Speaker		Brenton Williams	DEMOCRATIC ALLIANCE	DA
PR Councillor		Marthina Van Niekerk	DEMOCRATIC ALLIANCE	DA
PR Councillor		Daniel Benson	DEMOCRATIC ALLIANCE	DA
PR Councillor		Shena Ruth	DEMOCRATIC ALLIANCE	DA
PR Councillor		Bryan Dhludhlu	DEMOCRATIC ALLIANCE	DA
PR Councillor		Malibongwe Dayimani	AFRICAN NATIONAL CONGRESS	ANC
PR Councillor		Vuyokazi Gunuza	AFRICAN NATIONAL CONGRESS	ANC
PR Councillor		Nomalungelo Ntengwane	AFRICAN NATIONAL CONGRESS	ANC
PR Councillor		Margaret Valgee	AFRICAN NATIONAL CONGRESS	ANC
PR Councillor		Phumzile Oliphant	AFRICAN NATIONAL CONGRESS	ANC
PR Councillor		Bazil Human	PATRIOTIC ALLIANCE	PATRIOTIC ALLIANCE
PR Councillor		Wilhelmus van der Linde	FREEDOM FRONT PLUS	VF
PR Councillor		Luvuyo Nkilishane	ECONOMIC FREEDOM FIGHTERS	EFF

2.1.4 ALLOCATION OF SEATS IN COUNCIL

Political party	Number of seats	Number of male Councillors	Number of female Councillors
DEMOCRATIC ALLIANCE	16	11	5
AFRICAN NATIONAL CONGRESS	11	7	4
ECONOMIC FREEDOM FIGHTERS	1	1	0
FREEDOM FRONT PLUS	1	1	0
PATRIOTIC ALLIANCE	1	1	0

2.1.5 COMMITTEES

The Council established several Committees to enable it to deliver on its constitutional mandate.

Section 80 Committees
The following Portfolio Committees have been established in terms of Section 80 of the Municipal Structures Act to assist the Mayor and the Mayoral Committee:

a) Community Services Portfolio Committee
b) Infrastructure and Engineering Portfolio Committee
c) Finance Portfolio Committee
d) Corporate & Digital Services Portfolio Committee
e) Planning, Development & Tourism Portfolio Committee
f) Monitoring and Evaluation Portfolio Committee (November 2021 to December 2022)

Each of the Support Committees deliberates on matters that fall within its specific terms of reference and makes recommendations to the Mayoral Committee for final approval by full Council where necessary.

The Mayoral Committee has wide ranging delegations except for the powers provided to Council in terms of Section 160 (2) of the Constitution of the Republic of South Africa, 1996.

The following functions may not be delegated by a Municipal Council:

- The passing of by-laws
- The approval of budgets
- The imposition of rates and other taxes, levies, and duties
- The raising of loans.

The Mayoral Committee makes recommendations for approval by Council on such matters.

Section 79 Committees

In addition, Council has established the following Committee in terms of Section 79 of the Municipal Structures Act:

a) **Municipal Public Accounts Committee**

The Municipal Public Accounts Committee which is made up of non-executive Councillors ensures that the Administration is held accountable for the management of municipal funds and assets, and to ensure the efficient and effective utilisation of council resources. The Committee also considers the Annual Report and makes recommendations to Council on the Annual Report by submission of an Oversight Report. The Committee's Oversight Report is published separately in accordance with the Municipal Finance Management Act.

b) **Rules and Ethics Committee**

The Rules and Ethics Committee is a Disciplinary Committee established in terms of Schedule 7, Section 14(1)(b) of the Code of Conduct for Councillors, which states that a Municipal Council may: "(b) establish a special committee- (i) to investigate and make a finding on any alleged breach of this Code; and (ii) to make appropriate recommendations to the council."

c) **Municipal By-Laws and Policy Committee**

The Municipal By-Laws and Policy Committee ensures the review of Municipal by-laws and policies, and the development of new by-laws and policies.

Statutory Committees

Administrative Committees

Council has also established administrative committees as follows:

a) Audit/Performance Audit Committee
b) Bid Specification Committee
c) Bid Evaluation Committee
d) Bid Adjudication Committee.

The Audit Committee is established in terms of Section 166 of the Municipal Finance Management Act. It is an independent external committee, which provides an oversight, compliance, and advisory function.

The Municipal Supply Chain Management Regulations requires a committee system for competitive bids, consisting of a Bid Specification, a Bid Evaluation, and a Bid Adjudication Committee.

The Bid Specification Committee compiles the specifications for all goods or services procured by the municipality.

The Bid Evaluation Committee evaluates bids in accordance with the specifications for a specific procurement, and the points system set out in the SCM (Supply Chain Management) Policy and Regulations and as prescribed in terms of the Preferential Procurement Policy Framework Act.

The Bid Adjudication Committee considers reports and recommendations of the Bid Evaluation Committee and makes a recommendation to the Accounting Officer to make the final award; or makes another recommendation to the Accounting Officer on how to proceed with the relevant procurement.

2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

In terms of the MFMA section 60(b), the Municipal Manager is the Accounting Officer and must provide guidance on compliance with this Act to political structures, political office bearers, and officials of the municipality.

As head of administration, the Municipal Manager ensures that the municipality is managed in accordance with all legislation applicable to local government. He undertakes various administrative responsibilities in relation to Council such as advising the political structures and political office bearers of the municipality; managing the communications between the municipality's administration and its political structures and office bearers; and carrying out the decisions of the political structures and political office bearers of the municipality. In addition, he is responsible for the human resources of the municipality ensuring that the municipality has the requisite human resources who are functioning at an optimal level to enable it to deliver on its mandate.

As the Accounting Officer, the Municipal Manager is responsible for general management of municipal finances, including asset and liability management, revenue and expenditure management and budget implementation. In his role as Accounting Officer, he must also assist the Executive Mayor in performing the budgetary functions assigned to the Mayor in terms of Chapters 4 and 7; and provide the Executive Mayor with the administrative support, resources and information necessary for the performance of those functions.

There are five Directorates which report to the Municipal Manager. Each Directorate is responsible for a Service Cluster (Key Performance Area) with some overlapping responsibilities:

DIRECTORATE	FUNCTION
Community Services	Basic Service Delivery
Corporate & Digital Services	Good Governance and Public Participation Institutional Development and Transformation

Planning, Development and Tourism	Town Planning and Development, Local Economic Development and Tourism
Infrastructure & Engineering	Infrastructure and Basic Service Delivery
Financial Services	Financial Viability and Management



Municipal Manager
C du Plessis



Deputy Municipal Manager and Acting Director Corporate Services
D de Jager



Chief Financial Officer
R Lorgat



Director Community Services
N Machelesi



Director Infrastructure and Engineering
C de Kock



Acting Director Planning, Development and Tourism
L Opperman

COMPONENT B: INTERGOVERNMENTAL RELATIONS

2.3 INTERGOVERNMENTAL RELATIONS

Kouga Municipality has been compliant with holding quarterly IGR's as per below:

Date	Number of Attendees
20 October 2022	62
3 March 2023	33
22 June 2023	30

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

2.4 PUBLIC PARTICIPATION

Kouga Public Participation Unit engaged with communities at commemorative events, public hearings, workshops, project launches and meetings during the 2022/23 period as reflected hereunder.

DATE	PROGRAMME	VENUE
08 September 2022 13 September 2022 15 September 2022 21 September 2022 30 September 2022	 Public Feedback meeting	Mzamowethu Community Hall, Sea Vista Kwanomzamo Community Hall, Humansdorp Kruisfontein Civic Hall, Kruisfontein Tokyo Sports field, Jeffrey's Bay Kwanomzamo Community Hall, Humansdorp Dan Sandi Community Hall, Patensie
14 February 2023	Sarah Baartman Heritage Centre: Minister Mthethwa site visit	Vusumzi Landu Hall, Hankey
14 March 2023	Performance & Copy right Bill amendment hearing	Newton Hall, Jeffrey's Bay
03 April 2023 12 April 2023 13 April 2023 20 April 2023	Public Feedback Meeting Public Street Meeting Public Feedback Meeting	Loerie Community Hall, Loerie Wonderboom Street, Jeffrey's Bay Across Checkers, Sable, Jeffrey's Bay Oyster Bay
11 May 2023 14 May 2023 24 May 2023 30 May 2023	 Public Feedback Meeting	Andrieskraal Hall, Andrieskraal Mzamowethu Community Hall, Sea Vista Kwanomzamo Community Hall, Humansdorp St Francis Bay Private Venue
07 June 2023 07 June 2023 09 June 2023 11 June 2023 20 June 2023 21 June 2023 22 June 2023	National road & Traffic Amendment Bill hearing Public Participation Week Public Feedback Meeting	Gelvandale Community Hall, Gqeberha Tokyo Sports field, Jeffrey's Bay Kruisfontein Civic Hall Kruisfontein Civic Hall, Kruisfontein Kwanomzamo Community Hall, Humansdorp Newton Hall, Jeffrey's Bay

DATE	PROGRAMME	VENUE
	Public Street Meeting	Arcadia Park Street, Humansdorp
02 July 2023 06 July 2023 09 July 2023 11 July 2023 13 July 2023 17 July 2023 19 July 2023 25 July 2023 27 July 2023 29 July 2023	Public Feedback Meeting	Kruisfontein Church, Kruisfontein Kwanomzamo Community Hall, Humansdorp Donkerhoek/MooiuiTsig Kampini Apostolic Church, Milton Farm Andrieskraal Hall Aston Bay Hall Pellsrus Community Hall, Jeffrey's Bay St Francis Bay Private venue Vusumzi Landu Hall, Hankey Vusumzi Landu Hall, Hankey

2.4.1 SPECIAL PROGRAMMES UNIT

DATE	PROGRAMME	VENUE
18July 2022 18 July 2022	Coding Competition: Coding & Robotics Mandela Day: renovating old and disabled lady's home.	Fathers house Church, Jeffreys Bay Thornhill
1 – 31 August 2022	Women's Wellness Campaign Internal & External	Jeffreys Bay/Humansdorp/St Francis/Gamtoos Valley
17 September 2022	Community development: Family Fun Day	Jeffreys Bay
November 2022 01-03 November 2022 05 November 2022 29 & 30 November 2022 29Tth November 2022	Matric Programme Services on Wheels(Health, SASSA, Social Development, SAPS,Kouga) Rainbow Disabled day GBV Workshop Bursary Donation	Humansdorp/Jeffreys Bay/Gamtoos Valley Vaaldam Kwanomzamo Tocyo Sexwale Graslaagte Humansdorp Graslaagte, Humansdorp Humansdorp Senior Secondary School
03 December 2022 06 December 2022	Cancer High Tea World AIDS Day	Thornhill Kwanomzamo, Humansdorp
31st January 2023	Back to school leadership camp	Oyster Bay (Jeffreysbay Comprehensive School)
01 February 2023 27th February 2023	Teacher Appreciation Day Keep a child in School program 100 school shoes Donated	Jeffreysbay (Jeffreysbay Comprehensive High School) Graslaagte (St Patricks Promary School)

DATE	PROGRAMME	VENUE
14th -15th March 2023	Services on Wheels to the Community (Dept. of Health and Kouga)	Patensie and Hankey Community hall
24th and 28th March 2023	Keep a child in School Campaign (Donations of Stationary)	Sea Vista, Jeffreysbay, Patensie
29th March 2023	Safe water Campaign at Schools -Schools won Eco tanks	Jeffreysbay, Hankey,Humansdorp
31st March 2023	Championship Change in Schools Ambassadors Graduation	Humansdorp – 9 Schools were presented from Kouga
April 2023	Sports development: Mayoral Cup 2023	Kouga Area
May 2023	Sports development: Mayoral Cup 2023	Gamtoos Valley/St Francis Bay/Thornhill/Jeffreys Bay
30 May 2023	Library Books Donations to 8 Schools in Kouga	Jeffreysbay
30 June 2023	Youth Summit	Kruisfontein, Humansdorp

2.5 COMMUNICATION

2.5.1 INTERNAL COMMUNICATION

Internal Communication is about promoting effective communication among employees within the municipality. It involves producing and delivering messages and campaigns on behalf of the various departments, management, and Council. It further assists in facilitating a dialogue with employees.

Internal Communication can vary from announcing a new policy or informing people of an upcoming event, to conducting a municipal wide engagement.

The Internal Communication Section was officially launched in October 2020 (Corporate Services) and has since played an instrumental role in the municipality.

In July 2023, Internal Communication merged with Media and Communication (external media) under the Office of the Deputy Municipal Manager in the Office of the Municipal Manager.

It has kept employees abreast of upcoming events, policy changes and engagement initiatives. It has further assisted in redefining and moulding the organizational culture

to uplift employee morale. It has also allowed them to engage on relevant matters which have facilitated a bottom-up approach to communications.

Internal Communication has kept employees informed in times of crisis, be it drought-related information or the way forward during the ongoing load shedding implemented by Eskom.

It has supported initiatives that are close to the hearts of employees and residents such as the introduction of the Most Value-Driven Female Employee competition, the first family fun day, blood drives, and wellness days, as well as recycling, Mandela Day and breast cancer awareness.

Email & WhatsApp. The bulk of the internal communication was done through Kouga Municipality's internal email communication platform and WhatsApp. The number of emails sent from July 2022 to June 2023 was 556, while 250 WhatsApp's were sent.

Corporate Shop. In July 2021, Internal Communications opened a Corporate Shop with various Kouga Municipality branded clothing for employees – serving as a branding tool.

Items were procured and are resold to employees at no profit. Employees can buy clothing and pay over a period of one to three months (deductible fom their salary).

As at 30 June 2023, there were approximately 638 clothing items on the inventory list of the Corporate Shop, with a total worth of R72 960.00. To improve day-to-day operations, a system was developed that allows the administrator to post stock codes and descriptions of the available clothing items.

The money accumulated is reverted back to the budget.

2.5.2 EXTERNAL COMMUNICATIONS

Kouga Local Municipality is committed to two-way communication, building relationships with its internal and external stakeholders, and forming partnerships with the public and private sector.

The Media and Communication Unit, located in the Office of the Municipal Manager, is responsible for coordinating communication activities in the municipality – providing information to its internal and external stakeholders about municipal programmes and services in an accurate, timeous, relevant, and understandable manner.

In this regard, the Media and Communication Unit develop and implement communication plans and produce publications for information dissemination.

Responsibilities include the following:

- Media.
- Publicity.
- Speechwriting.
- Providing communication support to campaigns and events.
- Designing and printing communication materials.
- Social Media.
- Advertising.
- Branding and corporate identity.

Social Media. For the 2022/2023 financial year, the bulk of communication was done through Kouga Municipality's official Facebook Page, with the number of page likes increasing by 8 781, from 22 914 to 31 695, from July 2022 to June 2023.

A total of 1 534 posts were uploaded during the same period.

Some 60.7% of these likes are female followers and 39.3% are male followers, with most followers between the ages of 25 to 44. As of 30 June 2023, followers are from Kouga (46.7%), followed by Gqeberha (17.4%), Cape Town (4.9%), and Uitenhage (2.1%).

A municipal Instagram page was also created in July 2020. The number of followers as of 30 June 2023 stood at 1 312.

A municipal LinkedIn account was created in September 2022 to advertise municipal vacancies – especially higher task grade vacancies. The number of followers stood at 232 as of 30 June 2023.

External Media. The municipality issued 288 media statements/releases from July 2022 to June 2023, as well as 126 sound bites and videos. Some 217 media queries were received and attended to.

The municipality secured seven front pages in the Kouga Express for the same period, the community newspaper with the widest reach in the region, as well as nationally through News24 and Netwerk24.

There were also 18 advertorials in the Kouga Express from July 2022 to June 2023, as well as 54 paid advertisements and 41 free advertisements.

Some 12 interviews were conducted on Oasis FM from July 2022 to June 2023. The interviews were aired on the radio station and streamed live on Facebook.

A total of 96 Save Water messages were aired on Algoa FM for the same period.

WhatsApp. A total of 16 Kouga WhatsApp groups (two for Ward 12) were created in March 2022 for the 15 wards in the Kouga region to timeously inform residents of service alerts and other important information. The average number of messages send from

July 2022 to June 2023 were 359.

Awareness Campaigns. The following awareness campaigns took place during the 2022/ 2023 financial year:

- Drought.
- Service Delivery Highlights.
- Integrated Development Plan.
- Easter Festival.
- Kouga Mayor's Cup
- Youth Month.
- War on Waste.
- 16 Days of Activism.
- Women's Month.
- Tourism/Heritage Month.
- State of the Municipality Address.
- External Events.
- National/International Days.

Media and Communication Policy. The new and updated Media and Communication Policy was revised on 20 September 2022 and approved by Council on 31 May 2023 (Council Resolution 23/05/MM4).

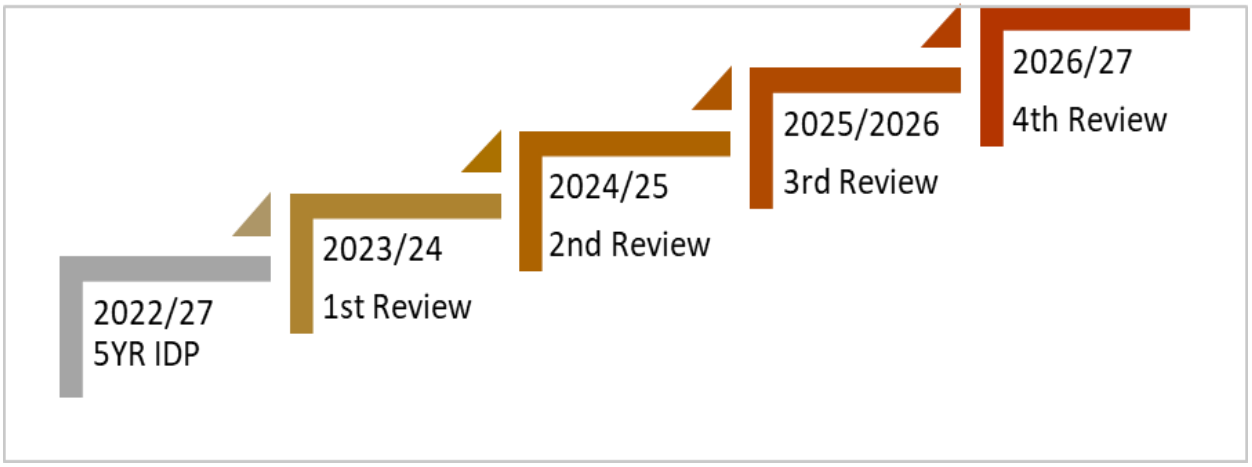
2.5.3 IDP PARTICIPATION AND ALIGNMENT

Strategic development of the Kouga Municipality is driven by the IDP, that requires a comprehensive planning process and the involvement of different stakeholders who are internal and external. Such a process must be properly organised and prepared. An inherent part of the IDP process is the annual and medium-term revenue and capital expenditure framework (MTREF) which is based upon the key performance areas set out in the IDP.

The annual Service Delivery and Budget Implementation Plan (SDBIP) ensures that the municipality implements programmes and projects based on the IDP targets and associated budgets. The performance of the municipality is reported in Quarterly and Mid-yearly Performance Assessment Reports, as well as in the Annual Report.

A clear distinction must also be made between the main IDP which is compiled every five years (or if a new council comes into power within the five-year period and does not accept the previous council's IDP) and the annual review of the IDP. The annual review is not a replacement of the five-year IDP, and its purpose is not to interfere with the long-term strategic orientation of the municipality. The annual review reflects and reports on progress made concerning the five-year strategy (and strategic goals) and proposes adjustments to the strategy, if necessary, because of changing internal and external circumstances that impact the appropriateness of the IDP.

5-Year IDP Cycle



The Integrated Development Plan of the municipality was adopted on 31 May 2022, and it went through an intensive reviewed period between 4-22 October 2022. 15 Ward Based Plans were developed and compiled for each of the 15 wards where a brief situational analysis of the wards was included.
During the public participation consultation for 2023/2024 the following platforms and methods were used to engage the public of the municipality:

- Emails
- 23 Public Consultation Meetings were held in each of the 15 wards.
- 1056 members of the community, Mayoral Committee, Senior as well as Middle Managers and the Integrated Development Plan Team attended the consultation meetings.

Since the process of drafting the five-year IDP was undertaken concurrently with the establishment of Ward Committees, an opportunity was created for the latter to review their ward needs and reprioritise where necessary. This process took place during October 2022 and was facilitated as part of the first round of public participation towards the review of the 2023-2024 IDP. This was concluded by a IDP Representative Forum meeting with various Sector Departments in the Eastern Cape.

2.5.3.1 KEY DELIVERABLES IN DEVELOPING THE 2022/23 IDP

- Tabled the IDP Process Plan for the 2022/23 IDP Review on 31 August 2022, Council Resolution 22/08/PDT.
- The Municipality embarked on an intensive public participation drive, with community engagement programmes such as the Community Based Planning which was conducted during the month of October 2022.
- 25 August 2022 Provincial Government IDP Assessment of the 5 Year (2022/27) IDP.
- The Municipality embarked on an IDP/Budget Roadshow between 11 April and 10 May 2023.
- On 31 March 2023 the Draft IDP Review 2023/24, Draft 2023/24 MTREF Budget and Draft top layer SDBIP 2023/24 were tabled in Council.
- The Final amended IDP was tabled in Council on 31 May 2023.

2.5.3.2 PUBLIC PARTICIPATION TURNOUT 11 APRIL 2023 – 10 MAY 2023

Date	TIME	WARD	COUNCILLOR PRESENT	STAFF PRESENT	WARD COMMITTEE PRESENT	CDW PRESENT	COMMUNITY MEMBERS PRESENT	TOTAL
11/04/23	14:00	Aston Bay – Ward 2 Pellsrus – Ward 2	3	21	-	-	14	38
	18:00		4	10	2	-	22	38
12/04/03	14:00	St Francis Bay – Ward 12	3	8	4	-	21	36
	18:00	Sea Vista – Ward 1	3	11	4	-	69	87
13/04/23	18:00	Oyster Bay – Ward 1	2	9	2	-	45	58
17/04/23	14:00	Lower Wavecrest- Ward 3	5	8	5	-	23	52
	14:00	Upper Wavecrest – Ward 8			4	-		
	14:00	Jeffreys Bay C- Place – Ward 11			7	-		
	18:00	Humansdorp Town - Ward 15	4	14	1	-	96	122
	18:00	Kwanomzamo- Ward 6	3	16	4	-	30	57
	18:00	Ward 1 Lower Golf Course			3	-		
18/04/23	18:00	Arcadia – Ward 5			5	-		
	18:00	Moeraas – Ward 15			3	-		
19/04/23	18:00	7de Laan / Gill Marcus – Ward 4	2	16	7	1	33	59
20/04/23	18:00	Loerie - Ward 7	2	11	4	1	27	57
24/04/23	18:00	Thornhill – Ward 7	2	14	8	1	51	76
25/04/23	18:00	Phillipsville – Ward 9	4	10	5	-	49	68
26/04/23	18:00	Tokyo Sexwale	2	15	8	1	65	91
02/05/23	18:00	Ramaphosa Village – Ward 10	2	6	4	1	25	38
03/05/23	18:00	Andrieskraal – Ward 10	3	10	2	1	24	40
04/05/23	18:00	Weston – Ward 13	3	13	5	-	43	64
08/05/23	18:00	Centerton – Ward 13	3	18	-	-	11	32
09/05/23	18:00	Paradise - Ward 12	2	7	-	-	17	26
10/05/23	14:00	Kouga Business Forum	3	11	-	-	3	17
TOTAL NUMBER OF ATTENDANCE								1056

2.5.3.3 ANNUAL IDP ASSESSMENT FOR THE REVIEW PERIOD 2022/27

The Eastern Cape Government annually assesses the Draft IDP's of municipalities and a report which encapsulates the comments of the MEC for COGTA are issued to all municipalities in the Eastern Cape.

The Department has embarked on a District Cluster Approach where municipalities were assessed per district area. The overall findings on the Final IDP 2022/27 of the Kouga Local Municipality can be summarized as follows:

- The municipality has tabled, adopted, and submitted its 2022/27 5 Year Integrated Development Plan for assessment.
- The municipality has conformed to the Council approved IDP Process Plan.
- The municipality has conformed to the core components of the IDP as prescribed by Section 26 of the Municipal Systems Act (MSA), 2000 as amended.
- The municipality will refer to its Individual Assessment Report, however a summary of salient issues of the gaps identified per KPA during the assessment will be provided.

The table below illustrates the comparative ratings of the review periods 2020/21 and 2021/22, 2022/2023.

KPAs	Ratings 2020/2021 IDP Review	Ratings 2021/2022 IDP Review	Ratings 2022/2023 IDP Review
KPA 1: Service Delivery & Infrastructure Planning	**High**	**High**	**High**
KPA 2: Financial Planning & Budgets	**High**	**High**	**High**
KPA 3: Local Economic Development	**High**	**High**	**High**
KPA 4: Good Governance & Public Participation	**High**	**High**	**High**
KPA 5: Institutional Arrangements	**High**	**High**	**Medium**
KPA 6: Spatial Planning, Land Use, Human Settlements, Environmental Management	**High**	**High**	**Medium**
Overall Rating	**High**	**High**	**High**

The municipality received an overall **HIGH** rating from the Office of the MEC which places the municipality in a benchmarking category. All six (6) key performance areas received a high score. The municipality maintained a trend of **HIGH** scoring over the period of its IDP assessment cycle of the 2017-22 IDP.

The table below provides feedback on action taken by the Kouga Municipality on the MEC Comments/Findings on the municipality's IDP for the 2022/23 financial year:

Action Sheet on MEC Comments/Findings on Kouga Municipality's IDP

ASSESSMENT OF THE IDP 2022/2023 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
KPA 1	Spatial Planning, Land, Human Settlements and Environmental Management	The Municipality must expedite land audit develop land invasion policies.	By-law relating to Land Invasion and Management & Control of Informal Settlements has been approved by Council and submitted for promulgation in	Planning Development & Tourism	**Addressed**
			the Provincial Government Gazette. Service Provider appointed for the purposes of conducting a land audit on all municipal owned land.		
KPA 2	Service Delivery and Infrastructure Planning	The Municipality must develop Storm-Water Management Plan	Budget availability hinders the immediate development of Master Plan - Roads and Storm Water. To be included in the 2023/2024 budget	Infrastructure & Engineering Services	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The Municipality must indicate availability of an approved Integrated Development Plan and budget for activities emanating from the plan.		MM Office	**Addressed**

KPA 2	Service Delivery and Infrastructure Planning	The Municipality must develop, gazette and enforce waste management by-laws to address illegal dumping and littering in compliance with national Environmental Management; Waste Act (NEMWA), No.59 of 2008.	Kouga Municipality Waste Management By law was promulgated in February 2023 and fines approved by Court.	Community Services	**Addressed**
KPA 2	Service Delivery and Infrastructure Planning	The Municipality must conduct investigation on best alternative sources of renewable energy.	The Municipality is going out on expression of interest for alternative renewable energy solutions	Infrastructure & Engineering Services	**In progress**
KPA 2	Service Delivery and	The municipality must develop	All emergency procurement is	Community Services	**Addressed**
	Infrastructure Planning	specific disaster management emergency procurement measures	covered in KM SCM policy including disaster management		
KPA 2	Service Delivery and Infrastructure Planning	The Municipality must develop Infrastructure Maintenance Plan to enable proper asset management	Budget availability hinders the immediate development of Master Plan - Infrastructure and Asset Maintenance. To be included in the 2023/2024 budget	Infrastructure & Engineering Services	**In progress**
KPA 3	Financial Planning & budget	The Municipality must incorporate an Annual Financial Statement / year end preparation plan into the IDP	Noted, it will be written into the IDP.	Budget	**Addressed**

KPA 3	Financial Planning & budget	The municipality must budget at least 8% for Repairs and Maintenance as per Circular 51 of the Municipal Finance Management Act, No.56 of 2003.	In terms of the long-term financial plan, the R&M will remain between 2% & 3%.	Budget	**In progress**
KPA 3	Financial Planning & budget	The municipality must spend 100% of capital budget.	The municipality has been spending 100% of the conditional grants and is confident to spend 100% in 2022/23 FY	Budget	**In progress**
KPA 3	Financial Planning & budget	The municipality must service its creditors within 30 days as per norms and standards.	The municipality has been implementing its own internal controls to monitor compliance	Finance	**On Going**
KPA 3	Financial Planning & budget	The municipality must develop mechanisms to curb water losses.	The municipality is focusing on providing meters to all consumers and is	Finance	**On Going**
			investigating the implementation of smart meter reading to reduce water losses.		
KPA 3	Financial Planning & budget	The municipality must reflect on Municipal Standard Chart of Accounts (mSCOA) resolution, implementation plan; Standard Chan of Accounts (SCOA) champions and SCOA oversight committee	Fully implemented in KLM.	Finance	**Addressed**

KPA 3	Financial Planning & budget	The municipality is required to detail the cost of Free Basic Services for the previous two years.	The cost of FBS in calculated in the basis of the number of the registered indigent households, will be included in the IDP.	Finance	**On Going**
KPA 4	Local Economic Development	The municipality has reflected positively in all issues concerning this KPA	Comment is noted - and further positive outcomes can be expected	LED	**No action required**
KPA 5	Good Governance and Public Participation	The municipality must develop an action plan to address issues raised by the MEC in the previous IDP Assessment	The comment is noted and will be actioned accordingly.	IDP	**Addressed**
KPA 5	Good Governance and Public Participation	The municipality must reflect on implementation of the Integrated Service Delivery Model (ISDM)	Done through portfolio structures (MAYCO) where institutional & departmental objectives (SDBIP) are assessed as per the IDP.	Public Participation Unit	**On Going**
KPA 5	Good Governance and Public Participation	The municipality must reflect the functionality of War Rooms	The Municipality applies the participatory democracy model (Ward committees) that supports the Ward Councillor & Community in terms of service delivery targets.	Public Participation Unit	**On Going**

KPA 5	Good Governance and Public Participation	The municipality must develop and adopt public participation and stakeholder communication strategies.	Fully fledged/staffed PPU that is responsible for institutionalizatio n of Public Participation. Furthermore, PPU & WCM policies are adopted & serve as a baseline for the implementation of all Public Participation strategies. Local and District IDP representative Forums are active & constitutes Public Participation interactions at a strategic level.	Public Participation Unit	**On Going**
KPA 5	Good Governance and Public Participation	The municipality must institutionalize complaint management system to provide a clear channelling of complaints	System is in place	Corporate Services	**Addressed**
KPA 5	Good Governance and Public Participation	The municipality must ensure that council and its structures are convened in accordance with the adopted	Calendar in place and adhered to	Corporate Services	**Addressed**
		council calendar.			
KPA 5	Good Governance and Public Participation	The municipality must establish a Risk Management Committee and monitor its functionality	Quarterly reporting to the Audit Committee	MM Office	**Addressed**

KPA 5	Good Governance and Public Participation	The municipality must reflect audit findings on predetermined objectives and compliance issues over the last-three years	Audit Action Plan developed and implemented accordingly	MM Office	**In progress**
		The municipality must develop- and adopt an adopted audit action plan to address-issues raised by the Auditor General.	Audit Action Plan adopted by Council	BTO	**Addressed**
KPA 6	Institutional Arrangements	The municipality must indicate the political and administrative seats	Noted, it will be written into the IDP.	Corporate Services	**Addressed**
KPA 6	Institutional Arrangements	The municipality must indicate mechanisms that are in place for proper management of satellite offices	Satellite Offices are connected to the main office through the financial management system. Departmental area management systems are in place.	Corporate Services	**Addressed**
KPA 6	Institutional Arrangements	The municipality must reflect whether duties are performed in accordance with assigned Powers and Functions.	Noted, it will be written into the IDP.	Corporate Services	**Addressed**
KPA 6	Institutional Arrangements	The municipality must indicate availability of a council approved organisational	Organisational structure is reflected and resolved on yearly. Will be attached as an	Corporate Services	**Addressed**

		structure/ organogram that aligns to the long-term development plans of the municipality.	Annexure to the 2023/24 IDP.		
KPA 6	Institutional Arrangements	The municipality must provide brief analysis of its organisational structure and indicate filled and vacant posts per department.	Noted, it will be written into the IDP.	Corporate Services	**In progress**
KPA 6	Institutional Arrangements	The municipality must reflect on platforms /strategies to discuss matters of mutual interest between the employer and the employee	LLF currently not functional due to legal disputes	Corporate Services	**In progress**
KPA 6	Institutional Arrangements	The municipality must reflect strategies on employee wellness.	The existing contract Service provider for the employee wellness has ended and we will be going out on tender again.	Corporate Services	**In progress**
KPA 6	Institutional Arrangements	The municipality must reflect on compliance with Occupational Health Safety measures.	OHS fully functional and medical surveillance in place	Corporate Services	**Addressed**
KPA 6	Institutional Arrangements	The municipality must reflect on records keeping.	The municipality has record keeping system in place and is currently investigating alternative solutions.	Corporate Services	In progress

COMPONENT D CORPORATE GOVERNANCE

2.6.1 RISK MANAGEMENT

Risk management is as much about identifying opportunities as avoiding or mitigating losses. It is a logical and systematic process of establishing the context, analysing, evaluating, treating, monitoring, and communicating risks associated with any activity, function, or process, in a way that enables an organisation to minimise losses and maximise opportunities.
The drive for local government transformation with limited resources has tended to force municipalities into taking a less conservative approach to service delivery with a proportional increase in their risk exposure. Ongoing local government reforms have provided a broad administrative framework for further improvements to occur. These include more stringent corporate governance requirements, greater flexibility and a focus on results and accountability.

Risk management trends and components already overlap with those of internal auditing, performance management, programme and project management, financial management, change management, customer care, communication, etc. and require incremental inclusion in current and future plans of the entire organisation.
The management of risk by implication is a managerial function, even though individual sections, departments and directorates differ in their exposure and reaction to risks and thus departments, sections and individuals form a vital part of the overall risk management process within the Municipality.

In our continuously changing governance environment, it is imperative that Council remains updated on key changes and challenges and how this affects the operation of business in today's environment. This will not be achieved without an effective, efficient, soundly funded, and managed risk strategy that seeks to maximize its impact on the organization with minimum resources at its disposal.

National Treasury Public Sector Risk Management Framework affirms that no organization has a luxury of functioning in a risk-free environment and public institutions are especially vulnerable to risk associated with fulfilling their mandates.

The table below indicate the top five risks within the Municipality:

	Risk	Root Causes
1	Water Security and Load Shedding	1. Drought 2. Increase in demand for water 3. Increase in population 4. Limited allocations from Water supply sources 5. Eskom loadshedding during winter

	Risk	Root Causes
2	Increase in capacity of bulk infrastructure (Elec, water, sewerage) Too many residents- too small treatment capacity (Note :" Lack of" refers to land and illegal informal settlements that cannot be serviced by bulk due to, amongst other, location which makes it impossible to be connected to existing services roads, Stormwater, waste)	1. Inability to plan for informal developments occurring in Kouga (linked with no.4) 2. Lack of ability to provide strategic planning by Infrastructure Department for haphazard informal settlement formations(linked with no.4) 3. Lack of availability of land (cemeteries) 4. Lack of some bulk infrastructure master plan (Elec, water, sewerage, roads, Stormwater) 5. Lack of funding and management of augmentation (not utilized for upgrading of infrastructure) 6. Lack of integration in planning and development (housing and infrastructure) 7. Lack of housing bulk housing plan - I&E not being involved in process, shared with the plan
3	Water losses	1. Linking of meters with Erven not completed 2. Tampering 3. Incorrect billing data and information 4. Old water meters running slower
4	Electricity losses	1. Linking of meters with Erven not completed 2. Illegal connections 3. Tampering 4. Incorrect classification as qualifying for lower electricity 5. Incorrect billing data and information
5	Adverse Impact of COVID -19 on KLM	1. COVID-19 pandemic occurring 2. Unplanned expenditure due to COVID 3. Loss of revenue due to residents being unable to pay (KLM having to give payment holidays, reduce property rates, unable to charge interest on overdue accounts) 4. Budgets need to be readjusted/realigned for COVID-19 Priorities

2.6.2 ANTI-CORRUPTION AND FRAUD

Section 83(c) of the MSA refers to the implementation of effective bidding structures to minimise the possibility of fraud and corruption and the Municipal Finance Management Act (MFMA), section 112(1) (m)(i) identifies supply chain measures to be enforced to combat fraud and corruption, favouritism, and unfair and irregular practices. Section 115(1) of the MFMA states that the Accounting Officer must take steps to ensure mechanisms and separation of duties in supply chain management system to minimise the likelihood of corruption and fraud.

The Anti-corruption strategy and fraud prevention strategy were both approved on the 1 August 2017. There were no corrupt practices reported and therefore the employees seem to be aware of the section 3 contained in the Prevention and Combating of Corruption.

2.6.3 SUPPLY CHAIN MANAGEMENT

In terms of paragraph 6 of the Supply Chain Management Policy, the Council must maintain oversight over the implementation of this policy to ensure that the Accounting Officer implements all Supply Chain Management activities in accordance therewith.

Monthly and Quarterly reports

Monthly deviations reports are submitted in terms of the SCM policy for the procurement of goods and service (See paragraphs 5 below).

Quarterly reports are required to be submitted to Provincial Treasury in respect of procurement of goods and services. These reports were submitted in accordance with paragraph 6 of the Supply Chain Management Policy.

Regular reports are submitted to the Finance Portfolio Committee meetings.

Bid Committees

The below mentioned committees are established and functioning in accordance with the SCM Policy:

- Bid Specification Committee (BSC)
- Bid Evaluation Committee (BEC)
- Bid Adjudication Committee (BAC)

The committees are responsible to ensure that the required procurement processes are followed in respect of formal tenders.

Tender processes: Regulatory Changes

Changes resulting from Constitutional Court Order on Preferential Procurement Regulations 2017

The Supreme Court of Appeal made a finding that, exercising of power by Minister of

Finance under section 5 of the Preferential Procurement Policy Framework Act 5 of 2000 to make Preferential Procurement Regulations 2017, that Minister exceeded his powers, that the regulations are declared invalid and are set aside. That the order of declaration of invalidity is suspended for 12 months.

On 4 November 2022, The of Minister Finance gazetted new Preferential Procurement Regulation, aimed at aligning the regulation to the February 2022 Constitutional Court Judgment.

In terms of the 2022 regulations, an organ of state must in the tender document stipulate, the applicable preference point system envisaged in the regulation and indicate the specific goals in the invitation to submit the tender for which points may be allocated.

This Regulation with the introduction of specific goals came into effect on 16 February 2023.

These new regulations specifically require organs of state to consider the programmes stipulated in the Reconstruction and Development Programme as published in the Government Gazette No: 16085 dated and provides points be awarded for specific goals and so incorporated in the Policy of the organ of state.

Kouga Municipal Supply Chain Policy
The Supply Chain Policy was revised and adopted on 31 May 2023.

Seven Day Notices Awarded:
A Total of Twenty-three (23) Seven Day Notices was awarded and Three (3) cancelled for the period 1 July 2022 to 30 June 2023, as detailed below:

Description	Service Provider	Date of Award	Amount/ Cancellation
Notice 101/2022 Supply, Delivery and Offloading of LED Streetlight Fittings	Kaziscan (Pty) Ltd	13 September 2022	R 198 737.30
Notice 100/2022 Basic Assessment Report for the Closure of P.O.S. ERF 554, Sea Vista	Habitat Link Consulting Pty Ltd	17 October 2022	R 99 986.75
Notice 153/2022 Supply and Collection of 6m³ Skip Bins for Jeffreys Bay, St Francis Bay and Paradise Beach	Nu Plant Projects CC	1 November 2022	R 199 467.50
Notice 177/2022 Supply, Delivery of One (1) New 4X4 ATV Quadbike for Safety & Security Section	CD Freight Logistics	30 November 2022	R 95 102.50
NOTICE 176/2022 Supply and delivery of CCTV Camera Equipment and Infrastructure	Bona Electronic Solutions Pty Ltd	13 January 2023	R 93 845.03

Notice 18/2023 Appointment of a Service Provider to Assist with The Recruitment And Selection Process of Section 56 Managers	Roy Steele & Associates CC	15 February 2023	R92 000.00
Notice 22/2023 Supply And Collection Of 6 Cubic Meter Skip Bins for A Period Of Three Months For Jeffreys Bay, St Francis, Oyster Bay And Paradise	Nu-Plant Projects CC	24 February 2023	R 199 962.00

Description	Service Provider	Date of Award	Amount/ Cancellation
Beach (February/March/ April 2023)			
Notice 23/2023 Supply And Delivery of Graduation Regalia	Jbay Soft Drinks t/a Hydro Rubber	22 February 2023	R74290.00
Notice 8/2023 Appointment Of Service Provider to Develop a Dune Management Plan for Paradise Beach to Kabeljous	Cancelled	February 2023	n/a
Notice 10/2023 Supply, Delivery and Offloading of LED Floodlights	Genlux Lighting Ado Actom (Pty) Ltd	8 March 2023	R 161 287,00
Notice 31/2023 Appointment of Service Provider for Complete Engine Overhaul of a Fire Truck	Phakamisa Fleet Services	15 March 2023	R 137 022.50
Notice 32/2023 Appointment Of Service Provider for Supply and Delivery of Portable Fire Fighting Pump for 1 Fire Truck to Kouga Local Municipality	Vanguard Fire and Rescue	15 March 2023	R 196 661.50
Notice 9/2023 Appointment Of Service Provider to Develop an integrated Estuary Management Plan for Kabeljous Estuary	QPoint Pty Ltd	28 March 2023	R 169 050.00
Notice 39/2023 Supply and delivery of CCTV cameras and related infrastructure	Bay-Con (Pty) Ltd	24 March 2023	R 124 660.00
Notice 40/2023 Supply of License Plate Recognition Monitoring Service	Cancelled	March 2023	n/a

Notice 45/2023 Supply and delivery of LCD Screens and Brackets	Bay-Con (Pty) Ltd	31 March 2023	R 124 950.00
Notice 63/2023 Supply and delivery of one (1) reconditioned complete 6hh1 engine	Phakamisa Fleet Services	20 April 2023	R 182 597.00
Notice 68/2023 Hiring of mulching and shredding equipment and perform mulching and shredding of alien vegetation on public open spaces and private plots in and around Jeffreys Bay, St Francis Bay and Humansdorp	Nu-Plant Projects CC	04 May 2023	R 131 560.00

Description	Service Provider	Date of Award	Amount/ Cancellation
Notice 87/2023 Supply and Installation of a Reconditioned Service Exchange Allison Gearbox	Phakamisa Fleet Services	17 May 2023	R 198 800.50
Notice 85/2023 Supply and delivery of Specialised 3 phase logger Equipment for the Electrical Department	Artivolt Pty Ltd	30 May 2023	R 118 366.38
Notice 88/2023 Appointment of a Service Provider to Install Two (2) Boreholes at Hankey Landfill at Kouga Local Municipality	Steyn Drilling	31 May 2023	R 164 422.40
Notice 100/2023 Appointment of a Service Provider Facilitation of Training Programmes	Cancelled	n/a	n/a
Notice 107/2023 Appointment of a Service Provider for the Repair and Maintenance of Boardwalk at Supertubes- Jeffreys Bay	K2019471702 t/a Wasalapa Group	7 June 2023	R 161 594.40
Notice 106/2023 Appointment of a Service Provider for The Clearing Of Alien Vegetation At Landfill Sites And Private Plots At Kouga Local Municipality	Ndimthembile Trading	09 June 2023	R 188 715.00
Notice 104/2023 Appointment of a Service Provider for the Refurbishment of Municipal Stores Building at St Croix Street	Baycon (Pty) Ltd	09 June 2023	R 110 500.00

Notice 113/2023 Appointment of a Service Provider for the Review of the 2022/23 Annual Financial Statement of KLM	Altimax (Pty) Ltd	14 June 2023	R 31 970.00

Competitive Bids awarded for the period:

A total of 22 tenders was awarded and 14 bids were cancelled for the period 1 July 2022 to 30 June 2023.

Description	Service Provider	Date of Award	Amount
Notice 18/2022 The Compilation of the Valuation Roll and Supplementary Valuation Rolls and Maintenance thereof for the financial years starting 1 July 2022 to 30 June 2025 for Kouga Local Municipality	DDP Valuers (Pty) Ltd	15 July 2022	Various Rates
Notice 20/2022 The Provision of Services for the Disconnection & Re-connection of Municipal Services for the financial years starting 1 July 2022 to 30 June 2025	BTF Global (Pty) Ltd	06 Sept 2022	Various Rates
Notice 32/2022 Technical Financial Support to Enhance the Financial Sustainability and improve audit outcomes at KLM for a period of three (3) years	Bonakude Consulting (Pty) Ltd	06 Sept 2022	Various Rates
Notice 19/2022 Provision of Debt Collection Services for a period ending 30 June 2025.	Revenue Consulting Pty Ltd	31 October 2022	9.66%
Notice 95/2022 Appointment of Service provider from the Supply, Installation and Management of a Prepaid Vending Tender from inception until 30 June 2025	Ontec Systems Pty Ltd	30 November 2022	Various Rates

Notice 119/2022 Appointment of Service provider for the Provision of Lifesaving Services	Cancelled	12 October 2022	n/a
Notice 120/2022 Provision of Travel Agency Services for a period of three (3) years	Cancelled	16 November 2022	n/a
Notice 141/2022 Appointment of Service provider to Render Medical Surveillance Services for a period of Three years	Cancelled	16 November 2022	n/a
Notice 129/2022 Appointment of Service Provider to Render Advertising Services in Print Media to Kouga Local Municipality for a period of three (3) years.	Basadzi Media and Personnel Pty Ltd Busi Ntuli Communications Pty Ltd	30 October 2022	Various Rates

Description	Service Provider	Date of Award	Amount
	Kwanza Communications Pty Ltd Sondlo & Knopp Advertising Pty Ltd		
Notice 96/2022 Appointment of Contractor for the Hankey Sanitation Upgrade Phase 3 Construction of new sewage Pump station in Hankey and upgrade of existing sewer Pump Station in Centerton	Rudcor Engineering Pty Ltd	9 December 2022	R22 500 000.01
Notice 122/2022 Appointment of Contractor for the upgrade of Loerie Sports field	LRC Civils	9 December 2022	R9 736 340.17
Notices 94/2022 Social Housing Mixed Land Use Development on Erf 353 Humansdorp (Old Caravan Park)	Cancelled	25 January 2023	Cancelled
Notice 125/2022 Supply and Delivery of Promotional and Marketing Material for a period three (3) years	Cancelled	25 January 2023	Cancelled

Notice 128/2022 Recycling and Collection of Recyclable for a period of 36 months	Cancelled	25 January 2023	Cancelled
Notice 155/2022 Supply, Delivery and Offloading of Hardware items for a period of 36 months	Cancelled	25 January 2023	Cancelled
Notice 157/2022 Support, maintenance and ensure full configuration of all the remaining functionalities of the existing SV9100 Tenant, Cloud hosting for the PBX and provision of Digital handsets and handset license, for the period of 36 months	Cancelled	25 January 2023	Cancelled
Notice 162/2022 Supply Destination Marketing Content Creation and Marketing as a tourist destination	Cancelled	25 January 2023	Cancelled

Description	Service Provider	Date of Award	Amount
Notice 93/2022 Appointment of Service Provider to investigate and address the anomalies in the cadastre register of KLM	Umhlaba Consulting Group Pty Ltd	27 January 2023	Various rates
Notice 154/2022 Cleaning Services for a period of 12 months	Taloc Projects Pty Ltd	1 February 2023	R 301.49
Notice 126/2022 Resealing and Maintenance in KLM for a period of three years	Imvula Roads& Civils	1 February 2023	R 17 362 529.00
Notice 156/2022 Appointment of Contractor: Bulk Infrastructure Work and Electrification of Ocean View Phase 1 and 200 Connections	VE Reticulation Pty Ltd	1 February 2023	R 3 061 453,57
Notice 158/2022 Supply, Delivery and Installation of Office Equipment (Printers, Copiers and Multi- Function machines: Lease Option and Print Management) Print Management	Sky Metro Equipment Pty Ltd	1 February 2023	Rates

Notice 169/2022 Facilitation of Training Interventions for a period of 3 Years	Cancelled	1 February 2023	Cancelled
Notice 175/2022 Upgrading of 66kv Overhead line between Melkhout – Main Intake Substation (Jeffrey's Bay)	VE Reticulation Pty Ltd	20 February 2023	R 2 344 613,26
Notice 163/2022 Supply, Delivery and Installation and Maintenance of Air Conditioners for a period of three years	Kingship Management Services and Suppliers Pty Ltd	20 February 2023	Rates
Notice 165/2022 Hiring of 10000L Super Sucker for period of three years.	Abaphumeleli Trading 651 trading as Pollution Control Services	10 March 2023	R652.17 per hour
Notice 164/2023 Supply, Delivery and Offloading of Streetlight Poles and Adapter Brackets for a period of three years.	Infrapower Engineering Pty Ltd Aweries Construction Pty ltd Platinum Suppliers Pty Ltd MDL Engineering Company Pty Ltd	13 March 2023	Various Rates

Description	Service Provider	Date of Award	Amount
Notice 142/2022 Provision of Laboratory Services for Monitoring of Water Quality in Kouga Municipal Area for a Period of Three Years	East London Industrial Developmental Zone (SOC) Ltd	23 March 2023	Various Rates
Notice 5/2023 Appointment of a service provider for the Event coordination and implementation of Kouga Tourism Indaba Trade Show at Kouga Local Municipality	Cancelled	29 March 2023	Cancelled
Notice 26/2023 Appointment of service providers for Provision of Employee Wellness Assistance Programme for period of three years.	Cancelled	29 March 2023	Cancelled

Notice 33/2023 Appointment of a Service Provider to Supply Destination Marketing and Content Creation for Kouga Municipality as a Tourist Destination.	n/a	5 April 2023	Cancelled
Notice 24/2023 Appointment of Service Provider to provide Auctioneering Services to dispose of municipal movable and immovable assets for a period of three years.	Auction- All Pty Ltd	18 April 2023	Percentage commission per category
Notice 7/2023 Provision of Travel Agency services for a period of three years	Hamba Umhlaba Travel Pty Ltd	26 April 2023	Various Rated Items
Notice 25/2023 Appointment of a Service Provider for the Supply and Configuration of Cloud DR Solution and Hosting for a period of three (3) years	n/a	17 May 2023	Cancelled

Description	**Service Provider**	**Date of Award**	**Amount**
Notice 42/2023 Facilitation of Training Interventions for a Period of 3 Years	Imbawula Training Institute (Pty) Ltd Femtoflash CC t/a Pro Meetse	12 June 2023	Various Rates
Notice 44/2023 Supply and Delivery of Hardware Items for a Period of 3 Years	Deefour (Pty) Ltd JBay Soft Drinks t/a Hydrorubber (Pty) Ltd KFC Pipes and Fittings T/A KFC Engineering & Industrial Supplies Mazmak (Pty) Ltd	12 June 2023	Various Rates

	PLS Matiwane Construction and General Services		

Section 36 Deviations in terms of Supply Chain Management Policy

Section 36 Deviations for the period amounted to R 67 545 201.58, below table details the breakdown per section and directorate:

Department	No of Occasions	Reason	Amount
Finance	Various (17)	"Various reason like impracticality/emergency/ single provider /urgency"	R 2 415 907,88
Infrastructure & Engineering	Various (150)	"Various reason like impracticality/emergency/ single provider /urgency"	R 60 748 445,79
Corporate Services	Various (23)	"Various reason like impracticality/emergency/ single provider /urgency"	R 968 977,77
Office of MM	Various (16)	"Various reason like impracticality/emergency/ single provider /urgency"	R 1 758 824,70
Community Services	Various (17)	"Various reason like impracticality/emergency/ single provider /urgency"	R 1 166 077,94
Planning, Development & Tourism	Various (6)	"Various reason like impracticality/emergency/ single provider /urgency"	R 486 967,50
Total value Paid on as at 30 June 2023: R 67 545 201.58			

2.6.3.1 MUNICIPAL STORES: ANNUAL STOCKTAKE

Annual Stocktake was done on the 30 June 2023. The stock on hand as at 30 June 2023 amounts to R 17 264 4548 .48

The shortage for the financial year amounts to R 0.01 which can be attributed to rounding off in calculation of VAT on the Financial System.

The total movement of stock (Receipts/Issues) during the 2022/2023 Financial year amounts to R 16 429 684.84 for issues and R 17 749 186.02 for receipts.

Balance as at 01 July 2022	R 15 941 576.16
Minus Issues	R 16 429 684.81
Plus Stock Receipts	R 17 749 186.02
Plus Journals/Returns	R3 471.12
Balance as at 30 June 2023	R 17 264 548.49

2.6.4 BY-LAWS

Gazetted By-Laws is reflected in the schedule below:

Key No	Bylaw Name	Date Gazetted	Gazette Number
1	Aerodrome By-law	27-Dec-06	No.1643
2	Funeral parlour,cemetries and cremetoria by-law	27-Dec-06	No.1643
3	Fencing and fencing by-law	27-Dec-06	No.1643
4	Impoundment of animals by-law	27-Dec-06	No.1643
5	Public amenities by-law	28-Feb-07	No.1678
6	Roads and traffic by-law	27-Dec-06	No.1643
7	Sporting facilities by-law	27-Dec-06	No.1643
8	Stormwater management by-law	27-Dec-06	No.1643
9	Commonage By-law	28-Feb-07	No.1678
10	Prevention of public nuisances and keeping of animals by-law	28-Feb-07	No.1678
11	Outdoor advertising and signage by-law	28-Feb-07	No.1678
12	Street trading by-law	28-Feb-07	No.1678
13	Solid waste disposal by-law	28-Feb-07	No.1678
14	Community Fire Safety by-law	11-Jul-22	No.4769
15	Water Supply and Sanitation Services By-Law	28-Feb-07	No.1678
16	Liquor trading hours by-law	11-Nov-13	No.3070
17	Spatial planning and land-use management by-law	04-Mar-16	No.3609
18	Environmental Health by-law	11-Nov-13	No.3070
19	Property Rates by-law	29-Dec-17	No.3978
20	Customer care, Credit control and debt collection by-law	01-Oct-18	No. 4123
21	Standing Rules of Order By-law	22-Oct-18	No.4134
22	Electricity and SSEG by-law	22-Feb-21	No.4512
23	Toll parking areas By-law	11-Dec-02	No.952
23	Amended Outdoor advertising and signage By-law	28-Mar-22	No.4714
24	Wayleave By-law	26-Dec-22	No.4860
25	Waste Management By-law	13-Mar-23	No.4895
25	By-laws relating to land invasion and the management and control of informal settlements	22-May-23	No.4926

2.6.5 WEBSITE

The official website of Kouga Municipality (www.kouga.gov.za) is one of the most important communication tools available to the municipality. It is updated regularly and used to disseminate a wide variety of information to both internal and external stakeholders. This includes residents, business owners, non-profit organizations, and employees.

Information uploaded includes, but are not limited to, reports and documents which municipalities are legally required to make public, such as the Integrated Development Plan (IDP) and the Medium-Term Revenue and Expenditure Framework (MTREF), as well as quarterly and monthly finance reports which are compiled and published in accordance with the Municipal Finance Management Act (MFMA) and Division of Revenue Act (DORA).

Tender advertisements, notices and vacancies are also published on the website to ensure a wide a reach as possible. Other information placed on the website includes municipal contact numbers and media releases, as well as events and photos. Application and registration forms can also be downloaded from the website. The following documents must appear on the website after approval:

- Annual Report.
- Integrated Development Plan.
- Service Delivery Budget Implementation Plan.
- Performance Agreements of S57 and S56 Managers.
- List of disposed assets.
- Supply Chain Contracts.
- Long-term Borrowing Contracts.
- Public Private Partnership Agreements.
- Service Delivery Agreements.
- Section 52(d) Reports for the Fourth Quarter.

Municipal Website: Content and Currency of Material			
Documents Published on the Municipal Website		**Yes/No**	**Date Published**
1	Annual Budget 2023/2024	YES	06 June 2023
2	Final IDP 2023/2024	YES	05 June 2023
3	All budget policies	YES	Various dates
4	All service delivery agreements	NO	N/A
5	All long-term borrowing contracts	YES	Various dates
6	All SCM contracts above R100 000 per quarter	YES	Various dates
7	Public-private partnership agreements	N/A	N/A
8	Service Delivery and Budget Implementation Plan: 2022/2023	YES	12 April 2023
9	Performance Agreements 2022/23: Senior Managers	YES	01 February 2023
10	2021/2022 Annual Report	YES	12 April 2023
11	2021 Employment Equity Plan	YES	22 February 2022
12	General Valuation 2023/2027	YES	06 February 2023
13	Council Agendas and Minutes	Yes	Continuous

There is also a special section for ratepayers where they can register to view their accounts and property information online.

2.6.6 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

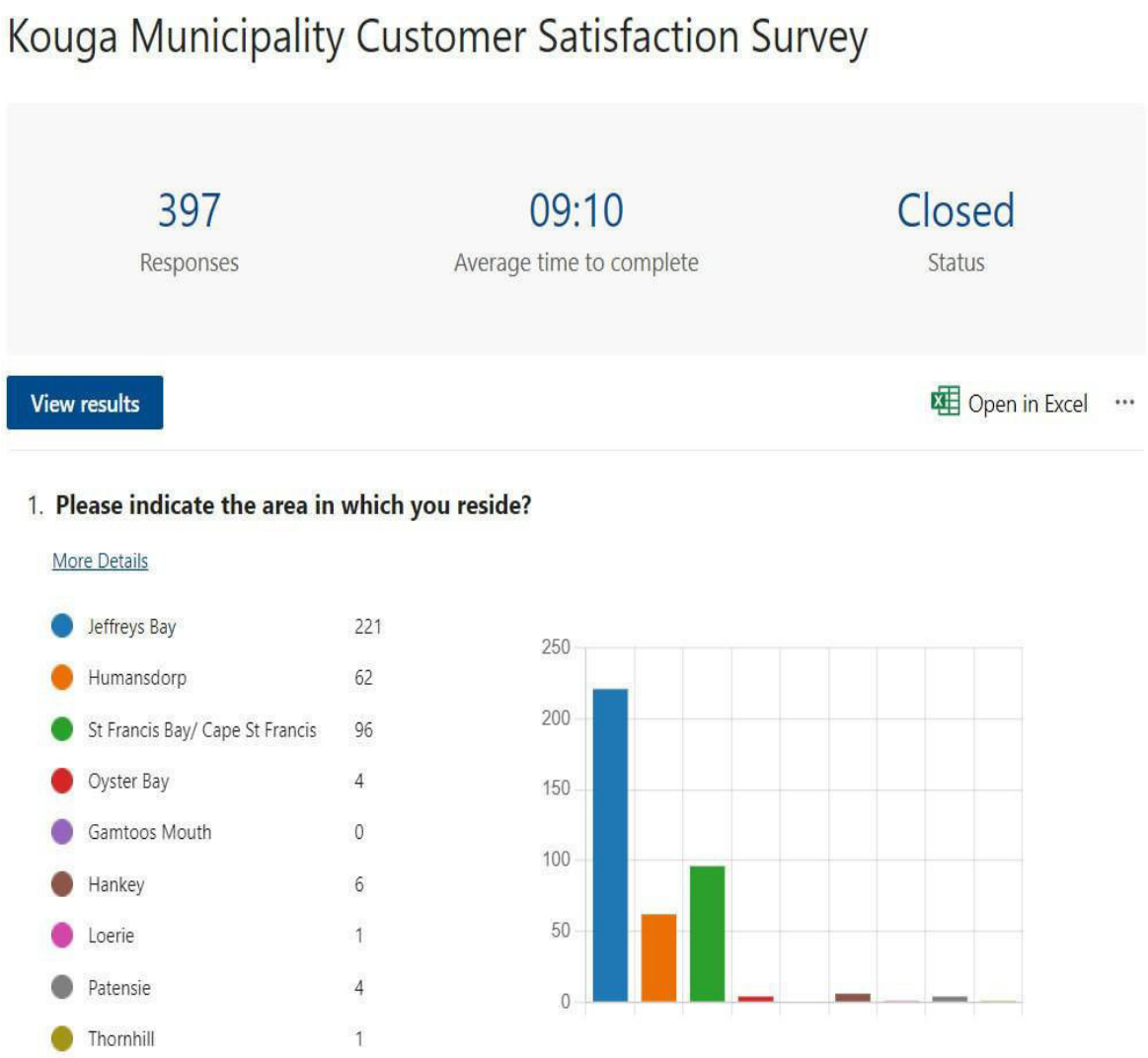
The customer satisfaction survey is conducted towards the end of each financial year i.e., around May/June.

Through an integrated strategy to improve on previous year participation and responses, the customer satisfaction survey was conducted through various platforms (i.e., printed forms, Facebook-, WhatsApp- and Internet links) to ensure that a more users of municipal services participate.

With the Public Satisfaction survey conducted as reported in the 2021/22 Annual Report, 397 surveys were completed and submitted by the different wards. It was evident that the approach where notices were published, and survey forms being made available at all municipal offices did not achieve the desired result, especially in the Gamtoos Valley areas. It is worth noting that the new initiative to make use of other forms of communication, e.g., social media platforms yielded a 90% increase (from 39 to 397) in customer responses to the survey as opposed to the previous surveys.

The Satisfaction Survey shows that the respondents were satisfied with the overall service delivery experience by Kouga Local Municipality and the way the municipality is governed.

Satisfaction Surveys Undertaken				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results**
Overall satisfaction with:	Forms, Social Media Platforms & Internet Links	01 Jun – 15 Jul '22	397	81%
(a) Municipality				73%
(b) Municipal Service Delivery				85%
(c) Mayor				85%
Satisfaction with:				
(a) Refuse Collection				85%
(b) Road Maintenance				85%
(c) Electricity Supply				85%
(d) Water Supply				85%
(e) Information supplied by municipality to the public				51%
(f) Opportunities for consultation on municipal affairs				44%



Extract from online responses

2.6.7 MUNICIPAL OVERSIGHT COMMITTEES

Section 79 Committees

In addition, Council has established the following Committee in terms of Section 79 of the Municipal Structures Act:

d) **Municipal Public Accounts Committee**

The Municipal Public Accounts Committee which is made up of non-executive Councillors ensures that the Administration is held accountable for the management of municipal funds and assets, and to ensure the efficient and effective utilisation of council resources. The Committee also considers the Annual Report and makes recommendations to Council on the Annual Report by submission of an Oversight Report. The Committee's Oversight Report is published separately in accordance with the Municipal Finance Management Act.

e) **Rules and Ethics Committee**

The Rules and Ethics Committee is a Disciplinary Committee established in terms

of Schedule 7, Section 14(1)(b) of the Code of Conduct for Councillors, which states that a Municipal Council may: "(b) establish a special committee- (i) to investigate and make a finding on any alleged breach of this Code; and (ii) to make appropriate recommendations to the council."

f) **Municipal By-Laws and Policy Committee**

The Municipal By-Laws and Policy Committee ensures the review of Municipal by-laws and policies, and the development of new by-laws and policies.

Statutory Committees

Administrative Committees

Council has also established administrative committees as follows:

a) Audit/Performance Audit Committee
b) Bid Specification Committee
c) Bid Evaluation Committee
d) Bid Adjudication Committee.

The Audit Committee is established in terms of Section 166 of the Municipal Finance Management Act. It is an independent external committee, which provides an oversight, compliance, and advisory function.

CHAPTER 3: SERVICE DELIVERY PERFORMANCE

COMPONENT A: OVERVIEW OF PERFORMANCE

3 INSTITUTIONAL SCORECARDS: 2022/23

3.1 SUMMARY OF ACHIEVEMENTS PER KEY PERFORMANCE AREA

Key Performance Area	Number of KPI's 2022/23	Number of KPI's Achieved 2022/23	Percentage Achievement 2022/23	Nearly achieved	Comment Nearly Achieved	2020/21 Score	2021/22 Score
KPA 1: Infrastructure and Basic Service Delivery	15	10	66.6%	1	97.93% compliance with SANS standards for drinking water	86.9%	88.2%
KPA 2: Institutional Development and Transformation	4	1	25%			100%	66.6%
KPA 3: Local Economic Development	5	3	60%			87.5%	75%
KPA 4: Financial Viability and Management	10	5	50%	2	97% Creditors Payments against 100% Target/ Implementation of Electronic Purchasing system, loaded ready for implementation when tested found to not be fully compliant, implementation pushed out to following year to resolve problems experienced during testing.	85.7%	60%
KPA 5: Good Governance and Public Participation	8	7	87.5%	1	94% Server up-time against 98% Target	85.7%	88.8%
Overall Institutional Performance	**42**	**26**	**61.9%**			**86.75%**	**78.76%**

3.1.1 KPA 1: INFRASTRUCTURE AND BASIC SERVICE DELIVERY

KEY PERFORMANCE AREA		KPA 1: INFRASTRUCTURE AND BASIC SERVICE DELIVERY						
MUNICIPAL SFA	**PROJECT NAME**	**IDP Objective**	**SDBIP Target (Annual IDP Target 2022/23)**	**KPI**	**Baseline**	**Annual Target**	**Actual Achievement**	**Comment and/or corrective actions**
Keep Kouga Green	Climate Change Management	Building energy efficiency	1 Climate Change Strategy developed by 31 December 2022	Number of Climate Change Strategies developed by 31 December 2022	New	1	1	Climate Change Strategy was approved at Council meeting on the 9 December 2022
Keep Kouga Serviced	Cemetery Management	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	1 Cemetery Management System implemented by 31 March 2023	Number of Cemetery Management Systems implemented by 31 March 2023	New	1	1	The Management System (Excel format) was submitted to the office of the MM on the 28 February 2023 and was implemented.
Keep Kouga Green	Waste Reduction	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	2 400 - tonnes waste recycled at Humansdorp Landfill Site (20 000kg = 2 000tonnes)	Tonnes of waste recycled at the Humansdorp Landfill Site	1 5 00	2 400	2 900.40t	Total – Q1 = 789 + Q2 = 802 + Q3 = 738.20 + Q =4 571.20 = 2 900.40 tons
Keep Kouga Serviced	Water loss reduction	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	Reduce water losses to 35% between water purchased/ produced and water sold/ accounted for	% Reduction in water losses between water purchased/ produced and water sold/ accounted for	49.1%	35%	-53.6%	Water losses for the prior year was 4116740 units which decreased to 1909708 thus the actual percentage reduction is 53,6%.
Keep Kouga Serviced	Water Quality	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	100% Compliance with SANS standards for drinking water	% Compliance with SANS standards for drinking water	New	100%	97.93%	Other than in Humansdorp which reflected a low bacterial count during one sampling occasion, the remaining of all water analysis results fully complied. The Humansdorp also indicated higher than normal levels of turbidity due to the high rainfall experienced. 675 samples taken and testing 14 failures (97.93% compliance), retested and then found compliant. All drinking water was found safe for Human consumption.

KEY PERFORMANCE AREA	KPA 1: INFRASTRUCTURE AND BASIC SERVICE DELIVERY							
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Serviced	Water Quality	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	60% Blue Drop compliance score	% Blue drop compliance score	39.9%	60%	91%	The appointed service provider is currently conducting bi-weekly water sampling and analysis results at all WWTW and WTW. The process is ongoing. The Blue Drop Score reached by Kouga was released and announced as 91% by the Department of Water and Sanitation
Keep Kouga Serviced	Drought Mitigation/ Water Security	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	1 Drought Mitigation/ Water Security Plan implemented by 30 September 2022	Number of Drought Mitigation/ Water Security Plans implemented by 30 September 2022	New	1	1	Implementation of the plan is a continuous process
Keep Kouga Serviced	Effluent treatment	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	98% Compliance with SANS standards wastewater treated meeting discharge standards	% Compliance with SANS standards wastewater treated meeting discharge standards	New	98%	0%	Service provider appointed to conduct water sampling and testing for compliance. Testing has commenced but not in time for the 2022/23 year.
Keep Kouga Serviced	Effluent treatment	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	31% Green Drop Score	% Green Drop Score	19%	31%	0%	Green Drop Score **not issued for the 2022/23** year by the Department of Water and Sanitation and this target should not be considered for inclusion in the Institutional Scorecard. The following interventions are scheduled for implementation for the 2023/24 Kwanomzamo WWTW upgrade from 1.5ML to 3ML and plant refurbishment R42 mil multi-year. Weston WWTW planning stage, Hankey WWTW refurbishment R5.8million and Kwnomzamo pump station refurbishment R1.5 mil.
Keep Kouga Serviced	Renewable Energy	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	1 Internal workshop for a strategy for renewable energy held by 1 December 2022.	Number of workshops for a Strategy for renewable energy held by 1 December 2022.	New	1	1	

KEY PERFORMANCE AREA	KPA 1: INFRASTRUCTURE AND BASIC SERVICE DELIVERY							
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Serviced	Electricity loss reduction	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	Reduce non-distribution electricity losses to 10% between electricity purchased and electricity sold/ accounted for	% Reduction in electricity losses between electricity purchased and electricity sold/ accounted for	12.33%	10%	+ 2.4%	Units purchased: 180 601 760.34 Units billed: 152 244 539 Units unaccounted for 28 357 221.34 8% Distribution losses: 14 448 140.83 Total non-technical losses: 13 909 080.51 % non-technical losses = 7.7% (2022/23) % non-technical losses 2021/22 = 5.3% Electricity losses increased by 2.4% compared to the 2021/22 electricity losses. No reduction achieved. The TID meter reprograming project commenced in May 2023. Many consumers are being identify where meters has been tempered with. The electrical department is focusing on these meters and currently actioning them, it is not part of the service provider scope of work to deal with anomalies but just report. Fines will be issued, and new meters will be procured which will result in a reduction of energy losses moving forward
Keep Kouga Serviced	MIG Expenditure	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.	100% of MIG Grant funding spent	% of MIG Grant Funding spent	100%	100%	100%	
Keep Kouga Serviced	Climate Change Management	Building energy efficiency	100% of municipal buildings have an energy efficiency improvement plan 30 June 2023	% of municipal buildings with an energy efficiency improvement plan	New	100%	100%	A task team to deal with energy efficiency in building will be set up. Information boards to be installed in front of all municipal Buildings, retrofitting all building lights in accordance with the plan submitted to the DMRE. The deadline for the submission of all buildings was met.

KEY PERFORMANCE AREA		KPA 1: INFRASTRUCTURE AND BASIC SERVICE DELIVERY						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
~~Keep Kouga Serviced~~	~~Infrastructure Master Plans~~	~~To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.~~	~~1 Water Master Plan developed by 30 June 2023,~~	~~Number of Water Master Plans developed by 30 June 2023.~~	~~New~~	~~1~~	~~0~~	Target removed with 2022/23 SDBIP amendment
~~Keep Kouga Serviced~~	~~Infrastructure Master Plans~~	~~To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.~~	~~1 Sewer Master Plan developed by 30 June 2023, (To include bucket eradication plan).~~	~~Number of Sewer Master Plans developed by 30 June 2023.~~	~~New~~	~~1~~	~~0~~	Target removed with 2022/23 SDBIP amendment
Keep Kouga Caring	Indigent Support	To manage and develop financial services to ensure financial viability, compliance & reporting.	100% of indigent residents as per Indigent Register with access to free basic services	% of indigent residents as per indigent register with access to free basic services	100%	100%	100%	

3.1.2 KPA 2: INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

KEY PERFORMANCE AREA		KPA 2: INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION						
MUNICIPAL SFA	**PROJECT NAME**	**IDP Objective**	**SDBIP Target (Annual IDP Target 2022/23)**	**KPI**	**Baseline**	**Annual Target**	**Actual Achievement**	**Comment and/or corrective actions**
Keep Kouga Growing	Employment Equity Compliance	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	1 AM (Senior Management) and 5 AM, 3 AF (Professionally qualified) appointed in compliance with the employment equity plan (3 highest levels of employment)	Number of Snr Management and Professionally qualified appointments made in compliance with the employment equity plan (3 highest levels of employment)	2 AM 2 AF	1 AM (Snr) 5 AM 3 AF (Prof)	0 AM (Snr) 8 AM (Prof) 9 AF (prof)	Appointments can only be made as and when vacancies arise and is further dependent on the candidate's performance during the recruitment processes. KPI will be amended for the 2023/24 year to only reflect a numerical target and not gender specific and race specific targets in order to ensure that achievement is possible.
Keep Kouga Growing	Staff Skills Development	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	98% Expenditure of LGSETA funding received for staff development	% Expenditure of LGSETA funding received for staff development	98%	98%	86%	There were training interventions that required tender processes and the tenders could not be awarded as the providers were non-responsive. Re-advertised bids were only awarded end of June 2023. Training interventions can only be implemented in the new F/Y.
Keep Kouga Growing	Staff Skills Development	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	30 frontline Staff members given Batho Pele Training by 30 June 2023	Number of frontline staff members that went on Batho Pele Training	New	30	19	Trained for Batho Pele - Nov 2022 (7 Officials) - June 2023 (12 Officials) Tender was still not awarded; it was awarded in July 2023

Keep Kouga Growing	Staff appointment	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	Vacancy rate equal or less than 3% over a 3-month period against approved Organogram	% Vacancy rate over a 3-month period against approved Organogram	3%	3%	2.8%	

3.1.3 KPA 3: LOCAL ECONOMIC DEVELOPMENT

KEY PERFORMANCE AREA	KPA 3: LOCAL ECONOMIC DEVELOPMENT							
MUNICIPAL SFA	**PROJECT NAME**	**IDP Objective**	**SDBIP Target (Annual IDP Target 2022/23)**	**KPI**	**Baseline**	**Annual Target**	**Actual Achievement**	**Comment and/or corrective actions**
Keep Kouga Growing	Job Creation	To provide planning services that encourage economic upliftment and Development in the Municipal Area.	110 FTE Jobs created through LED initiatives and capital programs	Number of FTE jobs created through LED initiatives and capital programs	New	110	1 015	Quarter 1 total = 166 Quarter 2 total = 451 Quarter 3 total = 323 Quarter 4 total = 75 Annual total = 1 015
Keep Kouga Growing	Land Use and Building Plan Approval	To provide planning services that encourage economic upliftment and Development I the Municipal Area.	1 Online Customer tracking system for land use and building plan applications implemented by 31 March 2023	Number of Online customer tracking systems for land use and building plan applications implemented by 31 March 2023	New	1	1	
Keep Kouga Growing	External Investments	To provide planning services that encourage economic upliftment and Development I the Municipal Area.	Complete 1 feasibility study for the establishment of a LED Special Purpose Vehicle by 30 June 2023	Number of feasibility studies completed for the establishment of a LED Special Purpose Vehicle completed by 30 June 2023	New	1	0	The study herein has not been completed and the implementation of a LED Special Purpose Vehicle to be re-considered in the 2023/24FY.

KEY PERFORMANCE AREA		KPA 3: LOCAL ECONOMIC DEVELOPMENT						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Growing	Corporate Social Responsibility	To provide planning services that encourage economic upliftment and Development I the Municipal Area.	1 Corporate Social Responsibility Policy developed by 30 June 2023 31 December 2022	Number of Corporate Social Responsibility Policy developed by 31 December 2022	New	1	0	The intended Corporate Social Responsibility Policy has not been finalised as per the performance agreement, and the drafting and finalization of the Policy to be addressed in the 2023/24 FY.
Keep Kouga Smart	Smart City	To provide planning services that encourage economic upliftment and Development I the Municipal Area.	1 Strategic Session held by 1 December 2022 towards the development of a Strategy for the implementation of the Smart City concept	Number of Strategic Sessions held by 1 December 2022 for the development of a Strategy for the implementation of the Smart City concept	New	1	1	Institutionalisation of GIS Workshop on 19 October 2022 as a pillar of a SMART City concept. IDP Strategic Session conducted on 16 February 2023. The GIS Working Group CHAMPIONS received introductory GIS training on the 6th and 7th of February, which was conducted by CoGTA and Sarah Baartman District Municipality. Tender for New GIS System had been advertised and closed on 20 June 2023. Tender currently at Bid Evaluation Committee to recommend to the Bid Adjudication Committee.

3.1.4 KPA 4 FINANCIAL VIABILITY AND MANAGEMENT

KEY PERFORMANCE AREA		KPA 4: FINANCIAL VIABILITY AND MANAGEMENT						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Growing	Audit Outcomes	To manage and Develop financial services to ensure financial viability, compliance & reporting.	100% Implementation of corrective actions to address AG findings relevant to the 2021/22 year	% Implementation of corrective actions to address AG findings relevant to the 2021/22 year	New	100%	25%	A Register shall be developed to list the corrective actions, evidence required to show progress and to calculate progress and/or achievement.

KEY PERFORMANCE AREA		KPA 4: FINANCIAL VIABILITY AND MANAGEMENT						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Growing	Audit Outcomes	To manage and Develop financial services to ensure financial viability, compliance & reporting.	100% Implementation of corrective actions to address AG findings	% Implementation of corrective actions to address AG findings	New	100%	100%	All matters raised have been actioned, but the success of implementation can only be determined once the Auditor General's report is issued after year end.
Keep Kouga Serviced	Creditor Payments	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	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	New	100%	85.3%%	Invoice Register maintained and circulated to Directorates to ensure this matter receives the required attention. To be discussed at Top Management Meetings to ensure improved compliance.
Keep Kouga Growing	Staff Costs	To manage and develop financial services to ensure financial viability, compliance & reporting.	34.8% of total operational expenditure attributable to staff costs	% Of total operational expenditure attributable to staff costs	34.26%	35%	33.6%	
Keep Kouga Growing	Revenue Collection	To manage and Develop financial services to ensure financial viability, compliance & reporting.	95% Revenue collected against revenue raised	% Revenue collected against revenue raised	94.41%	95%	89%	87% collection rate as at 30 June 2023. The target was not achieved – this is due to the low collection rate in July 2022 as a result of the changes in the rates tariffs and this impacted the annual collection rate. Corrective Action – There are no major tariff changes that will be implemented in the new financial year that will negatively impact the targeted collection rate. Also, the Credit Control Policy implementation will be implemented in a more efficient and effective manner and subjected to continuous management scrutiny.

KEY PERFORMANCE AREA		KPA 4: FINANCIAL VIABILITY AND MANAGEMENT						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Keep Kouga Growing	Creditor Payments	To manage and Develop financial services to ensure financial viability, compliance & reporting.	100% of creditors paid within 30 days of invoice	% of creditors paid within 30 days from date of invoice	100%	100%	97%	Corrective Action – Communication with Service Providers to be enhanced to ensure that invoices are only submitted obtain confirmation by Managers. Also, requisition processes to be enhanced for standard monthly services to reduce the processing time.
Keep Kouga Growing	Financial Viability	To manage and Develop financial services to ensure financial viability, compliance & reporting.	Current Ratio of higher than 0.9:1	Current Ratio	0.58:1	0.91:1	1.08:1	1.08:1 was achieved at the end of the financial year – target met and exceeded
Keep Kouga Growing	Financial Viability	To manage and Develop financial services to ensure financial viability, compliance & reporting.	Liquidity ratio of higher than 0.01:1	Liquidity ratio	1.32:1	0.01:1	1.01:1	1.01:1 was achieved at the end of the financial year – target met and exceeded

KEY PERFORMANCE AREA		KPA 4: FINANCIAL VIABILITY AND MANAGEMENT						
MUNICIPAL SFA	**PROJECT NAME**	**IDP Objective**	**SDBIP Target (Annual IDP Target 2022/23)**	**KPI**	**Baseline**	**Annual Target**	**Actual Achievement**	**Comment and/or corrective actions**
Keep Kouga Growing	Procurement Planning	To manage and develop financial services to ensure financial viability, compliance & reporting.	1 Electronic purchasing system implemented by 31 March 2023	Number of Electronic purchasing systems implemented by 1 March 2023	New	1	0	The system has been developed and aligned to the Municipality's Standard Operating Procedures. The population of all info e.g. supply / service contracts / stores items / etc. was all loaded onto the System. Training Sessions were arranged for all Departments, ready to go live. However, benchmarking exercise took place where the SCM Module was implemented (at Blue Crane Route Municipality), but the Report that was provided to Kouga highlighted all the challenges experienced in the implementation which almost resulted in the Municipality achieving a Qualification in their Audit due to their Trial Balance not balancing as a result of the implementation of the SCM Module. I therefore did not believe that the timing of implementing the SCM Module was correct as the risk to the Municipality's preparation of AFS and Audit process could have been compromised. I therefore recommend that the SCM Module be implemented 1 September 2023 which is after year end and leaves the Municipality with 10 months to deal with any challenges experienced in the roll out of the SCM Module.
Keep Kouga Growing	Financial Planning	To manage and develop financial services to ensure financial viability, compliance & reporting.	1 Long Term Financial Plan completed by 30 June 2023	Number of Long-Term Financial Plans completed by 30 June 2023	New	1	1	Approved by Council on 9 December 2022
Keep Kouga Growing	Capital Budget Expenditure	To manage and develop financial services to ensure financial viability, compliance & reporting.	100% Completion of internally funded capital projects	% Completion of internally funded capital projects (Institutional Consolidated % completion of all Directorates)	New	100%	66.25%	**Institution 28 /42 = 66.25% Completion**

KEY PERFORMANCE AREA		KPA 4: FINANCIAL VIABILITY AND MANAGEMENT						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
				Municipal Managers Office	New	100%	60%	
				Community Services	New	100%	100%	
				Corporate Services	New	100%	100%	
				Executive and Council	New	100%	60%	2 X Projects were rolled over to the 2023/24 financial year
				Finance	New	100%	83.3%	1xProject was rolled over to the 2023/24 financial year
				Infrastructure and Engineering	New	100%	55%	The R57 million drought emergency funding that had to be spent in 6 months changed the priorities. Preference was given to spending the R57 million conditional grant funding. The Municipality excelled in achieving more than R50 million expenditure on water projects. As a consequence, own capital projects had delayed timeframes in the procurement plan. Additional INEP grant funding was received towards the end of the financial year which was also prioritized (9X Projects were rolled over to the 2023/24 financial year)
				Planning and Development	New	100%	50%	1X Project was rolled over to the 2023/24 financial year and 1X Project for Computer Software and Application was never implemented

3.1.5 KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

KEY PERFORMANCE AREA		KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Good Governance	Performance Management	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence.	Improve overall Institutional SDBIP implementation performance by 5% compared to previous year.	% ~~Improvement~~ increase in overall institutional SDBIP implementation performance compared to previous year	86.75%	91.75%	69.23%	Actual Achievement 69.23% = 20.19% decrease in institutional performance. Monthly Departmental SDBIP implementation reports is submitted to Portfolio Committees for purposes of oversight and to consider corrective actions where required to ensure achievement. SDBIP target's to be reconsidered in order to ensure that targets are relevant and achievable with available resources.
Good Governance	Cascade Performance Management	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence.	100% of staff members ~~below the Senior Management~~ at line manager and first line supervisor Level ~~participates in the performance management system~~ have signed performance agreements and is subjected to performance reviews	% of staff ~~below senior management~~ at line manager and first line supervisor level that ~~participates in the performance management system~~ have signed performance agreements and is subjected to performance reviews	New	100%	100%	
Good Governance	Cascade Performance Management	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence.	1 Service Charter (Which includes service standards for all Departments) developed by 31 March 2023	Number of Service Charters Developed by 31 March 2023	New	1	1	

3.1.5 KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

KEY PERFORMANCE AREA		KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION						
MUNICIPAL SFA	PROJECT NAME	IDP Objective	SDBIP Target (Annual IDP Target 2022/23)	KPI	Baseline	Annual Target	Actual Achievement	Comment and/or corrective actions
Good Governance	Customer Satisfaction	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	1 Customer satisfaction survey completed by 31 October 2022	Number of Customer satisfaction surveys completed by 31 October 2022	1	1	1	Completed 31 July 2022
Good Governance	Communication	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	1 Media and Communication Policy adopted by Council by 30 April 2023	Number of Media and Communication Policies adopted by Council by 30 April 2023	1	1	1	
Good Governance	Operational Procedures	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	4 Standard Operational Procedures completed by 31 March 2023	Number of Standard Operational Procedures completed by 31 March 2023	New	4	6	6 SOP'S (Suction tanker, incident reporting, water meters, communications and institutional pp, PMS) developed as at 31 December 2022

3.1.5 KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

KEY PERFORMANCE AREA		KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION						
MUNICIPAL SFA	**PROJECT NAME**	**IDP Objective**	**SDBIP Target (Annual IDP Target 2022/23)**	**KPI**	**Baseline**	**Annual Target**	**Actual Achievement**	**Comment and/or corrective actions**
Keep Kouga Serviced	Job card/call centre integration	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence	100% Integration of job cards with call centre service requests by 30 June 2023	% Integration of job cards with call centre service requests by 30 June 2023	New	100%	100%	100% integration as 30 September 2022 (Job cards(service requests issued to all applicable staff when incident is reported)
Good Governance	Server Up-Time	To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence.	98% Up time of ICT server system	% Up time of ICT server System	New	98%	94.07%	Loadshedding impacted on connectivity beyond the control of the institution, investigations into alternative energy solutions is being investigated for possible implementation during the 2023/24 year.
Keep Kouga Serviced	~~Municipal Court~~	~~To ensure that municipal services are administered in accordance with the principles of transparency and accountability to ensure good governance through service excellence.~~	~~1 Municipal Court established by 31 March 2023~~	~~Number of Municipal Courts established by 31 March 2023~~	~~New~~	~~1~~	-	Application submitted National department of Justice. Still awaiting approval for DOJ as at 30 September 2022. Department of Justice advised that investigations into municipal courts will be conducted prior to any approvals being considered, no time frames given. Achievement of target not within the control of Kouga Municipality**. Target removed with SDBIP amendment**

COMPONENT B: INSTITUTIONAL PERFORMANCE AS PER COGTA INDICATORS

KPA 1: ORGANIZATIONAL DEVELOPMENT AND INSTITUTIONAL TRANSFORMATION

	Indicator Name	Total number of people planned for the year	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
1.	Vacancy rate for all approved budgeted posts	3%	3%	3.2%	
2	Percentage of appointment in strategic positions (Municipal Manager and Section 57 Managers)	6	5	83%	The filling of the post of Director I&E has been a challenge with the municipality embarking on the third round of recruitment to fill the post
3.	Percentage of Section 57 Managers including Municipal Managers who attended at least 1 skills development training course within the FY	2	2	100%	
4.	Percentage of Managers in Technical Services with a professional qualification	3	3	100%	
5.	Level of PMS effectiveness in the DM (DM to report)	To be reported by the Sarah Baartman District Municipality			
6.	Level of effectiveness of	Performance Management currently only rolled out to the Municipal Manager and Section 57 Managers			

	Indicator Name	Total number of people planned for the year	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
	PMS in the LM (LM to report				
7.	Percentage of staff that have undergone a skills audit (Including competency profiles) within the current 5-year term	874	874	100%	
8.	Percentage of Councillors who attended a skills development training within the current 5-year term	29	29	100%	
9.	Percentage of staff complement with a disability	1,5%	1,5%	1,5%	
10.	Percentage of female employees	35%	35%	35%	
11.	Percentage of employees that are aged 35 or younger	25%	25%	25%	
12.	Adoption and implementation of a HRD including a Workplace Skills Plan	Yes	yes	Completed	

KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION				
	Indicator Name	**Target set for the year**	**Achievement level for the year (Absolute figure)**	**Achievement percentage during the year**
1.	% of Ward Committees established	100%	100% (15 ward committees)	100%
2.	% of Ward Committees that are functional	100%	100% (15 ward committees)	100%
3.	Existence of an effective system to monitor CDW's	The CDW's are administered through the Office of the Speaker and the Public Participation Officer meet monthly with CDW's to track progress and receive submissions by CDW's.		
4.	Existence of an effective IGR Strategy	No adopted IGR Strategy		
5.	Effective IGR structural meetings	All Muni-Mec meetings are attended, all District IGR Meetings are attended.		
6.	Existence of an effective communication strategy	Communication Strategy in place and communication is effective.		
7.	Number of Mayoral Imbizo's conducted	1 Mayoral Imbizo conducted		
8.	Existence of a fraud prevention mechanism	Anti-*Corruption* and Fraud Prevention Policy approved by Council 1 August 2017		

COMPONENT C: INDIVIDUAL PERFORMANCE

The Performance Management Section currently administers Institutional Performance and Individual Performance to the level of the Municipal Manager and Directors reporting directly to the Municipal Manager.

The purpose of the performance management section is to provide Councillors and Top Management with performance reports to allow them the opportunity of oversight and timeous corrective action where it is evident that set institutional targets may not be achieved.

In compliance with the legislative provisions does the Integrated Development Plan for the year under review form the basis of the Institutional Service Delivery and Budget Implementation Plan. The Institutional Service Delivery and Budget Implementation plan forms the basis for the individual performance agreements of the Municipal Manager and Directors.

Performance agreements are concluded annually before 31 July with the Municipal Manager and Directors and performance reviews must be conducted on a quarterly basis with the annual performance review conducted by an Evaluation Panel appointed in terms of the Performance Management Regulations consisting of the following members:

- Municipal Manager Performance Evaluation Panel:
  - Executive Mayor
  - Chairperson of the Audit Committee
  - Member of the Mayoral Committee
  - Mayor/Municipal Manager from another municipality
  - Member of a word committee as nominated by the Executive Mayor
- Other Senior Manager's Performance Evaluation Panel:
  - Municipal Manager
  - Chairperson of the Audit Committee
  - Member of the Mayoral Committee
  - Municipal Manager from another municipality

Performance bonusses are only paid after evaluation and only on approval of the evaluation results by Council and the adoption of the annual report for the period under review subject to affordability.

The roll-out of performance to levels below Senior Management as required in terms of the provisions of Section 34 of the Local Government Municipal Staff Regulations, R890 dated 20 September 2021 has commenced and performance agreements were concluded with Line Managers and first line Superintendents.

Substantial progress has been made to ensure that all staff members participate in the performance management system as from 1 July 2023.

COMPONENT D: INFRASTRUCRTURE AND BASIC SERVICE DELIVERY

3.2 PROVISION OF WATER

The Constitution of South Africa assigns the responsibility of ensuring access to water services to Local Government. Furthermore, the Water Services Act entrusts the local municipality with provision of affordable, efficient, effective on-going water services which is sustainable. The Directorate Infrastructure and Engineering envisages an area that is supported by an efficient and well-maintained service infrastructure network, which allows all citizens and stakeholders access to a growing base of innovative, safe, reliable, and affordable services. Service delivery requires the provision of new services as well as the maintenance of existing services.

The Present Consumer Water Quantities are:

TOWN	RESIDENTIAL ERVEN 2020/21	INSTITUTIONAL /COMMERCIAL/ INDUSTRIAL NUMBER OF ERVEN 2020/21	TOTAL No OF ERVEN 2020/21	RESIDENTIAL ERVEN 2022/23	INSTITUTIONAL /COMMERCIAL/ INDUSTRIAL NUMBER OF ERVEN 2022/23	TOTAL No OF ERVEN 2022/23
Humansdorp	7127	373	7 500	7 522	378	7 900
Jeffreys Bay (incl Aston Bay and Paradise Beach)	12 924	1 419	14 343	13 194	1 426	14 620
St Francis Bay	3 456	48	3 504	3 484	50	3 534
Cape St Francis	810	3	813	819	3	822
Oyster Bay	555	13	568	559	13	572
Hankey	2 674	84	2 758	2 674	84	2758
Patensie	784	67	851	784	67	851
Loerie	471	13	484	471	13	484
Thornhill	491	13	504	491	13	504
TOTAL	29 292	2 033	31 325	29 998	2 047	32 045

Key Stakeholders

The towns of Hankey and Patensie obtain raw water from the Kouga Dam via the canal system which is operated by the Gamtoos Irrigation Board on behalf of the Department of Water and Sanitation. Raw water is treated at the Patensie and Hankey water treatment works to potable standard before distribution. A new borehole supplying Hankey with water has been equipped and piped to the Hankey

water treatment works to supplement supply from the Kouga dam. A new package plant was installed in Hankey which can remove of iron and manganese from the groundwater.

The towns of Loerie, Thornhill, Jeffreys Bay, Humansdorp and St Francis Bay obtain potable water from the Nelson Mandela Metro. The water supply of Jeffreys Bay and Humansdorp are augmented by underground water and fountains. The town of Oyster Bay is solely dependent on ground water obtained from boreholes and springs. Three new package plants were installed in St. Francis Bay, Jeffreys Bay and Humansdorp which can remove iron and manganese from the groundwater. Each plant is upgradable to a capacity of 6.0ML/day. The bulk water supply in St. Francis Bay, Jeffreys Bay and Humansdorp were upgraded by adding additional boreholes and pipelines under a WSIG project funded by DWS.

Level and Standard in Water Services

All the consumers within the Kouga Municipality receive water services at or above RDP standards (access to communal water standpipe in informal areas within 200m distance) Based on the Service Level Policy of Kouga to provide higher level of service, first order of assessment indicates that Kouga requires R82 million to service and provide house connections to all residents in informal settlements once formalized (excluding Bulk). Our Regional Bulk Infrastructure Programme for water services requirement is estimated to be R 652 million.

Kouga Municipality is committed and endeavours to conform to the norms and standards of SANS 214 and blue drop requirements with regards to water quality.

Due to the prolonged drought conditions and low rainfall that persisted during 2022/2023 resulted in that the major storage dams serving the area have reached critical low levels. The current drought conditions are having disastrous and far-reaching negative implications for the entire western region of the Eastern Cape Province and the Kouga area.

Reduced water quotas were imposed on abstraction from the Algoa System and stricter water restrictions were implemented during 2022/2023 throughout the Kouga area.

Water Scheme Area	Schedule of Restrictions
Gamtoos Irrigation Board: Patensie/Hankey	30% of quota
Loerie/Summit pipeline: Loerie an Thornhill	Water supplied by Nelson Mandela Metro 50% restriction imposed on quota by Metro

Water Scheme Area	Schedule of Restrictions
Churchill/Impofu: Humansdorp, S Francis Bay, Jeffreys Bay	Water supplied by Nelson Mandela Metro 50% restriction imposed on quota by Metro

It was required to continue with Water shedding in the towns of Patensie and Hankey since 2017, to ensure usage remain within the allowable quota. The water is provided to residents via the reticulation system for 3 hours in the morning and 3 hours in the afternoon only.

Water collection station is in place (JoJo tanks) and water is distributed by means of water trucks to the communities daily.

Water is also distributed to communities of Loerie and Thornhill by means of water tanker due to erratic water supply from the Metro Summit pipeline.

3.3 SANITATION PROVISION

The policy of Kouga LM, adopted during 2015, provides that the minimum acceptable standard for sanitation services will be a waterborne system in all areas. Due to the limited own capital funding for projects, bulk infrastructure upgrading/ rehabilitation is mostly funded by grant funds. The backlog that presently exists at all Kouga Wastewater Treatment Plants in terms of over capacitation and ageing Infrastructure, is 10,5 Ml/Day.

Levels and Standards in Sanitation Services

Four (4) levels of sanitation services are provided:

- buckets and chemical toilets only for the informal housing areas,
- full waterborne to 66% of households,
- septic tanks/conservancy tanks to 32.6% of households, and
- digesters and/or VIP's (Ventilated Improved Pit) to 1.4% of households.

3.4 PROVISION OF ELECTRICAL SERVICES



The Kouga Municipality is the registered Supply Authority for the towns of Humansdorp, Jeffreys Bay, St Francis Bay, Cape St Francis, and Oyster Bay, and at each town bulk supply is taken from the Eskom grid. Maintenance of the internal distribution networks is done by Kouga Municipality.

The Municipality's role is to construct, operate, and maintain the distribution network for electricity service delivery to residential, commercial, and industrial consumers in each town, which includes street lighting and supplying pump stations, etc. with electricity. Hankey, Patensie and Loerie are supplied with electricity by Eskom, while Thornhill is supplied with electricity by the Nelson Mandela Municipality.

The present consumer quantities for electricity are:

Town	New Residential Consumers 2021/2022	New Institutional Commercial Industrial 2021/22	Total 2021/22	New Residential Consumers 2021/22	New Institutional Commercial Industrial 2022/23	Total 2022/23
Humansdorp	346	2	348	15	2	17
Jeffreys Bay	314	5	319	309	3	312
St Francis Bay	28	2	30	78	1	79
Cape St Francis	9	0	9	12	0	12
Oyster Bay	4	0	4	2	0	2
Total	**1 314**	**9**	**23 410**	**416**	**6**	**23 832**

Note: Total excludes vacant erven.

The key factors in the service delivery strategies are to maintain a high standard of service and to ensure that electricity is available to all commercial properties, households (both formal and informal) also new development within acceptable norms prescribed the ERA of 2006.

This standard is set to reduce the financial burden on consumers and ensure the security of uninterrupted quality of electricity supply. This particularly in terms of the capital as well as technical requirements for new distribution networks, substations as well as new generation in line with the SDP. Applications for funding infrastructure projects are being made on a continuous bases to all relevant institutions for financial assistance as legally allowed by the regulation.

Level and Standards in Electricity Services

Quality assurance is a standard requirement for Kouga's electrical network. The objective is for the levels and standards for the provision of the electricity services, to be compliant with the requirements of the National Energy Regulator (NER) and the quality of service and supply standards of NRS 047 & 048. Annual reports in this regard were submitted to NER based on information obtained from data loggers installed at various locations in the network.

Electricity is made available to all potential consumers in the areas for which the Municipality is permitted to supply in terms of its licence conditions and demarcating. The target is revised annually in accordance with the demand informed by our human settlements master planning or town planning's SDP that that navigate our development target.
This information is critical and support Kouga's annual applications to the Department of Minerals & Energy (DMRE) to apply for funding to further strengthen and extend our electricity infrastructure.

During 2022/23 financial year, the Department of Minerals & Energy allocated Kouga Municipality funding to the amount of R8.1 million for the upgrade of bulk infrastructure and the electrification of phase 1 (200) housing project in Jeffreys bay Oceanview. The R 8.1m was divided into two projects, under the bulk section of the work, Kouga replaced a part of the 66kV overhead line between Melkhout and Jeffreys Bay spending approximately R4.4m on the project, the remaining R 3.7m was spend on the electrification of the 200 houses being built in Oceanview phase one.
A feasibility study to construct Kouga's own, 20MW solar PowerStation to reduce our reliance on Eskom and reduce our Eskom energy purchases. The study is a basic study as per the requirement for a connection of this size, this came at a cost of R540 00.00.

A further R 400 000.00 was spent on compilation of our wheeling policy, planning and designs of 2 more substations and further amendments to the electrical master plan, for future planning.

Saffery substation upgrade finalising the three (3) year project totalling approximately R 4m, old redundant switchgear was replaced with new modern switchgear that can handle higher load. This upgrade is in line with the network expansion to the lower part of the town in Humansdorp and Kwanomzamo. This is a phased in approach and to completely address the load challenge in Kwanmzamo and lower CBD in Humansdorp, more investment in the electrical infrastructure is required.
The severity and the number of interruptions due to loadshedding increase exponentially in the 2022/23 financial year. During loadshedding before power is interrupted, the demand increase, if electricity is restored the load increase even higher, Kouga's electrical staff always make sure that the power is not switched on all at once but in sequence. Infrastructure damage due to loadshedding is unavoidable and all our weak spots in the network is being attacked.

A significant amount of our operational budget went into replacement and repairs of faulty equipment, transformers, switchgear, electronics, and cables.

Annual Performance as per Key Performance Indicator in Electricity Services

	Indicator name	Total number of household/ customers expected to benefit	Estimated backlogs (actual numbers)	Target set for the FY under review (actual numbers)	Number of HH/customer reached during the FY	Percentage achievement during the year
1	House-holds with access to electricity services	23 818	0	200	408	100%
2	Indigent house-holds with access to basic electricity services	7 338	0	200	200	100%
3	Indigent house-holds with access to free energy sources	0	0	0	0	0%

Major Challenges in Electricity Services and Remedial Actions

- The upgrade of infrastructure (primary network) to meet future demand and finding the necessary funds through grants etc.
- Improve quality of supply and general service delivery.
- The prevention of tampering and illegal connection. Own funding used to irradicate illegal connections over the next year as government doesn't fund electrification of informal areas.
- The impact of loadshedding on our network is immense, this highlight the need to replace old switchgear and equipment with new, smarter, safer technology.

Remedial Actions

- Master planning and stringent programmes to implement measures, resources to fund further programmes to be supported by Council.
- Annual Review of augmentation levy (contribution by new developments and existing consumers requiring upgrading of their supplies to augment the primary network) and consumption tariffs to meet capital programme to upgrade infrastructure is undertaken.
- Appoint additional staff to monitor quality supply and level of services and enforce methods to rectify any deficiencies in the electrical supply.
- The appointment of a service provider to investigate and prevent tampering, this will support the project to re-programme all prepaid meters before November 2024.

Renewable energy

Kouga plans over a short term to install approximately 600Kw to the grid, this pilot is envisaged at our water treatment works. Its success will determine future developments. The feasibility for the 20WM plant is an enormous project and a milestone for Kouga. This will contribute to lower consumption in energy from Eskom and will reduce our electricity account with a great margin.

ELECTRICITY: ACHIEVEMENTS

	Indicator Name	Total Number of household/ customers expected to benefit	Estimated backlogs (actual Numbers)	Prior year achievement 2019/20	Target set for the year under review 2020/21 (Actual numbers)	Number of households reached during the financial year	Achievement percentage during the year
1.	% House-holds with access to electricity services (Serviced by Kouga)	23 818	0	23 410	200	418	100%

2.	% Indigent house-holds with access to basic electricity services (Serviced by Kouga)	7 138	0	6 793	200	200	100%
3.	% Indigent house-holds with access to free alternative energy sources	None	None	None	0	0	0%

3.5 ROADS AND STORMWATER SERVICES

The following sources was referenced for information on road infrastructure:

- Maintenance Plan for The Municipal Road Network Serving The Kouga Local Municipal Area, dated May 2020.
- EasyRAMS website (www.easyrams.co.za)

The road network within Kouga falls under the jurisdiction of the following authorities:

Road Authority	Length (km)
SANRAL (N2)	68.97 km
Eastern Cape Department of Roads	915.31 km
Kouga Municipality	**421.53 km**
Total	**1 405.81 km**

Levels and Standard in Roads Maintenance Services

The condition of roads in the Greater Kouga Municipal area deteriorated rapidly over the past few years due to ageing infrastructure, increase traffic volumes, insufficient funding for maintenance and the impact of flooding over the past few years.

The standard of roads maintenance in all areas in the Kouga is the same whether it's re-

gravelling or resealing or pothole repair. Due to the lack of a pavement management system, visual inspection of tarred roads is performed to prioritize the reseal of tarred roads in all wards.

Low level road maintenance services are done through a complaint's register kept at each Administrative Unit. High level maintenance and repairs are determined through community participation at budget meetings.

The various levels and standards of the road network under the jurisdiction of the Municipality are reflected in the tables below.

Paved Road Length (km) per Surface Type by Town

Town	Flexible	Block	Concrete	Total
Cape St. Francis	10.11	0.62	0.00	10.73
Hankey	12.69	2.03	0.00	14.72
Humansdorp	41.08	5.39	0.00	46.46
Jeffreys Bay	159.71	3.52	0.17	163.40
Loerie	1.96	0.00	0.00	1.96
Oyster Bay	2.89	0.06	0.15	3.10
Patensie	12.54	0.47	0.21	13.23
St. Francis Bay	45.62	0.53	0.00	46.15
Thornhill	2.19	0.00	0.00	2.19
Total	**288.79**	**12.62**	**0.53**	**301.94**

Unpaved Road Length (km) per Surface Type by Town

Town	Gravel	Earth	Track	Total
Cape St. Francis	3.24	0.00	0.00	3.24
Hankey	14.87	0.12	0.03	15.02
Humansdorp	65.25	0.13	0.24	65.62
Jeffreys Bay	17.43	0.00	0.09	17.52
Loerie	4.55	0.00	0.37	4.92
Oyster Bay	6.00	0.00	0.08	6.08

Patensie	1.07	0.00	0.00	1.07
St. Francis Bay	2.48	0.00	0.21	2.69
Thornhill	3.44	0.00	0.00	3.44
Total	**118.33**	**0.26**	**1.01**	**119.60**

The tables below is a summary of the conditions of surfaced roads in Kouga Municipality

Condition Category (VCI) of Flexible Road Length (km

Town	***Flexible Road Length (km) per Condition Category (VCI) by Town***					***Total Length (km)***
	Very Good	***Good***	***Fair***	***Poor***	***Very Poor***	
Cape St. Francis	2.10	3.47	4.47	0.08	0.00	**10.11**
Hankey	1.32	5.30	5.26	0.29	0.00	**12.16**
Humansdorp	11.20	13.88	13.60	2.19	0.00	**40.87**
Jeffreys Bay	77.77	62.70	18.29	0.91	0.00	**159.67**
Loerie	0.44	0.36	1.15	0.00	0.00	**1.96**
Oyster Bay	0.00	1.66	1.23	0.00	0.00	**2.89**
Patensie	1.30	3.27	5.89	2.04	0.00	**12.48**
St. Francis Bay	19.05	20.75	5.66	0.03	0.00	**45.49**
Thornhill	1.54	0.53	0.12	0.00	0.00	**2.19**
Total	**114.71**	**111.90**	**55.67**	**5.54**	**0.00**	**287.82**

Condition Category (VCI) of Block Road Length (km)

Town	***Block Road Length (km) per Condition Category (VCI) by Town***					***Total Length (km)***
	Very Good	***Good***	***Fair***	***Poor***	***Very Poor***	
Cape St. Francis	0.00	0.53	0.09	0.00	0.00	**0.62**
Hankey	0.00	0.96	0.93	0.15	0.00	**2.03**
Humansdorp	0.00	2.16	2.82	0.00	0.00	**4.98**
Jeffreys Bay	0.00	0.53	2.91	0.00	0.00	**3.44**
Oyster Bay	0.00	0.06	0.00	0.00	0.00	**0.06**
Patensie	0.00	0.14	0.33	0.00	0.00	**0.47**

St. Francis Bay	0.18	0.13	0.22	0.00	0.00	**0.53**
Total	**0.18**	**4.50**	**7.30**	**0.15**	**0.00**	**12.13**

Condition Category (VCI) of Concrete Road Length (km)

Town	*Concrete Road Length (km) per Condition Category (VCI) by Town*					*Total Length (km)*
	Very Good	*Good*	*Fair*	*Poor*	*Very Poor*	
Jeffreys Bay	0.17	0.00	0.00	0.00	0.00	**0.17**
Oyster Bay	0.00	0.00	0.13	0.02	0.00	**0.15**
Patensie	0.00	0.06	0.05	0.10	0.00	**0.21**
Total	**0.17**	**0.06**	**0.17**	**0.13**	**0.00**	**0.53**

The table below is a summary of the condition of Unpaved Roads

Town	*Unpaved Road Length (km) per Condition Category (VCI) by Town*					*Total Length (km)*
	Very Good	*Good*	*Fair*	*Poor*	*Very Poor*	
Cape St. Francis	0.00	0.00	1.17	1.57	0.50	**3.24**
Hankey	0.00	0.05	2.81	10.72	1.16	**14.74**
Humansdorp	0.00	0.32	5.49	39.99	16.06	**61.87**
Jeffreys Bay	0.00	0.00	6.01	10.20	1.05	**17.26**
Loerie	0.00	0.00	0.00	3.01	1.41	**4.42**
Oyster Bay	0.00	0.00	0.09	4.83	1.08	**6.00**
Patensie	0.00	0.00	0.00	0.45	0.00	**0.45**
St. Francis Bay	0.00	0.22	1.01	1.25	0.18	**2.66**
Thornhill	0.00	0.00	0.44	3.00	0.00	**3.44**
Total	**0.00**	**0.59**	**17.03**	**75.04**	**21.43**	**114.08**

The table below is a summary of funding spent on upgrading gravel roads.

Cost of Construction/Maintenance		
R' 000		
Year	**New**	**Gravel - Tar**
2019/20	R0.00	R0.00

2020/21	R0.00	R1,999,917.40
2021/22	R0.00	R16,687,134.19
2022/23	R0.00	R13,185,340.00

During the 2022/2023 financial year R11,500,000.00 including VAT was allocated for road resealing on the operating budget.



St Francis Bay: St Francis Drive reseal



St Francis Bay: Triton Street resealing

The following summary of highlights that was undertaken and completed under the project:

- Length of roads resealed = 9.5 km
- Potholes repaired = 4 084m²

On the 2022/2023 Operational budget an amount of R20 835 279.92 including VAT from own funding was provided for the following:

Refer to the table below for a summary of roads resealed in the Kouga area under this project.

Priority	Location	Status	Street	Length(m)	Width(m)	Area (m2)
1	Ashton Bay	complete	Swan	730	6	
2		complete	Shearwater	300	8.8	7170.9
3	St Francis Bay	complete	St Francis drive	1800	7.4	
4		complete	Triton	520	8	19249.5
5	Cape St Francis	complete	Da Gama	1600	6	9505.3
6	Humansdorp	complete	Nerina	300	4.8	1440
7		complete	Bureau	295	6	1770
7		Estimate	Bureau	325	6	1950
8		Estimate	Du Plessis	342	6.6	2258
9		Estimate	Piet Uys	880	6	
				200	8	1600
10	Jeffreys Bay	Estimate	Dogwood	1300	8.8	11440
11		Estimate	Blombos	1100	8.8	9680

Further to the above Capital Municipal Infrastructure Grant (MIG) funding to the amount of R13,285,340.80 including VAT was allocated for the consulting fees and construction of the upgrading of various gravel roads to surfaced roads in Kouga area.

Annual Performance Service as per Key Performances Indicators regarding Roads

Indicator name	Total number of household/ customers expected to benefit	Estimated backlogs (actual numbers)	Target set for the FY under review (Actual numbers)	Number of Households/ customers reached during the FY	% of achievement during the year
Percentage of households without access to gravel or graded roads	Nil	Nil	Nil	Nil	Nil
Percentage of road infrastructure requiring upgrade	20.1%	83.57km	Nil	Nil	Nil
Percentage of planned new road infrastructure actually constructed	Nil	83.57 km	km	Nil	100%

Percentage of capital budget reserved for road upgrading and maintenance effectively used	Nil	*R 389.3 million	Nil	Nil	Nil

Estimated amount to address backlog adjusted to compensate for inflation.

Major challenges in Road Maintenance and Remedial Action.

Like most local authorities throughout our country, road repair and maintenance remain a challenge due to budgetary constraints, terrain, aging road and storm water infrastructure, poor sub-surface conditions, and ever-increasing traffic volumes.

The Kouga Municipality utilizes own funds for the maintenance and repair of Provincial roads located within our town boundaries. The following are Provincial roads located within town boundaries:



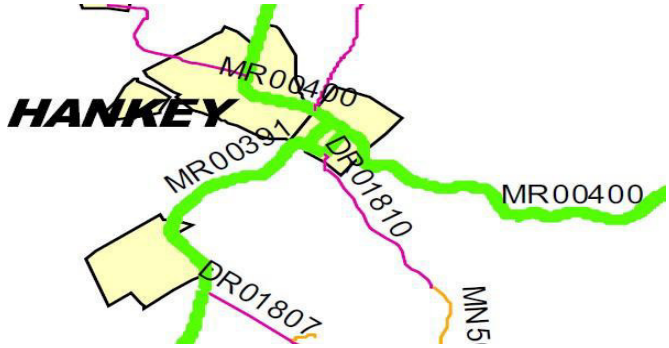
Provincial Road MR00381 runs from Humansdorp, between St Francis Bay and the St Francis Links Development to Cape St Francis where it runs the full length of St Francis Way into Seal Point Boulevard to the end of Seal Point Boulevard.



Provincial Road MR00389 runs the length of Da Gama Road up to Woltemade Street, then Woltemade Street up to St Francis Street and up the length of St Francis Street where it turns towards Humansdorp at the Fountains Mall.
Provincial Road DR 0177 links the Fountain Mall to Provincial Road MR00389 at Kabeljouws Provincial
road MR 00392 links the Fountains Mall to the N2.



Provincial Road MR00389 enters Humansdorp from the east and runs the length of Voortrekker Road where MR00389 ends at the intersection with Main Road. From the Main Road Voortrekker Road Intersection TR04403 continues in westerly direction as Voortrekker Road. MR00391 from Hankey enters Humansdorp and runs for the full length of Main Road up to Park Street intersection. MR 00381 from St Francis Bay enters Humansdorp and runs the full length of Park Street up to where it intersects with Voortrekker Road (TR0443).



Provincial Road MR00391 from Humansdorp enters Hankey and forms Main Street up to the intersection with Metlerkamp Street. MR0040 runs the full length of Metlerkamp Street and continues to Patensie.



Provincial Road MR0040 runs the full length of Fred Street. MN50261 runs from the Fred Street turn off to Cyril Ramaphosa as Tier Street to the point where it becomes Stuurman Street up to the intersection with Kloofnek Street.

Cost of Backlog Eradication

Town	Rehabilitation	Special Maintenance	Periodic Maintenance	Total
Cape St. Francis	R 199 548	R 1 010 251	R 1 988 253	R 3 198 052
Hankey	R 5 796 663	R 1 292 984	R 1 985 224	R 9 074 871
Humansdorp	R 6 422 251	R 7 709 372	R 20 216 454	R 34 348 076
Jeffreys Bay	R 39 376 400	R 62 292 663	R 80 448 669	R 182 117 732
Loerie	R 1 632 338	R 253 831	R 1 300 718	R 3 186 887
Oyster Bay	R 0	R 0	R 185 009	R 185 009
Patensie	R 12 474 866	R 2 664 685	R 4 120 339	R 19 259 890
St. Francis Bay	R 7 331 160	R 29 262 960	R 17 641 193	R 54 235 312
Thornhill	R 0	R 733 858	R 447 668	R 1 181 525
Total	**R 73 233 224**	**R 105 220 604**	**R 128 333 526**	**R 306 787 354**

Infrastructure and Engineering: Overall Service Delivery Backlogs: Formal residential Areas

Basic service delivery area	**30 June 2021**			**30 June 2022**		
Water						
Water backlogs (6Kl/month)	Required	Budgeted	Actual	Required	Budgeted	Actual
Backlogs to be eliminated (no. households not receiving the minimum standard service)	NIL	NIL	NIL	NIL	NIL	NIL
Backlogs to be eliminated (%: total household identified as backlog/total number of households in the municipality	NIL	NIL	NIL	NIL	NIL	NIL
Spending on new infra-structure to eliminate backlogs	R 59 532	NIL	NIL	R 59 532	NIL	NIL
Spending on renewal of existing infrastructure to eliminate backlog	R 189632	R1.35	R1.35	R 189632	NIL	NIL
Total spending to eliminate backlogs	R249164	R1.35	R1.35	R249164	NIL	NIL

Basic service delivery area	30 June 2021			30 June 2022		
Spending on maintenance to ensure no new backlogs	R15 344	R5 014	R 5 014	R15 344		
Sanitation backlogs						
Backlogs to be eliminated (number of households not receiving the minimum standard service)	NIL	NIL	NIL	NIL	NIL	NIL
Backlogs to be eliminated (%: total households identified as backlog/total number of households in the municipality	NIL	NIL	NIL	NIL	NIL	NIL
Spending on new infrastructure to eliminate backlogs	R299441	NIL	NIL	R299441	R17.233	
Spending on renewal of existing infrastructure to eliminate backlog	R167028	R25.7	R25.7	R167003	NIL	NIL
Total spending to eliminate backlogs	R466469	R25.7	R25.7	R46652	R17.2	R17.2
Spending on maintenance to ensure no new backlogs	R10 087	R6 084	R 6 084	R10 087	R7.5	R7.5
Road maintenance backlogs						
Backlogs to be eliminated number of households not receiving the minimum standard service)	NIL	NIL	NIL	NIL	NIL	NIL
Backlogs to be eliminated (%: total households identified as backlog/total number of households in the municipality	NIL	NIL	NIL	NIL	NIL	NIL
Spending on new infra-structure to eliminate backlogs	R549063	NIL	NIL	R549063	NIL	NIL

Basic service delivery area	30 June 2021			30 June 2022		
Spending on renewal of existing infrastructure to eliminate backlog	R409628	R2.2	R2.2			
Total spending to eliminate backlogs	R958691	R2.2	R2.2	R958689	NIL	NIL
Spending on maintenance to ensure no new backlogs	R17690	R30 500 000	R30 500 000	R17690	R12.1	R12.1

	Indicator Name	Total Number of households/ customers expected to benefit	Estimated backlogs (actual numbers)	Target set for the year under review 2021/22 (actual numbers)	Number of households reached during the financial year	Achievement percentage during the year
1.	% Households without access to gravel or graded roads	0	83.57km	0	0	0
2.	% of road infrastructure requiring upgrade	0	83.57km	0	83.57km	0
3.	% of planned new road infrastructure actually constructed	0	83.57km	0	0	
4.	% of capital budget reserved for road upgrading and maintenance effectively used	0	R380 000 000	0	0	

3.6 MUNICIPAL INFRASTRUCTURE GRANT IMPLEMENTATION

This report outline how Kouga Municipality effectively and efficiently managed the PMU, specifically in alignment with the principles and objectives underpinning the design of the programme as contained in the MIG Policy Framework.

The Municipality confirms that the operational outcomes of the PMU did:

- Acknowledge and adhere to all aspects including all principles, objectives, sector conditions and outcomes contained within the MIG Guideline Document and the MIG Policy Framework Document.
- Ensure adherence to the Labour-Intensive objectives as detailed in the Expanded Public Works Framework Document and the Code of Good Practice for Special Public works.
- Since the programme is aimed at subsidising capital costs to the poor, priority was given to meeting the basic infrastructure needs. The programme was also aligned to cater for bulk infrastructure for new housing developments.
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Background

The programme is entering its fifteenth year of implementation this year. The MIG is the municipal funding arrangement which combined the existing capital grants for municipal infrastructure into a single consolidated grant.

	2020/21	2021/22	2022/23
Approved Budget Amount	R 31 578 000.00	R 33 413 000.00	R 35 891 000.00
Adjusted Budget Amount	R 0.00	R 0.00	R 0.00
Spent Budget Amount	R 25 227 084.87	R 33 413 000.00	R35 891 000.00
Difference	R 5 962 915.13	R 0.00	R 0.00

Part 1: Progress to date

All aspects contained within the business plan including all principles, objectives,

sector conditions and outcomes contained within the MIG Guideline Document and the MIG Policy Framework Document were adhered to.

The following positions as per the "Guide for the Establishment of a Project

Management Unit (PMU) by municipalities" were filled to perform the different Functions within the unit:

- PMU Manager (Full time)
- PMU Contracts Officer (Full time)
- PMU Technician (Contracts basis)
- PMU Administrator (Vacant)
- Account (Vacant)
- Secretary (Vacant)
- Data Capturer (Full-Time)

It should be noted that not all operational responsibilities/outputs as highlighted in

the guide could be achieved.

Part 2: Monitoring

Monthly the PMU meet with the Area Engineers and Director to capture the statistics of services rendered in term of backlogs per area.

Data forms part of the KPI of the Directorate: Infrastructure and Engineering in terms of targets for the directorate.

Monthly and Quarterly reports are given to council on statistics and performance.
Part 3: What are the results and who benefited?

Project Description	Project Status	Beneficiaries (h/h)	Job Creation	Informal Training	SMME's Utilized
2022/23 Projects					
Upgrading of the Sanitation System in Old Hankey	70 % complete	3300	75	5	14
Upgrading of Gravel Roads in Kouga Phase 1	100 % complete	225003	32	4	15
Upgrading/Improvement of Sport Facilities within Kouga region – Loerie	60% complete	22 5003	20	0	2
2022/23 Rollover Projects					

Project Description	Project Status	Beneficiaries (h/h)	Job Creation	Informal Training	SMME's Utilized
2022/23 Projects					
N/A					

The above table illustrates the projects implemented and still under construction for the 2022/2023 financial year. The figures reflected above are at the time of the report and will increase as the project progress. Some of the Projects are multi-year Projects

Objectives as set out in the business plans were mostly achieved when projects were implemented.

Conclusion

The MIG programme is aimed at the following:

1) To provide a basic level of service to the people.
2) To target the poor and alleviate poverty.

Implementation costs can be justified, and many people benefited from the programme and their living conditions were directly and indirectly improved by providing them sufficient bulk infrastructure to continuously assure them at least the basic level of service.

All activities of this programme should continue because it is assisting the municipality with huge bulk infrastructure challenges and provide basic service delivery to the community.

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All activities of this programme should continue because it is assisting the municipality with huge bulk infrastructure challenges and provide basic service delivery to the community.

The following new projects were registered on MIG:

Gravel Roads Phase 2 Budget Maintenance	R5,595,162.12
Kwanomzamo WWTW Upgrade:	R42,360,556.91
Kouga Gravel Roads Upgrade Phase 2:	R37,038,263.00
La Mer New Sewer Rising Main (Planning Stage):	R790,050.00
Oceanview Sewer Pipe Upgrade (Planning Stage):	R747,500.00
Refurbishment of Weston WWTW and	
Sewer Reticulation (Planning Stage):	R1,150,000.00
Design of New High Mast Lights (Planning Stage):	R645,150.00



Upgrading of Gravel Roads Phase 1

3.7 WATER SERVICES INFRASTRUCTURE GRANT IMPLEMENTATION

WDS provided R57.4m of WSIG funding for emergency implementation on drought projects.

The expenditure was as follows:

Kouga Drought Relief: WSIG funding - Expenditure to date							
Project	Invoices submitted to Kouga LM - per service provider						Total
	IMP	Steyn's Drilling	Welltek	Rudcor	Scheyisa	Zutari	
Jeffrey's Bay	R 7 400 211,91	R -	R -	R -	R -	R -	R 7 400 211,91
Humansdorp	R 7 515 441,26	R -	R -	R -	R -	R -	R 7 515 441,26
St Francis Bay	R 5 809 033,33	R 757 751,10	R 98 772,57	R -	R -	R 563 767,04	R 7 229 324,04
Kruisfontein	R 1 014 272,91	R 3 060 977,77	R 468 398,92	R 12 606 710,92	R 1 451 601,15	R 2 822 693,00	R 21 424 654,67
Hankey	R 5 983 369,00	R 700 689,25	R 48 733,55	R -	R -	R -	R 6 732 791,80
Loerie	R -	R 1 438 040,11	R 149 660,12	R -	R -	R 152 946,25	R 1 740 646,48
Thornhill	R -	R 1 226 384,15	R 110 329,64	R -	R -	R 220 427,33	R 1 557 141,12
Total	**R 27 722 328,41**	**R 7 183 842,38**	**R 875 894,80**	**R 12 606 710,92**	**R 1 451 601,15**	**R 3 759 833,62**	**R 53 600 211,28**

Date:	**29-Mar-23**

WSIG Budget	**R 57 400 000,00**
Percentage exp.	**93%**

The following projects were implemented:

- Jbay Package Plant: 100%
- Humansdorp Package Plant: 100%
- Hankey Package Plant: 100%
- St Francis Package Plant: 100%
- Drilling of Boreholes:
    - Kruisfontein: 7 boreholes completed.
    - St Francis: 3 of 3 completed. One borehole is dry. Not to be equipped now due to funding.
    - Hankey: Two borehole drilled. Not to be equipped not due to low yield and poor quality.
    - Loerie: Drilling completed. Three boreholes drilled. Not to be equipped now due to funding.
    - Thornhill: Drilling completed. Four boreholes drilled. Not to be equipped now due to funding and low yield.
- Kruisfontein Developing of Three Boreholes
    - Contract value R13.4m to be completed by 20 March 2023 – appointed to Rudcor Engineering.
    - Develop BHs HD12, HD13 AND HD14.
    - 250mm dia and 160mm dia pipeline.
    - 300KL Break pressure tank.
    - Generator and electrical supply.
    - Overall progress is 97%.
    - Commissioning is currently being undertaken.
- Purchasing of generators

- Six generators purchased. Is currently stored at Kouga LM premises and it is being made vandal proof.
- Upgrading and improvement of existing WTW in Humansdorp, Jeffreys Bay, Hankey and St Francis

Zero roll-over will be applicable as it was 6B WSIG funding.



Kruisfontein Trench excavation.



St Francis Bay new filtration plant.



Kruisfontein: Ring beam for break pressure tank.

3.8 EXTENDED PUBLIC WORKS PROGRAMME

Kouga Municipality entered into an agreement with the Department of Roads and Public Works to spend the full integrated grant funding and creating the targeted FTE's. This effort follows clause 3.1.6 of the Protocol Agreement signed between the Minister responsible for Public Works, The MEC of Roads and Public Works, Eastern Cape, the Mayor of Kouga Local Municipality, to specify the institutional structures that will oversee, monitor, and report on progress in implementing the EPWP and achieving the EPWP targets; and 3.1.7, to provide for mutual assistance and support in respect of the programmes and initiatives of the EPWP.

The total grant received by Kouga Local Municipality in the 2022/ 2023 financial year was R1,175,000.00 which been spend on 11 Incentive Grant Projects, as submitted in the 2022/23 Business Plan.

In total, Kouga Local Municipality managed to create the following number of work opportunities in the 1st, 2nd, 3rd, and 4th quarters of the 2022/2023 financial year.

Year	EPWP Projects	Jobs created through EPWP projects
2019/20	9	368
2020/21	9	398
2021/22	9	301
2022/23	11	318

The total amount transferred to Kouga Municipality amounts to R1,175,000.00, and was distributed in 3 tranches as follows:

- August: R 294 000.00
- November: R 529 000.00
- February: R 352 000.00

Spending Schedule
The Extended Public Works Programme Incentive Grant Funds received for the 2022/23 financial year were spent as follows:

MONTH	AMOUNT
July 2022	R0.00
August 2022	R0.00
September 2022	R264 393.00
October 2022	R264 393.00
November 2022	R136 232.00
December 2022	R136 232.00
January 2023	R264 393.00
February 2023	R264 393.00
March 2023	Internal funding
April 2023	Internal funding
May 2023	Internal funding
June 2023	Internal funding

Total Amount spend from Incentive Grant - R 1,175,000.00. The current expenditure rate is at 100%.

3.9 MUNICIPAL WORKSHOP

Vision

Our vision is to see to it that the fleet of Kouga Municipality is upgraded and maintained to always be in a proper running condition, and to ensure that each person in the Kouga Municipal district is getting a high standard of service delivery from the Municipality. The only way the Municipality can achieve its goal of Service Excellence towards the community is, when the fleet is in a proper safe running condition. It is the Fleet departments vision to expand the current fleet of the Municipality to such an extent that

not only the basic service needs are met, but that all other challenges can be dealt with efficiently and effectively as to take Kouga Municipality to a higher level.

Mission

As a support section it is the Fleet department's mission to see that all the vehicles are properly maintained and that the fleet policy will be enforced to prevent damages and misuse of council valuable resources. It is also our mission to expand the current fleet of Kouga Municipality to such an extent that all departments can achieve their goals of rendering an excellent service towards all inhabitants of the Kouga jurisdiction.

Prevention

The fleet section aims to reduce incidents, severity of emergencies and accidents with council vehicles through proper maintenance, regular services of vehicles and fault repairs on all vehicles so that a high standard of service delivery towards the community can be achieved. Annual inspections are done by sending vehicles for Certificate of Fitness (COF). According to SANS 10090: 2003

The Fleet department is a support section and understands the fact that if the fleet section can't achieve its goal to keep all vehicles in a proper running condition it will have a devastating effect on service delivery.

Main functions of the fleet section are as follows.

- To see to it that financial and management controls are operating effectively.
- All hiring of vehicles for sections and oversee all purchasing of new vehicles.
- To enforce the fleet policy.
- Monitor access to fleet vehicles that it is properly authorized and not operated by unauthorized users.
- All logbooks are reviewed once a month as to give accurate reports.
- To see that the fleet is properly maintained and inspected on a regular basis according to the fleet policy.
- That fleet vehicles are protected against damages, theft and abuse.
- See that all fleet vehicles are licensed once a year and that all trucks are sent for Certificate of fitness according to traffic regulations.
- Adequate monitoring of fleet usage/cost of fleet.
- Monitoring the fuel usage of each vehicle and small plant.
- Adequate monitoring of the tracker system.
- To give adequate reports regarding all cost for maintaining vehicles.

Preparedness

The thirteen (13) employees, of which five (5) are office bound and strive to do their utmost best towards the service and up keeping of Kouga Municipality's fleet and plant. Our day-to-day service helps to keep the two hundred and thirty (251) vehicles in a proper running

condition so that in the event of an emergency, there will always be enough vehicles in a roadworthy condition. This may include conducting risk assessments (likelihood and severity), planning for the continued availability of essential services and identifying ways to mitigate the potential impacts of an emergency.

Fleet department is proud to state that during the lockdown period the normal operations of fleet were only lightly affected. Fleet could see to it that during the 2022 - 2023 financial year between 90% and 95% of all municipal vehicles had been in operational condition continuously. All challenges that were encountered by the fleet department during the lock down could be successfully accomplished.

Key Challenges

- Upgrading the workshop to a higher level of proficiency by sending staff on training courses.
- All mechanical staff needs to be sent for a refresher course.
- Although some staff were appointed there are still positions available on the organogram that needs to be funded so that the required staff can be appointed. This is getting critical that staff be appointed to lighten the workload on the eight workshop staff members.

Recommended Solutions

Adequate budget needs to be made available for the upgrading of infrastructure and the staff component in the fleet section. If the vacant positions can be filled, the fleet section could be much more effective and productive.

Legal requirements

In terms of Section 84(1) (j) of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), the Kouga Municipality is responsible for the functions mentioned below:

- Coordination of the standardisation of infrastructure, vehicles, equipment and procedures.
- Training of mechanical technicians.

The Fleet department of Kouga Municipality is responsible to ensure the roadworthiness of all Municipal vehicles so that it can comply with the requirements of the National Road traffic act 93 of 96, and occupational health and safety regulations.

Daily operations.

During 2022/2023 this service handled a total of 4459 incidents, this comes to an average of 371 job cards opened and completed per month, which includes servicing and repairing of vehicles, repairing COF faults, and doing preventative maintenance as well as fitment of tyres and tyre repairs.

Below is a table of job cards, requisitions and money spent for 01 July 2022 to 30 June 2023:

ANNUAL REPORT 01 JULY 2022 TO 30 JUNE 2023						
ITEM	**JULY/AUG & SEPT 2022**	**OCT/NOV/DEC 2022**	**JAN/FEB 2023**	**MARCH/APRIL 2023**	**MAY/JUNE 2023**	**TOTAL**
WORKSHOP JOB CARDS OPENED	575	600	413	392	408	**2388**
SERVICE PROVIDER JOB CARDS OPENED	255	237	141	142	138	**913**
TYRE JOB CARDS OPENED [PROCURED]	81	89	59	45	63	**337**
TYRE JOB CARDS OPENED [REPAIRED]	128	144	102	115	172	**661**
JOB CARDS OPENED FOR 2ND HAND TYRES	46	45	20	19	30	**160**
TYRES PROCURED	181	147	125	93	111	**657**
2ND HAND TYRES STILL USABLE FITTED FOR VARIOUS REASONS – USED FOR SPARE WHEELS	50	47	22	22	33	**152**
TUBES PROCURED	0	0	0	1	0	**1**
TUBES AMOUNT PROCURED	R -	R -	R -	R 121.85	R -	**R 121.85**
TYRES AMOUNT PROCURED	R 416,492.47	R 347,841.13	R 291,858.61	R 249,260.20	R 334,349.01	**R 1,639,801.42**
TYRES REPAIRED	148	163	108	128	173	**720**
TUBES REPAIRED	0	0	0	0	0	0
VEHICLES LICENSE AMOUNT PAID	R 190,339.60	R 260,962.75	R 40,746.00	R 61,002.63	R 352,010.10	**R 905,061.08**
COF AMOUNT PAID	R 5,500.00	R 2,794.00	R -	R 1,128.00	R 1,128.00	**R 10,550.00**
HIRED VEHICLES AMOUNT PAID	R 102,539.24	R 271,740.45	R 115,828.24	R 18,018.99	R 164,436.85	**R 672,563.77**
REQUISITIONS TO SCM	500	400	264	234	261	**1659**
ORDERS RECEIVED	464	395	244	215	251	**1569**
ORDERS AMOUNT PAID TO S/PROVIDER	R 1,970,107.14	R 2,371,976.32	R1,195,501.68	R 1,154,208.90	R 1,383,235.63	**R 8,075,029.67**
FUEL USAGE VEHICLES SMALL PLANT AND VOUCHERS 01 JULY 2022 TO 30 JUNE 2023	R 5,641,894.56	R 6,940,722.29	R4,243,806.45	R 3,898,773.16	R 3,838,880.56	**R 24,564,077.02**

COMPONENT E: COMMUNITY AND SOCIAL SERVICES

3.10 WASTE AND ENVIRONMENTAL MANAGEMENT

The Community Services, Waste and Environmental Management section includes all activities relating to Integrated Waste Management, Environmental Health and Environmental Management.



The strategic objective of the Waste and Environmental Management section (W&E) is that all the communities of Kouga Municipality live in a clean and healthy environment that the environment is protected, maintained and managed in a sustainable manner for future generations.

Kouga Municipality's Waste and Environmental Management Section's approach to changing course is informed by the Integrated Development Plan (IDP) and Service Delivery and Budget Implementation Plan (SDBIP), which responds to the global, national, and regional challenges of climate change, resource constraints, the triple challenge of poverty, unemployment, and inequality, as well as improving the overall governance and compliance environment in the municipality.

Highlights 2022/23

- Climate Change Strategy approved for implementation.
- Public open spaces cleared and beautified in partnership with "Dorp van Drome", Patensie Pronk, Woodlands Dairy, JBAY Surfers, community groups and schools during 2022/23.
- Mandela Day 18 July 2022 – clean ups in Humansdorp, Pellsrus, Kruisfontein, Loerie, Aston Bay and main Beach Jeffreys Bay.
- Environmental Education School Programme implemented.
- The tree planting drive continued as a commitment to combating climate change. Over a thousand trees were planted
- The Cape St Francis dune management plan was submitted for approval.
- By-laws for Waste Management promulgated with fines.

- Recycling was introduced in schools, blue-flag beaches and shopping centers.
- Kouga Municipality awarded Blue Flag Beach status for Dolphin Beach and Cape St Francis
- Received R5m for DEDEAT for Keep Kouga Clean and Green
- EPWP funding approved by DFFE.
- Environmental days clean up campaigns - International Coastal Clean Up - 21 September 2022.
- Sculpture of the historic dog BRAG unveiled at Dolphin Beach.
- The section participated in the activities of Arbor Day and planted several trees.

The "Dorp van Drome" and "Patensie Pronk" continues to play a major role in the beautification of the Jeffreys Bay and Patensie areas.

Key Issues for 2022/23

- Climate Change
- Rapidly growing population
- Growing per capita waste disposal from rising income and consumption levels
- Pervasive throw-away culture of disposal and illegal dumping.
- Broader development imperatives with financial implications.
- Aged workforce and vacant posts.
- Vandalism of infrastructure.
- Lack of security (fencing) at landfills with number of waste pickers growing.
- Animal farming in residential areas.
- Spaza shops not adhering to by laws.

3.10.1 WASTE MANAGEMENT

To align with IDP, SDBIP and the Polokwane Declaration of zero waste to landfill sites, Kouga Municipality's Waste and Environmental Management section is changing its approach to waste management. A paradigm shift is needed to understand that waste is not "rubbish", but a resource or a raw material. This requires a 'full cycle' approach to waste management, with waste products becoming input materials to other value chains.

This requires increased focus on activities that will lead to waste minimisation and waste diverted away from landfill sites. It focuses on improved modes of collection, infrastructure, recycling, and production partnerships and aims to change behaviour and create awareness.

Kouga Municipality's Waste section will take leadership in changing course, however, the public's participation in waste minimisation initiatives is key to the programme's success. Kouga Municipality's Waste section will commit to implementing waste minimisation and recycling projects across Kouga Municipality area; however, communities will also need to be mobilised to sort waste at a household level to reduce waste going to landfills. Kouga Municipality's Waste and Environmental section is in the process of developing the following practical criteria to commence the changing course programme:

- Do away with the culture of abundance - change the way we do things within the constraints of limited resources.
- Increase productivity – doing more with less and managing our resources effectively, including landfill airspace, human capital, budget, and others.
- Develop measurable output indicators, which address the desired outcomes in the IDP.
- Utilise an integrated approach to ensure co-ordination of programmes and to work towards greater impact, working with all departments within Kouga Municipality with various responsibilities.
- Develop ward by ward, based remodelling programme, to align with the changing course.

3.10.2 REFUSE COLLECTION

The planning, control and alignment of all refuse collection and transportation services that provides for specific waste management measures, will be aligned to the norms and standards in terms of the National Environmental Management Act and Integrated Waste Management Plan.

Strategic Objectives

That communities enjoy a clean and healthy environment that is managed and maintained in a sustainable manner.

Description of Activities

The refuse collection functions of the municipality are administered as follows:

- Waste Avoidance
- Waste Stream Composition
- Waste Characterisation Results
- Domestic and Commercial Refuse Removal
- Waste disposal and landfill management

Residential areas, both formal and informal in the larger towns (Humansdorp) are serviced twice weekly and the other towns (Jeffreys Bay, Hankey, Patensie, St Francis, Cape St Francis, Oyster Bay, Loerie, Thornhill) are serviced once a week.

The table below indicates areas serviced once a week, by Kouga Municipality.

Table: Areas serviced for round-collected refuse.

Jeffreys Bay	*Humansdorp	*Oyster Bay	Patensie
*Aston Bay	*KwaNomzamo	Sea Vista	Hankey
*Pellsrus	*Vaal dam	*St Francis Bay	Loerie
Paradise Beach	*Arcadia	*St Francis Bay	Thornhill

Residential areas, both formal and informal in the larger towns (Humansdorp) are serviced twice weekly and the other towns (Jeffreys Bay, Hankey, Patensie, St Francis, Cape St Francis, Oyster Bay, Loerie, Thornhill) are serviced once a week.

Refuse Collection is done 3 times a week at all commercial businesses.

Equipment for Round Collected Refuse (RCR), skip bin collection and illegal dumping.

TABLE: WASTE COLLECTION EQUIPMENT

AREA SERVICED	2022/2023 EQUIPMENT
Jeffreys Bay	3 x Compactor Trucks 3 Ton Truck/ Skip Truck/TLB/Tipper
Humansdorp	2 x Compactor Trucks TLB/Tipper/Skip truck
Gamtoos Valley	1 x Compactor Truck TLB/Tipper
St Francis Bay	1 x Compactor Truck

WEEKLY REFUSE REMOVAL PROGRAMME

ST FRANCIS BAY	DESCRIPTION OF WORK CARRIED OUT
MONDAY	Phillipa Place to Otters Landing, St Francis Bay and Cape St Francis (Business + Domestic)
TUESDAY	Shore Rd to Diana Crescent, Assisi Drive to Lyme Rd (Domestic refuse)
WEDNESDAY	Cape St Francis, St Francis Bay and Cape St Francis (Business + Domestic)
THURSDAY	Oyster Bay (Domestic, shops and Industrial area)
FRIDAY	Sea Vista domestic, businesses and shops, Harbour, Links

GAMTOOS VALLEY	DESCRIPTION OF WORK CARRIED OUT
MONDAY	Patensie, Hankey, Weston (Business)
TUESDAY	Gamtoos mouth, Thornhill, Crossways, Nulaid, Loerie (Business + Domestic).
WEDNESDAY	Old Hankey, Phillipsville Ext 4, Rosedale, Plakkerskamp Domestic/Business
THURSDAY	Patensie town, (Business + farms).
FRIDAY	Ramaphosa village, Centerton
JEFFREYS BAY	DESCRIPTION OF WORK CARRIED OUT
MONDAY	Beaufort Flats, Jeffreysrus, Paradise (Business + Domestic). Businesses. Caravan Parks All Parks along the beach, entrances, town and townships. Litter Picking bags.
TUESDAY	Wavecrest East, Old Town, C/Place, Central town domestic, , Ferreira Town All Parks along the beach, entrances, town and townships. Litter Picking bags.
WEDNESDAY	Jeffreysrus, Ocean View (part) Domestic,Business, Caravan Park, Island Vibe, Supertubes All Parks along the beach, entrances, town and townships. Litter Picking bags.
THURSDAY	Wavecrest (lower) c,, Kabeljous, All Parks along the beach, entrances, town and townships. Litter Picking bags.
FRIDAY	Pellsrus, Tokyo Sexwale, Business, Mandela Bay, , Caravan Park, All Parks along the beach, entrances, town and townships. Litter Picking bags.

HUMANSDORP	DESCRIPTION OF WORK CARRIED OUT
MONDAY	West side of Town, Melt Melville Business in Voortrekker weg, Panorama, Main Street, Kynoch, Koelkor, Midas, Jet, Saverite, Motolek, Midas, Spar, 95 on Main, Kouga Kitchen, Madida House, Hospital, Country Club, Nico Malan and Arcadia Shopping Centre
TUESDAY	East side of town, Boskloof, Ambulance Boblok, Graslaagte, St Patrics School, Pep Stores, Mr Price, Mzingisi School, Lungiso, Trade Value, P.Z. Meyer Hospital, All Shops and Taverns in Kwanomzamo and Moeras Rivier formal houses
WEDNESDAY	Kwanomzamo, Main Street, Kekkel and Kraai, Old Mutual Building, Engine, Spar, Kruisfontein School and Kruisfontein and Vaaldam household refuse
THURSDAY	Maak n Laas, 7 de Laan, Donkerhoek, Gill Marcus, Johnson Ridge, Arcadia- Graslaagte School, Clinic Koelkor, Midas, Jet, Saverite, Motolek, Midas, Spar, 95 on Main, Kouga Kitchen, Madida House, Hospital, Country Club, Nico Malan, Kooperasie, All Shops and Taverns in Kwanomzamo and Arcadia Shopping Centre. Pola Park, Golf Course and Old Arcadia household refuse.
FRIDAY	West Side of Town, Mat Mellville, Engine, Main Street, Kynoch, East of town and Spar, P. Z. Meyer Hospital and Arcadia Shopping Centre.

BUSINESS, COMMERCIAL AND OTHER WASTE COLLECTION

Waste is collected from businesses weekly in all towns.. Some of the main commercial centres in Humansdorp are serviced twice a week, businesses in these areas have limited space for waste storage. Other commercial businesses in Jeffreys Bay receives a 3X collection a week.

Waste is removed from schools, retirement villages weekly and Humansdorp Hospital three times per week, excluding medical waste.

Illegal dumping spots have been identified and a programme is in place to eradicate and beautify these spots.

SALGA, in collaboration with Kouga Local Municipality hosted an integrated waste management training at the Newton Hall. Officials from DFFE and other municipalities attend the training and presented on how they deal with waste in their own spheres of work. The Waste Management Knowledge Sharing and Training Workshop 2023 provided an excellent opportunity for cities/municipalities as well as private sectors, industry, financial institutions, research organizations, NGOs, among others, to discuss the important areas for collaboration towards realizing resource efficient and zero waste societies, building on the recommendations in the COP27 Declaration.

Kouga Municipality's Waste and Environmental Section attended a workshop hosted by the Department of Fisheries, Forestry and Environment on 23 November 2022 at the Sarah

Baartman District Municipality to participate in the development of a waste economy masterplan for South Africa. Kouga Municipality participate in the National and Provincial waste forums and during this quarter new waste legislation was discussed. South Africa's waste management legislation is not only aimed at addressing "top-level" challenges but also has its focus on the challenges that face waste management in local government companies operating in the industry.

Some of these challenges are:

- Costs of waste management are not appreciated by consumers and industry.
- Lack of recycling facilities
- Landfill disposal is free due to site not fenced andtreatment costs are high.
- Too few compliant waste management facilities hinder the safe disposal of waste streams.

COMMUNITY WORKS PROGRAMME AND EXPANDED PUBLIC WORKS PROGRAMME

Kouga Municipality benefits from both the CWP and EPWP government's key programs aimed at providing poverty and income relief through temporary work for the unemployed.

3.10.3 LANDFILL MANAGEMENT

Waste volume received for the period July 2022 to June 2023

HANKEY

The table below indicates the waste received from July 2022 – June 2023, in m^3

Jul 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23
1 524m^3	2 179m^3	1 840m^3	1 483m^3	1 487m^3	1 059m^3	1 467m^3	1 895m^3
Mar 23	**Apr 23**	**June 23**	**Jun 23**	**Total**			
2 264m^3	1 440m^3	1 349m^3	1 610m^3	**19 597m^3**			

HUMANSDORP

The table below represent a summary waste landfilled for the Period June 2023- June 2023 in m^3.

Jul 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023
13 425m^3	14 724m^3	16 466m^3	15 494m^3	18 144m^3	13 990m^3	15 599m^3	15 164m^3
Mar 2023	**Apr 2023**	**June 2023**	**Jun 2023**	**Total**			
15 577m^3	12 667m^3	14 526m^3	12 742m^3	**178 518m^3**			

3.10.4 WASTE MINIMIZATION

The various waste management options can be placed in an order known as the Waste Management Hierarchy which reflects the relative sustainability of each. One of the key principles underlying waste management policy is to ensure that waste is dealt with as high up the Waste Management Hierarchy as possible. Since all waste disposal options have some impact on the environment, the only way to avoid impact is not to produce waste in the first place, and waste reduction is therefore at the top of the hierarchy. Re- use, followed by recovery techniques (recycling, composting and generating energy from waste) follow, while disposal to landfill or by incineration, the worst options, are at the bottom of the hierarchy.

The following recycling initiatives were undertaken:

- Recycling with "GOD SE HANDE IN PATENSIE"
- Recycling station at Supertubes/Cape St Francis
- Humansdorp recycling centre
    - Since 2019 to date, we constantly refined the recording of the waste received as well as recycled to align with the National Waste Information system. Recycling is done at the tip face of the landfill site and recyclables are taken to the recycling facility at the Humansdorp landfill site.
- E – Waste Recycling
    - October is earmarked for E-waste International day. Kouga Municipality participated by sharing information with Kouga Municipality Business forum and residents to encourage businesses and residents to implement the producer pay principal by taking back all e-waste to producers or retailers.
- Paradise Beach Drop Off
- St Francis Bay and Ocean View Drop-Off Sites
- Recycling At St Francis Airfield
- International Day of Zero Waste
    - The day was introduced to make people aware of the amount of valuable material that is discarded and to encourage people to reduce, reuse, recycle and think of what they do with waste.
- Recycling Vending Machine
    - A project in collaboration with Woodland's dairy.
- Events Recycling
- Zero Plastic Bags

Table: Recycling Humansdorp July 2022 to June 2023

Item	Ton												Total
	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Jan '23	Feb '23	Mar '23	Apr '23	May '23	Jun '23	
Steel	11.4	7.8	18.6	21.9	27.1	18.9	19.7	13.4	11.2	9.7	6.9	7.5	174.1
Copper	0.2	0.2	0.3	0	0	0	0.2	0.1	0.1	0.1	0	0	1.2
Aluminium	0.7	0.7	1.0	1.0	1.0	0.8	1.0	0.7	0.4	0.2	0.2	0.2	7.9
Alu Cans	1.8	1.3	1.7	2.1	2.4	4.0	5.2	2.0	2.1	1.5	1.4	1.1	26.6
Brass	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0	0	0	0.9
Glass	12.5	8.3	5.4	4.6	3.5	10.0	3.3	4.5	3.8	4.9	4.6	20.0	85.4
K4	153.1	153.5	174.7	178.5	133.0	165.5	166.7	144.5	117.5	122.7	100.5	102.6	1 712. 8
HL1	8.1	5.9	6.4	7.9	9.3	7.1	12.9	9.0	7.4	6.2	6.4	6.8	93.4
Paper (Other)	3.4	2.4	2.5	3.4	6.1	3.8	6.0	5.1	3.3	3.5	2.5	2.8	44.8
PET	30.9	22.0	29.3	22.2	23.7	23.5	32.2	24.6	19.0	17.8	12.7	11.3	269.2
Mixed Plastic	4.3	0	0	0	0	0	0	0	0	0	0	0	4.3
Steel Cans	6.6	5.7	6.8	6.7	7.7	2.5	2.8	5.2	6.4	5.6	5.9	5.6	67.5
HD Plastic	14.5	19.7	26.6	23.4	21.3	18.0	21.3	23.9	26.9	28.8	30.8	25.2	280.4
Batteries	0.2	0.1	0.2	0.3	0.3	0.1	0.4	0.2	0.2	0.1	0.1	0	2.2
E-Waste	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0.1	0	0	0	0.9
Bricks	0	4.9	3.8	10.4	3.2	2.5	2.7	5.3	7.2	6.3	2.5	6.0	54.8
Other	0	0	0.1	0	0	0	0	0	0	0	0.1	0.1	0.3
Total:	**247.9**	**232.7**	**277.6**	**282.6**	**238.8**	**256.9**	**274.6**	**238.7**	**205.7**	**207.4**	**174.6**	**189.2**	**2826.7**

3.10.5 ENVIRONMENTAL MANAGEMENT

Environmental resource management is the management of the interaction and impact of human societies on the environment. Environmental resources management aims to ensure that ecosystem services are protected and maintained for future human generations, and also maintain ecosystem integrity through considering ethical, economic, and scientific (ecological) variables. Environmental resource management tries to identify factors affected by conflicts that rise between meeting needs and protecting resources. It is thus linked to environmental protection, sustainability and integrated landscape management. Kouga Municipality strives to have zero impact on the environment throughout its operations.

The long-term vision is to manage, protect and sustainably use the natural assets of all Kouga areas, in partnership with the relevant communities, to preserve and ensure the continued existence of our rich biodiversity and its associated ecological processes and services of our environment.

3.10.5.1 KEEP KOUGA GREEN (KKG)

The Keep Kouga Green campaign was launched on 7 February 2020 at Nico Malan High School, Humansdorp and has continued during 2022/23. The purpose of Keeping Kouga Green is to offset Greenhouse gases emitted by human activities that can range from complex industrial production processes to simply driving a car. The projects include awareness campaigns regarding green communities to planting trees and beautifying the environment. The trees planted will absorb carbon dioxide from the atmosphere and provide health benefits, as well as environmental benefits, such as water and air quality preservation, and biodiversity protection. The KKG campaign is to mitigate and adapt to Climate Change.

The campaign seeks to establish a way to raise awareness about climate change and how to respond to global warming. It focuses on communities by promoting positive environmental behaviour and facilitating the sustainable growth within communities.

The Objective of Keep Kouga Green is to:

- Improve climate change adaptation through minimization of biodiversity loss and planting of indigenous trees,
- Encourage use of greener technologies to mitigate against environmental degradation, protection and enhancement of ecosystems,
- Restoration, enhancing, protecting and rehabilitation of open spaces,
- Maximize measures towards pollution mitigation,
- Recycling initiatives.

Kouga Municipality has initiated a Green Waste Strategy under the of Keep Kouga Clean and Green. The purpose of the strategy to mitigate against CO2 emissions and other greenhouse gas emissions, while reducing the green waste going to landfill. Projects such as Composting and Biochar production have materialised from this strategy.

3.10.5.2 GREENEST MUNICIPALITY

Kouga Municipality was placed second in the 2022 Eastern Cape Greenest Municipality Awards (GMA) – for the second time.

The awards, aimed to encourage sustainable development at local government level, was initiated in 2001 with a primary focus in implementing the national Waste Management Strategy – promoting a healthy environment, as well as green and clean towns in municipal areas.

3.10.5.3 TREE PLANTING

Kouga Municipality has initiated a tree planting drive as a commitment to combating climate change. Trees do not only create the oxygen we breathe and need to survive, but they also remove harmful greenhouse gases from the air and plays a major role in cooling down the planet. During the financial year 2022/2023 Kouga Municipality planted over 1 000 trees around Kouga. As part of Nature Conservation legislation Kouga Municipality needs to develop a Management Plan for all the relevant nature reserves and coastal areas.

The Department of Forestry, Fisheries and the Environment (DFFE) established the National Arbor City Awards (NACA) in 2002. The NACA are a quest to promote environmental greening and development thereby securing sustainable and healthy living environment for settlement areas in South Africa.

The NACA competition provides incentives and rewards to Municipalities who are doing their best in terms of greening, especially in townships and new settlement areas. The Kouga Local Municipality has been shortlisted for the 2023 NACA Competition.

3.10.5.4 KEEP KOUGA CLEAN

Kouga Municipality embarked on Operation Coca – Maak Skoon for the residents of Kouga as part of the Keep Kouga Clean programme. The programme started on Monday 17 January until 28 January 2023. The residents were allowed to place unwanted goods on the pavement for collection by the Municipality. The Municipality also identified central areas where skip bins were placed for Garden refuse and builders' rubble. Part of the programme was road marking, compliance and enforcement inspections by the Environmental Health Practitioners and Law Enforcement. Grass cutting, bush clearing and removal of unwanted goods in all areas was conducted. Traffic services conducted road marking and painted a total 47 roads during the operation and covered all the areas.

Jeffrey's Bay, South Africa is home to approximately 50 362 people (United Nations 2022). This population is expected to generate 5 657 kg of plastic waste per day (based on the South African average waste generation; IUCN, EA-QUANTIS 2020). Considering that Jeffrey's Bay is a coastal town, and assuming that 5% of plastic waste in South Africa ends up in rivers or the oceans (IUCN, EA-QUANTIS 2020), up to 283 kgs of plastic waste may enter the ocean from Jeffrey's Bay daily.

The Kouga Municipality are taking action to address the waste pollution issue in Jeffrey's Bay. As part of this initiative, they have consulted *Sustainable Seas Trust*, a non-governmental organisation based in Gqeberha, on how to intercept plastic waste in stormwater systems by installing litter traps at Dolphin Beach stormwater outlet.

As part of compliance the W&E section does inspections for compliance and enforcement. The table below shows the inspections completed:

Site Inspections Type	No.
Plot clearing, indigenous bush clearing, open spaces, greenbelts and fire breaks	13
Protected Trees	15
Complaints received and responded	36
Site Inspections with other departments (internal & external)	14
Sand Dune erosion and accretion	8
Wetland or Water recourse disturbance	5
Sewage spillages/run-off	13
Other	3

3.10.5.5 TREE MANAGEMENT/PLOT CLEARING

Overgrown plots have been a challenge in all Kouga areas and creates a health and fire risks. The department started with a private plot clearing programme to reduce the risk.

A Bush Clearing Policy was adopted in 2021 and it includes the clearing of private plots. Community Services Department is inundated with complaints from residential areas of overgrown private plots posing a fire, safety and security or health risk. The policy covers operational management principles, procedures and processes on public and privately-owned land for the following purposes only:

- Control and elimination of fire hazards.
- Combating and control of vegetation that is a verified fire hazard and other threatening danger.
- To protect and avoid communities that's surrounded by natural overgrown bush areas that endanger the communities.

Compliance notices are served to the landowners per registered post and by email as a courtesy where such information is provided in the municipal data base. Very few landowners respond to the notices and the Department identified high priority risk areas of privately owned properties as phase one for clearing by SMME's.

Part of W&E's scope of work is to ensure residents follow the proper channels when removing protected trees due to damage to infrastructure or for maintenance purposes. Therefore, to ensure compliance with legislation, W&E assists residents to obtain the permits from DFFE when they want to remove or prune protected trees. Site inspections were conducted at multiple locations for residents that wanted to prune Milkwood trees.

3.10.6 ENVIRONMENTAL PROTECTION

Environmental protection is a practice of protecting the natural environment on an individual, organization and government level, for the benefit of both the environment and humans.

Due to the pressure of overconsumption, population and technology, the biophysical environment is being degraded, sometimes permanently. This has been recognised, and

government has started placing restraints on activities that cause environmental degradation.

Kouga Municipality landfill sites are licensed through the National Environmental Management: Waste Act of 2008 and Environmental Conservation Act of 1989 that set out the conditions which we must comply with to ensure that the environment is protected against any degradation or pollution. To comply with the set conditions and to ensure that there is minimal damage to the environment, legal compliance audits are conducted quarterly and annually by an independent auditor and on an ad-hoc basis by the licensing authorities. In addition, inspections are conducted monthly at waste drop off sites and landfill sites to monitor the level of compliance with the various statutory licenses and best environmental practices.

The section's strategy is premised on waste minimisation to remedy and minimise the negative environmental impact caused by its operations to the environment and has appointed a recycling service provider. The recycling programme is aimed at socio-economic upliftment of communities as they are based on partnerships with the community. The implementation of the programme recovers recyclable material from drop off centres, commercial businesses, and events.

The section is increasing its focus on partnerships and stakeholder involvement to change behaviour and create awareness. During the year various successful events were held in collaboration with partners including the "Keep Kouga Clean" campaigns in collaboration with the Mayor and special day events such as Mandela Day.

Signage was installed at dune areas to inform the public that these are sensitive areas that the municipality is actively trying to rehabilitate. If residents avoid these sensitive areas, the areas stand a better chance to be rehabilitated over time. Rehabilitation of these dunes will help delay the encroachment process until the dunes can be stabilised with enough vegetation.

POPLAR DAM

The Poplar dam has been invaded by an invasive plant species known as *Salvinia Molesta* known as Kariba weed. The Kouga Local Municipality in partnership with the Centre for Biological Control (CBC) from Rhodes University has established a weevil rearing program aimed at controlling the invasive plant species. The Rhodes University is also using this site as a research project. The rearing facility has been erected at the Poplar dam.

The containers that house the weevils has been filled with water, the food source (Kariba weed) has been added to the containers and the first few batches of weevils have been released into the containers. The weevils will need time to multiply before release into the Poplar dam can commence. Monitoring is being done on a weekly basis which includes testing the pH in the containers, adding nutrients when necessary and opening/ closing the greenhouse during warm/cold days to ensure optimal temperatures are maintained due to the weevil being very susceptible to temperature changes.

Most recently more than 90% of the invasive plant has been physically removed with the help of residents that live near the dam. The reeds around the dam were also cleared in order to gain access to the Kariba weed that was stuck between and around them. There were unfortunately setbacks when it came to releasing the first batch of weevils onto the dam. The weevil population did not have sufficient numbers that would allow us to release them onto the dam in the time frames we had hoped for this was due to increased temperatures within the greenhouse as a result of a very hot summer season. However, the Kariba weed can quickly regrow as it is very difficult to remove every single Kariba plant and constant future monitoring will be necessary to ensure it does not take over the dam completely again. In the meantime, the rearing of the weevils will continue to help combat the regrowth of the Kariba weed.

3.10.7 POLLUTION CONTROL

Sarah Baartman District Municipality has embarked on development of a District Wide Environmental Pollution Control plan and other environmental management strategies.

Pollution Control is the process of reducing or eliminating the release of pollutants (contaminates, usually human – made) into the environment. It is regulated by various environmental agencies that establish limits for the discharge of pollutants into the air, water, and land. A wide variety of devices and systems have been developed to control air and water pollution and solid waste.

Air pollution control can be divided into two categories: the control of particulate emissions and the control of gaseous emissions.

Environmental Management and Environmental Health share this mandate due to the nature of contaminants that affect people and the environment. Pollution cases that have been reported were pertaining to sewage spills and illegal dumping have been referred to the relevant department.

Beaches are cleaned constantly and further provides protection services to ensure discipline, but there is currently not enough capacity to do this on a fulltime basis. Visits are seasonal and weather permitting.

Site inspection and selection for oil spill contingency training provided by the DFFE Oceans & Coasts branch:

Multiple sites were inspected with the DFFE O&C branch to look at all our beaches and estuaries within the Kouga area. The purpose was to visually assess the vulnerabilities of our beaches and estuaries in case of an oil spill. The goal is to include oil spill contingency plans for all our beaches and estuaries and to ensure that all relevant municipal staff are educated and trained on the procedures of an oil spill contingency plan.

3.10.8 BIODIVERSITY PROTECTION

The functions of biodiversity reside with Department of Economic Development and Environmental Affairs as the municipality does not have capacity. The municipality supports the mission to conserve the rich biodiversity and promotes initiatives to proclaim protected areas in terms of NEMA: Protected Areas Act while enhancing ecotourism through our nature reserves.

Our mission is to conserve the rich biodiversity, diverse natural ecosystems, and cultural heritage characteristics of our environment through the implementation of management programmes that have clearly defined management goals and objective for the enlightenment, enjoyment, and benefit of present and future generations.

The municipality has partnered with FOSTER to protect the nature reserves in Cape St Francis. Additional properties have been identified of high ecological and biodiversity importance and will be consolidated into the Erma Booysen Nature Reserve.

Reference	Performance Indicator	Reference	Data Element	2020/21 Baseline	2021/22 Annual	2022/23 Annual	Source
ENV4.11	Percentage of biodiversity priority area within the municipality	ENV4.11(1)	(1) Total land area in hectares classified as "biodiversity priority areas"	Not available (To be determined)	198ha	198ha	Community Services
		ENV4.11(2)	(2) Total municipal area in hectares		241800ha	241800ha	Community Services/ IDP
ENV4.21	Percentage of biodiversity priority areas protected	ENV4.21(1)	(1) Area of priority biodiversity area in hectares which is protected	Not available (To be determined)	127ha	127ha	Community Services/ IDP
		ENV4.21(2)	(2) Total area identified as a priority biodiversity area in hectares	Not available (To be determined)	75ha	75ha	Community Services

3.10.9 COASTAL MANAGEMENT

KM has adopted a Coastal Management Plan in terms of the Integrated Coastal Management Act. Coastal Management is having an impact on various functions within the Municipality such as Planning & Development as well as Infrastructure and Engineering. The Sarah Baartman District Municipality has established a district Coastal & Environmental Management Committee, and the 1st meeting was on 28 Sep 2022.

Climate Change Greenbook roll out initiatives in partnership with CSIR and Santam took place at SBDM, and indicators identified. The identified indicators demonstrate areas within the district that may experience high risk of climate change impacts.

- Agriculture – manage food insecurity.

- Biodiversity & Environment – the following are identified:
    - manage change in land-use,
    - rehabilitate degraded landscape.
    - stabilize sand dunes in coastal areas (setback lines).
    - manage loss of priority wetlands and river ecosystem.
    - manage alien clearing and
    - promoting greening

- Human settlement and human health – manage population growth and housing demand; improve municipal health services.

- Disaster management – manage disaster management – flooding, wildfires, etc.

- Infrastructure and water management – the following are identified:
    - manage drought.
    - manage drinking water quality in the district – testing and invest in water conservation measures.
    - measures to improve storm water management – poor drainage system.
    - improve water quality in municipal ecosystem – wetlands rehabilitation programs.
    - manage water and sanitation infrastructure.
    - manage waste infrastructure.

- Tourism and LED – the following are identified:
    - manage and maintain tourism attraction areas in the district - 7wonders etc.
    - maintain and manage economic investments in the district – promoting SMMEs and external investors.

SALGA/VVSG refresher training, localising service delivery and IVR call centre programme took place at the Community Services boardroom on 22 September 2022. This is an application to report complaints.

BLUE FLAG STATUS

The Blue Flag Programme promotes sustainable development in freshwater and marine areas. It challenges local authorities and beach operators to achieve high standards in the four categories of: water quality, environmental management, environmental education and safety. Over the years, the Blue Flag has become a highly respected and recognized eco-label working to bring together the tourism and environmental sectors at local, regional and national levels.

Three beaches in the Kouga region have been awarded Blue Flag world-class status and the right to wave their Blue Flag Status on 3 November 2022.

Dolphin Beach in Jeffreys Bay once again got the nod from the adjudicators to fly the blue flag.

Another addition to Kouga's achievement was Cape St Francis Beach and Marina Martinique (a private beach) - both receiving Blue Flag Status.

Blue Flag Status is awarded for excellence in safety, amenities, cleanliness, and environmental standard.

BLUE FLAG PROGRAMS

Lifeguards' water safety education and awareness.
The Lifesaving Service section focuses on creating awareness through water safety programmes towards schools and the community, providing training for locals, preventing, or reducing the risk of drownings, mitigating the severity of emergencies, emergency preparedness, rapid and effective response to emergency situations and post emergency assistance.

During November and December 2022, the lifeguards at Dolphin Beach did education and awareness campaigns around water safety with Jeffreys Bay Primary School. The lifeguards also did the same campaign in Hankey at Yellowwoods Nature Reserve with Hankey Primary School.

CAPE ST FRANCIS DUNE MANAGEMENT

Kouga Municipality undertook a Basic Assessment application for the maintenance and management of Cape St Francis Dunes. The application was submitted in terms of the EIA Regulations (as amended 7 April 2017) under the ambit of the National Environmental Management Act (No. 107 of 1998) as amended. On 18 April 2023, the Eastern Cape Department of Economic Development, Environmental Affairs and Tourism (DEDEAT) issued an Environmental Authorisation (EA) for the application (DEDEAT Reference EC08/C/LN1&3/M/32-2022.

OYSTER BAY – DUNE REHABILITATION

The Kouga Local Municipality in partnership with the Rate Payers Association appointed a consultant to developed a Maintenance Management Plan (MMP) for the dune systems in Oyster Bay. Implementation of the approved Plans commenced in 2019.

The MMP were developed to address the threat of dune enchroachment onto properties and critical infrastructure. The goal of the MMP is to stabilise the fore-dune systems by creating vegetated berms to trap the sand and eventually form stable vegetated berms.

The coastal habitat acts as a major ecological corridor and is of great importance for climate change adaptation as it is the first line of defence for landward areas from impacts of sea-level rise and storm surges.

To date berms have been created and brush packed with cleared alien invasive vegetation until such time that vegetation of the berms can commence. The implementation of the MMP has not been without its setbacks. The Kouga area has been declared a drought disaster area which has made revegetation efforts challenging since watering of the vegetation, especially in the initial stages is cruical for the success and survival rate of the planted vegetation. However, there has been success in getting pioneer grassess and other dune vegetation to take root on the fore-dunes.

In February 2019 the department commenced with the removal of sand which were encroaching on Brander Street and adjacent properties in Oyster Bay.

Approximately 80% of the dunes overrunning Brander Street have been pushed back, except for one dune where the Black Oyster birds were nesting.



Brander Street and Adjacent Properties in Oyster Bay

SEEKOEI ESTUARY MANAGEMENT

W&E does water monitoring monthly at all estuaries within the municipal area as well as its Blue Flag beaches to ensure safe water quality for the community and tourist. Microbiological and chemical water sample are taken. The artificial breaching of the estuary mouth commenced in June 2023 after NEMA Section 30A application was approved by the Department of Economic Development, Environmental Affairs and Tourism (DEDEAT). The opening of the estuary mouth was clearly successful with respect to objectives set.

3.10.10 CLIMATE CHANGE

Kouga Municipality has adopted a Climate Change Strategy and the Strategy is aligned with the Sustainable Developmental Goals 2030 and the IDP. Priority areas has been identified and an implementation plan with resource allocation, costs and timeframes are being developed from the strategy. Due to the importance of climate change adaptation and mitigation several workshops are planned, and climate change documents needs to be reviewed.

Kouga Municipality hosted a climate change workshop in partnership with Green Cape. This workshop series aims to enhance participants' understanding of the opportunities for, and challenges to the adoption of clean/green solutions in their contexts. It further seeks to accelerate green economic innovation and growth by showcasing the methods of overcoming barriers to green innovation.

3.10.11 ENVIRONMENTAL ACTIVITIES

CLEAN UP CAMPAIGNS - SURF SCHOOL KIDS CLEAN UP









INTERNATIONAL CLEAN UP AND RECYCLING DAY 7 SEPTEMBER 2022






SCHOOL PROJECTS - TRAINING AND EDUCATION



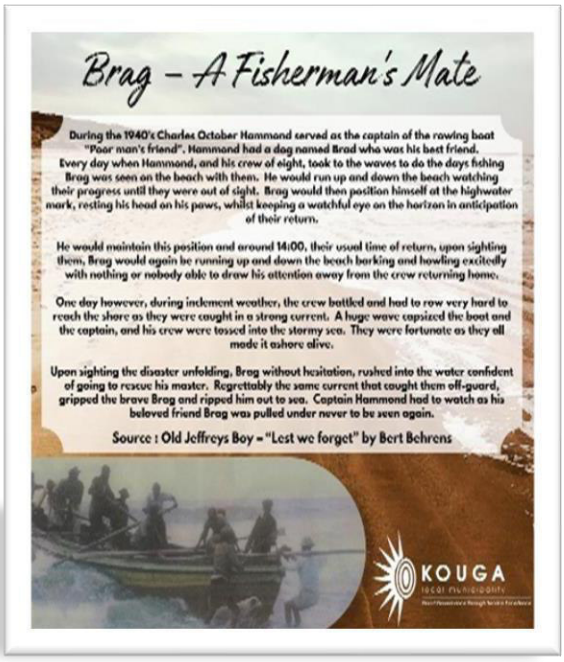




PRESERVING LOCAL HISTORY

Preserving the local history is an important part of not losing touch with the history of Kouga. By showcasing our local history, the community does not forget these historical moments that brought communities together. W&E section is coordinating the launching of historical projects that included Geelstert and BRAG (A fisherman's mate)

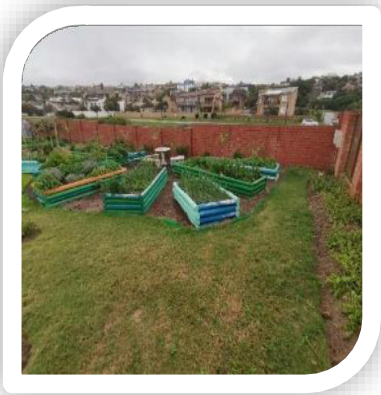
Geelstert, fishing boat of Jeffreys Bay, dates to the sixties. Geelstert was one of the last two of the original 20 working fishing boats in Jeffreys Bay. In a staged mock-up many visitors took part in the historic manoeuvre of fishing boats from the sea. On this occasion Theuns Jordaan performed "Skipskop" and SABC TV filmed the procedures.





THE GREEN GARDEN/ COMMUNITY GARDEN

The Green Garden is a community established garden and vegetable garden that is managed and maintained by the community. People from the community can collect vegetables grown at these gardens. The purpose of the community garden is to raise awareness on food security and that with little effort, people can create their own food gardens at home.







3.12 ENVIRONMENTAL HEALTH

SERVICE DELIVERY STRATEGY

To improve the health status of communities through the identification, evaluation and control of critical factors that affect the physical, social, and mental well–being of communities.

Environmental Health Services are mainly preventive health services and are therefore largely protecting public health and preventing health hazards/risks and diseases.

FUNCTIONS OF ENVIRONMENTAL HEALTH SERVICES

- The functions of Environmental / Municipal Health Services for the Municipality are as follows:
- Water Quality Monitoring,
- Food Control,
- Waste Management: illegal dumping,
- Health Surveillance of premises,
- Pauper Burials: attending to applications for exhumations and reburials,
- Surveillance and Prevention of Communicable Diseases,
- Vector Control,
- Environmental Pollution Control, attending to complaints and health nuisances,
- Evaluation of Cemeteries, Mortuaries, and funeral undertakers' premises,

- Active Environmental Education Sessions and Awareness Campaigns / Programmes,
- Business registration & hawker programmes

The above functions as rendered by the Municipality excludes Port Health, Malaria Control and Hazardous Substances which are functions and competency of the Eastern Cape Department of Health.

ANNUAL PERFORMANCE AS PER KEY PERFORMANCE INDICATORS IN ENVIRONMENTAL HEALTH SERVICES

Description of the Activity and Analysis of the Function	Environmental Health	2021/22 No. of Facilities	2021/22 No. of Visits	2022/23 No. of Facilities	2022/23 No. of Visits
Surveillance of premises	Inspection and evaluation of food premises, milk farms and other facilities to ensure compliance to all Health Regulations and to ensure that products sold to the public is fit for consumption	827	2399	820	2305
Water Quality Monitoring	Water Quality Monitoring: Sampling of water for bacteriological and chemical analysis to ensure compliance with SANS 241 and to ensure that the water is fit for human consumption.	35 Sampling Points 12 X 35 Bacteriological Samples 4 X 35 Chemical Samples Extra for Covid19: 156 Bacteriological Samples Failure Resamples: 90 samples	806	Sampling Points 12 X 35 Bacteriological Samples 4 X 35 Chemical Samples Additional Samples: 101 Bacteriological Samples Failure: 14 Resamples	675

Description of the Activity and Analysis of the Function	Environmental Health	2021/22 No. of Facilities	2021/22 No. of Visits	2022/23 No. of Facilities	2022/23 No. of Visits
Waste Management	Waste Management: identification of illegal dumping sites to ensure a clean and healthy environment.	15 Illegal Dumping Sites	25	12 Illegal Dumping Sites	24
Health Surveillance of Premises	Health Surveillance of Premises: Assessment of factors including ventilation, lighting, moisture, and approval of building plans to ensure safety.	235 Building Plans & Land Use Applications	235	213 Building Plans & Land Use Applications	213
Surveillance & Prevention of communicable diseases	Surveillance & Prevention of communicable diseases: Health and hygiene promotion to prevent communicable diseases and disease outbreaks.	Ongoing as per visit to facilities	Ongoing as per visit to facilities	Ongoing as per visit to facilities	Ongoing as per visit to facilities

Description of the Activity and Analysis of the Function	Environmental Health	2021/22 No. of Facilities	2021/22 No. of Visits	2022/23 No. of Facilities	2022/23 No. of Visits
Vector Control	Vector Control: Vector control of public health interest including the control of anthropoids, rodents, and other alternative hosts of diseases.	15 Facilities (Municipal Buildings)	10	15 Facilities (Municipal Buildings)	10
Environmental Pollution Control	Environmental Pollution Control: Identification of polluting agents and their sources to ensure hygienic working living and recreational environment, e.g., management of overgrown plots.	319 Notices Issued	Cleared by Owners: 17	166 Notices Issued	Cleared: 22
Disposal of the Dead	Disposal of the Dead: Manage, control and monitoring exhumations and reburial or disposal of human remains	16 Application	16 Approved	8 Applications	8 Approved
Business Registration & Hawkers Programme	Business Registration & Hawkers Programme: Registration on of all new businesses in terms of the Business Act, including hawkers.	67 Applications	67 Approved	53 Applications	33 Approved

NELSON MANDELA UNIVERSITY'S 4TH YEAR ENVIRONMENTAL HEALTH STUDENTS – EDUCATIONAL TOUR – SEPTEMBER 2022

Environmental Health students from Nelson Mandela University visit the Municipality once a year for a weeklong practical tour in the field of Environmental Health. It has been a long-standing collaboration between the Municipality and the University, for more than

fifteen years, but due to Covid 19, the students could not be accommodated for the educational tour due to the restrictions that were in place.

This year, the educational tour was revived, and the fourth-year students visited the Municipality from Monday, 26 September until Friday, 30 September 2022, with a total of twenty-one students accompanied by two lecturers. As part of the students' in-service training, they come to the Municipality to get the necessary practical exposure.

The Environmental Health Practitioners together with the Nelson Mandela University lecturers takes these students on day trips to different premises/facilities to introduce and give the students the necessary experience as to the scope of practice of environmental health, pertaining to Municipal Health services.

The students were exposed to some of the services the Municipality offer to the community, such as the waste / landfill site, wastewater treatment works, and water treatment works. They were also presented with discussions around waste management, occupational health and safety, climate change strategies as well as drought mitigation. They were educated on the link between Environmental Health, in particular Municipal Health services, and other service delivery elements.





HEALTH EDUCATION & AWARENESS PROGRAM IN LINE WITH WORLD ENVIRONMENTAL HEALTH DAY (WEHD) AT DAYCARE CENTERS – SEPTEMBER 2022

World Environmental Health Day is celebrated on 26 September every year by the International Federation of Environmental Health (IFEH) to promote the awareness of different issues surrounding environmental health. This event is celebrated annually and globally. Environmental Health addresses all the physical, chemical, and biological factors external to a person, and all the related factors impacting behaviours. It encompasses the assessment and control of those environmental factors that can potentially affect health. It is targeted towards preventing disease and creating health-supportive environments.

The purpose of the program is to educate the children and caregivers on the importance of health and hygiene, water conservation, the effects of illegal dumping on the environment and to encourage the residents on the importance of caring and taking ownership of their health and environment. This section identified four day-care centres within Kouga Local Municipality where the program was conducted, and these are as follows: Madiba Bay, Masikhule, Ethembeni and Siembamba

The focus of the education and awareness program was the following:

- Health education and awareness
- The importance of hand washing for health
- Demonstration of how to wash hands properly.
- Clean up in and around the grounds.
- Planting of trees in and around the grounds

Each of the creches / day-care centres were presented with educational material, hand sanitizers, hand soap, disinfectant, trees and goodie packets for the learners.

ENVIRONMENTAL HEALTH GLOBAL HANDWASH DAY: SCHOOLS FOOD SAFETY & HYGIENE AWARENESS PROGRAM:

Celebrated annually on October 15, Global Handwashing Day (GH Day) is a global advocacy day dedicated to increasing awareness and understanding about the importance of handwashing with soap as an easy, effective, and affordable way to prevent diseases and save lives.

The 2022 Global Handwashing Day theme focused on the links between handwashing and food including food hygiene and nutrition. Hand Hygiene is an important part of keeping food safe, preventing diseases, and helping children grow strong.

The Environmental Health Section identified Schools which participate in the schools feeding scheme program to conduct health education and awareness around food safety and hand hygiene. The focus of the program was food handlers involved in the preparation of food for school children. The following topics were discussed with the food handlers:

- Food safety & hygiene
- Personal and environmental hygiene
- Compliance to R638

A total of 21 schools were reached with the program.

EDUCATION & AWARENESS PROGRAM: DROUGHT MITIGATION & WATER CONSERVATION IN LINE WITH NATIONAL WATER WEEK (APRIL 2023)

The National Water Week campaign is aimed at educating the public about their responsibility in water conservation initiatives, raising awareness around the need to protect and conserve the country's water resources. The Department of Water and Sanitation celebrates Water Week by urging everyone to use water sparingly to ensure **Water for All.** The theme for National Water Week 2023 is "Accelerating Change".

Kouga Environmental Health celebrated this important campaign by visiting Grade 5 learners at several schools within the Kouga Municipal Area during the month of April 2023. The purpose of the program was to educate the Grade 5 learners on topics not only limited to water conservation and drought but also to general health and hygiene as follows:

Importance of Water	Personal Hygiene	Environmental Hygiene
- Importance of water for life - Water conservation - Protection of our water sources - Link between water and health - The meaning of drought and the effects thereof	- What is Personal Hygiene - Washing of Hands - When to Wash Hands - How to Wash Hands	- What is Environmental Hygiene - Cleaning & Sanitizing of surfaces and equipment

ANIMAL MANAGEMENT

Outbreak of African Swine Fever.

On 2 January 2023 the Community Services Department was informed of pigs that have died in Ocean View. After investigation it was found that several pigs died, and many were disorientated the services of a specialist vet was called in and assisted with an autopsy on some of the pigs and it was found that the pigs were dying from African Swine Fever.

Community Services immediately started with community engagement by doing door to door visits, loud hailing, and community meetings. The worst outbreak was in Ocean View but dead pigs were also reported in Sea Vista, Kwanomzano and Thornhill. All areas were visited by Animal Care organisations, the State Vet department and Community Services. Since the outbreak 420 pigs died. The conditions where the pigs are living are not suitable and it needs to be addressed as a matter of urgency.

Activity	Number
Spaying and Neutering - dogs	1 403
Spaying and neutering cats	488
Mange treatment - at least	1 601

Activity	Number
Parvo treatment 5 per day - at least	2 186
Vaccinations	2 229
Out Reach Days	
Kareedouw	12
Thornhill	12
Loerie	12
Tokyo Sexwale Town ship	48
Humansdorp Landfill	48
Joubertina	4
Hankey	12
Patensie	12
Oysterbay	2
Unchain the dog	12
Adoptions Cats and Dogs	265
Deworming - low estimate	5200
Euthanizing cats and dogs **	480
Dead seal removal	9







Other activities undertaken by animal rescue organisations supported by Community Services included:

**Urgent need for cremation facility for pets in Kouga.

3.13 LIBRARIES, MUSEUMS AND COMMUNITY FACILITIES

3.13.1 LIBRARIES

Kouga Municipality Libraries provide the community of Kouga with access to educational, informational, and recreational material in general or for specific users regardless of race, gender, age, language, financial or educational status.

Strategic Objective

- To ensure that the communities of Kouga have access to facilities and resources that libraries offer.
- To develop skills, preserve and conserve their culture and natural heritage.
- Provision of a safe and free library service for reading and learning.
- Provision of a free and guided access to knowledge and information to support formal and informal education.

The following library information services are at the libraries:

- Computers for staff
- Computers for public
- Telephone Lines
- Internet Services

Helpdesk Computers, Network and Telephones

Out of fourteen libraries of Kouga Local Municipality, the computers and network connections of twelve are fully operational. Thornhill and Ukhanyiso Libraries both have working computers but no network connection. Seven Libraries have working telephones. Hankey North & South, Patensie, Loerie, Mbuyiseli Nkosinkulu, N.B. Mathodlana, Tokyo Sexwale, Ukhanyiso and Thornhill Libraries that have no telephones.

Gamtoos Valley Telephone lines and internet in most Municipal Offices not working due to connectivity problems in the entire GV Areas. The connectivity problem in the area is being attended to.

		Reference	Data Element	Q1 – Q4	Sources
HS3.6	Average number of library visits per library	HS3.6(1)	(1) Total Number of Library Visits	44 374	Community Services
		HS3.6(2)	(2) Count of Municipal Libraries	14	Community Services

Jeffreys Bay Library Renovation and Extensions Project

Jeffreys Bay Library was renovated and extended; the project was funded by DSRAC at **cost of R12 949 842.15.**

Circulation Services

Circulation of Books from **01 July 2022 – 30 June 2023** = **90 558**

Total Number of Walk in Patrons that used the library = **44 374**

Total Number of Registered Members of the Library that used the library = **243 209**

3.14 PARKS AND OPEN SPACES



The establishment and maintenance of public open spaces within the Kouga area.

Strategic Objective

The Communities have access to Public Open Spaces and Gardens which are well managed and maintained.

Description of Activities

- Mowing of Grass (Verges, Picnic Areas, Public Open Spaces, Play Parks, Municipal installations, and offices)
- Alien Vegetation/ Bush Clearing.
- Removal of debris.
- Beautification of open spaces, gardens, and entrances.
- Development of new play parks.
- Planting, Trimming, and felling of trees.

Reference	Performance Indicator	2022/23	Source
C53.	Square meters of maintained public outdoor recreation space	185859,6 sq meters	Community Services
C54.	Number of municipality-owned community halls	13	Community Services

Highlights:

Upgrading of the Parks for Recreational purposes

- Dogwood Labyrinth launched in July 2022.
- Pellsrus Park upgraded (work included painting of umbrellas and chairs including concrete bollards, install 2 x ablution containers (male/female) installation of lights, installation of notice boards.
- Yellowwoods Parks ablutions upgraded (works included: Painting, upgrading of the showers, toilets, tiling, installation of toilet cistern, hand basins, ceiling and electrical works and fixing swings and bush clearing was done, installation of notice boards)
- Patensie Park (installation of steel doors and painting of ablution blocks)
- Jeffreys Bay dog-friendly park is re placed by Pellsrus 220 Park. Work included (creating playpark out of tyres and other recyclable material, painting playpark equipment, maintaining the garden planting more of plants)
- General maintenance of park in Johnsonridge & Pelikaan Street, (cutting of grass and general cleaning)

LAUNCH OF LABYRINTH – 5 JULY 2022



UPGRADING OF PELLSRUS 220 PARK

BEFORE



AFTER



PARTNERSHIPS:

Kouga participated in activities initiated by different partners ("Dorp van Drome,

Patensie Pronk, J-Bay Surfers and Woodlands Dairy to keep Kouga clean and green.

PATENSIE PRONK



DORP VAN DROME – ZOETELIEF AND NSRI



SUPERTUBES PARK WILDLIFE RETURNING



3.15 CARAVAN PARKS AND CAMPING

Strategic Objective

The Communities have access to caravan parks and resorts which are well managed and maintained.

Description of activities

- The maintenance of all Council Caravan Parks and Resorts
- To identify needs and respond to customer complaints to ensure customer satisfaction.
- Reconciliations of bookings and invoices.
- Reservations and bookings

Challenges:

- No marketing plan for the parks.
- Vandalism at Gamtoos Mouth Caravan Park and Yellowwoods

Solutions:

- Plans are in progress to develop a marketing strategy in conjunction with the Tourism sector.
- Security Cameras are to be installed.

Highlights:

3 x Caravan Parks (Pellsrus Caravan Park, Jeffreys Bay Caravan Park and Yellowwoods) were maintained and upgraded.

Pellsrus Caravan Park Upgrades





3.16 SPORTS, RECREATION AND COMMUNITY HALLS

Strategic Objective

Communities have access to affordable sporting and community recreation facilities that are well-maintained and managed.

Description of the Activity:

The provision of various community and social services within the municipality is administered as follows and includes:

- Control of all existing sport facilities
- Control of all existing community recreation facilities
- Maintenance programs for both sport & recreation facilities
- Marking of pitches
- Preparation for special events at all facilities.
- Identification and application for new facilities as the need arises.
- Handling of reservations
- Reconciliations
- Procurement of required amenity equipment.

Challenges:

- Vandalism of Sport fields is still challenging.

Solutions:

- Installing Security Cameras to all hotspot facilities.
- Council is in a process of entering into a custodianship with sport clubs for the upkeep and maintenance of the existing sport facilities.

Highlights:

Sea Vista sports field upgrading was completed and handed over to Community Services, the sports field is in use now.

RENOVATING COMMUNITY HALLS

- **Andrieskraal Hall**
  (Painted, tiling, toilet cisterns and hand basins installed, ceiling and roof repaired + electrical works)
- **Newton Hall**
  (Ablutions tiled and painted)
- **Pellsrus Hall**
  (Window frames replaced and new stage was installed)
- **Oyster Bay Hall**
  (Material supplied to repair roof)

UPGRADING OF SPORTS FIELDS

- **Kruisfontein Sports Field Clubhouse**
  (Painting inside, tiling, installation of toilet cisterns and hand basins, ceiling)
- **Tokyo Sports Field**
  (Installation of heavy duty security door, installation of geysers, replacement of hand basis and toilets, installation of 50m barbwire fence)
- **Hankey Phillipsville Sports Field**

(Repairing the fence, gate, closing of windows at the clubhouse and repairing the pitch.)

- **Pellsrus Sports Field**
  (Repairing of outside plumbing, replacement of hand basin and toilets, installation of 50m barbwire fence, changeroom painting, inside doors replaced, painting of outside wall and rocklas)

Maintenance of flood lights at Pellsrus, Tokoyo and Kruisfontein Sports field was done. Phillipsville Sports field maintenance was done (painting of the roof, painting inside, installing ceilings, finalising the plumbing work – general maintenance of the pitch)

PAINTING OF ROCKLAS AT PELLSRUS SPORTS FIELD

Before **After**





3.17 BEACHES AND ABLUTION FACILITIES

Communities have access to clean beaches with clean facilities that are well maintained.

The provision of various beach ablution facilities within the municipality is administered as follows and includes cleaning ablution facilities and the beach areas.

Due to vandalism of our facilities, especially after hours, cameras are being installed in all hotspot areas.

Highlights:

A total of 26 toilets were upgraded in St Francis Bay, Jeffrey's Bay and the GV area.

3.18 CEMETERIES

The identification of land, planning and co-ordination of all cemetery management activities throughout the Kouga (17 cemeteries with 8 active cemeteries).

Strategic Objective

Communities to have access to affordable and adequate cemetery services.

Description of Activities

- Identification and applications for the establishment of new cemeteries.
- Maintenance of existing cemeteries.
- Digging, trimming, and closing of graves.
- Cleaning and beautification of cemeteries.
- Cleansing of public amenities at cemeteries.
- Administration and maintenance of The Wall of Remembrance.

Challenges

- Most cemeteries have reached full capacity.
- Fencing of new and old Cemeteries was identified.

Solutions

- Apply for Environmental authorization for more new Cemeteries.
- Budget provisions for Fencing of Cemeteries.

STATUS QUO OF CEMETERIES

AREA	WARD	BURIALS PER YEAR 2020/21	BURIALS PER YEAR 2021/22	BURIALS PER YEAR 2022/23	AVAILABLE SPACE
HUMANSDORP					
Town	15	192	274	212	Yes
Kwanomzamo	6	77	106	88	Yes
Graslaagte	15	None	None	None	Full
Jeugkamp	4	None	None	None	Full
JEFFREYS BAY					
C-Place	11	191	205	171	Yes
Dr BB Keet	8	None	5	2	Full

AREA	WARD	BURIALS PER YEAR 2020/21	BURIALS PER YEAR 2021/22	BURIALS PER YEAR 2022/23	AVAILABLE SPACE
Pellsrus Duine Weg	2	None	None	None	Full
Pellsrus Roman Str	2	None	None	None	Full

GAMTOOS VALLEY					
Centerton	9	2	5	5	Full
Hankey Town	9	81	5	None	Full
Milton	9	111	24	None	Full. Congregational Church Cemetery used
Hankey Town New	9		110	117	New Hankey Cemetery approved through EIA process
Weston	13	4	6	4	Almost Full Congregational Church Cemetery used
Ramaphosa	10	None	None	None	Full
Patensie Town	10	75	99	65	Almost Full New Patensie Cemetery approved through EIA process
Thornhill Private Land	7	9	8	10	New Thornhill Cemetery approved through EIA process
Loerieheuwel	7	22	19	20	Almost Full

3.19 FIRE AND DISASTER MANAGEMENT

3.19.1 FIRE SERVICES

The Kouga Fire Department serves the community by delivering swift and quality services to the public. It consists of four fire stations based in Humansdorp, Hankey, Jeffreys Bay, and St. Francis Bay and these stations serve a jurisdictional area of 2670 square kilometers.

Firefighters are responsible for the protection of life, properties, and the environment. This is accomplished through the suppression of fires, rescuing persons from danger and mitigation of hazards. Work is usually performed under adverse conditions and requires the use of sound judgment and the ability to make rational decisions under stressful and emergency circumstances.

The Fire and Disaster Services attended to 511 incidents during the year and achieved a response time of 83.82% within 15 minutes from call received until the time of arrival at the incident. The service strives to improve on response times by establishing volunteer fire fighting teams in the outlying areas to empower the community and enable them to practice better and smarter fire safety techniques. The aim is to train community members on basic firefighting in the wards and provide them with basic firefighting equipment.
The Fire Service also established overall good relationships with the community which leads to positive and successful cohesion during incidents.

Working On Fire strengthened their relationship with Kouga Municipality Fire Services by signing a five- year agreement until 2028. A new base was also established in Humansdorp to assist with bush clearing in the various wards of Humansdorp. Bush clearing and the maintenance of fire breaks is ongoing and there is vast improvement with the identified risk areas in the wards. Working on Fire has also assisted the municipality with two (2) chipper machines as per their mandate to address overgrown areas and maintain fire belts/breaks within the Kouga area.

Fire awareness campaigns and yearly evacuation drills were held at various public institutions like the hospitals in Humansdorp, Hankey Magistrate court and Old Age Homes in Humansdorp and Jeffreys Bay. Evacuation drills and basic firefighting training with municipal staff has also improved. Evacuation drill and simulation exercises between Woodlands Dairy, the Windfarm and the Kouga municipal fire teams are a yearly arrangement and highlight for the service. Fire awareness and safety education at schools in Kouga is also a highlight and very important to the service. Schools all over Kouga jurisdictional wards were visited as below:

Awareness and Training	1st Quarter July – September 2022	2nd Quarter October – December 2022	3rd Quarter Jan -March 2023	4th Quarter April - June 2023	Grand Total 2022/2023
Number of civilians reached	75	229	50	53	407
Type of institutions visited. (e.g., Old age home/Hospital / Clinic / Factory / Govt. buildings / Library etc.)	Awareness and training were conducted at various institutions and community members in the wards. Shops, Restaurants, Humansdorp & Isivivana Hospital, Woodlands Diary, Old Age Homes, Townhouse complexes, Dept of justice St. Francis Links, Fountains mall, Elmo's Furniture Factory Woodlands Dairy, Kouga Partnership Hospital ,Isivivana Hospital Kouga municipal buildings, The Windfarm, St. Francis Links				
Number of children and teachers reached	0	1025	126	18	2001
Number of schools covered	0	8	3	2	13

- Smiley Kids - Ward 11
- Pellsrus Primary School – Ward 2
- Kings College - Ward 14
- Jeffreys Bay Comprehensive High School - Ward 11
- Graslaagte Primary School – Ward 4
- Hankey Primary & Bambi Pre-Primary School - Ward 9
- Kate van der Merwe Primary School – Ward 5
- Centre of Grace Foundation – Ward 11
- Loerieheuwel Primary School – Ward 7
- Kleine Engele Daycare – Ward 15
- Eagles Accolades - Ward 11
- Sea Vista Primary School - Ward 1
- Makhunyane Primary School - Ward 2
- Kingdom Rise School - Ward 2
- Nolutho Day Care - Ward 6

The rise in structural fires is a concern for the department since loadshedding increased, which encouraged firefighters to embark on door-to-door awareness and educational programmes within the wards of KwaNomzamo, Thornhill and Oceanview. This exercise is ongoing and continue daily.

					2022/23			
Reference	Performance Indicator	Reference	Data Element	2020/21 Baseline	Q1	Q2	Q3	Q4
FD1.11	Percentage of compliance with the required attendance time for structural firefighting incidents	FD1.11(1)	(1) Number of structural fire incidents where the attendance time was less than 15 minutes		26 Structural Fires from July to September 2022	27 Structural Fires from October - December 2022	23 Structural Fires from January to March 2023	14 Structural Fires from April to June 2023
		FD1.11(2)	(2) Total number of distress calls for structural fire incidents received		29 Distress Calls for Structural Fires During July – September 2022.	33 Distress Calls for Structural Fires in October – December 2022	25 Distress Calls for Structural Fires from January – March 2023	14 Distress Calls for Structural Fires from April to June 2023

The procurement of 2 x 4 X4 LDV's for bushfire fighting purposes is also very encouraging for the service to complement the old and existing fleet. This project is funded by the Sarah Baartman District Municipality as per Service Level Agreement.

The Community Fire Safety Bylaw was approved and workshopped with stakeholders for the enforcing of the bylaws and transgressions.

3.19.2 DISASTER RISK MANAGEMENT

The Disaster management section and Kouga Municipality dealt with the devastating effects of drought, loadshedding and floods during the year.

The following disaster management policies have been developed to enhance the coordination and the management of disastrous incidents.

The Disaster Management Plan for the Kouga Local Municipality has been reviewed and adopted by Council.

Preparedness and Contingency plans have been developed and are ready for policy discussion and approval by the policy committee.

A term of reference for a Municipal interdepartmental committee for disaster risk management has been circulated to different stake holders for inputs and comments. This is a crucial document in which internal stakeholders or municipal departments and entities are identified and their roles and responsibilities in disaster risk management agreed upon and adopted.

Standard operating procedures for disaster management response and recovery have also been developed for all stakeholders and is due for policy discussion session and approval. This document outlines Standard Operating Procedures and the roles and responsibilities of relevant stakeholders during disaster response and recovery phase of disaster continuum.
A terms and references for Disaster Management Advisory Forums have also been developed and it is ready for the policy discussion and adoption. This arrangement is significant for the disaster management section and municipality. Internal and external role players utilize their expertise to advise the municipality for disaster management decision-making.

Disaster management response teams have been established in most of the wards. Its functions, roles and responsibilities are to assist and facilitate coordination of disaster risk reduction at the community level. Training of these structures are ongoing.

Kouga Municipality was also declared a state of disaster, due to the on-going drought and received assistance in the form of a grant National and Provincial Disaster Management for drought relieve and mitigation. A Joint Operating Committee was established to coordinate, discuss and monitor progress on all drought related activities. This forum met bi- weekly and at regular intervals as the need arose.

Drought intervention measures and strategies have been put in place are as follows:

- Trucking of water to affected communities.
- Upgrade of Jeffreys Bay Borehole & Water Treatment Works
- Upgrade of the Humansdorp ground water treatment plant
- Upgrade of the Hankey groundwater treatment plant
- Equipping of borehole GWA-HD7 in Humansdorp
- Upgrade of the St Francis Bay groundwater treatment plant
- Development of the Kruisfontein groundwater treatment plant
- Upgrade and development of the Thornhill Groundwater treatment plant.
- Installation of JOJO tanks at strategic points in the community.
- Water bottle distribution at various schools, Humansdorp & PZ Meyer hospitals, and old age homes.

Early warnings have been received from the South African Weather Services and Provincial Disaster Management Centre. Media platforms such as social media,

community radio stations, SMS and loud hailing have been utilised to make communities aware of these early warnings.

Over two thousand five hundred (2500) sandbags have been distributed to flood risk communities of almost every ward in anticipation of a looming flood disasters. Demonstrations on how to use sandbags have also been conducted in this regard.

There are several contingency plans and Standard Operating procedures that have been developed, such as:

- Kouga Local Municipality flood plan
- Standard Operating Procedures for disaster response and recovery
- Power outage contingency plan
- Drought plan

DISASTER TRAINING, EDUCATION AND AWARENESS

An integrated education and awareness strategy is on the conceptual stage.
Planning meetings for disaster education and awareness programme has been initiated with Ward Councillors and committees, especially in the flood-prone areas, but will be escalated to all wards.
Training of registration of disaster volunteers is also a continuous activity.

DISASTER RESPONSE AND RECOVERY

QUARTER 2

AREA	INCIDENT	NUMBER OF AFFECTED DWELLINGS OR STRUCTURES	NUMBER OF AFFECTED PEOPLE	NUMBER OF DISPLACED PEOPLE
Ward 6	Flooding	15	30	0
Ward 14	Structural Fire	7	16	16
Ward 9	Structural Fire	1	3	3
Ward 6	Structural Fire	1	6	6
Ward 6	Structural Fire	1	10	2
Ward 7	Structural Fire	1	4	4
Ward 1	Structural Fire	16	35	35
TOTAL		**42**	**104**	**66**

QUARTER 3

AREA	INCIDENT	NUMBER OF AFFECTED DWELLINGS OR STRUCTURES	NUMBER OF AFFECTED PEOPLE	NUMBER OF DISPLACED PEOPLE
Ward 1	Structural Fire	3	5	5
Ward 5	Structural Fire	1	5	5
Ward 6	Structural Fire	1	2	2
Ward 10	Flooding	0	0	0

AREA	INCIDENT	NUMBER OF AFFECTED DWELLINGS OR STRUCTURES	NUMBER OF AFFECTED PEOPLE	NUMBER OF DISPLACED PEOPLE
Ward 14	Structural Fire	6	7	7
TOTAL		**11**	**19**	**19**

QUARTER 4

AREA	INCIDENT	NUMBER OF AFFECTED DWELLINGS OR STRUCTURES	NUMBER OF AFFECTED PEOPLE	NUMBER OF DISPLACED PEOPLE
Ward 10	Structural Fire	1	5	5
Ward 15	Flooding	5	23	0
Ward 6	Flooding	10	35	0
Ward 1	Flooding	7	20	0
Ward 4	Flooding	2	7	0
Ward 5	Flooding	2	5	0
Ward 13	Flooding	3	9	0
Ward 7	Flooding	2	0	0
Ward 14	Flooding	5	12	0
Ward 9	Flooding	35	85	18
Ward 2	Flooding	15	25	0
Ward 2	Structural Fire	3	7	7
Ward 15	Structural Fire	2	42	30
TOTAL		**92**	**275**	**60**

3.19.3 LIFESAVING SERVICES

LIFESAVING

Blue Flag status was awarded to Dolphin beach in Jeffreys Bay and Cape St. Francis main beach.

Summer in South Africa coincides with the Christmas holiday period, making our coastline a popular destination for locals and visitors alike, and Kouga is no stranger to this as it is home to one of the most beautiful shores and is among highly esteemed holiday destinations in the world, due to this fact, annually it is confronted with an influx of both local beach goers and tourists to their shores. However, the coast also has many risks and hazards that may be hard to recognise – especially when visiting an unfamiliar location. Many do not understand the risks and hazards along the coast, leading to numerous rescues, first aid treatment and other interventions provided by Surf Lifeguard services. tragically, it has also led to fatal incidents, in particular drowning deaths. Our surf lifeguards worked in close collaboration with other emergency services to help manage the safety

of beach goers and should be commended for their efforts through what was another challenging season.

Despite being faced with a daunting task of safeguarding a total of 13 bathing areas, flocked by thousands of locals and visitors who are determined to engage in some form of water activity along the coast of Kouga Municipality, with limited staff, the highest standard of lifeguard services continued to be delivered throughout the region. A total of 54 seasonal lifeguards was appointed for the festive season and present on Blue Flag and other beaches of Kouga.

Between the 15 December 2022 and the 5 January 2023 which was the peak of the season; surf lifeguards rescued more than 200 bathers, treated 25 patrons for major injuries or medical complaints, countless blue bottle sting treatments, and performed thousands of preventative actions to minimise drowning incidents and first aid accidents.

The following areas have been identified as drowning hot spots and the relevant warnings signs have been erected.

PELLSRUS BEACH:

- Between the reef right in front of the Pellsrus Park.

DOLPHIN BEACH:

- The rip current opposite kitchen windows reef.

ASTON BAY:

- At the Paradise/Aston Bay estuary mouth.

CHECKERS BEACH:

- This beach has been deemed as a no swimming area due to the reef that is spread across the whole stretch of beach area thereby creating permanent and strong rip currents.

GRANNY'S POOL:

- The rocks on the shore of granny's pool reef create a pool during high tide that is deep enough for children to swim in. In-between these rocks are a slipway used to launch waterpower crafts. A strong rip current develops at the end of the slipway when the water draws back for low tide. Due to the above, this area has discreet hazards to those who have limited knowledge of the aquatic environment and has resulted in major first aid cases and even drowning.

Lifesaving Awareness Campaigns were conducted in the wards and mostly schools were visited to increase knowledge regarding water safety of and introducing lifesaving skills through training.

LIFE-SAVING AWARENESS CAMPAIGNS
• Water Safety and Awareness for Children at Main Beach - Ward 11 • Senior Lifeguards Visited Schools in Hankey, Patensie and Thornhill - Wards 7 ,9 & 10 • Makukhanye Primary School – Ward 2 • Joint NSRI & Lifeguards Training at Dolphin Beach - Ward 11 • Awareness Campaign at Pellsrus Beach - Ward 2 • Awareness Campaign at Humansdorp Fire Station - Ward 15 • Awareness Campaign at Thornhill Community Hall - Ward 7

The Lifesaving Eastern Cape Championship was hosted on the main beach in Jeffreys Bay.

The lifeguards assisted with water safety during the Corona Open working hand in hand with safety officials to ensure the safety of all participants.

The lifeguards also assisted at the South Africa Open Water Championships which were hosted at the Marina Martinique.

3.20 SAFETY AND SECURITY



In terms of safety and security, we want to assure the community of Kouga that we strive to create a safe and secure environment, our main objective is to save and protect the lives and property of our residents and holiday makers.

Traffic law enforcement have a good working relationship with other law enforcement agencies e.g. South African Police Services (SAPS), Security Companies, Neighbourhood Watch to combat crime.

3.20.1 TRAFFIC LAW ENFORCEMENT

Traffic law enforcement focus on keeping National, Provincial and Local roads/streets in the municipal area safer and to minimize road fatalities.

Daily visible patrols and policing to ensure compliance and adherence to the National Road Traffic Act 93/1996, National Land Transportation Act 5/2009 and the Criminal Procedure Act 51/1977.

Traffic Safety is the mandate of the Department of Transport and has been delegated to Provincial and local authorities.

Scholar Patrols are performed on various National, Provincial and Local roads/streets in the Kouga area.

There are nine (9) schools that are participating in the scholar patrol programme.

SCHOOL	WARD	AREA
Graslaagte primary school	5	Acadia
St. Patrick's primary school	15	Graslaagte
Stulting primary school	15	Humansdorp
Mzingisi primary school	6	Kwa Nomzamo
Hankey primary school	9	Phillipsville
Makhukanye primary school	2	Tokyo Sexwale
Sea-Vista primary school	1	Sea vista
Jeffreys Bay Primary school	11	Central J-Bay
Kings College	14	Ocean view

Our operational activities include roadblocks at strategic areas and joint operations with other stakeholders to ensure driver and vehicle fitness and public transport compliance.

Camera speed checking and manual operations is conducted on a daily basis.

Traffic Control Activities

Description	2021/22	2022/23
	Total	Total
Handwritten fines	6146	7098
Paid fines	1142	997
Disable Parking discs	117	150
Warrant of Arrests	554	1247
TMT Camera Fines		203 012
Roadblocks	27	54

Motor Vehicle Accidents/Incidents

Accidents with serious injuries and fatalities mostly happen on the N2, R102 and R330. Driving behaviour is the common cause of accidents.

Accidents Stats per area below:

J'Bay	H'Dorp	Thornhill	Hankey	Patensie	St Francis	Total
279	303	71	66	48	102	**869**

Number of injuries/fatalities through Motor Vehicle Accidents:

12 – Fatalities
187 – Injuries (minor-serious)





3.20.2 REGISTRATION AND LICENSING/ DRIVERS LICENSE/ VEHICLE TESTING

REGISTRATION AND LICENSING

Municipalities act as Agents for the Department of Transport to register and license vehicles and conducting driver/ learners' licenses. The municipality receives a 19 % agency fee for rendering this service.

- The registration and licensing as well as deregistration of motor vehicles within the jurisdiction of the Kouga Area.
- The capturing of data onto the e-Natis system is done daily.
- The forwarding of complicated vehicle registration transactions to the Provincial Department of Transport helpdesk for support and advice.
- Motor Vehicle Disbursement Reports are compiled on a weekly basis for direct payment to the Provincial Department of Transport.
- Audits are being performed by the Provincial Department of Transport once a year to determine compliance of the National Road Traffic Act.

REGISTRATION & LICENCING TRANSACTIONS

Description	2021/22 Total	2022/23 Total
Duplicate Certificates	207	260
Special Permits	19	19
Temporary Permits	39	33
Search Fees	-	-
Duplicate Certificates	11	38
Special Permits	6	-

DRIVERS LICENCE SECTION (DLTC)

Driving Licence Testing Centre and Vehicle Testing Station

The driving license testing centre (DLTC) makes provision to test learner's licences, light and heavy motor vehicle driving licence tests, as well as renewal of driver licenses and professional driving permits for the community of Kouga municipality and neighbouring municipalities. Humansdorp and Hankey driving licence testing centres operate 5 days a week.

Hankey driving license testing centre is fully operational and does renewal of driving licences and professional driving permits.

The Vehicle Testing Station (VTS) in Humansdorp is operational.

Driving License testing centre (DLTC) statistics: Humansdorp and Hankey

Description	2021/22 Total	2022/2023 Total
Learners License Applications	2744	1997
Applicants passed	1690	431
Driving License Renewals	5512	6822
Driving License tests light m/v	1231	715
Driving License tests heavy m/v	766	847
Applicants passed	1038	675

Description	2021/22 Total	2022/2023 Total
Roadworthy tests conducted	57	95

e-NATIS system instability affects the issuing of learners/drivers licenses and the renewal of cards on a regular basis.

Disciplinary procedures have resulted in the dismissal of an examiner.

Highlights:

- Two posts for examiners of driving licences have been filled.
- The backlog of applications to cancel fingerprint reference images (758's) have been significantly reduced.
- Communication and assistance from department of Transport has improved through the establishment of regional helpdesks.
- In an interprovincial intelligence investigation between SAPS, Law Enforcement and NAVIC, suspects were arrested for the possession of abalone and vehicles seized.

3.20.3 SECURITY SERVICES

This section performs access control, monitoring and visible patrolling on a 24-hour basis, to ensure Municipal key areas e.g., water treatment plants, sewerage etc. are guarded. Currently there are 29 permanently employed and 21 contractual guards.

A private security service provider has been appointed to perform monitoring and response of alarms as well as ad hoc guarding of municipal infrastructure.

INCIDENT COMMAND CENTRE (ICC)

This section consists of the following staff:

- Principal Security Officer
- Security Officer
- 7 x Contractual CCTV Operators.

Number of Security Cameras - Live and Static

A total of 66 cameras were installed in the following areas:

- 16 -License Plate Recognition – Wards 3, 7 & 10
- 3- Point Zoom and Tilt – Wards 2, 8 & 11
- 45- Bullet Wards 2, 3, 4, 5, 7, 8, 11 & 14
- 2- Panoramic – Wards 4 & 15
- 1- Mobile - All Wards

Crime prevention remains an on-going struggle, but the cameras are a deterrent and with the assistance of SAPS, Law Enforcement, Security Companies and Neighbourhood

Watch we have successfully apprehended and prosecuted suspects, we endeavour to making Kouga safer for our residents.





ICC OFFICE, HUMANSDORP

3.20.4 LAW ENFORCEMENT

The Law Enforcement Section is responsible for Law Enforcement through Municipal Law Enforcement which is mandated by Government Gazette 23868 of 26 September 2002, to address short falls and hardships experienced by Municipalities in South Africa relating by-law empowerment. To ensure all municipal bylaws are adhered too, and that the law and order in respect to the regulations of Kouga Municipality legislation are adhered to by the residents and visitors.

Law Enforcement Officers do daily patrols and attend to complaints, protect municipal infrastructure. co-operate with other law enforcement agencies SAPS, Dept of Home Affairs, Private Security Agencies and Neighbourhood Watch on a regular basis.

A total number of **132 joint operations** were conducted in all wards.

These operations include:

- Illegal Electrical Connections
- Illegal Dog Breeding (Pit Bull)
- Illegal Taverns And Spaza Shops
- Removal Of Vagrants

Description	2021/22 Total	2022/23 Total
Impoundment Of Animals, (Cattle, Goats, And Pigs)	57	94
Complaints Investigated	670	754

Description	2021/22 Total	2022/23 Total
Arrests	12	33
Fine Issued	702	917
Operations In Humansdorp Joint Hankey, Patensie, St Francis Bay Thornhill And Loerie	60	74
Illegal Signage	219	354



"**Boots on the Ground**" initiative program was established for the festive season of December 2022 to assist law enforcement. A number of forty-two (42) incumbents were trained and appointed as Peace Officers under the program.

COMPONENT F: PLANNING AND DEVELOPMENT

3.21 SPATIAL PLANNING AND LAND USE MANAGEMENT

KOUGA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK

The Kouga Municipal Spatial Development Framework (SDF) was reviewed and adopted by the Council on 26 February 2021(Council resolution No. 21/02/PD11). It was reviewed in compliance with the provisions of section 26(e) of the Municipal Systems Act (MSA) 2000 and Spatial Planning and Land Use Management Act (SPLUMA) 2013.

In 2022/23 financial year the Town Planning Department finalised/compiled the annual performance review of the Kouga Municipal Spatial Development Framework. The annual Municipal Spatial Development Framework review took the form of an annual performance report that is included in the Annual "IDP Review Report" or report on the "Review of the IDP" for "2022/23 IDP Review Report".

The annual performance review of the Kouga Municipal Spatial Development Framework concluded that there are errors that triggers the amendment of the MSDF. The following issues were highlighted:

- The preparation of the existing MSDF took place during COVID-19 Pandemic and critical steps or phases of the MSDF were not adequately considered; this includes thorough public participation (Community engagements) not everyone had access to internet to participate on virtual meetings arranged for public participations.
- The errors in the MSDF need to be rectified as a matter of urgency, a comprehensive CEF chapter is required. "Rural Development Edges" are incorrectly delineated in the MSDF.
- The MSDF was adopted by the outgoing Council in February 2021- new Council took office in December 2021 and the "changing circumstances" (such as change in political leadership, drought, climate change- have substantive impact on the MSDF) and this "annual performance review as submitted" triggers an amendment/compilation of the MSDF.

3.21.1 LOCAL SPATIAL DEVELOPMENT FRAMEWORK: PRECINCT PLANS

St Francis Bay CBD and Hankey CBD Precinct Plans

Urban Dynamics EC were appointed as the service provider for the development of both the precinct plans for St Francis Bay CBD and Hankey CBD in February 2022. The main purpose of the precinct plan is to set a vision for the future development of the area and Urban Regeneration Strategy.

Project Implementation Plan (Project Phases, Action, Deliverables & Timeframes):

The service provider was given a period of **9 months** to complete the project. The project is divided into 5 Phases.

Phase 1: Inception- this phase is 100% complete. The Project Inception Meeting was held virtually on 26 May 2022, Project Inception Report was presented to the Working Group/ Project Technical Steering Committee. A letter was sent to the MEC and a notice placed in the Newspaper indicating Kouga Municipality's intention to develop Precinct Plans for Both Hankey and St Francis Bay CBD's and calling for registration of I & AP.

Phase 2: Status Quo Analysis- This phase is 100% complete. Status Quo Report for both Hankey CBD and St Francis Bay CBD was presented to the Project Technical Steering Committee on 5 September 2022. All comments and inputs were considered. An updated and consolidated draft Status Quo report was shared with the Project Technical Steering Committee. Engagement with the Interested & Affected Parties Meeting was scheduled for December 2022 and February 2023 - inputs and comments were incorporated into the First draft report for both Precinct Plans.

Phase 3: First Draft CBD Precinct Plan- This phase is 100% complete. The First Draft for both Hankey CBD and St Francis Bay CBD precinct plan is complete.

Phase 4: Public Participation- The target date for public participation was January 2023- due to unforeseen circumstances and rescheduling of meeting with interested and affected parties (I&AP's) made it difficult to meet this deadline. The Council's permission

to commence with public participation process will ensure that the project gets finalised, the intention was to have the project finalised by 30 June 2023, this is no longer possible.
Phase 5: Final Submission & Approval of the CBD Precinct Plan-target date end of October 2023

3.21.2 ESTABLISHMENT OF THE APPEAL AUTHORITY

Kouga Municipality Council through (Council resolution: 22/06/PDT12) **approved** the appointment of the Executive Mayor: Alderman Horatio Hendricks as the Kouga Municipality's SPLUMA Appeal Authority, to consider all appeals relating to land development in terms of Section 51(1) of the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013).

Kouga Municipality Council further **approved** the members of the Mayoral Committee to serve as internal advisors to the SPLUMA Appeal Authority:

The Municipal Manager appointed external advisors to the Appeal Authority- as authorized by the above-mentioned Council Resolution.

The first Appeal Authority Sitting was on 1 March 2023- A total of 7 Appeals were received, 6 were finalized, 1 not finalized (cannot get hold of the applicant).

3.21.3 LAND USE MANAGEMENT AND ADMINISTRATION

All Land Use Management is done in accordance with legislation requirements e.g., Zoning Scheme Regulations, Kouga Spatial Planning and Land Use Management By-law, 2016, and other applicable legislation.

The land use management application process has also been converted to an online submission via the OVVIO portal. All planning applications are captured on the land use application portal. The Town Planning section can now monitor all the necessary processes that have to be followed for an application to be finalized and approved.

The following Land Use Management applications for 2022/2023 have been dealt with in terms of said legislation: The table underneath depict the number of applications received during the financial year.

	0 Site Development Plan Submission	0_2 Occupational Practice - Other Rights	0_4 Zoning Certificate	57 Not in Use - Other Applications	57(n) Site Development Plan Amendment	59 Sub- division application (Into 2 Erven)	59_1 Sub-division application (Into 3 - 250 Erven)	59-1-c Combined Application - Rezoning, Sub-Division, Departure (Into 3 - 250 Erven)	59-c Combined Application - Rezoning, Sub-Division, Departure (Into 2 Erven)	64 Extension of the validity period of an approval - fee to be determined
Amaninzi										
Aston Bay			**30**							**1**
Crossways			**29**							
Hankey			**5**							
Humansdorp	**6**		**12**							
Humansdorp RD	**2**		**12**		**1**	**2**		**1**	**3**	
Jeffreys Bay	**7**		**129**		**4**	**1**	**4**	**1**		
Kaap St Francis			**13**							
Oesterbaai			**1**							
Paradysstrand			**2**							
Patensie			**5**							
Pellsrus			**2**							
Sea Vista	**5**		**64**				**2**			
St Francis Links	**1**		**14**				**1**			
Uitenhage RD			**4**				**1**			

	0 Site Development Plan Submission	0_2 Occupational Practice - Other Rights	0_4 Zoning Certificate	57 Not in Use - Other Applications	57(n) Site Development Plan Amendment	59 Sub- division application (Into 2 Erven)	59_1 Sub-division application (Into 3 - 250 Erven)	59-1-c Combined Application - Rezoning, Sub-Division, Departure (Into 3 - 250 Erven)	59-c Combined Application - Rezoning, Sub-Division, Departure (Into 2 Erven)	64 Extension of the validity period of an approval - fee to be determined
Loerieheuwel										
Kruisfontein			**9**						**1**	
Grand Total	**21**	**0**	**331**		**5**	**4**	**8**	**2**	**3**	**1**

	65 Amendment of Subdivi sion Plan - Sec 57 Spluma by-law	66 Application for exemption from Municipal Approval (Sec 66 SPLUM by-law)	68 Rezoning application	69 Removal of restrictive title deed conditions	69_com Combined Application - Removal of restrictive title deed conditions and Departure	71 Consolidation	74 Consent use application	76 Departure application (Permanent/ Temporary)	76_1 Permanent departure (Building Line)	76_2 Permanent departure (Building Line) RDP	76a Not in Use - Temporary departure	Grand Total
Amaninzi												
Aston Bay				**1**	**1**		**3**	**3**	**3**			
Crossways		**1**										
Hankey			**1**			**1**	**1**					
Humansdorp			**3**	**1**			**3**	**1**	**1**			
Humansdorp RD		**12**	**6**			**1**	**2**	**3**	**2**			
Jeffreys Bay		**2**	**9**	**6**	**12**		**22**	**7**	**31**			
Kaap St Francis				**4**	**2**	**1**	**2**		**1**			
Oesterbaai					**2**			**1**	**1**			
Paradysstrand				**2**	**2**	**2**	**2**	**1**	**2**			

	65 Amendment of Subdivi sion Plan - Sec 57 Spluma by-law	66 Application for exemption from Municipal Approval (Sec 66 SPLUM by-law)	68 Rezoning application	69 Removal of restrictive title deed conditions	69_com Combined Application - Removal of restrictive title deed conditions and Departure	71 Consolidation	74 Consent use application	76 Departure application (Permanent/ Temporary)	76_1 Permanent departure (Building Line)	76_2 Permanent departure (Building Line) RDP	76a Not in Use - Temporary departure	Grand Total
Patensie								**1**	**1**			
Pellsrus												
Sea Vista		**4**	**8**	**9**	**7**	**2**	**7**	**4**	**5**			
St Francis Links		**1**							**1**			
Uitenhage RD	**3**											
Loerieheuwel												
Kriusfontein				**1**								
Grand Total	**3**	**20**	**27**	**24**	**26**	**10**	**42**	**21**	**48**			

A total of 265 land-use applications was recorded for abovementioned period.

OFFICIAL RESOLUTION REGISTER: 1 July 2021 – 30 June 2022

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 1 : 01 July 2022 – 30 September 2022					
	Application No.	Property description	Date submitted	Application type	Decision
1.	JL1920-00161	ERF 328, Humansdorp RD	23/03/2020	Application for Temporary Departure for telecommunication mast	24/08/2022 Approved
2.	JL1920-00209	Erf 1541, Jeffreys Bay	20/12/2019	Application for Permanent Departure to relax building lines	15/09/2022 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 1 : 01 July 2022 – 30 September 2022					
	Application No.	Property description	Date submitted	Application type	Decision
3.	JL1920-00213	Erf 118, Pellsrus	20/04/2020	Application for Temporary Departure for telecommunication mast	27/06/2022 Refused
4.	JL2021-00046	Erf 6596, Jeffreys Bay	06/08/2020	Application for Permanent Departure to relax building lines	25/08/2022 Approved
5.	JL2021-00154	Erf 1396, Jeffreys Bay	20/03/2021	Application for Consent Use for an additional dwelling unit	18/08/2022 Approved
6.	JL2021-00172	Erf 8665, Jeffreys Bay	07/05/2021	Site Development Plan	01/09/2022 Approved
7.	JL2021-00174	Erf 6576. Jeffreys Bay	10/05/2021	Application for Permanent Departure to relax building lines	30/08/2022 Refused
8.	JL2021-00177	Erf 702, Aston Bay	11/05/2021	Application for Permanent Departure to relax building lines	18/08/2022 Approved
9.	JL2122-00007	Erf 695, Aston Bay	08/07/2021	Application for Permanent Departure to relax building lines	18/08/2022 Approved
10	JL2122-00008	Erf 942, Humansdorp	08/07/2021	Application for Permanent Departure to relax building lines	30/09/2022 Approved
11	JL2122-00015	Farm 809 of Humansdorp RD, Portion 8	23/07/2021	Exemption: Application for the Subdivision of Portion 8 of Farm 809	08/09/2022 Approved
12	JL2122-00025	Erf 2243, Jeffreys Bay	06/08/2021	Application for Consent Use for Home Occupation	15/09/2022 Approved
13	JL2122-00036	Erf 1255, Aston Bay	19/08/2021	Site Development Plan	23/08/2022 Approved
14	JL2122-00045	Erf 875, Patensie	10/09/2021	Site Development Plan for existing development (additional dwelling units)	28/07/2022 Approved
15	JL2122-00046	Erf 8667, Jeffreys Bay	13/09/2021	Site Development Plan	04/08/2022 Approved
16	JL2122-00051	Erf 5856, Jeffreys Bay	13/09/2021	Site Development Plan	04/08/2022 Approved
17	JL2122-00052	Erf 1307, Sea Vista	23/09/2021	Application for Permanent Departure to relax building lines	30/08/2022 Approved
18	JL2122-00066	Erf 154, Oesterbaai	15/10/2021	Site Development Plan	02/11/2021 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 1 : 01 July 2022 – 30 September 2022					
	Application No.	Property description	Date submitted	Application type	Decision
19	JL2122-00072	Erf 141, Aston Bay	27/10/2021	Application for Permanent Departure to relax building lines	15/09/2022 Approved
20	JL2122-00086	Erf 1751, Jeffreys Bay	25/11/2021	Application for Permanent Departure to relax building lines	18/08/2022 Approved
21	JL2122-00104	Erf 8218, Jeffreys Bay	12/01/2022	Application for Permanent Departure to relax building lines	15/09/2022 Approved
22	JL2122-00137	Erf 630, Jeffreys Bay	09/03/2022	Site Development Plan	13/09/2022 Approved
23	JL2122-00169	Erf 1194, Jeffreys Bay	22/04/2022	Application for Permanent Departure to relax building lines	24/08/2022 Approved
24	SL2021-00017	Erf 492, Humansdorp	12/03/2021	Application for Temporary Departure for telecommunication mast	28/07/2022 Approved
25	SL2122-00015	Erf 2900, Sea Vista	16/02/2022	Amendments to previously approved Site Development Plan	04/08/2022 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 2 : 01 October 2022 – 31 December 2022					
	Application No.	Property description	Date submitted	Application type	Decision and Date
26.	JL2122-00049	Erf 408, Kaap St Francis	20/09/2021	Application for Permanent Departure to relax	31/10/2022Deferred:

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 2 : 01 October 2022 – 31 December 2022					
	Application No.	Property description	Date submitted	Application type	Decision and Date
27	JL2122-00165	Erf 3538, Jeffreys Bay	13/04/2022	Application for Permanent Departure to relax building lines	30/09/2022 Approved
28.	JL2223-00045	Erf 424, St Francis Links	23/09/2022	Amended Site Development Plan	22/10/2021 Approved
29.	SL2122-00011	Erf 1287 Sea Vista	26/10/2021	Revised Site Development Plan	12/12/2021 Approved
30	SL2122-00018	Erf 1860, Sea Vista	09/05/2022	Application for Consent Use for an additional dwelling unit	09/03/2023 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 3 : 1 January 2023 – 31 March 2023					
	Application No.	Property description	Date submitted	Application type	Decision and Date
31.	JL1920-00218	Erf 1929 Kruisfontein	11/07/2019	Application for Temporary Departure for off-site liquor business	23/02/2023 Refused
32.	JL2021-00159	Farm 745 of Humansdorp RD: Portion 117	12/04/2021	Application for Permanent Departure to relax building lines	20/06/2023 Approved
33.	JL2122-00044	Erf 1510, Jeffreys Bay	09/09/2021	Application for Permanent Departure to relax building lines and Municipal Consent Use in terms of the Title Deed	20/03/2023 Refused.
34.	JL2122-00087	Erf 6639, Jeffreys Bay	25/11/2021	Application for Subdivision of land into two portions	15/03/2023 Approved
35.	JL2122-00088	Erf 5014, Jeffreys Bay	25/11/2021	Application for Permanent Departure to relax building lines	20/03/2023 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 3 : 1 January 2023 – 31 March 2023					
	Application No.	Property description	Date submitted	Application type	Decision and Date
36.	JL2122-00090	Erf 6703, Jeffreys Bay	30/11/2021	Site Development Plan	12/01/2023 Approved
37.	JL2122-00106	Erf 2962, Jeffreys Bay	19/01/2022	Application for Permanent Departure to relax building lines	20/03/2023 Approved
38.	JL2122-00121	Erf 1294, Aston Bay	22/02/2022	Application for Subdivision of land into two portions	27/02/2023 Approved
39.	JL2122-00136	Erf 706, Pellsrus	08/03/2022	Application for Permanent Departure to relax building lines	17/03/2023 Approved
40.	JL2122-00171	Erf 1958, Humansdorp	22/04/2022	Site Development Plan	02/02/2023 Approved
41.	JL2122-00177	Erf 6239, Jeffreys Bay	09/05/2022	Application for Permanent Departure to increase the maximum coverage	27/02/2023 Approved
42.	JL2122-00207	Erf 1837, Jeffreys Bay	21/06/2022	Application for Consent Use for an additional dwelling unit	29/03/2023 Approved
43.	JL2223-00033	Erf 3107, Sea Vista	01/09/2022	Application for Subdivision	31/05/2023 Approved
44.	JL2223-00077	Erf 189, Jeffreys Bay	20/11/2022	Application for Permanent Departure to relax building lines	10/03/2023 Approved
45.	Sl2223-00006	Erf 3120 Sea Vista	18/08/2022	Site Development Plan	02/02/2023 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 4 : 1 April 2023 – 30 June 2023					
	Application No.	Property description	Date submitted	Application type	Decision and Date
46.	JL1920-00226	Erf 8655 Jeffreys Bay	12/11/2019	Application for Consent Use for House of Worship	12/06/2023 Approved
47.	JL2021-00155	Erf 1870, Jeffreys Bay	29/03/2021	Application for Permanent Departure to relax building lines	12/06/2023 Refused
48.	JL2021-00160	Erf 2279, Jeffreys Bay	25/03/2021	Application for Permanent Departure to relax building lines	12/06/2023 Refused
49	JL2021-00162	Erf 439, Kaap St Francis	20/04/2021	Application for Permanent Departure to relax building lines	22/05/2023 Approved
50.	JL2021-00188	Erf 3370, Jeffreys Bay	04/06/2021	Application for Permanent Departure to relax building lines	12/06/2023 Approved
51.	JL2021-00215	Erf 1023, Jeffreys Bay	08/04/2021	Application for Permanent Departure to relax building lines	12/06/2023 Refused
52.	JL2122-00061	Erf 8580, Jeffreys Bay	12/10/2021	Application for Permanent Departure to relax building lines	12/06/2023 Refused
53.	JL2122-00069	Erf 659, Humansdorp	21/10/2021	Application for Consent Use for an additional dwelling unit, application for Permanent Departure from the zoning scheme provision to allow for a third dwelling unit and Permanent Departure to relax building lines	22/05/2023 Application for additional dwelling unit – Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 4 : 1 April 2023 – 30 June 2023					
	Application No.	Property description	Date submitted	Application type	Decision and Date
54.	JL2122-00085	Erf 2995, Sea Vista	19/11/2021	Application for Permanent Departure to relax building lines.	13/04/2023 Approved
55.	JL2122-00089	Farm 335 of Humansdorp RD (Portion 1)	29/11/2021	Site Development Plan	05/04/2023 Approved
56.	JL2122-00100	Erf 3642, Jeffreys Bay	19/12/2021	Application for Consent Use for additional dwelling unit	12/06/2023 Refused
57.	JL2122-00101	Farm 818 of Humansdorp RD	22/12/2021	Application for Consent Use for an agricultural industry	12/06/2023 Approved
58.	JL2122-00124	Erf 1623, Jeffreys Bay	28/02/2022	Application for Permanent Departure to relax building lines.	22/05/2023 Approved
59.	JL2122-00145	Erf 4096, Jeffreys Bay	08/11/2022	Application for Consent Use for an additional dwelling unit	12/06/2023 Approved
60.	JL2122-00172	Farm 691 of Humansdorp RD (Portion 12)	26/04/2022	Application for Special Consent Use for a home occupation and Application for Permanent Departure to permit 8 employees	22/05/2023 Approved
61.	JL2122-00174	Erf 1508, Jeffreys Bay	27/04/2022	Application for Consent Use for an additional dwelling unit	12/06/2023 Approved
62.	JL2122-00183	Erf 1275, Aston Bay	24/05/2022	Application for Permanent Departure to relax building lines	08/05/2023 Approved

AUTHORISED OFFICIAL LAND USE DECISIONS: Quarter 4 : 1 April 2023 – 30 June 2023					
	Application No.	Property description	Date submitted	Application type	Decision and Date
63.	JL2122-00190	Erf 385, Aston Bay	27/05/2022	Application for Consent Use for an additional dwelling unit	22/05/2023 Approved
64.	JL2122-00202	Erf 2676, Jeffreys Bay	07/06/2022	Application for Permanent Departure to relax building lines	12/06/2023 Approved
65.	Jl2122-00205	Erf 317, Loerieheuwel	28/09/2021	Application for Consent Use for an additional right to operate a liquor shop	12/06/2023 Refused
66.	JL2122-00211	Farm 452 of Humansdorp RD (Portion 6)	27/06/2022	Application for Consent Use to allow and support a local shop/retail facility	22/05/2023 Approved
67.	JL2223-00013	Erf 1019, Patensie	26/07/2022	Application for Permanent Departure to relax building lines	12/06/2023 Refused
68.	JL2223-00022	Erf 2680, Sea Vista	17/08/2022	Application for Permanent Departure to relax height restrictions	08/05/2023 Approved
69.	JL2223-00104	Farm 335 of Humansdorp RD (Portion 58)	02/02/2023	Site Development Plan	25/04/2023 Approved
70.	JL2223-00109	Erf 3033, Jeffreys Bay	08/02/2023	Application for Consolidation of two erven	04/05/2023 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 1 : 01 July 2022 – 30 September 2022					
	Application No.	Property description	Date submitted	Application type	Decision
71.	JL1617-00002	Farm 342 of Humansdorp RD	31/10/2016	Application for Subdivision and Removal of Restrictive Title Deed Conditions	02/08/2022 Approved
72.	JL2021-00080	Erf 386, Humansdorp	19/10/2020	Application for Temporary Departure for Telecommunication mast and Application for Permanent Departure to relax height restrictions	27/06/2022 Approved
73.	JL2021-00130	Erf 658, Aston Bay	02/02/2021	Application for Temporary Departure for Telecommunication mast	22/09/2022 Refused
74.	JL2021-00182	Farm 854 of Humansdorp RD (Portion 7)	27/05/2021	Application for Consent Use for intensive feed farming	21/10/2022 Approved
75.	JL2021-00205	Erf 1088, Jeffreys Bay	30/06/2021	Application Removal of Restrictive Title Deed Conditions	21/10/2022 Refused
76.	JL2122-00004	Erf 7761, Jeffreys Bay	06/07/2021	Application for Rezoning from Open Space 2 to Special Zone	21/10/2022 Approved
77.	JL2122-00021	Erf 99, Patensie	01/08/2021	Application Removal of Restrictive Title Deed Conditions	01/09/2022 Approved
78.	JL2122-00024	Erf 3804, Sea Vista	05/08/2021	Application for Rezoning from Residential Zone 1 to Business Zone 1	30/08/2022 Approved
79.	JL2122-00038	Erf 79, Oestebaai	21/08/2021	Application Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	16/09/2022 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 1 : 01 July 2022 – 30 September 2022					
	Application No.	Property description	Date submitted	Application type	Decision
80.	JL2122-00108	Erf 35, Sea Vista	21/01/2022	Application for Rezoning from Residential Zone 1 to Business Zone 2 and Application for Removal of Restrictive Title Deed Conditions	26/09/2022 Approved
81.	JL2122-00149	Erf 308, Humansdorp	29/03/2022	Application for Rezoning from Residential Zone 1 to Business Zone 2	21/10/2022 Approved
82.	JL2122-00206	Erf 1382, Sea Vista	17/06/2022	Approval of Site Development Plan	11/04/2023 Approved
83.	SL2021-00002	Erf 862, 871 and 872, Kaap St Francis,	07/08/2020	Application for the Rezoning of land and Application for Removal of Restrictive Title Deed Conditions	30/08/2022 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 2: 01 October 2022 – 31 December 2022					
	Application No.	Property description	Date submitted	Application type	Decision
84.	JL1920-00215	Erf 983, Sea Vista	12/12/2019	Application for Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	18/03/2021 Approved
85.	JL2021-00132	Erf 67, Patensie	02/02/2021	Application for Removal of Restrictive Title Deed Conditions and Application for	23/12/2022 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 2: 01 October 2022 – 31 December 2022					
	Application No.	Property description	Date submitted	Application type	Decision
				Consent Use for Flats and Place of Assembly	
86.	JL2122-000140	Erf 1249, Sea Vista	17/03/2022	Application for Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	06 March 2023 Approved
87.	JL2122-000155	Erf 136, and Erf 173 Crossways	05/04/2022	Application for Subdivision, Consolidation and Rezoning	02/02/2023 Approved
88.	JL2122-000159	Erf 154, Crossways	06/04/2022	Application for Rezoning from Agriculture Zone 1 to Special Zone and Application for subdivision into 4 portions	06/03/2023 Approved
89.	SL2021-00011	Erf 46, Sea Vista	17/12/2020	Application for Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	02/02/2023 Approved

23 MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 3: 01 January 2023 – 31 March 2023					
	Application No.	Property description	Date submitted	Application type	Decision
90	JL2021-00135	Erf 1354, Humansdorp	16/02/2021	Application for Rezoning from Residential Zone 1 to Community Zone. Application for Consent Use to permit a Parsonage and application for Permanent Departure to permit the erection of a 50m telecommunication mast and base station	21/06/2023 Refused

23 MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 3: 01 January 2023 – 31 March 2023					
	Application No.	Property description	Date submitted	Application type	Decision
91.	JL2021-00214	Erf 598 and 599 Humansdorp	24/05/2021	Application for Exemption of Consolidation and Application of Rezoning of Erf 598 and Erf 599 from Residential Zone 1 to Business Zone 2	23/01/2023 Approved
92.	JL2122-00043	Erf 5082 Jeffreys Bay	08/09/2021	Application for Rezoning from Residential Zone 1 to Community Zone and Application for Permanent Departure to relax building lines	23/042023 Approved
93	JL2122-00119	Erf 901 Sea Vista	22/02/2022	Application for Remanent Departure to relax building lines	02/02/2023 Approved
94	JL2122-00130	Farm 501 of Uitenhage RD (Portion 220)	02/03/2022	Application for Consolidation and Application for Subdivision	20/04/2023 Approved in part
95.	JL2122-00170	Farm 688 of Humansdorp RD (Portion 2) and Farm 689 of Humansdorp RD (Portion 15) and 868 of Humansdorp RD (Portion 1)	22/04/2022	Application for extension of validity periods	29/02/2023 Approved
96	JL2122-00181	Erf 24, Sea Vista	09/05/2022	Application for Rezoning from Residential Zone 1 to Business Zone 2 and Application for Removal of Restrictive Title Deed Conditions	29/02/2023 Approved
97.	JL2122-00182	Erf 1339, Jeffreys Bay	23/05/2022	Application for Removal of Restrictive Title Deed Conditions, application for Permanent Departure to relax building lines and Permanent Departure to relax height restrictions	29/02/2023 Approved
98	JL2223-00021	Erf 844, Paradysstrand	17/08/2022	Application for Removal of Restrictive Title Deed Conditions	20/04/2023 Deferred
99.	JL2223-00101	715 of Humansdorp RD (Portion 5), 715 of Humansdorp RD (Portion 6), 716 of Humansdorp	01/02/2023	Application for amendment of existing approval: Impofu Wind Farms	31/03/2023 Approved

23 MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 3: 01 January 2023 – 31 March 2023					
	Application No.	Property description	Date submitted	Application type	Decision
		RD (Portion 1), 716 of Humansdorp RD (Portion 3), 716 of Humansdorp RD (Portion 4), 716 of Humansdorp RD (Portion 5), 732 of Humansdorp RD (Portion 17), 733 of Humansdorp RD (Portion 4), 737 of Humansdorp RD, 799 of Humansdorp RD, 945 of Humansdorp RD			
100.	JL2223-00102	676 of Humansdorp RD (Portion 1), 676 of Humansdorp RD (Portion 2), 676 of Humansdorp RD (Portion 3), 716 of Humansdorp RD, 716 of Humansdorp RD (Portion 3), 716 of Humansdorp RD (Portion 4), 717 of Humansdorp RD (Portion 1), 818 of Humansdorp RD	01/02/2023	Application for amendment of existing approval: Impofu Wind Farms	31/03/2023 Approved
101	JL2223-00103	675 of Humansdorp RD, 675 of Humansdorp RD (Portion 3), 676 of Humansdorp RD (Portion 1), 818 of Humansdorp RD, 675 of Humansdorp RD (Portion 5), 851 of Humansdorp RD (Portion 1)	01/02/2023	Application for amendment of existing approval: Impofu Wind Farms	31/03/2023 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 4: 01 April 2023 – 30 June 2023					
	Application No.	Property description	Date submitted	Application type	Decision
104.	JL2122-00041	Erf 474, Kaap St Francis	05/09/2021	Application for Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	29/06/2023 Approved
105.	JL2122-00064	Erf 466, Jeffreys Bay	12/10/2021	Application for Removal of Restrictive Title Deed Conditions, Application for Permanent Departure to relax building lines and Application for Consent Use for a Home Occupation	29/06/2023 Approved
106.	JL2122-00131	Erf 1270, Jeffreys Bay	03/03/2022	Application for Removal of Restrictive Title Deed Conditions	29/06/2023 Approved
107.	JL2122-00142	Erf 631, Paradysstrand	21/03/2023	Application for Removal of Restrictive Title Deed Conditions	29/06/2023 Approved
108	JL2122-00157	Farm 151, Crossways	05/04/2022	Application for Rezoning from Open Space to Special Zone and Application for Subdivision into three portions	29/06/2023 Approved
109	JL2122-00166	Erf 26, Patensie	20/04/2022	Application for Removal of Restrictive Title Deed Conditions and Application for Subdivision	29/06/2023Approved
110.	JL2223-00015	Erf 758, Humansdorp	01/08/2022	Application for Rezoning from Residential Zone 1 to Business Zone 2	29/06/2023 Approved

MUNICIPAL PLANNING TRIBUNAL MEETING: Quarter 4: 01 April 2023 – 30 June 2023					
	Application No.	Property description	Date submitted	Application type	Decision
111.	JL2223-00073	Erf 279, Kaap St Francis	09/11/2022	Application for Removal of Restrictive Title Deed Conditions and Application for Permanent Departure to relax building lines	29/06/2023 Approved
112.	SL2122-00016	Erf 159, Kaap St Francis	07/03/2022	Application for Removal of Restrictive Title Deed Conditions	29/06/2023 Approved

SPECIAL MUNICIPAL PLANNING TRIBUNAL MEETING: 10 OCTOBER 2021					
	Item	Property description	Date submitted	Application type	Decision
20.	SMPT 1	Erf 922 and 958 Cape St Francis	09 March 2022	Application for Rezoning of Erf 922, Consolidation of Erf 922 and Erf 958, Subdivision of the Consolidated Erf into 41 Portions, Consent Use of Town Housing Development of the Consolidated Erf and Access Servitude over Portion 62 of the Farm Ongegunde Vryheid NO 746	23/05/2023 Deferred: The application needs to be amended in terms of Section 100 of the Spatial Planning and Land Use Management By-Law: Kouga Municipality, 2016. The application needs to address the comments raised by the Electricity Department. That the applicant's Power of Attorney needs to be corrected. The application is not in line with the Spatial Development Framework.

3.21.4 GIS Working Group

The Kouga Local Municipality has embarked on the establishment of a GIS Working Group to capture and consolidate all spatially relevant data into a central, well- structured GIS database to manage data which is currently fragmented and saved in different formats. The process started with the identification of GIS Champions from each directorate. The GIS Working Group Induction Meeting convened on 5th of September 2022 at the Council Chambers, a representative of each directorate attended the first meeting. The purpose of the group is to ensure the collection of accurate and consistently formatted datasets to be able to develop spatial tools and technologies between departments of each directorate.

An Enterprise GIS Strategy and Policy was developed, the intention from the department is to:

- Develop an organization-wide GIS approach using standards and consistent methodologies that address the needs of all units within the organization.
- Migrating existing GIS applications and data to GIS technology capable of supporting all potential users in a cohesive manner.
- Integrating GIS data and services with other information systems within the organization as part of an overall enterprise information systems solution.
- Adapting the GIS staffing structure (inclusion of the GIS Champions) to support the enterprise approach.
- Training the GIS staff to assist and provide input to design, develop, and maintain the enterprise GIS resources.
- Training staff in the departments which are new to GIS in the effective use of GIS specific to their business needs.

Extract of meeting agenda:

NOTICE IS HEREBY GIVEN that a GIS Working Group Induction Meeting will be held on **Monday, 5 September 2022 at 10:00**.

C DU PLESSIS
MUNICIPAL MANAGER

AGENDA

1. **OPENING AND WELCOME**
2. **APOLOGIES / LEAVE OF ABSENCE**
3. **MATTERS FOR DISCUSSION**

3.1 Introduction
3.2 Purpose of the meeting
3.3 Terms of reference
3.4 Way forward

4. **CLOSURE**

Spatial Data Sets

The GIS Unit currently have the following spatial data sets:

Administrative

- Cadastre, Ward Boundaries (2020) and previous years, Provincial Boundaries, Municipal Boundaries, Zonings, Facilities (Schools, clinics, churches, caravan parks ect.)

Infrastructure

- Water, Sewer, Electricity (reticulation and asset/facilities), Stormwater, Road Infrastructure (culverts, etc.)

Transport

- Road Centrelines, Street Addresses, Street Names, Road Condition

**It should be noted that most of the datasets needs to be updated especially infrastructure datasets as significant gaps exists where no services are reflected in the GIS.

Incremental approach to implement Enterprise GIS

The department has developed a work plan for implementation of Enterprise GIS. The work plan provides an incremental approach for migrating from the existing GIS to the Enterprise GIS which is an essential tool for achieving success. The incremental approach recognizes the substantial investment in GIS made by the Municipality to date and provides a path forward that sustains and enhances the prior investment.

In particular, the work plan identifies how the GIS data, system resources, and to a lesser extent, GIS application investments can be brought forward as parts of the new Enterprise GIS. As these prior investments are sustained, the addition of further GIS capabilities enables the value of these investments to be leveraged for further benefit to departments and the public.

The goal of the work plan is to establish a foundation that brings widespread use of GIS, ensuring success is built on at each step in the implementation process. Within the work plan, it is important to set reasonable goals for each step and to produce tangible results.

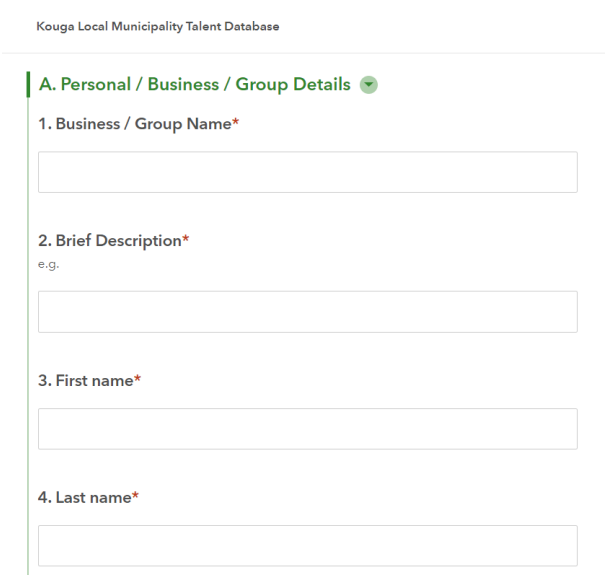
We believe that the advantage of an incremental approach includes lower start-up costs, lower risk, better knowledge of requirements gained through experience, ability to keep up with the latest technology because the initial investment is smaller, less disruption to the existing organization, and greater acceptance by staff because introduction of Enterprise GIS is gradual.

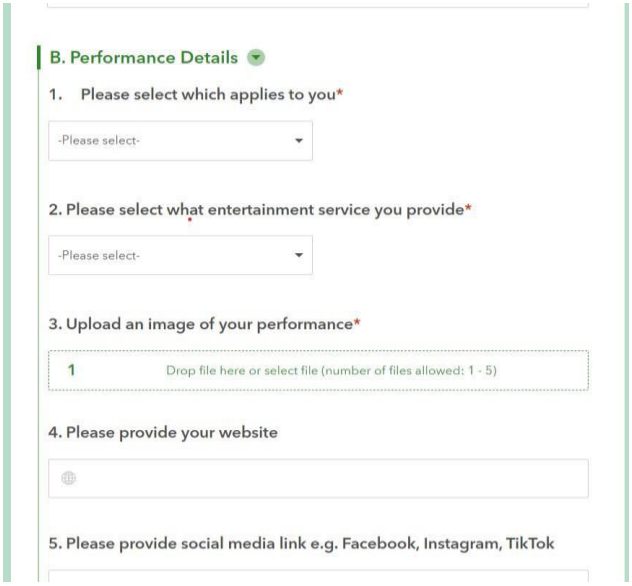
The anticipated incremental approach to implement Enterprise GIS for Kouga Municipality will be phased as follows:

Phase 1	• Develop an inter-departmental GIS user community across the institution by identifying "GIS Champions" from each directorate to serve on GIS Working Group • Develop training opportunities for GIS Champions • Business analysis, needs and requirements gathering for an Enterprise GIS platform, • Develop GIS documentation (GIS Policy and GIS Strategy)
Phase 2	• Begin development of Enterprise GIS system and viewer portal • Implement strategies to advance transformative technologies throughout the Municipality • Share standards document/s with internal departments • Implement GIS training for other staff within the municipality. • Schedule a list of datasets for enhancement and required data, e.g., updating of infrastructure, cemetery data, informal settlements. • Review internal applications to find opportunities to integrate with GIS, e.g., cemeteries. • Identify opportunities to implement a field data collection program; develop a training program and user guide for available solutions like Field Maps and Survey123 to capture field data, eg. individual shacks with attribute data • Schedule quarterly reviews/audits of data to determine what is still being used, who maintains the data, if it can be archived.
Phase 3	• Evaluate status of Enterprise GIS and implement any outstanding goals from phases 1 and 2. • Review progress and success of both internal and inter-departmental initiatives implemented in phases 1 and 2

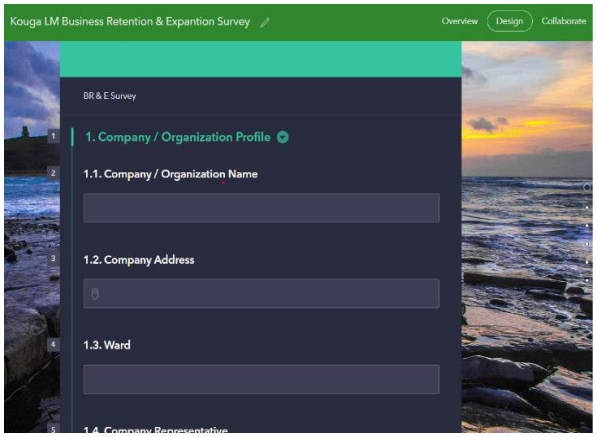
Festive Season Street Float Parade: Expression of Interest survey and Kouga Talent Database

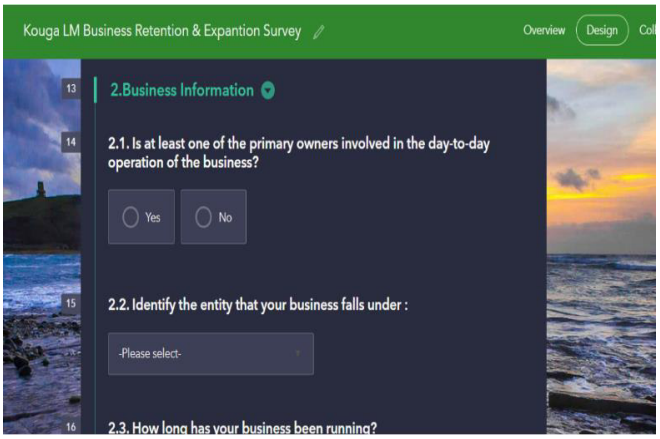
In September 2022 the GIS Unit developed a survey and/ or databases for the Festive Season Street Float Parade: Expression of Interest survey and Kouga Talent Database that has information of all members of the municipality that have an interest in being part of any events that are conducted by the municipality.





The LED office also requested a Business Retention and Expansion Survey for the Construction Sector. In this regard, the GIS Unit developed a web-based survey which allowed SMMEs in the municipality to register their respective businesses that can be shared to all relevant municipal officials in a form of report.





GIS Workshop

On the 19th of October 2022 a GIS Workshop was held at Mentorskraal Conference Centre where GIS was being launched to the top management in the municipality. Ms. Sihlahla and Mr. Khutswa from EC CoGTA presented on the Establishment of Enterprise GIS for local municipalities. Mr. Mkhatshwa from Sarah Baartman District Municipality delivered a presentation on 'GIS in response to natural disasters'. Mr. Nhleko from Stellenbosch Local Municipality presented on the Esri Arc-GIS for Local Authorities (AFLA).

The outcomes of the workshop were to ensure that members of the municipality understand the steps and processes involved in developing an enterprise GIS for Local municipalities and to provide Kouga Municipality with clear way forward. Further outcomes of the workshop were: (1) To clarity and understand the role of GIS Unit within the Municipality; (2) Ensuring that the change management process in implementing Enterprise GIS is understood; (3) Communicating the benefits of implementing an Enterprise GIS; (4) To lay a foundation for breaking down silos through GIS within the municipality; (5) Sharing lessons learnt from other institutions that have established an enterprise GIS; (6) Build relationship and collaborate in terms of available support and capacity building from the Provincial (EC CoGTA), District municipality and other local municipalities.





GIS WORKSHOP

Hosted by the Planning, Development & Tourism Directorate

Date: Wednesday, 19 October 2022
Time: 8:30am – 15:00pm
Venue: Mentorskraal Conference Centre, Jeffreys Bay

KOUGA local municipality
Good Governance through Service Excellence

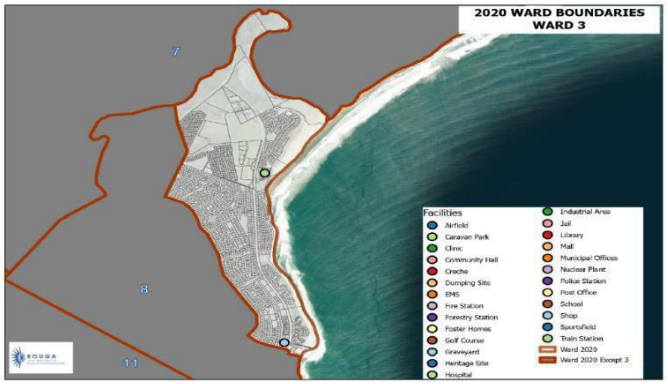
Programme Director: Ms. F.F Mabusela; Director Planning, Development & Tourism

PROGRAMME

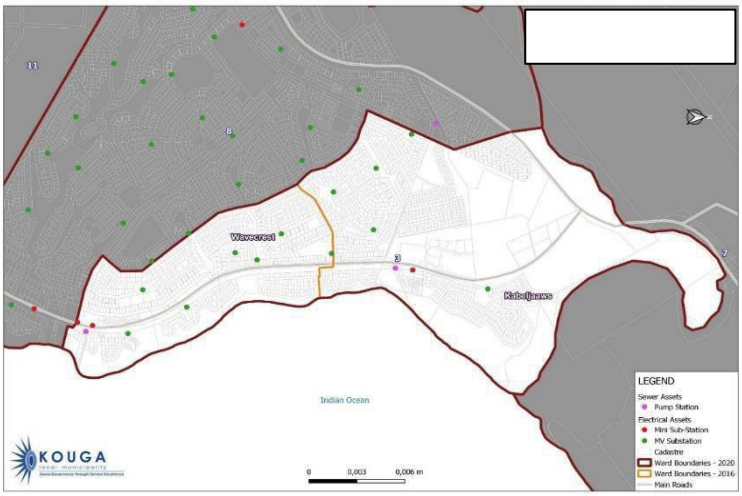
Time	Program	Responsible
8:30am – 9:00am	Registration	All
9:00am – 9:30am	Opening & Welcoming	Mr. H. Bornman MMC Planning, Development & Tourism – KLM
9:30am – 10:00am	Establishing an Enterprise GIS for local municipalities	Ms. Z. Sihlahla Chief GIS Professional- Spatial Planning Directorate – EC CoGTA

Ward Based planning and the Reviewal of the Integrated Development plan and Mapping

Ward-based planning is a form of participatory planning which has been designed to promote community action and link to the integrated Development Plan (IDP). Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). A resource mapping exercise was conducted in order to identify potential collaborations and funding.



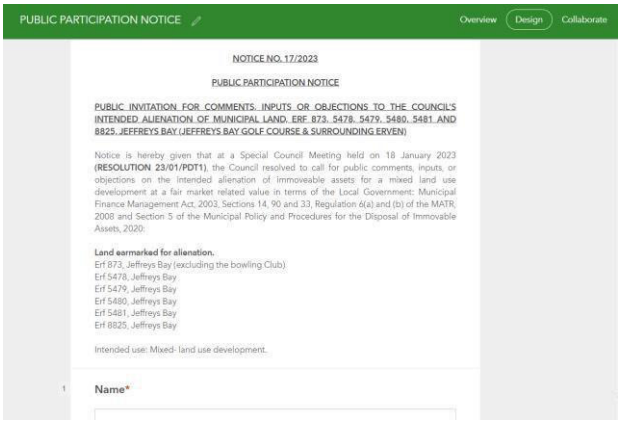
Maps were created of Facilities, Ward infrastructure analysis, and land use and zoning information per ward map for all 15 Wards in the municipality for the ward-based planning reports for 2023/2024 period. The GIS Unit also assisted with compiling some of the reports and attending all the ward-based meetings.

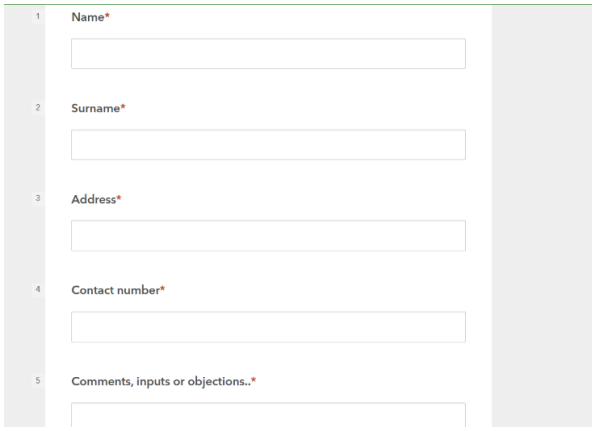


2021 Ward Boundaries

Land and Properties Department – Public Participation Notice

In January the GIS Unit was tasked to assist the Land and Properties department to develop a public participation Notice Survey for comments, inputs, or objections to any a notice for land earmarked for alienation. The survey was well received by the public as there were more than 200 respondents, this method was convenient and better to use than sending an email.

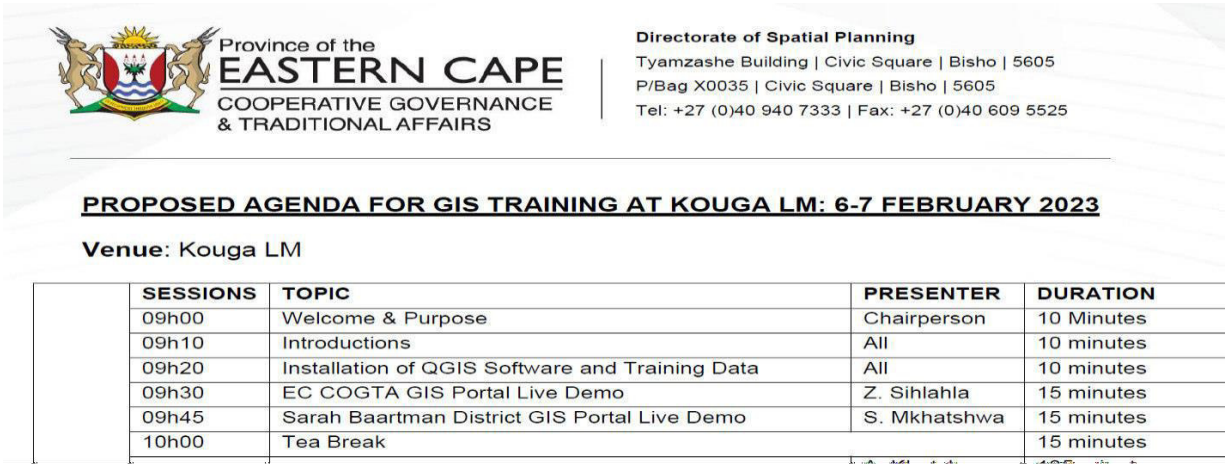




Training opportunities

In consultation with the members of the working group, a need for **Basic GIS training** was identified as being essential to ensure success of the working group in capturing spatial data of the municipality.

Eastern Cape Department of Cooperative Governance and Traditional Affairs (CoGTA) provided training in GIS specifically in QGIS software on the 6th and 7th of February 2023. This training encouraged the members of the working group to seek more GIS training to ensure that their data is well represented spatially.


Province of the
EASTERN CAPE
COOPERATIVE GOVERNANCE
& TRADITIONAL AFFAIRS

Directorate of Spatial Planning
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P/Bag X0035 | Civic Square | Bisho | 5605
Tel: +27 (0)40 940 7333 | Fax: +27 (0)40 609 5525

PROPOSED AGENDA FOR GIS TRAINING AT KOUGA LM: 6-7 FEBRUARY 2023

Venue: Kouga LM

SESSIONS	TOPIC	PRESENTER	DURATION
09h00	Welcome & Purpose	Chairperson	10 Minutes
09h10	Introductions	All	10 minutes
09h20	Installation of QGIS Software and Training Data	All	10 minutes
09h30	EC COGTA GIS Portal Live Demo	Z. Sihlahla	15 minutes
09h45	Sarah Baartman District GIS Portal Live Demo	S. Mkhatshwa	15 minutes
10h00	Tea Break		15 minutes

Sarah Baartman
DISTRICT MUNICIPALITY
Province of the Eastern Cape
progress through development

AGENDA

GIS WORKING GROUP MEETING

Date: 17th FEBRUARY 2023

ITEMS		
1.	Opening and Welcoming	Mr. Maqokolo
2.	Introduction/Apologies	All
3.	Adoption of the agenda	All
3.	Purpose of the Meeting	Mr. Maqokolo
5.	COGTA GIS support	Ms. Z. Sihlahla

Virtual BCM District Working Group

GIS Unit attended the Virtual District Working Group on the 17th of February 2023, KLM is currently the only Local Municipality in the Sarah Baartman District Municipality that has a GIS Unit. In the other municipality there is a town planning official in support or doing most of the GIS work.



Provincial Local Government Geospatial Forum (LGGF)

On the 21st - 22nd of June, the GIS Unit was invited to attend the Provincial Local Government Geospatial Forum (LGGF) which was hosted in East London. The following were presented: Eastern Disaster Risk Profile; National CoGTA Support available to local municipalities; SASDI /SDI presentation; STATSTSA presented on systems available to municipalities in collecting ward-based statistical information. Each District municipality presented their quarterly GIS projects.

Members of the GIS Working Group were encouraged to be part of a national program by CoGTA to train municipal officials in training/courses that are provided by Esri. Kouga Municipality, through the GIS Unit, submitted a list of officials interested in different courses at the end of June 2023. The interested officials are only awaiting a response from the department on training dates.

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PROGRAM OF THE 1st Quarter LOCAL GOVERNMENT GEOSPATIAL FORUM

Wednesday, 21 June, and Thursday 22nd June 2023
08H30- 16H00
East London- IDZ

CHAIRPERSON: **Mr A. Makhanya: Director Spatial Planning**

SESSIONS	TOPIC	PRESENTER	DURATION
08h30	**REGISTRATION**	**All**	
09h00	Welcome & Introductions	Mr A. Makhanya	20 Minutes
09h20	Presentation and discussion of Action Issues of the last forum	Ms Z. Sihlahla	30 minutes
09h50	Eastern Disaster Risk Profile	Dr Herman	30 minutes

Informal Settlements Survey

The GIS Unit has developed a Web-based Survey for the human settlements department to provide a digital option in addition to the paper-based survey that is currently being utilized by the officials and clerks in the unit. This survey will assist the officials in ensuring that the number of people living in informal settlements are captured on site to limit having to duplicate data and information. This information will help to provide information of access to water, sanitation, electricity, and other services and can be used as a form of report to be sent to Infrastructure and Engineering directorate to provide such services.

Municipal Streets Naming and Streets Renaming

Street Naming Committee meeting was held on the 28th of June 2023. The committee facilitates the naming and renaming process. The committee also deals with all applications, submissions, and reports pertaining to the naming and renaming of street within the Municipality's jurisdiction. GIS Unit updated maps with proposed street names and numbering as per the submissions from Ward Councillors, developers, and the public in respect of the committee meeting. Preparation of the agenda and coordination of the meeting was the responsibility of the GIS Unit. In line with GIS

responsibilities, minutes were compiled and distributed to committee members, and the final recommendations and reports are yet to be submitted to Portfolio Committee for approval.

The following proposals for street names were received by the committee:

Ward 6 Committee: Proposed Street Names for Kwanomzamo (Humansdorp)

- *P.X. Mabindla Road, Mxolisi Swepu Road, A. Mlindazwe Street, S. Mpevana Street, Lindi Street, Ndlovu Street, Mpemvu Street, Dlamini Street, Ndzeya Street, Mpondo Street, Jola Street, Tabata Street, Tana Street, Siheula Street, Lengs Street,Dlamini Street,Jackie Phiri Street, Noma Street, Hermanus Street,*



Nodaka Street, Dlova Street, Mamatu Street, Jali Street.

Ms Botha: Proposed Renaming of Hoffman Street in Kruisfontein (Humansdorp)

- *Rename from Hoffman Street to Africa Street*

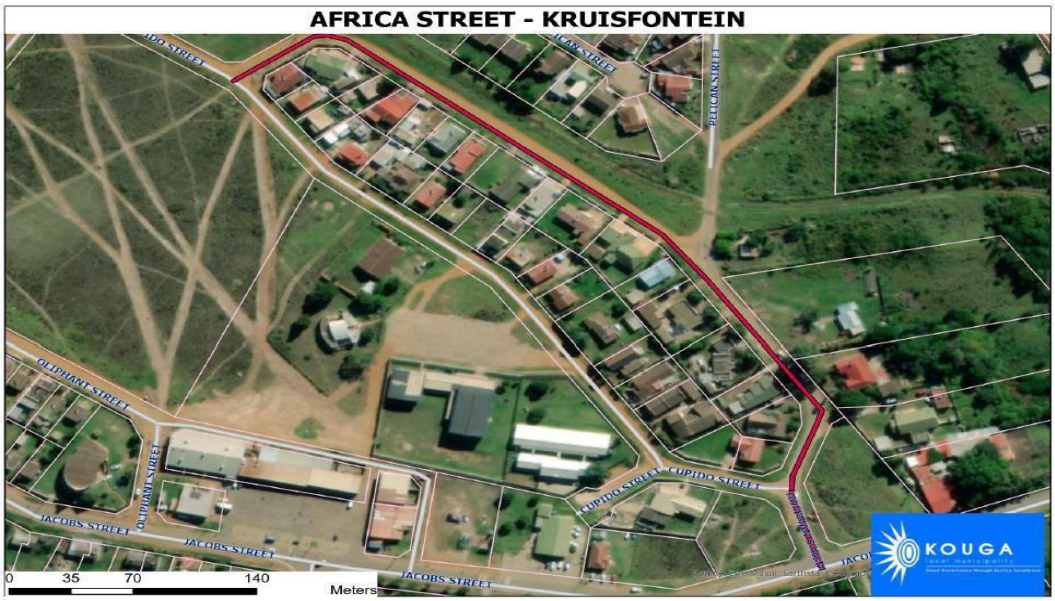
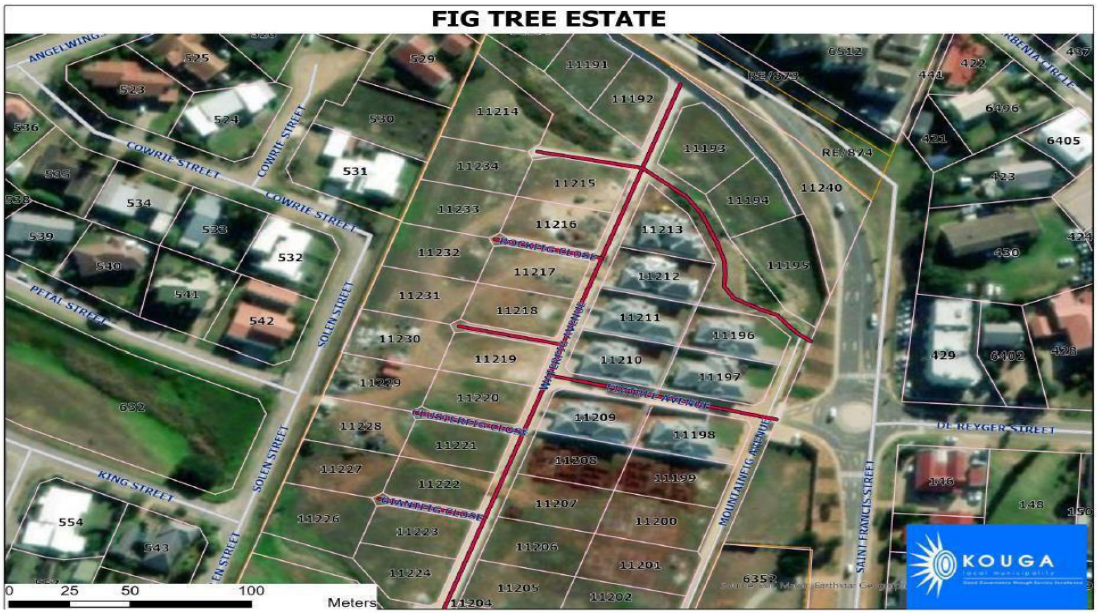


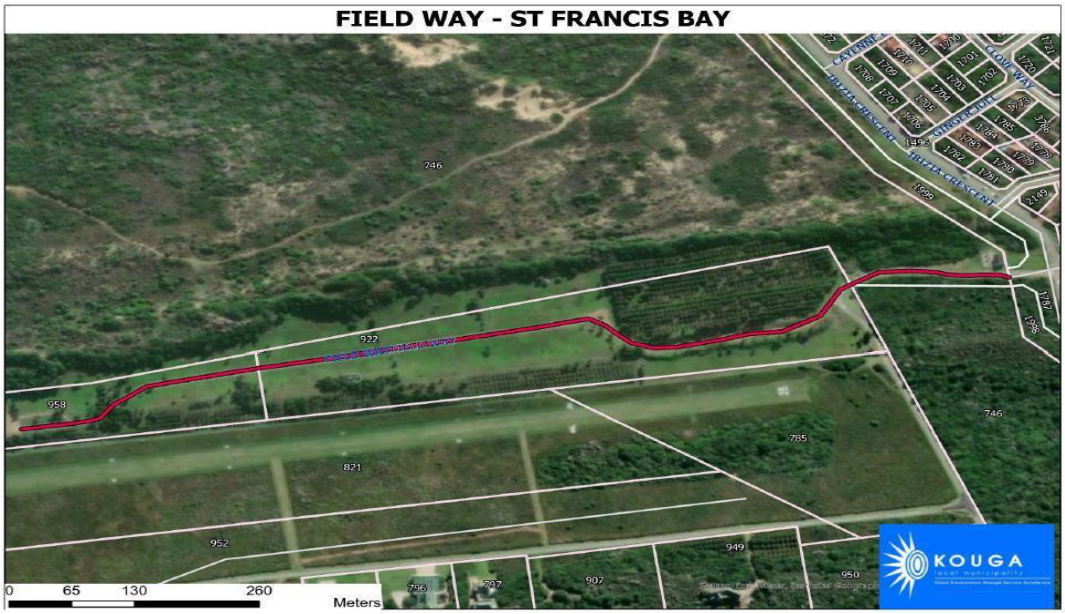
Fig Tree Estate: Proposed Street Names within the estate in Jeffreys Bay



Forestfig Close, Pondofig Close, Rockfig, Wildfig Close, Clusterfig Close, Figtree Avenue, Waterfig Avenue, Mountainfig Avenue

Mr Krüger: Proposed Street Name in St Francis Bay

- *Field Way*



Development of Suburbs Layer



Suburbs Layer was also developed and the following areas were demarcated : Arcadia, Aston Bay, C-Place, Cape St Francis / St. Francis, CBD, Certeeton, Die Berg, Eden Glen Retirement Village – 1st Phase, Extension 4, Gamtoos Mouth, Graslaagte, Hankey, Hankey Central, Hopeville, Humansdorp, Humansdorp Central, Industrail Area, Jeffrey's Bay, Jeffrey's Bay – Ferreira Town, Johnsons Ridge, Kabeljauws, Kleinrivier, Kruisfontein, Kwanoxolo, Loerie, Loots Park IDZ, Maak 'N Las, Madiba Bay, Marina Martiniqu, Matt Melville, Milton, Moersarivier, Ocean View, Old Hankey, Old Kwanomzamo, Oyster Bay, Panorama, Paradise Beach, Patensie, Pearl Road, Pellsrus, Phillipsville, Ramaphosa Village, Rosedale, Sewende Laan, Shushukuma, Sitrus, The Sands, Thornhill, Tokyo Sexwale, Upper Golf Course, Vaaldam, Van Stadensriviermond, Vergenoeg, Vregenoeg, Wavecrest, Weston, and Youth Camp.

GIS Planning System Tender

The GIS Unit was tasked with facilitation of a process for procurement of a new electronic system for Planning and Building Control processes. Land and Properties, and Cemeteries modules are to be incorporated into the system. The tender process has been initiated in this regard. To date, Terms of Reference have been developed and proposals were received from service providers across the country in a bid for the required system.

Common challenges Encountered:

- Resistance to change by colleagues in most directorates.
- Requesting the user's inputs and requirements has been a challenge as there are misconceptions that GIS is there to replace officials which is untrue. Any system or software needs a human aspect to operate and function properly.

- Management needs to be bold and ensure that users use the system and software effectively.
- There needs to be identified 'champion/s' that take responsibility for their data, as most feel that it is the sole function of the GIS Unit.
- One man run GIS unit, there is a need for a more GIS officials to ensure that unit grows within the municipality.

IT Infrastructure

- As the solutions are web based decent internet speeds and uptime is required, and it can be verified accordingly that Kouga LM meets those criteria.

As the solutions are web based therefore decent internet speeds and uptime is required.

3.21.5 BUILDING CONTROL

The 2022/23 financial year was the **third** year since the implementation of the electronic plan submission using the *Ovvio* portal. This enables Registered Professionals (RPs) of the South African Council for the Architectural Profession (SACAP) from anywhere in South Africa, and the world, to submit building plans in a fully electronic and paperless channel to Kouga Municipality.

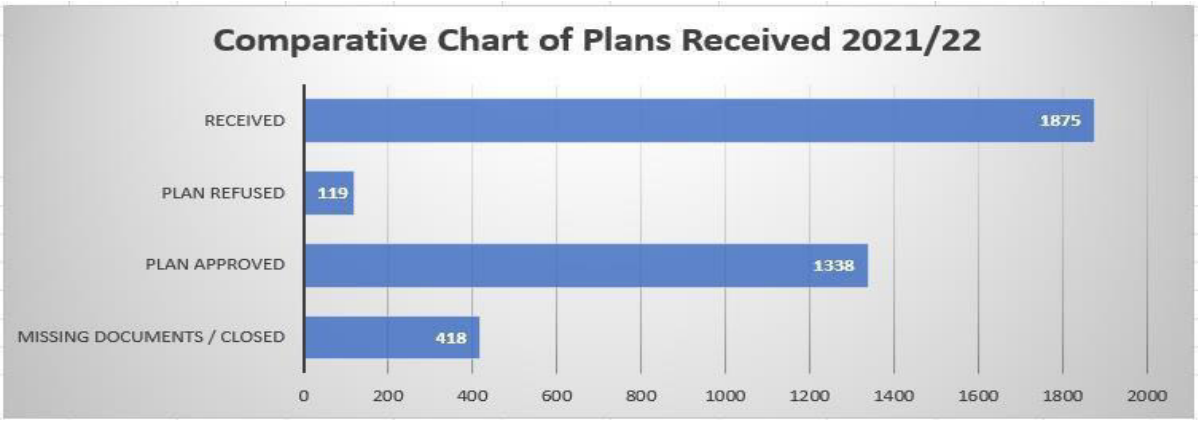
Primary data from the 2022/23 financial year shows the following key trends:

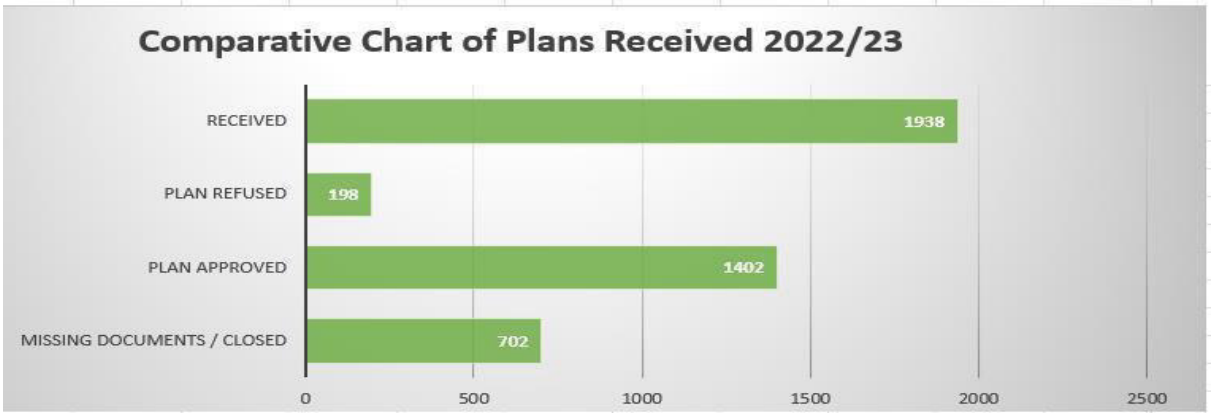
- **1938** Building plan applications were received in the 2022/23 financial year. This represents a 2.8% increase compared to plans received for the 2021/22 financial year (See "**Comparative chart of plans received 2021/22 vs 2022/23**").
  Table 1 shows the detailed breakdown of areas where building plan submissions occurred in the 2022/23 financial year.

- Of the 1938 plans received in the financial year, a total of 1035 *(53.4%)* plans were approved. *(Note that an **additional 367** plans were approved within this financial year which was captured in the previous financial year* ***(total 1035 + 367 = 1402 plans approved)*****.**

- Of the 1938 plans received in the financial year, a total of 198 (10.2%) were refused. *(Note that an **additional 1150** plans were* refused *within this financial year which was captured in the previous financial year* ***(total 198 + 1150 = 1348 plans*** **refused)**.

This is reflective of the removal of the "deferment" of plans that were not compliant to align with the legislative requirement of the National Building Regulations and Building Standards Act (107 of 1977 as amended) for a local authority to give a decision in the stipulated time periods (30 days for building plan applications with 500m^2 or less and 60 days for building plan applications greater for work greater than 500m^2).





The following tables are a detailed overview of building plans received, approved, and refused in the 2022/23 financial year.

Building Applications Date Captured between 1 Jul 2022 and 30 Jun 2023									
Area in Kouga	Churches	Garden Walls and Fixed Fences	General Building Work	Industrial Rural	Minor building applications (< 10m²)	RDP Informal Housing	Revised Plan	Swimming Pool	Total
Aston Bay	0	1	124	0	8	0	27	2	**162**
Crossways	0	0	37	0	1	0	7	0	**45**
Gamtoos Mouth	0	0	54	0	6	0	13	0	**73**
Hankey	0	0	6	0	0	0	1	0	**7**
Humansdorp	0	0	27	0	7	0	6	0	**40**
Humansdorp RD	0	0	80	5	5	1	1	0	**92**
Jeffreys Bay	1	2	473	1	63	0	170	12	**722**
Kaap St Francis	0	0	78	0	11	0	15	1	**105**
Kruisfontein	0	0	10	0	0	3	4	0	**17**
Oesterbaai	0	0	25	0	1	0	1	0	**27**
Paradysstrand	0	0	92	1	4	0	16	1	**114**
Patensie	0	0	3	0	0	0	2	0	**5**
Pellsrus	0	0	6	5	0	4	0	0	**15**
Sea Vista	0	1	278	0	35	1	49	1	**365**
St Francis Links	0	0	92	0	7	0	21	2	**122**
Twin Valley	0	0	7	0	0	0	0	0	**7**
Uitenhage RD	0	0	16	0	2	0	2	0	**20**
Grand Totals	1	4	1408	12	150	9	335	19	1938

Table 1: Building Plan Applications - 2022/23 Financial Year

Building Application Approved between 1 Jul 2022 and 30 Jun 2023				
Area in Kouga	Floor Area (square meters)		Estimated Cost	Number
Aston Bay	8826	R	47,692,350.00	103
Crossways	4589	R	29,637,250.00	30
Gamtoos Mouth	5422	R	41,450,000.00	52
Hankey	508	R	5,670,000.00	4
Humansdorp	2541	R	9,146,000.00	16
Humansdorp RD	17880	R	160,793,250.00	40
Jeffreys Bay	62106	R	444,938,250.00	618
Kaap St Francis	7979	R	54,622,000.00	73
Kruisfontein	214	R	1,664,100.00	5
Oesterbaai	1759	R	12,732,250.00	11
Paradysstrand	14093	R	93,374,150.00	95
Patensie	178	R	1,349,100.00	3
Pellsrus	84	R	704,950.00	3
Sea Vista	43363	R	336,245,550.00	243
St Francis Links	24330	R	179,008,350.00	106
Twin Valley	2003	R	19,587,650.00	5
Uitenhage RD	866	R	6,718,250.00	13
Total	196740	R	1,445,333,450.00	1402

Table 2: Number of Compliant Building Plan Applications supported and approved in the 2022/23 Financial Year.

Building Application Refused between 1 Jul 2022 and 30 Jun 2023				
Area in Kouga	Floor Area (square meters)		Estimated Cost	Number
Aston Bay	10082	R	55,660,650.00	112
Crossways	5233	R	46,541,900.00	17
Gamtoos Mouth	5600	R	35,343,750.00	53
Hankey	508	R	5,670,000.00	4
Humansdorp	2863	R	14,503,100.00	29
Humansdorp RD	14621	R	57,023,900.00	42
Jeffreys Bay	65535	R	532,840,800.00	582
Kaap St Francis	7005	R	55,392,050.00	61
Kruisfontein	1307	R	11,907,100.00	8
Oesterbaai	2011	R	15,536,850.00	20
Paradysstrand	18204	R	126,642,550.00	106
Patensie	1186	R	3,147,900.00	4
Pellsrus	166	R	779,900.00	6
Sea Vista	53421	R	408,004,050.00	228
St Francis Links	10134	R	68,516,250.00	51
Twin Valley	2587	R	22,957,950.00	7
Uitenhage RD	1356	R	11,743,400.00	19
Total	201820	R	1,472,212,100.00	1348

Table 3: Number of Compliant Building Plan Applications Not Supported and Refused in 2022/23 Financial Year.

Building plan applications and approvals and occupation certificate issuance should be viewed as major measuring tools for economic activity. The estimated costs of building plans approved provide a leading indicator of the kind of economic activity, job creation, and downstream Local Economic Development (LED) for what is likely to be generated over the subsequent financial year.

Additionally, Tracking the issuance of occupation provides an even clearer picture of the actual economic activity over a financial.

In the 2022/23 financial year the economic data revealed that:

- A total proposed new and additional building area of 19670m^2 at an estimated value of R1,45 billion was approved for construction by Kouga Municipality in the 2022/23 financial year (See **Table 4**). This represents a 20.35% growth (in rand value) in proposed building work compared to the R1,15 billion in estimated value reported in the 2021/22 financial year.

- A total amount of **R 5,258,960.30** in building plan application fees was received for the 2022/23 financial year. This was a 4.0% increase in revenue from application fees as compared to the 2021/22 financial year.

Approved Building Application Evaluations Evaluation Date between 1 Jul 2022 and 30 Jun 2023			
Area in Kouga	Floor Area (square meters)		Estimated Cost
Aston Bay	8826	R	47,692,350.00
Crossways	4589	R	29,637,250.00
Gamtoos Mouth	5422	R	41,450,000.00
Hankey	508	R	5,670,000.00
Humansdorp	2541	R	9,146,000.00
Humansdorp RD	17880	R	160,793,250.00
Jeffreys Bay	62106	R	444,938,250.00
Kaap St Francis	7979	R	54,622,000.00
Kruisfontein	214	R	1,664,100.00
Oesterbaai	1759	R	12,732,250.00
Paradysstrand	14093	R	93,374,150.00
Patensie	178	R	1,349,100.00
Pellsrus	84	R	704,950.00
Sea Vista	43363	R	336,245,550.00
St Francis Links	24330	R	179,008,350.00
Twin Valley	2003	R	19,587,650.00
Uitenhage RD	866	R	6,718,250.00
Total	196740	R	1,445,333,450.00

Table 4: Total floor area (square meters) and estimated cost of building activity approved in the 2022/23 Financial Year.

Building Applications Date Captured between 1 Jul 2022 and 30 Jun 2023			
Area in Kouga	Number	Income Received	
Aston Bay	162	R	327,080.42
Crossways	45	R	138,304.72
Gamtoos Mouth	73	R	124,066.05
Hankey	7	R	14,472.78
Humansdorp	40	R	77,084.83
Humansdorp RD	92	R	400,538.47
Jeffreys Bay	718	R	1,747,729.53
Kaap St Francis	105	R	218,108.45
Kruisfontein	17	R	24,741.41
Oesterbaai	27	R	47,910.45
Paradysstrand	114	R	397,167.22
Patensie	5	R	1,035.00
Pellsrus	15	R	2,689.54
Sea Vista	362	R	1,152,286.86
St Francis Links	122	R	509,398.26
Twin Valley	7	R	30,116.89
Uitenhage RD	20	R	46,229.42
Total	1938	R	5,258,960.30

Table 5: Total building plan application fees was received for the 2022/23 financial year.

BUILDING INSPECTIONS AND OCCUPATION CERTIFICATES ISSUED

The National Building Regulations and Building Standards Act (107 of 1977 as amended) gives local authorities the responsibility to regulate all construction that takes place within its area of jurisdiction. Building inspections, conducted according to the prescripts of the Act with the technical guidance of South African National Standards 10400 (SANS 10400) are an integral part of ensuring that building work takes place according to legislation.

Successful building inspections terminate with the issuance of an Occupation Certificate (OC) which signifies compliance of a building with the Act. Occupation Certificates issued are important data informing the municipality of the actual economic spending and activity that took place in the financial year 2022/23. The findings are:

- A total of 742 OCs were issued in 2022/23 against 617 in 2021/22 (a 16.8% increase) where an estimated R577 million in 2022/23 was spent by built environment stakeholders against R377 million spent in 2021/22 (a 34.5% increase). A total of 84 692m^2 of building area was added in 2021/2023 against 56 680m^2 in 2020/21 (a 33.1% increase). This newly built area is equivalent to 15 football fields of new building work added in Kouga Municipality.

Occupation Certificates Date of Issue between 1 Jul 2022 and 30 Jun 2023				
Area in Kouga	**Floor Area**	**Estimated Cost**		**Number**
Aston Bay	5438.63	R	39,951,950.00	**54**
Crossways	1237.9	R	9,068,950.00	**11**
Gamtoos Mouth	1924.13	R	12,732,200.00	**23**
Humansdorp	185.93	R	599,600.00	**4**
Humansdorp RD	1429.89	R	9,523,250.00	**14**
Jeffreys Bay	39634.28	R	268,027,600.00	**385**
Kaap St Francis	4293.3	R	28,119,100.00	**46**
Oesterbaai	705	R	5,246,500.00	**3**
Paradysstrand	3814.71	R	27,659,100.00	**39**
Patensie	206	R	1,573,950.00	**2**
Sea Vista	13600.62	R	85,488,200.00	**92**
St Francis Links	12103.23	R	88,264,150.00	**65**
Uitenhage RD	118	R	747,500.00	**4**
Total	**84691.62**	**R**	**577,002,050.00**	**742**

Table 6: Occupancy Certificates issued in the 2022/23 Financial Year.

- A total of 2410 stage inspections were conducted in the 2022/23 Financial year compared to 2173 (9.8% increase) in the previous financial year.
  The breakdown is as follows:

    - 789 Foundation inspections
    - 623 Drainage inspections
    - 764 Final inspections
    - 116 Re-inspections of foundations
    - 24 Re-inspections of drainage
    - 10 Final re-inspections
    - 20 Routine inspections

Building Application Inspections Date between 1 Jul 2022 and 30 Jun 2023	
Inspection Type	**Number**
Drainage	623
Final	764
Foundation	789
General	64
Re-Drainage	24
Re-Final	10
Re-Foundation	116
Routine	20
Total	2410

Table 7: Building site inspections carried out in the 2022/23 Financial Year.

- An estimated 312 general and routine inspections were conducted to respond to resident complaints and tip-offs of unauthorized or suspected illegal building work, with an average of 26 general and routine inspections conducted per month.

BUILDING CONTROL HIGHLIGHTS & ACHIEVEMENTS 2022/23

Kouga Municipality's Building Control Department was the first in the Eastern Cape to host the National Building Control Officers Convention.



Our Building Future

Kouga Municipal Building Control section together with NRCS hosted the event under the Theme" **Our Building Future"** on the 17th and 18th of November 2022 at Cape St Francis Resort.

Various Stakeholders, mostly comprise Building Control Officers from various Municipalities across the Country and other Registered Professionals & Engineers from the Built Environment and construction industries.

The BCO Convention is rotated country-wide (from Province to Province) to facilitate greater access, attendance, and participation by BCOs from all regions, and nationally. The NRCS together with the National Building Control Forum (NBCF) partners with volunteering Municipalities to host the event on an annual basis. The

Kouga Municipality has been requested by the NBCF to host the BCO Convention for the year 2022.

The NRCS is a public entity established and mandated in terms of the National Regulator for Compulsory Specifications Act, 2008 (Act no. 5 of 2008) for the administration and maintenance of compulsory specifications (otherwise known as technical regulations) in the interests of public health and safety, and protection of the environment as well as the promotion of fair trade. It is responsible for the implementation of a regulatory and compliance system for compulsory specifications {also known as technical regulations) on behalf of the Minister of Trade, Industry, and Competition (the DTIC).

The NRCS is also responsible for the administration of the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977) herein referred to as the NBR Act. The objective of the NBR Act is to provide for the promotion of uniformity in the law relating to the erection of buildings in the areas of jurisdiction of local authorities; for the prescribing of building standards; and for matters connected therewith.

National Building Control Forum: 2nd Quarter Meeting

Local Authority
BUILDING CONTROL
Authority with Responsibility

NRCS | national regulator for compulsory specifications

Head Office:
SABS Campus, 1 Dr Lategan Drive, Groenkloof, Pretoria
NRCS, Private Bag X25, Brooklyn, 0075
Tel + 27 12 428 5000 • Sharecall 0860 722 700 • Fax +27 12 428 5199
Web www.nrcs.org.za

The meeting was held on 29 June 2023 at Boardroom 213, ETA Building, Second Floor - 30 Archie Gumede Place.

Matters discussed:

1.1 Clarity regarding the framework of the interpretation, application, and enforcement for compliance with the NBR Act referring to section 7 of any other applicable law.

1.2 The enforcement of the NBR&BS Act on informal structures on municipal / provincial / national land.

1.3 Election of Executive Committee – urgent (5 or 7 members).

1.4 Finalising of the TOR – Urgent.

1.5 TC-60 reporting.

1.6 NBC Convention - Urgent

- Theme
- Date
- Speakers

1.7 Chairpersons Vision/goals – Short presentation

1.8 Urgent Official NBCF letters to be issued for deliberation:

- SACAP – (Draft) IDOW matrix - comment
- Importance of attendance of BCO officials to attend NBCF – to all Local Authorities
- SAHRIS – All Heritage Authorities to develop a uniform simple framework template for Grade III accreditation for Local Authorities.

Under item 3.3 above, (Election of Executive Committee) the Acting BCO, Mr. Adrian Thorne, attended his first meeting.

The Acting Chief Building Control Officer, Mr. Nico Lappert, has been elected to serve on the Executive Committee.

DEVELOPMENT FACILITATION PROJECTS

1. **ERF 2304 Sea Vista, St. Francis Bay** -

The first intention is to increase the floor area of the existing shop and service building from about 510sqm to about 1314sqm which will bring more offering and variety of products for the community. Estimated Cost 13,755,000.00, Floor Area 1,314.35 sqm. However, due to some signs of decay in the building and many columns that rendered the building impractical and therefore force it to demolish and a build completely new building. Most importantly, we are proving a high-speed pump for the benefit of boat vehicles to ease traffic congestion, especially during the holiday season. (See 3D artistic impression below).





2. ERF 3854 SEA VISTA – THE GRAND CAMOROS RETIREMENT ESTATE

Spanning an area of over 60 hectares in the heart of St Francis, The Grand Comoros is an architecturally designed and carefully planned, secure retirement estate, boasting 130+ units, with multiple design options on offer, a clubhouse for all residents to enjoy, as well as medical amenities and a gym. With a project estimate of around R 500 million, the estate will be benefitting the area by creating an influx of additional capital and further job creation, all while keeping within the look and feel of the town in order to maintain the charm of St Francis. (See 3D artistic impression below).





3. Erf 3924 St Francis Bay - Homestead

Estimated Value - 8 million per block (5 Blocks).

(See 3D artistic impression below).

BLOCK A



BLOCK B

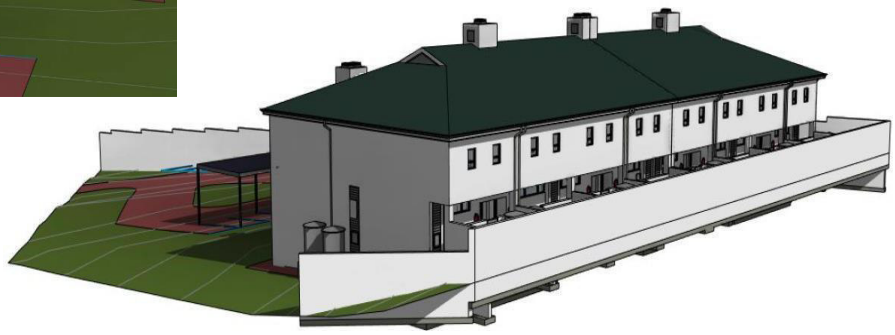


2. Erf 11225 Project (Figtree)

Floor Area 1156 sqm, Estimated Cost 12,180,000.00.



(See 3D artistic impression below).



3. Erf 3862 Sea View - St Francis Bay - Village2 La Digue Place

Floor Area 1204sqm, Estimated Cost R12,600,000.00







CONCLUSION

Building Control and Outdoors Advertising Compliance Section has shown an improvement in the previous financial year, 22/23 versus the 21/22 financial year. Our Department Enforced Outdoor Advertising laws and removing of illegal signage across the Kouga region, a meeting was conducted by the committee to discuss operation WAILS (War Against Illegal Signage). The department initiated the Application of Information process as a prospective to generate more income for the municipality due to the requirement of payment fees. We are in the process of establishing a Kouga Architectural Forum to assist the public and RPs to iron out challenges and bottlenecks. We strive towards higher approval and less refusal rate, to contribute and stimulate the building industry, generate more income for our Municipality and more job creation opportunities. Thus our departmental vision and objective for the 23/24 Financial Year is to become the best Building control Section in Eastern Cape and South – Africa.

COMPONENT G: LOCAL ECONOMIC DEVELOPMENT

3.22 LOCAL ECONOMIC DEVELOPMENT

ROLE PLAYERS

1. **Political Role Players**
   The Unit reports to the Planning, Development and Tourism Portfolio Committee which is chaired by the Portfolio Chairperson for Planning, Development and Tourism.

2. **Staff Role Players**
   The staff component comprises of the following:

Filled positions	Acting positions	Vacant positions	Contract appointments
Senior LED Officer x 1 (Contract)		Manager LED & Tourism	LED Agriculture Officer x 1
Senior Tourism, Marketing and Branding officer x 1 (Contract)	Manager LED & Tourism	SMME LED Officer x 2	Snr LED Officer
Tourism, Marketing, and Information Officer x 1		Admin Clerk x 2	Snr Tourism, Marketing, events and Branding Officer

Events Management Officer x 1			

3. Other Role Players

As part of inter-governmental relations, the LED/Tourism department works in collaboration with many partners to facilitate the functioning of the department.

These include amongst others:

- South African Local Government Association (SALGA)
- Dept. of Rural Development and Land Reform (DRDLR)
- Dept. of Rural Development and Agrarian Reform (DRDAR)
- Dept. of Economic Development, Environmental Affairs and Tourism (DEDEAT)
- Dept. of Trade and Industry (DTI)
- Dept. of Social Development,
- Coega Development Corporation (CDC)
- National Youth Development Agency (NYDA)
- Small Enterprise Development Agency (SEDA)
- Gamtoos Irrigation Board (GIB),
- Dept. Water and Sanitation,
- Fishing and Forestry (DAFF)
- Cooperative Governance and Traditional Affairs (COGTA)
- Sarah Baartman District Municipality (SBDM)
- Kouga Wind Farms
- Eastern Cape Parks and Tourism Agency (ECPTA)
- South African Tourism (SAT)

4. Community Role Players

These include:

- Kouga Local Economic Development Forum
- Kouga Business Forum (KBF)
- Kouga Emerging Farmers Forum
- Kouga Cooperatives Forum
- Kouga SMME Forum
- Kouga Local Tourism Organization (KLTO)
- Various event organizers that are responsible for staging and organizing events in Kouga
- Members of the public who visit the offices daily.

The department also collaborates with the Wind farms to bring about career opportunities for the youth as well as creating an ambling platform for job opportunities for SMME's.

3.22.1 LOCAL ECONOMIC DEVELOPMENT

1. **Local Economic Development Forum**

The Kouga Local Economic Development (LED) Forum is a multi-stakeholder platform that is coordinated by the LED Unit quarterly and Chaired by the Portfolio Chairperson for Local Economic Development and Tourism. The Kouga LED Forum offers Kouga Municipality, Government Sector Departments, Private Sector and Non-Governmental Organisations the opportunity to share information.

The white paper on Local Government (1998) clearly explains that LED is about creating a platform and environment where investment and entrepreneurship thrives. The white paper further states that: "Local Government is not directly responsible for creating jobs. Rather, it is responsible for taking active steps to ensure that the overall economic and social conditions of the locality are conductive to the creation of employment opportunities".

Section 152 (1) of the Constitution spells out the objects of local government as follows:

a. To provide democratic and accountable government for local communities,
b. To promote social and economic development.
c. To encourage the involvement of communities and community organisations in the matter of local government.

Section 153 of the South African Constitution states that:
"A municipality must structure and manage its administration, budgeting, and planning processes to give priority to the basic needs of the community and to promote the social and economic development the community".

The LED Forum thereof offers Local Government, Private Sector, Non-Profit Sectors, and the Local Community the opportunity to work together to improve the local economy. It aims to enhance competitiveness and thus encourage sustainable growth that is inclusive.

The Objectives of the Forum

The overall objective of the LEDF is to drive and steer the local economic development agenda of the local municipality, in collaboration with relevant strategic partners/stakeholders. All activities of the partnership platform will give expression to this objective with the aim of developing an inclusive local economy and contributing towards strategic economic growth.

Meeting Dates for 2022/2023 FY	
Quarter 1	23 September 2022
Quarter 2	12 December 2022
Quarter 3	24 March 2023
Quarter 4	Meeting will be held in July 2023

2. Training, Workshops, Seminars and SMME Registration Sessions

Name	**Date**
Entrepreneurship Training – Kouga Artisans	17 September 2022
KLM SMME Database Update and Registration	22, 26, 27 September 2022
Cooperative Workshop	1 – 3 November 2022
SMME Tender Advise Workshop	16 - 18 November 2022

3. LED Projects

BR&E Programme in the Construction Sector:

Kouga Local Municipality identified and interviewed 65 businesses across Kouga in the Construction Sector. These in-person surveys known as Business Retention and Expansion (BR+E) provide baseline information about each business, their future plans and challenges with doing business in the community.

BR+E project serves as an important resource for informing Economic Development priorities and work plans.

They also provide a natural opportunity for outreach to the business community to identify any immediate needs that may be impeding business growth which in return gives the Municipality the opportunity to have an in-depth look at the health and vitality of each sector of our economy in Kouga.



National Youth Development Agency Training:
This was a collaboration effort between Kouga Municipality and the National Youth Development Agency and was held on the 8 -12 November 2021, and its aim was to equip young and upcoming entrepreneurs on how to start and manage their businesses. The programme was aimed to create a conducive environment for young entrepreneurs to access relevant entrepreneurship skills, knowledge, values, and attitudes for their businesses. About 18 young people participated in the training which included the following aspects:

Generating your business idea,	Business Plan
Start your business,	Marketing Plan
Improve your business,	Organization and Management
Business Plan,	Financial Plan and Costing
Marketing Plan	Organization and Management

Ocean View Business Support Centre:
The LED & Tourism Department has renovated what was the Ocean View bakery into a business support centre located in Ocean View. The purpose of the centre will be to provide expert business training, advice, and facilitate linkages to emerging entrepreneurs with a desire to succeed in business.

Kouga Entrepreneurship Academy Portal Launch:
Council authorized the Accounting Officer to conclude a partnership agreement with Start-up tribe for the setting up of the Kouga -Entrepreneurship Academy web-based platform.

Council Resolution: 22/03/PDT2 was given for partnership with the start Up Tribe that offers youth development. The Startup Tribe is a global initiative led by York Zucchi to provide organisations tools to tackle youth unemployment and support small businesses. They do this by giving a free custom branded entrepreneurship academy which the organisation can deploy in their communities. This academy offers free online courses to people who are wanting to start or grow their businesses.

An MOU has been submitted to the municipality by the organisation, and has been signed by the accounting officer, LED and tourism office will formally launch the academy in the new financial year. This is an ongoing project.

4. **LED Key Performance Areas:**

KPIs	**Annual Target**	**Achievement level during the year**	**Achievement during the 2022/23 FY**
LED Budget Spent on LED related Activities	90%	Full Budget was spent	100%
LED Stakeholder Forum Meetings	4	LED Forums are successful held quarterly	75% (3 Meetings held)
Number of SMME's that have benefitted from an SMME Support Programme	550 SMME's	Local SMMEs exposed and supported through Training workshops and Outreaches collaborating with other sector departments	736
Job opportunities created through PPP: (LED and Tourism).	100	The LED Department promotes an enabling environment for job creation.	431

Job Creation through Local Economic Development Initiatives

Total Jobs created / Top 3 initiatives	Jobs created through LED & Tourism No.
Reporting Period	431

COMMENT ON LOCAL ECONOMIC DEVELOPMENT CAPITAL PERFORMANCE OVERALL:

Oceanview Business Capital Project – capital fully spend.

3.22.2 TOURISM

The priorities of this section are Local Economic Development, tourism development, destination marketing and, heritage management as well as promoting and managing events in Kouga area.

This section's annual implementation strategy was derived from the IDP and approved budget of the financial year. From the Service Delivery, Budget and Implementation Plan (SDBIP), work plans were created to determine the detailed implementation plans for the year. This was monitored continuously and reported to the Portfolio Committee at least once per quarter.

The municipality continues to have strategic private partnerships with the private sector that serves and project implementing agents for tourism, heritage, and events.

Each of these partners are constituted and registered Non-Government Organizations. Memorandum of agreements are in place with each of these private partners. Grant-in-aid, as well as funding for special projects are allocated to each for administrative purposes and furthering the development and marketing of tourism and museums in the Kouga Municipal area.

TOURISM DEVELOPMENT, MARKETING:

1. **Kouga Attended World Travel Market (WTM) & Travel Africa Indaba 2023**
   SBDM tourism provides international marketing platforms, marketing material and uniforms for local municipalities and Local tourism organisations. KLM has been part of the World Travel market in Cape Town and Travel Indaba in Durban, and a number of projects are emerging from the two shows, these platforms share on new tourism trends which assist local tourism in shaping the destination based on current

demand and trends. KLTO still to update KLM of business opportunities and partnerships from the two shows.

The district covers all the exhibition costs and the LTO and LM's cover transportation and accommodation.

The reason to attend the trade show was to get exposure to new trends,

- New types of tourism; looking at the emerging micro and macro tourism niches,
- Travel technology and its impact on our future; this looked at the travellers expectation from tech empowered travel,
- How can the African tourism sector take full advantage of virtual reality as an innovative and effective technology tool.
- Mixing MICE business with pleasure; mixing events with tourism proving to be successful within the MICE industry.
- Best digital marketing strategies and tactics to increase direct ecotourism bookings.
- Creating an Inclusive Business: How Internal Policies Can Help to Better Welcome LGBTQ+ Travellers.

All these seminars have assisted the municipality in set up tourism project for growth. New tourism businesses and partnerships for Kouga,





WTM





Travel Africa Indaba

2. **Kouga products for China Expo:**
   LED and Tourism identified an opportunity for local businesses in Kouga to be part of an international product expo in China. This project is facilitated by Sarah Baartman Development Agency and the municipality.

   Local businesses need to be flexible and efficient enough to gear for new market opportunities, it means some gaps and challenges may not be dealt with utilising traditional way of doing business (inclusive of post covid strategies for local business and the municipal economy). Professional advising and support are important to realize the opportunity, to bridge the gap KLM has initiated to be part of an international expo and open local production to international export.

   Destination marketing is a key component of development for Kouga, exhibiting on an international platform that will assist the municipality to understand the requirements and standards for the Chinees market. This will create investment opportunities and demand from the international market.

   <u>Opportunities: Business promotion</u>

   The platform focuses on investment, tourism, to promote and facilitate business partnerships. The objective is to identify and realize the business opportunities.

   <u>Export facilitation</u>

   An enabling environment to local business to export products and services to China, assist to identify the strategic buying, bridging channel and test the market for export investment.

Sourcing service

Provide local SMMEs with competitive and value for money product exchange channels. Destination readiness to provide suitable packages.

Consulting service

Provision of professional consulting services that assists with addressing challenges for investors and businesses to realize and ventures between China and Southern Africa.

Kouga municipality in support of local product producers, sent a request to the Kouga Local Tourism Organization to assist with products that the municipality can showcase in China. Out of the 10 products that showed interest in the Expo, 7 local products have been approved for exhibition in China after an extensive application process. For economic support and growth, the municipality recommended to purchase these products at cost as part of local economic development, therefore for all cost incurred by the product owner the municipality will be invoiced, and the budget for SMME support will be utilised.

Selected products

- Gin- One33 (delivery received)
- Coffee- Infood coffee roastery (delivery received)
- African Accessories- Be original (delivery received)
- Snails- Pabala (delivery received)
- Honey- Pabala (not delivered)
- Coffee- First Light (to deliver)
- Rum- Ferreira Distillery (unable to secure a hygiene/health certificate or a certificate of origin as part of the requirements).
- KLTO- Marketing martial (delivery received).

Exhibition costs: SBDM covered costs for product exporting for exhibition, marketing material, exhibition stand and accreditation.









3. **Township tourism**
   The tourism section budgeted R200 000 for sponsorship events for township tourism events. This concept is to start with supporting township tourism development, activities, and events. Two proposals were received one for Jeffreys and Humansdorp, but due to the second applicant encountering issues, one event was supported by KLM with R150 000.00









4. **Kouga Tourism Indaba Media Launch and Kouga Indaba**
The Kouga Tourism Indaba media launch was phase one of a continues programme that would have taken place till the implementation of on the KTI.

Invitations were sent to media houses to cover the event for publicity, and inclusion of critical stakeholders and investors. This was a way of getting a buy in from different stakeholders and the community of Kouga. This programme had a positive impact as the municipality is receiving positive feedback from interested parties to be part of the event to ensure success.

The tourism officer worked with LED office and the municipal communications office to execute the project.

Response to invitations was received from the following media houses:

- Herald new paper
- SABC
- Oasis FM
- Bay FM
- Netpos online
- St Francis today
- St Francis chronicle

Several tourism stakeholders were invited from national to local, due to September being tourism month a number of stakeholders had prior engagements.

The program is supported by the Eastern Cape Parks and Tourism Agency (ECPTA) which is the provincial tourism entity.

An invitation was also sent to the Department of Economic Development, Environmental Affairs and Tourism (DEDEAT) and Sahara Baartman district Municipality (SBDM) that supported the program in absentia.

The Kouga business forum (KBF) and Kouga Local Tourism Organisation (KLTO) was amongst the stakeholders that are in support of the planned event and offered to assist the municipality to making sure that the event is a success and attract tourists and investors to the region.

The Mayor and other stakeholders were interviewed by media houses that attended the launch, and those interviews where published, therefore the Tourism & LED team regards the event as a success.

Internal processes for the project

- With the above background Tourism officer prepared a tender specification,
- The internal SCP processes followed, BSC, BEC, BAC
- Tender was approved and advertised,

- Tender was cancelled due to the project not being funded for the implementation phase in 2023 and no budget support were approved.

Kouga planning tourism indaba for 2023

Simtembile Mgidi
mgidis@theherald.co.za

A planned Kouga Tourism Indaba was launched yesterday with the aim of promoting the municipality as a tourist destination of choice.

Kouga mayor Horatio Hendricks said focusing on the area's heritage was how the municipality planned on drawing in tourists during the Kouga Tourism Indaba in September next year.

Hendricks was speaking during the media launch of the indaba at the Intle Game Lodge in Thornhill.

He said Kouga wanted to be the events capital of SA.

Hendricks said the indaba was a way to brieg all role players in the tourism sector under one roof to exhibit what Kouga had to offer.

Having seen the effect of using culture and heritage in Prince Edward County in Canada, Hendricks said they repurposed their heritage towards fitting into the tourism industry.

"We have a rich heritage in Khoi and San along with African heritage.

"How do you repurpose that so that people are interested in it?

"That is what we are trying to launch in the tourism indaba."

He said a legacy project would see a heritage route called Route 66 that went through Thornhill, Loerie, Hankey, Patensie, Humansdorp and Jeffreys Bay.

The route would offer small-town glamour, agri-tourism, the Sarah Baartman and Dawid Stuurman grave sites along with the Sarah Baartman memorial.

It would also include an experience of township vibes in KwaNomzamo.



LOOKING AHEAD: Kouga mayor Horatio Hendricks speaks at the launch of the Kouga Tourism Indaba Picture: SIMTEMBILE MGIDI

Eastern Cape Parks and Tourism Agency regional development manager Duma Maqubela said the indaba fitted perfectly with the UN's world tourism organisation 2022 theme, "Rethinking Tourism".

"We are coming out of the Covid-19 pandemic, tourism has declined, so we support initiatives of this nature, especially places that emphasise our own heritage and intensify digital platforms to promote tourism," Maqubela said.

Kouga business forum committee member Wayne Furphy said they were fully behind tourism development in the region.

"If a decade ago there were a million visitors coming into this region, there are about 500,000 people now.

"I think it is possible for us to reach a million mark and more," Furphy said.

5. **Local Tourism Organisation Support and Funding**

Kouga Local Municipality entered into a service level agreement with Kouga tourism organisation for destination marketing function, which caters for three tourism offices operations, social media, and provision of tourism statistics to the municipality.

The organization consists of member representatives of our three geographic Tourism Information Centres in Jeffreys Bay, St Francis Bay and Gamtoos. The financial support of R300,000.00 provided by Kouga Municipality in the 2022/2023 financial year included the support to the smaller tourism offices for general administration, office operations and eMarketing.

The Kouga Local Tourism Office submits reports to Kouga Municipality throughout the year on performance and expenditure and regular meetings held for monitoring and evaluation purposes.

2.22.3 MUSEUMS

We have two museums in the Kouga Municipal area, namely the Humansdorp Museum and the Shell Museum in Jeffreys Bay. Both buildings housing the museums belongs to the Kouga Municipality.

The artefacts in the Humansdorp Museum belongs to the Humansdorp Museum Association, whereas the artefacts in the Shell Museum belongs to the Kouga

Municipality. Both Shell Museum and Humansdorp Museum are managed by the Humansdorp Museum Association, a private partner of the Kouga Municipality, registered as a non-profit organization.

During the financial year Kouga municipality through its grant in aid funded the Humansdorp Museum Association with an amount of R 200 000.00 for general administration, events, repairs and maintenance.

The Museum Association submits quarterly reports on progress, and the Kouga Municipality has meetings and monitors and manages their performance.

The refurbishment of the fisherman's grave was done through the Museum. An appointment of a service provider to install grave crosses at a total cost of R8 8100.00.

Museum priorities

- To develop and promote heritage in the Kouga area.
- To build a positive image and manage museums as sought-after heritage and tourism destinations.
- Maintain museums and preserve heritage assets linked to the museums.

The Humansdorp Museum is open to visitors and tourists 5 days a week and the Shell Museum six days a week. The museums are manned with one full time staff each, and managed by the Museum Association, a voluntary Non-Profit-Organization.

Improvements, Repairs, and Maintenance to Heritage Assets

- Humansdorp Museum:
  Plumbing for water supply at the bathroom
  Replacement of four signs
  Locks for shell Booths
  Building of bookshelves
  Furniture
  Frames
- Shell Museum:
  Electrical appliances
  Paint
  Shelves
  Plumbing
  Keys

6. **Procurement of Promotional Material and Branding**
   The LED and tourism office has procured promotion items for destination marketing and tourism awareness.

Branded promotional items	R 134,031.72
LED and Tourism, KLTO co-branding	R 82,826.68

Branding items procured were used to do destination marketing of Kouga at all municipal and funded events. Unfortunately, at these events a lot of the items were damaged. Additional feather banners, pull-up banners, gazebos, 3 backdrop wall banners and canvasses were to be procured.

3.22.4 EVENTS

1. **Event Funding Support**

Quarter 1	
Event	**World Surf League: J-Bay Open Surf**
Date	12 – 21 July 2022
Amount	R1.5 million
Council Resolution	2022/04/PDT13
Town	Jeffreys Bay
Type	Funded global event that is part of the WSL world tour hosted by the WSL
Job Creation	88 permanent event jobs created and 120 event casual jobs
Gallery	 
Event	**J-Bay Surf Festival**
Date	13 – 21 July 2022
Amount	R200,000.00
Council Resolution	22/06/PDT14
Town	Jeffreys Bay
Type	Funded local festival hosted by a local events company in conjunction with the global WSL: J-Bay Open Surf event.
Job Creation	42

Gallery	 
Event	**South African Longboard Championship**
Date	August 2022
Amount	R300,000.00
Council Resolution	22/04/PDT8
Town	Jeffreys Bay
Type	Funded event national event hosted by Surfing South Africa
Job Creation	64
Gallery	 
Event	**Calamari Festival**
Date	September 2022
Amount	R200,000.00
Council Resolution	22/08/PDT6
Town	St Francis Bay
Type	Funded local festival event hosted by the St Francis Local Tourism Organisation
Job Creation	24
Gallery	 
Quarter 2	
Event	**Concours Sur Mesure Festival**
Date	October 2022
Amount	R250,000.00
Council Resolution	22-04PDT7
Town	St Francis Bay
Type	Funded local festival event hosted by
Job Creation	Not available

Gallery	
Event	**PGA Golf Tournament – South Africa**
Date	31 October – 6 November 2022
Amount	R500,000.00
Council Resolution	21/09/LED&T3
Town	St Francis Bay
Type	Global/National golf event hosted by the Professional Golfers Association of South Africa
Job Creation	158
	
Event	**Kouga Summer Festival**
Date	10 – 31 December 2022
Amount	R500,000.00
Council Resolution	22/12/PDT2
Type	Municipal festive season event project hosted by KLM for the people and seasonal visitors of Kouga.
Gallery	
Event	**J-Bay Annual Picnic**
Date	23 December 2022
Amount	R150,000.00
Council Resolution	22/12/PDT5
Type	Funded event in support of Township Tourism Events

Gallery	 
Quarter 3	
Event	**National Open Water Swim Championship**
Date	10 – 12 March 2023
Amount	R130,000.00
Council Resolution	22/10/PDT2
Type	Funded national swim event.
Job Creation	21
Gallery	
Event	**SDC Championship**
Date	13 – 20 March 2023
Amount	R1,7 million
Council Resolution	23/02/PDT12
Type	Funded event that comprises of 2 national and 2 local sport events.
Job Creation	102
Gallery	 
Quarter 4	
Event	**St Francis Amanzi Challenge**
Date	17 – 21 March and 1-2 April 2023
Amount	R300,000.00
Council Resolution	23/02/PDT13
Type	Funded event that comprises of 2 national and 2 local sport events.
Job Creation	18

Gallery	 
Event	**Aloe Cup Rugby & Netball Tournament**
Date	22 – 24 June 2023
Amount	R70,000.00
Council Resolution	23/05/PDT6
Type	Funded local primary school sports event
Job Creation	30
Gallery	 
Event	**Yellowwoods Music Festival**
Date	TBA – event date was supposed to be 2 – 4 June 2023 however the date had to change as council resolution done at May 2023 council meeting
Amount	R500,000.00
Council Resolution	23/05/PDT3
Type	Funded local festival event hosted by the Gamtoos Local Tourism Organisation in partnership with KLM for 3 years.
Job Creation	Event have not taken place - TBA

2. Events Planning Committee – Event Application Approvals

Quarter 1		
EPC Meeting Date	**Event Applications Received**	**Event Applications Approved**
28 July 2022	7	6
25 August 2022	13	13
21 September 2022	37	37
Quarter 2		

EPC Meeting Date	Event Applications Received	Event Applications Approved
27 October 2022	10	10
23 November 2022	4	4
Quarter 3		
EPC Meeting Date	**Event Applications Received**	**Event Applications Approved**
19 January 2023	6	6
16 February 2023	10	10
16 March 2023	6	6
Quarter 4		
EPC Meeting Date	**Event Applications Received**	**Event Applications Approved**
13 April 2023	6	6
18 May 2023	12	12
15 June 2023	9	9

3.22.5 GRANT IN AID

Name of Applicant	Budget Allocation	Council Resolution
Kouga Local Tourism Organisation	R300,000.00	22/11/PDT16
Humansdorp Museum Association	R200,000.00	22/12/PDT6
Kouga Business Forum	R100,000.00	22/11/PDT17
Jeffreys Bay Animal Rescue	R 85,000.00	22/11/PDT18
St Francis Bay Animal Rescue	R 85,000.00	22/11/PDT19
SPCA ASSISI	R250,000.00	22/11/PDT20
National Sea Rescue Institute	R250,000.00	22/11/PDT21
Sakhe Singamadoda Youth Program	R 33,750.00	22/12/PDT6
Salvation SA Kouga Kruisfontein Farmers	R 100000.00	Needs approval from Council still.
On Eagles Wings Multi-Purpose Centre	R 50,000.00	22/12/PDT6

COMPONENT H: LAND AND PROPERTY ADMINISTRATION

3.23 LAND AND PROPERTY ADMINISTRATION

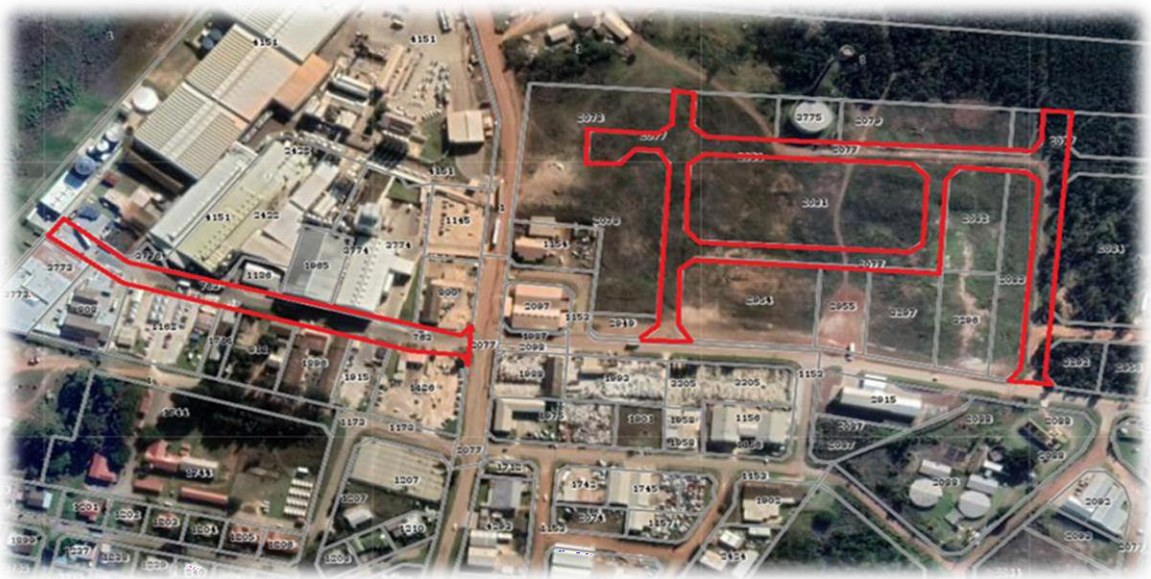
The Land and Properties Administration Department has recorded the following activities during the 2022/23 financial year:

Some of the most significant municipal land disposals recorded includes the following:

Disposals

Disposal of erven 4159 and 4160 – Woodlands Dairy

The disposal of municipal erven 4159 and 4160 (streets) to Woodlands Dairy was concluded in November 2022. The erven (streets) disposed is totally surrounded by erven 2078, 2079, 2081, 2082, 3296 and 3297 which is already owned by Woodlands Dairy. The intention of Woodlands Dairy is to consolidate all the erven into one entity. Securing the land means that there is potential for expansion and creating more job opportunities. Woodlands Dairy plays a vital role in socio-economic well-being of the Kouga Municipal area and is also amongst the biggest employers of local labour.



Disposal of erf 1382 Sea Vista – Grand Comoros Retirement Estate

The disposal and transfer of erf 1382 Sea Vista has been completed in May 2023. The development has already commenced. The envisaged capital investment for this development is estimated at R350 million. The development will generate a much-need financial injection into the Kouga Municipal area by creating 250 direct jobs to all sectors of the community. On completion the development will also ensure an increased source

of revenue to the municipality.

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Disposal of erf 2896 Sea Vista – Nexus Yachts

The disposal of a portion of erf 2895 Sea Vista to Nexus Yachts. Nexus Yachts has completed the building recently. The company employs ±100 people from Jeffreys Bay, Humansdorp and Sea Vista and has a training programme in place for employees for the upliftment of specific skills. However, the increased floor area of the factory will result in more employment and skills development of the local communities.





Tender No 137/2021 – Disposal of Municipal Residential Properties

Council received offers from the Panel of Estate Agents that was established to sell municipal owned residential properties. The Council granted final approval in May 2023 for the disposal of 27 vacant municipal residential properties at a value of R7,167,000.00.

Council granted final approval for the alienation of the following municipal owned properties:

Alienation of erf 2599, Sea Vista - Extension and upgrade of St Francis Bay Clinic



Alienation of unregistered erf 4593, Kruisfontein - Church



Alienation of erf 3085, Sea Vista: St Francis Bay - Bowling Club



Alienation of erf 1787, Hankey – Residential Property



Leases

The Department are also responsible for concluding new leases on municipal land as well administering current leases. There is currently 65 leases that is being administered.

Please find below a table with lease:

Leasing Entity	Account Number	Type	Property Description	Commencement Date	Termination Date	Contract	Monthly Rental Amount	Billing in place (Y/N)
MILTON FARMERS ASSOCIATION	2000017158	AGRICULTURAL	PTN OF FARM 17, HANKEY	10 MARCH 2023	9 MARCH 2026	Y	2,500.00	Y
TOTAL							**2,500.00**	

Leasing Entity	Account Number	Type	Property Description	Commencement Date	Termination Date	Contract	Monthly Rental Amount	Billing in place (Y/N)
MINET NETWORKS		COMMERCIAL TELECOMMUNICATIONS/TOWERS	ERF 745, PORTION 103, SEA VISTA	17 MAY 2021	16 MAY 2024	Y	0.00	Y
MINET NETWORKS		COMMERCIAL TELECOMMUNICATIONS/TOWERS	ERF 2088, HUMANSDORP	17 MAY 2021	16 MAY 2024	Y	0.00	Y
MINET NETWORKS		COMMERCIAL TELECOMMUNICATIONS/TOWERS	ERF 1455, HANKEY	17 MAY 2021	16 MAY 2024	Y	0.00	Y
MINET NETWORKS		COMMERCIAL TELECOMMUNICATIONS/TOWERS	ERF 5903, JEFFREYS BAY	17 MAY 2021	16 MAY 2024	Y	0.00	Y
High Five Solar t/a Cape Carbon	3000499195	COMMERCIAL	ERF 499, HUMANSDORP	1 SEPTEMBER 2020	31 JULY 2030	Y	3,450.00	Y
OASIS FM	4005830013	COMMERCIAL	ERF 5830, JEFFREYS BAY	18 SEPTEMBER 2020	17 SEPTEMBER 2023	Y	4,400.00	Y
LERIZO INTERNATIONAL INVESTMENT CC	4500032033	COMMERCIAL	ERF 32, LOERIEHEUWEL	8 June 2021	7 June 2024	Y	270.00(329.13)	Y
LERIZO INTERNATIONAL INVESTMENT CC	6000259512	COMMERCIAL	ERF 259, PATENSIE	8 June 2021	7 June 2024	Y	320.00(339.20)	Y
LERIZO INTERNATIONAL INVESTMENT CC	4007294022	COMMERCIAL	ERF 7294, JEFFREYS BAY	1 September 2021	30 August 2024	Y	960.00(1170.24)	Y
LERIZO INTERNATIONAL INVESTMENT CC	2001826519	COMMERCIAL	ERF 1826, HANKEY	14 May 2021	13 May 2024	Y	280.00(341.32)	Y
JC VORSTER	3000275027	COMMERCIAL	ERF 275, HUMANSDORP	26 May 2021	25 May 2024	Y	2000.00	Y
Limitless Racing Group	5000150117	RECREATIONAL	Erf 150, Oyster Bay	N/A	September 2023	Y	7,600.00	Y
Jeffreys Bay Golf Club	4000873048	RECREATIONAL	Erf 873, Jeffreys Bay	22 June 2021	22 May 2031	Y	7,460.00	Y
J. Ackerman	4000013505	COMMERCIAL	Erf 13, Aston Bay	28 July 2021	27 July 2024	Y	100.00	Y
T. A. Bamba	3004833023	COMMERCIAL	Erf 4833, Kruisfontein	20 October 2022	19 October 2025	Y	120.00	Y
BET-EL REVIVAL CENTRE	3006199020	RECREATIONAL	ERF 6199, KRUISFONTEIN	7 APRIL 2022	6 APRIL 2025	Y	560.00	Y
LITTLE URCHINS MONTESSORI CULTURE	7003087038	PRIMARY PRIVATE SCHOOL	ERF 3087, SEA VISTA	14 February 2021	13 February 2022	Y	2800.00	Y
IMPACT CENTRE		RECREATIONAL	ERF 7293, JEFFREYS BAY	23 JANUARY 2023	22 JANUARY 2026	Y	330.00	Y
TOTAL							**30200.00**	

Leasing Entity	Account Number	Type	Property Description	Location	Commencement Date	Termination Date	Contract	Annual Rental Amount	Billing in place (Y/N)
JEFFREYS BAY EDUCARE	4000033936	CRECHE	ERF 33	PELLSRUS	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
BIMBO CRECHE	3000085039	CRECHE	ERF 85	KRUISFONTEIN	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
ELDRID GROEP CRECHE	4001568015	CRECHE	ERF 1568	PELLSRUS	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
TOKYO SEXWALE CRECHE	4000492982	CRECHE	ERF 492	PELLSRUS	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
MKHUSELI KOLITI CRECHE	8000074003	CRECHE	ERF 74	THORNHILL	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
UMZAMOMHLE CRECHE	2000695019	CRECHE	ERF 2236	HANKEY	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
PHILLIPSVILLE CRECHE	2000015101	CRECHE	ERF 15	HANKEY	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
LOERIEHEUWEL CRECHE	4500001932	CRECHE	ERF 47	LOERIE	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
KABOUTER HESS & FREE CRECHE	6000586005	CRECHE	ERF 1057	PATENSIE	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
NOXOLO CRECHE	6000570000	CRECHE	ERF 570	PATENSIE	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
NOAH'S ARCH CRECHE	4000190116	CRECHE	ERF 190	PELLSRUS	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
HAASBEKKIES	3002088320	CRECHE	ERF 5060	KRUISFONTEIN	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
KOKKEWIET SPEELSKOOL		CRECHE	ERF 500	OYSTER BAY	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
DINKY DOT CRECHE	3001961002	CRECHE	ERF 1853	KRUISFONTEIN	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
NKQUBELA CRECHE	3002739129	CRECHE	ERF 2739	HUMANSDORP	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
ETHEMBENI DAY CARE		CRECHE	ERF 2014	HANKEY	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y

MASIKHULE CRECHE / PRE SCHOOL	3000349007	CRECHE	ERF 1301	HUMANSDORP	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
SIEMBAMBA CRECHE	3090008558	CRECHE	ERF 2	KRUISFONTEIN	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
MADIBA BAY CRECHE	4001244036	CRECHE	ERF 1244	PELLSRUS	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
DISNEY CRECHE	7002539123	CRECHE	ERVEN 2596, 2597, 2598	SEA VISTA	1 SEPTEMBER 2018	MONTH-TO-MONTH	Y	10.00	Y
TOTAL								**200.00**	

Leasing Entity	Account Number	Type	Property Description	Location (Address)	Termination Date	Contract	Monthly Rental Amount	Billing in place (Y/N)
L SEPTEMBER	4006175001	MUNICIPAL HOUSES	ERF 6175	6 CHRISTIAAN STREET, JEFFREYS BAY	MONTH TO MONTH	Y	1553.79	Y
F WINDVOGEL	4000187011	MUNICIPAL HOUSES	ERF 187	31 SEEKAT STREET, PELLSRUS	MONTH TO MONTH	Y	1168.96	Y
WB BOSCH	7001044105	MUNICIPAL HOUSES	ERF 1044	11 PALMA ROAD, SEA VISTA	MONTH TO MONTH	Y	2936.86	Y
NA MALGAS-GOEDA	7002293003	MUNICIPAL HOUSES	ERF 2293	154 ST FRANCIS DRIVE, SEA VISTA	MONTH TO MONTH	Y	9150.00	Y
VACANT		MUNICIPAL HOUSES	ERF 2291	2 DIANA ROAD, SEA VISTA	N/A	N/A	N/A	N/A
VACANT		MUNICIPAL HOUSES	ERF 1053	12 MAJORCA CRESCENT, SEA VISTA	N/A	N/A	N/A	N/A
LR VAALTYN	3000437113	MUNICIPAL HOUSES	ERF 437	VOORTREKKER ROAD, HUMANSDORP	MONTH TO MONTH	Y	1013.98	Y
VACANT		MUNICIPAL HOUSES	ERF 440	VOORTREKKER ROAD, HUMANSDORP	N/A	N/A	N/A	N/A
B JAFTA	6000013011	MUNICIPAL HOUSES	ERF 13	PATENSIE	MONTH TO MONTH	Y	1347.74	Y
DF SWEPU	3001324045	MUNICIPAL HOUSES	ERF 1324	KWANOMZAMO, HUMANSDORP	MONTH TO MONTH	Y	1316.04	Y
VACANT		MUNICIPAL HOUSES	ERF 543	HANKEY	N/A	N/A	N/A	N/A
MM VAN DER MERSCHT	2000543101	MUNICIPAL HOUSES	ERF 543	HANKEY	MONTH TO MONTH	Y	1275.00	Y
TOTAL							**19762.37**	

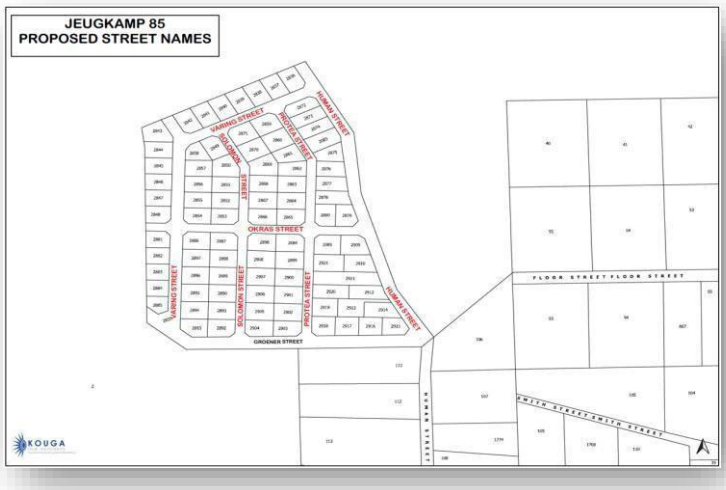
Leasing Entity	Account Number	Type	Property Description	Commencement Date	Termination Date	Contract	Monthly Rental Amount	Billing in place (Y/N)
HERITAGE CENTRE HARBOUR ROAD	7002116117	RECREATIONAL	ERF 2116, SEA VISTA	1 JULY 2019	31 MAY 2029	Y	1,950.00	Y

A PETERSEN BRAND-ON	3002360112	BUSINESS	ERF 2360, KRUISFONTEIN	OCTOBER 2020	SEPTEMBER 2023	Y	170.00	Y
M & J ENTERPRISES	3002094112	STORAGE	ERF 2094, HUMANSDORP	15 DECEMBER 2021	15 NOVEMBER 2030	Y	4,400.00	Y
TOTAL							**6,520.00**	

Leasing Entity	Type	Account Number	Property Description	Commencement Date	Termination Date	Contract	Monthly Rental Amount	Billing in place (Y/N)
JBAY ANIMAL RESCUE	ANIMAL RESCUE	NOT YET CREATED	ERF 8783, JEFFREYS BAY	9 SEPTEMBER 2020	8 SEPTEMBER 2023	Y	0.00	ZERO BILLING
PARADISE BEACH AIRFIELD	PPP	NOT YET CREATED	ERF 1373, PARADISE BEACH	N/A	N/A	Y	0.00	ZERO BILLING
GAM-INQUA KHOISAN TRIBAL HOUSE	TRIBAL HOUSE	NOT YET CREATED	PTN 2 OF FARM 781	JUNE 2021	MAY 2024	Y	0.00	ZERO BILLING
GAM-INQUA KHOISAN TRIBAL HOUSE	TRIBAL HOUSE	NOT YET CREATED	PTN OF ERF 2	JUNE 2021	MAY 2024	Y	0.00	ZERO BILLING
RED LIONS RUGBY CLUB	RECREATIONAL	2000515003	ERF 515, HANKEY	29 APRIL 2019	31 MAY 2029	Y	0.00	ZERO BILLING
RED LIONS RUGBY CLUB	RECREATIONAL	2000515003	ERF 512, HANKEY	29 APRIL 2019	31 MAY 2029	Y	0.00	ZERO BILLING
SUPERTUBES SURFING FOUNDATION	NURSERY	NOT YET CREATED	ERF 2716, JEFFREYS BAY	2 SEPTEMBER 2021	1 SEPTEMBER 2024	Y	0.00	ZERO BILLING
JBSD T/A HYDRO RUBBER	MAINTAINING PROPERTY	NOT YET CREATED	ERF 445, JEFFREYS BAY	3 AUGUST 2021	2 AUGUST 2024	Y	0.00	ZERO BILLING
P. J COETZEE	AGRICULTURAL	4005465000	ERF 5465, JEFFREYS BAY	Lease expired	Month to month	Y	0.00	ZERO BILLING
ASTON BAY RATE PAYERS AND RESIDENTS ASSOCIATION (ABRRA)	COMMUNITY HALL		ERF 315, ASTON BAY	29 JULY 2022	29 JUNE 2032	Y	0.00	ZERO BILLING
PATENSIE PIGGERY FARMING GROUP	LAND USE	NOT YET CREATED	ERF 223, PATENSIE			Y	0.00	ZERO BILLING
TOTAL							**0.00**	

Street Naming Committee

The Street Naming Committee has dealt with proposed street and place names for various government subsidised housing projects in Ward 2, 4 and 5 which includes Kruisfontein and Pellsrus. These are existing RDP housing projects that has never been provided with street names in the past. The street and place names have already served at the Portfolio Committee and Mayoral Committee Meeting and will be presented to Council in the first quarter of the new financial year to consider granting final approval.



New proposals on street names have also been received from Ward 6 Committee (Kwanomzamo), Fig Tree Development (Jeffreys Bay) and St Francis Field which was presented to the Street Naming Committee on 28 June 2023. It is anticipated that the proposed street names will be presented to the Portfolio Committee Meeting in August 2023.

Strategic Objectives and Considerations



The Department has established the Land Evaluation Committee (LEC) in February 2023 which consist of relevant service departments and recommends on applications received for municipal land.

The LEC considers the applications received and informs the section 14 confirmations by the service department. The comments flows to the Portfolio Committee in the form of an item for in principle approval after which the public participation calling for comments or objections on the application received. The committee had several meetings since its establishment in an effort to deal with the large number of applications. The Department currently have to deal with the implementation of

both new and historic council resolutions which was never finalized.
Progress is being made in this regard in the sense that a number of current and historic council resolutions has been implemented or has been presented to council for final approval.

An example of this is the Ethiopian Episcopal Church on erf 588 Pellsrus which has been presented to Council for in-principle approval to alienate. The Ethiopian Episcopal Church has been on the property since the 1940's.

The Department is also keen on addressing land for churches and making the existing municipal land zoned for churches available. The Department has concluded its verification of available church land and will present to Council for in-principle approval to alienate.

Another critical consideration is to address issues pertaining to the availability of land for commonages. The Department are looking into available municipal land and also opportunities that exist with land belonging to other spheres of Government. In order to deal effectively with the available land, the Department together with the Local Economic Development Department are working on Commonage Management Plan. We also want to work closer with the Provincial Department of Rural Development and Agrarian Reform to support and assist emerging farmers by tapping into funding opportunities.

The Department want to embark developing a land management strategy for all its available land in order to deal in a more effective manner with its assets and provide an improved service to the communities.

COMPONENT I: HUMAN SETTLEMENTS

3.23 HUMAN SETTLEMENTS

APPOINTMENT OF SERVICE PROVIDER FOR THE CONSTRUCTION OF 200 TOP STRUCTURE IN OCEAN VIEW 1500 HOUSING PROJECT





The Provincial Department of Human Settlements appointed Kontinental Engineering on 29 April 2022 for the construction of 200 Top Structures as phase one in Ocean View 1500 Housing Project. The Official site hand-over was on the 14th of June 2022 and was attended by all stakeholders.

The first phase of this project will cater for the most vulnerable beneficiaries approved in this project, namely your elderly and disabled beneficiaries. Currently there are 16 disabled beneficiaries and 186 elderly beneficiaries listed in this project. Several housing meetings were held with the project beneficiaries, and SMME's so as to get buy in and ownership of the project.

This project is still on-going, and the achievements reach until 13 June 2023 is as follows:

- Various stages : 85
- Slabs 85
- Walls 41
- Roofs 14

APPOINTMENT OF IMPLEMENTING AGENT FOR THE CONSTRUCTION OF 468 TOP STRUCTURES IN THE OCEAN VIEW 1500 HOUSING PROJECT.





The Eastern Cape Provincial Department of Human Settlements appointed Coega Development Corporation as implementing agent for the second phase of the Ocean View 1500 Housing Project. Their appointment is for 468 top-structures. CDC was introduce on 14 April 2023 to the Municipality by the ECDHS. They are currently busy with the procurement of a suitable service provider for the construction of the 468 top-structures.

APPOINTMENT OF SERVICE PROVIDER FOR THE INSTALLATION OF SERVICES IN HANKEY 990 HOUSING PROJECT

The Municipality was appointed as implementing agent by the Eastern Cape Department of Human Settlements. The Municipality after being appointed as the Implementing Agent, started with the procurement process to identify a suitable Service Provider for the installation of services. Thusega Maps JV was appointed on 29 November 2021. The anticipated date for completion of this project is in December 2022.

This project is still on-going and the total overall progress by the appointed Service Provider by the end of June 2023 was 60% of work complete.

The revised date for the completion of this project was 21 June 2023, however the Service Provider failed to complete all outstanding works. The contractor requested

some of the works to be de-scope. Due to non-performance by the contractor a decision was made to terminate the contract of the contractor.







HANDOVER CEREMONY OF PPC LAND IN HANKEY





The official handover of the PPC land in hankey was done on Thursday 21 April 2022. The donation of the 1.9 hectares of land by PPC will ensure that there is enough land available for the construction of the 990 services and the provision of 990 top structures planned. The municipality has already started with planning on this piece of land, which includes the provisional layout plan and the submission of the application for Environmental Approval.

Work has commenced on the PPC land and the following services were installed, namely installation of sewer and water connection on the site. Until 30 June 2023, good progress was made on-site.

ELECTRIFICATION OF WESTON 71 AND LOERIEHEUWEL 154 INFORMAL SETTLEMENTS

Eskom appointed Likhanye Consulting Engineers for the provision of electricity supply to 215 informal houses in Weston (62) and Loerieheuwel (153) in December 2021. The official site handover was on 10 December 2021. The project commenced in February 2022 and was completed on 18 July 2022

LAUNCH OF SOCIAL HOUSING AND FLISP DEVELOPMENT



Finance Linked Individual Subsidy Programme is an instrument that assists qualifying households by providing a once off down payment to those households who have secured mortgage finance to acquire a residential property for the first time.

Depending on their income level, a qualifying beneficiary will qualify for a subsidy of between R 27 000 – R 121 626.

Social Housing programme provides for grant funding to establish, capacitate and capitalise social housing institutions which may develop, hold and administer affordable rental units within identified restructuring zones.

The FLISP and affordable Social Housing rental opportunities will be constructed at the corner of Koraal Street and Dolphin Street in Oceanview. Launched in February 2021, the project will open housing opportunities for residents that do not qualify for Breaking New Ground Houses opportunities (RDP). The appointed Service Provider for this pilot project is Own Haven Housing Association. They submitted the layout plans to the PD&T portfolio meeting and plans were approved on 29 June 2022.

This programme targets moderate income households, earning between R 1,850 -R 22 000,00 per month with quality and affordable rental housing opportunities in well located areas. Construction will commence in the 2023/24 financial year. Planning and environmental issues are being finalized.

APPROVAL OF NATIONAL UPGRADING SUPPORT PROGRAMMES (NUSP)

A funding application for the upgrading of informal settlements was submitted to the ECDHS. Funding approval of R 18 055 384.92 for the upgrading of nine informal settlements was approved and announced by the MEC for Human Settlements on 31 July 2020.

Funding approval is for the provision of basic services like water, sewer, electricity, access roads, refuse points and removal.

The following informal settlements were approved for upgrading under the NUSP Programme;

The municipality submitted a claim of R 14 000 000.00 to the HDA for interim services rendered by the municipality for the Informal Settlements below.

Donkerhoek 363 - interim services to permanent services

Oceanview 1250 - interim services to permanent services

Cyril Ramaphosa 278- Permanent services

Polar Park 257- interim services to permanent services

Shukushukuma 93- interim services to permanent services

Thornhill 160- Permanent services

Bungalows 103- interim services to permanent services

Golf Course 553- interim services to permanent services

No. R10 191- interim services

The upgrading of the remaining 12 informal settlements will be approved in the 2022/23 financial year.

Funding agreement for the approved upgrading plans was entered between ECDHS and HDA who will act as an Implementing Agent.

ECDHS and the HDA appointed a District Professional Resource Team (PRT) to assist the Municipality with the implementation of upgrading plans. Interim and permanent engineering designs are being finalised.

HDA appointed V3 consulting Engineers in November 2021 as consulting engineers for the upgrading of the abovementioned informal settlements. V3 Consulting Engineers appointed Baledi Re-Engineering Solutions on 22 November 2022 for the construction of interim engineering infrastructure services (Water, Sanitation, Roads, Stormwater, Waste Management and Electricity).

Baledi Re-Engineering Solutions started the installation of temporary (poor flush) toilets in the following informal settlements, namely Nr10 Informal Settlement and the Ocean View 1250 Informal Settlements. The progress until June 2023 is the installation of 22 poor flush toilets in Nr 10 Informal settlements and in Ocean View 1250 Informal settlement a total of 180 poor flush toilets were installed out of 250.





HANDING OVER OF 70 SITES TO 10 LOCAL CONTRACTOR

HANDING OVER OF 70 SITES TO 10 LOCAL CONTRACTOR

A total of 70 sites for the construction of houses in Ocean View, Jeffreys Bay were handed over to 10 local Small, Medium, and Micro Enterprises (SMME's) on 16 January 2023. The total package is valued at R 8.75 million. The appointment letters for the construction of these 70 houses which farms part of phase 1 (200) of the Ocean View 1500 Housing project. The appointment letters between Kontinental Engineering and the SMME's were signed on the 15th of November 2022.





APPROVAL OF FUNDING FOR THE CONSTRUCTION OF SIX (6) HOUSES IN PATENSIE

The Eastern Cape Department of Human Settlements approved funding for the construction of six (6) delipidated houses in Patensie. The total amount that was

approved amounts to R 1 153 141.40 and was signed by the Provincial Department of Human Settlements on the 13th of March 2023.

Levels and Standards in Housing Services

The objective of the levels and standards for the provision of sustainable and integrated human settlements is to be fully in compliance with the minimum norms and standards as outlined in the provisions of the National Housing Code of 2009. It spells out the minimum standard that a municipality may use for the connection and installation of internal reticulated infrastructure for subsidised housing. Quality control is also monitored internally by the building control section, provincial inspectors, as well as the National Home Builders Regulatory Council (NHBRC).

Annual Performance as per Key Performance Indicators in Human Settlements Services

	Indicator name	Total number of house-hold s/customers expected to benefit	Estimated backlogs (Actual numbers)	Target set for the FY under review	Number of households/ customers reached	Percentage of achievement during the year
1	Percentage of households living in informal settlements	100%	7427	200	200	100%
2	Percentage of informal settlements that have been provided with basic services	100%	7427	5450	5450	100%
3	Percentage of households in formal housing that conforms to the minimum building standards for residential houses	100%	8997	220	220	100%

COMPONENT J CORPORATE SERVICES

3.24 OVERVIEW OF CORPORATE GOVERNANCE

Corporate Governance encompasses the structures and processes associated with management, decision-making, and control in the municipality. Corporate governance is based on principles of conducting business with integrity and fairness, being transparent regarding all transactions, making all the necessary disclosures and decisions, complying with all the laws of the land, accountability and responsibility towards the stakeholders and commitment to conducting business in an ethical manner.

The following four ethical values underpin good corporate governance:

(a) **Responsibility:** Council should assume responsibility for the assets and actions of the municipality and be willing to take corrective action to keep the municipality on a strategic path that is ethical and sustainable.

(b) **Accountability:** Council should be able to justify its decisions and actions to its stakeholders and communities.

(c) **Fairness:** Council should ensure that it considers the legitimate interests and expectations of its communities and stakeholders.

(d) **Transparency:** Council and Administration should disclose information in a manner that enables the AG and relevant bodies and communities to make an informed analysis of the municipality's performance and sustainability.

3.24.1 TARGETS AND ACHIEVEMENTS

DEPT. ANNUAL TARGETS	ACHIEVEMENT 2022/23	ACHIEVEMENT 2021/22	PRIOR ACHIEVEMENT 2020/21	PRIOR YEAR ACHIEVEMENT 2019/20	PRIOR YEAR ACHIEVEMENT 2018-19	COMMENT
Imaging and storage of Records	None for the FY. For the new FY 2023/24, The registry section will embark on a project to verify, scan and profile securities (title deeds/agreements/lease agreements), to assist the Town planning section.	To date 4,355,098 documents scanned and imaged. documents	To date 4,252,088 documents scanned and imaged.	Service Provider appointed.	Appoint a Service provider.	The tender for document imaging and storage was awarded on 31 August 2019. Since then, the appointed service provider has been actively scanning documents and images into Datastore ie the EDMRS System.
Reduction of Telkom phone bill by	The Telkom bill has continued to decrease, the total Telkom landline costs between FY	During FY 2020/21 to FY 2021/22 the Telkom bill	The Telkom phone bill was reduced further by 93%	The Telkom phone bill was reduced by -95% from	The Telkom phone bill was reduced by an	The total Telkom landline costs

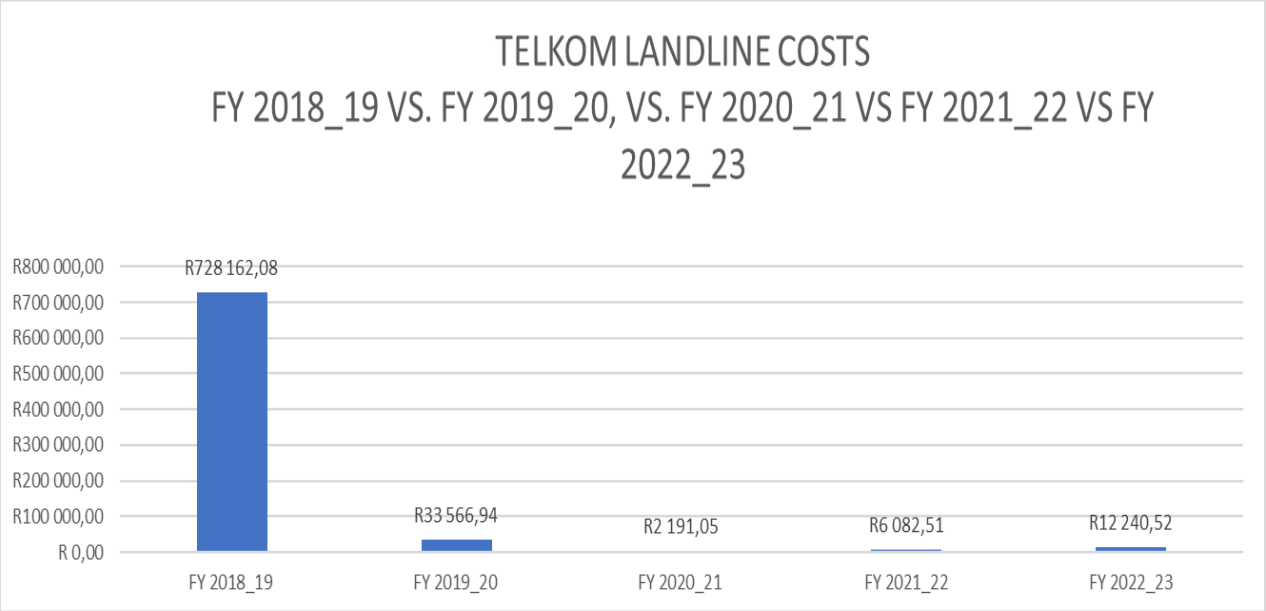
DEPT. ANNUAL TARGETS	ACHIEVEMENT 2022/23	ACHIEVEMENT 2021/22	PRIOR ACHIEVEMENT 2020/21	PRIOR YEAR ACHIEVEMENT 2019/20	PRIOR YEAR ACHIEVEMENT 2018-19	COMMENT
R60 000 per month	2018/19 vs. FY 2022/23 has decreased with 98%	increased with R3891,46. This was due to Telkom not billing Kouga Municipality. Since FY 2018/19 to FY 21/22 the Telkom bill has decreased tremendously from R728 162,08 to R6082,51, the difference being R734 244,59	from FY 2019.20 to FY 2020.21	FY 2018.19 to FY 2019.20	average of R107 000 per month	between FY 18/19 vs 19/20 decreased significantly by 95% and has further decreased by 93% between FY 19/20 vs 20/21. The difference in cost between FY 18/19 to 21/22 is a staggering R 734 244,59.
Acquire New copier/printers and related equipment	Tender has been awarded and roll out of printers has taken place. The billing system has not been implemented as budget is required. To obtain in FY 2023/24	During FY 2020/21 to FY 2021/22 the cost of printing has increased by 19% due to high volume printing by certain departments. The new printing tender will be advertised, and a billing system will be implemented to bill for personal printing and to monitor wasteful printing.	To date - 41% decrease in costs	Equipment has been installed and is in use.	A Tender was awarded for the supply and installation of copier/printers and related equipment for the organization	The total cost of printing in FY 18/19 vs 19/20 decreased significantly by 42%. The total cost of printing in FY 19/20 vs 20/21 increased 4%. Since FY 18/19 up to FY 20/21, costs decreased by 41%. The cost of leasing printers decreased from FY 2018/19 to FY 2020/21 from R1 263 000.00 to R780 000.00. This represents a 38% decrease in leasing printers.
Acquire new Cell phones	Tender for FY 2022/23 has been advertised, award to take place in FY 2023/24	Current contract still in use.	New Specifications sent to BSC and Tender for new cell Phone contract was awarded.	All cell phones acquired are in use. Contract Ends Oct 2020. Specifications to be submitted to BSC for new	Telkom was appointed as the Cellular services provider for the Municipality	Cell phone contract ends October 2020. In the year in question the Telkom contract was

DEPT. ANNUAL TARGETS	ACHIEVEMENT 2022/23	ACHIEVEMENT 2021/22	PRIOR ACHIEVEMENT 2020/21	PRIOR YEAR ACHIEVEMENT 2019/20	PRIOR YEAR ACHIEVEMENT 2018-19	COMMENT
				Cell Phone Tender		in its second year of the contract. The acquisition of the smart cell phones has had a benefit to the institution and has assisted enormously with service delivery.
Call Centre (Service Delivery)	For the FY 2022/23 Reported service delivery request increased by 31% compared to the 2021/22 year	For FY 2021/22 Reported service delivery requests decreased by 32% as FY 2020/21 recorded the highest number, with 54 539 service delivery requests reported.	FY 2020/21 Reported service delivery requests has increased by 69%	Call Centre Operator's compliment is at X10, including X1 Call Centre Supervisor	A Call Centre was established in October 2017. As of April 2019, the Call Centre handles service delivery account queries	The Call Centre Team is responsible for the receiving, logging, and dispatching of all service delivery requests. As a result of high call volumes received for account balances by the Revenue section, the necessary software has been installed for the Call Centre staff to issue out account balances to the public.
Buildings	On-going repairs and maintenance to Ward Cllr Offices and Administrative Buildings. As at FY 22/23 R942 243,77 has been spent on building maintenance	On-going repairs and maintenance to Ward Cllr Offices and Administrative Buildings. As at 21/22 FY R1 883 193,08 has been spent on building maintenance.	Spending on repairs and maintenance increased by 57%. As at 20/21 FY R1 934 485.19 had been spent compared to R835 768.44 in the 19/20 FY.	Administrative Buildings and Ward offices repaired / renovated	0	On-going repairs and maintenance to Ward Cllr Offices and Administrative Buildings.

Below graphs indicates targets met during FY 2022/23 and indicates a comparison on previous Financial Years.

TELKOM LANDLINE COST

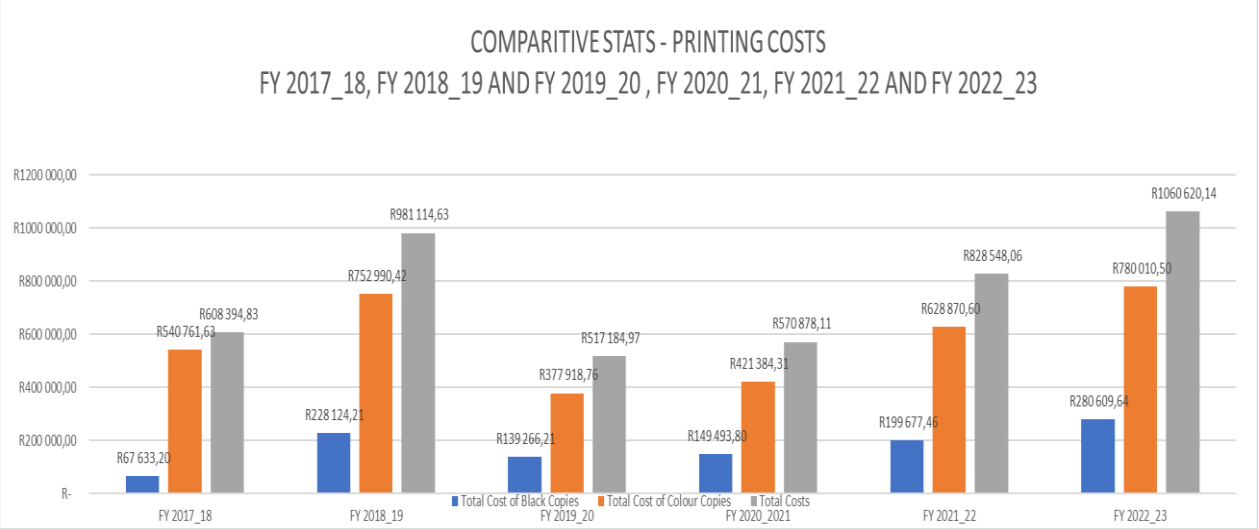
GRAPH 1:



The total Telkom landline costs between FY 2018/19 vs. FY 2022/23 has decreased significantly with 98%.

YEAR ON YEAR COMPARATIVE PRINTING STATS - FY 2017/18 to 2022/2023

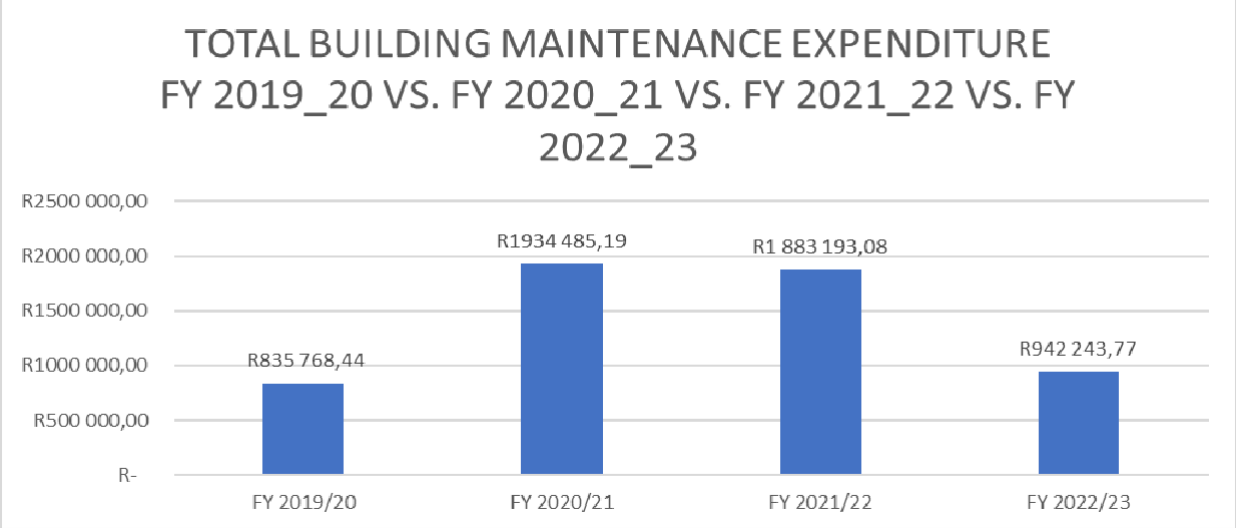
GRAPH 1:



The total cost of printing completed in FY 2021_22 increased from R 828 548,06 to R 1 060 620,14 in FY 2022_23. The Auxiliary Department will need to monitor printing per Department and Section and implement a billing system, to bill those employees completing personal printing.

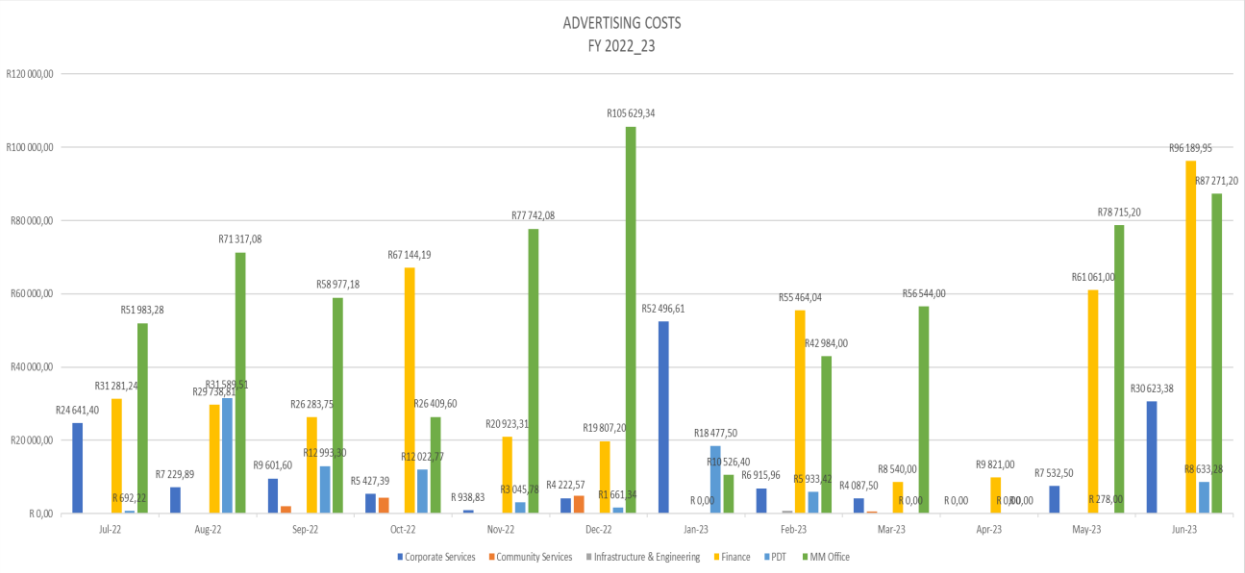
BUILDING MAINTENANCE EXPENDITURE – FY 2019/2020 VS FY 2020/21 VS FY 2021/22 VS FY 2022/23

GRAPH 1:



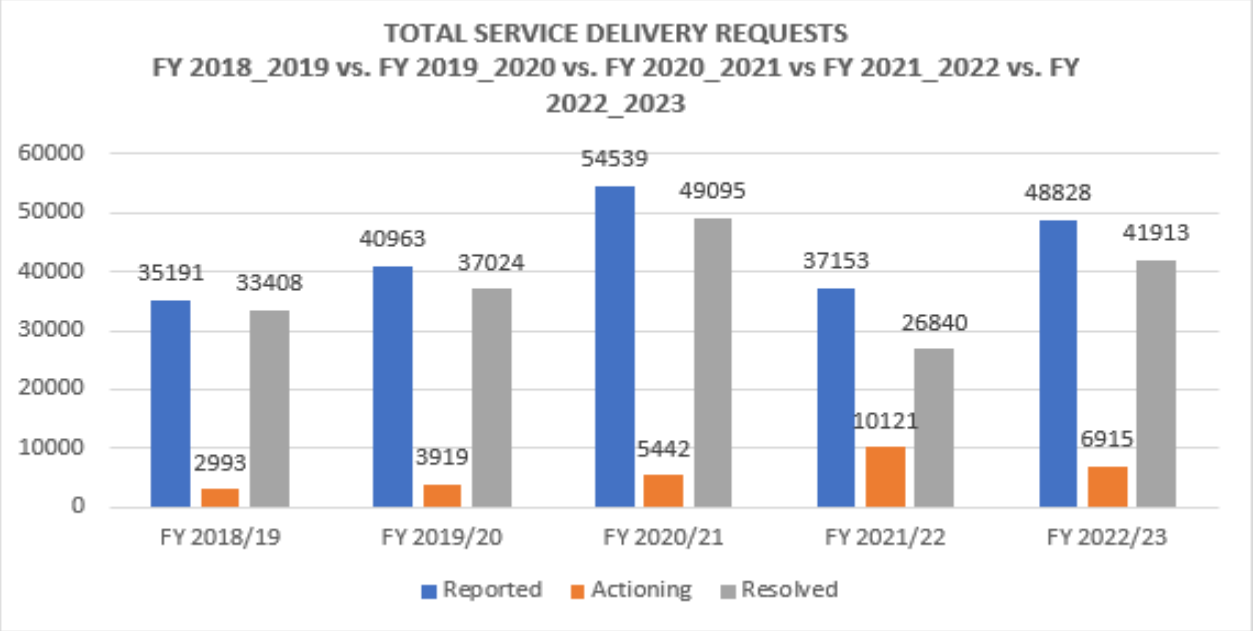
For the 2022/23 financial year R942 243,77 had been spent on Administrative Buildings and Ward Offices.

ADVERTISING EXPENDITURE – FY 2022/23



3.24.2 CALL CENTRE STATISTICS: 2022/23

	2018/19	2019/20	2020/21	2021/22	2022/23
Reported	35191	40963	54539	37153	48828
Actioning	2993	3919	5442	10121	6915
Resolved	33408	37024	49095	26840	41913
Resolution Rate	95%	90%	90%	72%	85.84%



COMPONENT K: HUMAN RESOURCES

"Human Resources isn't a thing we do. It's the thing that runs our organization."

The Human Resources Section handles a range of different functions within the municipality. The Section is responsible for the Organizational Development & recruitment, disciplining of employees, training staff, maintaining interpersonal relationships, occupational health and safety and interpreting employment/labour law. The section works diligently behind the scenes to ensure the municipality runs efficiently. The HR section's main responsibilities are:

- Employee Benefits
- Occupational Health and Safety
- Labour Relations

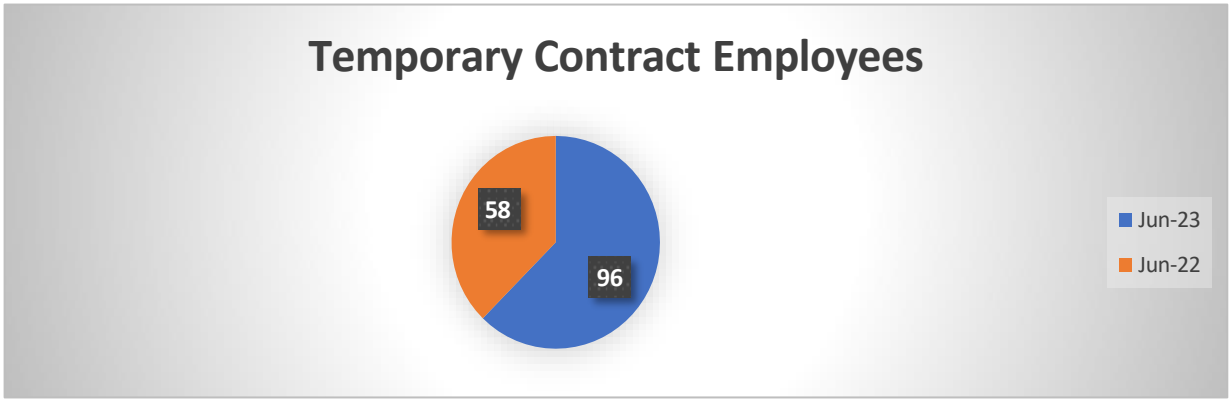
- Skills Development
- Organisational Development.

3.25.1 HEADCOUNT STATISTICS

The table below is a representation of the number of permanent as well as temporary employees as at June 2023.

As at June 2023, the total staff compliment was 866. This is due to the number of projects that management embarked on, and the number of temporary employees was 96. This is indicative of the municipality's commitment to employment creation and service delivery.

Year ending	June 2023	June 2022
Permanent Employees (Including Section 56 & 57 employees)	866	874
Temporary contract employees	96	58



3.25.2 HEADCOUNT STATISTICS: HUMAN RESOURCES

Job Level	Employees	Vacancies (fulltime equivalents)
0 - 3	151	
4 - 6	277	2
7 - 9	233	6
10 - 12	149	7
13 - 15	35	4
16 - 18	21	2
19 - 20		
Total	**866**	**21**

3.25.3 HEADCOUNT STATISTICS PER SECTION

Section	Employees	Vacancies
Municipal Manager	40	1
Water	95	1
Wastewater (Sanitation)	83	3
Electricity	35	
Waste Management	87	
Housing	10	
Wastewater (Stormwater Drainage)	52	3
Roads	44	
Transport		
Planning	9	
Local Economic Development	3	2
Planning (Strategic & Regulatory)		
Community & Social Services	105	3
Finance	87	7
Health	10	
Security and Safety	124	
Sport and Recreation	15	
Corporate Policy Offices and Other	75	1
Totals	**866**	**21**

3.25.4 VACANCY RATE

Departments	Vacancy Rate
Municipal Manager	2.5%
Community Services	1%
Infrastructure and Engineering	2.1%
Corporate Services	1.6%
Planning, Development & Tourism	11.7%
Finance	6.4%
Overall Total	**2.4%**

3.25.5 STAFF TURNOVER

Turn-over Rate			
Details	Total Staff Compliment as of 1 June 2023	Terminations during the Financial Year (all categories)	Turn-over Rate*
Year 2022/23	866	112	12.9%

3.25.6 SERVICE STATISTICS

Comparative Pension/Provident Fund membership on 30 June 2023 is as follows:

FUND	30 June 2023
Consolidated retirement fund	475
Consolidated Retirement Fund (No CC)	5
National Fund for Municipal Workers	4
SA Local Authorities Pension Fund	4
Municipal Workers Retirement Fund	137
Momentum Provident Fund	148
Municipal Councillors Pension Fund	1
Consolidated Retirement Fund Cllrs	7
LA Retirement Fund	4
Total	**785**

Comparative Medical Aid membership on 30 June 2023 is as follows:

MEDICAL AID	30 June 2023
Bonitas	169
Key Health	18
Hosmed	46
LA Health	249
SAMWU Med	55
Total	**507**

It must be noted that participation in a medical scheme is not compulsory.

Comparative Trade Union membership on 30 June 2022 is as follows:

TRADE UNION	30 June 2023
SAMWU	475
IMATU	262

3.25.7 WORKPLACE CAPACITY DEVELOPMENT



From the graph above, Kouga Local Municipality's investment in human capital spending/capacity building is commendable and its evident that the municipality is serious in ensuring that the employees and councillors is capacitated. Even though the spending for the 2022/23 Financial year was less than the 2021/2022 financial year the Municipality's expenditure on staff development was still a whopping R1 157,187.52. It must be noted for the 2022/2023 financial year and due the budget cut for drought mitigation and the constant electrical power outages, however, the Municipality still spent 86% which is a major achievement taking into consideration the challenges we

were and are faced with.

The training expenditure trend is indicative of the Municipality's commitment to enhancing the skills, talent, development, and expertise of its most important asset.

The MSA 2000 S68 (1) requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient, and accountable way. Kouga Municipality established a Skills Development Section which was intended to address the skills development needs of the Institution.

Training needs are assessed annually and is based on the results of an employee skills audit. Training needs per position/incumbent are aligned to the audit and requirements as assessed by the various Directorates. The information is compiled in the form of an annual Workplace Skills Plan which guides and directs the implementation of skills development initiatives.

TRAINING COSTS	**Actual June 2023**
Training Cost	R1,157,187.52
Categories of Beneficiaries	
Legislators	48
Managers	17
Professionals	36
Technicians and Associate Professionals	11
Clerical Support Workers	78
Service & Sales Workers	18
Skilled Agricultural, Fishery and Related Trade Workers	0
Plant & Machine Operators and Assemblers	13
Elementary Occupations	34
Total Number of beneficiaries	**255**

As per the table above Kouga embarked on extensive training for its employees in the 2022/2023 financial year.

Municipal Finance Management Programme (MFMP)

In 2007, the minimum competencies for officials responsible for financial and supply chain management, were regulated. Minimum higher education qualifications: work related experience and core managerial and occupational competencies are among the aspects covered by the regulations.

The minimum competency levels also seek to professionalize the local government sector and to make it a career choice for talented officials and to some extent mitigate some of the root causes of poor financial management and service delivery experienced at Local Governmental level. It is also required to report to National Treasury on a quarterly basis on the progress of the Minimum competency levels.

Position	Highest Education Qualification	Work Related Experience	Performance Agreement Signed (where required)	Completed Required Unit Standards	Requirements Met	Compliant (consider Budget)
Accounting Officer	✓	✓	✓	✓	4	✓
Senior Manager (MSA S56)	✓	✓	✓	✓	4	✓
Senior Manager (MSA S56)	✓	✓	✓	✓	4	✓
Senior Manager (MSA S56)	✓	✓	✓	✓	4	✓
Senior Manager (MSA S56)	✓	✓	✓	✓	4	✓
Senior Manager (MSA S56)	✓	✓	✓	✓	4	✓
Chief Financial Officer - Municipality	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓
Supply Chain Management Manager	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓

Position	Highest Education Qualification	Work Related Experience	Performance Agreement Signed (where required)	Completed Required Unit Standards	Requirements Met	Compliant (consider Budget)
Middle Manager: Finance	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓
Middle Manager: Finance	✓	✓	✓	✓	4	✓

The Municipality had a severe backlog of financial officials not having achieved the Minimum Competency levels. To remedy this, the Municipality appointed FACHS Training Institute, through a Section 32 procurement process, to facilitate the required MFMP training. A Service Level Agreement was signed between FACHS and the Municipality which ensured that the training of our finance and non-finance staff runs according to plan.

62 officials were earmarked to attend the training, to ensure they comply with the said regulations.
Above table is indictive of the progress the Municipality made in ensuring compliance in terms of the 2007 Minimum Competency Regulations for officials responsible for financial and supply chain management.

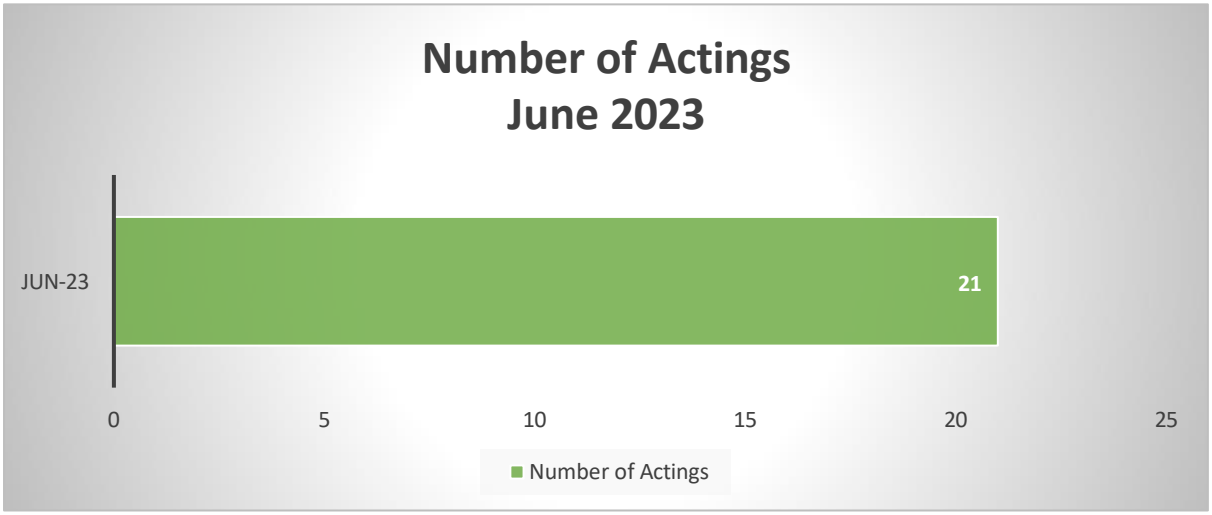
COMPONENT B: MANAGING THE WORKFORCE

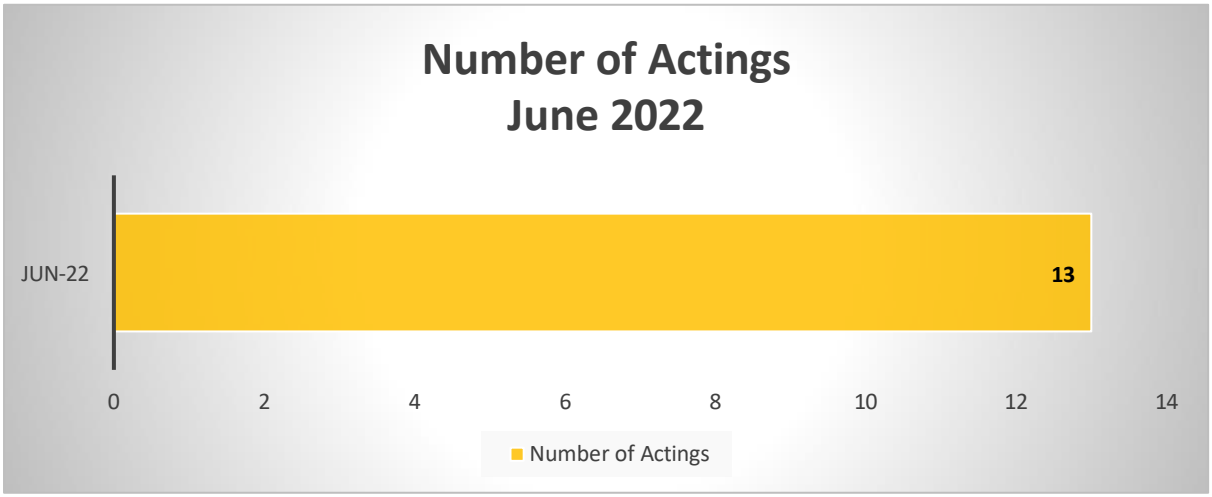
3.26.1 ACTING APPOINTMENTS

The number of employees appointed in acting positions increased, from 13 as at June 2022 to 21 in June 2023.

Prolonged periods of acting appointments can also lead to unnecessary disputes. Therefore, it is advisable to keep acting appointments to a minimum.

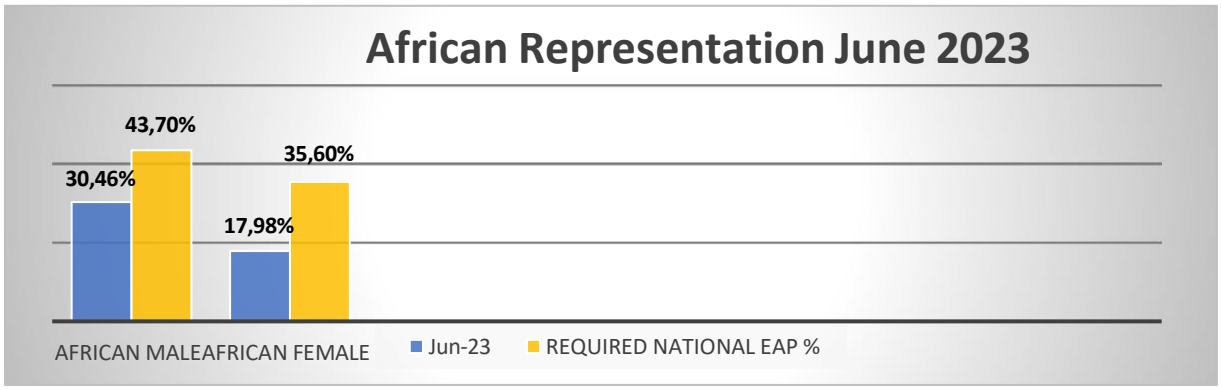
The graph below, shows the trend with acting.





3.26.2 EMPLOYMENT EQUITY

The table and graph below, illustrates the number African Females as well as African Males as at June 2023. the Municipality has made a concerted effort to employ people from previously disadvantaged groups, especially from African demographics.



The Table below indicates the progress that the Municipality has made in terms of its numerical targets as set out in the Employment Equity Plan. The table depicts the status of the workforce profile at end of December 2022, the numerical targets that are set out in the new Employment Equity Plan, and the current profile as at 30 June 2023.

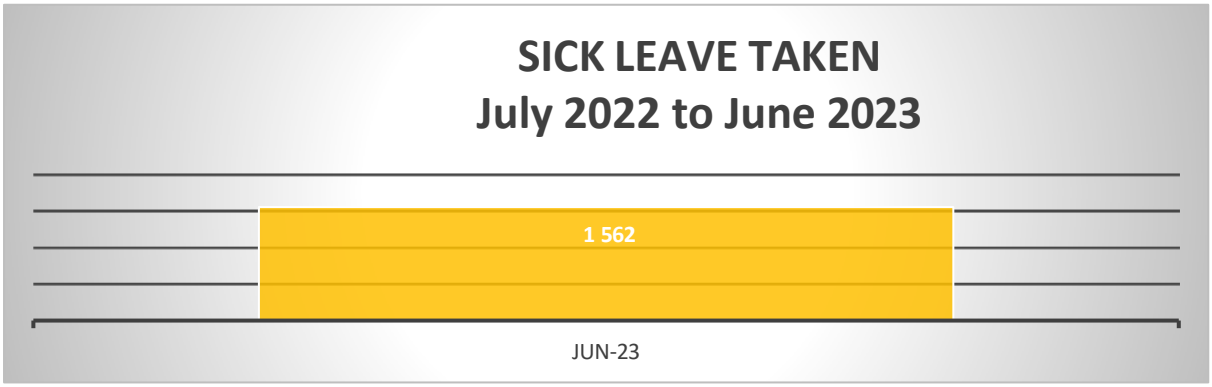
		Male Race			Female Race				Foreign Nationals		
		A	C	I	W	A	C	I	W	Male	Female	
	Top management											
SEPTEMBER 2023 TARGET		0	0	0	1	0	0	0	0	0	0	1
December 2022		0	0	0	1	0	0	0	0	0	0	1
June 2023		0	0	0	1	0	0	0	0	0	0	1
	Senior management											
SEPTEMBER 2023 TARGET		1	0	1	0	2	0	1	0	0	0	5
December 2022		0	0	1	1	2	0	0	0	0	0	4
June 2023		0	0	1	2	1	0	0	0	0	0	4
	Professionally qualified and experienced specialists and mid-management											
SEPTEMBER 2023 TARGET		7	11	1	10	5	6	0	6	0	0	46
December 2022		8	14	1	7	4	7	0	4	0	0	45
June 2023		9	13	1	10	4	8	0	4	0	0	49

	Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents											
SEPTEMBER 2023 TARGET		44	48	1	15	38	28	0	13	0	0	187
December 2022		39	61	1	15	41	30	1	13	0	0	201
June 2023		39	58	1	17	38	30	1	13	0	0	197
	Semi-skilled and discretionary decision making											
SEPTEMBER 2023 TARGET		169	139	0	7	63	42	0	5	0	0	425
December 2022		183	168	0	11	64	54	0	7	0	0	487
June 2023		170	157	0	10	60	57	0	9	0	0	463
	Unskilled and defined decision making											
SEPTEMBER 2023 TARGET		75	40	0	2	68	32	0	4	0	0	221
December 2022		53	22	0	1	57	23	0	2	0	0	158
June 2023		50	22	0	1	54	23	0	2	0	0	152

It is very pleasing to note from the above figures, that the Municipality is edging towards the achievement of its targets.

With regards to staff with disabilities,16 staff have been identified. The Municipality continues to encourage employees to voluntarily disclose their disability.

3.26.3 LEAVE STATISTICS



In the graph above the total sick leave stood at 1562 in June 2023.

Ongoing medical surveillance has enabled the municipality to identify employees with chronic medical conditions and address such issues either through incapacity processes or correct treatment.

3.26.4 DISCIPLINARY MATTERS

The graph below depicts matters referred to Arbitration for the 2022/2023 financial year. Matters at Arbitration stood at 4 in June 2023. This is attributed to the Human Resource Section dealing with the substantive and procedural fairness of cases, and the management thereof.



3.26.5 OCCUPATIONAL HEALTH AND SAFETY

The Kouga Local Municipality is in Good Standing with the Department of Labour for 2022/2023 financial year. ROE's already submitted for the 2023/ 2024 financial year at the end of May 2023.

3.26.6 HUMAN RESOURCE POLICIES

The following HR related policies and staff documents have been developed and

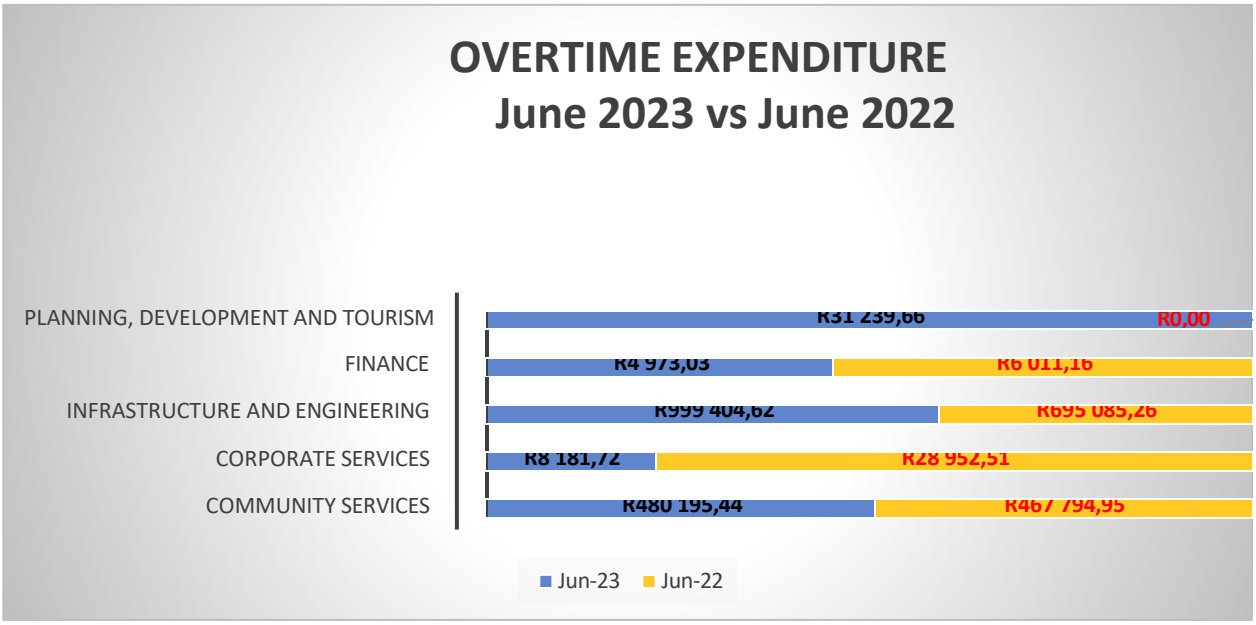
has been approved by Council and it must be noted that all Human Resources policies is going to be reviewed in the 2023/2024 financial year.

Standard Operating procedures will also be updated to assist the section in enhancing support to produce the best services to Kouga.

NO	POLICY
1	Succession and Career Pathing
2	Sexual Harassment Policy
3	Absenteeism and Reporting Absence from Work Policy
4	Acting Policy
5	Essential Car Scheme Policy
6	Occupational Health and Safety Policy
7	Leave Policy (Leave Management Policy)
8	Recruitment and Selection Policy
9	Scarce Skills
10	Subsistence and Traveling Policy
11	Training Policy
12	Vehicle Allowance Policy
13	Overtime Policy
14	Personal Protective Equipment Policy
15	Acting Policy for Section 57 Managers

3.26.7 STAFF COSTS

Years	Total number of staff	Actual Operational Expenditure	Personnel expenditure (salary and salary related)	Percentage of expenditure
2015/2016	860	R 619,357,681	R 228,746,553	36,93%
2016/2017	824	R 672,685,052	R 224,583,364	33.39%
2017/2018	873	R 740,044,276	R 245,776,991	32.21%
2018/2019	924	R820, 968, 796	R274,158,400	33.39%
2019/2020	960	R902, 792, 776	R293,708,032	32.53%
2020/2021	904	R980, 060, 968	R335,334,005	34.22%
2021/2022	874	R1, 082, 359, 170	R343, 042, 304	31.69%
2022/2023	866	R1, 257, 001, 617	R355, 768, 121	28.30%



There was a slight increase in overtime in the Service Delivery departments due to the number of projects that was done and ensuring that the best possible services is delivered. The municipality also experienced a severe drought and the constant electrical power outages also needed more hours to be worked to ensure that we deliver the best possible services.

3.26.8 ICT GOVERNANCE



Kouga Local Municipality has identified improved connectivity as one of the critical strategic elements for the municipality. A process of implementing a new strategy is underway. The strategy is characterised by network efficiency, cost effectiveness, security, redundancy features and Disaster Recover features.

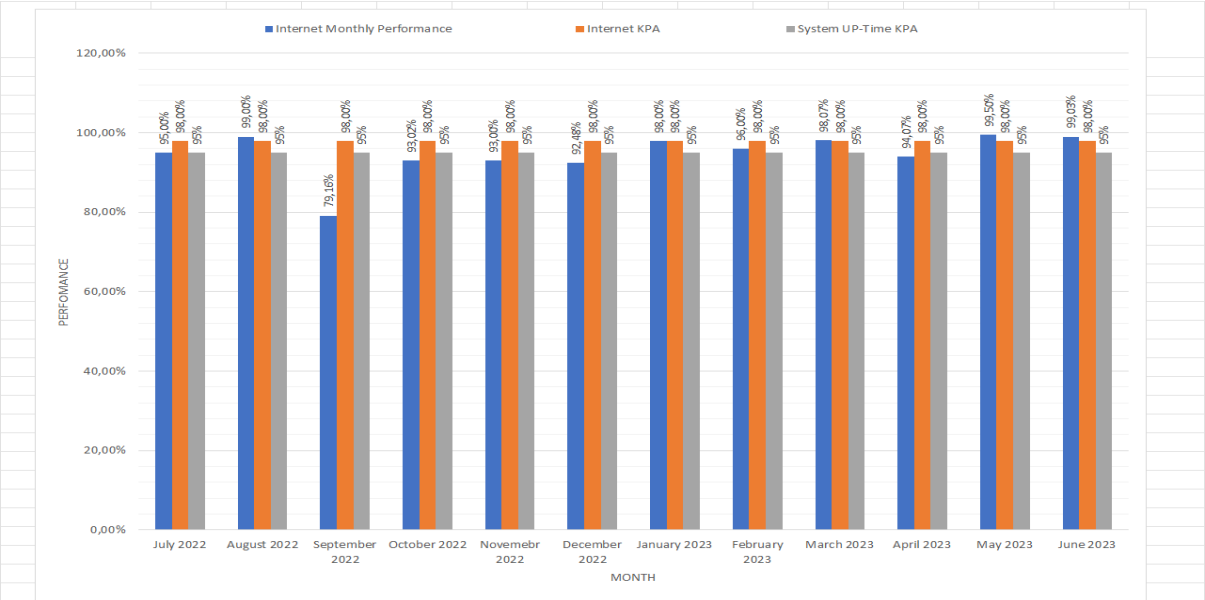
The Gamtoos Valley Area posed challenges in connectivity, which largely those challenges were caused by socio-economic issue in the area. Interventions were put in place to mitigate the risks associated with the challenges. KLM exploited the mobile telecommunications infrastructure to provide alternative communications network means to GV area. The strategy has proven to be very effective for the size of KLM operations in the area.

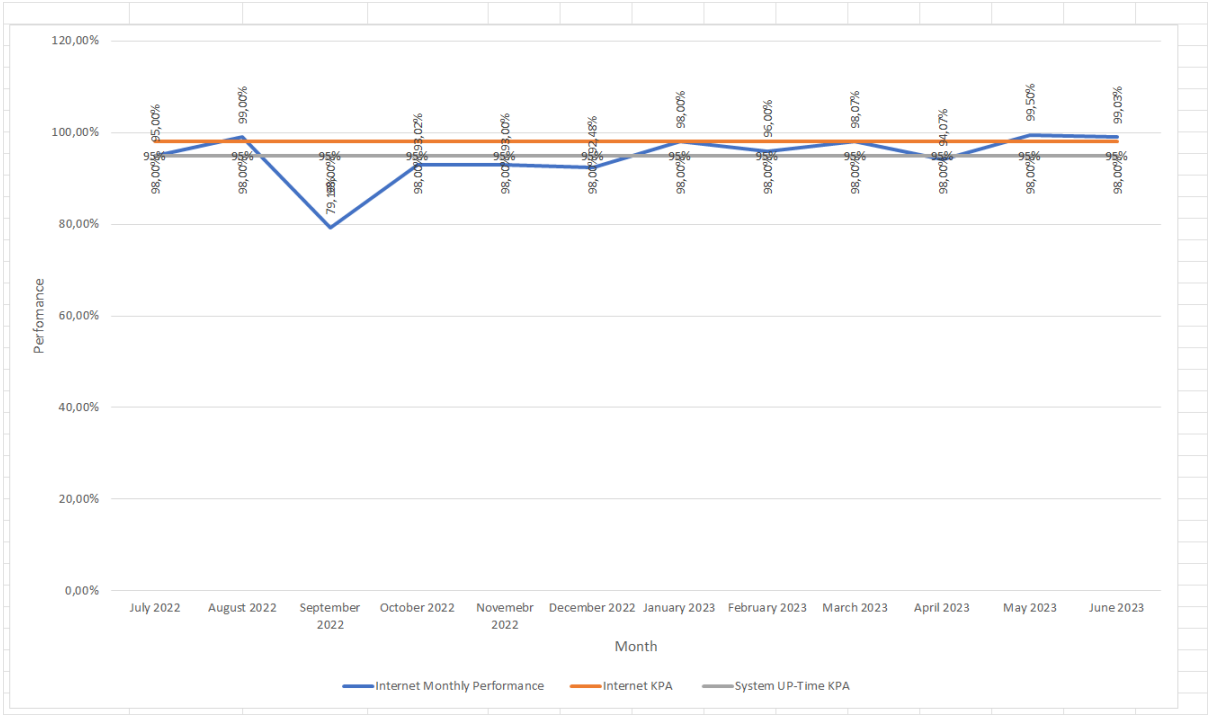
Loadshedding is a major risk to KLM Data Centre (Servers operations) which will affect systems availability KPA. Digital Services unit has resolved to put a special focus to transform the organisation towards the total Cloud Service strategy. The strategy will enable the ability for KLM to transact with systems directly from the Cloud instead of the local Server Room and make provision of Disaster Recovery Plan and Data Centre Continuity Plan for the KLM ICT systems.

The two mentioned strategies bring about opportunities for KLM to implement systems that help in improving KLM internal efficiencies and position the municipality for 4th Industrial Revolution readiness.

The municipality has started processes to implement projects that will revolutionize much of the KLM core-business operations and capabilities. Such projects will rely mostly on the stability of the ICT infrastructure (Cloud Services and Connectivity).

Upon the conclusion of the priority projects as discussed above, the following statistics will improve greatly. Which then will be one of the indicators for Digital Services performance.





The two graphs above show the performance of both the ICT Systems availability and Connectivity availability against the expectation. The drop in performance in other months is mostly caused by Loadshedding effect. It is for that reason that Digital Services has decided on the Cloud Services and SD WAN strategies which together are targeting minimum of 98% performance.

3.26.9 LEGAL SERVICES

The role of the legal services function is to render continuous effective and efficient legal support and advise to Council, Committees of Council, the Executive Mayor, the Speaker, Municipal Manager, Directorates and Managers and ensure legal compliance considering applicable legislation, regulations, relevant case law and emerging legal

trends. It is the role of the legal services department to provide legal opinions, submissions or input on Policies, Contracts, Agreements, Legislation, By-laws, Authorities, and items referred to Council or Committees of Council, all with the aim of ensuring legally compliant council resolutions resolved on by Council, avoiding litigation, mitigating legal risks, and safeguarding the municipality's interests.

Highlights

Highlight	Description
Functional Legal Services Department	No formal appeals lodged against the municipality regarding the award of tenders.
	The municipality once again managed to reduce contingent liability.
	Thanks to an ongoing strong HR component, Labour matters are dealt with speedily, within the confines of the law and with success to the Employer.
	The municipality continues to experience an increase in the provision of legal updates, legal advice and general legal assistance to Council and the respective user departments.
	The Legal Services functions continues to provide Council with a detailed Report on Legal Matters, allowing Council to effectively implement its oversight function.
	By-laws and Policies has been reviewed and/or approved in the 2022/23 financial year, standard operating procedure approved by for legal services department. We look forward to additional

Highlight	Description
	reviews of outdated by-laws and policies in the coming financial year, this is an ongoing exercise with the intention of updating the Municipal Code in line with the changing legislation, local government environment and precedent setting court judgements.
Panel of Legal Services Providers and legal matters instituted against the municipality	The Panel of Legal Services Providers continues to render external legal services in respect of the different areas of law applicable to the municipality is functioning well. A new procurement process will be embarked upon in the 2023/24 financial year due to the termination of the 3-year contract period.
	The municipality started the year off with ten (10) litigation matters instituted against the municipality and closed the year off with eleven (11) matters instituted againts the municipality.

REGISTER OF LEGAL SERVICE PROVIDERS 2021/22				
SERICE PROVIDER	**CONTACT PERSON**	**CONTACT NUMBER**	**EMAIL**	**POSTAL & PHYSICAL ADDRESS**
SIYATEMBA SOKUTU ATTORNEYS INC	MR. SOKUTU	043 735 1312 / 082 608 1093	april@solutuattorneys.co.za	P O BOX 8151, NAHOON, EAST LONDON, 5210 / UNIT 1 KENNINGTON RD, NAHOON
KUBAN CHETTY INC	MR. KUBAN CHETTY	041 373 1706 / 082 780 1173	kuban@kubanchettyinc.com	163 CAPE ROAD, MILL PARK, GQEBERHA, 6001
LULAMA PRINCE INC	MRS. PRINCE	041 484 1004 / 061 416 4214	lulama@lulamaprince.co.za	P O BOX 27696, GREENACRES, 6050 / 184 CAPE RD, MILL PARK, GQEBERHA 6001
FREDERICKS INC	MRS. FREDERICKS	041 363 8506 / 082 612 1657	tasneem@fredericksinc.co.za	43 PARLIAMENT STREET, CENTRAL, GQEBERHA, 6000
McWILLIAMS & ELLIOT INC	MR. ED MURRAY	TEL: 041 582 1250 / FAX : 041 585 1274, 041 585 3615 / CELL; 082 330 1177, 083 274 5959	imraan@mcwilliams.co.za; andy@mcwilliams.co.za	P O BOX 45, GQEBERHA, 6000 / 152 CAPE ROAD, MILL PARK, 6001
C W MALAN JEFFREYS BAY INC	MR. RENCKE DE SWARDT	TEL:042 293 1053 / FAX: 042 293 2693	comalan@intekom.co.za ; rencke@comalan.co.za ; amanda@comalan.co.za	P O BOX 273, JEFFREYS BAY, 6330 / 15 OOSTERLAND STREET, JEFFREYS BAY , 6330
BONQWANA BURNS INC	MR. SHANE DE BEER	041 364 2039 / 065 932 0568	shayne@bonqwanaburns.com	BOQWANA HOUSE, 84 6TH AVENUE, NEWTON PARK, GQEBERHA
KARSANS INC	MANOJ KARSAN	041 991 1320 / 082 881 0965	mkarsan@karsans.co.za	235 CELEDON STREET, CENTRAL, KARIEGA
LABUSCHAGNE V AN DER WALT INC	MR. TEWIS LABUSCHAGNE	TEL: 041 582 2069/ FAX: 086 669 1511/ CELL: 083 304 4590/ 084 441 7289	info@lvdw.co.za	P O BOX 70541. THE BRIDGE, GQEBERHA, 6032 / 6 CUYLER STREET, CENTRAL, GQEBERHA, 6000
GOLDBERG DE V ILLIERS INC	MS. TRACEY-LEE MOUTON	041 501 9800 / FAX: 041 585 1076	traceym@goldlaw.co.za	13 BIRD STREET, CENTRAL, GQEBERHA, 6001
BILLET GOUWS ATTORNEYS	MR. JOHN BILLET	TEL: 042 293 0191 CELL: 081 049 5198, 082 874 0096	john@billettgouws.co.za; elizna@billettgows.co.za; info@billetgouws.co.za	P O BOX 1651, JEFFREYS BAY, 6330 / GLOBAL STAR HOUSE, UNIT 1, TOP FLOOR, 79 DA GAMA ROAD, JEFFREYS BAY 6330
BLC ATTORNEYS	MS. DELIA CHAMBERLAIN	041 506 3700 / 082 745 4596	stifloen@blclaw.co.za	4 CAPE ROAD, CENTRAL, GQEBERHA, 6001
BATE, CHUBB & DICKSON	ASHLEY KRETZMANN	043 701 4500 / FAX: 043 726 3777/ 082 655 7145	ashley@batechubb.co.za	34 WESTERN AVENUE, VINCENT, EAST LONDON, 5217
C W MALAN INC.	MR. EDDIE ALBERTYN	422,951,056	eddie@cwmalan.co.za	37 CHURCH STREET, HUMANSDORP, 6300
SPANGENBERG ATTORNEYS	MR.HEIN SPANGENBERG	TEL: 042 291 1144, CELL: 082 820 7007	hein@hjsproc.co.za	P O BOX 501, HUMANSDORP,6300 CORNER OF DU PLESSIS & KEMP STREET, HUMANSDORP, 6300

CHAPTER 4: FINANCIAL PERFORMANCE

COMPONENT A: FINANCIAL PERFORMANCE

4.1 FINANCIAL HEALTH OVERVIEW

To provide an overview of the financial outcomes for the 2022/23 financial year, it is necessary to compare the 2022/23 Adjustments Budget, the actual financial results, the actual cash inflows and outflows, and the actual expenditure and revenue trends for the period, 1 July 2022 to 30 June 2023.

The financial performance highlights, based on the audited results, are as follows:

4.1.1 STATEMENT OF FINANCIAL PERFORMANCE (Refer to AFS page 8)

Actual operating revenue (excluding capital grants) amounted to R 1,174 billion, whilst actual operating expenditure amounted to R 1,257 billion, resulting in an actual operating deficit of R 82,702 million. The 2022/23 Adjustments Budget for operating revenue (excluding capital grants) amounted to R 1,057 billion, whilst operating expenditure amounted to R 1,178 billion, resulting in a budgeted deficit of R 121,716 million.

It should be noted that the 2022/23 actual operating revenue of R 1,277 billion, includes an amount of R 102,222 million, which relates to capital grants.

The following, however, needs to be noted:

Property Rates (refer to AFS page 8 & 13)

The actual property rates revenue raised amounted to R 259,514 million (109.62%), compared to the Adjustments budgeted amount of R 236,747 million.

Service charges – Electricity Revenue (refer to AFS page 78, note 21)

The actual electricity revenue raised, amounted to R 306,477 million (87,51%), compared to the Adjustments budgeted amount of R 350,201 million.

Service charges – Water Revenue (refer to AFS page 78, note 21)

The actual water revenue raised, amounted to R 117,400 million (132,54%), compared to the Adjustments budgeted amount of R 88,580 million.

Service charges – Sanitation Revenue (refer to AFS page 78, note 21)

The actual sanitation revenue raised, amounted to R 61,797 million (103,95%), compared to the Adjustments budgeted amount of R 59,450 million.

Service charges – Refuse Revenue (refer to AFS page 78, note 21)

The actual refuse revenue raised, amounted to R 61,945 million (99,48%), compared to the Adjustments budgeted amount of R 62,269 million.

Property Rates and Services Revenue: (refer to AFS page 8, 13, note 21)

Description	2022/23 Financial Year		
	Adjusted Budget (Including Indigent Subsidies)	Actuals as at 30 June 2023 (Including Indigent Subsidies)	Variance
R thousands			
Revenue By Source			
Property rates	236 747	259,514	(22,767)
Service charges revenue	**560 500**	**547,619**	**12,881**
Service charges - electricity revenue	350 201	306,477	43,724
Service charges - water revenue	88 580	117,400	(28,820)
Service charges - sanitation revenue	59 450	61,797	(2,347)
Service charges - refuse revenue	62 269	61,945	324
Total	**797,247**	**807,133**	**(9,886)**

Fines, Penalties and Forfeits: (refer to AFS page 8 & 13)

The actual revenue amounted to R 132,921 million (2050.06%), compared to the adjustments budgeted amount of R 6,484 million. Fines, penalties and forfeits mostly relate to traffic and building fines. The traffic fines revenue is significantly higher than initially budgeted for, due to the appointment of a service provider for speeding camera fines.

Rental from Fixed Assets: (refer to AFS page 8 & 13)

The actual revenue amounted to R 2,570 million (89.71%), compared to the adjustments budgeted amount of R 2,865 million. This relates to the rental of municipal buildings, community halls and other municipal facilities. The revenue is influenced by the extent of rental agreements.

Transfers and Subsidies: (refer to AFS page 8 & 13)

The actual revenue amounted to R 279,561 million (100.03%), compared to the Adjustments budget amount of R 279,471 million.

Licences and Permits: (refer to AFS page 8 & 13)

The actual licences and permits revenue amounted to R 9,872 million (117.57%), compared to the adjustments budgeted amount of R 8,397 million.

Licences and permits mostly relate to motor vehicle drivers, and learners' licences. The licences and permits revenue are slightly higher than anticipated, compared to the adjusted budget amount.

Interest Earned – External Investments: (refer to AFS page 8, 13 and note 25)

The actual interest earned – external investments amounted to R 6,824 million (223.23%), compared to the adjustments budgeted amount of R 3,057 million. This is largely influenced by the extent of municipal investment portfolio.

Interest Earned – Outstanding Debtors: (refer to AFS page 8, 13 and note 25)

The actual interest earned – outstanding debtors amounted to R 23,974 million (119.24%), compared to the adjustments budgeted amount of R 20,106 million.

Interest is also influenced by the extent of outstanding debtors. The interest raised on outstanding debtors may not necessarily result in a cash inflow for the Municipality.

Sales of Goods and Rendering of Services: (refer to AFS page 8 & 13)

The actual sales of goods and rendering of services revenue amounted to R 9,188 million (97.70%), compared to the Adjustments budgeted amount of R 9,405 million.

Operational Revenue: (refer to AFS page 8 & 13)

The actual operational revenue amounted to R 1,200 million (4.71%), compared to the Adjustments budgeted amount of R 25,474 million. Operational revenue is mainly influenced by a budgeted amount of R 23, 085 million for housing projects refund which never materialised.

Employee Related Costs: (refer to AFS page 8 & 13)

Employee related costs amounted to R 355,768 million (86.95%), compared to the adjustments budgeted amount of R 409,183 million.

Remuneration of Councillors: (refer to AFS page 8 & 13)

The remuneration of councillors amounted to R 13,700 million (95.38%), compared to the adjustments budgeted amount of R 14,364 million.

Depreciation and Amortization: (refer to AFS page 8 & 13)

The Depreciation and Amortization amounted to R 101,358 million (97.60%), compared to the adjustments budgeted amount of R 103,850 million.

Impairment losses: (refer to AFS page 8 & 13)

Bad debts are written off upon Council's approval. Debt impairment amounted to R 228,882 million (560.06%), compared to the adjustments budgeted amount of R 40,868 million.

Impairment losses mostly relate to allowance for bad debts raised against property rates and services charges (water, sanitation, refuse and electricity) debtors and includes impairment for traffic fines issued. The impairment losses are largely influenced by the traffic fines impairment provision which was budgeted for.

Bulk Purchases - Electricity: (refer to AFS page 8 & 13)

The Bulk purchases electricity amounted to R 291,888 million (89.56%), compared to the Adjustments budgeted amount of R 325,900 million.

The variance relates to the impact of load-shedding as well as consumers using less municipal electricity as a result of own generation.

Inventory Consumed: (refer to AFS page 8 & 13)

The inventory consumed amounted to R 91,082 million (100.44%), compared to the Adjustments budgeted amount of R 90,680 million.

Interest, Dividends and Rent on Land Earned: (refer to AFS page 8 & 13)

The Interest, Dividends and Rent on Land Earned amounts to R 8,059 million (280.28%), compared to the Adjustments budgeted amount of R 2,875 million.

This relates to finance costs for the finance lease. The variance of R 5,183 million relates to the interest raised for the landfill site provision which was not budgeted for.

Contracted Services: (refer to AFS page 8 & 13)

The contracted services amounted to R 87,317 million (86.21%), compared to the Adjustments budgeted amount of R 101,288 million.

Contracted services are broken down as follows:

Item Description	Adjusted Budget 2022/23	Actuals as at 30 June 2023	%
Amanzi Challenge National Tournament	300 000	300 000	100,00%
Animal Care	485 000	483 372	99,66%
Audit of Municipal Land & Properties	300 000	-	0,00%
Boreholes Investigation - Thornhill	50 420	17 394	34,50%
Burial Services	30 000	11 950	39,83%
Calamari Festival	200 000	200 000	100,00%
Catering Services	882 323	732 035	82,97%
Clearing and Grass Cutting Services	1 829 999	1 832 555	100,14%
Concours Sur Mesure	250 000	250 000	100,00%
Consultants and Professional Services	6 178 594	3 813 287	61,72%
Destination Marketing and Promotion	291 000	169 862	58,37%
Drivers Licence Cards	500 000	1 516 691	303,34%
Dune Stabilisation	1 000 000	1 019 306	101,93%
Electricity Generation Project	819 800	596 350	72,74%
Employee Wellness	321 000	305 378	95,13%
ERF554 SUB DIVISION AND REZONING	200 000	28 143	14,07%
Event Promoters	100 000	97 945	97,94%
FMG-Data cleasing	771 634	771 726	100,01%
Hankey Precinct Plan Development	985 000	621 830	63,13%
Housing Panel of Professional Team	330 000	313 586	95,03%
Internal Auditors	255 000	29 095	11,41%
Ironman Tournament	165 000	111 000	67,27%
KLTO	300 000	300 000	100,00%
Kouga Tourism Indaba	364 280	301 909	82,88%
Laboratory Services:Water	2 683 500	1 607 584	59,91%
Land Availability and Readiness for Strategic Projects	200 000	-	0,00%
Land Valuations, Surveyor & Planning Services	150 000	43 778	29,19%
Legal Advice and Litigation	5 400 000	3 557 433	65,88%
Legal Cost:Collection	1 299 059	960 785	73,96%
Litter Picking and Street Cleaning	408 000	400 670	98,20%
Maintenance of Buildings and Facilities	5 921 999	6 252 558	105,58%
Maintenance of Electrical Infrastructure	3 140 517	2 998 657	95,48%
Maintenance of Equipment	658 779	498 373	75,65%
Maintenance of Sanitation Infrastructure	3 909 073	2 914 405	74,55%
Maintenance of Vehicles	7 654 189	6 869 150	89,74%
Maintenance of Water Infrastructure	2 045 790	1 412 140	69,03%
Occupational Health and Safety	1 192 850	946 943	79,38%
Other Contracted Services	1 591 550	2 911 886	182,96%
Payroll data cleansing	1 000 000	919 165	91,92%
Personnel and Labour	13 644 869	10 055 772	73,70%
PM: Special Projects	50 000	-	0,00%
Qualification Verification	1 120 000	881 760	78,73%
Roads Maintenance	11 440 673	10 776 300	94,19%
Security Services	4 658 920	4 895 455	105,08%
Special Rating Area	9 270 034	8 386 899	90,47%
Summer Festival	630 000	630 000	100,00%
Township Events	150 000	150 000	100,00%
Transport Services	459 340	204 095	44,43%
Valuer	3 600 000	3 132 663	87,02%
Winterfest	1 600 000	1 586 957	99,18%
Yellow Wood Annual Jazz Festival	500 000	500 000	100,00%
	101 288 192	**87 316 841**	**86,21%**

Operating Leases: (refer to AFS page 8 & 13)

The operating leases amounted to R 6,814 million (98.25%), compared to the Adjustments budgeted amount of R 6,935 million.

The operating leases relate to the rental of photocopy machines, IT related network equipment and other assets.

Operational Costs: (refer to AFS page 8 & 13)

The operational costs amounted to R 70,112 million (85.85%), compared to the Adjustments budgeted amount of R 81,670 million.

Operational Costs are broken down as follows:

Item Description	Adjusted Budget 2022/23	Actuals as at 30 June 2023	%
Achievements and Awards	3 994 775	3 831 001	95,90%
Advertising, Publicity and Marketing	3 412 224	3 156 572	92,51%
Bank Charges	900 000	1 108 359	123,15%
Bargaining Council	3 913 185	3 553 325	90,80%
Cellular Contract (Subscription and Calls)	2 896 864	2 481 378	85,66%
Claims paid to Third Parties	300 000	108 873	36,29%
External Audit Fees	4 500 000	3 995 409	88,79%
External Computer Service:Internet Charge	6 942 977	4 718 758	67,96%
Hire Charges	10 865 558	8 255 063	75,97%
Insurance Claims	1 200 000	804 977	67,08%
Insurance Underwriting:Premiums	3 945 026	3 714 135	94,15%
Motor Vehicle Licence and Registrations	1 605 030	1 029 438	64,14%
Other	897 837	764 042	85,10%
Postage/Stamps/Franking Machines	2 311 500	2 065 076	89,34%
Printing, Publications and Books	1 209 325	977 804	80,86%
Registration Fees:Professional and Regulatory Bodies	347 725	208 198	59,87%
Registration Fees:Seminars, Conferences, Workshops	2 072 511	1 568 520	75,68%
Remuneration to Ward Committees	2 241 923	2 962 848	132,16%
Riparian Levies	6 280 241	6 348 420	101,09%
Signage	525 518	453 753	86,34%
Skills Development Fund Levy	3 398 919	3 473 067	102,18%
Software Licences	3 170 800	2 620 857	82,66%
Storage of Files (Archiving)	100 000	53 307	53,31%
Supplier Development Programme	24 301	24 300	100,00%
Third Party Vendors	5 500 000	3 631 415	66,03%
Travel and Subsistence	2 663 696	1 996 024	74,93%
Uniform and Protective Clothing	3 921 459	3 335 801	85,07%
Vehicle Tracking	754 565	893 730	118,44%
Workmen's Compensation Fund	1 774 003	1 977 511	111,47%
Total	**81 669 962**	**70 111 961**	**85,85%**

Conclusion:

The Municipality recorded an actual operating surplus of R 19,520 million, compared to the adjustments budgeted deficit of R 20,481 million.

4.1.2 STATEMENT OF FINANCIAL POSITION (refer to AFS page 7)

Net Assets: (refer to AFS page 7)

Net Assets increased from R 2,081 billion (2021/22) to R 2,101 billion (2022/23) due to the following:

Non-current Liabilities: (refer to AFS page 7)

Finance lease payables increased from R 21,944 million in 2021/22 to R 24,202 million in 2022/23, due to additional finance lease recognised during the 2022/23 financial year.

The Employee Benefit Liabilities increased during the 2022/23 financial year, based on an actuarial valuation.

The liabilities consequently increased from R 105,496 million in 2021/22 to R 106,638 million in 2022/23. The Employee Benefit Liabilities consist of Post-Retirement Health Care Benefits and Ex-Gratia Pensions.

Non-current Provisions increased from R 106,420 million in 2021/22 to R110,110 million in 2022/23, due to the increase in Long Service Awards and the Rehabilitation of Landfill Sites provisions.

The net result is that the increase in non-current liabilities, accounted for a movement of R 7,089 million in the net assets of the municipality.

Current liabilities:

Consumer Deposits (refer to AFS page 7)

Consumer deposits increased from R 23,673 million in 2021/22 to R 29,060 million in 2022/23.

Consumer deposits relate to deposits paid by consumers for water, electricity, building plans and for rental of municipal properties and are mainly influenced by an increase in new applications for water and electricity connections.

Provisions (refer to AFS page 7)

The current provisions increased from R 43,631 million in 2021/22 to R 45,898 million in 2022/23, and the increase is mainly due to leave, and long service awards provisions recognised during the 2022/23 financial year.

Unspent conditional grants and receipts (refer to AFS page 7 & note 20)

Unspent conditional grants amount to R 28,994 million recognised during the 2022/23 financial year and no unspent condition grants recognised during the prior year, 2021/22 financial year.

Lease payables (refer to AFS page 7)

Lease payables increased by R 0,834 million from R 10,508 million in 2021/22 to R 11,342 million in 2022/23. This is attributable to additional finance lease recognised during the 2022/23 financial year.

Payables – Exchange Transactions (refer to AFS page 7)

Payables from Exchange Transactions have increased by R 20,640 million from R 105,579 million in 2021/22 to R 126,219 million in 2022/23.

Employee benefit liabilities (refer AFS page 7)

The employee benefit liabilities Increased by R 1,111 million from R 7,444 million in 2021/22 to R 8,555 million in 2022/23.

The net result is that the increase in Current liabilities, accounted for a movement of R 59,234 million in the Net Assets of the Municipality.

Non-current Assets: (refer to AFS page 7)

Property, Plant and Equipment decreased from R 2,066 billion in 2021/22 to R 2,054 billion in 2022/23.

Intangible Assets decreased from R 0,870 million in 2021/22 to R 0,603 million in 2022/23.

Investment Property remained the same at R 262,608 million.

The net result is that the decrease in non-current assets accounted for a movement of R 12,747 million in the Net Assets of the Municipality.

Current Assets:

Inventories (refer to AFS page 7)

Inventories increased by R 1,548 million from R17,050 million in 2021/22 to R 18,598 million in 2022/23.

Receivables from exchange transactions (refer to AFS page 7 and 41 note 2)

The increase in receivables amounted to R 13,046 million, or 20.39%, when compared to the previous financial year.

Year	Gross Balances R	Impairment Allowance R	Carrying Amount R
2021/22	293 945 098	229,960,538	63,984,559
2022/23	386 280 711	309 250 603	77 030 108
Increase	92,335,613	79,290,065	13,045,549

Statutory Receivables from Exchange transactions (refer to AFS page 7)

The Statutory Receivables from exchange transactions decreased by R 6,784 million from R 52,206 million in 2021/22 to R 45,422 million in 2022/23.

Statutory Receivables from Non-Exchange transactions (refer to AFS page 7)

The Statutory Receivables from non-exchange transactions increased by R 13,739 million from R 15,276 million in 2021/22 to R 29,015 million in 2022/23.

Cash and Cash Equivalents (refer to AFS page 7)

Cash and cash equivalents increased by R 77,084 million from R 27,851 million in 2021/22 to R 104,935 million in 2022/23.

Lease Receivables (refer to AFS page 7)

Lease Receivables decreased from R 0,153 million in 2021/22 to R 0,109 million in 2022/23.

The net result is that the increase in Current assets accounted for a movement of R 98,590 million in the Net Assets of the Municipality.

Conclusion:

The Municipality's financial position has been influenced by the following factors:

Cash and cash equivalents increased by R 77,084 million (276.77%) from R 27,851 million in 2021/22 to R 104,935 million in 2022/23.

Current Liabilities increased by R 59,234 million (31.04%) from R 190,835 million in 2021/22 to R 250,068 million in 2022/23.

Current assets increased by R 98,590 million (55.85%) from R 176,519 million in 2021/22 to R 275,109 million in 2022/23.

4.1.3 FINANCIAL INDICATORS

The following ratios reflect the municipality's relative financial viability and sustainability:

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	Actuals as at 30 June 2022	Actual as at 30 June 2023
Capital Charges to Operating Expenditure	Interest & principal paid/Total Operating Expenditure	1.78%	1.21%	1.22%	1.13%	1.04%	1.21%
Borrowed funding of "own "capital expenditure	Borrowings/Capital expenditure excl. transfers & grants	0%	0%	0%	0%	0%	0%
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	Actuals as at 30 June 2022	Actuals as at 30 June 2023

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
Current Ratio	Current assets / current liabilities	1.58	1.44	1.26	1.07	0.51	0.78
Liquidity Ratio	Monetary assets / current liabilities	0.75	0.87	0.61	0.34	0.15	0.42
Annual Debtors Collection Rate	Billed Revenue / Receipted Revenue	90.73%	97.62%	95.42%	95%	94.32%	86.71%

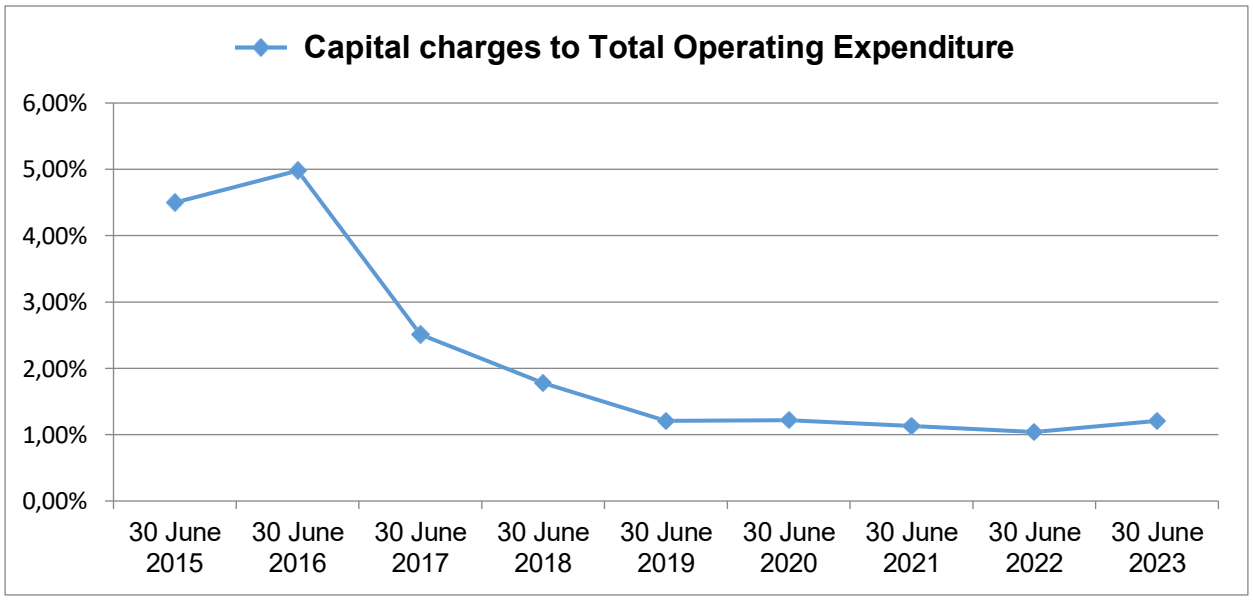
The above table is discussed in detail below.

4.1.3.1 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 1.21% of the Total Operating Expenditure was utilised for capital charges as at 30 June 2023, whilst the Municipality's audited ratio as at 30 June 2022 was 1.04%.



4.1.3.2 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)

As at 30 June 2023, the was 0% as no capital expenditure was funded from borrowings, whilst the Municipality's audited ratio as at 30 June 2022 was also 0%.

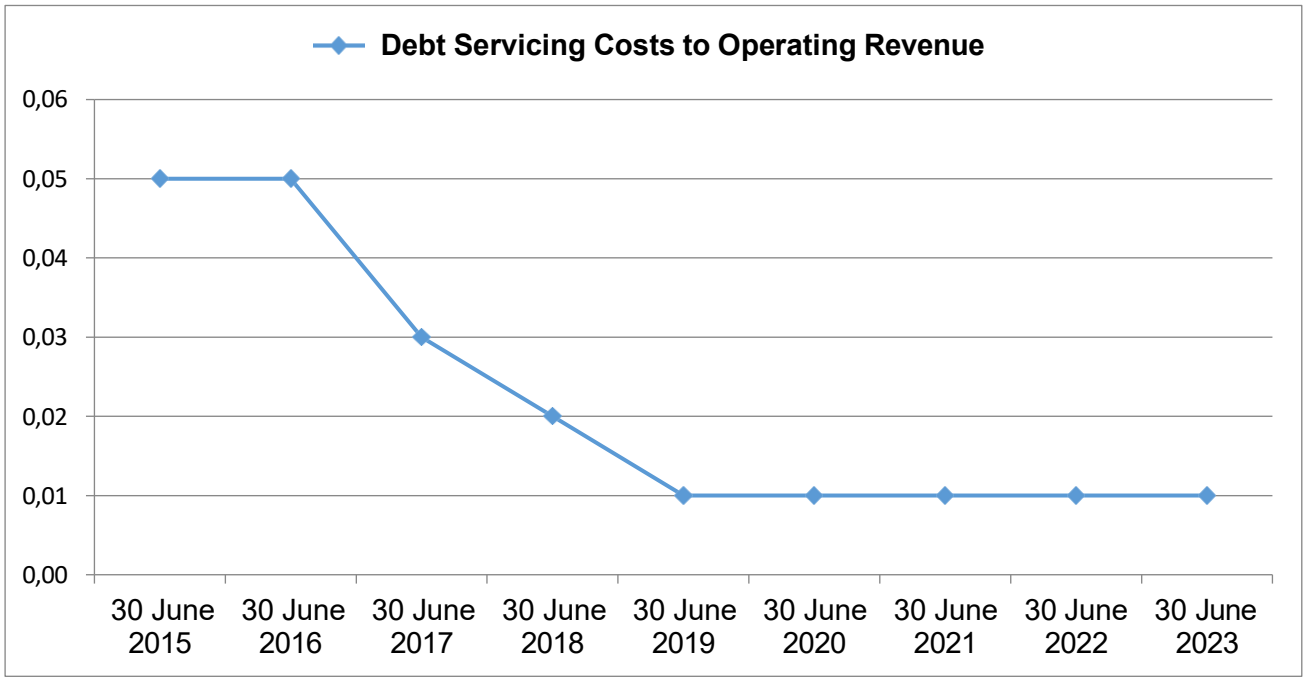
4.1.3.3 DEBT SERVICING COST TO OPERATING REVENUE RATIO

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 June 2022 the ratio was 0.01:1, compared to the audited ratio of 0.01:1 as at 30 June 2021.



4.1.3.4 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:

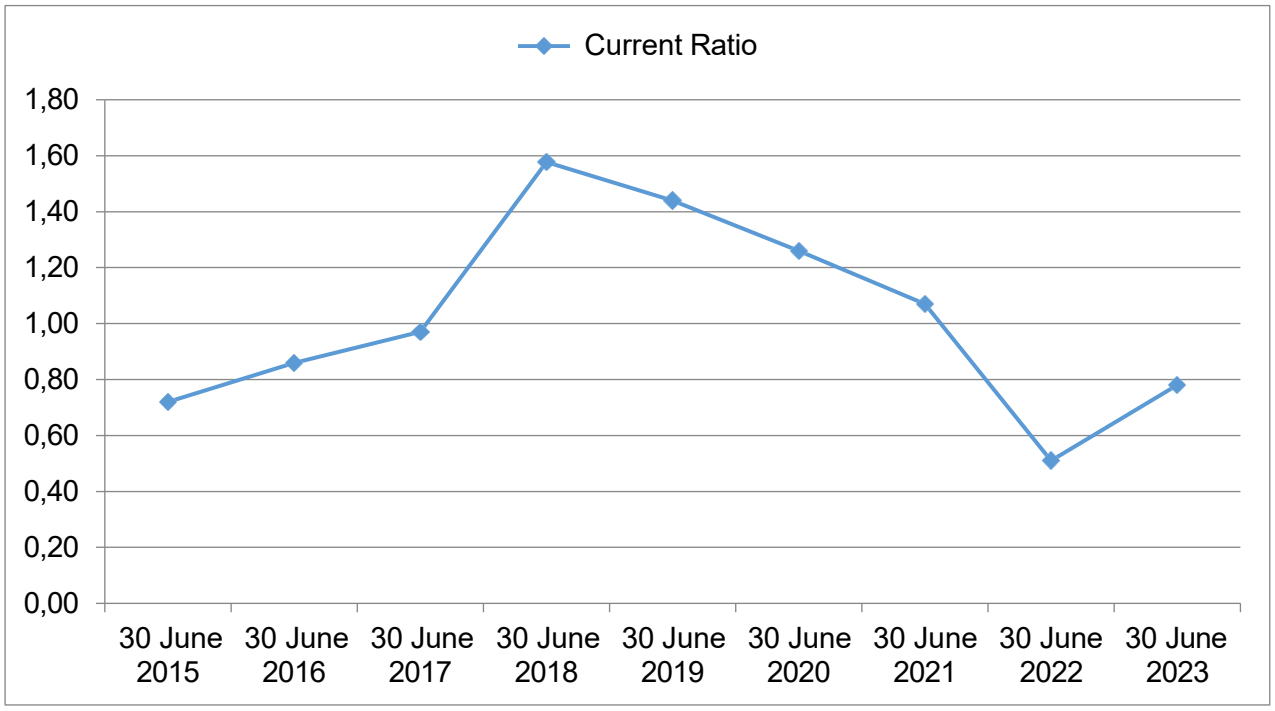
Current assets/Current liabilities

As at 30 June 2023, the Ratio was 0.78:1, whilst the Municipality's audited ratio as at 30 June 2022 was 0.51:1

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 its current obligations as and when they fall due.



4.1.3.5 LIQUIDITY RATIO

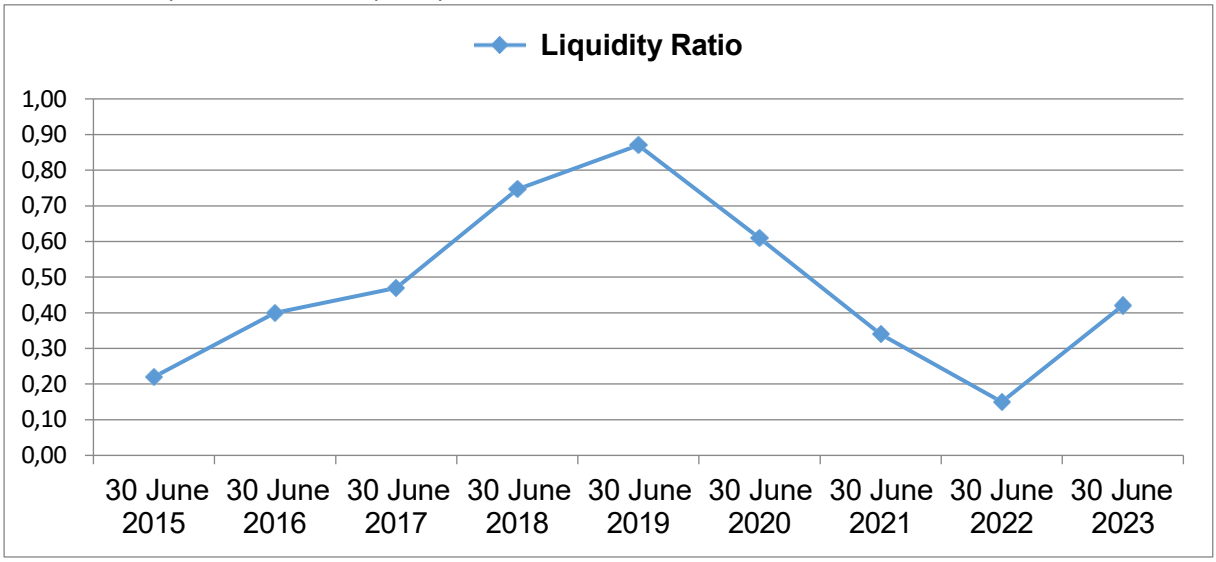
The liquidity ratio assesses a Municipality's ability to meet its short-term commitments from Monetary Assets.

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 June 2023 was 0.42:1, whilst the Municipality's audited ratio as at 30 June 2022 was 0.15:1.

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



4.1.3.6 ANNUAL DEBTORS' COLLECTION RATE

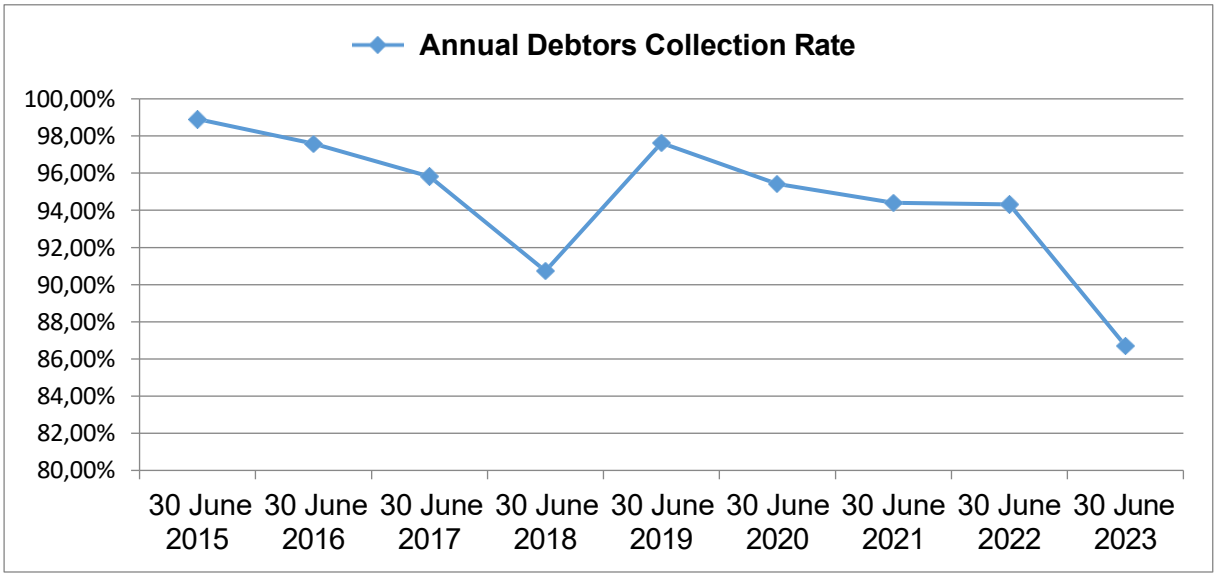
This ratio assesses the actual cash collected, compared to the monetary value of the municipal accounts rendered for municipal rates and services.

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

Total Payments Received in Current month/Total Value of Accounts Rendered in the Previous Month X 100

Note: the reason for using the previous month's billing is due to the accounts only being payable the following month (i.e. accountholders are given one calendar month to pay their current accounts).

The average collection rate as at 30 June 2023 was 86.71%, compared to the average collection rate of 94.32% for the 2021/22 financial year. These percentages are calculated based on revenue receipted, compared to revenue billed on a month-to-month basis.



4.1.3.7 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 month.

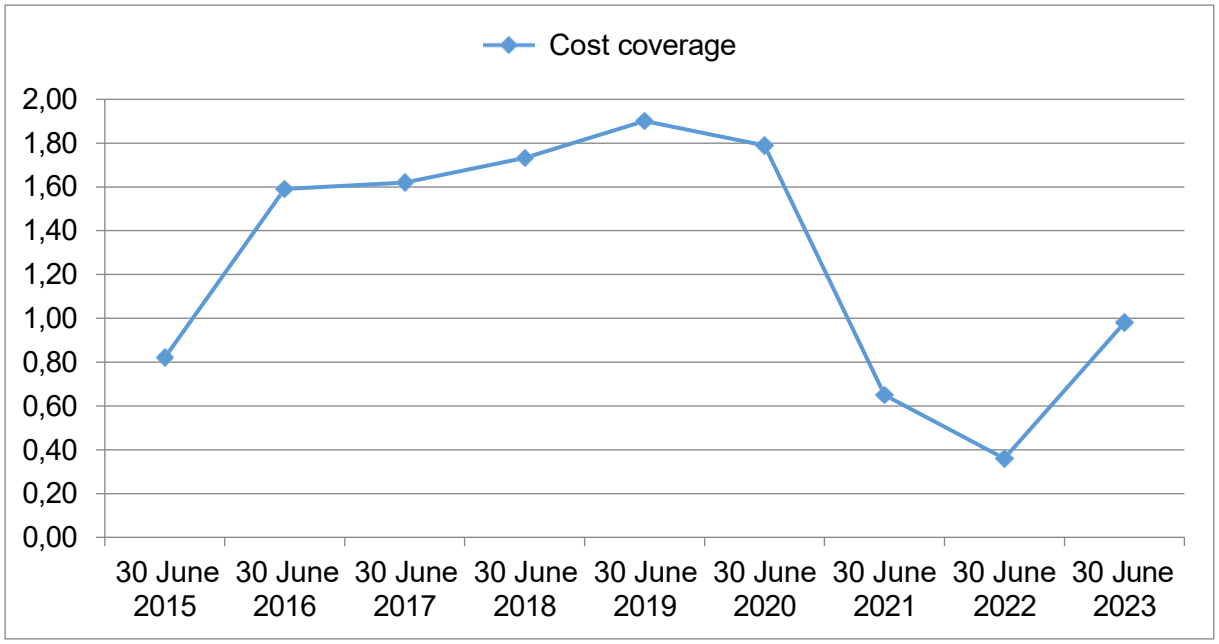
The Ratio is adjusted for Unspent Conditional Grants as the cash is not available for normal day-to-day operational expenditure, but rather reserved for Grant related expenditure.

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 June 2023, the Ratio was 0.98 months, whist the Municipality's audited ratio as at 30 June 2022 was 0.36 months.

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



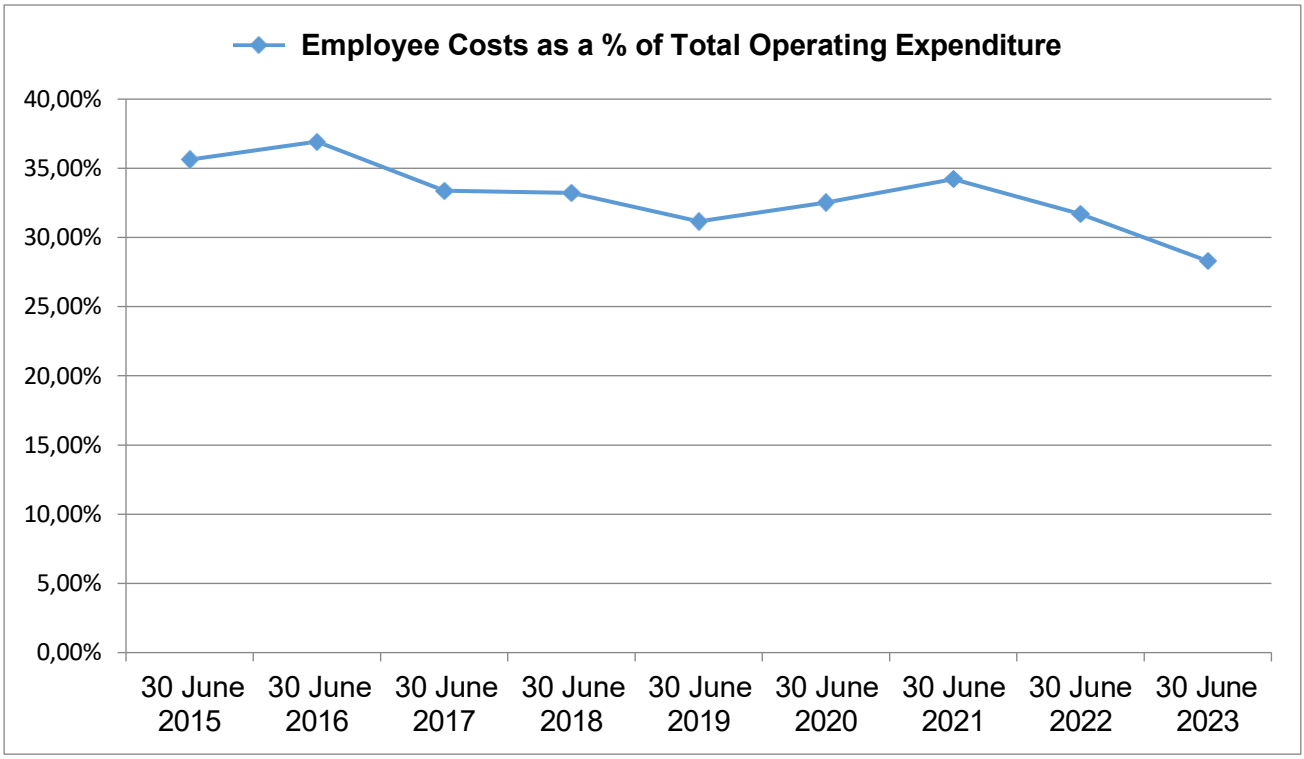
4.1.3.8 EMPLOYEE COSTS AS A % OF TOTAL OPERATING EXPENDITURE

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 June 2023, Employee Related Costs constituted 28.30% of the Total Operating Expenditure, whilst the Municipality's audited ratio as at 30 June 2022 was 31.69%.



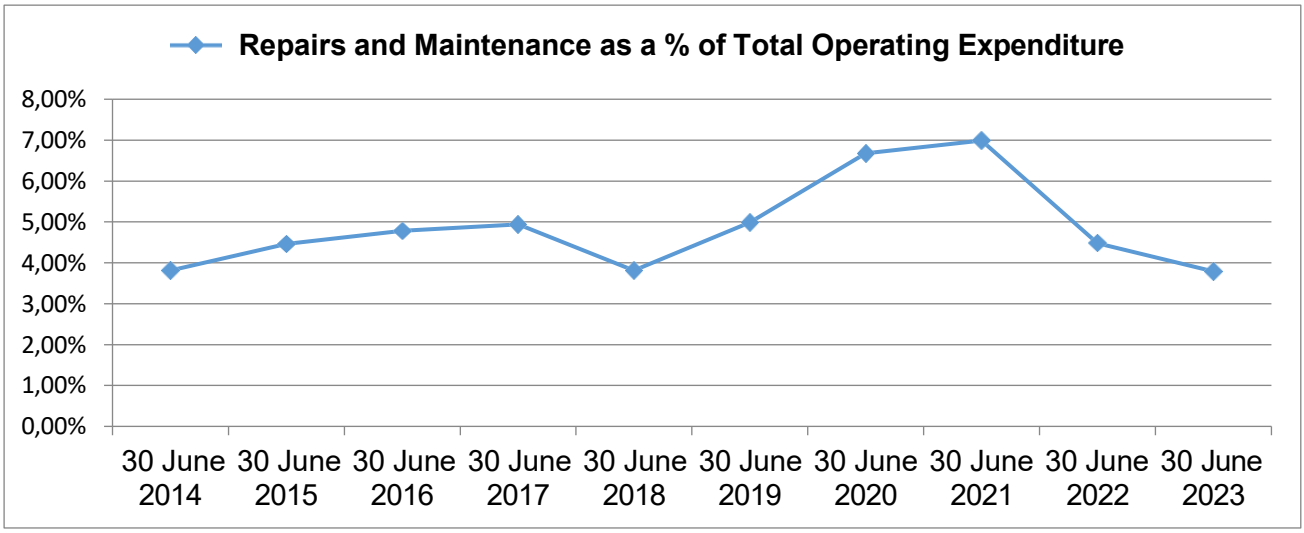
4.1.3.9 REPAIRS AND MAINTENANCE AS A % OF TOTAL OPERATING EXPENDITURE

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 June 2023, the Ratio was 3.79%, compared to the Municipality's audited ratio of 4.32% as at 30 June 2022.



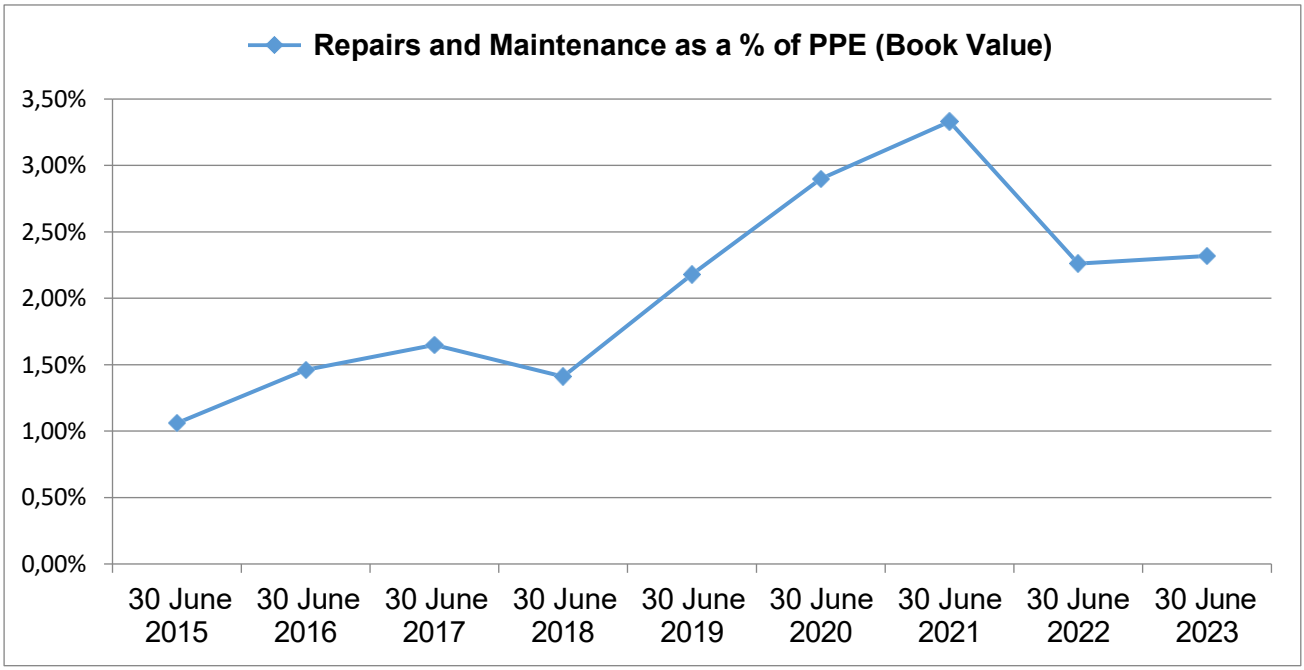
4.1.3.10 REPAIRS AND MAINTENANCE AS A % OF THE BOOK VALUE OF PROPERTY PLANT AND EQUIPMENT (PPE)

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 June 2023, repairs and maintenance expenditure constituted 2.32% of the book value of PPE. The Municipality's audited ratio as at 30 June 2022 was 2.26%. In terms of the MFMA Circular No.71, the norm is 8%.



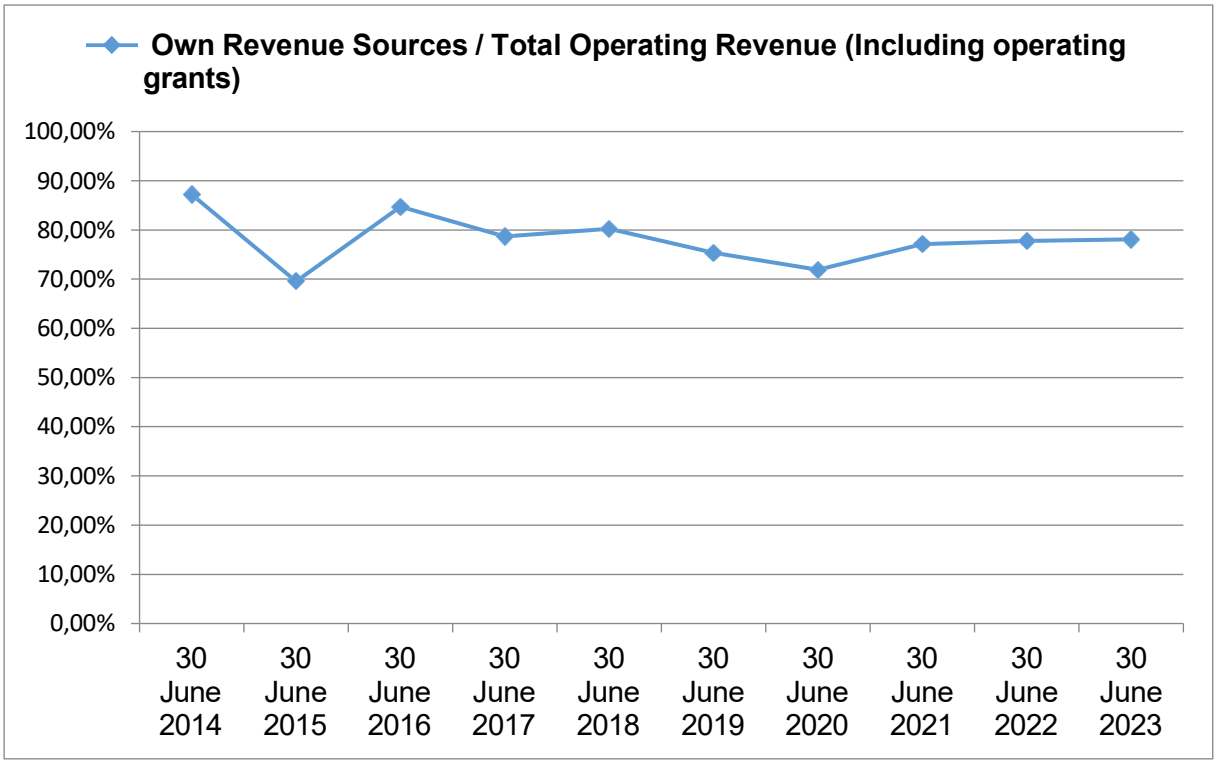
4.1.3.11 OWN REVENUE GENERATION

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 June 2023, the Municipality's own revenue sources constituted 78.10% of its total Operating Income. The Municipality's audited ratio as at 30 June 2022 was 77.76%.



COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

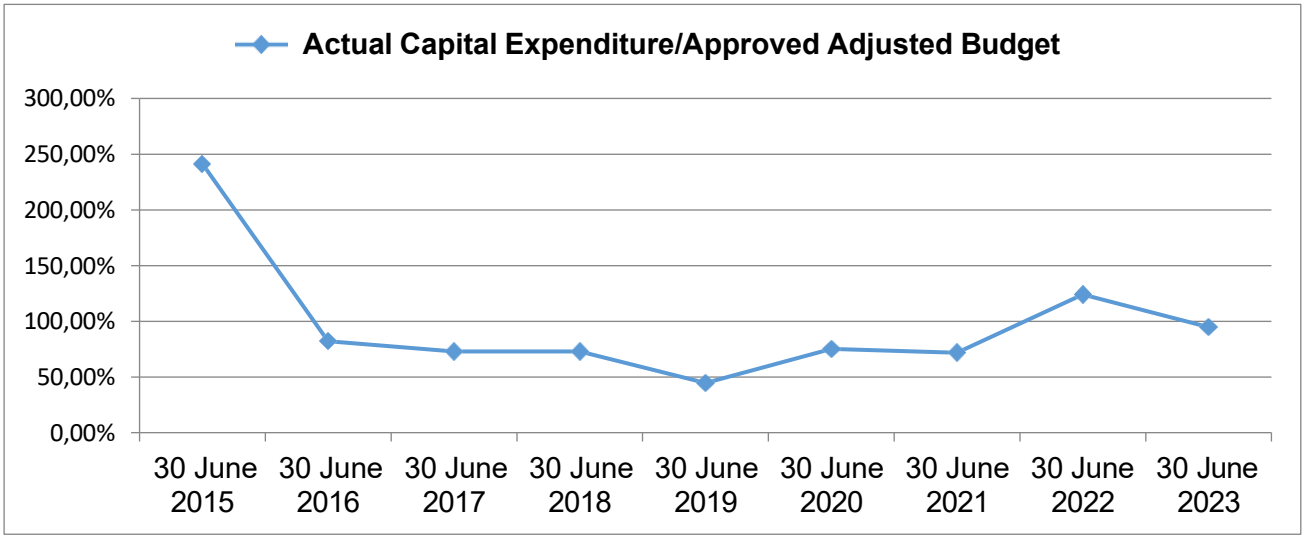
4.2 CAPITAL BUDGET SPENDING

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 June 2023 amounted to 94.66%, compared to the 2022/23 Capital Adjustments Budget. The Municipality's audited ratio as at 30 June 2022 was 123.92%.



4.3 FINANCIAL VIABILITY AND MANAGEMENT

	Indicator Name			
1.	Status of Audit Outcome (2022/23)		Unqualified	
2.	Submission of AFS after the end of the financial year		Draft AFS submitted by 31 August 2023	
	Indicator Name	Target set for the year	Achievement level for the year (Absolute expenditure figure R (000) against capital budget R(000)	Percentage spent on capital budget during the year vs actual revenue (2022/23)
3.	Percentage of expenditure of Capital Budget	95%	123.92%	94.66%
	Indicator Name	Operational Budget for the 2022/23 year	Amount spent on employee related cost & Councillor remuneration (Expenditure on salaries budget) against operational budget.	Achievement Percentage during the year
4.	Percentage of salary budget as of total operational budget	1,178,338,613	R 369,468,258	31.36%
	Indicator Name	Target set for the year (Own revenue) R (000)	Achievement level Trade Creditors during the year R(000)	Achievement Percentage during the year.
5.	Total municipal trade creditors		126 219 323	164.48%

		76 739 860		
	Indicator Name	Target set (actual total budget) in the year under review	Achievement level (Own revenue in the year under review)	Achievement percentage during the year.
6	Total municipal own revenue as a percentage of the total actual budget	878,386,756	996,960,951	113.50%
	Indicator Name	Indicate previous financial year's municipal debtors	Indicate municipal debtors for the year under review	Achievement percentage (Reduction rate)
7.	Rate of municipal consumers debtor's reduction	344,313,346	447,561,182	29.99%
	Indicator Name	Indicate MIG budget for the year under review	Indicate actual expenditure on MIG budget	Achievement Percentage
8.	Percentage of MIG budget appropriately spent	35,891,000	35,891,000	100%
	Indicator Name	The information should reflect the status quo (Summary report on the functionality of the Audit Committee)		
9.	Municipalities with a functional Audit Committee	The Audit Committee is fully functional		

4.3.1 ARREARS IN PROPERTY RATES AND SERVICE CHARGES

(Refer to pages 41 to 48 of the Annual Financial Statements

COMPONENT D OTHER FINANCIAL MATTERS

NONE

CHAPTER 5: AUDITOR GENERAL OPINION ON FINANCIAL STATEMENTS
5.1 AUDITOR GENERAL REPORT: 2022/23

Report of the auditor-general to Eastern Cape Provincial Legislature and the council on the Kouga Local Municipality

Report on the audit of the financial statements

OPINION

1. I have audited the financial statements of the Kouga Local municipality set out on page 318 (''Annexure U'' pages 1 to 116), which comprise the statement of financial position as at 30 June 2023, statement of financial performance, statement of changes in net asset, cash flow statement and statement of comparison of budget information with actual information for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.

2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Kouga Local Municipality as at 30 June 2023 and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management of South Africa 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2022 (Dora).

BASIS FOR OPINION

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

EMPHASIS OF MATTERS

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

ALLOWANCE FOR IMPAIRMENTS

7. As disclosed in notes 2 and 4 to the financial statements, receivables from exchange transactions and statutory receivables from non-exchange transactions had a provision

for impairment of R309,25 million (2021-22: R229,96 million) and R152,62 million (2021-22: R71,29 million), respectively.

MATERIAL LOSSES

8. As disclosed in note 43.1.8 to the financial statements, the municipality incurred material losses relating to water and electricity of R19,49 million (2021-22: R42,03 million) and R19,68 million (2021-22: R21,08 million), respectively.

RESTATEMENT OF CORRESPONDING FIGURES

9. As disclosed in notes 39 and 40 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors and reclassification of accounts in the financial statements of the municipality at, and for the year ended, 30 June 2023.

OTHER MATTER

10. I draw attention to the matter below. My opinion is not modified in respect of this matter.

UNAUDITED DISCLOSURE NOTES

11. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it

RESPONSIBILITIES OF THE ACCOUNTING OFFICER FOR THE FINANCIAL STATEMENTS

12. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the Generally Recognised Accounting Practice and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

13. In preparing the financial statements, the accounting is responsible for assessing the municipality's ability to continue as a going concern; disclosing, as applicable, matters relating to going concern; and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations or has no realistic alternative but to do so.

RESPONSIBILITIES OF THE AUDITOR-GENERAL FOR THE AUDIT OF THE FINANCIAL STATEMENTS

14. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

15. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

16. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on the usefulness and reliability of the reported performance against predetermined objectives for the selected development priorities presented in the annual performance report. The accounting officer is responsible for the preparation of the annual performance report.

17. I selected the following development priorities presented in the annual performance report for the year ended 30 June 2023 for auditing. I selected development priorities that measure the Municipality's performance on its primary mandated functions and that are of significant national, community or public interest.

Development priority	Page numbers	Purpose
Basic service delivery & infrastructure	261-266	The purpose of this development priority is to manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs
Municipal financial viability and management	270-275	The purpose of this development priority is to manage and develop financial services to ensure financial viability, compliance and reporting

18. I evaluated the reported performance information for the selected development priorities against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the municipality's planning and delivery on its mandate and objectives.

19. I performed procedures to test whether:

- the indicators used for planning and reporting on performance can be linked directly to the municipality's mandate and the achievement of its planned objectives
- the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements
- the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be delivered and by when, the required level of performance as well as how performance will be evaluated
- the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents

- the reported performance information is presented in the annual performance report in the prescribed manner
- there is adequate supporting evidence for the achievements reported and for the measures taken to improve performance.

20. I performed the procedures for the purpose of reporting material findings only and not to express an assurance opinion or conclusion.

21. I did not identify any material findings on the reported performance information for the selected development priorities.

OTHER MATTERS

22. I draw attention to the matters below.

ACHIEVEMENT OF PLANNED TARGETS

23. The annual performance report includes information on reported achievements against planned targets and provides measures taken to improve performance. This information should be considered in the context of the material findings on the reported performance information.

MATERIAL MISSTATEMENTS

24. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were in the reported performance information for basic service delivery and infrastructure and municipal financial viability and management. Management subsequently corrected all the misstatements, and I did not include any material findings in this report.

Report on compliance with legislation

25. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The accounting officer is responsible for the municipality's compliance with legislation.

26. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.

27. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the municipality, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.

28. The material findings on compliance with the selected legislative requirements, presented per compliance theme, are as follows:

STRATEGIC PLANNING AND PERFORMANCE MANAGEMENT

29. A performance management system was not adopted, as required by municipal planning and performance management regulation 8. As the performance management system developed did not clarify the roles and responsibilities of each roleplayer in the system as required by MSA sections 40 and 41, and municipal planning and performance management regulations.

30. The performance management system and related controls over the performance planning, monitoring, review, reporting and improvement processes were established; however, those controls were not adequately implemented, as required by municipal planning and performance management regulation 7(1).

Other information in the annual report

31. The accounting officer is responsible for the other information included in the annual report. The other information referred to does not include the financial statements, the auditor's report and those selected development priorities presented in the annual performance report that have been specifically reported on in this auditor's report.

32. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.

33. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected development priorities presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

34. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected, this will not be necessary.

Internal control deficiencies

35. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.

36. The matters reported below are limited to the significant internal control deficiencies that resulted in material findings on compliance with legislation included in this report.

37. The municipality's leadership did not adequately discharge its oversight responsibilities in relation to performance information, as material misstatements were identified on performance reporting, which were initially reported in the previous financial year and

management did not implement the recommendations provided to prevent the recurrence of the findings.

38. Management did not establish and communicate policies and procedures to enable and support understanding and execution of internal control objectives, processes and responsibilities, as a result material misstatements were identified on the annual performance report due to a lack of review and implementation of the performance management controls.

East London

30 November 2023



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

AUDITOR-GENERAL'S RESPONSIBILITY FOR THE AUDIT

PROFESSIONAL JUDGEMENT AND PROFESSIONAL SCEPTICISM

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected development priorities and on the municipality's compliance with selected requirements in key legislation.

FINANCIAL STATEMENTS

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern

- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

COMPLIANCE WITH LEGISLATION – SELECTED LEGISLATIVE REQUIREMENTS

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Municipal Finance Management Act 56 of 2003	Section 1 - Paragraph (a), (b) & (d) of the definition: irregular expenditure, Section 1 - Definition: service delivery and budget implementation plan, Sections 11(1), 13(2), 14(1), 14(2)(a), 14(2)(b), 15, 24(2)(c)(iv), 29(1), Sections 29(2)(b), 32(2), 32(2)(a), 32(2)(a)(i), 32(2)(a)(ii), 32(2)(b), Sections 32(6)(a), 32(7), 53(1)(c)(ii), 54(1)(c), 62(1)(d), 62(1)(f)(i), Sections 62(1)(f)(ii), 62(1)(f)(iii), 63(1)(a), 63(2)(a), 63(2)(c), 64(2)(b), Sections 64(2)(c), 64(2)(e), 64(2)(f), 64(2)(g), 65(2)(a), 65(2)(b), 65(2)(e), Sections 72(1)(a)(ii), 112(1)(j), 116(2)(b), 116(2)(c)(ii), 117, 122(1), Sections 122(2), 126(1)(a), 126(1)(b), 127(2), 127(5)(a)(i), 127(5)(a)(ii), Sections 129(1), 129(3), 133(1)(a), 133(1)(c)(i), 133(1)(c)(ii), 170, Sections 171(4)(a), 171(4)(b)
MFMA: Municipal Budget and Reporting Regulations, 2009	Regulations 71(1), 71(2), 72
MFMA: Municipal Investment Regulations, 2005	Regulations 3(1)(a), 3(3), 6, 7, 12(2), 12(3)
MFMA: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014	Regulations 5(4), 6(8)(a), 6(8)(b), 10(1)
MFMA: Municipal Supply Chain Management Regulations, 2017	Regulations 5, 12(1)(c), 12(3), 13(b), 13(c), 13(c)(i), 16(a), 17(1)(a), Regulations 17(1)(b), 17(1)(c), 19(a), 21(b), 22(1)(b)(i), 22(2), 27(2)(a), Regulations 27(2)(e), 28(1)(a)(i), 28(1)(a)(ii), 29(1)(a), 29(1)(b), Regulations 29(5)(a)(ii), 29(5)(b)(ii), 32, 36(1), 36(1)(a), 38(1)(c), Regulations 38(1)(d)(ii), 38(1)(e), 38(1)(g)(i), 38(1)(g)(ii), 38(1)(g)(iii), 43, Regulations 44, 46(2)(e), 46(2)(f)
Municipal Systems Act 32 of 2000	Sections 25(1), 26(a), 26(c), 26(h), 26(i), 29(1)(b)(ii), 29(3)(b), 34(a), 34(b), Sections 38(a), 41(1)(a), 41(1)(b), 41(1)(c)(ii), 42, 43(2), 56(a), 57(2)(a), Sections 57(4B), 57(6)(a), 66(1)(a), 66(1)(b), 67(1)(d), 74(1), 93J (1), 96(b)
MSA: Municipal Planning and performance Management Regulations, 2001	Regulations 2(1)(e), 2(3)(a), 3(3), 3(4)(b), 3(6)(a), 7(1), 8, 9(1)(a), 10(a), Regulations 12(1), 15(1)(a)(i), 15(1)(a)(ii)
MSA: Municipal Performance Regulations for Municipal Managers	Regulations 2(3)(a), 4(4)(b), 8(1), 8(2), 8(3)

Legislation	Sections or regulations
and Managers directly Accountable to Municipal Managers, 2006	
MSA: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014	Regulations 17(2), 36(1)(a)
MSA: Disciplinary Regulations for Senior Managers, 2011	Regulations 5(2), 5(3), 5(6), 8(4)
Annual Division of Revenue Act	Section 11(6)(b), 12(5), 16(1); 16(3)
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations	Regulations 17, 25(7A)
Municipal Property Rates Act 6 of 2004	Section 3(1)
Preferential Procurement Policy Framework Act 5 of 2000	Sections 2(1)(a), 2(1)(f)
Preferential Procurement Regulations, 2017	Regulations 4(1), 4(2), 5(1), 5(3), 5(6), 5(7), 6(1), 6(2), 6(3), 6(6), 6(8), Regulations 7(1), 7(2), 7(3), 7(6), 7(8), 8(2), 8(5) 9(1), 10(1), 10(2), Regulations 11(1), 11(2)
Preferential Procurement Regulations, 2022	Regulations 4(1), 4(2), 4(3), 4(4), 5(1), 5(2), 5(3), 5(4)
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section 34(1)

5.1.1 AUDITOR GENERAL REPORT: 2021/22

Report of the auditor-general to the Eastern Cape Provincial Legislature and the council on the Kouga Local Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Kouga Local Municipality set out in pages 327 to 452 of the Annual Report, which comprise the statement of financial position as at 30 June 2022, the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.

2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Kouga Local Municipality as at 30 June 2022, and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 9 of 2021 (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of my report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Material impairments

7. As disclosed in notes 2 and 3 to the financial statements, receivables from exchange transactions and receivables from non-exchange transactions had a provision for impairment of R217,6 million (2020-21: R190 million) and R65,9 million (2020/21: R69,7 million) respectively.

Material losses

8. As disclosed in note 46.1.8 to the financial statements, the municipality incurred material losses relating to water and electricity of R42 million (2020-21: R34,2 million) and R21,1 million (2020-21: R20,1 million) respectively.

Restatement of corresponding figures

9. As disclosed in notes 41 and 42 to the financial statements, the corresponding figures for 30 June 2021 were restated as a result of errors and reclassification of accounts in the financial statements of the municipality at, and for the year ended, 30 June 2022.

Other matter

10. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

Responsibilities of the accounting officer for the financial statements

11. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

12. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

13. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

14. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the annual performance report

Introduction and scope

15. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected development priorities presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.

16. My procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance

strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

17. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected development priority presented in the municipality's annual performance report for the year ended 30 June 2022:

Development priority	Pages in annual performance report
KPA 1 – infrastructure and basic service delivery	273 - 277

18. I performed procedures to determine whether the reported performance information consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

19. I did not identify any material findings on the usefulness and reliability of the reported performance information for the selected development priority.

Other matters

20. I draw attention to the matters below.

Achievement of planned targets

21. Refer to the annual performance report on pages 258 to 282 for information on the achievement of planned targets for the year.

Adjustment of material misstatements

22. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were in the reported performance information of KPA 1 – infrastructure and basic service delivery. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information.

Report on compliance with legislation

23. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the municipality's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

24. The material findings on compliance with the selected legislative requirements, presented per compliance theme, are as follows:

Annual financial statements

25. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of non-current assets and non-current liabilities identified by the auditors in the submitted financial statement were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.

Strategic planning and performance management

26. The performance management system and related controls over the performance planning, monitoring, review, reporting and improvement processes were established; however, those controls were not adequately implemented, as required by municipal planning and performance management regulation 7(1).

Other information

27. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report, which includes the audit committee's report. The other information does not include the financial statements, the auditor's report and those selected material indicators in the scoped-in programme presented in the annual performance report that have been specifically reported in this auditor's report.

28. My opinion on the financial statements and report on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.

29. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the material indicators in the scoped-in programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

30. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

31. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective

was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on compliance with legislation included in this report.

32. Leadership was slow in responding to previous audit recommendations and did not implement adequate review processes over performance reporting.

33. The municipality did not adequately implement the controls over the processes for collection, collation, verification and capturing of performance information to ensure valid, accurate and complete reporting against planned objectives. Misstatements were identified on the performance information reported which were subsequently corrected.

34. The review processes over the preparation of the annual financial statements were not implemented adequately, resulting in material misstatements in the financial statements submitted for audit which were subsequently corrected.



East London
30 November 2022

AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

5.2 AUDIT CORRECTIVE ACTION PLAN

DETAILS OF THE FINDING	ACTION	RESPONSIBLE PERSON
As disclosed in note 2 and 4 to the financial statements, receivables from exchange transactions and statutory receivables from non-exchange transactions had a provision for impairment of R309,25 million (2021-22:R229,96 million) and R 152,62 million (2021-22: R71,29 million) respectively.	CFO and revenue manager must develop debt reduction plan tabled to council by 31 March 2023, implement and monitor the plan on a monthly basis.	REVENUE MANAGER
As disclosed in note 43.1.8 to the financial statements, the municipality incurred material losses relating to water and electricity of R19,49 million (2021-22: R42,03 million) and R19,68 million (2021-22: R21,08 million), respectively.	A plan to reduce electricity and water losses has been developed. The Director Infrastructure and Engineering and Director Electricity must table the plan to council BY 31 March 2024, implement the plan and monitor the plan on a monthly basis	DIRECTOR CWS & DIRECTOR EM
As disclosed in note 39 and 40 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors and reclassification of accounts in the financial statements of the municipality at, and for the year ended,30 June 2023.	No further action required.	ALL
In terms of section 125(2)(e)of the MFMA, the municipality is required to disclose the particulars of non - compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.	No further action required.	ALL
A performance management system was not adopted, as required by municipal planning and performance management regulation 8. As the performance management system developed did not clarify the roles and responsibilities of each roleplayer in the system as required by MSA sections 40 and 41, and municipal planning and performance management regulations.	Implementation and monitoring over the controls should be actioned.	PERFORMANCE MANAGER

DETAILS OF THE FINDING	ACTION	RESPONSIBLE PERSON
The performance management system and related controls over the performance planning, monitoring, review, reporting and improvement processes were established; however, those controls were not adequately implemented, as required by municipal planning and performance management regulation 7(1).	Implementation and monitoring over the controls should be actioned.	PERFORMANCE MANAGER
The municipality did not adequately discharged its oversight responsibilities in relation to performance information,as material misstatements were identified on performance reporting, which were initially reported in the previous financial year and management did not implement the recimmendations provided to prevent the recurrence of the findings.	Implementation and monitoring over the controls should be actioned.	PERFORMANCE MANAGER
Management did not establish and communicate policies and procedures to enable and support understanding and execution of Internal control objectives ,processes and responsibilities as a result material misstatements were identified on the annual performance report due to lack of revie and implementation of the performance management controls.	Implementation and monitoring over the controls should be actioned.	PERFORMANCE MANAGER

APPENDIX A: COUNCILLORS, COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

COUNCIL MEETING ATTENDANCE (July 2022 to June 2023)

NAME OF COUNCILLOR	PORTFOLIO COMMITTEES ALLOCATED	WARD	PARTY	PERCENTAGE OF ORDINARY COUNCIL & SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES TENDERED IN WRITING TO THE OFFICE OF THE SPEAKER	ABSENT WITHOUT APOLOGY
H. Bornman	Community Services Infrastructure and Engineering Services Corporate and Digital Services Planning, Development and Tourism Monitoring and Evaluation Finance	PR	DA	94%	0	1
H. Hendricks**(resigned June 2023)**	Corporate and Digital Services Planning, Development and Tourism Monitoring and Evaluation Community Services Finance Infrastructure and Engineering Services	PR	DA	100%	0	0
B. Williams	Corporate and Digital Services Planning, Development and Tourism Monitoring and Evaluation Community Services Finance Infrastructure and Engineering Services	PR	DA	94%	1	0

NAME OF COUNCILLOR	PORTFOLIO COMMITTEES ALLOCATED	WARD	PARTY	PERCENTAGE OF ORDINARY COUNCIL & SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES TENDERED IN WRITING TO THE OFFICE OF THE SPEAKER	ABSENT WITHOUT APOLOGY
D. Benson	Community Services Monitoring and Evaluation	*PR*	*DA*	*100%*	*0*	*0*
B. Dhludhlu	Finance Corporate and Digital Services	PR	DA	100%	0	0
T. Jantjes	Corporate and Digital Services Community Services Finance	Ward 15	DA	100%	0	0
W. Gertenbach	Infrastructure and Engineering Services Finance	Ward 3	DA	100%	0	0
C. August	Planning, Development and Tourism Monitoring and Evaluation	Ward 9	DA	100%	0	0
M. Biko	Infrastructure and Engineering Services Monitoring and Evaluation	Ward 5	DA	100%	0	0
M. van Niekerk	Corporate and Digital Services Planning, Development and Tourism Community Services	PR	DA	100%	0	0
J. Alexander	Infrastructure and Engineering Services Finance	Ward 4	DA	100%	0	0
P. Oliphant	Infrastructure and Engineering Services	PR	ANC	100%	0	0
	Infrastructure and Engineering Services	PR	ANC	69%	1	4

NAME OF COUNCILLOR	PORTFOLIO COMMITTEES ALLOCATED	WARD	PARTY	PERCENTAGE OF ORDINARY COUNCIL & SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES TENDERED IN WRITING TO THE OFFICE OF THE SPEAKER	ABSENT WITHOUT APOLOGY
M. Dayimani **(resigned June 2023)**	Finance					
H. Murray	Corporate and Digital Services Community Services	Ward 2	DA	100%	0	0
R. Foley	Planning, Development and Tourism Infrastructure and Engineering Services	Ward 8	DA	100%	0	0
F. Heystek	Community & Safety Services	Ward 11	DA	100%	0	0
S. Ruth	Corporate and Digital Services Monitoring and Evaluation Finance	PR	DA	100%	0	0
L. Maree	Finance Monitoring and Evaluation Infrastructure and Engineering Services	Ward 12	DA	100%	0	0
M. Yali	Corporate and Digital Services	Ward 14	ANC	82%	1	2
V. Gunuza	Finance	PR	ANC	94%	0	1
K. Ndzelani	Monitoring and Evaluation	Ward 6	ANC	100%	0	0
N. Ntshota	Planning, Development and Tourism	Ward 1	ANC	100%	0	0
M. Mbandana	Community & Safety Services	Ward 10	ANC	59%	4	3
B. Human	Community Services	PR	PA	100%	0	0

NAME OF COUNCILLOR	PORTFOLIO COMMITTEES ALLOCATED	WARD	PARTY	PERCENTAGE OF ORDINARY COUNCIL & SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES TENDERED IN WRITING TO THE OFFICE OF THE SPEAKER	ABSENT WITHOUT APOLOGY
	Infrastructure and Engineering Services					
	Corporate and Digital Services					
	Planning, Development and Tourism					
	Monitoring and Evaluation					
	Finance					
M Valgee	Community Services	PR	ANC	76%	0	4
V. Zana	Planning, Development and Tourism	Ward 13	ANC	100%	0	0
E. Mbuqu	Monitoring and Evaluation	Ward 7	ANC	94%	0	1
L. Nkilishane	Community Services	PR	EFF	65%	5	1
	Infrastructure and Engineering Services					
	Corporate and Digital Services					
	Planning, Development and Tourism					
	Monitoring and Evaluation					
	Finance					
L. Van der Linde	Community Services	PR	VF/FFP	88%	2	0
	Infrastructure and Engineering Services					
	Corporate and Digital Services					
	Planning, Development and Tourism					
	Monitoring and Evaluation					
	Finance					
W. Petersen	Not applicable	PR	ANC	100%	0	0

NAME OF COUNCILLOR	PORTFOLIO COMMITTEES ALLOCATED	WARD	PARTY	PERCENTAGE OF ORDINARY COUNCIL & SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES TENDERED IN WRITING TO THE OFFICE OF THE SPEAKER	ABSENT WITHOUT APOLOGY
(he was sworn in on 30 June 2023)						

APPENDIX B : COMMITTEEE AND COMMITTEE PURPOSE

(JULY 2022 – JUNE 2023)

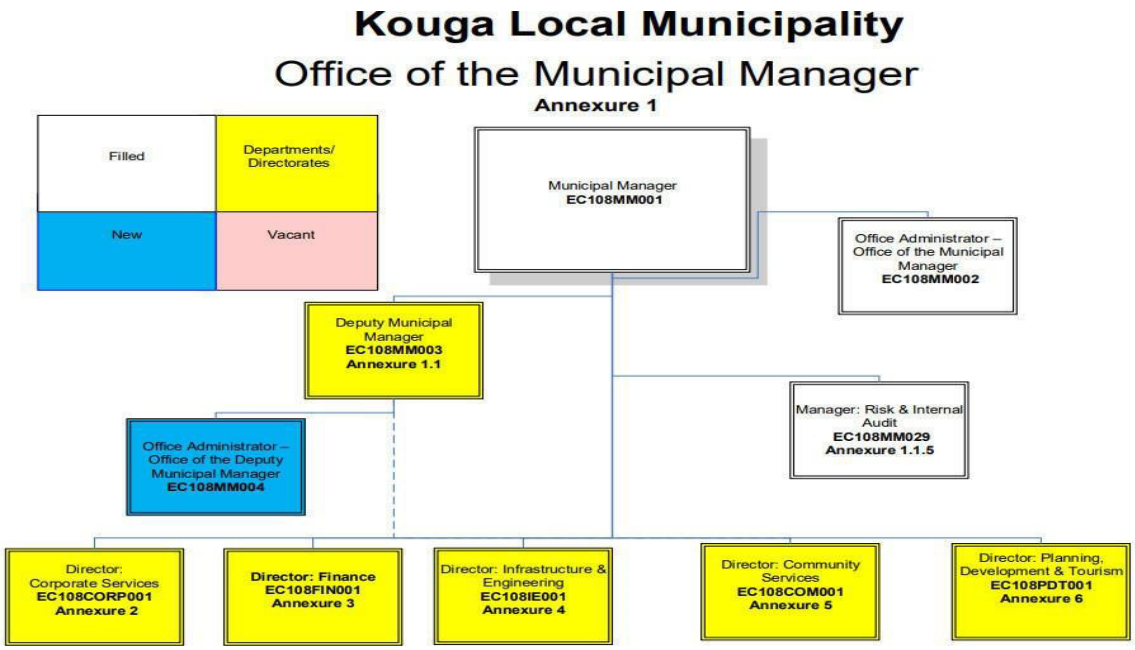
Corporate & Digital Services Portfolio	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr T Jantjes		Administration / Auxiliary Services Human Resources Internal Communication IT
	Cllr H Murray		
	Cllr S Ruth		
	Cllr B Dhludhlu	Cllr D Benson	
	Cllr M van Niekerk	Cllr M Biko	
	Cllr M Yali		
	Cllr N Ntengwane	Cllr K Ndzelani	
	Cllr L Nkilishane		
	Cllr W van der Linde		
	Cllr B Human		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		
Planning, Development & Tourism Portfolio	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr H Bornman		Human Settlements Town & Regional Planning MPT Tourism Local Economic Development Creative Industries Crèches Events Committee
	Cllr R Foley		
	Cllr C August		
	Cllr F Heystek	Cllr W Gertenbach	
	Cllr M van Niekerk	Cllr D Benson	
	Cllr V Zana		
	Cllr N Ntshota	Cllr M Valgee	
	Cllr L Nkilishane		
	Cllr W van der Linde		
	Cllr B Human		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		

Monitoring & Evaluation Portfolio(*Changed to Section 79 Committee December 2022*)	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr S Ruth		Media, PR, External Communication Public Participation IDP PMS Legal Internal Audit Strategic Projects Office of EM & Speaker
	Cllr M Biko		
	Cllr C August		
	Cllr L Maree	Cllr J Alexander	
	Cllr D Benson	Cllr T Jantjes	
	Cllr K Ndzelani		
	Cllr E Mbuqu	Cllr V Zana	
	Cllr L Nkilishane		
	Cllr B Human		
	Cllr W van der Linde		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		

Community Services Portfolio	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr D Benson		Environmental Management Community Amenities & Environmental Health Protection Services Beaches
	Cllr H Murray		
	Cllr F Heystek		
	Cllr T Jantjes	Cllr R Foley	
	Cllr M van Niekerk	Cllr S Ruth	
	Cllr M Mbandana		
	Cllr M Valgee	Cllr P Oliphant	
	Cllr L Nkilishane		
	Cllr W van der Linde		
	Cllr B Human		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		

Infrastructure and Engineering Portfolio	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr L Maree		Infrastructure Civil services PMU Electrical Services Fleet Management
	Cllr W Gertenbach		
	Cllr J Alexander		
	Cllr M Biko	Cllr F Heystek	
	Cllr R Foley	Cllr M van Niekerk	
	Cllr P Oliphant		
	Cllr M Dayimani **(Resigned June 2023)**	Cllr V Gunuza	
	Cllr L Nkilishane		
	Cllr W van der Linde		
	Cllr B Human		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		
Finance Portfolio	**Committee Members**	**Alternate Members**	**Functions**
Chairperson 	Cllr W Gertenbach		Budget & treasury Revenue Expenditure Assets Management Supply Chain Management
	Cllr J Alexander		
	Cllr L Maree		
	Cllr T Jantjes	Cllr H Murray	
	Cllr S Ruth	Cllr B Dhludhlu	
	Cllr M Dayimani **(Resigned June 2023)**		
	Cllr V Gunuza	Cllr E Mbuqu	
	Cllr L Nkilishane		
	Cllr W van der Linde		
	Cllr B Human		
Ex-officio	Executive Mayor Horatio Hendricks		
Ex-officio	Executive Deputy Mayor H Bornman		
Ex-officio	Speaker B Williams		

APPENDIX C: ADMINISTRATIVE STRUCTURE



APPENDIX D: FUNCTIONS OF THE MUNICIPALITY

FUNCTIONS - In terms of Circular 8/2009: Adjustment of Powers and Functions between District and Local Municipalities, the Kouga Municipality has the following powers and functions to fulfil:

POWERS AND FUNCTIONS	
Abattoirs	Air Pollution
Beaches and Amusement Facilities	Billboards and the Display of Advertisements in Public Places
Building Regulation	Cemeteries, Funeral Parlours and Crematoriums
Child Care Facilities	Control of Selling Liquor
Control of the Public Nuisances	Electricity Reticulation
Facilities for the Accommodation, Care and Burial of Animals	Fire Fighting
Health and Environmental Health Services	Licensing and Control of Food Sold to the Public
Local Amenities	Local Tourism and Economic Development
Local Sports Facilities	Markets
Municipal Airports	Municipal Planning
Public Transport	Sanitation
Storm Water	Trading Regulations
Water (Potable)	

APPENDIX E : WARD REPORTING

WARD COUNCILLOR	WARD COMMITTEE ATTENDED	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Cllr N Ntshota	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr H Murray	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr W Gertenbach	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr J Alexander	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr M Biko	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr K Ndzelani	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr T Mbuqu	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr R Foley	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr C August	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr M Mbadana	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr F Heystek	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr L Maree	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr V Zana	10	1	1	1	1	1	0	0	1	1	1	1	1
Cllr M Yali	10	1	1	1	1	1	0	1	1	1	1	1	1
Cllr T Jantjes	10	1	1	1	1	1	0	0	1	1	1	1	1

APPENDIX G: RECOMMENDATIONS BY THE MUNICIPAL AUDIT COMMITTEE

ANNUAL REPORT OF THE AUDIT COMMITTEE FOR THE YEAR ENDED 30 JUNE 2023 KOUGA LOCAL MUNICIPALITY

OBJECTIVE

The purpose of this report is to present the Audit Committee's annual report in carrying out its oversight responsibilities for the financial year ended 30 June 2023.

TERMS OF REFERENCE

The mandate of the Audit Committee is legislated in terms of section 166 of the Municipal Finance Management Act, 2003 (MFMA) which requires the Audit Committee to advise the Accounting Officer and Council on matters relating to:

• Internal financial control and internal audits

• Risk management and Compliance

• Accounting policies

• The adequacy, reliability and accuracy of financial reporting and information • Performance management and evaluation

• Effective governance

• Compliance with the Municipal Finance Management Act 56 of 2003, the annual Division of Revenue Act and any other applicable legislation and

• Any issues referred to it by the municipality.

The Audit and Risk Committee is also required to fulfil the functions of a Performance Management Committee constituted in terms of sections 38 and 41 of the Municipal Systems Act No 32 of 2000 and Regulation 14(2) of the Local Government: Municipal Planning and Performance Management Regulations, 2001:

Review and advise in terms of the provisions of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006.

The MFMA also requires the Audit Committee to review the Annual Financial Statements, respond to Council on matters raised by the Auditor General of South Africa (AGSA) and carry out investigations into the financial affairs of the municipality.

The Audit Committee assists Council in fulfilling its oversight responsibilities in helping to ensure high quality financial and performance management reporting as well as effective internal control.

COMPOSITION OF THE AUDIT AND RISK COMMITTEE AND ATTENDANCE

The Audit Committee comprises three independent members. The Committee is required to meet at least four times per annum as per its approved terms of reference. The following persons also have standing invitations to all committee meetings:

- The Executive Mayor,
- the Municipal Manager,

- the Chief Financial Officer,
- the Director: Administration, Monitoring & Evaluation,
- the Director: Infrastructure, Planning & Development,
- the Director: LED, Tourism & Creative Industries,
- the Director : Social Services,
- the Manager : Performance Management,
- the Manager: Risk and Internal Audit,

Both the Auditor General and representatives from National Treasury and COGTA Both the Internal and External Auditors have unrestricted access to the Audit Committee

During the 2022/2023 financial year, the Audit Committee held meetings as set out below:

Name of Member	**Appointed**	**Total number of meetings 2022/23**	**Number of meetings attended 2022/23**
Mr Gregory Bilson (Chairperson)	Existing	5	5
Mr R Moodaley	Existing	5	5
Mr Rodney Coetzer	Existing	5	5

Dates of meetings were as follows:

26 August 2022	Annual Financial Statements review
13 October 2022	Quarter 1-Ordinary Audit Committee Meeting
14 February 2023	Quarter 2-Ordinary Audit Committee Meeting
25 April 2023	Medium Term Revenue and Expenditure budget review
26 May 2023	Quarter 3-Ordinary Audit Committee Meeting

AUDIT COMMITTEE RESPONSIBILITIES

The Committee confirms that it has complied with its responsibilities set out in the Audit and Risk Committee Charter and details of these responsibilities are detailed below:

1. INTERNAL FINANCIAL CONTROL AND INTERNAL AUDIT

1.1 Internal Financial Control

The Audit Committee have reviewed the expertise, resources and experience of Kouga Local Municipalities finance department. The CFO is competent in respect of his expertise and experience, with the Finance Department functioning adequately and within its mandate.

Council should note that the municipality continues to utlise existing reserves to fund operations. Approximately R 100 million in existing reserves has been utilized over the past two years. It is expected that the municipality will continue operating at a deficit for the next 10 (ten) years, where plans are in place to reduce the annual projected deficit through an increase in the collection rate for services. Operating at a deficit year on year is not viable in the long term.

The municipality has demonstrated sound financial controls during the year. The CFO was not present for three of the ordinary Audit Committee meetings, where the financial performance of the municipality is reviewed by the Audit Committee. In many instances, answers to specific matters could not be obtained due to either a lack of representation from the finance department or due to representatives not having the requisite knowledge to address relevant

queries. All critical management representatives should attend the Audit Committee quarterly meetings, where these are scheduled well in advance per the calendar of meetings.

Council should consider the accuracy and eligibility of Indigent recipients given the material cost to the municipality. Significant work has been undertaken on this register during the year under review.

Council to consider the property rental register and ensure that municipal assets are being optimized with this significant asset base being a material source of additional income to the municipality.

1.2 Internal Audit

The Internal Audit function is independent of management. Internal audit designed and implemented the relevant internal controls. The Audit Committee is satisfied that the Internal Audit team possess the required qualifications and are competent to carry out their role.

Internal Audit still have limited resources available to ultimately execute the approved audit plan.

Internal Audit, through the execution of the Internal Audit plan, identify various weaknesses where recommendations are set out to mitigate these identified risks.

The Audit Committee note with concern that limited to no identified risks have been addressed. Identified risks go back as far as twenty four months. It is critical that management review, consider and implement Internal Audit recommendations to mitigate identified risks. Failing to do so increases the risk of fraud, repeat findings by the Auditor General and other material consequences. Importantly, failing to address Internal Audit findings, negates the efforts of the Internal Audit function.

Although Internal Audit findings have not been addressed, the Municipality received a clean audit indicating that the administrative and control environment are operating effectively.

The Audit Committee have noted that no restrictions or limitations were placed on the Internal Audit team in the execution of their mandate.

The Chief Audit Executive has access to the Chairperson of the Audit Committee at any time.

Internal Audit has prepared a three-year rolling strategic internal audit plan and an annual internal audit plan and budget. The plan addresses the high-risk areas identified in consultation with management and indicates the scope of each audit.

Internal Audit were able to complete the majority of the Internal Audit plan for the year with limited roll overs of planned Internal Audits being necessary.

The Audit Committee received the Internal Audit reports whereafter constructive discussions with management on the findings reported by Internal Audit took place during the quarterly Audit Committee meetings.

The Internal Audit findings tracker should be monitored on an ongoing basis, where findings are considered, recommendations to mitigate risk are tested and confirmed to have been implemented, to ensure the risk environment within which the municipality operates is optimized and improved on an on-going basis.

The Audit Committee reviewed the Internal Audit Charter and the Audit Committee Charter. These charters were updated and approved in October 2022 and April 2023 respectively.

2. RISK MANAGEMENT AND COMPLIANCE

The Kouga Local Municipality have made good progress in addressing risk management within the institution. A risk register has been compiled with identified process owners and target dates for completion.

The risk management committee are responsible for the establishment of the risk management policy, risk management framework together with the risk management strategy and the preparation of the risk register. The committee remain responsible for:

- Identification of root causes associated with the identified risks
- Consequences of the risk ensuring that they are aligned to the root cause
- Identification of actual controls currently in place that mitigates the identified risk
- An assessment of the perceived control effectiveness
- Assess mitigating action plans to further address the residual risk exposure and
- Review the logic of the risk register

Consideration should continue to be given to the capacity within IA to provide council with a reasonable level of assurance that all risks are being identified and actioned.

3. FINANCIAL REPORTING

The Audit and Risk Committee have reviewed the expertise, resources and experience of the municipalities finance department which is functioning adequately and within its mandate. The Audit and Risk Committee is satisfied with the expertise and experience of the Chief Financial Officer.

The Audit Committee reviewed and discussed the unaudited annual financial statements for the 2022/23 financial year with management. An external service provider, Altimax, were again appointed to provide an independent technical review of the financial statements at 30 June 2023. This process included consideration of the adequacy, reliability and accuracy of financial reporting and information, ensuring it is consistent with applicable standards and is compliant with the legal framework. The accounting policies and disclosures made by management were also reviewed during this process. The Audit Committee recommended certain amendments before submission to the AGSA for audit purposes. The financial statements were submitted to the Auditor General within the prescribed time frame as determined by the MFMA.

4. PERFORMANCE MANAGEMENT AND EVALUATION

The Service Delivery and Budget Implementation Plan (SDBIP) report is used by the municipality as the monitoring tool to compare actual performance to targeted performance. This report is subject to Internal Audit scrutiny during their quarterly audits and is a standing item on the Audit and Risk Committee's agenda.

The Audit Committee note that quarterly performance monitoring reports have not been up to date for the respective quarterly Audit Committee meetings. It is important that performance information is up to date to allow the Audit Committee to consider actual performance in relation to the quarters being reviewed, allowing for the identification of any problem areas in good time.

No annual performance evaluations for S56 managers were conducted during the reporting period.

5. EFFECTIVE GOVERNANCE

Attendance of the Audit Committee quarterly meetings by senior management is generally good with the noted absence of the CFO. Provincial Treasury, COGTA, the Auditor General and Chairperson of MPAC should be encouraged to attend the Audit Committee meetings.

The municipality does not have an operational fraud hotline in place. While a whistle blowing policy has been developed and approved, it remains non-functional. A disciplinary committee is in place, where the municipality have had no instances requiring the review thereof by the disciplinary committee. Further management have confirmed that there have been no noted instances of fraud requiring investigation.

The Audit Committee have prepared a standard agenda setting out the required agenda items / reports to be considered at each of the scheduled Audit Committee meetings. The following agenda items have not always been included for review at these scheduled meetings, resulting in the Audit Committee only being able to review such at six monthly or longer intervals. It is critical that all set agenda items are available for review to allow the Audit Committee to carry out their oversight responsibilities in respect of the agreed Audit Committee Charter:

- Irregular fruitless and wasteful and Unauthorised register
- Performance management reports
- Municipal Policies register
- Disaster recovery plan

APPRECIATION

On behalf of the Audit Committee, I would like to extend our sincere appreciation to the Council, Management and the Auditor-General South Africa for their assistance and support during the financial year under review

G Bilson
Audit Committee Chairperson

12 January 2024

APPENDIX I: MUNICIPAL ENTITY/SERVICE PROVIDER PERFORMANCE

Kouga Municipality does not have any Municipal Entities nor does any external service provider provide a municipal service on behalf of Kouga Municipality.

APPENDIX J: DISCLOSURE OF FINANCIAL INTEREST

The following Senior Managers completed the prescribed declaration of interest for the 2022/23 year:

NAME	POSITION
C du Plessis	Municipal Manager
D de Jager	Deputy Municipal Manager
R Lorgat	Chief Financial Officer (Director Finance)
N Machelesi	Director: Community Services
C de Kock	Director Infrastructure and Engineering

APPENDIX K: REVENUE COLLECTION PERFORMANCE
APPENDIX K(i): REVENUE BY VOTE

Revenue by Vote	**Actuals**	
	2023	**2022**
Vote Description	**R**	**R**
Executive and Council	2 521 449	386 221
Finance	424 202 009	326 694 627
Corporate Services	1 372 578	1 825 217
Planning, Development and Tourism	5 979 898	6 860 196
Infrastructure and Engineering	619 439 218	583 610 771
Community Services	223 006 922	105 901 666
Total Revenue by Vote	**1 276 522 074**	**1 025 278 697**

APPENDIX K(ii) REVENUE BY SOURCE

	Actual	
Item Description	**2023**	**2022**
	R	**R**
Revenue by Source		
Property Rates	259 514 398	224 326 475
Fines, Penalties and Forfeits	132 921 224	5 881 345
Licences and Permits	9 872 124	9 593 213
Transfers and Subsidies	279 561 123	228 023 067
Interest, Dividends and Rent on Land Earned Non-Exchange	3 729 096	1 774 617
Service Charges	547 618 751	521 290 057
Sales of Goods and Rendering of Services	9 188 788	9 602 709
Income from Agency Services	2 677 528	2 559 892
Rental from Fixed Assets	2 570 123	3 094 059
Interest, Dividends and Rent on Land Earned – Exchange	27 669 391	15 328 365
Operational Revenue	1 199 528	3 804 898
Total Revenue by Source	**1 276 522 074**	**1 025 278 697**

APPENDIX L: CONDITIONAL GRANT EXPENDITURE (EXCL MIG)

Name of Grant	**Amount Received**	**Amount Spent**
	R	**R**
Finance Management Grant	1 720 000	1 720 000
Integrated National Electrification Grant	8 100 000	5 205 047
Municipal Disaster Relief Grant	3 000 000	-
Water Service Infrastructure Grant	54 339 469	54 339 469
Department of Housing Settlement	25 689 286	5 484 553
Department of Economic Development, Environment Affairs and Tourism.	5 000 000	1 741 857

Expanded Public Works Programme Incentive Grant	1 175 000	1 175 000
Total	**99 023 755**	**69 665 926**

APPENDIX M: CAPITAL BUDGET EXPENDITURE

Project Name	**Actual Expenditure As at 30 June 2023**	**Funding Source**
Upgrade Sanitation System Old Hankey	16 117 109	MIG
Upgrading of Gravel Roads in Humansdorp	13 519 588	MIG
Upgrading of Sports Facilities	4 459 754	MIG
MIG Admin	1 794 550	MIG
	35 891 000	

APPENDIX N: CAPITAL PROGRAMME BY PROJECT

DEPARTMENT	PROJECT DESCRIPTION	FUNDING	Adjusted Budget 2022/23	Actuals as at 30 June 2023	%
COMMUNITY SERVICES					
CARAVAN PARKS & CAMPING SITES	Furniture and Equipment	Operational revenue	160 000	120 979	75,61%
FIRE SERVICES	Fire Services - Vehicle (DISTRICT)	District subsidy	1 638 000	-	0,00%
LAW ENFORCEMENT	Machinery and Equipment (Radio communication) -	Operational revenue	58 270	45 511	78,10%
LAW ENFORCEMENT	Quadbike	Operational revenue	95 597	95 597	100,00%
LAW ENFORCEMENT	Computer Equipment	Operational revenue	387 811	258 117	66,56%
Sport & Recreation	Furniture and Equipment	Operational revenue	-	37 490	0,00%
WASTE SERVICES	Vehicle	Finance lease	6 110 930	13 343 587	218,36%
WASTE SERVICES	Vehicle	Finance lease	3 993 476	3 472 588	86,96%
			12 444 084	**17 373 869**	139,62%
CORPORATE SERVICES					
INFORMATION COMMUNICATION TECHNOLOGY (ICT)	Computer Equipment	Operational revenue	1 520 000	1 400 112	92,11%
INFORMATION COMMUNICATION TECHNOLOGY (ICT)	LOCAL SERVER STORAGE SPACE	Operational revenue	20 000	-	0,00%
INFORMATION COMMUNICATION TECHNOLOGY (ICT)	IT INVERTERS	Operational revenue	200 000	174 288	87,14%
Corporate Services	Furniture and Equipment	Operational revenue	-	818 969	0,00%
			1 740 000	**2 393 369**	137,55%
EXECUTIVE & COUNCIL					
MAYOR	Furniture and Equipment - Municipal Court	Operational revenue	250 000	30 668	12,27%
MUNICIPAL MANAGER	FURNITURE&EQUIPMENT -MUNCIPAL MANAGER	Operational revenue	50 000	12 368	24,74%
Risk and Internal Audit Unit	Furniture and equipment	Operational revenue	22 819	23 028	100,91%
WARD COUNCILLORS	Ward councilors Capital project	Operational revenue	750 000	-	0,00%
WARD COUNCILLORS	FURNITURE&EQUIPMENT-WARD COUNCILLORS	Operational revenue	150 000	264 378	176,25%
			1 222 819	**330 441**	**27,02%**
FINANCE					
ASSET MANAGEMENT	AIR CONDITIONERS-WHOLE OF MUNICIPALITY	Operational revenue	500 000	217 994	43,60%
ASSET MANAGEMENT	Furniture and equipment	Operational revenue	30 000	26 266	87,55%
BUDGET AND FINANCIAL REPORTING	Furniture and Equipment	Operational revenue	-	3 861	0,00%
EXPENDITURE	Furniture and equipment	Operational revenue	30 000	29 372	97,91%
EXPENDITURE	Computer Equipment	Operational revenue	150 000	-	0,00%
REVENUE	FURNITURE &EQUIPMENT REV STAFF	Operational revenue	20 000	6 075	30,38%
SCM STORES: LOGISTICS AND DISPOSAL MANAGEMENT	REFURBISHMENT OF STORES	Operational revenue	250 000	0	0,00%
			980 000	**283 569**	**28,94%**
PLANNING, DEVELOPMENT AND TOURISM					
LOCAL ECONOMIC DEVELOPMENT	Kouga Business Support Centre	Operational revenue	364 985	-	0,00%
Planning & Development	Computer Software and Applications	Operational revenue	32 000	-	0,00%
TOWN AND REGIONAL PLANNING	Computer Equipment	Operational revenue	20 000	19 065	95,33%
TOWN AND REGIONAL PLANNING	IMPLEMENTATION OF JEFFREYS BAY PRECINCT PLAN	Operational revenue	2 000 000	-	0,00%
			2 416 985	**19 065**	**0,79%**

DEPARTMENT	PROJECT DESCRIPTION	FUNDING	Adjusted Budget 2022/23	Actuals as at 30 June 2023	%
INFRASTRUCTURE & ENGINEERING					
PROJECT MANAGEMENT UNIT (PMU)	Upgrading/Improvement of Sport Facilities within K	Operational revenue	1 080 555	-	0,00%
PROJECT MANAGEMENT UNIT (PMU)	Upgrading of Sports Facilities	Municipal Infrastructure Grant	4 081 739	4 081 739	100,00%
PROJECT MANAGEMENT UNIT (PMU)	Mini Fresh Food and Craft Markets in Jbay & Hankey	Operational revenue	400 000	-	0,00%
Electricity	Saffery Substation	Operational revenue	1 573 347	1 345 775	85,54%
Electricity	Machinery & Equipment	Operational revenue	125 000	1 788 698	1430,96%
FLEET AND WORKSHOP	Generator	Operational revenue	310 000	-	0,00%
METERING & REVENUE	Bulk 66kv Overhead lines	Operational revenue	165 068	-	0,00%
METERING & REVENUE	Ocean View Electrification	Integrated National Electrification Programme Grant	3 217 391	2 071 206	64,38%
METERING & REVENUE	Bulk 66kv Overhead lines	Integrated National Electrification Programme Grant	3 826 087	2 454 922	64,16%
ROADS AND STORMWATER	Upgrading of Gravel Roads in Humansdorp	Municipal Infrastructure Grant	11 552 470	11 552 470	100,00%
Sewerage	New bypass Sewer Rising Main and Pump Stations Jba	Operational revenue	450 000	126 514	28,11%
Sewerage	Upgrade Sewer Rising Mains Jbay (La Mer-4A-4B) Pre	Operational revenue	32 000	32 000	100,00%
Sewerage	Piped Reticulation - St Francis Bay	Operational revenue	110 000	37 500	34,09%
Sewerage	Machinery & Equipment	Operational revenue	8 340	8 339	99,99%
Sewerage	Upgrade Sanitation System Old Hankey	Municipal Infrastructure Grant	14 014 877	14 014 877	100,00%
SEWERAGE	Construct emergency overflow pond Koraal Sewer pu	Operational revenue	300 000	-	0,00%
SEWERAGE	Upgrade Loerie sewer pump station	Operational revenue	80 000	23 438	29,30%
Water	Replace 250mm Water Main Canal Road St Francis Ba	Operational revenue	65 000	54 283	83,51%
Water	Repair Leaking Concrete Water Tower Paradise Beach	Operational revenue	17 395	-	0,00%
Water	Replace Main Waterline Sout Rivier Bridge Crossing	Operational revenue	110 000	27 500	25,00%
Water	Replace 250mm Water Main Mimosa Street Jbay	Operational revenue	60 000	49 500	82,50%
WATER	Connect 4 x drilled boreholes to treatment works	Operational revenue	4 328 169	3 159 040	72,99%
WATER	WATER TANKS JEFFREYS BAY - DROUGHT PROJECT	Operational revenue	388 059	385 834	99,43%
WATER	HUMANSDORP BOREHOLE 7	Water Services Infrastructure Grant	3 043 478	1 339 055	44,00%
WATER	ST FRANCIS BAY: BOREHOLES	Water Services Infrastructure Grant	3 565 217	4 045 966	113,48%
WATER	THORNHILL: GROUNDWATER DEVELOPMENT	Water Services Infrastructure Grant	2 869 565	1 242 293	43,29%
WATER	HANKEY: BOREHOLES	Water Services Infrastructure Grant	3 304 348	4 171 411	126,24%
WATER	LOERIE: GROUNDWATER DEVELOPMENT	Water Services Infrastructure Grant	2 956 522	1 513 606	51,20%
WATER	HUMANSDORP: KRUISFONTEIN: BOREHOLES	Water Services Infrastructure Grant	12 260 870	11 803 105	96,27%
WATER	ST FRANCIS BAY: WATER TREATMENT WORKS	Water Services Infrastructure Grant	5 130 435	5 597 310	109,10%
WATER	HUMANSDORP :WATER TREATMENT WORKS	Water Services Infrastructure Grant	7 130 435	5 987 630	83,97%
WATER	HANKEY: WATER TREATMENT WORKS	Water Services Infrastructure Grant	3 217 391	5 161 570	160,43%
WATER	JEFFREYS BAY: NEW OXIDATION WATER TREATMENT PLANT	Water Services Infrastructure Grant	6 434 783	6 389 767	99,30%
WATER	Machinery and Equipment	Operational revenue	14 408	14 407	100,00%
			96 222 948	**88 479 754**	**91,95%**
	TOTAL		**115 026 836**	**108 880 067**	**94,66%**

APPENDIX O: CAPITAL PROJECT BY WARD

DEPARTMENT	PROJECT DESCRIPTION	Ward Nr.	Adjusted Budget 2022/23	Actuals as at 30 June 2023
METERING & REVENUE	Bulk 66kv Overhead lines	2;3;8;11;12; 14	3 826 087	2 454 922
WATER	HANKEY: BOREHOLES		3 304 348	4 171 411
WATER	HANKEY: WATER TREATMENT WORKS		3 217 391	5 161 570
WATER	HUMANSDORP: WATER TREATMENT WORKS		7 130 435	5 987 630
WATER	HUMANSDORP BOREHOLE 7		3 043 478	1 339 055
WATER	HUMANSDORP: KRUISFONTEIN: BOREHOLES		12 260 870	11 803 105
TOWN AND REGIONAL PLANNING	IMPLEMENTATION OF JEFFREYS BAY PRECINCT PLAN		2 000 000	-
WATER	JEFFREYS BAY: NEW OXIDATION WATER TREATMENT PLANT		6 434 783	6 389 767
WATER	LOERIE: GROUNDWATER DEVELOPMENT		2 956 522	1 513 606
Sewerage	New bypass Sewer Rising Main and Pump Stations Jbay		450 000	126 514
METERING & REVENUE	Ocean View Electrification	14	3 217 391	2 071 206
Electricity	Saffery Substation	6	1 573 347	1 345 775
WATER	ST FRANCIS BAY: BOREHOLES		3 565 217	4 045 966
WATER	ST FRANCIS BAY: WATER TREATMENT WORKS		5 130 435	5 597 310
WATER	THORNHILL: GROUNDWATER DEVELOPMENT		2 869 565	1 242 293
Sewerage	Upgrade Sanitation System Old Hankey		14 014 877	14 014 877
ROADS AND STORMWATER	Upgrading of Gravel Roads in Humansdorp		11 552 470	11 552 470
PROJECT MANAGEMENT UNIT (PMU)	Upgrading of Sports Facilities		4 081 739	4 081 739
PROJECT MANAGEMENT UNIT (PMU)	Upgrading/Improvement of Sport Facilities within Kouga		1 080 555	-
WARD COUNCILLORS	Ward councillors Capital project		750 000	-
WATER	WATER TANKS JEFFREYS BAY - DROUGHT PROJECT		388 059	385 834

APPENDIX P: SERVICE DELIVERY BACKLOG AT SCHOOLS AND CLINICS

DEPARTMENT	PROJECT DESCRIPTION
Department of Education	• Overcrowding at all Kouga Schools • Need for Kouga FET College • Future use of unused (2) school sites in Jeffreys Bay
Department of Health	• Staffing of clinics in Ward 1,2, 4, 5, 9, 13 &14 • New clinics or extension to existing ones in ward 2 & 6 • Mobile more clinics in ward 4 (Kruisfontein and Die Berg) & ward 14

APPENDIX Q: SERVICE DELIVERY BACKLOGS WHERE OTHER SPHERES OF GOVERNMENT IS RESPONSIBLE FOR SERVICE DELIVERY

DEPARTMENT	PROJECT DESCRIPTION
Department of Agriculture	• Support and education to emerging farmers • Access to water • Supply of plant and equipment • Release and or lease of state and municipal land for commonage and emergency farming
Department of Community Safety/SAPS	• Satellite police station for Ward 1 • Collaboration with municipal law enforcement to maximise safety in wards • Gangsterism at schools and townships • Involvement of SA Army • Establishment of community police forums • Enforcement of non-compliance of liquor on and off consumption in townships
Department of Education	• Overcrowding at all Kouga Schools • Need for Kouga FET College • Future use of unused (2) school sites in Jeffreys Bay
Department of Sports, Arts and Culture	• Maintenance of sports fields (Backlogs) and new facility for cricket in ward 4 & 5 • Construction of inclusive multi-purpose sports centres in Ward 4, 6, 7 and 14. • Library in Andrieskraal, Ward 1,10 & 14 • Wi-fi for all libraries
Department of Health	• Staffing of clinics in Ward 1,2, 4, 5, 9, 13 &14 • New clinics or extension to existing ones in ward 2 & 6 • Mobile more clinics in ward 4 (Kruisfontein and Die Berg) & ward 14
Department of Land Reform and Rural Development	• Release and or lease of state and municipal land for commonage and emergency farming in ward 1,4,7,9,10 and 14 • Comprehensive rural development programme for Ward 4, 7, 9, 10, 14 • Land for housing for farming community in Andrieskraal (Ward 9 & 10) • Outstanding land claims in Ward 13 and 9

DEPARTMENT	PROJECT DESCRIPTION
Department of Social Services	• Increase social development programmes i.e. drug abuse, alcohol abuse etc in ward 1,2,4,5,6,7,9,13,14 and 15 • Consider building of old age and frail centres for the less privileged communities • Educational programmes to address decrease gr8 and gr12 school leavers
Department of Human Settlement	• Consider the housing needs register applications to do allocations in terms of national criteria • Rectification of the RDP houses in Kouga • Rectification of historical mud houses in Ward 13 • Refurbishment of ageing infrastructure of PRE/POST State funded houses • Unlocking of blocked housing projects • Destitute and vulnerable project in ward 2 • Formalisation of informal settlements (NUSP) • Multi-purpose centres and social amenities for all housing projects on provincial database • Release of state land (Papiesfontein)
Department of Environmental Affairs	• Recycling projects, campaign and environmental education • Assistance required for Paradise Beach Causeway • Vehicles on demarcated high and low tide beach areas in ward 2 and 14
Department of Transport	• Live Capturing Units equipment and staff needed

APPENDIX R: DECLARATION OF GRANTS AND LOANS

Declaration of Loans and Grants made by the municipality: Year 2022/23			
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	**Nature of project (Conditions for Grant Funding captured in Service Level Agreements)**	**Year: 2022/23**	**Future Commitment**
Kouga Business Forum	Sponsorship as per funding agreement and approved by Council.	R 100 000	Grant-No future commitment
Humansdorp Museumvereniging	Sponsorship as per funding agreement and approved by Council.	R 200 000	Grant-No future commitment
Sakhe Singamadoda Youth Programs	Janome Domestic Sewing Machine	33 750	Grant-No future commitment
Lifesaving Nelson Mandela By	Eastern Cape Lifesaving Champs Sponsorship	75 000	Grant-No future commitment
Jeffreys Bay Animal Rescue:	Animal Welfare	R 85 000.00	Grant-No future commitment
St Francis Bay Animal Rescue:	Animal Welfare	R 85 000.00	Grant-No future commitment
National Sea Rescue Institute:	Sea Rescue	R250 000.00	Grant-No future commitment

APPENDIX S: DECLARATIONS OF SECTION 71 MFMA RETURNS NOT MADE

All Section 71 declarations were made.

APPENDIX T: NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

NATIONAL DEVELOPMENT PILLARS	NATIONAL AND PROVINCIAL PRIORITIES	MUNICIPAL PRIORITIES
PILLAR 1: DEMOGRAPHIC CHANGE AND PEOPLE DEVELOPMENT	Priority 3: Education, Skills and Health Priority 4: Consolidating the Social Wage through Reliable and Quality Basic Services Priority 6: Social Cohesion and Safer Communities	1. Improve Service Delivery 2. Socio-Economic upliftment
PILLAR 2: ECONOMIC POSITIONING	Priority 2: Economic Transformation and Job Creation	1. Job creation 2. Local Economic Development
PILLAR 3: SPATIAL RESTRUCTURING AND ENVIRONMENTAL SUSTAINABILITY	Priority 5: Spatial Integration, Human Settlements and Local Government	1. Spatial Integration
PILLAR 4: INFRASTRUCTUR E ENGINEERING	Priority 2: Economic Transformation and Job Creation Priority 5: Spatial Integration, Human Settlements and Local Government	1. Basic Service Delivery and Infrastructure
PILLAR 5: INTEGRATED SERVICE PROVISIONING	Priority 4: Consolidating the Social Wage through reliable and Quality Basic Services	1. Basic Service Delivery and Infrastructure
PILLAR 6: GOVERNANCE AND FINANCE	Priority 1: A Capable, Ethical and Developmental State Priority 7:	1. Build Institutional Capacity and Financial Viability
	A Better Africa and World	2. Governance and Public Participation 3. Municipal Transformation and Organizational Development

APPENDIX U: ANNUAL FINANCIAL STATEMENTS

APPENDIX "U"

KOUGA
local municipality
Good Governance through Service Excellence

ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2023

KOUGA LOCAL MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Index

The reports and statements set out below comprise the Annual Financial Statements presented to the Council:

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KOUGA LOCAL MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

General Information

MEMBERS OF THE EXECUTIVE MAYORAL COMMITTEE AS AT 30 JUNE 2023

H Hendricks	Executive Mayor
C Borman	Executive Deputy Mayor, Local Economic Development and Tourism
B Williams	Speaker
T Jantjies	Corporate Service
C Borman	Finance
L Maree	Infrastructure & Engineering
D Benson	Community Services
S Ruth	Monitoring, Evaluation and Performance

AUDITOR-GENERAL

69 Frere Road, Vincent, East London, 5247
Eastern Cape

BANKERS

First National Bank
Private Bag X5
Jeffreys Bay, 6330

REGISTERED OFFICE

33 Da Gama Road
Jeffreys Bay

P O Box 21
Jeffreys Bay
6330

Tel: (042) 200 2200
Fax: (042) 293 4204

Webpage: www.kouga.gov.za
E-mail: registry@ec108.org.za

MUNICIPAL MANAGER

Mr. C. du Plessis

CHIEF FINANCIAL OFFICER

Mr. R Lorgat

KOUGA LOCAL MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

General Information (Continued)

LEGAL FORM

Category B Municipality which operates in accordance with Chapter 7 of the Constitution of South Africa.

The Objects of Local Government are:
to provide democratic and accountable government for local communities;
to ensure the provision of services to communities in a sustainable manner;
to promote social and economic development;
to promote a safe and healthy environment; and
to encourage the involvement of communities and community organisations in the matters of local government.
above.

JURISDICTION

Greater Kouga area which includes:

Humansdorp
St Francis Bay, Cape St Francis, Oyster Bay
Hankey, Jeffreys Bay, Loerie
Patensie, Thornhill

KOUGA LOCAL MUNICIPALITY
ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Approval of Annual Financial Statements

MEMBERS OF THE KOUGA LOCAL MUNICIPALITY

WARD	COUNCILLOR	
1	Ntshota	N
2	Murray	H
3	Gertenbach	W
4	Alexander	J
5	Biko	M
6	Ndzelani	K
7	Mbuqu	E
8	Foley	R
9	August	C
10	Mbandana	M
11	Haystek	F
12	Maree	L
13	Zana	V
14	Yali	M
15	Jantjes	T
Proportional	Hendricks	H
Proportional	Bornman	H
Proportional	Williams	B
Proportional	Van Niekerk	M
Proportional	Benson	D
Proportional	Ruth	S
Proportional	Dhludhlu	B
Proportional	Dayimani	M
Proportional	Gunuza	V
Proportional	Ntengwane	N
Proportional	Valgee	M
Proportional	Oliphant	P
Proportional	Nkilishane	L
Proportional	Human	B
Proportional	Van der Linde	W

APPROVAL OF FINANCIAL STATEMENTS

I am responsible for the preparation of these annual financial statements, in accordance with Section 126(1) of the Municipal Finance Management Act and which I have signed on behalf of the Municipality.

I certify that the remuneration of Councillors and in-kind benefits are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Office Bearers Act and the Minister for Cooperative Governance and Traditional Affairs' determination in accordance with this Act.



Mr. C du Plessis
Municipal Manager

31 August 2023
Date

KOUGA LOCAL MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Report of the Auditor General

- Insert Audit Report -

KOUGA LOCAL MUNICIPALITY

STATEMENT OF FINANCIAL POSITION AT 30 JUNE 2023

	Note	Actual 2023 R	2022 Restated R
ASSETS			
Current Assets		**275 109 068**	**176 519 236**
Inventories	1.	18 598 035	17 049 849
Receivables from Exchange Transactions	2.	77 030 108	63 984 559
Statutory Receivables from Exchange Transactions	3.	45 422 024	52 205 682
Statutory Receivables from Non-Exchange Transactions	4.	29 014 533	15 275 873
Cash and Cash Equivalents	5.	104 935 019	27 850 560
Lease Receivables	9.	109 349	152 713
Non Current Assets		**2 316 886 828**	**2 329 633 441**
Property, Plant and Equipment	6.	2 053 675 835	2 066 155 216
Intangible Assets	7.	602 549	869 781
Investment Property	8.	262 608 444	262 608 444
Total Assets		**2 591 995 896**	**2 506 152 677**
LIABILITIES			
Current Liabilities		**250 068 234**	**190 834 590**
Consumer Deposits	10.	29 060 072	23 672 925
Payables from Exchange Transactions	11.	126 219 323	105 579 188
Unspent Conditional Grants and Receipts	12.	28 993 833	-
Lease Payables	13.	11 342 009	10 508 192
Employee Benefit Liabilities	14.	8 555 397	7 443 566
Provisions	15.	45 897 600	43 630 719
Non Current Liabilities		**240 949 963**	**233 860 842**
Lease Payables	13.	24 202 066	21 944 356
Employee Benefit Liabilities	14.	106 638 259	105 496 394
Provisions	15.	110 109 638	106 420 092
Total Liabilities		**491 018 197**	**424 695 432**
Total Assets and Liabilities		**2 100 977 699**	**2 081 457 245**
NET ASSETS		**2 100 977 699**	**2 081 457 245**
Accumulated Surplus / (Deficit)	16.	2 100 977 699	2 081 457 245
Total Net Assets		**2 100 977 699**	**2 081 457 245**

KOUGA LOCAL MUNICIPALITY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2023

	Note	Actual 2023 R	2022 Restated R
REVENUE			
Revenue from Non-exchange Transactions		**685 597 965**	**469 598 717**
Property Rates	**17.**	259 514 398	224 326 475
Fines, Penalties and Forfeits	**18.**	132 921 224	5 881 345
Licences and Permits	**19.**	9 872 124	9 593 213
Transfers and Subsidies	**20.**	279 561 123	228 023 067
Interest, Dividends and Rent on Land Earned	**25.**	3 729 096	1 774 617
Revenue from Exchange Transactions		**590 924 109**	**555 679 980**
Service Charges	**21.**	547 618 751	521 290 057
Sales of Goods and Rendering of Services	**22.**	9 188 788	9 602 709
Income from Agency Services	**23.**	2 677 528	2 559 892
Rental from Fixed Assets	**24.**	2 570 123	3 094 059
Interest, Dividends and Rent on Land Earned	**25.**	27 669 391	15 328 365
Operational Revenue	**26.**	1 199 528	3 804 898
Total Revenue		**1 276 522 074**	**1 025 278 697**
EXPENDITURE		**1 257 001 617**	**1 082 359 170**
Employee Related Costs	**27.**	355 768 121	343 042 304
Remuneration of Councillors	**28.**	13 700 137	13 394 816
Depreciation and Amortisation	**29.**	101 358 180	89 252 403
Impairment Losses	**30.**	228 881 516	68 567 093
Interest, Dividends and Rent on Land	**31.**	8 058 566	4 587 292
Bulk Purchases	**32.**	291 888 014	295 222 161
Contracted Services	**33.**	87 316 841	75 039 055
Inventory Consumed	**34.**	91 081 828	93 045 884
Transfers and Subsidies Paid	**35.**	708 750	458 000
Operating Leases	**36.**	6 813 840	5 789 222
Operational Costs	**37.**	70 111 959	83 686 278
Loss on Disposal of Property, Plant and Equipment	**38.**	1 313 865	10 274 662
Total Expenditure		**1 257 001 617**	**1 082 359 170**
SURPLUS / (DEFICIT) FOR THE YEAR		**19 520 457**	**(57 080 473)**

KOUGA LOCAL MUNICIPALITY

STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 202

	Accumulated Surplus/ (Deficit)	Total Net Assets
	R	R
2022		
Balance at 30 June 2021	2 140 988 009	2 140 988 009
Correction of Error (Note 40)	(2 450 284)	(2 450 284)
Restated Balance	**2 138 537 725**	**2 138 537 725**
Surplus / (Deficit) for the year	(57 080 473)	(57 080 473)
Surplus / (Deficit) as per prior 2021/22 AFS	*(30 796 199)*	*(30 796 199)*
Revenue & Expenditure Correction of Error (Note 40.)	*(26 284 274)*	*(26 284 274)*
Balance at 30 June 2022	**2 081 457 245**	**2 081 457 245**
2023		
Surplus / (Deficit) for the year	19 520 454	19 520 454
Balance at 30 June 2023	**2 100 977 699**	**2 100 977 699**

KOUGA LOCAL MUNICIPALITY
CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2023

	Note	Actual 2023 R	2022 Restated R
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Property Rates	**17.**	252 083 085	222 910 709
Transfers and Subsidies	**20.**	308 554 956	221 824 411
Service Charges	**21.**	484 425 663	481 764 674
External Interest	**25.**	6 824 262	3 224 544
Other Receipts	**26.**	45 769 253	29 121 224
VAT Received	**4.**	6 783 658	-
Payments			
Employee Related Costs	**27.**	(350 791 962)	(332 334 550)
Remuneration of Councillors	**28.**	(13 700 137)	(13 394 816)
External Interest	**31.**	(3 926 240)	(790 277)
Suppliers Paid	**34.**	(470 268 353)	(453 333 726)
Other Payments	**37.**	(77 802 761)	(90 882 229)
VAT Paid	**4.**	-	(4 455 469)
NET CASH FLOWS FROM OPERATING ACTIVITIES	**41.**	**187 951 424**	**63 654 495**
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment	**6.**	(113 965 764)	(128 498 239)
Purchase of Intangible Assets	**7.**	-	-
Proceeds / (Payments) on Disposal of Property, Plant and Equipment	**6.**	5 715	13 557 118
Proceeds on Disposal of Intangible Assets		1 557	-
Proceeds on Disposal of Investment Property		-	37 000
NET CASH FLOWS FROM INVESTING ACTIVITIES		**(113 958 492)**	**(114 904 121)**
CASH FLOWS FROM FINANCING ACTIVITIES			
Decrease in Finance Leases (Leases Paid)	**13.**	3 091 527	31 834 047
Decrease in Borrowings (Loans Repaid)	**15.**	-	(6 128 308)
NET CASH FLOWS FROM FINANCING ACTIVITIES		**3 091 527**	**25 705 739**
NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS		**77 084 459**	**(25 543 887)**
Cash and Cash Equivalents at Beginning of Period	**5.**	27 850 560	53 394 447
Cash and Cash Equivalents at End of Period	**5.**	104 935 019	27 850 560

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

30 June 2023

Description	Original Budget	Budget Adjustments	Final Budget	Actual Outcome	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget
	R	R	R	R	R	R	R
FINANCIAL POSITION							
Current Assets							
Inventories	12 570 366	5 038 934	17 609 300	18 598 035	988 735	105.61	147.95
Receivables from Exchange Transactions	51 383 711	(1 323 564)	50 060 147	77 030 108	26 969 961	153.88	149.91
Statutory Receivables from Exchange Transactions	39 404 762	9 593 161	48 997 923	45 422 024	(3 575 899)	92.70	115.27
Statutory Receivables from Non-Exchange Transactions	24 090 629	(3 469 773)	20 620 856	29 014 533	8 393 677	140.70	120.44
Cash and Cash Equivalents	5 438 792	4 476 180	9 914 972	104 935 019	95 020 047	1 058.35	1 929.38
Operating Lease Receivables	107 590	45 123	152 713	109 349	(43 364)	71.60	101.63
Non-Current Assets							
Property, Plant and Equipment	1 989 453 099	87 334 613	2 076 787 712	2 053 675 835	(23 111 877)	98.89	103.23
Intangible Assets	1 889 848	(1 480 184)	409 664	602 549	192 885	147.08	31.88
Investment Property	262 645 444	0	262 645 444	262 608 444	(37 000)	99.99	99.99
Long-term Receivables	13 000	(13 000)	0	0	0	0.00	0.00
Total Assets	2 386 997 241	100 201 490	2 487 198 731	2 591 995 896	104 797 165	104.21	108.59
Current Liabilities							
Consumer Deposits	20 774 255	2 898 670	23 672 925	29 060 072	5 387 147	122.76	139.89
Provisions	38 274 788	3 235 797	41 510 585	54 452 997	12 942 412	131.18	142.27
Payables from Exchange Transactions	95 168 239	(18 428 379)	76 739 860	126 219 323	49 479 463	164.48	132.63
Unspent Conditional Grants and Receipts	987 171	(987 171)	0	28 993 833	28 993 833	0.00	2 937.06
Lease Payables	0	12 169 022	12 169 022	11 342 009	(827 013)	93.20	0.00
Non-Current Liabilities							
Lease Payables	0	16 043 214	16 043 214	24 202 066	8 158 852	150.86	0.00
Employee Benefit Liabilities	99 163 499	5 148 844	104 312 343	106 638 259	2 325 916	102.23	107.54
Non-current Provisions	92 212 000	30 791 284	123 003 284	110 109 638	(12 893 646)	89.52	119.41
Total Liabilities	346 579 952	50 871 281	397 451 233	491 018 197	93 566 964	123.54	141.68
Total Assets and Liabilities	**2 040 417 289**	**49 330 209**	**2 089 747 498**	**2 100 977 699**	**11 230 201**	**100.54**	**102.97**
Net Assets (Equity)							
Accumulated Surplus / (Deficit)	2 040 704 286	40 864 975	2 081 569 261	2 100 977 699	19 408 438	100.93	102.95
Total Net Assets	**2 040 704 286**	**40 864 975**	**2 081 569 261**	**2 100 977 699**	**19 408 438**	**100.93**	**102.95**

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

Financial Position: Explanation of Variances between Approved Budget and Actual

Reasons for Variances greater than 10% between Approved Budget and Actual Amount on the various items disclosed in the Statement of Financial Position are explained belo

Receivables from Exchange Transactions:

The receivables from exchange transactions relate to the trading service and customer service debtors for waste management, electricity, water and waste water management. The debtors increased by 53.79% compared to the approved final budget, the increase is due to high water consumption and lower than anticipated collection rate of 86.71% (95% collection rate was approved by Council in the 2022/23 Adjustments Budget).

Statutory Receivables from Non-Exchange Transactions

Statutory receivables from non-exchange transactions mostly relate to property rates by usage and the traffic fines issued/oustanding. Statutory receivables from non-exchange is 29.34% more than anticipated, compared to the final budget and the variance is mainly due to the outstanding traffic fines issued.

VAT Receivable

VAT Receivable is 13.01% lower than anticipated, compared to the final budget. The variance is influenced by the vat ouput tax and vat input tax recognised during the financial year.

Cash and Cash Equivalents:

The cash and cash equivalents is R 95 million more than anticipated, compared to the final budget amount of R 9 million. The cash position of R 104,935 million at end of 30 June 2023, is largely influenced by the unspent conditional grants of R 28 million, underspending in bulk electricity budget by R 34 million, employee related cost budget by R 44 million and other various operating budget line items.

Operating Lease Receivables

Operating lease receivables relate to the operating lease agreement entered into by the municipality. The variance is due to GRAP application in terms of straight lining methodology for revenue recognition.

Intangible Assets:

Intangible assets recognised during the 2022/23 financial year is higher than anticipated, compared to the final budgeted amount.

Consumer Deposits:

Consumer deposits relate to deposits paid by consumers for water, electricity, building plans and for rental of municipal properties. The variance is 22.76% more than the anticipated budget amount.

Provisions

The current provisons are R 12.9 million more than anticipated,compared to the final budgeted amount. The variance is mainly due to the landfill sites' provison which was not adequately budgeted for.

Payables from Exchange Transactions

Payables from exchange transactions are R 47 million more than the projected budget amount of R 76 million. The final budget amount only includes projected trade creditors and the variance is largely influenced by the R 30 million for advanced payments, R 7 million for retentions and R 28 million for other payables.

Unspent Conditional Grants and Receipts

The Municipality is not allowed to budget for unspent conditional grants in terms of Municipal Finance Management Act and the Division of Revenue Act.

Lease Payables (Non-Current Liabilities)

Lease payables are R 8 million more than the final budget amount of R 16 million and the variance is mainly due to additional finance lease recognition during the 2022/23 financial year.

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

30 June 2023

Description	Original Budget	Budget Adjustments	Final Budget	Actual Outcome	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget
	R	R	R	R	R	R	R
FINANCIAL PERFORMANCE							
Revenue from Non-exchange Transactions							
Property Rates	240 848 623	(4 102 093)	236 746 530	259 514 398	22 767 868	109.62	107.75
Fines, Penalties and Forfeits	1 841 957	4 641 825	6 483 782	132 921 224	126 437 442	2 050.06	7 216.30
Licences and Permits	8 396 509	0	8 396 509	9 872 124	1 475 615	117.57	117.57
Transfers and Subsidies	213 654 420	65 816 141	279 470 561	279 561 123	90 562	100.03	130.85
Surcharges and Taxes	0	0	0	0	0	0.00	0.00
Interest, Dividends and Rent on Land Earned	1 729 056	934 781	2 663 837	3 729 096	1 065 259	139.99	215.67
Revenue from Exchange Transactions							
Service Charges	586 819 565	(26 318 828)	560 500 737	547 618 751	(12 881 986)	97.70	93.32
Sales of Goods and Rendering of Services	8 003 252	1 402 085	9 405 337	9 188 788	(216 549)	97.70	114.81
Income from Agency Services	5 351 604	(1)	5 351 603	2 677 528	(2 674 075)	50.03	50.03
Rental from Fixed Assets	2 968 180	(103 245)	2 864 935	2 570 123	(294 812)	89.71	86.59
Interest, Dividends and Rent on Land Earned	14 787 405	5 711 632	20 499 037	27 669 391	7 170 354	134.98	187.11
Operational Revenue	4 295 061	21 179 388	25 474 449	1 199 528	(24 274 921)	4.71	27.93
Total Revenue	1 088 695 632	69 161 685	1 157 857 317	1 276 522 074	118 664 757	110.25	117.25
Expenditure							
Employee Related Costs	391 318 457	17 864 395	409 182 852	355 768 121	(53 414 731)	86.95	90.92
Remuneration of Councillors	14 364 405	0	14 364 405	13 700 137	(664 268)	95.38	95.38
Depreciation and Amortisation	103 850 144	(2)	103 850 142	101 358 180	(2 491 962)	97.60	97.60
Impairment Losses	42 068 693	(1 201 052)	40 867 641	228 881 516	188 013 875	560.06	544.07
Interest, Dividends and Rent on Land	0	2 875 190	2 875 190	8 058 566	5 183 376	280.28	0.00
Bulk Purchases	325 900 000	0	325 900 000	291 888 014	(34 011 986)	89.56	89.56
Contracted Services	93 374 834	7 913 358	101 288 192	87 316 841	(13 971 351)	86.21	93.51
Inventory Consumed	74 648 403	16 031 870	90 680 273	91 081 828	401 555	100.44	122.01
Transfers and Subsidies Paid	400 000	325 000	725 000	708 750	(16 250)	97.76	177.19
Operating Leases	21 979 166	(15 044 210)	6 934 956	6 813 840	(121 116)	98.25	31.00
Operational Costs	96 005 325	(14 335 363)	81 669 962	70 111 959	(11 558 003)	85.85	73.03
Loss on Disposal of Property, Plant and Equipment	0	0	0	1 313 865	1 313 865	0.00	0.00
Total Expenditure	1 163 909 427	14 429 186	1 178 338 613	1 257 001 617	78 663 004	106.68	108.00
Surplus/(Deficit for the Year	**(75 213 795)**	**54 732 499**	**(20 481 296)**	**19 520 457**	**40 001 753**	**-**	**-**

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

Financial Performance: Explanation of Variances between Approved Budget and Actual
below:

Fines, Penalties and Forfeits:

The traffic fines revenue is significantly higher than initially budgeted for, due to the appointment of a service provider for speeding camera fines.

Licences and Permits Non-exchange:

Licences and permits mostly relate to motor vehicle drivers, and learners' licences. The licences and permits revenue is slightly higher than anticipated in the 2022/23 final budget.

Interest, Dividends and Rent on Land Earned (Revenue from Non-Exchange Transactions)

The interest, dividends and rent on land earned relate to the property rates interest recoginsed which is high than budgeted for. The variance is due to the increase in comsumer debtors for property rates by usage as result of implemenation of supplementary valuation roll during the 2022/23 financial year.

Income from Agency Services

Income from Agency Services is commission or management fees received specifically relating to agency services provided by municipalities on behalf of Department of Transport for the administration of road ordinances - issue of driver's licenses and vehicle registrations. The revenue recognised is significantly lower than anticipated, compared to the final budgeted amount.

Rental from Fixed Assets

This relates to the rental of municipal buildings, community halls and other municipal facilities. The revenue is influenced by the extent of rental agreements and the revenue recognised is slightly lower than anticipate.

Interest, Dividends and Rent on Land Exchange (Exchange Transactions)

This relates to interest earned on outstanding debtors (for water, waste management, electricity and waste water management debtors) and is largely influenced by an increase on overdue water debtors. Please refer to Note. 2 for the detailed breakdown of outstanding consumer debtors.

Operational Revenue:

Operational revenue is mainly influenced by a budgeted amount of R 23,085 million for housing projects refund which never materialised.

Impairment Losses:

Impairment losses mostly relate to allowance for bad debts raised against property rates and services charges (water, sanitation, refuse and electricity) debtors. The impairment losses are largely influenced by higher than anticipated bad debt provision raised for sanitation, refuse and water debtors.

Interest, Dividends and Rent on Land

This relates to finance costs for the finance lease. The variance of R 5,183 million relates to the interest raised for the landfill site provision which was not budgeted for.

Operational Costs

Operational costs comprise of various line items relating to the daily operations of the municipality and the budget is sightly underspent.

Loss on Disposal of Property, Plant and Equipment:

The loss on disposal of property, plant and equipment relate to the land sale transaction and the loss was not anticipated, hence no budget provision was made.

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

30 June 2023

Description	Original Budget	Budget Adjustments	Final Budget	Actual Outcome	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget
	R	R	R	R	R	R	R
CAPITAL EXPENDITURE PER VOTE							
Corporate Services	1 020 000	720 000	1 740 000	2 393 369	653 369	137.55	234.64
Executive and Council	750 000	472 819	1 222 819	330 441	(892 378)	27.02	44.06
Financial Services	710 000	270 000	980 000	283 569	(696 431)	28.94	39.94
Infrastructure and Engineering	35 567 488	60 655 462	96 222 950	88 479 754	(7 743 196)	91.95	248.77
Planning, Development and Tourism	-	2 416 985	2 416 985	19 065	(2 397 920)	0.79	0.00
Community Services	1 638 000	10 806 085	12 444 085	17 373 869	4 929 784	139.62	1 060.68
Total Capital Expenditure	**39 685 488**	**75 341 351**	**115 026 839**	**108 880 067**	**(6 146 772)**	**94.66%**	**1 628.08**

Capital Expenditure per Vote: Explanation of Variances between Approved Budget and Actual

Reasons for Variances greater than 10% between Approved Budget and Actual Amount on the various items for Capital Expenditure per Vote are explained below:

Corporate Services

Corporate services reflects a 137.55% capital expenditure, compared to the approved budget.

Executive and Council:

The Executive and Council reflects a 27.02% capital expenditure compared to the approved budget. The variance is mostly influenced by the rollover of some capital projects to be implemented in the 2023/24 financial year and the rollovers were approved by Council on 22 August 2023.

Financial Services

Financial services reflects a 28.94% of capital expenditure, compared to the approved budget. Some capital projects were approved by Council to be rolled over to the 2023/24 financial year for implemenation.

Infrastructure and Engineering:

The infrastructure and engineering reflects a 90.05% of capital expenditure , compared to the approved budget. Some capital projects are being rolled over to the 2023/24 financial year for the implementation and include Upgrading/Improvement of Sport Facilities within Kouga,Mini Fresh Food and Craft Markets in Jbay & Hankey,New bypass Sewer Rising Main and Pump Stations Jbay,Construct emergency overflow pond Koraal Sewer pump station,Piped Reticulation - St Francis Bay,Construct emergency overflow pond Koraal Sewer pump station and Upgrade Loerie sewer pump station.

Planning, Development and Tourism:

The Planning, Development and Tourism reflects a 0.79% of capital expenditure, compared to the approved budget. The capital project which relates to the Implementation of the Jeffreys Bay Precinct plan amounting to R 2 Million was rolled over to the 2023/24 Finanacial year for implementation.

Community Services:

The Community Services reflects a 139.62% of capital expenditure, compared to the approved budget. The variance is mainly influenced by the finance lease vehicles recognised during the 2022/23 financial year.

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

30 June 2023

Description	Original Budget	Budget Adjustments	Final Budget	Actual Outcome	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget
	R	R	R	R	R	R	R
CASH FLOW							
Cash Flows from/(used in) Operating Activities							
Receipts							
Property Rates	230 448 795	(3 008 945)	227 439 850	252 083 085	24 643 235	110.84	109.39
Transfers and Subsidies	213 654 420	57 400 000	271 054 420	308 554 956	37 500 536	113.84	144.42
Service Charges	652 478 158	(23 561 474)	628 916 684	484 425 663	(144 491 021)	77.03	74.24
External Interest and Dividends Received	2 810 789	246 534	3 057 323	6 824 262	3 766 939	223.21	242.79
Other Receipts	57 444 576	43 591 540	101 036 116	45 769 253	(55 266 863)	45.30	79.68
VAT Receivable / Payable	0	0	0	6 783 658	6 783 658	0.00	0.00
Payments							
Employee Related Costs	(391 318 457)	(18 060 485)	(409 378 942)	(350 791 962)	58 586 980	0.86	0.00
Remuneration of Councillors	(14 364 405)	0	(14 364 405)	(13 700 137)	664 268	0.95	0.00
External Interest and Dividends Paid	0	(2 875 189)	(2 875 189)	(3 926 240)	(1 051 051)	1.37	0.00
Suppliers Paid	(710 134 555)	(4 011 611)	(714 146 166)	(470 268 353)	243 877 813	0.66	0.00
Other Payments	0	0	0	(77 802 761)	(77 802 761)	0.00	0.00
Cash Flows from/(used in) Investing Activities							
Purchase of Property, Plant and Equipment	(39 685 488)	(75 341 349)	(115 026 837)	(113 965 764)	1 061 073	0.99	0.00
Proceeds on Disposal of Property, Plant and Equipment	0	0	0	5 715	5 715	0.00	0.00
Proceeds on Disposal of Intangible Assets	0	0	0	1 557	1 557	0.00	0.00
Cash Flows from/(used in) Financing Activities							
Increase in Long-term Loans (Loans Taken-on)	0	(12 169 021)	(12 169 021)	0	12 169 021	0.00	0.00
Cash and Cash Equivalents at Beginning of the Year	**4 104 959**		**27 850 595**	**27 850 560**	**110 449 099**	**100.00**	**678.46**
Cash and Cash Equivalents at End of the Year	**5 438 792**		**8 542 312**	**104 935 019**			

KOUGA LOCAL MUNICIPALITY
STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2023

Cash Flow Statement: Explanation of Variances between Approved Budget and Actual

Reasons for Variances greater than 10% between Approved Budget and Actual Amount on the various items disclosed in the Cash Flow Statement are explained below:

Service Charges

The services charges cash inflow was significantly lower by R 146 million, compared to the budgeted amount. This variance was largely influenced by the electricity revenue which was 15% lower compared to the budgeted amount and lower collection rate of 86.71%, compared to the Council approved collection rate of 95% in the 2022/23 adjustments budget.

External Interest and Dividends Received

The external interest and dividends received relates to the interest earned on cash and investments and is mainly influenced by the municipality's investment portfolio. The municipality ended the 2022/23 financial year with the closing cash and investments amounting to R 104 million.

Other Receipts

Other receipts reflect a 86.57% of the budgeted amount and are sightly lower than anticipated.

Employee Related Costs

Employee related costs reflect 85% of the budgeted amount and are sightly lower than anticipated. The variance is mainly due to the budgeted vacancies not yet filled.

External Interest and Dividends Paid

External interest and dividend paid related to the finance costs for the finance lease. The finance costs paid is higher than anticipated due to additional finance lease assets recognised during the 2022/23 financial year.

Suppliers Piad and Other Payments

Suppliers paid and other payments reflect a 82% compared to the budgeted amount and the budget is sightly underspent due to overall underspending of the operating budget.

Increase in long-term loans

The increase in long-term loans relate to the additional finance lease recognised during the 2022/23 financial year and was not budgeted for. The municipality entered into a finance lease for new vehicles in 2021/22 and some vehicles were only delivered during the 2022/23 financial year.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

1. BASIS OF PRESENTATION

The Annual Financial Statements have been prepared in accordance with Standards of Generally Recognised Accounting Practices (GRAP), as approved by the Minister of Finance, including any interpretations, guidelines and directives issued by the Accounting Standards Board and in accordance with the requirements of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

The Annual Financial Statements have been prepared in accordance with the historical cost convention, except where indicated otherwise.

The Statement of Financial Performance has been prepared to classify expenses by nature, whilst revenue is classified in a manner appropriate to the municipality's operations. The Cash Flow Statement has been prepared using the Direct Method.

1.1 Presentation Currency

The Annual Financial Statements are presented in South African Rand, rounded off to the nearest Rand which is the municipality's functional currency.

1.2 Critical Judgements, Estimations and Assumptions

In the application of the municipality's Accounting Policies, which are described below, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be reasonable under the circumstances, the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

These estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

The following are the critical judgements and estimations that management have made in the process of applying the municipality's Accounting Policies and that have the most significant effect on the amounts recognised in Annual Financial Statements:

1.2.1 Revenue Recognition

In making their judgement, the management considered the detailed criteria for the recognition of revenue as set out in GRAP 9 (Revenue from Exchange Transactions) and GRAP 23 (Revenue from Non-exchange Transactions). As far as Revenue from Non-exchange Transactions is concerned (see Basis of Preparation above), and, in particular, whether the municipality, when goods are sold, had transferred to the buyer the significant risks and rewards of ownership of the goods and when services is rendered, whether the service has been rendered. Also of importance is the estimation process involved in initially measuring revenue at the fair value thereof. Management of the municipality is satisfied that recognition of the revenue in the current year is appropriate.

- Estimation of unused Prepaid Metered Services:
  Estimates of unused consumption of prepaid metered services, based on the consumption history, are made at year-end. Sales for prepaid metered services are recognised as revenue upon receipt of payment for these services, except at year-end when estimates for unused consumption up to reporting date are reversed from revenue and accrued as payment for services received in advance. These accruals are reversed in the new financial year to revenue again, deemed to be consumed after 30 June. In respect of estimates of consumption between the last date of purchase and the reporting date, an accrual for payments received in advance is made based on the average monthly consumption of consumers the reporting date, an accrual is made based on the average monthly consumption of consumers.

1.2.2 Water Inventory

The estimation of the Water Inventory in reservoirs is based on the measurement of water via electronic level sensors, which determines the depth of water in the reservoirs, which is then converted into volumes based on the total capacity of the reservoir. Furthermore, the length and width of all pipes are also taken into account in determining the volume of water on hand at year-end. Refer to Accounting Policy 3

1.2.3 Impairment of Financial Assets

Accounting Policy 4.4 on Impairment of Financial Assets describes the process followed to determine the value at which Financial Assets should be impaired. In making the estimation of the impairment, the management of the municipality considered the detailed criteria of impairment and used its judgement to select a variety of methods and make assumptions that are mainly based on market conditions existing at the end of the reporting period. The management of the municipality is satisfied that impairment of Financial Assets recorded during the year is appropriate.

- Impairment of Trade Receivables:
  The calculation in respect of the impairment of Debtors is based on an assessment of the extent to which Debtors have defaulted on payments already due, and an assessment of their ability to make payments based on their creditworthiness. This is performed per service-identifiable categories across all classes of debtors.

- Impairment of Traffic Fines:
  Assessing and recognising impairment of Receivables for Traffic Fines is an event that takes place subsequent to the initial recognition of revenue charged. The municipality assesses the probability of collecting revenue when accounts fall into arrears. Such an assessment is not to be made at the time of initial recognition.

1.2.4 Impairment of Statutory Receivables

Accounting Policy 5.2. on Impairment of Statutory Receivables describes the process followed to determine the value at which Statutory Receivables should be impaired. In making the estimation of the impairment, the management of the municipality considered the detailed criteria of impairment and used its judgement to select a variety of methods and make assumptions that are mainly based on market conditions existing at the end of the reporting period. The management of the municipality is satisfied that impairment of Statutory Receivables recorded during the year is appropriate.

1.2.5 Capitalisation of Capital Assets

Judgement by management is required to distinguish between expenses incurred to maintain and repair capital assets and expenses incurred that will increase the remaining useful life of capital assets and needs to be capitalised to capital assets.

1.2.6 Useful lives of Property, Plant and Equipment, Intangible Assets and Investment Property

As described in Accounting Policies 6.3, 7.2 and 8.2, the municipality depreciates its Property, Plant & Equipment and Investment Property, and amortises its Intangible Assets, over the estimated useful lives of the assets, taking into account the residual values of the assets at the end of their useful lives, which is determined when the assets are available for use.

The estimation of residual values of assets is based on management's judgement as to whether the assets will be sold or used to the end of their useful lives, and in what condition they will be at that time.

1.2.7 Impairment: Write-down of Property, Plant & Equipment, Intangible Assets, and Inventories

Accounting Policy 6 on Impairment of Assets, Accounting Policy 7 on Intangible Assets – Subsequent Measurement, Amortisation and Impairment and Accounting Policy 3 on Inventory – Subsequent Measurement describe the conditions under which non-financial assets are tested for potential impairment losses by the management of the municipality. Significant estimates and judgements are made relating to impairment testing of Property, Plant and Equipment, impairment testing of Intangible Assets and write-down of Inventories to the lowest of Cost and Net Realisable Value or Current Replacement Cost.

In making the above-mentioned estimates and judgement, management considered the subsequent measurement criteria and indicators of potential impairment losses. In particular, the calculation of the recoverable service amount for PPE and Intangible Assets and the Net Realisable Value for Inventories involves significant judgment by management.

1.2.8 Defined Benefit Plan Liabilities

As described in Accounting Policy 14.2, Employee Benefits – Post-employment Benefits, the municipality obtains actuarial valuations of its Defined Benefit Plan Liabilities. The defined benefit obligations of the municipality that were identified are Post-retirement Health Benefit Obligations and Long-service Awards. The estimated liabilities are recorded in accordance with the requirements of GRAP 25. Details of the liabilities and the key assumptions made by the actuaries in estimating the liabilities are provided in the relevant Notes to the Annual Financial Statements.

1.2.9 Provisions and Contingent Liabilities

Management judgement is required when recognising and measuring Provisions and when measuring Contingent Liabilities. Provisions are discounted where the effect of discounting is material using actuarial valuations.

1.2.10 Principals and Agent Arrangements

The municipality assesses whether it is a party to any principal-agent arrangements by considering the principles contained in GRAP 109.

The municipality is assessed to be the agent and only accounts for the amounts which the agent are entitled to in terms of the principal-agent arrangement. In order to assess that the municipality is the agent, the following factors were considered in applying its judgement:

- The municipality acts as an agent for Department of Transport for issuing licenses and permits and collects monies on their behalf.

1.2.11 Housing Arrangements

The municipality is not accredited to deliver housing under the national housing programme. However it assesses its roles and responsibilities it undertakes for each project undertaken in terms of the national housing programme by assessing the terms and conditions agreed with the relevant Provincial Department of Human Settlements.

The municipality is assessed to be the project manager and relevant transactions are accounted for per the requirements of the relevant Standards of GRAP and the required disclosures are made in the relevant Notes to the Financial Statements. In order to assess that the municipality is the project manager, the following factors were considered in applying its judgement:

- The municipality acts on behalf of the Department of Human Settlement. The municipality acts as project manager whereby they co-ordinate representatives from Department of Human Settlement and contractors.

1.2.12 Budget Information

Deviations between budget and actual amounts are regarded as material differences when a 10% deviation exists. All material differences are explained in the relevant Notes to the Annual Financial Statements.

1.2.13 Segment Reporting

The municipality is assessed to have reportable segments as per the requirements of GRAP 18. In order to assess that the segments could be aggregated, the following factors were considered in applying its judgement:

- For management purposes the municipality is broadly organised into business units based on the nature of operations and the services they provide.
- No individually material operating segments have been aggregated to form the above reportable operating segments.
- The municipality does not monitor segments geographically.

1.3 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

1.4 Going Concern Assumption

The Annual Financial Statements have been prepared on a Going Concern Assumption.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

1.5 Standards, Amendments to Standards and Interpretations issued but not yet Effective

The following GRAP Standards have been issued but are not yet effective and have not been early adopted by the municipality:

Standard of GRAP / Nature of Impending Changes		Effective Date	Expected Impact
• **Guideline**	**Accounting for Landfill Sites**	Not yet determined	Unlikely there will a material impact
• **GRAP 25 Revised**	**Employee Benefits**	1 April 2023	Unlikely there will a material impact
• **iGRAP 7 Revised**	**Limit on defined benefit asset, minimum funding requirements and their interaction.**	1 April 2023	Unlikely there will a material impact
• **GRAP 104 Revised**	**Financial Instruments**	01 April 2025	Unlikely there will a material impact
• **iGRAP 21**	**The Effect of Past Decisions on Materiality**	01 April 2023	Unlikely there will a material impact
• **GRAP 2020**	**Improvements to the standards of GRAP 2020**	01 April 2023	Unlikely there will a material impact
• **GRAP 1 (amended)**	**Presentation of Financial Statements**	01 April 2023	Unlikely there will a material impact
• **Guideline**	**The Application of Materiality to Financial Statements** No changes expected	Not yet determined	Not yet determined

2. BUDGET INFORMATION

The annual budget figures have been prepared in accordance with the GRAP standard and are consistent with the Accounting Policies adopted by the Council for the preparation of these Annual Financial Statements. The amounts are scheduled as a separate additional financial statement, called the Statement of Comparison of Budget and Actual amounts. Explanatory comment is provided in the statement giving reasons for overall growth or decline in the budget and motivations for over- or under spending on line items. The annual budget figures included in the Annual Financial Statements are for the municipality and do not include budget information relating to subsidiaries or associates. These figures are those approved by the Council at the beginning and during the year following a period of consultation with the public as part of the Integrated Development Plan. The budget is approved on an accrual basis by nature classification.

The approved budget covers the period from 1 July 2022 to 30 June 2023.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

3. INVENTORIES

3.1 Recognition and Initial Measurement

Inventories comprises of current assets held-for-sale, current assets for consumption or distribution during the ordinary course of business. Inventories are initially recognised at cost. Cost generally refers to the purchase price, plus taxes, transport costs and any other costs in bringing the Inventories to their current location and condition.

Where Inventory is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of the item on the date acquired.

Direct costs relating to properties that will be sold as Inventory are accumulated for each separately identifiable development.

3.2 Subsequent Measurement

3.2.1 Consumable Stores

Subsequently, Inventories sold are valued at the lower of cost and net realisable value. The cost is determined using the Weighted Average Method.

Consumable stores distributed at no charge or for a nominal charge and finished goods are valued at the lower of cost and current replacement cost . The cost is determined using the Weighted Average Method.

3.2.2 Water Inventory

Water is regarded as Inventory when the municipality purchases water in bulk with the intention to resell it to the consumers or to use it internally, or where the municipality has incurred purification costs on water obtained from natural resources (rain, rivers, springs, boreholes, etc). However, water in dams that are filled by natural resources and that has not yet been treated, that is under the control of the municipality but cannot be measured reliably as there is no cost attached to the water, is therefore not recognised in the Statement of Financial Position.

The basis of determining the cost of water purchased and not yet sold at reporting date comprises all costs of purchase, cost of conversion and other costs incurred in bringing the Inventory to its present location and condition, net of trade discounts and rebates.

Water and purified effluent are valued by using the FIFO Method, at the lowest of purified cost and net realisable value, insofar as it is stored and controlled in reservoirs at year-end.

3.2.3 Other Arrangements

Redundant and slow-moving Inventories identified are written down from cost to current replacement cost, if applicable.

Differences arising on the measurement of such Inventory at the lower of cost to current replacement cost or net realisable value, are recognised in Surplus or Deficit in the year in which they arise. Any reversal of any write-down of Inventories arising from an increase in current replacement cost or net realisable value, is recognised as a reduction of the Inventories recognised as an expense in the period in which the reversal occurs.

The carrying amount of Inventories is recognised as an expense in the period that the Inventory was sold, distributed, written off or consumed, unless that cost qualifies for capitalisation to the cost of another asset.

4. FINANCIAL INSTRUMENTS

The municipality has various types of Financial Instruments and these can be broadly categorised as Financial Assets or Financial Liabilities in accordance with the substance of the contractual agreement.

Initial Recognition
Financial Assets and Financial Liabilities are recognised when it becomes party to the contractual provisions of the instrument.

The municipality does not offset a Financial Asset and a Financial Liability unless a legally enforceable right to set off the recognised amounts currently exist and the municipality intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

4.1 Financial Assets – Classification

The municipality has the following types of Financial Assets:

Type of Financial Asset	Classification in terms of GRAP 104
Receivables from Exchange Transactions	Financial Assets at Amortised Cost
Bank, Cash and Cash Equivalents – Fixed Deposits	Financial Assets at Amortised Cost
Bank, Cash and Cash Equivalents – Bank	Financial Assets at Amortised Cost
Bank, Cash and Cash Equivalents – Cash	Financial Assets at Amortised Cost

Receivables from Exchange Transactions exclude Value Added Taxation, Prepayments and Operating Lease Receivables are classified as Financial Assets at Amortised Cost.

Cash includes cash-on-hand (including petty cash) and cash with banks (including call deposits). For the purposes of the Cash Flow Statement, Cash and Cash Equivalents comprise cash-on-hand and deposits held on call with banks, net of bank overdrafts.

4.2 Financial Liabilities – Classification

The municipality has the following types of Financial Liabilities:

Type of Financial Liability	Classification in terms of GRAP 104
Consumer Deposits	
Finance Lease Liabilities	
Payables from Exchange Transactions	Financial Liabilities at Amortised Cost
Payables from Non-exchange Transactions	Financial Liabilities at Amortised Cost
Unspent Conditional Grants	Financial Liabilities at Amortised Cost

4.3 Initial and Subsequent Measurement

4.3.1 Financial Assets:

Financial Assets measured at Amortised Cost
Financial Assets at Amortised Cost are initially measured at fair value plus transaction costs that are directly attributable to the acquisition or issue of the Financial Asset. Subsequently, these assets are measured at amortised cost using the Effective Interest Method less any impairment, with interest recognised on an Effective Yield Basis.

4.3.2 Financial Liabilities:

Financial Liabilities held at Amortised Cost

4.4 Impairment of Financial Assets

Financial Assets are assessed for indicators of impairment at the end of each reporting period. Financial Assets are impaired where there is objective evidence of impairment of Financial Assets (such as the probability of insolvency or significant financial difficulties of the debtor). If there is such evidence the recoverable amount is estimated and an impairment loss is recognised through the use of an allowance account.

4.4.1 Financial Assets at Amortised Cost

Government accounts are not provided for as such accounts are regarded as receivable for the following reasons:

- It is management's judgement that the accounts are not "lost events" in terms of GRAP 104.58.
- This is based on management's expert opinion and generally accepted practice within the industry.
- Interest is charged on all outstanding balances at a rate of the banker's prime rate plus 1%.
- There is an urge from National Treasury that State Departments and Entities should start paying their outstanding debt.

The carrying amount of the Financial Asset is reduced by the impairment loss directly for all Financial Assets carried at Amortised Cost with the exception of Consumer Debtors, where the carrying amount is reduced through the use of an allowance account. When a Consumer Debtor is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against revenue. Changes in the carrying amount of the allowance account are recognised in Surplus or Deficit.

4.5 Derecognition of Financial Assets

The municipality derecognises Financial Assets only when the contractual rights to the cash flows from the asset expires or it transfers the Financial Asset and substantially all the risks and rewards of ownership of the asset to another entity, except when Council approves the write-off of Financial Assets due to non-recoverability.

4.6 Derecognition of Financial Liabilities

The municipality derecognises Financial Liabilities when, and only when, the municipality's obligations are discharged, cancelled or they expire.

The municipality recognises the difference between the carrying amount of the Financial Liability (or part of a Financial Liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, in Surplus or Deficit.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

5. STATUTORY RECEIVABLES

Statutory Receivables are receivables that arise from legislation, supporting regulations, or similar means and require settlement by another entity in cash or another financial asset.

5.1 Value Added Tax

The municipality accounts for Value Added Tax on the Payments Basis in accordance with section15(2)(a) of the Value-Added

5.2 Other Statutory Receivables

5.2.1 Recognition and Initial Measurement

Statutory Receivables are recognised if the transaction is an exchange transaction per GRAP 9 or a non-exchange transaction per GRAP 23 or, if the transaction is not within the scope of GRAP 9 or GRAP 23, or another Standard of GRAP, and the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the municipality and the transaction amount can be reliably measured.

The municipality recognises Statutory Receivables when they arise.

Statutory Receivables are initially measured at their transaction amount. The transaction amount would be the amount that is determined on initial measurement in accordance with the relevant Standard of GRAP.

The transaction amounts of the Statutory Receivables of the municipality are determined as follows:

- Assessment Rates are levied in terms of the stipulations contained in the Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004) at rates determined each year by Council.

5.2.2 Subsequent Measurement

Statutory Receivables are measured after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- Interest or other charges that may have accrued on the receivable, where applicable;
- Impairment losses; and
- Amounts derecognised.

5.2.3 Impairment

Statutory Receivables are assessed for indicators of impairment at the end of each reporting period. Statutory Receivables are impaired where there is any indication of impairment of Statutory Receivables, such as the probability of insolvency or significant financial difficulties of the debtor.

The municipality groups together and assesses collectively for impairment those receivables that exhibit similar characteristics which provide information about the possible collectability of the amounts owing to the municipality. The municipality uses the following groupings:

- Assessment Rates
- Fines

If there is such evidence the carrying amount is reduced to the estimated future cash flows, an impairment loss is recognised, directly or indirectly, through the use of an allowance account, with the amount of the impairment loss being recognised in Surplus or Deficit.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

5. .24 Derecognition

The municipality derecognises Statutory Receivables only when the rights to the cash flows from the receivable expires or it transfers the Statutory Receivable and substantially all the risks and rewards of ownership of the receivable to another municipality, except when council approves the write-off of the receivable due to non-recoverability.

6. PROPERTY, PLANT AND EQUIPMENT

6.1 Initial Recognition and Measurement

Property, Plant and Equipment are initially recognised at cost.

Where an asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Repairs and Maintenance are expenses incurred through servicing equipment or repairing of existing assets. These expenses are not recognised in the carrying value of the asset, but directly recognised in Surplus or Deficit and measured at cost against the attributing segments of the Municipal Standard Chart of Accounts (mSCOA).

6.2 Subsequent Measurement

Subsequently all Property Plant and Equipment are measured at cost, less accumulated depreciation and accumulated impairment losses.

6.3 Depreciation

Depreciation on assets other than land is calculated on cost, using the Straight-line Method, to allocate their cost amounts to their residual values over the estimated useful lives of the assets. Each part of an item of Property, Plant and Equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation rates are based on the following estimated useful lives:

	Asset Class	Years		Asset Class	Years
	Buildings			**Community**	
	Improvements	30		Community Facilities	30
				Recreational Facilities	15 - 20
	Infrastructure				
	Electricity	15 - 30		**Other**	
	Roads and Paving	10 - 30		Computer Equipment	3 - 7
	Sanitation	10 - 20		Emergency Equipment	5 - 15
	Sewerage / Solid Waste	10 - 20		Furniture and Fittings	10
	Water	15 - 20		Office Equipment	3 - 7
				Plant and Equipment	2 - 7
	Landfill Sites	10 - 20		Transport Assets	7 - 15

6.4 Land

Land is stated at historical cost and is not depreciated as it is deemed to have an indefinite useful life.

6.5 Incomplete Construction Work

Incomplete Construction Work is stated at historical cost. Depreciation only commences when the asset is available for use.

6.6 Infrastructure Assets

Infrastructure Assets are any assets that are part of a network of similar assets. Infrastructure assets are shown at cost less accumulated depreciation and accumulated impairment. Infrastructure assets are treated similarly to all other assets of the municipality in terms of the asset management policy.

6.7 Finance Leases

Assets capitalised under finance leases are depreciated over their expected useful lives on the same basis as Property, Plant and Equipment controlled by the municipality or, where shorter, the term of the relevant lease if there is no reasonable certainty that the municipality will obtain ownership by the end of the lease term.

6.8 Derecognition

The gain or loss arising from the derecognition of an item of Property, Plant and Equipment is included in Surplus or Deficit when the item is derecognised. Gains are not classified as Revenue.

7. INTANGIBLE ASSETS

7.1 Initial Recognition and Measurement

Identifiable non-monetary assets without physical substance are classified and recognised as Intangible Assets.

Intangible Assets are initially recognised at cost.

Where an Intangible Asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Repairs and Maintenance are expenses incurred through servicing equipment or repairing of existing assets. These expenses are not recognised in the carrying value of the asset, but directly recognised in Surplus or Deficit and measured at cost against the attributing segments of the Municipal Standard Chart of Accounts (mSCOA).

7.2 Subsequent Measurement, Amortisation and Impairment

After initial recognition, Intangible Assets are carried at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is charged on a Straight-line Method over the Intangible Assets' useful lives. The residual value of Intangible Assets with finite useful lives is zero, unless an active market exists.

The amortisation rates are based on the following estimated useful lives:

	Asset Class	Years
	Computer Software Purchased	3 - 5

7.3 Derecognition

The gain or loss arising from the derecognition of an item of Intangible Asset is included in Surplus or Deficit when the item is derecognised. Gains are not classified as Revenue.

8. INVESTMENT PROPERTY

8.1 Initial Recognition and Measurement

At initial recognition, the municipality measures Investment Property at cost. However, where an Investment Property was acquired through a non-exchange transaction (i.e. where it acquired the Investment Property for no or a nominal value), its cost is its fair value as at the date of acquisition.

Repairs and Maintenance are expenses incurred through servicing equipment or repairing of existing assets. These expenses are not recognised in the carrying value of the asset, but directly recognised in Surplus or Deficit and measured at cost against the attributing segments of the Municipal Standard Chart of Accounts (mSCOA).

8.2 Subsequent Measurement

Investment Property is measured using the Cost Model and is stated at cost less accumulated depreciation and accumulated impairment losses. Depreciation is calculated on cost, using the Straight-line Method over the useful life of the property, which is estimated at 5 - 50 years. Components of assets that are significant in relation to the whole asset and that have different useful lives are depreciated separately. Management took a decision that the residual values on Investment properties will be equal to the cost on inital recognition, as the properties held, are appreciating.

The gain or loss arising on the disposal of an Investment Property is recognised in Surplus or Deficit.

8.3 Derecognition

An investment property shall be derecognised (eliminated from the statement of financial position):
(a) on disposal (including disposal through a non-exchange transaction); or
(b) when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its
disposal.
The gain or loss arising from the derecognition of an item of Investment Property is included in Surplus or Deficit when the item is derecognised. Gains are not classified as Revenue.

9. IMPAIRMENT OF ASSETS

The municipality classifies all assets held with the primary objective of generating a commercial return as Cash Generating Assets. All other assets are classified as Non-cash Generating Assets.

9.1 Impairment of Cash Generating Assets

The municipality assesses at each reporting date whether there is any indication that an asset may be impaired.

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the recoverable amount of the cash generating unit to which the asset belongs is determined.

The recoverable amount of an asset or a cash generating unit is the higher of its fair value less costs to sell and its value in use.

If the recoverable amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in Surplus or Deficit.

An impairment loss is recognised for cash generating units if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment loss is allocated to reduce the carrying amount of the assets of the unit pro rata on the basis of the carrying amount of each asset in the unit.

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable amounts of those assets are estimated.

The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation is recognised immediately in Surplus or Deficit.

9.2 Impairment of Non-cash Generating Assets

The municipality assesses at each reporting date whether there is any indication that an asset may be impaired.

If there is any indication that an asset may be impaired, the recoverable service amount is estimated for the individual asset. If it is not possible to estimate the recoverable service amount of the individual asset, the recoverable service amount of the non-cash generating unit to which the asset belongs is determined.

The recoverable service amount of a non-cash generating asset is the higher of its fair value less costs to sell and its value in use.

If the recoverable service amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in Surplus or Deficit.

An impairment loss is recognised for non-cash generating units if the recoverable service amount of the unit is less than the carrying amount of the unit. The impairment loss is allocated to reduce the carrying amount of the assets of the unit pro rata on the basis of the carrying amount of each asset in the unit.

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable service amounts of those assets are estimated.

The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation is recognised immediately in Surplus or Deficit.

10. CONSUMER DEPOSITS

Consumer deposits are a partial security for a future payment of an account. All consumers are therefore required to pay a deposit equal to two months consumption of electricity and water services. Deposits are considered a liability as the deposit is only refunded once the service is terminated. No interest is paid on deposits.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

11. PROVISIONS

The best estimate of the expenditure required to settle the present obligation is the amount that the municipality would rationally pay to settle the obligation at the reporting date or to transfer it to a third party at that time and are determined by the judgment of the management of the municipality, supplemented by experience of similar transactions and, in some cases, reports from independent experts. The evidence considered includes any additional evidence provided by events after the reporting date. Uncertainties surrounding the amount to be recognised as a provision are dealt with by various means according to the circumstances. Where the provision being measured involves a large population of items, the obligation is estimated by weighting all possible outcomes by their associated probabilities.

Future events that may affect the amount required to settle an obligation are reflected in the amount of a provision where there is sufficient objective evidence that they will occur. Gains from the expected disposal of assets are not taken into account in measuring a provision. Provisions are not recognised for future operating losses. The present obligation under an onerous contract is recognised and measured as a provision. The unavoidable costs under a contract reflect the least net cost of exiting from the contract, which is the lower of the cost of fulfilling it and any compensation or penalties arising from failure to fulfil it – this unavoidable cost resulting from the contract is the amount of the provision to be recognised.

Provisions are reviewed at reporting date and the amount of a provision is the present value of the expenditure expected to be required to settle the obligation. When the effect of discounting is material, provisions are determined by discounting the expected future cash flows using discount rates that reflect current market assessments of the time value of money. The impact of the periodic unwinding of the discount is recognised in Surplus or Deficit as a finance cost as it occurs.

12. LEASES

12.1 The Municipality as Lessee

12.1.1 Finance Leases

Property, plant and equipment subject to finance lease agreements are capitalised at amounts equal to the fair value of the leased asset or, if lower, the present value of the minimum lease payments, each determined at the inception of the lease. Corresponding liabilities are recognised at equal amounts. In discounting the lease payments, the municipality uses the interest rate that exactly discounts the lease payments to the fair value of the asset, plus any direct costs incurred.

Subsequent to initial recognition, the leased assets are accounted for in accordance with the stated accounting policies applicable to property, plant and equipment. The lease liability is reduced by the lease payments, which are allocated between the finance cost and the capital repayment using the Effective Interest Rate Method. Finance costs are expensed when incurred. The accounting policies relating to derecognition of financial instruments are applied to lease payables. The lease asset is depreciated over the shorter of the asset's useful life or the lease term.

12.1.2 Operating Leases

The municipality recognises operating lease rentals as an expense in Surplus or Deficit on a Straight-line Basis over the term of the relevant lease. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability. Any lease incentives are included as part of the net consideration agreed.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

13. BORROWING COSTS

All borrowing costs are treated as an expense in the period in which they are incurred.

14. EMPLOYEE BENEFIT LIABILITIES

14.1 Short-term Employee Benefits

The costs of all short-term employee benefits such as leave pay, are recognised during the period in which the employee renders the related service. The municipality recognises the expected cost of performance bonuses only when the municipality has a present legal or constructive obligation to make such payment and a reliable estimate can be made.

14.1.1 Provision for Staff Leave

Liabilities for annual leave are recognised as they accrue to employees. The liability is based on the total amount of leave days due to employees at year-end and also on the total remuneration package of the employee.

Accumulating leave is carried forward and can be used in future periods if the current period's entitlement is not used in full. All unused leave will be paid out to the specific employee at the end of that employee's employment term.

Accumulated leave is vesting.

14.1.2 Staff Bonuses Accrued

Liabilities for staff bonuses are recognised as they accrue to employees. The liability at year end is based on bonus accrued at year-end for each employee.

14.1.3 Provision for Performance Bonuses

A provision, in respect of the liability relating to the anticipated costs of performance bonuses payable to Section 57 employees, is recognised as it accrue to Section 57 employees. Municipalities' performance bonus provisions are based on the employment contract stipulations as well as previous performance bonus payment trends.

14.2 Post-employment Benefits

The municipality provides retirement benefits for its employees and councillors, and has both defined benefit and defined contribution post-employment plans.

14.2.1 Defined Contribution Plans

The municipality's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in Surplus or Deficit in the period in which the service is rendered by the relevant employees. The municipality has no further payment obligations once the contributions have been paid. The contributions are recognised as employee benefit expense when they are due. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

14.2.2 Defined Benefit Plans

Post-retirement Health Care Benefits
The municipality has an obligation to provide Post-retirement Health Care Benefits to certain of its retirees. According to the rules of the Medical Aid Funds with which the municipality is associated, a member (who is on the current Conditions of Service), on retirement, is entitled to remain a continued member of the Medical Aid Fund, in which case the municipality is liable for a certain portion of the medical aid membership fee. Not all Medical Aid Funds with which the municipality is associated, provide for continued membership.

The defined benefit liability is the aggregate of the present value of the defined benefit obligation and unrecognised actuarial gains and losses, reduced by unrecognised past service costs. The plan is unfunded. The present value of the defined benefit obligation is calculated using the Projected Unit Credit Method, incorporating actuarial assumptions and a discount rate based on the government bond rate. Valuations of these obligations are carried out annually by independent qualified actuaries.

Actuarial gains or losses are recognised immediately in Surplus or Deficit.

Past-service costs are recognised immediately in Surplus or Deficit.

Long-service Allowance
The municipality has an obligation to provide Long-service Allowance Benefits to all of its employees. According to the rules of the Long-service Allowance Scheme, which the municipality instituted and operates, an employee (who is on the current Conditions of Service), is entitled to a cash allowance, calculated in terms of the rules of the scheme, after 10, 15, 20, 25 and 30 years of continued service. The municipality's liability is based on an actuarial valuation. The Projected Unit Credit Method is used to value the liabilities. Actuarial gains and losses on the long-term incentives are accounted for through Surplus or Deficit.

Provincially-administered Defined Benefit Plans
The municipality contributes to various National- and Provincial-administered Defined Benefit Plans on behalf of its qualifying employees. These funds are multi-employer funds. The contributions to fund obligations for the payment of retirement benefits are charged against revenue in the year they become payable. These defined benefit funds are actuarially valued triennially on the Projected Unit Credit Method basis. Deficits are recovered through lump sum payments or increased future contributions on a proportional basis from all participating municipalities.

Defined Benefit Pension Plans
The municipality has an obligation to provide Post-retirement Pension Benefits to certain of its retirees. Pension contributions in respect of employees who were not members of a pension fund are recognised as an expense when incurred. Staff provident funds are maintained to accommodate personnel who, due to age, cannot join or be part of the various pension funds. The municipality contributes monthly to the funds.

The liability recognised in the Statement of Financial Position in respect of defined benefit pension plans is the present value of the defined benefit obligation at the end of the reporting period less the fair value of plan assets, together with adjustments for unrecognised past-service costs. The defined benefit obligation is calculated annually by independent actuaries using the Projected Unit Credit Method. The present value of the defined benefit obligation is determined by discounting the estimated future cash outflows using interest rates of high-quality corporate bonds that are denominated in the currency in which the benefits will be paid, and that have terms to maturity approximating to the terms of the related pension liability.

Actuarial gains or losses are recognised immediately in Surplus or Deficit.

Past-service costs are recognised immediately in Surplus or Deficit.

Included in the Net Assets of the municipality are the following items that are maintained in terms of specific requirements:

15. REVENUE RECOGNITION

15.1 General

Revenue is derived from a variety of sources which include rates levied, grants from other tiers of government and revenue from trading activities and other services provided.

Revenue comprises the fair value of the consideration received or receivable for the sale of goods and services in the ordinary course of the municipality's activities. Revenue is shown net of value-added tax, returns, rebates and discounts.

15.2 Revenue from Non-exchange Transactions

15.2.1 Rates and Taxes

Revenue from property rates is recognised when the legal entitlement to this revenue arises. Collection charges are recognised when such amounts are legally enforceable. Penalty interest on unpaid rates is recognised on a Time-proportionate Basis with reference to the principal amount receivable and effective interest rate applicable. A composite rating system charging different rate tariffs is employed. Rebates are granted to certain categories of ratepayers and are deducted from revenue.

15.2.2 Fines

Fines constitute both spot fines and summonses

Revenue for fines is recognised when the fine is issued at the full amount of the receivable. The municipality uses estimates to determine the amount of revenue that the municipality is entitled to collect that is subject to further legal proceedings.

15.2.3 Government Grants and Receipts

Equitable share allocations are recognised in revenue at the start of the financial year if no time-based restrictions exist.

Conditional grants, donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the municipality with no future related costs, are recognised in Surplus or Deficit in the period in which they become receivable.

Interest earned on investments is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the municipality's interest, it is recognised as interest earned in Surplus or Deficit.

15.2.4 Public Contributions

Revenue from public contributions is recognised when all conditions associated with the contribution have been met or where the contribution is to finance property, plant and equipment, when such items of property, plant and equipment are brought into

15.2.5 Other Donations and Contributions

Donations are recognised on a cash receipt basis or where the donation is in the form of property, plant and equipment, when such items of property, plant and equipment are available for use.

15.2.6 Interest Earned

Interest earned on investments is recognised in Surplus or Deficit on the Time-proportionate Basis that takes into account the effective yield on the investment.

15.2.7 Tariff Charges

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant authorised tariff. This includes the issuing of licences and permits.

15.2.8 Revenue from Recovery of Unauthorised, Irregular, Fruitless and Wasteful Expenditure

The recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the Municipal Finance Management Act (Act No 56 of 2003) and is recognised as revenue when the recovery thereof from the responsible councillors or officials became virtually certain in a financial period subsequent to the period when the actual unauthorised, irregular, fruitless and wasteful expenditure was incurred.

15.3 Revenue from Exchange Transactions

15.3.1 Service Charges

Service Charges are levied in terms of approved tariffs.

Service Charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without it being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the average monthly consumption of consumers.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to all properties that have been developed. Tariffs are determined per category of property usage, and are levied based on the extent of each property.

Service charges relating to sewerage and sanitation are recognised on a monthly basis in arrears by applying the approved tariff to all properties. Tariffs are determined per category of property usage, and are levied based on the extent of each property.

In circumstances where services cannot readily be measured and quantified, a flat rate service charge is levied monthly on such properties.

15.3.2 Prepaid Electricity

Revenue from the sale of electricity prepaid meter cards are recognised at the point of sale. Revenue from the sale of electricity prepaid meter cards are recognised based on an estimate of the prepaid electricity consumed as at the reporting date.

15.3.3 Income from Agency Services

Revenue for agency services is recognised on a monthly basis once the revenue collected on behalf of agents has been quantified. The revenue recognised is in terms of the agency agreement.

Interest on outstanding customer receivables is calculated when the receivable is more than 30 days at prime rate plus 1%, and recognised in surplus or deficit on the time-proportionate basis.

15.3.4 Sale of Goods (including Houses)

Revenue from the sale of goods is recognised when all the following conditions have been met:

(a) The municipality has transferred to the buyer the significant risks and rewards of ownership of the goods;
(b) The municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
(c) The amount of revenue can be measured reliably;
(d) It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality;
(e) The costs incurred or to be incurred in respect of the transaction can be measured reliably.

15.3.5 Rentals Received

Revenue from the rental of facilities and equipment is recognised on a Straight-line Basis over the term of the lease agreement.

16. GRANTS-IN-AID

The municipality transfers money to individuals, organisations and other sectors of government from time to time. When making these transfers, the municipality does not:

(a) Receive any goods or services directly in return, as would be expected in a purchase or sale transaction;
(b) Expect to be repaid in future; or
(c) Expect a financial return, as would be expected from an investment.

These transfers are recognised in Surplus or Deficit as expenses in the period that the events giving rise to the transfer occurred.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

17. MATERIAL LOSSES

The MFMA requires the disclosure of material losses incurred during the year under review. The disclosure is provided in order to comply to the legislative requirements governing Municipalities and Municipal Entities.

Due to their significance, the complete calculation of water and electricity losses is provided, including the opening balance, purchases, sales and closing balance where applicable. The unit rate is the rate per the last purchase as inventory is measured based on the First-In-First-Out Method as defined by GRAP 12 (Inventories).

18. UNAUTHORISED EXPENDITURE

Unauthorised Expenditure is expenditure that has not been budgeted for, expenditure that is not in terms of the conditions of an allocation received from another sphere of government, municipality or organ of state, and expenditure in the form of a grant that is not permitted in terms of the Municipal Finance Management Act (Act No 56 of 2003).

All expenditure relating to Unauthorised Expenditure is accounted for as an expense in Surplus or Deficit in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in Surplus or Deficit.

19. IRREGULAR EXPENDITURE

Irregular Expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No 56 of 2003), the Municipal Systems Act (Act No 32 of 2000), the Public Office Bearers Act (Act No 20 of 1998), or is in contravention of the Municipality's or Municipal Entities' Supply Chain Management Policies. Irregular Expenditure excludes Unauthorised Expenditure.

Irregular Expenditure is accounted for as an expense in Surplus or Deficit in the period it occurred and where recovered, it is subsequently accounted for as revenue in Surplus or Deficit.

20. FRUITLESS AND WASTEFUL EXPENDITURE

Fruitless and Wasteful Expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to Fruitless and wasteful expenditure is accounted for as expenditure in Surplus or Deficit in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in Surplus or Deficit.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

21. COMMITMENTS

Commitments are disclosed for:

- Approved and contracted commitments, where the expenditure has been approved and the contract has been awarded at the reporting date, where disclosure is required by a specific standard of GRAP;
- Approved but not yet contracted commitments, where the expenditure has been approved and the contract has yet to be awarded or is awaiting finalisation at the reporting date;
- Items are classified as commitments where the Municipality commits itself to future transactions that will normally result in the outflow of resources;
- Contracts that are entered into before the reporting date, but goods and services have not yet been received are disclosed in the disclosure Notes to the Annual Financial Statements; and
- Other commitments for contracts that are non-cancellable or only cancellable at significant cost, should relate to something other than the business of the municipality.

22. RELATED PARTIES

Individuals as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions. Management is regarded as a related party and comprises the Councillors, Mayor, Executive Committee Members, Municipal Manager, Chief Financial Officer and all other managers reporting directly to the Municipal Manager or as designated by the Municipal Manager.

Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

23. CONTINGENT ASSETS AND CONTINGENT LIABILITIES

Contingent Assets and Contingent Liabilities are not recognised. Contingencies are disclosed in Notes to the Annual Financial Statements.

24. EVENTS AFTER THE REPORTING DATE

Events after the reporting date that are classified as adjusting events have been accounted for in the Annual Financial Statements.

The events after the reporting date that are classified as Non-adjusting Events after the Reporting Date have been disclosed in Notes to the Annual Financial Statements.

KOUGA LOCAL MUNICIPALITY

ACCOUNTING POLICIES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

25. SEGMENT REPORTING

The mandate of the municipality is to provide basic services to the community over which it governs. In order to properly execute its mandate and achieve its strategic goals, internal management reporting is based on each service objective and also considered separately for each of the towns within the municipal jurisdiction. The components described below have been identified as individually significant segments for purposes of reporting in terms of GRAP 18 (Segment Reporting).

The following services are considered significant to the municipality and is accordingly managed separately:

- Municipal governance and administration.
- Community and public safety.
- Housing.
- Health.
- Energy, waste, waste water and water.
- Other.

All other sources of income and expenditure is aggregated through means of the administrative function as these services are not significant to the other services of the municipality as a whole.

The municipality only operates in a single geographical location and accordingly does not report separately on each location within its jurisdiction.

Intersegmental transfers are per the municipality's approved tariff policy. The reconciliation clearly describes the effects of all internal transfers between segments.

The accounting policies for segmental reporting in the management accounts are aligned to the requirements of GRAP as described in these accounting policies.

No changes from were made from prior periods measurement methods used to determine reported segment surplus or deficit.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R
1. INVENTORIES		
Materials and Supplies	17 404 498	16 251 171
Water - At Cost	1 193 537	798 678
Total Inventories	**18 598 035**	**17 049 849**
1.1 Allocation for Cash Flow		
Suppliers Paid:-		
Inventory - Opening Balance	17 049 849	12 570 366
Inventory - Closing Balance	(18 598 036)	(17 049 849)
Adjustment for Non-cash Transactions: Realisable Value Adjustment	(424 835)	97 142
Total Inventory allocated to Suppliers Paid	(1 973 022)	(4 382 341)
Total Inventory allocated to Cash Flow	**(1 973 022)**	**(4 382 341)**

Materials and Supplies are held for own use and measured at the lower of Cost and Net Realisable Value. Inventory was adjusted to Net realisable Value.

Water is held for distribution and measured at the lower of Cost and Net Realisable Value. Adjustment of Inventory to Net Realisable Value was required.

2. RECEIVABLES FROM EXCHANGE TRANSACTIONS

As at 30 June 2023	**Gross Balances** **R**	**Allowance for Impairment** **R**	**Net Balances** **R**
Service Debtors:	375 970 409	309 228 603	66 741 806
Electricity	56 507 111	24 044 709	32 462 402
Refuse	91 662 728	86 660 443	5 002 285
Sewerage	60 207 132	54 904 029	5 303 103
Other Service Charges	5 720 358	5 720 457	(99)
Water	161 873 080	137 898 965	23 974 115
Other Debtors	3 712 009	-	3 712 009
Prepayments and Advances	4 165 478	22 000	4 143 478
Control, Clearing and Interface Accounts	1 539 272	-	1 539 272
Deposits for Land	893 543	-	893 543
Total Receivables from Exchange Transactions	**386 280 711**	**309 250 603**	**77 030 108**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	Gross Balances R	Allowance for Impairment R	Net Balances R
As at 30 June 2022			
Service Debtors:	285 223 419	229 938 538	55 284 881
Electricity	52 792 349	21 350 024	31 442 325
Refuse	71 667 244	70 095 820	1 571 424
Sewerage	45 727 373	41 707 929	4 019 444
Other Service Charges	6 605 573	6 372 701	232 872
Water	108 430 880	90 412 064	18 018 816
Other Debtors	3 514 062	-	3 514 062
Prepayments and Advances	3 744 768	22 000	3 722 768
Control, Clearing and Interface Accounts	569 305		569 305
Deposits for Land	893 543	-	893 543
Total Receivables from Exchange Transactions	**293 945 097**	**229 960 538**	**63 984 559**

2.1 Allocation for Cash Flow	**2023 R**	**2022 R**
Service Charges:-		
Service Debtors - Opening Balance	55 284 881	49 585 971
Service Debtors - Closing Balance	(66 741 806)	(55 284 881)
Service Debtors: Allowance for Impairment - Opening Balance	229 938 538	180 492 826
Service Debtors: Allowance for Impairment - Closing Balance	(309 228 603)	(229 938 538)
Other Receivables - Opening Balance	724 062	724 062
Other Receivables - Closing Balance	(724 062)	(724 062)
Total Receivables from Exchange Transactions allocated to Service Charges	**(90 746 990)**	**(55 144 622)**
Other Receipts:-		
Receivables from Exchange Transactions: Gross - Opening Balance	293 945 097	235 786 735
Receivables from Exchange Transactions: Gross - Closing Balance	(386 280 711)	(293 945 097)
Less Cash Flow for:-		
Service Charges	90 746 990	55 144 622
Suppliers Paid	420 710	131 069
Profit on Sale of Land	197 947	2 790 000
Total Receivables from Exchange Transactions allocated to Other Receipts	**(969 967)**	**(92 671)**
Suppliers Paid:-		
Prepayments and Advances - Opening Balance	3 722 768	3 591 699
Prepayments and Advances - Closing Balance	(4 143 478)	(3 722 768)
Prepayments and Advances: Allowance for Impairment - Opening Balance	22 000	22 000
Prepayments and Advances: Allowance for Impairment - Closing Balance	(22 000)	(22 000)
Deposit for Land - Opening Balance	893 543	893 543
Deposit for Land - Closing Balance	(893 543)	(893 543)
Total Receivables from Exchange Transactions allocated to Suppliers Paid	**(420 710)**	**(131 069)**
Total Receivables from Exchange Transactions allocated to Profit on Sale of Land (Other Receipts)	**(197 947)**	**(2 790 000)**
Total Receivables from Exchange Transactions allocated to Cash Flow	**(92 335 614)**	**(58 158 362)**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

2.2 Ageing of Receivables from Exchange Transactions

As at 30 June 2023

	Current	Past Due			Total
	0 - 30 days	31 - 60 Days	61 - 90 Days	+ 90 Days	
Electricity:					
Gross Balances	32 118 104	2 208 876	2 588 935	19 591 196	56 507 111
Less: Allowance for Impairment			-	-	24 044 709
Net Balances	**32 118 104**	**2 208 876**	**2 588 935**	**19 591 196**	**32 462 402**
Refuse:					
Gross Balances	5 787 345	2 109 607	3 485 116	80 280 659	91 662 728
Less: Allowance for Impairment			-	-	86 660 443
Net Balances	**5 787 345**	**2 109 607**	**3 485 116**	**80 280 659**	**5 002 285**
Sewerage:					
Gross Balances	6 274 582	2 185 140	3 348 393	48 399 017	60 207 132
Less: Allowance for Impairment	-	-	-	-	54 904 029
Net Balances	**6 274 582**	**2 185 140**	**3 348 393**	**48 399 017**	**5 303 103**
Other Service Charges:					
Gross Balances	(22 348)	22 953	34 156	5 685 596	5 720 358
Less: Allowance for Impairment	-	-	-	-	5 720 457
Net Balances	**(22 348)**	**22 953**	**34 156**	**5 685 596**	**(99)**
Water:					
Gross Balances	27 437 867	6 426 149	13 094 665	114 914 399	161 873 080
Less: Allowance for Impairment	-	-	-	-	137 898 965
Net Balances	**27 437 867**	**6 426 149**	**13 094 665**	**114 914 399**	**23 974 115**
Other Debtors:					
Gross Balances	3 712 009	-	-	-	3 712 009
Net Balances	**3 712 009**	**-**	**-**	**-**	**3 712 009**
Prepayments and Advances:					
Gross Balances	4 165 478	-	-	-	4 165 478
Less: Allowance for Impairment	-	-	-	-	22 000
Net Balances	**4 165 478**	**-**	**-**	**-**	**4 143 478**
Control, Clearing and Interface Accounts:					
Gross Balances	1 539 272	-	-	-	1 539 272
Net Balances	**1 539 272**	**-**	**-**	**-**	**1 539 272**
Deposits for Land					
Gross Balances	893 543	-	-	-	893 543
Net Balances	**893 543**	**-**	**-**	**-**	**893 543**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

As at 30 June Receivables of R304 374 859 were past due but not impaired. The age analysis of these Receivables are as follows:

	Past Due			Total
	31 - 60 Days	61 - 90 Days	+ 90 Days	
All Receivables:				
Gross Balances	12 952 726	22 551 264	268 870 868	304 374 859
Less: Allowance for Impairment	-	-	-	-
Net Balances	**12 952 726**	**22 551 264**	**268 870 868**	**304 374 859**

As at 30 June 2022

	Current	Past Due			Total
	0 - 30 days	31 - 60 Days	61 - 90 Days	+ 90 Days	
Electricity:					
Gross Balances	15 822 719	15 276 527	2 726 861	18 966 242	52 792 349
Less: Allowance for Impairment	-	-	-	-	21 350 024
Net Balances	**15 822 719**	**15 276 527**	**2 726 861**	**18 966 242**	**31 442 325**
Refuse:					
Gross Balances	13 162 818	4 198 872	1 847 848	52 457 706	71 667 244
Less: Allowance for Impairment	-	-	-		70 095 820
Net Balances	**13 162 818**	**4 198 872**	**1 847 848**	**52 457 706**	**1 571 424**
Sewerage:					
Gross Balances	9 894 520	3 974 169	1 534 200	30 324 484	45 727 373
Less: Allowance for Impairment	-	-	-	-	41 707 929
Net Balances	**9 894 520**	**3 974 169**	**1 534 200**	**30 324 484**	**4 019 444**
Other Service Charges:					
Gross Balances	264 882	1 777 317	162 506	4 400 868	6 605 573
Less: Allowance for Impairment	-	-	-	-	6 372 701
Net Balances	**264 882**	**1 777 317**	**162 506**	**4 400 868**	**232 872**
Water:					
Gross Balances	32 943 533	8 476 633	2 174 744	64 835 970	108 430 880
Less: Allowance for Impairment	-	-	-	-	90 412 064
Net Balances	**32 943 533**	**8 476 633**	**2 174 744**	**64 835 970**	**18 018 816**
Other Debtors:					
Gross Balances	3 514 062	-	-	-	3 514 062
Net Balances	**3 514 062**	**-**	**-**	**-**	**3 514 062**
Prepayments and Advances:					
Gross Balances	3 744 768	-	-	-	3 744 768
Less: Allowance for Impairment		-	-	-	22 000
Net Balances	**3 744 768**	**-**	**-**	**-**	**3 722 768**
Control, Clearing and Interface Accounts:					
Gross Balances	569 305	-	-	-	569 305
Net Balances	**569 305**	**-**	**-**	**-**	**569 305**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Deposits for Land					
Gross Balances	893 543	-	-	-	893 543
Net Balances	**893 543**	**-**	**-**	**-**	**893 543**

As at 30 June Receivables of R213 134 947 were past due but not impaired. The age analysis of these Receivables are as follows:

	Past Due			Total
	31 - 60 Days	61 - 90 Days	+ 90 Days	
All Receivables:				
Gross Balances	33 703 518	8 446 159	170 985 270	213 134 947
Less: Allowance for Impairment	-	-	-	-
Net Balances	**33 703 518**	**8 446 159**	**170 985 270**	**213 134 947**

	2023 R	2022 R
2.3 Reconciliation of the Allowance for Impairment		
Balance at beginning of year	229 960 537	180 514 827
Impairment Losses recognised	84 125 824	54 281 468
Amounts written off as uncollectable	(4 835 758)	(4 835 757)
Balance at end of year	**309 250 603**	**229 960 538**
2.3.1 Allocation for Cash Flow		
Allowance for Impairment at Beginning of Year	229 960 537	180 514 826
Movement in Non-cash Transactions:-		
Impairment Recognised	84 125 824	219 785 198
Impairment Reversed	-	(165 503 730)
Total Receivables from Exchange Transactions Impairment allocated to Non-cash Transactions	84 125 824	54 281 468
Movement in Service Charges:-		
Amounts Written-off	(4 835 758)	(4 835 757)
Total Receivables from Exchange Transactions Impairment allocated to Service Charges	(4 835 758)	(4 835 757)
Allowance for Impairment at End of Year	**309 250 603**	**229 960 537**

In determining the recoverability of Receivables, the municipality has placed strong emphasis on verifying the indigent status of consumers. Allowance for impairment of Receivables has been made for all consumer balances outstanding based on the payment ratio over 12 months per service type. No further credit provision is required in excess of the Allowance for Impairment.

Prepayments and Advances include an amount of R169,443 for Recoveries from Staff. A historic portion of R22,000 has been deemed to be irrecoverable.

No allowance has been made in respect of government debt as these amounts are considered to be fully recoverable. The municipality holds collateral over these balances in the form of Consumer Deposits / Guarantees, which are not covering the total outstanding debt and vacant property respectively. Furthermore, it is management's expert opinion and generally accepted practice within the industry not to impair government debt between different government entities, and National Treasury could be approached to engage in the matters if required.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

3. STATUTORY RECEIVABLES FROM EXCHANGE TRANSACTIONS

	Gross Balances R	Allowance for Impairment R	Net Balances R
As at 30 June 2023			
VAT Receivable	45 422 024	-	45 422 024
Total Statutory Receivables from Exchange Transaction	**45 422 024**	**-**	**45 422 024**

	Gross Balances R	Allowance for Impairment R	Net Balances R
As at 30 June 2022			
VAT Receivable	52 205 682	-	52 205 682
Total Statutory Receivables from Exchange Transaction	**52 205 682**	**-**	**52 205 682**

	2023 R	2022 R
3.1 Allocation for Cash Flow		
VAT Receivable:		
VAT Received	6 783 658	-
VAT Paid	-	(4 455 469)
Total VAT allocated to Cash Flow	**6 783 658**	**(4 455 469)**

VAT is payable on the receipts basis. The municipality however uses accrual accounting, and only once payment is received from debtors, VAT is paid over to SARS.

Furthermore, VAT is claimable on the payment basis.

No interest is payable to SARS if the VAT is paid over timeously, but interest for late payments is

4. STATUTORY RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS

	Gross Balances R	Allowance for Impairment R	Net Balances R
As at 30 June 2023			
Property Rates	61 280 471	48 604 832	12 675 639
Fines	116 258 117	104 016 081	12 242 036
Accrued Income	4 096 858	-	4 096 858
Total Statutory Receivables from Non-Exchange Transactions	**181 635 446**	**152 620 913**	**29 014 533**

	Gross Balances R	Allowance for Impairment R	Net Balances R
As at 30 June 2022			
Property Rates	50 368 249	39 237 678	11 130 571
Fines	32 589 670	32 052 115	537 555
Accrued Income	3 607 747	-	3 607 747
Total Statutory Receivables from Non-Exchange Transactions	**86 565 666**	**71 289 793**	**15 275 873**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R
4.1 Allocation for Cash Flow		
Property Rates:-		
Property Rates Debtors - Opening Balance	11 130 571	10 555 665
Property Rates Debtors - Closing Balance	(12 675 639)	(11 130 571)
Property Rates Debtors: Allowance for Impairment - Opening Balance	39 237 678	36 870 387
Property Rates Debtors: Allowance for Impairment - Closing Balance	(48 604 832)	(39 237 678)
Total Statutory Receivables from Non-exchange Transactions allocated to Property Rates	**(10 912 222)**	**(2 942 197)**
Other Receipts:		
Fines Debtors - Opening Balance	537 555	1 473 500
Fines Debtors - Closing Balance	(12 242 036)	(537 555)
Fines Debtors: Allowance for Impairment - Opening Balance	32 052 115	30 754 158
Fines Debtors: Allowance for Impairment - Closing Balance	(104 016 081)	(32 052 115)
Accrued Income - Opening Balance	3 607 747	-
Accrued Income - Closing Balance	(4 096 858)	(3 607 746)
Total Statutory Receivables from Non-Exchange Transactions allocated to Other Receipts	**(84 157 558)**	**(3 969 758)**
Total Statutory Receivables from Non-Exchange Transactions allocated to Cash Flow	**(95 069 780)**	**(6 911 955)**

4.2 Ageing of Statutory Receivables from Non-Exchange Transactions

As at 30 June 2023

	Current	Past Due			
	0 - 30 days	31 - 60 Days	61 - 90 Days	+ 90 Days	**Total**
Property Rates (Including Services Debtors):					
Gross Balances	21 636 872	2 815 463	857 492	35 970 644	61 280 471
Less: Allowance for Impairment	-	-	-	-	48 604 832
Net Balances	**21 636 872**	**2 815 463**	**857 492**	**35 970 644**	**12 675 639**
Fines:					
Gross Balances	116 258 117	-	-	-	116 258 117
Less: Allowance for Impairment	-	-	-	-	104 105 761
Net Balances	**116 258 117**	**-**	**-**		**12 152 356**

As at 30 June Receivables of R39 643 599 were past due but not impaired. The age analysis of these Receivables are as follows:

	Past Due			
	31 - 60 Days	61 - 90 Days	+ 90 Days	
All Receivables:				
Gross Balances	2 815 463	857 492	35 970 644	39 643 599
Less: Allowance for Impairment	-	-		
Net Balances	**2 815 463**	**857 492**	**35 970 644**	**39 643 599**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

As at 30 June 2022

	Current	Past Due			
	0 - 30 days	31 - 60 Days	61 - 90 Days	+ 90 Days	**Total**
Property Rates (Including Services Debtors):					
Gross Balances	2 953 223	10 981 751	1 170 645	35 262 630	50 368 249
Less: Allowance for Impairment					32 237 678
Net Balances	**2 953 223**	**10 981 751**	**1 170 645**	**35 262 630**	**18 130 571**
Fines:					
Gross Balances	32 589 670	-	-	-	32 589 670
Less: Allowance for Impairment	32 052 115	-	-	-	32 052 115
Net Balances	**537 555**	**-**	**-**		**537 555**

As at 30 June Receivables of R47 415 026 were past due but not impaired. The age analysis of these Receivables are as follows:

	Past Due			**Total**
	31 - 60 Days	61 - 90 Days	+ 90 Days	
All Receivables:				
Gross Balances	10 981 751	1 170 645	35 262 630	47 415 026
Less: Allowance for Impairment	-	-	-	-
Net Balances	**10 981 751**	**1 170 645**	**35 262 630**	**47 415 026**

	2023	**2022**
	R	**R**
4.3 Reconciliation of Allowance for Impairment		
Balance at Beginning of year	71 289 793	67 624 545
Impairment Losses Recognised	81 579 307	28 667 422
Impairment Losses Reversed	-	(24 753 987)
Amounts Written-off as uncollectable	(248 188)	(248 187)
Balance at end of year	**152 620 912**	**71 289 793**
4.3.1 Allocation for Cash Flow		
Allowance for Impairment at Beginning of Year	71 289 793	67 624 545
Movement in Non-cash Transactions:-		
Impairment Recognised	81 579 307	28 667 422
Impairment Reversed	-	(24 753 987)
Total Non-exchange Transactions Impairment allocated to Non-cash Transactions	81 579 307	3 913 435
Movement in Property Rates:-		
Amounts Written-off	(248 187)	(248 187)
Total Receivables from Non-exchange Transactions Impairment allocated to Property Rates	(248 187)	(248 187)
Movement in Other Receipts:-		
Amounts Written-off	(1)	-
Total Receivables from Non-exchange Transactions Impairment allocated to Other Receipts	(1)	-
Allowance for Impairment at End of Year	**152 620 912**	**71 289 793**

The Allowance for Impairment on Receivables exists predominantly due to the possibility that these debts will not be recovered. The Allowance for Impairment was calculated after assessing each individual receivable for Property rates, and calculating the recoverability ratio based on the specific collection rate, a grouping of the rest of the financial assets of similar nature and risk ratings and assessing the recoverability.

The municipality holds collateral over these balances in the form of Rates Assessment Deposits / Guarantees, which are not covering the total outstanding debt and vacant property respectively.

No assets were subject to any restrictions.

5. CASH AND CASH EQUIVALENTS

Current Investments	83 334 266	9 802 828
Bank Accounts	21 600 332	18 047 311
Cash on Hand	421	421
Total Bank, Cash and Cash Equivalents	**104 935 019**	**27 850 560**

5.1 Allocation for Cash Flow:

Increase / (Decrease) in Cash Equivalents:-		
Cash and Cash Equivalents - Opening Balance	27 850 559	53 394 447
Cash and Cash Equivalents - Closing Balance	(104 935 019)	(27 850 559)
Total Cash and Cash Equivalents allocated to Increase / (Decrease) in Cash Equivalents	**(77 084 460)**	**25 543 888**
Total Cash and Cash Equivalents allocated to Cash Flow	**(77 084 460)**	**25 543 888**

For the purposes of the Statement of Financial Position and the Cash Flow Statement, Cash and Cash Equivalents include Cash-on-Hand, Cash in Banks and Investments in Money Market Instruments, net of outstanding Bank Overdrafts.

5.2 Current Investment Deposits

Call Deposits	83 334 266	9 802 828
Total Current Investment Deposits	**83 334 266**	**9 802 828**

Call Deposits are investments with a maturity period of less than 3 months and earn interest rates varying from 6.00 % to 8.00% (2022: 3.00 % to 8.00 %) per annum.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

5.3 Bank Accounts

Cash in Bank	21 600 332	18 047 311
Total Bank Accounts	**21 600 332**	**18 047 311**

The Municipality has the following operational bank accounts:

Primary Bank Account		
Cash book balance at beginning of year	18 047 311	12 904 130
Cash book balance at end of year	21 600 332	18 047 311
First National Bank - Jeffreys bay Branch-Cheque Account Number: 52540020791		
Bank statement balance at beginning of year	4 850 118	7 082 227
Bank statement balance at end of year	15 413 743	4 850 118
First National Bank - Jeffreys bay Branch-Cheque Account Number: 52540033504		
Bank statement balance at beginning of year	13 197 193	5 795 584
Bank statement balance at end of year	3 874 471	13 197 193
First National Bank - Jeffreys bay Branch-Cheque Account Number: 62682103591		
Bank statement balance at beginning of year	-	26 319
Bank statement balance at end of year	780	-

The municipality does not have any overdrawn current account facilities with its banker and therefore does not incur interest on overdrawn current accounts. Interest is earned at different rates per annum on favourable balances.

5.4 Cash and Cash Equivalents

Cash Floats and Advances	421	421
Total Cash on hand in Cash Floats, Advances and Equivalents	**421**	**421**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

6. PROPERTY, PLANT AND EQUIPMENT

30 June 2023

Reconciliation of Carrying Value

Description	Land	Buildings	Infrastructure	Landfill Sites	Community	Other	Transport Assets	Leased Assets	Work in Progress	Total
	R	R	R	R	R	R	R	R	R	R
Carrying values at 01 July 2022	**215 558 377**	**46 583 835**	**1 529 025 119**	**26 160 062**	**35 876 047**	**18 116 649**	**59 158 675**	**660 766**	**135 015 686**	**2 066 155 216**
Cost	215 558 377	50 938 775	2 327 245 293	77 204 173	44 541 785	53 632 587	95 329 866	2 039 160	135 015 686	3 001 505 702
- Completed Assets	215 558 377	50 938 775	2 327 245 293	77 204 173	44 541 785	53 632 587	95 329 866	2 039 160	-	2 866 490 016
- Under Construction	-	-	-	-	-	-	-	-	135 015 686	135 015 686
Accumulated Impairment Losses	-	(879 000)	(2 576 527)	-	(8 037 000)	(391 915)	(36 480)	-	-	(11 920 922)
Accumulated Depreciation	-	(3 475 940)	(795 643 647)	(51 044 111)	(628 738)	(35 124 023)	(36 134 711)	(1 378 394)	-	(923 429 564)
Acquisition of Assets										
- Cost	-	-	324 660	-	-	5 299 985	16 911 772	-	-	22 536 417
- Capital Under Construction	-	-	-	-	-	-	-	-	91 429 347	91 429 347
Decommissioning and other Liabilities	(4 221 595)	-	-	4 300 382	-	-	-	-	-	78 787
Depreciation	-	(600 926)	(80 656 139)	(5 235 495)	(609 704)	(4 782 994)	(8 874 539)	(203 379)	-	(100 963 176)
Carrying value of Disposals:	-	-	(1 187 229)	-	-	(124 493)	(4 367)	(3 491)	-	(1 319 580)
- Cost	-	-	(2 960 585)		-	(4 064 151)	(108 700)	(98 715)	-	(7 232 151)
- Accumulated Impairment Losses	-	-	-		-	391 047	-	-	-	391 047
- Accumulated Depreciation	-	-	1 773 356	-	-	3 548 611	104 333	95 224	-	5 521 524
Impairment (losses)/reversals	-	(1 291 942)	(20 224 906)	-	(612 032)	(1 055 649)	-	-	-	(23 184 529)
Capital under Construction - Completed	-	-	-	-	-	-	-	-	-144 275 375.00	(144 275 375)
Transfer to Cost - Completed	-	925 945	134 633 584	-	7 659 196	-	-	-	-	143 218 725
Carrying values at 30 June 2023	**211 336 782**	**45 616 912**	**1 561 915 089**	**25 224 949**	**42 313 507**	**17 453 498**	**67 191 541**	**453 896**	**82 169 658**	**2 053 675 832**
Cost	211 336 782	51 864 720	2 459 242 952	81 504 555	52 200 981	54 868 421	112 132 938	1 940 445	82 169 658	3 107 261 452
- Completed Assets	211 336 782	51 864 720	2 459 242 952	81 504 555	52 200 981	54 868 421	112 132 938	1 940 445	-	3 025 091 794
- Under Construction	-	-	-	-	-	-	-	-	82 169 658	82 169 658
Accumulated Impairment Losses	-	(2 170 942)	(22 801 433)	-	(8 649 032)	(1 056 517)	(36 480)	-	-	(34 714 404)
Accumulated Depreciation	-	(4 076 866)	(874 526 430)	(56 279 606)	(1 238 442)	(36 358 406)	(44 904 917)	(1 486 549)	-	(1 018 871 216)

Note

The council resolution dated 30 May 2023 indicated that residential erven (41) with a carrying value of R 12 201 000 to be dispose off through a tender process

The tender process will be completed withing the next two financial years.

6. PROPERTY, PLANT AND EQUIPMENT (Continued)

30 June 2022

Reconciliation of Carrying Value

Description	Land	Buildings	Infra-structure	Landfill Sites	Community	Other	Transport Assets	Leased Assets	Work in Progress	Total
	R	R			R	R	R	R	R	R
Carrying values at 01 July 2021	**238 306 377**	**46 800 128**	**1 589 425 177**	**13 793 293**	**33 060 139**	**17 297 020**	**25 578 517**	**921 673**	**76 808 015**	**2 041 990 339**
Cost	238 306 377	50 571 346	2 312 315 085	59 176 217	34 876 061	50 546 716	57 225 835	2 039 160	76 808 015	2 881 864 812
- Completed Assets	238 306 377	50 571 346	2 312 315 085	59 176 217	34 876 061	50 546 716	57 225 835	2 039 160	-	2 805 056 797
- Under Construction	-	-	-	-	-	-	-	-	76 808 015	76 808 015
Accumulated Impairment Losses	-	(879 000)	(68 413)	-	(1 587 000)	(503 144)	(36 480)	-	-	(3 074 037)
Accumulated Depreciation	-	(2 892 218)	(722 821 495)	(45 382 924)	(228 922)	(32 746 552)	(31 610 838)	(1 117 487)	-	(836 800 436)
Acquisition of Assets										
- Cost	-	-	-	254 799	(254 800)	5 700 400	38 219 007	-	-	43 919 406
- Capital Under Construction	-	-	-	-	-	-	-	-	84 065 354	84 065 354
Decommissioning and other Liabilities	-	-	-	17 773 157	-	-	-	-	-	17 773 157
Depreciation	-	(583 722)	(72 822 152)	(5 661 187)	(399 816)	(4 277 273)	(4 631 068)	(260 907)	-	(88 636 125)
Carrying value of Disposals:	(22 748 000)	(472 500)	-	-	-	(603 498)	(7 781)	-	-	(23 831 779)
- Cost	(22 748 000)	(472 500)	-		-	(2 614 529)	(114 976)	-	-	(25 950 005)
- Accumulated Impairment Losses	-	-	-	-	-	111 229	-	-	-	111 229
- Accumulated Depreciation	-	-	-	-	-	1 899 802	107 195	-	-	2 006 997
Impairment (losses)/reversals	-	-	(2 508 114)	-	(6 450 000)	-	-	-	-	(8 958 114)
Capital under Construction - Completed	-	-	-	-	-	-	-	-	(25 857 683)	(25 857 683)
Transfer to Cost - Completed	-	839 929	14 930 208	-	9 920 524	-	-	-	-	25 690 661
Carrying values at 30 June 2022	**215 558 377**	**46 583 835**	**1 529 025 119**	**26 160 062**	**35 876 047**	**18 116 649**	**59 158 675**	**660 766**	**135 015 686**	**2 066 155 216**
Cost	215 558 377	50 938 775	2 327 245 293	77 204 173	44 541 785	53 632 587	95 329 866	2 039 160	135 015 686	3 001 505 702
- Completed Assets	215 558 377	50 938 775	2 327 245 293	77 204 173	44 541 785	53 632 587	95 329 866	2 039 160	-	2 866 490 016
- Under Construction	-	-	-	-	-	-	-	-	135 015 686	135 015 686
Accumulated Impairment Losses	-	(879 000)	(2 576 527)	-	(8 037 000)	(391 915)	(36 480)	-	-	(11 920 922)
Accumulated Depreciation	-	(3 475 940)	(795 643 647)	(51 044 111)	(628 738)	(35 124 023)	(36 134 711)	(1 378 394)	-	(923 429 564)

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

		2023 R	2022 R
6. PROPERTY, PLANT AND EQUIPMENT (Continued)			
6.1 Allocation for Cash Flow			
Property, Plant and Equipment at Beginning of Year		**2 066 155 213**	**2 041 990 337**
Property, Plant and Equipment		1 931 139 527	1 965 182 323
Construction Work-in-Progress		135 015 686	76 808 014
Movement in Non-cash Transactions:-			
Depreciation for the Year		(100 963 178)	(88 636 125)
Impairment for the Year		(23 184 529)	(8 958 114)
Decommissioning, Restoration and Other Liabilities		78 787	17 773 157
Donated Assets		-	-
Revaluation		-	-
Total Property, Plant and Equipment allocated to Non-cash Transactions		(124 068 920)	(79 821 082)
Purchase of Property, Plant and Equipment:-			
Acquisition of Property, Plant and Equipment		22 536 417	44 432 885
Acquisitions		22 536 417	43 919 405
Correction of Error		-	-
Decommissioning, Restoration and Other Liabilities		-	513 480
Acquisition of Construction Work-in-Progress		91 429 347	84 065 354
Total Property, Plant and Equipment allocated to Purchase of Property, Plant and Equipment		113 965 764	128 498 239
Disposal of Property, Plant and Equipment:-			
Carrying Value of Disposals		(1 319 580)	(23 831 780)
Total Property, Plant and Equipment allocated to Proceeds on Disposal of Property, Plant and Equipment		(1 319 580)	(23 831 780)
Transfer of Property, Plant and Equipment:-			
Work in Progress Completed: Transferred In		143 218 724	25 690 661
Work in Progress Completed: Transferred Out		-	-
Total Property, Plant and Equipment allocated to Suppliers Paid		(1 056 651)	(167 022)
Property, Plant and Equipment at End of Year		**2 053 675 826**	**2 066 668 692**
Proceeds on Disposal of Property, Plant and Equipment:-			
Disposals as per Reconciliation of Property, Plant and Equipme	Note 6.1	1 319 580	23 831 780
Gains / Losses on Disposal of Property, Plant and Equipment	Note 38.	(1 313 865)	(10 274 662)
Total Proceeds on Disposal of Property, Plant and Equipment allocated to Cash Flow		**5 715**	**13 557 118**

6.2 Assets pledged as security

No assets have been pledged as security.

6.3 Property, Plant and Equipment rented out

For certain Property Plant and Equipment a portion is being rented out. Due to the insignificance of this portion relative to the whole, judgement has been made that this does not fit the recognition criteria as Investment Property.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

6.4 Impairment of Property, Plant and Equipment

Impairment Losses on Property, Plant and Equipment to the amount of R23 184 529 (2022: R8 958 114) has been recognised in operating surplus and are included in Impairment Losses in the Statement of Financial Performance as indicated in Note 30..

The main reasons for the impairment are vandalism of Municipal assets and the components being obsolete. This was impaired to the extent of the components usefulness.

Buildings	1 291 942	-
Community Assets	612 032	6 450 000
Infrastructure	20 224 906	2 508 114
Other Assets	1 055 649	-
Total Impairment of Property, Plant and Equipment	**23 184 529**	**8 958 114**

6.5 Delayed Projects

No Projects have been delayed.

6.6 Compensation received for Losses

Compensation, included in Operating Surplus, was received from the municipality's insurers and other third parties for Property, Plant and Equipment lost during the year:

	Carrying Value of Lost Assets R	Surplus / Deficit on Compensation R
30 June 2023		
Other Assets	124 493	(124 493)
Transport Assets	4 367	(4 367)
Totals for Lost Property, Plant and Equipment	**128 860**	**(128 860)**

	Carrying Value of Lost Assets R	Surplus / Deficit on Compensation R
30 June 2022		
Buildings	472 500	(472 500)
Other Assets	603 498	(603 498)
Transport Assets	7 781	(7 781)
Totals for Lost Property, Plant and Equipment	**1 083 779**	**(1 083 779)**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R
6.7 Expenditure incurred for Repairs and Maintenance		
The following specific costs included in the amount of repairs and maintenance were incurred by municipality during the reporting period:		
Electrical Infrastructure	8 177 746	5 906 174
- Contracted Services	2 998 657	1 102 395
- Inventory Consumed	4 931 469	4 729 428
- Other Operational Costs	247 620	74 351
Information and Communication Infrastructure	-	164 163
- Contracted Services	-	164 163
- Other Operational Costs	-	-
Rail Infrastructure	-	695 607
- Contracted Services	-	695 607
Roads Infrastructure	12 860 522	11 131 682
- Contracted Services	10 657 062	9 850 312
- Inventory Consumed	2 203 460	1 281 370
Sanitation Infrastructure	4 558 732	2 518 419
- Contracted Services	2 914 405	1 450 152
- Inventory Consumed	1 158 161	843 071
- Other Operational Costs	486 166	225 196
Storm Water Infrastructure	876 028	1 115 443
- Contracted Services	382 089	137 228
- Inventory Consumed	493 939	544 264
- Other Operational Costs	-	433 951
Water Supply Infrastructure	5 193 280	9 189 071
- Contracted Services	1 149 288	943 773
- Inventory Consumed	2 835 917	3 085 412
- Other Operational Costs	1 208 075	5 159 886
Community Assets	3 227 864	3 139 741
- Contracted Services	2 280 568	2 501 807
- Inventory Consumed	947 296	637 934
Machinery and Equipment	593 850	665 913
- Contracted Services	318 470	537 176
- Inventory Consumed	275 380	128 737
Other Assets - Buildings	3 712 478	3 063 141
- Contracted Services	3 351 450	2 653 232
- Inventory Consumed	359 038	409 909
- Other Operational Costs	1 990	-
Transport Assets	8 471 963	9 161 435
- Contracted Services	6 869 150	7 638 441
- Inventory Consumed	1 602 813	1 476 204
- Other Operational Costs	-	46 790
Total Expenditure related to Repairs and Maintenance Projects	**47 672 463**	**46 750 789**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

7. INTANGIBLE ASSETS

At Cost less Accumulated Amortisation and Accumulated Impairment Losses	**602 549**	**869 781**

The movement in Intangible Assets is reconciled as follows:

Software Purchased:

Carrying values at 01 July	**869 781**	**1 294 964**
Cost	2 153 379	2 153 379
Accumulated Amortisation	(1 283 598)	(858 415)
Acquisitions:	-	-
Purchased	-	-
Amortisation:	(267 232)	(425 183)
Purchased	(267 232)	(425 183)
Disposals:	-	-
Carrying values at 30 June	**602 549**	**869 781**
Cost	2 153 379	2 153 379
Accumulated Amortisation	(1 550 830)	(1 283 598)

7.1 Allocation for Cash Flow

Intangible Assets at Beginning of Year	**869 781**	**1 294 964**
Movement in Non-cash Transactions:-		
Amortisation for the Year	(265 675)	(425 184)
Total Intangible Assets allocated to Non-cash Transactions	(265 675)	(425 184)
Purchase of Intangible Assets:-		
Acquisition of Intangible Assets	-	-
Total Intangible Assets allocated to Purchase of Intangible Assets	-	-
Disposal of Intangible Assets:-		
Carrying Value of Disposals	(1 557)	-
Total Intangible Assets allocated to Proceeds on Disposal of Intangible Assets	(1 557)	-
Transfer of Intangible Assets:-		
Carrying Value of Transfers	34 801	-
Total Intangible Assets allocated to Suppliers Paid	34 801	-
Intangible Assets at End of Year	**637 350**	**869 780**

The amortisation expense has been included in the line item "Depreciation and Amortisation" in the Statement of Financial Performance (see Note 29.).

All of the municipality’s Intangible Assets are held under freehold interests and no Intangible Assets had been pledged as security for any liabilities of the municipality.

7.2 Significant Intangible Assets

Significant Intangible Assets, that did not meet the recognition criteria for Intangible Assets as stipulated in GRAP 102 and SIC 32, are the following:

(i) Website Costs incurred during the last two financial years, if applicable, have been expensed and not recognised as Intangible Assets. The municipality cannot demonstrate how its website will generate probable future economic benefits.

8. INVESTMENT PROPERTY

At Cost less Accumulated Depreciation		**262 608 444**	**262 608 444**
The movement in Investment Property is reconciled as follows:			
Carrying values at 1 July		**262 608 444**	**262 645 444**
Cost		262 608 444	262 645 444
Acquisitions during the Year		-	-
Cost		-	-
Carrying values at 30 June		**262 608 444**	**262 608 444**
Cost		262 608 444	262 608 444

8.1 Allocation for Cash Flow

Investment Property at Beginning of Year		**262 608 444**	**262 645 444**
Movement in Non-cash Transactions:-			
Depreciation for the Year		-	-
Total Investment Property allocated to Non-cash Transactions		-	-
Purchase of Investment Property:-			
Acquisition of Investment Property		-	-
Total Investment Property allocated to Purchase of Investment Property		-	-
Investment Property at End of Year		**262 608 444**	**262 608 444**
Gains / (Losses) in Fair Value of Investment Property:-			
Fair Value Adjustments		-	-
Total Investment Property allocated to Gains or Losses		-	-
Proceeds on Disposal of Investment Property:-			
Disposals as per Reconciliation of Investment Property	Note 8.1	-	37 000
Gains / Losses on Disposal of Investment Property	Note 38.	-	-
Total Proceeds on Disposal of Investment Property allocated to Cash Flow		**-**	**37 000**
Revenue and Expenditure disclosed in the Statement of Financial Performance include the following:			
Rental Revenue earned from Investment Property		2 026 351	2 263 717
Direct Operating Expenses - incurred which did not generate rental revenue		118 352	-

Investment Property had been pledged as security for any liabilities of the municipality as indicated below:

All of the municipality's Investment Property is held under freehold interests and no Investment Property had been pledged as security for any liabilities of the municipality.

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	2023 R	2022 R
9. LEASE RECEIVABLES		
Current Lease Receivables	109 349	152 713
Non-current Lease Receivables	-	-
Total Lease Receivables	**109 349**	**152 713**

9.1 Operating Lease Receivables

Operating Leases are recognised on the straight-line basis as per the requirement of GRAP 13. In respect of Non-cancellable Operating Leases the following assets have been recognised:

Balance at beginning of year	152 713	107 590
Operating Lease Revenue effected	(43 364)	45 123
Total Operating Lease Receivables	**109 349**	**152 713**

9.1.1 Allocation for Cash Flow

Other Receipts:-		
Operating Lease Receivables - Opening Balance	152 713	107 590
Operating Lease Receivables - Closing Balance	(109 349)	(152 713)
Total Operating Lease Receivables allocated to Other Receipts	43 364	(45 123)
Total Operating Lease Receivables allocated to Cash Flow	**43 364**	**(45 123)**

9.1.2 Leasing Arrangements

The Municipality as Lessor:
Operating Leases relate to Property owned by the municipality with lease terms of between 1 to 99 years, with an option to extend.

All operating lease contracts contain market review clauses in the event that the lessee exercises its option to renew. The lessee does not have an option to purchase the property at the expiry of the lease period.

9.1.3 Amounts receivable under Operating Leases

At the Reporting Date the following minimum lease payments were receivable under Non-cancellable Operating Leases for Property, Plant and Equipment, which are receivable as follows:

Up to 1 year	385 711	360 075
2 to 5 years	793 966	1 311 975
Total Operating Lease Arrangements	**1 696 824**	**1 672 050**

The impact of charging the escalations in Operating Leases on a straight-line basis over the term of the lease has been a decrease of R43 364 (2022: decrease of R-45 123) in current year income.

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R
10. CONSUMER DEPOSITS		
Electricity	14 301 679	12 906 149
Water	2 987 483	2 219 214
Other Deposits:-	11 770 910	8 547 562
- Land Sales	11 569 970	8 371 633
- Rental Properties	104 940	79 929
- Wayleave	96 000	96 000
Total Consumer Deposits	**29 060 072**	**23 672 925**
10.1 Allocation for Cash Flow		
Service Charges:-		
Consumer Deposits:Trading Services - Opening Balance	(15 125 363)	(13 905 923)
Electricity	(12 906 149)	(11 881 426)
Water	(2 219 214)	(2 024 497)
Consumer Deposits: Trading Services - Closing Balance	17 289 162	15 125 363
Electricity	14 301 679	12 906 149
Water	2 987 483	2 219 214
Total Consumer Deposits allocated to Service Charges	2 163 799	1 219 440
Other Receipts:-		
Consumer Deposits: Other Services - Opening Balance	(8 547 562)	(6 868 333)
Consumer Deposits: Other Services - Closing Balance	11 770 911	8 547 563
Total Consumer Deposits allocated to Other Receipts	3 223 349	1 679 230
Total Consumer Deposits allocated to Cash Flow	**5 387 148**	**2 898 670**

Consumer Deposits - Electricity and Water

Consumer Deposits are paid by consumers on application for new water and electricity connections. The deposits are repaid when the water and electricity connections are terminated. In cases where consumers default on their accounts, the municipality can utilise the deposit as payment for the outstanding account.

No interest is paid on Consumer Deposits held.

11. PAYABLES FROM EXCHANGE TRANSACTIONS		
Other Payables	28 811 223	12 871 829
Retentions	7 067 757	3 382 568
Salary Related Payables	1 143 348	1 059 452
Trade Creditors	59 159 892	64 404 854
Advance Payments	30 037 103	23 860 485
Total Payables from Exchange Transactions	**126 219 323**	**105 579 188**

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

11.1 Allocation for Cash Flow

Service Charges:-		
Advance Payments	6 176 618	6 059 786
Control, Clearing and Interface Accounts: Prepaid Electricity	828 969	1 071 949
Total Payables from Exchange Transactions allocated to Service Charges	**7 005 587**	**7 131 735**
Other Receipts:-		
Control, Clearing and Interface Accounts: Licensing and Registration	520 578	48 466
Unallocated Deposits	10 576 396	1 266 182
Total Payables from Exchange Transactions allocated to Other Receipts	**11 096 974**	**1 314 648**
Employee Related Costs:-		
Control, Clearing and Interface Accounts: Salary Clearing and Control	(4 363)	-
Long Service Award	139 049	143 768
PAYE Deductions	(55 153)	81 593
Total Payables from Exchange Transactions allocated to Employee Related Costs	**79 533**	**225 361**
Suppliers Paid:-		
Auditor-General of South Africa	(64 534)	6 772
Bulk Water	20 252	(947 686)
Control, Clearing and Interface Accounts: Goods Received / Invoices Received	4 056 693	-
Electricity Bulk Purchase	1 327 769	5 024 165
Payables and Accruals	(6 528 449)	5 504 266
Retentions	3 685 189	(315 279)
Total Payables from Exchange Transactions allocated to Suppliers Paid	**2 496 920**	**9 272 238**
Other Payments:-		
Control, Clearing and Interface Accounts: Cash and Bank	(38 878)	(6 201)
Total Payables from Exchange Transactions allocated to Other Payments	**(38 878)**	**(6 201)**
Total Payables from Exchange Transactions allocated to Cash Flow	**20 640 136**	**17 937 781**

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

12. UNSPENT CONDITIONAL GRANTS AND RECEIPTS

National Government	5 894 953	-
Provincial Government	23 098 880	-
Total Unspent Conditional Grants and Receipts	**28 993 833**	**-**

12.1 Allocation for Cash Flow

Transfers and Subsidies:-		
Unspent Conditional Grants and Receipts - Opening Balance	-	(6 198 656)
Unspent Conditional Grants and Receipts - Closing Balance	28 993 833	-
Total Unspent Conditional Grants and Receipts allocated to Transfers and Subsidies	**28 993 833**	**(6 198 656)**
Total Unspent Conditional Grants and Receipts allocated to Cash Flow	**28 993 833**	**(6 198 656)**

The Unspent Conditional Grants and Receipts are invested in investment accounts until utilised.

See Note 20 for the reconciliation of Grants from Government and other sources. The municipality complied with the conditions attached to all grants received to the extent of revenue recognised. No grants were withheld.

13. LEASE PAYABLES

Current Lease Payables	11 342 009	10 508 192
Non-current Lease Payables	24 202 066	21 944 356
Total Lease Payables	**35 544 075**	**32 452 548**

13.1 Finance Lease Payables

Finance Lease Liability	35 544 075	32 452 548
Total Non-current Lease Payables	35 544 075	32 452 548
Less: Current Portion transferred to Current Lease Payables:-	(11 342 009)	(10 508 192)
Non-Current Portion of Finance Lease Payables	**24 202 066**	**21 944 356**

13.1.1 Allocation for Cash Flow

13.1.1.1 Current Portion:-

Movement in Current Portion of Finance Lease Payables:-		
Opening Balance	(10 508 192)	(618 501)
Closing Balance	11 342 009	10 508 192
Total Movement in Current Portion of Finance Lease Payables	833 817	9 889 691
Adjustment for Non-cash Transactions:	422 045	696 860
- Transfer from Non-current Finance Lease Payables	422 045	696 860
- Other Non-cash Transactions	-	-
Total Current Portion allocated to Repayment of Borrowings	1 255 862	10 586 551

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13.1.1.2 Non-current Portion:-

Movement in Non-current Finance Lease Payables:-		
Non-current Finance Lease Payables - Opening Balance	(21 944 356)	-
Non-current Finance Lease Payables - Closing Balance	24 202 066	21 944 356
Total Movement in Non-current Finance Lease Payables	2 257 710	21 944 356
Adjustment for Non-cash Transactions:	(422 045)	(696 860)
- Transfer to Current Portion of Finance Lease Payables	(422 045)	(696 860)
- Other Non-cash Transactions	-	-
Proceeds from Borrowings	-	-
Total Non-current Long-term Liabilities allocated to Repayment of Borrowings	1 835 665	21 247 496
Total Long-term Liabilities allocated to Cash Flow	**3 091 527**	**31 834 047**

13.1.2 Summary of Arrangements

The Municipality as Lessee:

Finance Leases relate to vehicles with lease terms not more than 3 years (2022: 3 years). The effective interest rate on Finance Leases is between 1% and 19% (2022: 1% and 19%).

The municipality has options to purchase the vehicles for a nominal amount at the conclusion of the lease agreements. The municipality's obligations under Finance Leases are secured by the lessors' title to the leased assets.

The obligations under Finance Leases are as follows:

	Minimum Lease Payments		Present Value of Minimum Lease Payments	
	2023	**2022**	**2023**	**2022**
	R	**R**	**R**	**R**
Amounts payable under borrowings:				
Within one year	14 736 609	14 167 024	12 168 693	11 599 108
In the second to fifth years, inclusive	25 403 817	18 285 524	23 375 382	20 853 440
Over five years	-	-	-	-
	40 140 426	32 452 548	35 544 074	32 452 548
Less: Future Finance Obligations	4 596 351	7 164 268		
Present Value of Minimum Lease Obligations	**35 544 074**	**25 288 281**	**35 544 074**	**32 452 548**
Less: Amounts due for settlement within 12 months (Current Portion)			(12 168 693)	(11 599 108)
Borrowings due for settlement after 12 months (Non-current Portion)			23 375 382	20 853 440

The municipality has finance lease agreements for the following significant classes of assets:

- Vehicles

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Included in these classes are the following significant leases:

(i) Various Vehicles, New Plant and Office Equipment	R 35 544 074	R 32 452 548
- Instalments are payable monthly in arrears		
- Average period outstanding	24 months	32 months
- Average effective interest rate, based on prime	13,5%	19.00%
- Average monthly instalment	R 1 481 003	R 1 014 142

14. EMPLOYEE BENEFIT LIABILITIES

Employee Benefit Liabilities	115 193 656	112 939 960
Post-retirement Health Care Benefits Liability	95 726 999	92 123 834
Post-retirement Pension Benefits Liability	50 080	52 695
Long Service Awards Liability	17 286 000	18 958 334
Performance Bonus	2 130 577	1 805 097
Less: Current Portion of Employee Benefit Liabilities	8 555 397	7 443 566
Post-retirement Health Care Benefits Liability	3 736 000	3 253 911
Post-retirement Pension Benefits Liability	8 820	9 414
Long Service Awards Liability	2 680 000	2 375 144
Performance Bonus	2 130 577	1 805 097
Non-Current Portion of Employee Benefit Liabilities	**106 638 259**	**105 496 394**

14.1 Allocation for Cash Flow

14.1.1 Current Portion

Provisions at Beginning of Year	**7 443 566**	**7 872 752**
Movement in Non-cash Transactions:-		
Defined Benefit Obligations	-	3 253 911
Post Retirement Pension	(594)	(11 835)
Long Service Awards Liability	304 856	402 144
Performance Bonus	325 480	(929 406)
Total Provisions allocated to Non-cash Transactions	629 742	2 714 814
Movement in Employee Related Costs:-		
Actual Benefit Payments	(3 144 000)	(3 144 000)
Reductions (Outflow of Economic Benefits)	-	-
Total Provisions allocated to Employee Related Costs	(3 144 000)	(3 144 000)
Provisions at End of Year	**4 929 308**	**7 443 566**

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14.1.2 Non-current Portion

Employee Benefit Liabilities at Beginning of Year	**105 496 394**	**101 796 699**
Movement in Non-cash Transactions:-		
Long-service Awards	1 002 783	3 194 000
Post Retirement Health Care	6 857 076	5 631 870
Post Retirement Pension	6 799	(56 654)
Total Employee Benefit Liabilities allocated to Non-cash Transactions	7 866 658	8 769 216
Movement in Employee Related Costs:-		
Long-service Awards: Reductions (Outflow of Economic Benefits)	(2 979 973)	(1 794 810)
Post Retirement Health Care: Actual Employer Benefit Payments	-	(3 274 711)
Post Retirement Pension Payment	-	-
Total Employee Benefit Liabilities allocated to Employee Related Costs	(2 979 973)	(5 069 521)
Employee Benefit Liabilities at End of Year	**110 383 079**	**105 496 394**

14.2 Current Portion of Employee Benefit Liabilities

The movement in Current Portion of Employee Benefit Liabilities is reconciled as follows:

	Performance Bonus	Medical Aid	Pension Fund	Long-term Service
	R	R	R	R
30 June 2023				
Opening Balance	1 805 097	3 736 000	8 820	2 375 144
Current service cost	325 481	-	-	2 680 000
Actual employer benefit payments	-	-	-	-
Reversals	-	-	-	(2 375 144)
Balance at end of year	**2 130 578**	**3 736 000**	**8 820**	**2 680 000**

	Performance Bonus	Medical Aid	Pension Fund	Long-term Service
	R	R	R	R
30 June 2022				
Opening Balance	2 734 503	3 144 000	21 249	1 973 000
Current service cost	(929 406)	3 253 911	8 965	2 375 144
Actual employer benefit payments	-	(3 144 000)	(20 800)	-
Reversals	-	-	-	(1 973 000)
Balance at end of year	**1 805 097**	**3 253 911**	**9 414**	**2 375 144**

Performance Bonuses accrue to senior managers on an annual basis, subject to certain conditions.
The provision is an estimate of the amount due at the reporting date.

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

14.3 Post-retirement Health Care Benefits Liability

Opening Balance	88 869 923	89 626 999
Interest Cost	11 583 601	9 038 000
Current Service Cost	3 811 110	6 757 911
Actual Employer Benefit Payments	-	(6 397 911)
Actuarial Loss/ (Gain) recognised in the year	(8 537 635)	(6 901 165)
Balance at end of Year	95 726 999	92 123 834
Transfer to Current Provisions	3 736 000	3 253 911
Total Post-retirement Health Care Benefits Liability	**91 990 999**	**88 869 923**

The municipality provides certain post-retirement health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the rules of the Medical Aid Funds, with which the municipality is associated, a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. No other post-retirement benefits are provided to these employees.

The most recent actuarial valuations of the present value of the defined benefit obligation were carried out at 30 June 2023 by Arch Actuarial Consulting. The present value of the defined benefit obligations, and the related current service costs and past service costs, were measured using the Projected Unit Credit Method.

The members of the Post-employment Health Care Benefit Plan are made up as follows:

In-service Members (Employees)	429	424
In-service Non-members (Employees)	343	-
Continuation Members (Retirees, widowers and orphans)	81	78
Total Members	**853**	**502**

The liability in respect of past service has been estimated as follows:

In-service Members	51 875 999	51 568 834
Continuation Members	43 851 000	40 555 000
Total Liability	**95 726 999**	**92 123 834**

The municipality makes monthly contributions for health care arrangements to the following Medical Aid Schemes:

- Bonitas
- Keyhealth
- LA Health
- Hosmed
- Samwumed

The Current-service Cost for the year ending 30 June 2023 is estimated to be R3 811 110, whereas the cost for the ensuing year is estimated to be R3 736 000 (30 June 2022: R3 504 000 and R3 811 110 respectively)."

The principal assumptions used for the purposes of the actuarial valuations were as follows:		
Discount Rate	12.48%	12.80%
Health Care Cost Inflation Rate	8.09%	9.31%
Net Effective Discount Rate	4.06%	3.18%
Expected Retirement Age - Females	62	62
Expected Retirement Age - Males	62	62

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Movements in the present value of the Defined Benefit Obligation were as follows:		
Opening Balance	92 123 834	89 626 999
Interest Cost	11 583 601	9 038 000
Current Service Cost	3 811 110	3 504 000
Benefits Paid	(3 253 910)	(3 144 000)
Actuarial Losses / (Gains)	(8 537 635)	(6 901 165)
Total Recognised Benefit Liability	**95 727 000**	**92 123 834**
The amounts recognised in the Statement of Financial Position are as follows:		
Present Value of Fund Obligations	95 727 000	92 123 834
Total Benefit Liability	**95 727 000**	**92 123 834**
The amounts recognised in the Statement of Financial Performance are as follows:		
Current service cost	3 811 110	6 757 911
Interest cost	11 583 601	9 038 000
Actuarial losses / (gains)	(8 537 635)	(6 901 165)
Total Post-retirement Benefit included in Employee Related Costs (Note 27.)	**6 857 076**	**8 894 746**

The history of fair values are as follows:

	2023 R	2022 R	2021 R	2020 R	2019 R
Present Value of Defined Benefit Obligation	95 727 000	92 123 834	89 626 999	83 222 393	86 379 999
Deficit	**95 727 000**	**92 123 834**	**89 626 999**	**83 222 393**	**86 379 999**
Experienced adjustments on Plan Liabilities	(9 109 000)	(9 109 000)	(1 919 000)	2 356 040	41 820

	2023 R	2022 R
The effect of a 1% movement in the assumed rate of health care cost inflation is as follows:		
Increase:		
Effect on the aggregate of the current service cost and the interest cost	18 027 552	18 027 552
Effect on the defined benefit obligation	110 146 000	106 203 313
Decrease:		
Effect on the aggregate of the current service cost and the interest cost	13 254 634	13 254 634
Effect on the defined benefit obligation	83 894 000	80 533 893

The municipality expects to make a contribution of R3,736,000 (2022: R3,253,000) to the Defined Benefit Plans during the next financial year.

Refer to Note 46., "Multi-employer Retirement Benefit Information", to the Annual Financial Statements for more information regarding the municipality's other retirement funds that is Provincially and Nationally administered.

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

14.4 Post-retirement Pension Benefits Liability

Opening Balance	43 281	130 149
Interest Cost	4 425	8 800
Current Service Cost	-	-
Actual Employer Benefit Payments	-	(20 800)
Actuarial Loss/ (Gain) recognised in the year	2 374	(65 454)
Balance at end of Year	50 080	52 695
Transfer to Current Provisions	8 820	9 414
Total Post-retirement Pension Benefits Liability	**41 260**	**43 281**

The municipality provides certain post - retirement pension benefits to certain retired employees of the municipality. According to the rules of the pension fund, with which the municipality is associated, a member (which is on the current Conditions of Service) on retirement, is entitled to certain pension benefits in which case the municipality is liable for pension payments to retired members for the

The most recent actuarial valuations of the present value of the defined benefit obligation were carried out at 30 June 2023 by Arch Actuarial Consulting. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

The principal assumptions used for the purposes of the actuarial valuations were as follows:		
Discount Rate	10.03%	9.26%
Health Care Cost Inflation Rate	0.00%	0.00%
Net Effective Discount Rate	10.03%	9.26%
Expected Retirement Age - Females	62	62
Expected Retirement Age - Males	62	62
Movements in the present value of the Defined Benefit Obligation were as follows:		
Opening Balance	43 282	157 862
Interest Cost	4 425	8 800
Current Service Cost	-	-
Actual Employer Benefit Payments		(20 800)
Actuarial Loss/ (Gain) recognised in the year	2 374	(102 580)
Total Recognised Benefit Liability	**50 081**	**43 282**
The amounts recognised in the Statement of Financial Position are as follows:		
Present value of fund obligations	50 081	43 282
Total Benefit Liability	**50 081**	**43 282**
The amounts recognised in the Statement of Financial Performance are as follows:		
Interest cost	4 425	8 800
Actuarial losses / (gains)	(65 454)	(65 454)
Total Post-retirement Benefit included in Employee Related Costs (Note)	**(61 029)**	**(56 654)**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

The history of experienced adjustments is as follows:

	2023 R	2022 R	2021 R	2020 R	2019 R
Obligation	41 260	43 281	157 862	179 207	715 000
Deficit	**41 260**	**43 281**	**157 862**	**179 207**	**715 000**
Experienced adjustments on Plan Liabilities	8 965	7 899	(1 189)	622 911	Unknown

	2023 R	2022 R
The effect of a 1% movement in the assumed rate of health care cost inflation is as follows:		
Increase:		
Effect on the aggregate of the current service cost and the interest cost	4 667	4 667
Effect on the defined benefit obligation	47 920	49 952
Decrease:		
Effect on the aggregate of the current service cost and the interest cost	4 156	4 156
Effect on the defined benefit obligation	52 420	54 774

14.5 Long Service Awards Liability

Opening Balance	18 958 334	17 157 000
Current Service Cost and Interest Cost	6 362 783	5 569 144
Payments Made	(2 979 973)	(1 794 810)
Other Reductions	(2 680 000)	-
Actuarial Gain/(Loss)	(2 375 144)	(1 973 000)
Balance at end of Year	17 286 000	18 958 334
Transfer to Current Provisions	2 680 000	2 375 144
Total Long Service Awards Liability	**14 606 000**	**16 583 190**

The municipality operates an unfunded defined benefit plan for all its employees. Under the plan, a Long-service Award is payable after 10 years of continuous service, and every 5 years of continuous service thereafter to 45 years, to employees. The provision is an estimate of the long-service based on historical staff turnover. No other long-service benefits are provided to employees.

The most recent actuarial valuations of the present value of the defined benefit obligation were carried out at 30 June 2023 by Arch Actuarial Consulting. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

At year end, 772 (2022: 798) employees were eligible for Long-service Awards.

The Current-service Cost and Interest Cost for the year ending 30 June 2023 is estimated to be R6 362 783, whereas the cost for the ensuing year is estimated to be R (30 June 2023: R5 569 144 and R6 362 783 respectively).

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

The principal assumptions used for the purposes of the actuarial valuations were as follows:		
Discount Rate	11.08%	10.02%
Cost Inflation Rate	6.47%	6.65%
Net Effective Discount Rate	4.33%	2.20%
Expected Rate of Salary Increase	7.65%	7.65%
Expected Retirement Age - Females	62	62
Expected Retirement Age - Males	62	62
Movements in the present value of the Defined Benefit Obligation were as follows:		
Opening Balance	18 958 334	17 157 000
Interest Cost	-	-
Current Service Cost	(2 375 144)	(1 973 000)
Actuarial Loss/ (Gain) recognised in the year	3 682 783	5 569 144
Benefits Paid	(2 979 973)	(1 794 810)
Total Recognised Benefit Liability	**17 286 000**	**18 958 334**
The amounts recognised in the Statement of Financial Position are as follows:		
Present value of fund obligations	17 286 000	18 958 334
Total Benefit Liability	**17 286 000**	**18 958 334**
The amounts recognised in the Statement of Financial Performance are as follows:		
Current service cost	6 362 783	5 569 144
Interest cost	-	-
Total Post-retirement Benefit included in Employee Related Costs (Note 27.)	**6 362 783**	**5 569 144**

The history of experienced adjustments is as follows:

	2023 R	2022 R	2021 R	2020 R
Present Value of Defined Benefit Obligation	17 286 000	18 958 334	17 157 000	16 490 264
Deficit	**17 286 000**	**18 958 334**	**17 157 000**	**16 490 264**
Experienced adjustments on Plan Liabilities	(632 777)	-	179 135	-

	2023 R	2022 R
The effect of a 1% movement in the assumed rate of long service cost inflation is as follows:		
Increase:		
Effect on the aggregate of the current service cost and the interest cost	3 648 131	3 648 131
Effect on the defined benefit obligation	18 127 000	18 003 663
Decrease:		
Effect on the aggregate of the current service cost and the interest cost	3 720 419	3 720 419
Effect on the defined benefit obligation	16 510 000	20 014 386

The municipality expects to make a contribution of R1,973,000 (2022: R6 362 783) to the defined benefit plans during the next financial year.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

15. PROVISIONS

Current Provisions	45 897 600	43 630 719
Non-current Provisions	110 109 638	106 420 092
Total Provisions	**156 007 238**	**150 050 811**

15.1 Current Provisions

Current Portion of Non-Current Provisions:	45 897 600	43 630 719
Decommissioning, Restoration and Similar Liabilities: Landfill Sites	8 717 618	8 196 051
Environmental Cleanup	1 147 460	1 925 750
Leave	36 032 522	33 508 918
Total Provisions	**45 897 600**	**43 630 719**

15.1.1 Allocation for Cash Flow

Provisions at Beginning of Year	**43 630 719**	**27 574 289**
Movement in Non-cash Transactions:-		
Provisions	1 745 312	16 056 431
Total Provisions allocated to Non-cash Transactions	1 745 312	16 056 431
Provisions at End of Year	**45 376 031**	**43 630 720**

The movement in Current Provisions is reconciled as follows:

Current Portion of Non-Current Provisions:

Staff Benefit Provisions:

Leave Provision

Opening Balance	33 508 918	22 500 013
Increases / Decreases	2 523 602	11 008 906
Balance at end of year	**36 032 520**	**33 508 919**

Other Operational Provisions:

	Environmental Cleanup	**Decommissioning of Landfill Sites**
	R	**R**
30 June 2023		
Opening Balance	1 925 750	8 717 618
Other Reductions	778 290	-
Balance at end of year	**2 704 040**	**8 717 618**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	Environmental Cleanup	Decommissioning of Landfill Sites
	R	R
30 June 2022		
Opening Balance	1 450 000	3 624 276
Increases	475 750	4 571 775
Balance at end of year	**1 925 750**	**8 196 051**

Environmental Clean-up Illegal dumping of builders and other rubble is taking place throughout the Kouga area to the municipality's property. Contrary to S19A of Environmental Conservation Act,73 (No 73 of 19 89), the municipality has not cleared the illegal dumping and other rubble. The municipality has accounted for a provision for the cost of clearing of builders and other rubble as required by GRAP 19.

Leave Provision Staff leave accrued to employees according to collective agreement. Provision is made for the full cost of accrued leave at reporting date. This provision will be realised as employees take leave. All leave has to be taken within a timefraim of 18 months subsequent to earning it There is no possibility of reimbursement.

15.2 Non-current Provisions

Decommissioning, Restoration and Similar Liabilities: Landfill Sites	110 109 638	106 420 092
Total Non-current Provisions	**110 109 638**	**106 420 092**

15.2.1 Allocation for Cash Flow

Non-current Provisions at Beginning of Year	**106 420 092**	**89 160 416**
Movement in Non-cash Transactions:-		
Decommissioning, Restoration and Similar Liabilities	4 211 112	17 259 677
Total Non-current Provisions allocated to Non-cash Transactions	4 211 112	17 259 677
Total Non-current Provisions allocated to Suppliers Paid	-	-
Non-current Provisions at End of Year	**110 631 204**	**106 420 093**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

The movement in Non-current Provisions are reconciled as follows:

	Decommissioning of Landfill Sites
	R
30 June 2023	
Opening Balance	105 898 525
Finance Charges	4 211 113
Increases (Passage of Time/Discounted Rate)	-
Balance at end of year	**110 109 638**

	Decommissioning of Landfill Sites
	R
30 June 2022	
Opening Balance	89 160 416
Finance Charges	17 259 677
Other Reductions	-
Balance at end of year	**106 420 093**

15.3 Rehabilitation of Land-fill Sites

The municipality has an obligation to rehabilitate its land-fill sites in terms of its licence stipulations. The net present value of the rehabilitation cost of land-fill sites has been determined as at 30 June 2023 by Bonakude Consulting (Pty) (Ltd). The provision is the best estimate of the net present value of future rehabilitation costs of the land-fill sites to restore the sites at the end of their useful lives. The payment dates of the total closure and rehabilitation are uncertain, but are currently expected to be between 2023 and 2038.

Major assumptions concerning future events

The cost estimate for construction works to be performed for the closure and rehabilitation of an existing disposal site include the following assumptions made by the technical specialist:

(a) The consolidation of "old" waste in the cell and filling of voids with builders rubble or other waste permissible for disposal at the site.

(b) Doming the entire site in such a way to prevent the formation of pools due to rain, to ensure free surface runoff of rain water.

(c) Capping the site in accordance with the capping design requirements as stipulated in the Minimum Requirements for Closure for the various classes of disposal sites; and

(d) Rehabilitating the site in accordance with the end-use plan e.g. grassing, sport field etc.

LANDFILL SITES - USEFUL LIFE	**Humansdorp**	**Hankey**	**Oyster Bay**	**JBAY (Open)**	**St. Francis (Open)**
	Landfill Site	Landfill Site	Transfer Station	Transfer Station	Transfer Station
Remaining Useful Life 30 June 2023	28	7	0	-	0

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

The following Landfill sites have closed:
St Francis - Site
Patensie - Site
Papiesfontein - Site

	Humansdorp	Hankey	Oyster Bay	JBAY (Open)	St. Francis (Open)
Closing Provision as at 30 June 2021	**52 663 658**	**9 445 758**	**600 113**	**600 113**	**600 113**
Interest cost at 2019 weighted average - unwinding of interest	2 580 519	462 842	29 406	29 406	29 406
Change in PV in the future cash flows due to change in the discount rate	14 351 910	(793 713)	(119 919)	(119 919)	(374 719)
Closing Provision as at 30 June 2022	**69 596 087**	**9 114 887**	**509 600**	**509 600**	**254 800**
Interest cost at 2020 weighted average - unwinding of interest	3 653 794	478 532	-	-	-
Change in PV in the future cash flows due to change in the discount rate	12 747	907 785	81 364	81 364	26 041
Closing Provision as at 30 June 2023	**73 262 627**	**10 501 204**	**590 964**	**590 964**	**280 841**

	Paradise Beach (JBAY)	Papiesfontein (Closed)	St. Francis (Closed)	Paradise Beach (JBAY)	Patensie
Closing Provision as at 30 June 2021	**-**	**15 326 415**	**12 669 858**	**600 113**	**278 550**
Interest cost at 2019 weighted average - unwinding of interest	-	750 994	620 823	29 406	13 649
Change in PV in the future cash flows due to change in the discount rate	254 800	15 411	819 693	(629 519)	3 880 975
Closing Provision as at 30 June 2022	**254 800**	**16 092 821**	**14 110 374**	**-**	**4 173 174**
Interest cost at 2020 weighted average - unwinding of interest	-				
Change in PV in the future cash flows due to change in the discount rate	26 041	1 873 616	844 045	-	447 378
Closing Provision as at 30 June 2023	**280 841**	**17 966 437**	**14 954 420**	**-**	**4 620 552**

16. ACCUMULATED SURPLUS

Accumulated Surplus / (Deficit) due to the results of Operations	2 100 977 699	2 081 457 245
Total Accumulated Surplus	**2 100 977 699**	**2 081 457 245**

Refer to Statement of Changes in Net Assets for more detail and the movement on Accumulated Surplus.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

		2023 R	2022 R

17. PROPERTY RATES

		Actual Levies	
Property Rates Levies		259 514 398	224 326 475
Total Property Rates		**259 514 398**	**224 326 475**
17.1 Allocation for Cash Flow:			
Total Property Rates		259 514 398	224 326 476
Adjustment for Non-cash Transactions:-		-	-
Total Property Rates allocated to Cash Flow		**259 514 398**	**224 326 476**
17.2 Calculation of Cash Flow:			
Property Rates Income	Note 17.1	259 514 398	224 326 476
Non-exchange Interest Earned	Note 25.1	3 729 096	1 774 617
Cash Flow from Non-exchange Receivables	Note 5.1	(10 912 222)	(2 942 197)
Amounts Written-off as Uncollectable	Note 4.3.1	(248 187)	(248 187)
Total Receipts for Property Rates		**252 083 085**	**222 910 709**

Property Rates are levied on the value of land and improvements, which valuation is performed every four years. The last valuation came into effect on 1 July 2018.

Interim valuations are processed on a continuous basis to take into account changes in individual property values due to alterations and subdivisions.

A general rate is applied as follows to property valuations to determine property rates:

Residential Properties: 0,009202 c/R (2020/21: 0,008743 c/R)
Business Properties: 0,009570 c/R (2020/21: 0,009093 c/R)
Agricultural Properties: 0,002301 c/R (2020/21: 0,002186 c/R)

A Rebate of R15,000 is received on all residential properties, equitable share recipients and Pensioners earning R15 000 and less per month, receives an additional R85,000 rebate on property value.

18. FINES, PENALTIES AND FORFEITS

Traffic Fines:	132 560 532	5 696 291
Municipal	7 284 632	5 696 291
Service Provider	125 275 900	-
Other Fines:	360 692	185 054
Building	339 756	185 036
Overdue Books Fine	936	18
Pound Fees	20 000	-
Total Fines, Penalties and Forfeits	**132 921 224**	**5 881 345**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

18.1 Allocation for Cash Flow:

Total Fines, Penalties and Forfeits	132 921 223	5 881 345
Adjustment for Non-cash Transactions:-	-	-
Total Fines, Penalties and Forfeits allocated to Other Receipts	**132 921 223**	**5 881 345**

19. LICENCES AND PERMITS

Boat	6 570 297	6 164 580
Health Certificates	10 785	6 272
Road and Transport:	3 100 815	3 337 680
Activities on Public Roads	15 540	12 321
Drivers Licence Application/Duplicate Drivers Licences	886 299	1 050 814
Drivers Licence Certificate	1 609 632	1 373 103
Learner Licence Application	425 361	597 999
Learners Certificate	29 739	118 611
Motor Vehicle Licence	-	79 099
Operators and Public Drivers Permits	134 244	105 733
Trading	190 227	84 681
Total Licences and Permits	**9 872 124**	**9 593 213**

19.1 Allocation for Cash Flow:

Total Licences and Permits	9 872 123	9 593 214
Adjustment for Non-cash Transactions:-	-	-
Total Licences and Permits allocated to Other Receipts	**9 872 123**	**9 593 214**

20. TRANSFERS AND SUBSIDIES RECEIVED

Capital Grants	102 222 418	74 142 587
Monetary Allocations	102 222 418	74 142 587
Operational Grants	177 338 705	153 880 480
Monetary Allocations	177 338 705	153 880 480
Total Transfers and Subsidies Received	**279 561 123**	**228 023 067**

20.1 Allocation for Cash Flow:

Total Transfers and Subsidies Received	279 561 123	228 023 067
Adjustment for Non-cash Transactions:	-	-
Total Transfers and Subsidies Received allocated to Cash Flow	**279 561 123**	**228 023 067**

20.2 Calculation of Cash Flow:

Government Grants and Subsidies Income	Note 20.1	279 561 123	228 023 067
Cash Flow from Unspent Government Grants	Note 12.1	28 993 833	(6 198 656)
Total Receipts for Government Grants and Subsidies		**308 554 956**	**221 824 411**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

20.3 Summary of Grants:

20.3.1 Capital Grants

	Monetary Allocations 2023	2022
District Municipalities	2 732 898	1 638 000
National Governments	93 640 966	58 005 265
Provincial Government	5 848 553	14 499 322
Total Capital Grants Received	**102 222 417**	**74 142 587**

20.3.2 Operational Grants

	Monetary Allocations 2023	2022
District Municipalities	3 028 720	2 888 420
Foreign Government and International Organisations	2 471 449	354 406
National Governments	4 704 679	4 813 650
National Revenue Fund	163 292 000	143 774 003
ABSA	50 000	-
Provincial Government	3 791 857	2 050 000
Total Operational Grants Received	**177 338 705**	**153 880 479**

20.4 Detailed Summaries

20.4.1 Equitable Share

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	163 292 000	143 774 000
Transferred to Revenue	(163 292 000)	(143 774 000)
Unspent Balance at the End of the Year	**-**	**-**

In terms of the Constitution, the grant is used to subsidies the provision of basic services to indigent community members. This grant is unconditional.

20.4.2 National: EPWP Grant

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	1 175 000	1 423 000
Conditions Met - Transferred to Revenue	(1 175 000)	(1 423 000)
Unspent Balance at the End of the Year	**-**	**-**

The Expanded Public Works Programme Grant was allocated to the municipality for environmental projects. No funds has been withheld.

20.4.3 National: FMG Grant

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	1 720 000	1 720 000
Transferred to Revenue	(1 720 000)	(1 720 000)
Unspent Balance at the End of the Year	**-**	**-**

The Financial Management Grant is paid by National Treasury to municipalities to help implement the financial management reforms required by the Municipal Finance Management Act (MFMA), 2003. .

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

20.4.4 National: MIG Funds

Unspent Balance at the Beginning of the Year	-	5 962 915
Current Year Receipts	35 891 000	33 413 000
Conditions Met - Transferred to Revenue	(35 891 000)	(39 375 915)
Unspent Balance at the End of the Year	**-**	**-**

The Municipal Infrastructure Grant (MIG) was allocated for the construction of roads, basic sewerage and water infrastructure as part of the upgrading of poor households, micro enterprises and social institutions; to provide for new, rehabilitation and upgrading of municipal infrastructure.

20.4.5 National: WSIG Funds

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	54 339 469	-
Conditions Met - Transferred to Revenue	(54 339 469)	-
Unspent Balance at the End of the Year	**-**	**-**

The Water Services Infrastructure Grant is allocated to municipalities to assist in drought relief.

20.4.6 National: Municipal Disaster Relief Grant for drought

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	3 000 000	12 500 000
Transferred to Revenue	-	(12 500 000)
Unspent Balance at the End of the Year	**3 000 000**	**-**

The Municipal Disaster Relief Grant for drought is allocated to assist in drought relief.

20.4.7 Integrated National Electrification Grant

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	8 100 000	7 800 000
Conditions Met - Transferred to Revenue	(5 205 047)	(7 800 000)
Unspent Balance at the End of the Year	**2 894 953**	**-**

Expenses were incurred to promote rural development and upgrade electricity infrastructure.

20.4.8 Provincial: Department Human Settlement (Houses)

Balance unspent at the beginning of the year	-	-
Current year receipts	25 689 286	13 512 151
Funds spent on behalf of the Department of Human Settlement	(5 848 553)	(13 512 151)
Balance at the End of the Year	**19 840 733**	**-**

This grant is for the building of low cost housing within the KOUGA area. The municipality is only the agent of the department of Human Settlement for the construction of low cost houses and do not form part of the revenue and expenditure of the municipality.

20.4.9 Provincial: Department of Economic Development, Environment Affairs and Tourism

Unspent Balance at the Beginning of the Year	-	-
Current Year Receipts	5 000 000	13 512 151
Conditions Met - Transferred to Revenue	(1 741 857)	(13 512 151)
Unspent Balance at the End of the Year	**3 258 143**	**-**

The purpose of the grant is for the implementation of the EPWP Cleansing Project - Kouga Working on Waste.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

21. SERVICE CHARGES

Sale of Electricity		306 476 961	327 234 203
Sale of Water		117 399 856	83 125 109
Refuse Removal		61 945 031	54 525 598
Sewerage and Sanitation Charges		61 796 903	56 405 147
Total Services Charges		**547 618 751**	**521 290 057**
21.1 Allocation for Cash Flow:			
Total Service Charges		547 618 752	521 290 057
Adjustment for Non-cash Transactions:-		-	-
Total Service Charges allocated to Cash Flow		**547 618 752**	**521 290 057**
21.2 Calculation of Cash Flow:			
Service Charges Income	Note 21.1	547 618 752	521 290 057
Exchange Interest Earned	Note 25.1	20 845 129	12 103 821
Cash Flow from Exchange Receivables	Note 2.1	(90 746 990)	(55 144 622)
Cash Flow from Consumer Deposits	Note 10.1	2 163 799	1 219 440
Cash Flow from Exchange Payables	Note 11.1	7 005 587	7 131 735
Exchange Receivables: Amounts written-off as uncollectable	Note 2.3.1	(4 835 758)	(4 835 757)
Bad Debt Written-off	Note 30.1	2 375 144	-
Total Receipts for Service Charges		**484 425 663**	**481 764 674**

The amounts disclosed above for revenue from Service Charges are in respect of services rendered which are billed to the consumers on a monthly basis according to approved tariffs.

22. SALES OF GOODS AND RENDERING OF SERVICES

Application Fees for Land Usage	328 203	300 062
Building Plan Approval	4 777 237	5 214 545
Camping Fees	13 082	55 781
Cemetery and Burial	372 034	416 510
Cleaning and Removal	14 817	283 115
Development Charges	-	20 251
Encroachment Fees	166	8 591
Fire Services	14 855	16 182
Photocopies and Faxes	8 504	44 958
Legal Fees	1 935 325	2 471 687
Removal of Restrictions	534 283	166 331
Sale of Goods	1 006 522	145 736
Scrap, Waste & Other Goods	926	313
Valuation Services	182 834	458 647
Total Sales of Goods and Rendering of Services	**9 188 788**	**9 602 709**
22.1 Allocation for Cash Flow:		
Total Sales of Goods and Rendering of Services	9 188 788	9 602 709
Adjustment for Non-cash Transactions:-	-	-
Total Sales of Goods and Rendering of Services allocated to Other Receipts	**9 188 788**	**9 602 709**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

23. INCOME FROM AGENCY SERVICES

Commission on Vehicle Registration	2 677 528	2 559 892
Total Income from Agency Services	**2 677 528**	**2 559 892**
23.1 Allocation for Cash Flow:		
Total Income from Agency Services	2 677 528	2 559 892
Adjustment for Non-cash Transactions:-	-	-
Total Income from Agency Services allocated to Other Receipts	**2 677 528**	**2 559 892**

The municipality is party to a principal / agent agreement.

The municipality is an agent on behalf of the Eastern Cape Provincial Department of Transport in collecting motor vehicle licences at an agency fee of 19%, VAT inclusive.
There were no significant changes in the agreement which occurred during the reporting period.
No material risks were identified on the agreement for the municipality.
The municipality does not incur any expenses on behalf of the principal.

Revenue due to the Principal, and not paid over at year end included in Payables from Exchange Transac	140 056	114 582
Amount of revenue received on behalf of the principle during the reporting period		
Motor vehicle licence fees	11 347 567	10 565 290
Revenue Retained, Income from Agency Services	(2 677 528)	(2 559 892)
Revenue due to the Principal	**8 670 039**	**8 005 398**

24. RENTAL FROM FIXED ASSETS

Straight-lined Operating Lease Revenue		
Investment Property	2 026 351	2 263 717
Other Fixed Assets:	543 772	830 342
Property Plant and Equipment	543 772	830 342
Total Rental of Facilities and Equipment	**2 570 123**	**3 094 059**
24.1 Allocation for Cash Flow:		
Total Rental of Facilities and Equipment	2 570 123	3 094 059
Adjustment for Non-cash Transactions:-	-	-
Total Rental of Facilities and Equipment allocated to Other Receipts	**2 570 123**	**3 094 059**

Rental income generated are at market related premiums. All rental income recognised is therefore market related.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

25. INTEREST, DIVIDENDS AND RENT ON LAND EARNED

Non-exchange Receivables:		
Outstanding Billing Debtors	3 729 096	1 774 617
Total Non-exchange Interest, Dividends and Rent on Land Earned	**3 729 096**	**1 774 617**
External Investments:		
Bank Account	2 909 170	1 043 183
Investments	3 915 092	2 181 361
	6 824 262	**3 224 544**
Outstanding Exchange Receivables:		
Outstanding Billing Debtors	20 845 129	12 103 821
Electricity	1 750 339	1 150 533
Service Charges	329 316	252 484
Waste Management	6 260 551	3 737 054
Waste Water Management	3 359 119	2 229 667
Water	9 145 804	4 734 083
	20 845 129	**12 103 821**
Total Exchange Interest, Dividends and Rent on Land Earned	**27 669 391**	**15 328 365**
Total Interest, Dividends and Rent on Land Earned	**31 398 487**	**17 102 982**

25.1 Allocation for Cash Flow:

Property Rates:-		
Interest on Outstanding Non-exchange Receivables	3 729 096	1 774 617
Total Interest, Dividends and Rent on Land Earned allocated to Property Rates	3 729 096	1 774 617
Service Charges:-		
Interest on Outstanding Exchange Receivables	20 845 129	12 103 821
Total Interest, Dividends and Rent on Land Earned allocated to Service Charges	20 845 129	12 103 821
External Interest and Dividends Received:-		
Interest on External Investments	6 824 262	3 224 544
Total Interest, Dividends and Rent on Land Earned allocated to External Interest and Dividends Received	6 824 262	3 224 544
Total External Interest and Dividends Received allocated to Cash Flow	**31 398 487**	**17 102 982**

25.2 Calculation of Cash Flow:

External Interest and Dividends Income	6 824 262	3 224 544
Total Receipts for Interest and Dividends Received	**6 824 262**	**3 224 544**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

26. OPERATIONAL REVENUE

Commission		350 808	415 138
Discounts and Early Settlements		190	-
Development Charges		28 506	-
Insurance Refund		28 749	2 541 783
Skills Development Levy Refund		686 203	653 650
Staff Recoveries		105 072	194 327
Total Operational Revenue		**1 199 528**	**3 804 898**

26.1 Allocation for Cash Flow:

Total Operational Revenue		1 199 528	3 804 898
Adjustment for Non-cash Transactions:-		-	-
Total Operational Revenue allocated to Other Receipts		**1 199 528**	**3 804 898**

26.2 Calculation of Cash Flow:

Income from Operational Revenue	Note 26.1	1 199 528	3 804 898
Income from Rental from Fixed Assets	Note 24.1	2 570 123	3 094 059
Income from Agency Services	Note 23.1	2 677 528	2 559 892
Income from Sales of Goods and Rendering of Services	Note 22.1	9 188 788	9 602 709
Income from Licences and Permits	Note 19.1	9 872 123	9 593 214
Income from Fines, Penalties and Forfeits	Note 18.1	132 921 223	5 881 345
Cash Flow from Exchange Receivables	Note 2.1	(1 167 914)	(2 882 671)
Cash Flow from Statutory Non-exchange Receivables	Note 4.1	(84 157 558)	(3 969 758)
Variance on Impairment (Provision for on Receivables)		(41 698 276)	(1 511 218)
Cash Flow from Operating Lease Receivables	Note 9.1	43 364	(45 123)
Cash Flow from Consumer Deposits	Note 10.1	3 223 349	1 679 230
Cash Flow from Exchange Payables	Note 11.1	11 096 974	1 314 648
Total Receipts for Other Revenue		**45 769 253**	**29 121 224**

The amounts disclosed above for Other Revenue are in respect of services, other than described in Notes 17 to 25, rendered which are billed to or paid for by the users as the services are required according to approved tariffs.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

		2023 R	2022 R
27. EMPLOYEE RELATED COSTS			
Salaries and Wages:			
Basic		219 610 585	206 449 976
Long Service Awards		1 250 930	953 230
Bonusses		348 480	178 167
Leave Payments		4 711 208	5 631 168
Overtime		19 088 052	17 265 899
Allowances:			
Acting and Post Related Allowances		6 469 594	5 949 602
Bonus Allowance		14 536 946	14 465 934
Cellular and Telephone		30 438	101 653
Housing Benefits		722 353	782 294
Standby Allowance		8 898 587	7 725 438
Travel or Motor Vehicle		10 897 854	10 762 198
Social Contributions:			
Bargaining Council		179 445	166 786
Group Life Insurance		11 037 725	8 499 241
Medical		17 776 602	16 688 454
Pension		31 574 592	30 455 049
Unemployment Insurance		1 807 767	1 758 394
Post-retirement Benefits:			
Current Service Cost		557 199	3 504 000
Interest Cost		11 578 612	9 005 200
Actuarial Gains and Losses		(8 535 261)	(9 464 831)
Past Service Cost		-	-
Defined Contribution Fund Expenses		-	-
Leave Gratuity		2 523 603	11 008 906
Long Term Service Awards		702 810	1 155 546
Total Employee Related Costs		**355 768 121**	**343 042 304**
27.1 Allocation for Cash Flow:			
Employee Related Costs		355 768 120	343 042 306
Adjustment for Non-cash Transactions:		(11 020 598)	(18 695 916)
Total Employee Related Costs allocated to Cash Flow		**344 747 522**	**324 346 390**
27.2 Calculation of Cash Flow:			
Employee Related Costs Expenditure	Note 27.1	344 747 522	324 346 390
Cash Flow from Exchange Payables	Note 11.1	(79 533)	(225 361)
Cash Flow from Employee Benefit Liabilities	Note 14.1	6 123 973	8 213 521
Total Payments for Employee Related Costs		**350 791 962**	**332 334 550**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

27.3 Remuneration of Section 57 Employees:

Remuneration of the Municipal Manager: C Du Plessis		
Annual Remuneration	1 705 252	1 602 573
Car and Other Allowances	98 431	660 700
Company Contributions to UIF, Medical and Pension Funds	66 024	28 396
Total	**1 869 707**	**2 291 669**
Remuneration of the Chief Financial Officer: R Lorgat		
Annual Remuneration	1 393 749	1 307 459
Car and Other Allowances	157 580	238 532
Company Contributions to UIF, Medical and Pension Funds	63 197	21 151
Total	**1 614 525**	**1 567 142**
Remuneration of the Director: Community Services - N Machalesi		
Annual Remuneration	1 333 749	1 247 459
Car and Other Allowances	180 000	428 140
Company Contributions to UIF, Medical and Pension Funds	63 064	21 916
Total	**1 576 813**	**1 697 515**
Remuneration of Director: AME- K Moodley (Contract expired 30 September 2022		
Annual Remuneration	359 630	1 331 459
Car and Other Allowances	24 000	346 736
Company Contributions to UIF, Medical and Pension Funds	26 387	22 554
Leave Encashment-contract expired	74 118	
Total	**484 135**	**1 700 749**
Remuneration of Deputy Municipal Manager: D Dejager		
Annual Remuneration	1 317 690	-
Car and Other Allowances	213 890	-
Company Contributions to UIF, Medical and Pension Funds	48 550	-
Total	**1 580 131**	**-**
Remuneration of Director LED: C De Kock 8036-Start 1 Jan 2023		
Annual Remuneration	686 168	-
Car and Other Allowances	71 993	-
Company Contributions to UIF, Medical and Pension Funds	23 273	-
Total	**781 434**	**-**
Remuneration of Acting Director: IPD - T. Madatt		
Annual Remuneration	-	-
Car and Other Allowances	62 706	-
Company Contributions to UIF, Medical and Pension Funds	-	-
Total	**62 706**	**-**
Remuneration of Acting Director: Corporate Services -M Rossouw		
Annual Remuneration	-	-
Car and Other Allowances	174 086	-
Company Contributions to UIF, Medical and Pension Funds	-	-
Total	**174 086**	**-**
Remuneration of Director: Planning, Development and Tourism - F Mabusela- Resigned 31 January 2023		
Annual Remuneration	765 530	1 247 459
Car and Other Allowances	121 262	377 538
Leave Encashment-Contract expire	52 940	
Company Contributions to UIF, Medical and Pension Funds	43 848	21 644
Total	**983 579**	**1 646 641**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Remuneration of Acting Director: PDT -L Opperman		
Period: April till June 2023		
Acting Allowance	30 521	-
Total	**30 521**	**-**
Remuneration of Acting Director: PDT-K Cakata		
Period: 3-16 November 2022		
Acting Allowance	13 298	-
Total	**13 298**	**-**
Summary of Remuneration of Section 57 Employees:		
All Managers	5 088 319	7 336 574
Total Remuneration of Section 57 Employees	**5 088 319**	**7 336 574**

28. REMUNERATION OF COUNCILLORS

Executive Mayor	920 656	893 853
Deputy Mayor	736 530	-
Speaker	736 530	715 079
Executive Committee Members	3 087 191	4 022 282
Total for All Other Councillors	8 219 229	7 763 603
Total Councillors' Remuneration	**13 700 137**	**13 394 816**

28.1 Allocation for Cash Flow:

Total Councillors' Remuneration	13 700 137	13 394 816
Adjustment for Non-cash Transactions:-	-	-
Total Councillors' Remuneration allocated to Cash Flow	**13 700 137**	**13 394 816**

28.2 Calculation of Cash Flow:

Remuneration of Councillors Expenditure	Note 28.1	13 700 137	13 394 816
Total Payments for Employee Related Costs		**13 700 137**	**13 394 816**

Remuneration of Councillors:

In-kind Benefits

The Executive Mayor, Speaker and all the Mayoral committee members are full-time. The Mayor is provided with secretarial support and an office at the cost of the municipality.

29. DEPRECIATION AND AMORTISATION

Depreciation: Property, Plant and Equipment	101 092 505	89 252 403
Amortisation: Intangible Assets	265 675	-
Total Depreciation and Amortisation	**101 358 180**	**89 252 403**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

30. IMPAIRMENT LOSSES

Impairment Losses on Fixed Assets		23 428 418	8 958 114
Impairment Losses on Financial Assets		207 403 407	59 706 121
Fair Value Adjustment		(1 950 309)	(97 142)
Total Impairment Losses		**228 881 516**	**68 567 093**

30.1 Allocation for Cash Flow:

Total Impairment Losses		228 881 516	68 567 093
Adjustment for Non-cash Transactions:		(231 256 660)	(68 567 093)
Impairment Losses on Fixed Assets	Note 30.2	(23 428 418)	(8 958 114)
Impairment Losses on Financial Assets	Note 30.3	(207 403 407)	(59 706 121)
Realisable Value Adjustment - Inventories		(424 835)	97 142
Total Impairment Losses allocated to Service Charges		**(2 375 144)**	**-**

30.2 Impairment Losses on Fixed Assets

Impairment Losses		23 428 418	8 958 114
Property, Plant and Equipment		16 804 993	8 958 114
Construction Work-in-Progress		6 623 425	-
		23 428 418	**8 958 114**

30.3 Impairment Losses on Financial Assets

Impairment Losses		119 944 006	222 825 061
Other Receivables from Non-exchange Revenue		40 652 618	31 405 611
Trade and Other Receivables from Exchange Transactions		79 291 388	191 419 450
Bad Debts Written Off		87 459 401	8 552 538
Reversal of Impairment Losses		-	(171 671 478)
Other Receivables from Non-exchange Revenue		-	(24 907 490)
Trade and Other Receivables from Exchange Transactions		-	(146 763 988)
		207 403 407	**59 706 121**

30.4 Fair Value Adjustment

Inventory	424 835	(97 142)
Long Service Awards	(2 375 144)	-
	(1 950 309)	**(97 142)**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

31. INTEREST, DIVIDENDS AND RENT ON LAND PAID

Interest Paid:		8 058 566	4 587 292
Borrowings		-	247 384
Finance Leases		3 814 241	501 890
Interest costs non-current Provisions		4 132 326	3 797 013
Overdue Accounts		111 999	41 005
Total Interest Expense		8 058 566	4 587 292
Total Interest, Dividends and Rent on Land Paid		**8 058 566**	**4 587 292**

31.1 Allocation for Cash Flow:

Non-cash Transactions:-			
Interest Paid		4 132 326	3 797 013
Total Interest, Dividends and Rent on Land Paid allocated to Non-cash Transactions		4 132 326	3 797 013
External Interest and Dividends Paid:-			
Interest Paid		3 926 240	790 277
Total Interest, Dividends and Rent on Land Paid allocated to External Interest and Dividends Paid		3 926 240	790 277
Total External Interest and Dividends Paid allocated to Cash Flow		**8 058 566**	**4 587 290**

31.2 Calculation of Cash Flow:

Interest, Dividends and Rent on Land Paid Expenditure	Note 31.1	3 926 240	790 277
Total Payments for External Interest and Dividends Paid		**3 926 240**	**790 277**

32. BULK PURCHASES

Electricity	291 888 014	295 222 161
Total Bulk Purchases	**291 888 014**	**295 222 161**

32.1 Allocation for Cash Flow:

Total Bulk Purchases	291 888 014	295 222 161
Adjustment for Non-cash Transactions:-	-	-
Total Bulk Purchases allocated to Suppliers Paid	**291 888 014**	**295 222 161**

33. CONTRACTED SERVICES

Outsourced Services	33 329 570	33 798 187
Consultants and Professional Services	20 673 498	9 385 276
Contractors	33 313 773	31 855 592
Total Contracted Services	**87 316 841**	**75 039 055**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

33.1 Allocation for Cash Flow:

Total Contracted Services	87 316 839	75 039 055
Adjustment for Non-cash Transactions:-	1 106 710	(5 047 525)
Total Contracted Services allocated to Suppliers Paid	**88 423 549**	**69 991 530**

33.2 Outsourced Services

Animal Care	483 372	473 780
Burial Services	11 950	161 456
Business and Advisory	9 459 543	12 577 301
Call Centre	-	182 100
Catering Services	729 643	478 548
Cleaning Services	368 720	438 163
Clearing and Grass Cutting Services	1 832 555	1 642 067
Connection/Dis-connection	-	709 635
Drivers Licence Cards	1 516 691	512 947
Fire Services	-	456 780
Illegal Dumping	-	177 446
Internal Auditors	29 095	324 950
Litter Picking and Street Cleaning	400 670	1 089 370
Medical Services [Medical Health Services & Support]	946 943	1 009 809
Personnel and Labour	10 179 767	8 011 746
Professional Staff	382 201	419 571
Refuse Removal	-	81 630
Security Services	4 895 455	4 910 721
Traffic Fines Management	1 888 870	9 020
Transport Services	204 095	131 147
	33 329 570	**33 798 187**

33.3 Consultants and Professional Services

Business and Advisory	12 761 830	2 654 256
Infrastructure and Planning	1 804 936	1 498 584
Laboratory Services	1 607 584	375 686
Legal Cost	4 499 148	4 856 750
	20 673 498	**9 385 276**

33.4 Contractors

Artists and Performers	90 125	31 172
Building	-	47 833
Catering Services	2 392	1 773
Employee Wellness	305 378	222 713
Event Promoters	97 945	264 185
Interior Decorator	-	381
Maintenance of Buildings and Facilities	6 252 558	5 897 524
Maintenance of Equipment	335 764	432 344
Maintenance of Infrastructure	26 220 561	24 954 443
Pest Control and Fumigation	9 050	3 224
	33 313 773	**31 855 592**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

34. INVENTORY CONSUMED

Consumables		26 664 112	14 646 376
Materials and Supplies		21 906 728	19 188 859
Water		42 510 988	59 210 649
Total Inventory Consumed		**91 081 828**	**93 045 884**
34.1 Allocation for Cash Flow:			
Total Inventory Consumed		91 081 828	93 045 884
Adjustment for Non-cash Transactions:-		-	-
Total Inventory Consumed allocated to Suppliers Paid		**91 081 828**	**93 045 884**
34.2 Calculation of Cash Flow:			
Expenditure for Inventory Consumed	Note 34.1	91 081 828	93 045 884
Expenditure for Contracted Services	Note 33.1	88 423 549	69 991 530
Expenditure for Bulk Purchases	Note 32.1	291 888 014	295 222 161
Cash Flow from Inventories	Note 1.1	1 973 022	4 382 341
Cash Flow from Exchange Receivables	Note 2.1	420 710	131 069
Cash Flow from Property, Plant and Equipment	Note 6.1	(1 056 651)	(167 022)
Cash Flow from Exchange Payables	Note 11.1	(2 496 920)	(9 272 238)
Rounding Variances			1
Total for Suppliers Paid		**470 268 353**	**453 333 726**

35. TRANSFERS AND SUBSIDIES PAID

Operational Grants	708 750	458 000
Allocations In-kind	325 000	-
Monetary Allocations	383 750	458 000
Total Transfers and Subsidies Paid	**708 750**	**458 000**
35.1 Allocation for Cash Flow:		
Total Transfers and Subsidies Paid	708 750	458 000
Adjustment for Non-cash Transactions:-	-	-
Total Transfers and Subsidies Paid allocated to Other Payments	**708 750**	**458 000**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

36. OPERATING LEASES

Furniture and Office Equipment	3 033 058	2 196 632
Machinery and Equipment	-	-
Other Assets	3 780 782	3 592 590
Total Operating Leases	**6 813 840**	**5 789 222**

36.1 Allocation for Cash Flow:

Total Operating Leases	6 813 840	5 789 222
Adjustment for Non-cash Transactions:-	-	-
Total Operating Leases allocated to Other Payments	**6 813 840**	**5 789 222**

36.2 Leasing Arrangements

The Municipality as Lessee:
Operating leases relate to Property, Plant and Equipment with lease terms not longer than 5 years.

36.3 Amounts Payable under Operating Leases

At the Reporting Date the municipality had outstanding commitments under Non-cancellable Operating Leases for Property, Plant and Equipment, which fall due as follows:

Other Equipment:	6 510 115	6 699 738
Up to 1 year	6 510 115	6 699 738
2 to 5 years	-	-
More than 5 years	-	-
Total Operating Lease Arrangements	**6 510 115**	**6 699 738**

The following payments have been recognised as an expense in the Statement of Financial Performance:

Minimum lease payments	6 510 115	6 699 738
Total Operating Lease Expenses	**6 510 115**	**6 699 738**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

37. OPERATIONAL COSTS

Included in General Expenses are the following:

Achievements and Awards		3 831 001	1 105 116
Advertising, Publicity and Marketing		3 156 572	2 678 642
Bank Charges, Facility and Card Fees		1 108 359	984 769
Bargaining Council		3 553 325	3 422 255
Commission		4 947 593	5 243 275
Communication		4 541 463	4 063 664
Contribution to Provisions		(778 290)	475 750
Courier and Delivery Services		4 990	-
External Audit Fees		3 995 409	4 394 028
External Computer Service		7 379 651	7 502 717
Hire Charges		8 255 063	27 016 901
Insurance Underwriting		4 627 984	3 278 004
Licences		1 029 438	621 543
Management Fee		6 348 420	5 719 854
Municipal Services		-	-
Printing, Publications and Books		977 804	1 075 737
Professional Bodies, Membership and Subscription		13 886	7 260
Registration Fees		1 762 832	1 938 972
Remuneration to Ward Committees		2 962 848	2 640 793
Resettlement Cost		133 628	143 629
Search Fees		52 491	113 982
Signage		453 753	342 913
Skills Development Fund Levy		3 473 067	3 290 416
Storage of Files (Archiving)		53 307	267 317
Supplier Development Programme		24 300	-
Travel Agency and Visa's		2 925	-
Travel and Subsistence		1 993 098	1 755 824
Uniform and Protective Clothing		3 335 801	3 079 626
Vehicle Tracking		893 730	728 644
Workmen's Compensation Fund		1 977 511	1 794 647
Total Operational Costs		**70 111 959**	**83 686 278**

37.1 Allocation for Cash Flow:

Total Operational Costs		70 111 961	83 686 281
Adjustment for Non-cash Transactions:-		-	-
Total Operational Costs allocated to Other Payments		**70 111 961**	**83 686 281**

37.2 Calculation of Cash Flow:

Expenditure for Operational Costs	Note 37.1	70 111 961	83 686 281
Expenditure for Operating Leases	Note 36.1	6 813 840	5 789 222
Expenditure for Transfers and Subsidies Paid	Note 35.1	708 750	458 000
Cash Flow from Exchange Payables	Note 11.1	38 878	6 201
Cash Flow from Non-exchange Payables	Note 12.1	-	751 430
Variance on Depreciation		129 327	191 093
Minor Rounding Errors		5	2
Total for Other Payments		**77 802 761**	**90 882 229**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

37.3 Travel and Subsistence

Domestic	**1 537 600**	**1 080 440**
Accommodation	744 819	610 044
Food and Beverage (Served)	138 368	87 789
Transport without Operator	501 919	293 365
Transport with Operator	152 494	89 242
Foreign	**124 033**	**111 579**
Accommodation	-	-
Daily Allowance	124 033	111 579
Non-employees	331 466	563 805
	1 993 099	**1 755 824**

No other extra-ordinary expenses were incurred.

38. GAINS / LOSSES ON DISPOSAL OF CAPITAL ASSETS

Property, Plant and Equipment	(1 313 865)	(10 274 662)
Total Gains on Disposal of Capital Assets	**-**	**-**
Total Losses on Disposal of Capital Assets	**1 313 865**	**10 274 662**

38.1 Allocation for Cash Flow:

Disposal of Property, Plant and Equipment:			
Gains on Disposal of Capital Assets	Note 6.1	-	-
Losses on Disposal of Capital Assets	Note 6.1	(1 313 865)	(10 274 662)
Total Gains on Disposal of Capital Assets allocated to Property, Plant and Equipment		(1 313 865)	(10 274 662)
Total Gains / (Losses) on Disposal of Capital Assets allocated to Cash Flow		**(1 313 865)**	**(10 274 662)**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R

39. RECLASSIFICATION OF ANNUAL FINANCIAL STATEMENTS

39.1 Reclassification of Accumulated Surplus

The prior year figures of Accumulated Surplus has been restated to correctly disclose the monies held by the municipality in terms of the disclosure notes indicated below.

The effect of the changes are as follows:

		Accumulated Surplus
Balance published as at 30 June 2021		**2 140 988 009**
Correction of Error:-		
Adjustment of PPE for NCA WIP projects	(14 697 075)	
Adjustment of Intangible Assets for NCA WIP projects	1	
Adjustment for Receivables from Exchange Transactions for Impairment	10 168 673	
Adjustment for Statutory Receivables from Non-Exchange Transactions for Impairment	2 078 117	
Total for Correction of Error	-	(2 450 284)
Restated Balance as at 30 June 2021		**2 138 537 725**
Transactions incurred for the Year 2021/22		(30 796 199)
Correction of Error:-		
Adjustment of PPE for NCA WIP projects	15 701 380	
Adjustment of Intangible Assets for NCA WIP projects	-	
Adjustment for Receivables from Exchange Transactions for Impairment	(22 504 740)	
Adjustment for Statutory Receivables from Non-Exchange Transactions for Impairment	(7 423 137)	
Correction of Current Lease Payables	(3 044 579)	
Correction of Non-Current Lease Payables	868 880	
Restatement of Provisions	(11 644 539)	
Correction for VAT on Human Settlements Grant	1 762 455	
Rounding Variances	(1)	
Total for Correction of Error		(26 284 281)
Restated Balances as at 30 June 2022		**2 081 457 245**

39.2 Reclassification of Revenue

The prior year figures of Revenue Classes have been restated to correctly classify the nature of Revenue of the municipality.

The effect of the Correction of Error is as follows:

	Prior Year 2021/22 Audited	Change in Accounting Policy	Correction of Error	Restated Amount 2021/22
Property Rates	224 326 475	-	-	224 326 475
Fines, Penalties and Forfeits	5 881 345	-	-	5 881 345
Licences and Permits - Non-exchange	9 593 213	-	-	9 593 213
Transfers and Subsidies	214 510 912	-	13 512 155	228 023 067
Interest, Dividends & Rent on Land Non-Exchange	1 774 617	-	-	1 774 617
Service Charges	521 290 057	-	-	521 290 057
Sales of Goods and Rendering of Services	9 602 709	-	-	9 602 709
Income from Agency Services	2 559 892	-	-	2 559 892
Rental from Fixed Assets	3 094 059	-	-	3 094 059
Interest, Dividends & Rent on Land Exchange	15 328 365	-	-	15 328 365
Operational Revenue	3 804 898	-	-	3 804 898
	1 011 766 542	**-**	**13 512 155**	**1 025 278 697**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

39.3 Reclassification of Expenditure

The prior year figures of Expenditure Classes have been restated to correctly classify the nature of Expenditure of the municipality.

The effect of the Correction of Error is as follows:

	Prior Year 2021/22 Audited	Change in Accounting Policy	Correction of Error	Restated Amount 2021/22
Employee Related Costs	331 397 764	-	11 644 540	343 042 304
Remuneration of Councillors	13 394 816	-	-	13 394 816
Depreciation and Amortisation	91 119 431	-	(1 867 028)	89 252 403
Impairment Losses	38 639 218	-	29 927 875	68 567 093
Interest, Dividends and Rent on Land	4 662 497	-	(75 205)	4 587 292
Bulk Purchases	295 222 161	-	-	295 222 161
Contracted Services	75 039 055	-	1	75 039 055
Inventory Consumed	93 045 884	-	-	93 045 884
Transfers and Subsidies Paid	458 000	-	-	458 000
Operating Leases	5 789 222	-	-	5 789 222
Operational Costs	83 521 647	-	164 631	83 686 278
Loss on Disposal of PPE	10 273 046	-	1 616	10 274 662
	1 042 562 741	**-**	**39 796 430**	**1 082 359 170**

39.4 Reclassification of Statement of Financial Position

The prior year figures of Classes in the Statement of Financial Position have been restated to correctly classify the nature of Assets, Liabilities and Net Assets of the municipality.

The effect of the Correction of Error is as follows:

	Prior Year 2021/22 Audited	Change in Accounting Policy	Correction of Error	Restated Amount 2021/22
Current Assets				
Inventories	17 049 849	-	-	17 049 849
Receivables from Exchange Transactions	76 320 626	-	(12 336 067)	63 984 559
Statutory Receivables from Exchange Transactions	-	-	52 205 682	52 205 682
Statutory Receivables from Non-exchange Transactions	20 620 893	-	(5 345 020)	15 275 873
VAT Receivable	50 443 224	-	(50 443 224)	-
Cash and Cash Equivalents	27 850 559	-	1	27 850 560
Lease Receivables	152 713	-	-	152 713
Non-Current Assets				
Property, Plant and Equipment	2 065 150 911	-	1 004 305	2 066 155 216
Intangible Assets	869 780	-	1	869 781
Investment Property	262 608 444	-	-	262 608 444
Current Liabilities				
Consumer Deposits	(23 672 925)	-	-	(23 672 925)
Payables from Exchange Transactions	(105 579 188)	-	-	(105 579 188)
Lease Payables	(7 463 613)	-	(3 044 579)	(10 508 192)
Employee Benefit Liabilities	(7 443 566)	-	-	(7 443 566)
Provisions	(31 986 180)	-	(11 644 539)	(43 630 719)
Non-Current Liabilities				
Lease Payables	(22 813 236)	-	868 880	(21 944 356)
Employee Benefit Liabilities	(105 496 394)	-	-	(105 496 394)
Provisions	(106 420 092)	-	-	(106 420 092)
Net Assets				
Accumulated Surplus / (Deficit)	(2 110 191 805)	-	28 734 560	(2 081 457 245)
	-	**-**	**-**	**-**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

39.5 Reclassification of Cash Flow Statement

The prior year figures of the Cash Flow Statement have been restated to correctly classify the nature of cash receipts and expenditures of the municipality.

The effect of the Correction of Error is as follows:

	Prior Year 2021/22 Audited	Change in Accounting Policy	Correction of Error	Restated Amount 2021/22
Receipts				
Property Rates	222 910 709	-	-	222 910 709
Transfers and Subsidies	208 312 256	-	13 512 155	221 824 411
Service Charges	481 764 673	-	1	481 764 674
External Interest and Dividends Received	3 224 544	-	-	3 224 544
Other Receipts	30 632 442	-	(1 511 218)	29 121 224
Payments				
Employee Related Costs	(332 334 550)	-	-	(332 334 550)
Remuneration of Councillors	(13 394 816)	-	-	(13 394 816)
External Interest and Dividends Paid	(865 483)	-	75 206	(790 277)
Suppliers Paid	(453 500 746)	-	167 020	(453 333 726)
Other Payments	(92 228 814)	-	1 346 585	(90 882 229)
VAT Paid	(2 693 011)	-	(1 762 458)	(4 455 469)
NET CASH FLOWS FROM OPERATING ACTIVITIES	**51 827 204**	**-**	**11 827 291**	**63 654 495**
CASH FLOWS FROM INVESTING ACTIVITIES				
Purchase of Property, Plant and Equipment	(114 495 250)	-	(14 002 989)	(128 498 239)
Purchase of Intangible Assets	-	-	-	-
Proceeds on Disposal of Property, Plant and Equipment	13 557 118	-	-	13 557 118
Proceeds on Disposal of Investment Property	37 000	-	-	37 000
Decrease / (Increase) in Long-term Receivables	-	-	-	-
NET CASH FLOWS FROM INVESTING ACTIVITIES	**(100 901 132)**	**-**	**(14 002 989)**	**(114 904 121)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Decrease in Finance Leases (Leases Redeemed)	29 658 348	-	2 175 699	31 834 047
Decrease in Borrowings (Loans Redeemed)	(6 128 308)	-	-	(6 128 308)
NET CASH FLOWS FROM FINANCING ACTIVITIES	**23 530 040**	**-**	**2 175 699**	**25 705 739**
NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS	**(25 543 888)**	**-**	**1**	**(25 543 887)**
Cash and Cash Equivalents at Beginning of Period	53 394 447	-	-	53 394 447
Cash and Cash Equivalents at End of Period	27 850 559	-	1	27 850 560

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

40. CORRECTION OF ERROR

Corrections were made on disclosures of the previous financial year. These disclosures are limited to re-classification of line items within the different categories of the financial statements. Details of the corrections are described below:

40.1 Reclassification of Expenditure

Prior year amounts of items in **Expenditure** included in the Statement of Financial Performance have been restated as indicated below:

	Employee Related Costs	Depreciation and Amortisation	Impairment Losses
Balance previously reported	**331 397 764**	**91 119 431**	**38 639 218**
Correction of Errors:-			
Adjustment to Provision for Leave	11 644 540	-	-
Adjustment for WIP Capitalisation	-	(1 867 028)	-
Adjustment to Provision for Bad Debt	-	-	29 927 875
Restated Balance now reported	**343 042 304**	**89 252 403**	**68 567 093**

Employee Related Costs:
The **prior year amounts** for Leave provision have been restated to correctly disclose the amount not previously recognised. The leave calculation was previously based on Basic salary and not total cost to company.

Depreciation and Amortisation:
The **prior year amounts** for has been restated due to the previous year's work in progress not accurately capitalised, and the depreciation effect thereof.

Impairment Losses:
The **prior year amounts** for Impairment Losses has been restated due to the implementation of a revised methodology to calculate the provision for bad debt, and to

	Interest, Dividends and Rent on Land	Loss on Disposal of PPE
Balance previously reported	**4 662 497**	**10 273 046**
Correction of Errors:-		
Adjustment due to revised impairment of fines	(75 205)	-
Adjustment for Accurate alignment to Asset Register	-	1 616
Restated Balance now reported	**4 587 292**	**10 274 662**

Interest, Dividends and Rent on Land:
The **prior year amounts** for Impairment Losses and Receivables from Non-exchange Transactions have been restated to correctly disclose the impairment of Receivables for traffic fines in terms of the prescriptions of IGRAP 1, previously not accrued for.

Loss on Disposal of PPE:
The **prior year amounts** for Loss on Disposal of PPE has been amended slightly to ensure accurate and complete disclosure of movements as per the Asset Register.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

40.2 Reclassification of Statement of Financial Position

Opening Balances and **Prior Year Amounts** of items in the Statement of Financial Position have been restated as indicated below:

	Receivables from Exchange Transactions	Statutory Receivables from Non-exchange Transactions
Balances previously published per AFS as at 30 June 2021	**45 103 236**	**9 951 048**
Correction of Errors:-		
Adjustment due to implementation of new methodoligy for Provision of Bad Debt	10 168 673	2 078 117
Balances now published per AFS as at 30 June 2021	**55 271 909**	**12 029 165**
Transactions incurred for the Year 2021/22	31 217 390	10 669 845
Correction of Errors:-		
Adjustment due to implementation of new methodoligy for Provision of Bad Debt	(22 504 740)	(7 423 137)
Balances now published per AFS as at 30 June 2022	**63 984 559**	**15 275 873**

Receivables from Exchange Transactions:
The **prior year amounts** for Receivables from Exchange Transactions has been restated due to the implementation of a revised methodology to calculate the provision

Statutory Receivables from Non-exchange Transactions:
The **prior year amounts** for Receivables from Non-Exchange Transactions has been restated due to the implementation of a revised methodology to calculate the provision for bad debt on these receivables, and to improve on the accuracy of the bad debt calculation.

	Property, Plant and Equipment	Lease Payables
Balances previously published per AFS as at 30 June 2021	**2 056 687 414**	**618 501**
Correction of Errors:-		
Adjustment for capitalisation of WIP	(14 697 075)	-
Balances now published per AFS as at 30 June 2021	**2 041 990 339**	**618 501**
Transactions incurred for the Year 2021/22	8 463 497	6 845 112
Correction of Errors:-		
Adjustment for capitalisation of WIP	15 701 380	-
Adjustment for recognition of full lease amount	-	3 044 579
Balances now published per AFS as at 30 June 2022	**2 066 155 216**	**10 508 192**

Property, Plant and Equipment:
Property, Plant and Equipment was restated due to the prior year work in progress not capitalised.

Lease Payables:
The Lease Payable was restated due to the full lease amount not recognised in the prior year.

	Provisions	Lease Payables (Non-Current)
Balances previously published per AFS as at 30 June 2021	**27 574 289**	**-**
Correction of Errors:-		
None for the year ended 30 June 2021	-	-
Balances now published per AFS as at 30 June 2021	**27 574 289**	**-**
Transactions incurred for the Year 2021/22	4 411 891	22 813 236
Correction of Errors:-		
Adjustment for accurate calculation of Leave Provision	11 644 539	-
Adjustment for Lease Payable	-	(868 880)
Balances now published per AFS as at 30 June 2022	**43 630 719**	**21 944 356**

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Provisions:
The **prior year amounts** for Leave provision have been restated to correctly disclose the amount not previously recognised. The leave calculation was previously based on Basic salary and not total cost to company.

Lease Payables (Non-Current):
The Lease Payable was restated due to the full lease amount not recognised in the prior year.

		2023 R	2022 R
41. CASH GENERATED BY OPERATIONS			
Surplus / (Deficit) for the Year		19 520 457	(57 080 473)
Adjustment for Non-cash Transactions included in Surplus / (Deficit):			
Employee Related Costs	Refer Note 27.1	11 020 598	18 695 916
Depreciation and Amortisation	Refer Note 48.2	101 358 181	89 252 404
Impairment Losses	Refer Note 30.1	231 256 660	68 567 093
Interest, Dividends and Rent on Land	Refer Note 31.1	4 132 326	3 797 013
Contracted Services	Refer Note 33.1	(1 106 710)	5 047 525
Adjustment for Cash Transactions not included in Surplus / (Deficit):			
Exchange Receivables: Bad Debts Written-off	Refer Note 2.3.1	(4 835 758)	(4 835 757)
Statutory Exchange Receivables: Bad Debts Written-off	Refer Note 4.3.1	(248 188)	(248 187)
Transfer of Property, Plant and Equipment	Refer Note 6.1	1 056 651	167 022
Expenditure from Current Employee Benefit Liabilities	Refer Note 14.1.1	(3 144 000)	(3 144 000)
Expenditure from Non-current Employee Benefit Liabilities	Refer Note 14.1.2	(2 979 973)	(5 069 521)
Expenditure from Non-current Provisions	Refer Note 15.2	-	-
Adjustment for Non-cash Transactions included in Working Capital:			
Inventories	Refer Note 1.1	(424 835)	97 142
Decrease/(Increase) in Impairment of Exchange Receivables	Refer Note 2.3	(79 290 065)	(49 445 712)
Decrease/(Increase) in Impairment of Statutory Non-exchange Receivables	Refer Note 4.3	(81 331 119)	(3 665 249)
Adjustment for Transactions included in Surplus / (Deficit) directly recognised in Cash Flow:			
Gains / (Losses) on Disposal of Capital Assets	Refer Note 38.1	1 313 865	10 274 662
Variance on Impairment (Provision for VAT on Receivables)		(41 698 276)	(1 511 218)
Minor Variance on Depreciation		(129 327)	(191 093)
Minor Rounding Errors		(3)	(5)
Operating Surplus before Working Capital Changes		154 435 683	70 707 562
Decrease/(Increase) in Inventories		(1 548 186)	(4 479 483)
Decrease/(Increase) in Receivables from Exchange Transactions		(13 045 549)	(8 712 650)
Decrease/(Increase) in Receivables from Non-exchange Transactions		-	-
Decrease/(Increase) in Statutory Receivables from Non-exchange Transactions		(13 738 660)	(3 246 708)
Decrease/(Increase) in VAT Receivable		-	-
Decrease/(Increase) in Operating Lease Receivables		43 364	(45 123)
Increase/(Decrease) in Consumer Deposits		5 387 147	2 898 670
Increase/(Decrease) in Payables from Exchange Transactions		20 640 135	17 937 782
Increase/(Decrease) in Payables from Non-exchange TransactionsLease Payables		-	(751 430)
Increase/(Decrease) in Unspent Conditional Grants and Receipts		28 993 833	(6 198 656)
Cash Generated by / (Utilised in) Operations		187 951 425	63 654 495
		1.00	

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

42. UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE DISALLOWED

42.1 Unauthorised Expenditure

Reconciliation of Unauthorised Expenditure:		
Unauthorised Expenditure Current Year:	92 827 502	-
Unauthorised Expenditure awaiting authorisation	**92 827 502**	**-**
The current year over-expenditure incurred by Financial Services during the year is attributable to the following categories:		
- Non-cash	92 827 502	-
- Cash	-	-
	92 827 502	**-**
Analysed as follows:		
Non-cash:-		
Impairment Losses	92 827 502	-
	92 827 502	**-**

Incident	Disciplinary Steps / Criminal Proceedings
Budgeted votes exceeded:-	
- Financial Services - R92 827 502 (2022: R0)	Currently None - subject to possible future investigation

The Unauthorised Expenditure incured during 2022/23 was as a result of non-cash items (Impairment of Debtors) and has been tabled to Council. The total Budget is exceeded by R72 516 228 as a result of the financial services vote being over spent.

42.2 Fruitless and Wasteful Expenditure

Reconciliation of Fruitless and Wasteful Expenditure:		
Opening Balance	41 005	37 528
Fruitless and Wasteful Expenditure Current Year	111 999	41 005
Expenditure investigated and approved by Council	(41 005)	(37 528)
Fruitless and Wasteful Expenditure awaiting condonement	**111 999**	**41 005**

Incident	Disciplinary Steps / Criminal Proceedings
Interest and penalties on late payment of trade creditors. - R37 528 (2022: R27 485)	Currently None - subject to possible future investigation

42.3 Irregular Expenditure

	2023 R	2022 R
Reconciliation of Irregular Expenditure:		
Opening Balance:	382 748	1 340 531
Irregular Expenditure Current Year:	-	382 748
Condoned/Written-off by Council:	-	(1 340 531)
Irregular Expenditure awaiting condonation	**382 748**	**382 748**

Prior Year:

Incident	Deviation
Incorrect calculation of order - 2023 R0 (2022: R2 000)	Still to be investigated.
Tax Non Compliance - R380 748 (2022: R0)	Still to be investigated.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R
43. ADDITIONAL DISCLOSURES IN TERMS OF APPLICABLE LEGISLATION		
43.1 MUNICIPAL FINANCE MANAGEMENT ACT		
43.1.1 Contributions to Organised Local Government - SALGA		
Opening Balance	-	-
Council Subscriptions	3 974 035	3 422 255
Amount Paid - current year	(3 974 035)	(3 422 255)
Balance Unpaid (included in Creditors)	**-**	**-**
43.1.2 Pension and Medical Aid Deductions		
Opening Balance	-	-
Current Year Contributions	76 557 025	73 272 224
Amount Paid - current year	(76 557 025)	(73 272 224)
Balance Unpaid (included in Creditors)	**-**	**-**
43.1.3 Audit Fees		
Opening Balance	-	3 774
Current year Audit Fees	4 594 721	4 322 780
Amount Paid - current year	(4 581 293)	(4 306 043)
Balance Unpaid (included in Creditors)	**13 427**	**20 511**
43.1.4 PAYE, Skills Development Levy and UIF		
Opening Balance	-	-
Current year Payroll Deductions	54 910 692	47 968 445
Amount Paid - current year	(54 910 692)	(47 968 445)
Balance Unpaid (included in Creditors)	**-**	**-**
43.1.5 VAT The net of VAT input receivables and VAT output payables are shown in Note 5. All VAT returns have been submitted by the due date throughout the year.	-	-

43.1.6 Councillor's arrear Consumer Accounts

During the financial year under review three Councillors (present or past) were in arrears with the settlement of his municipal accounts.

The following Councillors had arrear accounts outstanding for more than 90 days as at 30 June 2021:

30 June 2023	**Total**	**Outstanding up to 90 days**	**Outstanding more than 90 days**
Councillor Dayimani M	32 590	1 358	31 232
Councillor Valgee	12 518	2 432	10 086
Councillor Bornman	21 819	15 055	6 764
Councillor Mbuqu	108 572	34 233	74 339
Total Councillor Arrear Consumer Accounts	**175 500**	**53 079**	**122 421**

30 June 2022	**Total**	**Outstanding up to 90 days**	**Outstanding more than 90 days**
Councillor Dayimani M	25 444	1 751	23 694
Councillor Valgee	3 052	616	2 436
Councillor August H	11 047	-	11 047
Total Councillor Arrear Consumer Accounts	**39 543**	**2 367**	**37 177**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

43.1.7 Deviation from, and ratification of minor breaches of, the Procurement Processes

In terms of section 36(1) of the Municipal Supply Chain Management Policy approved by the Council, any deviation from the Supply Chain Management Policy needs to be approved / condoned by the Municipal Manager, noted by Council and bids where the formal procurement processes could not be followed must be noted in the Annual Financial Statements.

The following deviations from the tender stipulations in terms of the municipality's Supply Chain Management Policy were ratified by the Municipal Manager and reported to Council:

30 June 2023

Department	Tenderer	Reason	Amount
Finance	Various (17)	“Various reason like impracticality/emergency/ single provider /urgency”	2 415 908
Infrastructure & Engineering	Various (150)	“Various reason like impracticality/emergency/ single provider /urgency”	60 748 446
Corporate Services	Various (23)	“Various reason like impracticality/emergency/ single provider /urgency”	968 978
Office of MM	Various (16)	“Various reason like impracticality/emergency/ single provider /urgency”	1 758 825
Community Services	Various (17)	“Various reason like impracticality/emergency/ single provider /urgency”	1 166 078
Planning, Development & Tourism	Various (6)	“Various reason like impracticality/emergency/ single provider /urgency”	486 968
		Total:	67 545 202

30 June 2022

Department	Tenderer	Reason	Amount
Finance	Various (22)	Various reasons like impracticality/ urgency/ Continuity and alignment	1 890 697
Infrastructure & Engineering	Various (72)	Various reasons like impracticality/ urgency/ Preferred supplier	27 164 981
Corporate Services	Various (13)	Various reasons like impracticality/ urgency/ Sole Supplier	797 194
Office of MM	Various (17)	Various reasons like Sole Supplier impracticality/ urgency/ Preferred supplier	912 932
Community Services	Various (20)	Various reasons like Sole Supplier impracticality/ urgency/ Preferred supplier	6 640 990
Planning, Development & Tourism	Various (67)	Various reasons like Sole Supplier impracticality/ urgency/ Preferred supplier	454 491
		Total:	37 861 285

43.1.8)(d)(i) of the MFMA

Material Electricity and Water Losses were as follows and are not recoverable:

Electricity:

		Lost Units	Tariff	Value
30 June 2023	Unaccounted Electricity Losses	13 909 080	1.4146	19 675 785
30 June 2022	Unaccounted Electricity Losses	14 903 131	1.4146	21 081 969

Electricity Losses occur due to inter alia, technical and non-technical losses (Technical losses - inherent resistance of conductors, transformers and other electrical equipment; Non-technical losses - the tampering of meters, the incorrect ratios used on bulk meters, faulty meters and illegal electricity connections). The problem with tampered meters and illegal connections is an ongoing process, with regular action being taken against defaulters. Faulty meters are replaced as soon as they are reported.

	2023	2022
Volumes in kWh/year:		
System Input Volume	180 601 760	204 055 009
Billed Consumption	152 244 539	176 908 577
Unaccounted	28 357 221	27 146 432
Normal distribution losses - 8% of electricity purchases	14 448 141	12 243 301
	13 909 080	14 903 131
Percentage Distribution Loss	7.70%	7.30%

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Water:

		Lost Units	Tariff	Value
30 June 2023	Unaccounted Water Losses	1 909 708	10.2100	19 498 119
30 June 2022	Unaccounted Water Losses	4 116 740	10.2100	42 031 915

Water Losses occur due to inter alia, leakages, the tampering of meters, the incorrect ratios used on bulk meters, faulty meters and illegal water connections. The problem with tampered meters and illegal connections is an ongoing process, with regular action being taken against defaulters. Faulty meters and leakages are replaced/repaired as soon as they are reported.

	2023	2022
Volumes in Kl/year:		
System Input Volume	6 490 281	7 634 866
Billed Consumption	4 580 573	3 518 126
Distribution Loss	1 909 708	4 116 740
Percentage Distribution Loss	29.42%	53.92%

43.2 BROAD-BASED BLACK ECONOMIC EMPOWERMENT ACT

Information on compliance with the B-BBEE Act is included in the Annual Report under the section titled B-BBEE Compliance Performance Information.

44. COMMITMENTS FOR EXPENDITURE

44.1 Capital Commitments

- Approved and Contracted for:-		**102 178 126**	**102 860 583**
Infrastructure		83 057 754	72 807 293
Community		-	-
Other		19 120 372	30 053 290
Total Capital Commitments		**102 178 126**	**102 860 583**
This expenditure will be financed from:			
Internal and Grant funding		102 178 126	102 860 583
		102 178 126	**102 860 583**

The Capital Commitments are VAT inclusive.

45. FINANCIAL INSTRUMENTS

45.1 Classification

FINANCIAL ASSETS:

In accordance with GRAP 104.13 the Financial Assets of the municipality are classified as follows:

Financial Assets at Amortised Cost:			
Non-current Long-term Receivables	Staff Related Long Term Receivables	-	-
Receivables from Exchange Transactions	Electricity	32 462 402	31 442 325
Receivables from Exchange Transactions	Refuse	5 002 285	1 571 424
Receivables from Exchange Transactions	Sewerage	5 303 103	4 019 444
Receivables from Exchange Transactions	Other Service Charges	(99)	232 872
Receivables from Exchange Transactions	Water	23 974 115	18 018 816
Receivables from Exchange Transactions	Other Debtors	3 712 009	3 514 062
Receivables from Exchange Transactions	Prepayments and Advances	4 143 478	3 722 768
Receivables from Exchange Transactions	Control, Clearing and Interface Accounts	1 539 272	569 305
Receivables from Exchange Transactions	Deposits for Land	893 543	893 543
Cash and Cash Equivalents	Call Deposits	83 334 266	9 802 828
Cash and Cash Equivalents	Bank Balances	21 600 332	18 047 311
Cash and Cash Equivalents	Cash Floats and Advances	421	421
Total Financial Assets		**181 965 127**	**91 835 119**

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

FINANCIAL LIABILITIES:
In accordance with GRAP 104.13 the Financial Liabilities of the municipality are classified as follows:

Financial Liabilities at Amortised Cost:			
Non-current Finance Lease Obligations	Non-current Finance Lease Obligations	24 202 066	21 944 356
Payables from Exchange Transactions	Other Payables	28 811 223	12 871 829
Payables from Exchange Transactions	Retentions	7 067 757	3 382 568
Payables from Exchange Transactions	Trade Creditors	59 159 892	64 404 854
Payables from Non-exchange Transactions	Transfers and subsidies	-	-
Unspent Conditional Grants and Receipts	National Government	3 000 000	-
Unspent Conditional Grants and Receipts	Provincial Government	23 098 880	-
Current Finance Lease Obligations	Current Finance Lease Obligations	11 342 009	10 508 192
Current Borrowings	Development Bank of South Africa	-	-
Total Financial Liabilities		**156 681 827**	**113 111 799**

No Financial Instruments of the municipality have been reclassified during the year.

45.2 Capital Risk Management

The capital structure of the municipality consists of debt, which includes Cash and Cash Equivalents and Equity, comprising Funds, Reserves and Accumulated Surplus as disclosed in Note 16. and the Statement of Changes in Net Assets.

Gearing Ratio

	2023 R	2022 R
The gearing ratio at the year-end was as follows:		
Debt	35 544 075	32 452 548
Cash and Cash Equivalents	(83 334 687)	(9 803 249)
Net Debt	(47 790 612)	22 649 299
Equity	2 100 977 699	2 081 457 245
Net debt to equity ratio	**-2.27%**	**1.09%**

Debt is defined as Long-term Liabilities, together with its Short-term Portion.

Equity includes all Funds and Reserves of the municipality, disclosed as Net Assets in the Statement of Financial Performance and Net Debt as described above.

45.3 Financial Risk Management Objectives

The Accounting Officer has overall responsibility for the establishment and oversight of the municipality's risk management framework. The municipality's risk management policies are established to identify and analyse the risks faced by the municipality, to set appropriate risk limits and controls and to monitor risks and adherence to limits.

Due to the largely non-trading nature of activities and the way in which they are financed, municipalities are not exposed to the degree of financial risk faced by business entities. Financial Instruments play a much more limited role in creating or changing risks that would be typical of listed companies to which the IAS's mainly apply. Generally, Financial Assets and Liabilities are generated by day-to-day operational activities and are not held to manage the risks facing the municipality in undertaking its activities.

The Department Financial Services monitors and manages the financial risks relating to the operations through internal policies and procedures. These risks include interest rate risk, credit risk and liquidity risk. Compliance with policies and procedures is reviewed by the internal auditors on a continuous basis, and annually by external auditors. The municipality does not enter into or trade financial instruments for speculative purposes.

Internal audit, responsible for initiating a control framework and monitoring and responding to potential risk, reports periodically to the municipality's audit committee, an independent body that monitors the effectiveness of the internal audit function.

Further quantitative disclosures are included throughout these Annual Financial Statements.

45.4 Significant Risks

It is the policy of the municipality to disclose information that enables the user of its Annual Financial Statements to evaluate the nature and extent of risks arising from Financial Instruments to which the municipality is exposed on the reporting date.

The municipality has exposure to the following risks from its operations in Financial Instruments:

- Credit Risk;
- Liquidity Risk; and
- Market Risk.

Risks and exposures are disclosed as follows:

Market Risk

Market Risk is the risk that changes in market prices, such as interest rates will affect the municipality's income or the value of its holdings in Financial Instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimising the return.

Credit Risk

Credit Risk is the risk of financial loss to the municipality if a customer or counterparty to a Financial Instrument fails to meet its contractual obligations and arises principally from the municipality's receivables from customers and investment securities.

Liquidity Risk

Liquidity Risk is the risk that the municipality will encounter difficulty in meeting the obligations associated with its Financial Liabilities that are settled by delivering cash or another financial asset. The municipality's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the municipality's reputation.

Liquidity Risk is managed by ensuring that all assets are reinvested at maturity at competitive interest rates in relation to cash flow requirements. Liabilities are managed by ensuring that all contractual payments are met on a timeous basis and, if required, additional new arrangements are established at competitive rates to ensure that cash flow requirements are met.

A maturity analysis for Financial Liabilities (where applicable) that shows the remaining undiscounted contractual maturities is disclosed in Note 45..8 to the Annual Financial Statements.

45.5 Market Risk

The municipality's activities expose it primarily to the financial risks of changes in interest rates (see Note 45.7 below). No formal policy exists to hedge volatilities in the interest rate market.

There has been no change to the municipality's exposure to market risks or the manner in which it manages and measures the risk.

45.5.1 Foreign Currency Risk Management

The municipality's activities do not expose it to the financial risks of foreign currency and therefore has no formal policy to hedge volatilities in the interest rate market.

45.5.2 Interest Rate Risk Management

Interest Rate Risk is defined as the risk that the fair value or future cash flows associated with a financial instrument will fluctuate in amount as a result of market interest changes.

Potential concentrations of interest rate risk consist mainly of variable rate deposit investments, long-term receivables, consumer debtors, other debtors, bank and cash balances.

The municipality is not exposed to credit interest rate risk as the municipality has no borrowings.

The municipality's exposures to interest rates on Financial Assets and Financial Liabilities are detailed in the Credit Risk Management section of this note.

Interest Rate Sensitivity Analysis

The sensitivity analysis has been determined based on the exposure to interest rates at the Statement of Financial Position date. The analysis is prepared by averaging the amount of the investment at the beginning of the financial year and the amount of the investment at the end of the financial year. A 25 basis point increase or decrease was used, which represents management's assessment of the reasonably possible change in interest rates. The short and long-term financial instruments at year-end with variable interest rates are set out in Note 45..8 below:

Cash and Cash Equivalents:
If interest rates had been 25 basis points higher / lower and all other variables were held constant, the municipality's:

- Surplus for the year ended 30 June 2023 would have increased / decreased by R165 981 (30 June 2022: R101 555). This is mainly attributable to the municipality's exposure to interest rates on its variable rate investments.

45.6 Credit Risk Management

Credit Risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the municipality. The municipality has a sound credit control and debt collection policy and obtains sufficient collateral, where appropriate, as a means of mitigating the risk of financial loss from defaults. The municipality uses its own trading records to assess its major customers. The municipality's exposure of its counterparties are monitored regularly.

Potential concentrations of credit rate risk consist mainly of variable rate deposit investments, long-term receivables, consumer debtors, other debtors, bank and cash balances.

Investments/Bank, Cash and Cash Equivalents

The municipality limits its counterparty exposures from its money market investment operations (financial assets that are neither past due nor impaired) by only dealing with Absa Bank, First National Bank, Nedbank and Standard Bank. No investments with a tenure exceeding twelve months are made.

Trade and Other Receivables

There were no material changes in the exposure to credit risk and its objectives, policies and processes for managing and measuring the risk during the year under review. The municipality's maximum exposure to credit risk is represented by the carrying value of each financial asset in the Statement of Financial Position, without taking into account the value of any collateral obtained. The municipality has no significant concentration of credit risk, with exposure spread over a large number of consumers, and is not concentrated in any particular sector or geographical area.

The municipality establishes an allowance for impairment that represents its estimate of anticipated losses in respect of trade and other receivables.

The municipality does not have any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics. The municipality defines counterparties as having similar characteristics if they are related entities. The credit risk on liquid funds is limited because the counterparties are banks with high credit-ratings.

The table below shows the balance of the 4 major counterparties at the balance sheet date. Management is of the opinion that, although these parties are the 4 counterparties with highest outstanding balances, no significant credit risk exposure exists based on the payment history of the parties, except for Northern Province Academy of Sport and Department of Water and Forestry Affairs for which there is uncertainty about the collectivity. They have been included in the Assessment for Impairment of Consumer Debtors.

	2023 R	2022 R
The maximum credit and interest risk exposure in respect of the relevant financial instruments is as follows:		
Receivables from Exchange Transactions	386 280 711	293 945 097
Bank, Cash and Cash Equivalents	104 935 019	27 850 560
Maximum Credit and Interest Risk Exposure	**491 215 730**	**321 795 657**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

The major concentrations of credit risk that arise from the municipality's receivables in relation to customer classification are as follows:

	%	%
Exchange Debtors:		
- Service Debtors	97.33%	97.03%
- Other Debtors	0.96%	1.20%
- Prepayments and Advances	1.08%	1.27%
- Other Minor Classes	0.63%	0.50%
Total Credit Risk	**100.00%**	**100.00%**

Bank and Cash Balances		
Current Investments	83 334 266	9 802 828
Bank Accounts	21 600 332	18 047 311
Cash on Hand	421	421
Total Bank and Cash Balances	**104 935 019**	**27 850 560**

Credit quality of Financial Assets:

The credit quality of financial assets that are neither past due nor impaired can be assessed by reference to external credit ratings (if available) or to historical information about counterparty default rates:

Receivables from Exchange Transactions		
Counterparties without external credit rating:-		
High	65 229 821	64 357 203
Medium	16 676 032	16 452 946
Low	-	-
Total Receivables from Exchange Transactions	**81 905 852**	**80 810 150**

Credit quality Groupings:

High - High certainty of timely payment. Liquidity factors are strong and the risk of non-payment is small.

Medium - Reasonable certainty of timely payment. Liquidity factors are sound, although ongoing funding needs may enlarge financing requirement. The risk of non-payment is small.

Low - Satisfactory liquidity factors and other factors which qualify the entity as investment grade. However, the risk factors of non-payment are larger.

None of the financial assets that are fully performing, have been renegotiated in the last year.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

45. FINANCIAL INSTRUMENTS (Continued)

45.7 Liquidity Risk Management

Ultimate responsibility for liquidity risk management rests with the Council, which has built an appropriate liquidity risk management framework for the management of the municipality's short, medium and long-term funding and liquidity management requirements. The municipality manages liquidity risk by maintaining adequate reserves, banking facilities and reserve borrowing facilities, by continuously monitoring forecast and actual cash flows and matching the maturity profiles of financial assets and liabilities.

Liquidity and Interest Risk Tables

The municipality ensures that it has sufficient cash on demand or access to facilities to meet expected operational expenses through the use of cash flow forecasts.

The following tables detail the municipality's remaining contractual maturity for its non-derivative financial liabilities. The tables have been drawn up based on the undiscounted cash flows of financial liabilities based on the earliest date on which the municipality can be required to pay.

Description	Note ref in AFS	Average effective Interest Rate	Total	6 Months or less	6 - 12 Months	1 - 2 Years	2 - 5 Years	More than 5 Years
	#	%	R	R	R	R		R
30 June 2023								
Non-interest Bearing		0.00%	121 137 752	121 137 752	-	-	-	-
Fixed Interest Rate Instruments			35 544 075	35 544 075	-	-	-	-
			156 681 827	**156 681 827**	**-**	**-**	**-**	**-**
30 June 2022								
Non-interest Bearing		0.00%	80 659 251	80 659 251	-	-	-	-
Fixed Interest Rate Instruments			32 452 548	32 452 548	-	-	-	-
			113 111 799	**113 111 799**	**-**	**-**	**-**	**-**

The following table details the municipality's expected maturity for its non-derivative financial assets. The tables below have been drawn up based on the undiscounted contractual maturities of the financial assets including interest that will be earned on those assets except where the municipality anticipates that the cash flow will occur in a

Description	Note ref in AFS	Average effective Interest Rate	Total	6 Months or less	6 - 12 Months	1 - 2 Years	2 - 5 Years	More than 5 Years
	#	%	R	R	R	R		R
30 June 2023								
Non-interest Bearing		0.00%	77 030 529	77 023 529	3 000	3 000	1 000	-
Variable Interest Rate Instruments		10.28%	104 934 598	104 934 598	-	-	-	-
			181 965 127	**181 958 127**	**3 000**	**3 000**	**1 000**	**-**
30 June 2022								
Non-interest Bearing		0.00%	63 984 980	63 974 980	3 000	3 000	4 000	-
Variable Interest Rate Instruments		7.94%	27 850 139	27 850 139	-	-	-	-
			91 835 119	**91 825 119**	**3 000**	**3 000**	**4 000**	**-**

The municipality does not have any financing facilities and expects to meet its obligations from operating cash flows and proceeds of maturing financial assets and to maintain current debt to equity ratio.

45.8 Other Price Risks

The municipality is not exposed to equity price risks arising from equity investments as the municipality does not trade these investments.

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

	2023 R	2022 R

46. MULTI-EMPLOYER RETIREMENT BENEFIT INFORMATION

The municipality makes provision for post-retirement benefits to eligible councillors and employees, who belong to different pension schemes. All councillors belong to the Pension Fund for Municipal Councillors, whilst employees belong to a variety of approved Pension and Provident Funds as described below.

Council contribute to the Municipal Council Pension Fund, SALA Pension Fund and SAMWU National Provident Fund which are defined contribution funds. The retirement benefit fund is subject to the Pension Fund Act, 1956, with pension being calculated on the pensionable remuneration paid. Current contributions by Council are charged against expenditure on the basis of current service costs.

These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

All of these afore-mentioned funds are multi-employer plans and are subject to either a tri-annual, bi-annual or annual actuarial valuation, details which are provided below.

Sufficient information is not available to use defined benefit accounting for the pension and retirement funds, due to the following reasons:-

(i) The assets of each fund are held in one portfolio and are not notionally allocated to each of the participating employers.

(ii) One set of financial statements are compiled for each fund and financial statements are not drafted for each participating employer.

(iii) The same rate of contribution applies to all participating employers and no regard is paid to differences in the membership distribution of the participating employers.

It is therefore seen that each fund operates as a single entity and is not divided into sub-funds for each participating employer.

The only obligation of the municipality with respect to the retirement benefit plans is to make the specified contributions. Where councillors / employees leave the plans prior to full vesting of the contributions, the contributions payable by the municipality are reduced by the amount of forfeited contributions.

The total expense recognised in the Statement of Financial Performance of R31 574 592 (2022: R30 455 049) represents contributions payable to these plans by the municipality at rates specified in the rules of the plans. These contributions have been expensed.

The Retirement Funds have been valued by making use of the Discounted Cash Flow method of valuation.

46.1 DEFINED BENEFIT SCHEMES

Cape Joint Pension Fund (Defined Benefit Scheme)**:**

The scheme is subject to an annual actuarial valuation which is not the responsibility of the Municipality. The last statutory valuation was performed as at 30 June 2012.

The contribution rate payable is under the defined benefit section is 27%, 9% by the members and 18% by their councils. The actuarial valuation report at 30 June 2012 disclosed an actuarial valuation amounting to R3 014 878 (2011: R2 971 150) million, with a net accumulated deficit of R18 287 (2011: R58 935) million, with a funding level of 99.4% (2011: 104.1%).

Government Employees Pension Fund (GEPF):

The scheme is subject to an tri-annual actuarial valuation. The last statutory valuation was performed as at 30 June 2006.

The statutory valuation performed as at 30 June 2006 revealed that the fund had a surplus of R0,0 (30 June 2004: deficit of R12,8) million, with a funding level of 100,0% (30 June 2004: 96,5%). The contribution rate paid by the members (7,00%) and the municipalities (13,00%) is sufficient to fund the benefits accruing from the fund in the future.

Municipal Employees Pension Fund:

The scheme is subject to a tri-annual actuarial valuation. The last statutory valuation was performed as at 28 February 2014.

The net assets available for benefits were R5 715 557 193.

The statutory valuation performed as at 28 February 2014 revealed that the net assets of the fund were R0,0 (28 February 2011: R552,8) million, with a funding level of 100,0% (28 February 2011: 107,9%). The contribution rate paid by the members (7,50%) and Council (15,00%, 18,00% and 22,00%) is not sufficient to fund the benefits accruing from the fund in the future and there is a shortfall in the future employer contribution rate of 12,80% (28 February 2011: 8,10%).

The fund is closed for membership and no new members are allowed to join the fund.

No further information could be obtained.

National Fund for Municipal Workers - Pension Fund:
The fund operates as a defined contribution fund and in terms of the rules of the fund category A and category C members contribute at a rate as agreed upon by the Local Authority and the member, subject to an absolute minimum contribution of 2% and 5% of their remuneration respectively. Category C-Members, appointed after 1 July 2012, who are not part of the Schedule shall make monthly contributions to the Fund equal to 7.5% of their Remuneration.

The Local Authority must contribute in respect of category A and category C members such an amount as agreed between the Local Authority and the fund, subject to a minimum contribution rate of 2% and 5% of their remuneration respectively. Category B members are members who belong to both category A and C and the Local Authority must, on behalf of such members, not contribute less than 7% of their remuneration. The contribution rates stipulated above include the amount payable towards the insured risk benefits policy.

The last statutory valuation performed as at 30 June 2015 revealed that the assets of the fund amounted to R10,050,029,000 (30 June 2014 : R9,031,759,000), with funding levels of 100.42% (30 June 2014: 100.10%). The actuary certified that the assets of the fund are sufficient to cover 100.42% of the members' liabilities, also that it can be expected that the funding level of a fund of this nature will fluctuate around 100%, for example due to timing differences in investment and receipt of monies, slight mismatching of assets and liabilities and processing errors.

Joint Municipal Pension Fund (previously Transvaal Municipal Pension Fund)**:**
The scheme is subject to a bi-annual actuarial valuation. The last statutory valuation was performed as at 30 September 2007.

The statutory valuation performed as at 30 September 2007 revealed that the fund had a surplus of R82,1 (31 December 2005: shortfall of R44,2) million, with a funding level of 123,7% (31 December 2005: unknown). The contribution rate paid by the members (9,00%) and municipalities (22,00%) has a shortfall of 0,90%, but can be covered by the available margin in the fund.

The last valuation performed for the period ended 31 March 2006 revealed that the fund had a shortfall of R205 million, with a funding level of 83%. This will be taken into account in determining future surcharges, to be met by increased employer contributions. These surcharges are as follows:

- From 1 July 2006 14%
- From 1 July 2007 17%

The above-mentioned surcharge is payable until 1 July 2010. This position will be monitored on an annual basis.

The fund is closed for membership and no new members are allowed to join the fund.

No information could be obtained.

46.2 DEFINED CONTRIBUTION SCHEMES

Cape Joint Pension Fund (Defined Contribution Scheme)**:**
The scheme is subject to an annual actuarial valuation which is not the responsibility of the Municipality. The last statutory valuation was performed as at 30 June 2012.

The actuarial valuation report at 30 June 2012 indicated that the defined contribution scheme of the fund is in a sound financial position, with a assets amounting to R 421 900 (2011: R386 570) million, net investment reserve of R21 231 (2011: R15 285) million and a funding level of 105.3% (2011: 104.1%).

Cape Joint Retirement Fund:
The scheme is subject to an annual actuarial valuation which is not the responsibility of the Municipality. The last statutory valuation was performed as at 30 June 2012.

The statutory valuation performed as at 30 June 2012 revealed that the assets of the fund amounted to R10 775 599 and R546 059 (30 June 2011: R9 930,837 in total) million, with funding levels of 99.9% and 108% (2011: 100,3% and 116,9%) for the Share Account and the Pensions Account respectively. The contribution rate paid by the members (7,50%) and the municipalities (19,50%) is sufficient to fund the benefits accruing from the fund in the future.

Municipal Councillors Pension Fund:

The Municipal Councillors Pension Fund operates as a defined contribution scheme. The statutory valuation performed as at 30 June 2015 revealed that the assets of the fund amounted to R2,551,861,000 (30 June 2014 : R2,229,410,000), with funding levels of 101.08% (30 June 2014: 98.83%). The contribution rate paid by the members (13,75 %) and council (15 %) is sufficient to fund the benefits accruing from the fund in the future. The Actuary certified that the Fund was in a sound financial condition as at 30 June 2015, in that the assets of the fund were sufficient to cover the accrued service liabilities including the recommended contingency reserves in full.

The appointment of a Curator in terms of section 5(1) of the Financial Institutions (protection of funds) Act 2001 for the whole of the business of the Municipal Councillors Pension Fund was done in December 2017. Due to the provisional curatorship, a short monatorium has been placed on the payment of benefits to members/beneficiaries. In terms of the curatorship order, the Court ordered as follows: 1. The provisional Curatorship order of the 19th December 2017 is made a final; 2. The Curator shall furnish the Registrar of the Pension Fund with progress report; 3. The Curator must deliver a further progress report to the Court by no later than 31st October 2018 which report deals with the status of curatorship as at the 30th September 2018; on the curatorship once every two months.

National Fund for Municipal Workers - Provident Fund:

The Municipal Workers Retirement Fund is a defined contribution scheme. Members contribute at a rate of not less than 7.5% of salaries, as required by the Rules. The employers contribute at a total rate of not less than 18%.From 1 July 2017, members and employers that fall under other bargaining councils or forums are not bound by the above minimum contribution rates. The statutory valuation performed as at 30 June 2017 revealed that the assets of the fund amounted to R7,720,948.000 (30 June 2011 : R6,574,75.00), with funding levels of 102.0% (30 June 2014:

As a percentage of members' Fund Credits, the investment smoothing reserve has decreased from 5.6% to 4.9% over the valuation period. As a percentage of the market value of assets, it has decreased marginally from 4.6% to 4.4%.The Fund's assets are sufficient to cover the members' Fund Credits, the targeted levels of the risk benefits reserve and the data and processing error reserve, and an investment smoothing reserve of 4.9% of members' Fund Credits as at 30 June 2017. In addition, there is brought-forward surplus of some R152.8 million which has been allocated to former members and is awaiting payment. The Fund is therefore in a sound financial position.

None of the above mentioned plans are State Plans.

47. RELATED PARTY TRANSACTIONS

All Related Party Transactions are conducted at arm's length, unless stated otherwise.

47.1 Compensation of Related Parties

Compensation of Close Family Members of Councillors and/or Key Management:

Name of Related Person	Designation	Description of Related Party	2023	2022
N Hendricks	Official	Daughter of councillor H Hendricks	257 076	45 389
B Moos	Official	Daughter of councillor D Benson	115 366	108 502
N Moos	Official	Son in law: Councillor D Benson	156 231	211 299
M Moodley	Official	Husband of Director: Corporate & Digital Services K Moodley	246 511	31 827
D Rossouw	Official	Husband Manager: Administration & Auxiliary Services M Rossouw	135 522	108 523
J Madatt	Official	Spouse: Manager Electricial	487 587	0
JTA Alexander	Official	Son of Councilor J Alexander	111 600	0

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

47.2 Purchases from Related Parties

The municipality bought goods from the following companies, which are considered to be Related

Company Name	Related Person	Municipal Capacity	Nature of relationship	Purchases for the Year	Purchases for the Year
2326 Random Solutions	T. Madatt	Official	Uncle of Directors	161 200	35 400
	T. Potgieter	Official	Husband of Director		
Unomtha Catering	Z. Gxuluwe	Official	Daughter of the Director	12 330	25 780
	B. Gxuluwe	Official	Husband of Director		
Mesrazest	J. Hammond	Official	Brother in Law of Director	3 032 062	2 340 594
Mgqandu & Coco Trading	C. Mgqandu	Official	Husband of Director	9 800	11 880
Premier Attraction 528 CC t/a ZIS Distributors	R. Lorgat	Official	Cousin of the Director	537 469	750 346
RE Le Grange t/a RL Trading	J. Hammond	Official	Brother in Law of Director	-	20 000
Sys Smart (Pty) Ltd	D. van Vuuren	Official	Director's son in law	22 750	77 530
Zemog Projects	S. Khuzwayo	Official	Cousin of Director	25 610	85 138
Liefies Bakes	R. Koela	Official	Director	150 841	66 555
BD Human Enterprises	B Human	Official	Councillor: PR	-	3 295
Magnus Ventus General Dealer	W. van der Linde	Official	Spouse of Director	45 306	132 577
Hammond YS t/a DC Struct	J. Hammond	Official	Brother in Law of Director	188 470	
Nemma Trading (PTY) Ltd	L.D. Norushu	Official	Husband of Director	56 000	
Total Purchases				**4 241 837**	**3 549 095**

The transactions were concluded in full compliance with the municipality's Supply Chain Management Policy and the transactions are considered to be at arm's length.

Remuneration of Directors, Municipal Manager and Counsillors are disclosed within notes 27 and 28 respectively.

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

48. CONTINGENT LIABILITIES

48.1 Court Proceedings:	**47 200 346**	**52 971 357**
Court Proceedings arose due to various claims brought against the Municipality. The attorneys suggested that the matters will be defended, due to the circumstances of each.		
The likelikood of successfully defending the claims, as well as the timing and possible costs thereof, cannot be determined at this time.		
(i) St Francis Bay (Ward 12) Concerned Residence Association Application against Municipality to set the Kouga SRA aside	-	-
(ii) Peter John France & Gerald Jack Friedman Trustees of The Rental Company Trust: Claim defended on behalf of Kouga. Currently preparing for trial.	4 000 000	4 000 000
(iii) Nelson Mandela Bay Metropolitan Municipality alleged claim in respect of Water Consumption. NMBM instituted action against Kouga Municipality in respect of an alleged claim of approximately R41 million in respect of water consumption.	41 000 000	41 000 000
(iv) Minister of Public Works Eviction-Farm Ongegunde Vryheid	-	-
(v) Tshepega Civil Engineers (Pty) Ltd / KOUGA Local Municipality Claims for monies owed for professional services rendered	1 950 346	1 950 346
(vi) Minister of Public Works Aston Bay Caravan Park	-	-
(vii) Alleged Damages Incurred: H Goeda 48.2 Unlawful and wrongful assault and arrest & detention	250 000	250 000
(viii) Labour matter - Claim for non payment of travelling allowance	-	11 000
(ix) Labour matter - Claim for Automatic Unfair Dismissal	-	5 760 000
(viii) K Gaba & A Jantjies / KLM & Others Application by way of motion (Otober 2021) was brought against the Municipality for provision of alternative accomodation	-	-
(ix) Lokotsch Financial Derivative Trading (Pty) Ltd & Sedgefield Lokotsch vs Jbay Property and KLM Notice of motion application against property owner of Erf 300 Cape St Francis - request to cease operating of a camp site	-	-
(x) The State vs KML and others Warning statement for contravention of certain provisions of the National Enviromental Management Act	-	-
(xi) Killarney Hotel CC & Delitrade CC Notice of motion for review of an MPT decision	-	-

49. CONTINGENT ASSETS

49.1 Insurance Claims:	**325 134**	**180 967**
(i) Lost / Damaged Assets: The municipality has claims outstanding against its Insurers for lost and/or damaged assets. The management believe that it is probable that the claims will be successful and that compensation of R325 134 (2022: R180 967) will be recovered.	325 134	180 967

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

50. EVENTS AFTER THE REPORTING DATE

50.1 On 28 July 2023, Council approved a write-off for irregular expenditure amounting to R382 748 and fruitless and wasteful expenditure amounting R41,005 in accordance with section 32(2)(b) of the MFMA.

51. COMPARATIVE FIGURES

The comparative figures were restated as a result of the effect of Prior Period Errors (Note 40).

52. GOING CONCERN ASSESSMENT

Management also considered the following matters in relation to the Going Concern position of Kouga Local Municipality:

(i) On 30 May 2023 the Council adopted the 2023/2024 to 2025/26 Budget. This three-year Medium Term Revenue and Expenditure Framework (MTREF) to support the ongoing delivery of municipal services to residents reflected that the Budget was cash-backed over the three-year period.

(ii) The municipality's Budget is subjected to a very rigorous independent assessment process to assess its cash-backing status before it is ultimately approved by Council.

(iii) Strict daily cash management processes are embedded in the municipality's operations to manage and monitor all actual cash inflows and cash outflows in terms of the cash-flow forecast supporting the Budget. The cash management processes is complemented by monthly reporting, highlighting the actual cash position, including the associated risks and remedial actions to be instituted.

(iv) As the municipality has the power to levy fees, tariffs and charges, this will result in an on-going inflow of revenue to support the on-going delivery of municipal services. Certain key financial ratios, such as liquidity, cost coverage, debtors' collection rates and creditors' payment terms are closely monitored and the necessary corrective actions instituted.

Taking the aforementioned into account, management has prepared the Annual Financial Statements on the Going Concern Basis.

53. SEGMENT REPORTING

For management purposes the municipality is broadly organised into business units based on the nature of operations and the services they provide. The municipality has seven primary reportable segments:

- **The segment for Municipal Governance and Administration Services:-**
  This segment consists of services such as executive services, support services to the executive and finance & administration services.
- **The segment for Community and Public Safety Services:-**
  This segment consists of all services for community & social development, public safety and sport & recreation.
- **The segment for Housing Services:-**
  This segment consists of all services for the providing of housing to the community.
- **The segment for Health Services:-**
  This segment consists of all services for the providing of health to the community.
- **The segment for Economic and Environmental Services:-**
  This segment consists of environmental services such as planning & development, environmental protection and roads & storm water.
- **The segment for Trading Services:-**
  This segment consists of the following infrastructure services delivered to the community.
  - - Energy Sources:-
    This segment consists of all services for energy supply to the community.
  - - Waste Management:-
    This segment consists of all services for the management of solid waste in the municipal area.
  - - Waste Water Management:-
    This segment consists of all services for the management of waste water, including sewage, in the municipal area.
  - - Water Management:-
    This segment consists of all services for water supply to the community.
- **The segment for Other Services:-**
  This segment consists of minor services rendered in the municipal jurisdiction area.

No individually material operating segments have been aggregated to form the above reportable operating segments.

Management monitors the operating results of its business units separately for the purpose of making decisions about resource allocation and performance assessment. Segment performance is evaluated based on non-financial metrics and the segment's operating surplus or deficit, measured consistently with the accounting policies applied in the Annual Financial Statements. However, the municipality's financing (including finance costs and finance income) and revenue from taxes are managed on a group basis and are not allocated to operating segments.

Inter-business unit services are not valued and are deemed to have been supplied for no consideration, and are therefore not eliminated. However, the quality of services provided internally is monitored as part of the non-financial service performance information.

The municipality operates within the following geographical areas:

WARD	**AREA**
Ward 1	- Oyster Bay, Sea Vista and surrounding farms
Ward 2	- Pellsrus, Tokyo Sexwale, Lootspark
Ward 3	- Lower Wavecrest
Ward 4	- Kruisfontein, Gill Marcus, Die Berg and surrounding farms
Ward 5	- Arcadia, Graslaagte, Johnson's Ridge and surrounds
Ward 6	- Kwanomzamo
Ward 7	- Loerie, Thornhill, Longmore, Mondplaas and surrounds
Ward 8	- Upper Wavecrest, Kabeljous and surrounds
Ward 9	- Hankey Town, Centerton, Phillipsville, Kleinfontein and Ext 4
Ward 10	- Ramaphosa Village, Andrieskraal, Cambria and surrounds
Ward 11	- Jeffreys Bay Central, C-Place
Ward 12	- St Francis Bay, Cape St Francis, Paradise Beach and lower Humansdorp Golf Course
Ward 13	- Hankey, Weston, Rosedale, ex Nathi Farm and Patensie Town
Ward 14	- Aston Bay, Marina Martinique, Mandela Bay, and Ocean View
Ward 15	- Humansdorp Town, Boskloof, Panorama, Upper Humansdorp Golf Course

The municipality does however not monitor operating results for these geographical segments, and operational results are only monitored within the business units as previously disclosed.

53.1 Segmental Analysis of Financial Performance

Year Ended 30 June 2023

Description	Executive and Council	Finance and Administration	Internal Audit	Community and Social Services	Public Safety	Sport and Recreation	Housing	Health	Environmental Protection	Planning and Development	Road Transport	Energy Sources	Waste Management	Waste Water Management	Water Management	Other	Total for Municipality
	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R
REVENUE																	
Revenue from Non-exchange Transactions																	
Property Rates	-	259 514 398	-	-	-	-	-	-	-	-	-	-	-	-	-	-	259 514 398
Fines, Penalties and Forfeits	-	132 560 532	-	936	-	-	-	-	-	339 756	20 000	-	-	-	-	-	132 921 224
License and Permits	-	-	-	-	-	6 570 297	-	201 012	-	-	3 100 815	-	-	-	-	-	9 872 124
Transfers and Subsidies	2 521 449	150 348 587	-	2 050 000	2 732 898	-	5 848 553	3 028 720	1 741 857	1 794 550	1 175 000	5 205 047	-	34 096 450	69 018 011	-	279 561 122
Surcharges and Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest, Dividends and Rent on Land Earned	-	3 729 096	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3 729 096
Revenue from Exchange Transactions																	
Service Charges	-	-	-	-	-	-	-	-	15 662 557	-	-	306 476 961	46 282 474	61 796 903	117 399 856	-	547 618 751
Sales of Goods and Rendering of Services	-	3 129 797	-	375 887	14 855	14 017	-	-	-	5 640 351	-	-	13 882	-	-	-	9 188 789
Income from Agency Services	-	-	-	-	-	-	-	-	-	-	2 677 528	-	-	-	-	-	2 677 528
Rental from Fixed Assets	-	1 842 462	-	-	-	2 041 295	-	-	-	(1 313 634)	-	-	-	-	-	-	2 570 123
Interest, Dividends and Rent on Land Earned	-	7 153 577	-	-	-	-	-	-	-	-	-	1 750 339	6 260 551	3 359 119	9 145 804	-	27 669 390
Operational Revenue	96 629	1 074 393	-	-	-	-	-	-	-	-	28 506	-	-	-	-	-	1 199 528
Gains on Other Operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Gains on Disposal of Property, Plant and Equipme	-	-	-	-	-	14 363	-	-	-	-	-	-	-	-	-	-	14 363
Total Revenue	**2 618 078**	**559 352 842**	**-**	**2 426 823**	**2 747 753**	**8 639 972**	**5 848 553**	**3 229 732**	**17 404 414**	**6 461 023**	**7 001 849**	**313 432 347**	**52 556 907**	**99 252 472**	**195 563 671**	**-**	**1 276 536 436**
EXPENDITURE																	
Employee Related Costs	20 546 958	109 323 836	-	7 016 045	23 854 802	31 906 752	4 517 315	5 840 370	2 419 086	20 672 322	29 878 623	15 405 665	35 740 608	26 060 214	22 224 780	360 743	355 768 119
Remuneration of Councillors	13 700 137	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13 700 137
Depreciation and Amortisation	-	13 711 369	-	-	-	1 777 900	-	-	-	-	32 551 287	7 315 977	5 235 495	21 936 078	18 830 074	-	101 358 180
Impairment Losses	-	121 818 471	-	-	-	14 363	-	-	-	-	-	4 194 018	20 494 212	25 820 238	56 554 579	-	228 895 881
Interest, Dividends and Rent on Land	-	8 058 566	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8 058 566
Bulk Purchases	-	-	-	-	-	-	-	-	-	-	-	291 888 014	-	-	-	-	291 888 014
Contracted Services	1 571 127	31 619 713	29 095	296 256	1 269 219	4 747 801	421 262	839 235	4 302 882	1 488 940	16 737 852	4 118 616	6 908 707	4 474 909	3 095 786	5 395 440	87 316 840
Inventory Consumed	990 384	3 466 196	1 380	497 880	979 347	3 996 693	138 886	223 443	2 802 473	291 983	4 704 174	7 032 670	5 860 719	8 184 452	51 910 347	799	91 081 826
Transfers and Subsidies Paid	-	-	-	-	-	325 000	-	-	-	-	-	-	-	-	-	383 750	708 750
Operating Leases	521 325	4 854 993	-	241 998	52 392	56 968	121 465	32 081	-	816 921	66 463	28 352	20 881	-	-	-	6 813 839
Operational Costs	17 589 972	24 043 163	42 167	177 887	774 984	7 749 069	191 477	211 073	1 909 303	952 436	2 320 114	3 793 459	1 466 881	6 380 648	2 414 380	94 948	70 111 961
Loss on Disposal of Property, Plant and Equipment	-	1 340 344	-	-	-	1 585	-	-	-	-	-	-	-	-	(13 700)	-	1 328 229
Total Expenditure	**54 919 903**	**318 236 651**	**72 642**	**8 230 066**	**26 930 744**	**50 576 131**	**5 390 405**	**7 146 202**	**11 433 744**	**24 222 602**	**86 258 513**	**333 776 771**	**75 727 503**	**92 856 539**	**155 016 246**	**6 235 680**	**1 257 030 342**
Surplus/(Deficit) for the Year	**(52 301 825)**	**241 116 191**	**(72 642)**	**(5 803 243)**	**(24 182 991)**	**(41 936 159)**	**458 148**	**(3 916 470)**	**5 970 670**	**(17 761 579)**	**(79 256 664)**	**(20 344 424)**	**(23 170 596)**	**6 395 933**	**40 547 425**	**(6 235 680)**	**19 506 094**

KOUGA LOCAL MUNICIPALITY

NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

Year Ended 30 June 2022

Description	Executive and Council	Finance and Administration	Internal Audit	Community and Social Services	Public Safety	Sport and Recreation	Housing	Health	Environmental Protection	Planning and Development	Road Transport	Energy Sources	Waste Management	Waste Water Management	Water Management	Other	Total for Municipality
	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R
REVENUE																	
Revenue from Non-exchange Transactions																	
Property Rates	-	224 326 476	-	-	-	-	-	-	-	-	-	-	-	-	-	-	224 326 476
Fines, Penalties and Forfeits	-	5 696 291	-	18	-	-	-	-	-	185 036	-	-	-	-	-	-	5 881 345
Licences and Permits	-	-	-	-	-	4 799 763	-	90 953	1 364 816	-	3 337 681	-	-	-	-	-	9 593 213
Transfers and Subsidies	354 406	91 185 941	-	2 050 000	1 638 000	-	14 499 322	2 888 420	-	1 670 650	1 423 000	14 073 743	19 423 026	47 422 062	31 394 496	-	228 023 066
Interest, Dividends and Rent on Land Earned	-	1 774 617	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1 774 617
Revenue from Exchange Transactions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Service Charges	-	-	-	-	-	-	-	-	-	-	-	317 993 422	54 525 598	53 366 451	44 968 382	-	470 853 853
Sales of Goods and Rendering of Services	144 936	2 973 646	-	418 534	16 182	18 718	-	-	37 063	5 690 263	20 251	-	283 115	-	-	-	9 602 708
Income from Agency Services	-	-	-	-	-	-	-	-	-	-	2 559 892	-	-	-	-	-	2 559 892
Rental from Fixed Assets	-	-	-	-	-	2 263 717	-	-	-	830 342	-	-	-	-	-	-	3 094 059
Interest, Dividends and Rent on Land Earned	-	3 477 029	-	-	-	-	-	-	-	-	-	1 150 533	3 737 054	2 229 667	4 734 083	-	15 328 366
Operational Revenue	9 261	3 795 637	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3 804 898
Gains on Other Operations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	**508 603**	**333 236 572**	**-**	**2 468 552**	**1 654 182**	**7 082 198**	**14 499 322**	**2 979 373**	**1 401 879**	**8 376 291**	**7 340 824**	**333 217 698**	**77 968 793**	**103 018 180**	**81 096 961**	**-**	**974 849 428**
EXPENDITURE																	
Employee Related Costs	18 608 734	105 546 030	-	7 639 333	22 139 404	33 981 631	4 608 060	4 761 550	729 706	21 311 700	30 340 612	13 561 496	33 628 619	25 631 904	20 344 606	208 921	343 042 306
Remuneration of Councillors	13 394 816	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13 394 816
Depreciation and Amortisation	-	4 881 389	-	-	-	(246 244)	-	-	-	11 936 346	29 941 471	5 622 789	-	23 113 412	14 003 240	-	89 252 403
Impairment Losses	-	(137 187 323)	-	-	-	-	-	-	-	-	-	17 163 324	63 786 509	41 199 534	83 598 115	-	68 560 159
Interest, Dividends and Rent on Land	-	542 894	-	-	-	247 384	-	-	-	-	-	-	3 797 013	-	-	-	4 587 291
Bulk Purchases	-	-	-	-	-	-	-	-	-	-	-	295 222 161	-	-	-	-	295 222 161
Contracted Services	2 380 403	24 666 645	-	553 607	1 072 649	5 581 282	227 546	809 980	679 101	1 694 381	17 285 668	2 049 837	8 102 680	3 397 332	3 389 180	3 148 764	75 039 055
Inventory Consumed	643 228	2 721 799	-	578 346	518 209	3 180 730	74 071	191 305	998 645	656 272	2 892 020	5 997 092	4 127 108	4 363 494	66 089 823	13 743	93 045 885
Transfers and Subsidies Paid	-	-	-	-	-	250 000	-	-	-	-	-	-	-	-	-	208 000	458 000
Operating Leases	403 983	4 714 166	-	142 330	46 525	42 255	64 208	18 408	-	336 201	-	21 145	-	-	-	-	5 789 221
Operational Costs	14 037 412	22 707 593	19 603	747 445	1 401 106	7 261 802	175 239	114 493	160 992	896 694	1 486 733	10 528 495	13 350 539	9 880 487	772 567	145 081	83 686 281
Loss on Disposal of Property, Plant and Equipment	-	10 266 927	-	-	-	-	-	-	-	-	-	-	-	-	14 670	-	10 281 597
Total Expenditure	**49 468 576**	**38 860 120**	**19 603**	**9 661 061**	**25 177 893**	**50 298 840**	**5 149 124**	**5 895 736**	**2 568 444**	**36 831 594**	**81 946 504**	**350 166 339**	**126 792 468**	**107 586 163**	**188 212 201**	**3 724 509**	**1 082 359 175**
Surplus/(Deficit) for the Year	**(48 959 973)**	**294 376 452**	**(19 603)**	**(7 192 509)**	**(23 523 711)**	**(43 216 642)**	**9 350 198**	**(2 916 363)**	**(1 166 565)**	**(28 455 303)**	**(74 605 680)**	**(16 948 641)**	**(48 823 675)**	**(4 567 983)**	**(107 115 240)**	**(3 724 509)**	**(107 509 747)**

53.2 Segmental Analysis of Capital Expenditure

Description	Original Budget	Budget Adjustments	Final Budget	Actual Outcome	Unauthorised Expenditure	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget
	R	R	R	R	R	R	R	R
CAPITAL EXPENDITURE PER VOTE								
Corporate Services	1 020 000	720 000	1 740 000	2 393 369	653 369	653 369	137.55	234.64
Executive and Council	750 000	472 819	1 222 819	330 441	-	(892 378)	27.02	44.06
Financial Services	710 000	270 000	980 000	283 569	-	(696 431)	28.94	39.94
Infrastructure and Engineering	35 567 488	60 655 462	96 222 950	88 479 754	-	(7 743 196)	91.95	248.77
Planning, Development and Tourism	-	2 416 985	2 416 985	19 065	1 025 822	(2 397 920)	0.79	42.44
Community Services	1 638 000	10 806 085	12 444 085	17 373 869	4 929 784	4 929 784	139.62	1 060.68
Total Capital Expenditure	**39 685 488**	**75 341 351**	**115 026 839**	**108 880 067**	**6 608 975**	**(6 146 772)**	**425.87**	**1 670.53**

53.3 Segmental Analysis of Financial Position

The main components of the Financial Position that is currently considered, and managed, within the defined municipal segments have been determined as follows:

53.3.1 Receivables from Exchange and Non-Exchange Transactions

Description	Executive and Council	Finance and Administration	Internal Audit	Community and Social Services	Public Safety	Sport and Recreation	Housing	Health	Environmental Protection	Planning and Development	Road Transport	Energy Sources	Waste Management	Waste Water Management	Water Management	Other	Total for Municipality
Receivables from Exchange Transactions																	
Electricity	-	-	-	-	-	-	-	-	-	-	-	32 462 402	-	-	-	-	32 462 402
Refuse	-	-	-	-	-	-	-	-	-	-	-	-	5 002 285	-	-	-	5 002 285
Sewerage	-	-	-	-	-	-	-	-	-	-	-	-	-	5 303 103	-	-	5 303 103
Water	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23 974 115	-	23 974 115
Statutory Receivables from Non-Exchange Transactions																	
Property Rates	-	12 675 639	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12 675 639
Total																	**79 417 544**

53.3.2 Property, Plant and Equipment

Description	Executive and Council	Finance and Administration	Internal Audit	Community and Social Services	Public Safety	Sport and Recreation	Housing	Health	Environmental Protection	Planning and Development	Road Transport	Energy Sources	Waste Management	Waste Water Management	Water Management	Other	Total for Municipality
Property, Plant and Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM4**

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: 2022/23 OVERSIGHT REPORT ON THE 2022/23 ANNUAL REPORT

1. **Introduction**

This item serves to table to the Council the Oversight Report in respect of the 2022/23 Annual Report. The Oversight Report is attached hereto as Annexure A.

2. **Background**

A draft annual report was submitted to MPAC for scrutiny with the financial statements included. MPAC has scrutinized the contents of the Draft Annual Report in the presence of senior management.

3. **Discussion**

MPAC has concluded that the annual report as presented reflect an accurate picture of the activities and financial picture of Kouga Municipality for the 2022/23 financial year. It recommends that the Annual Report be adopted by council without reservations.

4. **Financial Implications**

Completed by BTO -	No financial implications
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

The Municipal Public Accounts Committee was established by Council in terms of the provisions of Section 79 (1)(a) of the Local Government Municipal Structures Act, 117 of 1998 to amongst others consider the Annual Reports of Kouga Municipality and prepare and submit oversight reports on such annual

report to Council as required in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003. Section 129 of the MFMA provides as follows:

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

(a) has approved the annual report with or without reservations.

(b) has rejected the annual report; or

(c) has referred the annual report back for revision of those components that can be revised.

(2) The accounting officer must—

(a) attend council and council committee meetings where the annual report is discussed, for the purpose of responding to questions concerning the report; and

(b) submit copies of the minutes of those meetings to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.

(3) The accounting officer must in accordance with section 21A of the Municipal Systems Act make public an oversight report referred to in subsection (1) within seven days of its adoption.

(4) The National Treasury may issue guidelines on—

(a) the manner in which municipal councils should consider annual reports and conduct public hearings; and

(b) the functioning and composition of any public accounts or oversight committees established by the council to assist it to consider an annual report.

(5) No guidelines issued in terms of subsection (4) are binding on a municipal council unless adopted by the council.

(6) This section, with the necessary modifications as the context may require, is also applicable if only components of the annual report were tabled in terms of section 127(3).

6. **Legal Implications**

None

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Municipal Manager**

That the recommendations from MPAC be supported.

9. **Delegated Authority**

The Oversight Report must be adopted by Council.

10. **Recommendations**

10.1 That the 2022/23 Oversight Report on the 2022/23 Annual Report be adopted.

10.2 That Council has approved the Annual Report without reservations.

10.3 That the Accounting Officer, in accordance with Section 21A of the Local Government: Municipal Systems Act, No. 32 of 2000, as amended, make public an Oversight Report, within seven days of its adoption.

10.4 That the recommendations contained in the 2022/23 Oversight Report on the 2022/23 Annual Report be adopted as resolutions of Council.

Item noted by Portfolio Chairperson: 

KOUGA
local municipality
Good Governance through Service Excellence



OVERSIGHT REPORT

PREPARED BY THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) ON THE 2022/23 ANNUAL REPORT

KOUGA LOCAL MUNICIPALITY

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ANNEXURES

ANNEXURE A MFMA Circular 32 (Oversight Report)

ANNEXURE B MFMA CIRCULAR 104 (Annual Report Update)

ANNEXURE C MPAC Work Plan: 2022/2023

ANNEXURE D Minutes of MPAC meetings held during the Annual Report Oversight Period 2022/2023

ANNEXURE E SALGA MPAC TRAINING PRESENTATION

ANNEXURE F ECOGTA MPAC TRAINING PRESENTATION

ANNEXURE G AFS Review

OVERSIGHT REPORT TO BE PRESENTED TO COUNCIL

ON 27 MARCH 2024

FOREWORD BY CHAIRPERSON OF THE MUNICIPAL PUBLIC ACCOUNT COMMITTEE

Introduction

In a Constitutional democracy, one of the fundamental premises is the doctrine of separation of powers. The authority of the government is divided into three interdependent entities, the Executive, the Legislature, and the Judiciary. Local government, and in particular, its municipal Council, has both legislative and executive powers. It therefore requires that to reinforce the doctrine of separation of powers in Council, the Municipal Public Accounts Committee is created to exercise oversight.

In its simplest definition, oversight means making sure something is done correctly.

In this context, MPAC is not a watchdog but a statutory council body, it does not police the Municipality. It should however not be underestimated or underappreciated. It serves to, inter alia, identify weaknesses, inaccuracies, and ambiguity, laud achievements and ensure accountability, and report these directly to Council. This provides additional credibility and confidence to Council and the community of the exercise of executive and administrative functions, and to assist in achieving and maintaining good governance in the municipality.

It also enforces accountability by making recommendations to remedy anomalies and improve the Municipality to the benefit of the community it serves. Of equal importance is the recognition of the higher common objective of working with the administration to achieve the best value for the community it serves.

An Annual Report is one of the key instruments reflecting transparent governance and accountability, or the lack thereof. It is a post financial year document which provides an overview of the process of financial and non-financial performance in respect of the previous financial year – in this case the 2022/2023 financial year.

The format of the 2022/2023 Annual Report was derived from the MFMA Circular 63. In the instance of Kouga Local Municipality, the Annual Report is arranged per Directorate to allow an easier oversight process.

This is the first year of this MPAC Committee's term led by a returning chairperson. Most of the challenges experienced during the previous term relevant to the Annual Reporting and Institutional Performance were resolved, but some of them remain despite several attempts to rectify as reflecting in the Action Plans.

It should be appreciated that the compiling of the Draft Annual Report is a team effort, where all the different entities of the Municipality had to make a definite contribution. To coordinate all the contributions MPAC needs to convene several meetings to ensure that the contents of the Annual Report is acceptable and correct.

The following difficulties were experienced by MPAC:

- *Difficulty in adherence to the MPAC set calendar due to unforeseen and unavoidable circumstances,*
- *Insufficient training by SALGA for serving MPAC members due to very short notices received, this in particular on the 13th October 2023 via a virtual platform wherein Kouga councillors were unable participate due to the short notice given. Although training material was sent to Kouga this did not translate to training received. The material is attached as an annexure.*
- *Outstanding information requested by the PMS unit for updating the report in time was not adhered to by Directorates at times.*
- *Numerous typo errors and incorrect calculations leading to incorrect figures in the Annual Report.*

Every Director, and eventually the Municipal Manager and Council, should take responsibility for, and pride in presenting their submission for inclusion in the Annual Report. The Municipal Managers and Directors reacted on this call in that the quality of the Annual Report improved dramatically this year and MPAC had the joy to scrutinise such a proudly presented Annual Report in compiling our Oversight Report.

The Annual Report is not only a document to satisfy the prescriptions of the MFMA, but it is also the document where the proud achievements of the Municipality should be highlighted.
Council has appointed Cllr Bryan Dhludhlu as Chairperson of the Kouga Municipal Public Accounts Committee at a council meeting held on the 28th July 2023 as per item 23/07/MM6.

The matters mentioned in the Auditor-General's Management Report dated 27th February 2024 and the reports of the Kouga Audit Committee, were highlighted in the workshop presented by Mr Christo Welsh in the AG-SA presentation on the 27th of February 2024.

Sincere thanks to the councillors and additional members who assisted with their valuable inputs and support.

Councillor C. August
Councillor R. Foley
Councillor M. Nicholls
Councillor M. Mbandana
Councillor W. van der Linde
Councillor H. Murray
Councillor F. Heystek
Councillor P. Oliphant
Councillor L. Nkilishane
Councillor B. Human

As well as our additional committee members.

Ms Leonie Mostert
Advocate A. Klopper

Cllr B. Dhludhlu
MPAC Chairperson

27 March 2024
Date

THE ANNUAL REPORT 2022/2023

The MFMA (Circular 32, Attached as **Annexure A**) directs that the Annual Report must be arranged according to predetermined draft reports and time schedules. The different draft Annual Reports must also be subjected to Public Participation. During oversight MPAC should determine if these draft reports and time schedules were adhered to and that Public Participation was allowed.

1. SUBMISSION OF THE DRAFT ANNUAL REPORT

According to the provision of the MFMA (Circular 32, Attached as **Annexure A**), the different drafts of the Annual Report should be considered by MPAC, and tabled and resolved at meetings of the Municipal Council on or before specified dates, after which it should be advertised for public comments.

In terms of the provisions of MFMA Circular 104 (Attached as **Annexure B)**

The first draft of this 2022/2023 Annual Report was duly tabled and noted at the meeting of the Municipal Council held on 19th September 2023 .

MPAC is satisfied that the correct procedures and timelines were followed during the preparation and submission of the 2022/2023 Annual Report.

2. MEETINGS AND WORK SESSIONS

Once the different drafts of the Annual Report were resolved by Council, it was up to MPAC to scrutinize the consecutive Reports and propose corrections and ask for outstanding information. These corrections and outstanding information were then evaluated and processed at the next meeting.

2.1 Meetings/work sessions of MPAC, in collaboration with the different Directorates, were held on:

- 19 September 2023
- 29th August 2023
- 23rd January 2024
- 27th February 2024.

MPAC is satisfied that the correct procedures and timelines were followed during the scrutinization of the 2022/2023 Annual Report.

The Process Plan and the Minutes of the MPAC meetings during the evaluation of the Annual Report are attached (**Annexure C and D**)

2.2 PUBLIC PARTICIPATION

The final draft of the 2022/2023 Annual Report was made available to the Public after it was approved by Council. Hard copies of the Report were made available to the public at the Municipal Office, Public Libraries and the Report was also available on the Municipal Website.

The notice calling public comment and inputs was published on 4th February 2024 in the Kouga Express, social media and was also published on the Municipal Website and Notice Boards. The closing date for comments and/or inputs was set at 12:00 on 4 March 2024.

It was agreed in the committee sitting in September that this platform would be used other than a roadshow as public members only filed questions about service delivery items.

3. ORGANISATIONAL PERFORMANCE

Oversight is the process where the overall performance of an organization is evaluated to make recommendations as to how the performance can be improved. So often, however, oversight involve concentrating on **unsatisfactory negative** issues and tend to ignore the, sometimes important, **highlights** and commendable achievements. It is also a fact that only a small percentage of Kouga Residents go into the trouble to read the Annual Report which makes it necessary to allude to the highlights of the previous year.

These highlights will be acknowledged in the Oversight Report and recommendations will be made to Council to improve unsatisfactory performance.

A lot of emphasis is also placed on unsatisfactory financial issues (Audit Report), not that it is not important, but there are other components of service delivery that also needs to be highlighted. For this reason, the organizational performance oversight will deal with both these issues separately. The municipality must be commended in curbing the overtime.

3.1 2022/2023 PERFORMANCE OF THE MUNICIPALITY

3.1.1 Financial Health

It is noted, as reported in the Auditor General's Report, that the overall financial position of the municipality is not where it should be due to a net deficit, negative cash flows and trade payables exceeded the cash and cash equivalents.

The deterioration of the financial status poses a major risk for the sustainability of the municipality necessitating the need for a financial turnaround strategy and plan.

3.1.2 Audit Outcome

The Municipality achieved an unqualified audit outcome with findings, the same outcome since the 2021/2022 financial year. The financial statements of the Municipality were unqualified, the performance report had material misstatements that were corrected, and there were findings for non-compliance with legislation.

It should concern Council that the municipality has again failed to achieve a clean audit outcome and that the findings in the Auditor General's Report, are repetitive.

3.1.3 Level of Assurance

Areas of Improvement

It is noted that improvement was observed by the Auditor General in the functioning of the Audit Committee and MPAC and Council should acknowledge this.

Areas of Concern

- Senior management did not improve on performance reporting.
- The Municipal Manager needs to capacitate the performance management unit and to ensure full compliance with laws and regulations.
- The Mayor and Mayoral executive needs to ensure that the municipality addresses all the issues raised in the Auditor-General Report. The number of repeat findings indicates inadequacy.

3.1.4 Risk Areas

3.1.4.1 Areas of Reduced Risk

MPAC takes note of the reduced risk in supply chain management processes and management should be congratulated on this positive outcome.

3.1.4.2 Areas of Increased Risk (Significant Risks)

Significant Risk Area 1: Financial Health Dealt with under financial status.

Significant Risk Area 2: Quality of Financial Statements

Again it is disappointing to note that there has been a deterioration in the quality of submitted financial statements. Misstatements may lead to Council taking incorrect decisions.

Of concern is that the misstatements were not prevented or detected by the municipal system of internal control which is a serious risk that must be addressed.

3.1.4.5 Areas of Major Risk

The Auditor General identified two major risk areas which are:

Major Risk Area 1: The quality of submitted performance indicators.
This means that an assessment of the municipality's performance is subjective and unsubstantiated.

Major Risk Area 2: Billing of accounts.

3.1.4.5 Corrective Actions

MPAC will call for a report on what the root causes are for responding slowly to external audit recommendations, inadequate processes for the compilation and review of performance information and inadequate financial statement review processes.

3.2 Internal Controls

The Auditor General identified shortcomings in the internal controls of IT Governance, IT Systems Controls that require management interventions.

The following unsatisfactory performance areas were identified, and recommendations were made to Council to improve such performance:

(a) The financial viability of the municipality has deteriorated and has been raised by the Auditor-General as a concern.

(b) The Municipality achieved an unqualified audit outcome with findings, the same outcome since the 2019/2020 financial year.

(c) Several financial indicators have deteriorated and fall outside the guidelines of the MFMA Circular 71.

(d) The Auditor General identified two major risks i.e.

1) **The unauthorized expenditure was as a result of inadequate planning and budgeting to ensure that the impairment loss on fines was sufficiently budgeted for.**
2) **The lack of proper planning and budget may in future result in key service delivery line items not properly budgeted for which might affect the municipality in fulfilling its mandate.**

Areas of improvement.

Five areas that require interventions.

1) Past audit findings relating to performance management has not been addressed. The municipality does not have sufficient capacity to plan, manage

and report on its performance information as the performance management unit is understaffed.

2) Management failed to monitor the plan to address audit findings.

3) The municipality failed to spend its capital budget.

4) There was repeated incorrect billing reported requiring urgent attention.

5) The municipality needs to fill in vacancies to ensure performance is not compromised as acting positions do not fulfil the duties and responsibilities as demanded.

4. MPAC RECOMMENDATION REGARDING THE ANNUAL REPORT

Council resolves that:

After having fully considered the 2022/23 Annual Report of the Kouga Municipality and representations thereon, adopts the Annual Report without any reservations:

4.1 That measures be put in place to improve financial health of the municipality as per long term financial plan as adopted by council.

4.2 That the impairment loss on fines be sufficiently budgeted for in future budgets.

4.3 That the findings on performance management be addressed by revising the Performance Management Policy and adopting new performance management software that address the shortcomings of the existing performance management software.

4.4 That the Municipal Manager ensures expert advice from external consultants be sourced to ensure that KPIs are developed that are SMART and that sufficient performance evidence could realistically be provided,

4.5 That measures be taken to ensure that the billing system of Kouga Municipality is accurate and credible and based on actual readings as far as possible.

4.6 That measures be introduced to ensure that the Water and Infrastructure Department be strengthened by ensuring that competent technical and administrative staff are appointed to deal with the challenges in the department.

4.7 That the Water Services Authority develop a program of action to ensure that all water service points are measured by meters including community water taps.

4.8 That the formalization of informal settlements be prioritized to provide acceptable services to such settlements and to reduce illegal connections to the electrical network.

END

NATIONAL TREASURY

MFMA Circular No 32

Municipal Finance Management Act No. 56 of 2003

The Oversight Report

Introduction

This circular aims to provide councillors with practical guidance in financial governance and to assist in maintaining oversight within the broader governance context.

It focuses on the oversight process that councils must follow when considering the annual report and how to deal with the *Oversight Report* by encouraging continuous improvement and promoting accountability to stakeholders.

Please read this circular in conjunction with the following circulars:

- MFMA Circular 11 - Annual Reporting Guidelines - 14 January 2005
- MFMA Circular 18 - New Accounting Standards - 23 June 2005
- MFMA Circular 28 - Budget Content and Format - 12 December 2005

Background

Council is vested with the responsibility to oversee the performance of their respective municipality, as required by the Constitution, the Municipal Finance Management Act (MFMA) and Municipal Systems Act (MSA). This oversight responsibility of council is particularly important for the process of considering annual reports.

The MFMA and MSA recognise that council has a critical role to play to ensure better performance by municipal departments and entities. There now exists an explicit linkage between the strategic goals, set by council through the IDP, which are translated into the budget, and the delivery of those goals, which is reported in the Annual Report. It is important for council to ensure that the budget gives effect or expression to priorities contained in the IDP. A good budget will lay a basis for better oversight and cement the contracts between the executive/council, the administration and the public.

The MFMA gives effect to financial management reforms that place greater service delivery responsibilities on managers and makes them more accountable for performance. Whilst, in the first instance it is left to the mayor or the Executive Committee to resolve any performance failures, ultimately the council is vested with the power and responsibility to oversee both the executive and administration. Oversight occurs at various levels in a municipality and is explained in the following table:

Financial governance framework applicable to local government

	Responsible for	Oversight over	Accountable to
Council	Approving policy and budget	Executive Mayor or Committee	Community
Executive Mayor or Committee	Policy, budgets, outcomes, management of/oversight over municipal manager	Municipal Manager	Council
Municipal Manager	Outputs and implementation	The Administration	Executive Mayor or Committee
Chief Financial Officer and Senior Managers	Outputs and implementation	Financial Management and Operational Functions	Municipal Manager

Separation of roles

The separation of roles between the council and administration is intended to strengthen the oversight function of councillors. Good governance and effective oversight and accountability are predicated on there being this separation of functions. It is fundamental for the achievement of the objects for local government in the Constitution relating to a democratic and accountable system of local government. Council oversees the performance of the administration through council and committee meetings. The mayor provides the link between the council and administration and is responsible for regular monitoring and for tabling reports before the council. Therefore, the administration is responsible for the day-to-day operations. This separation avoids conflict of interest and a "referee/player" situation arising and is similar to the role played by Parliament.

The MFMA further assumes a separation between councillors serving on the executive (i.e. mayor or executive committee) and non-executive councillors. This separation is vital to ensure council maintains oversight for the performance of specific responsibilities and delegated powers to the mayor or executive committee.

The MFMA gives council a number of financial management tasks to fulfil its oversight role. The adoption of an ''Oversight Report" is one such task. The diagramme on the following page illustrates the various oversight intervention points from the adoption of the Integrated Development plan (IDP), Budget, Annual Report and Oversight Report.

What is in an annual report?

Each municipality and each municipal entity must prepare an annual report for each financial year in accordance with the MFMA and MSA. The purpose of the annual report is:

- to provide a record of the activities of the municipality or entity;
- to provide a report on performance in service delivery and against the budget;
- to provide information that supports the revenue and expenditure decisions made; and
- to promote accountability to the local community for decisions made.

Annual reports are the key reporting instruments for municipalities to report against the performance targets and budgets outlined in their strategic plans. Annual reports are therefore required to contain information on service delivery and outcomes, in addition to financial statements. It is meant to be a backward-looking document, focusing on performance in the financial year that has just ended. It must demonstrate how the budget was implemented and the results of service delivery operations for that financial year.

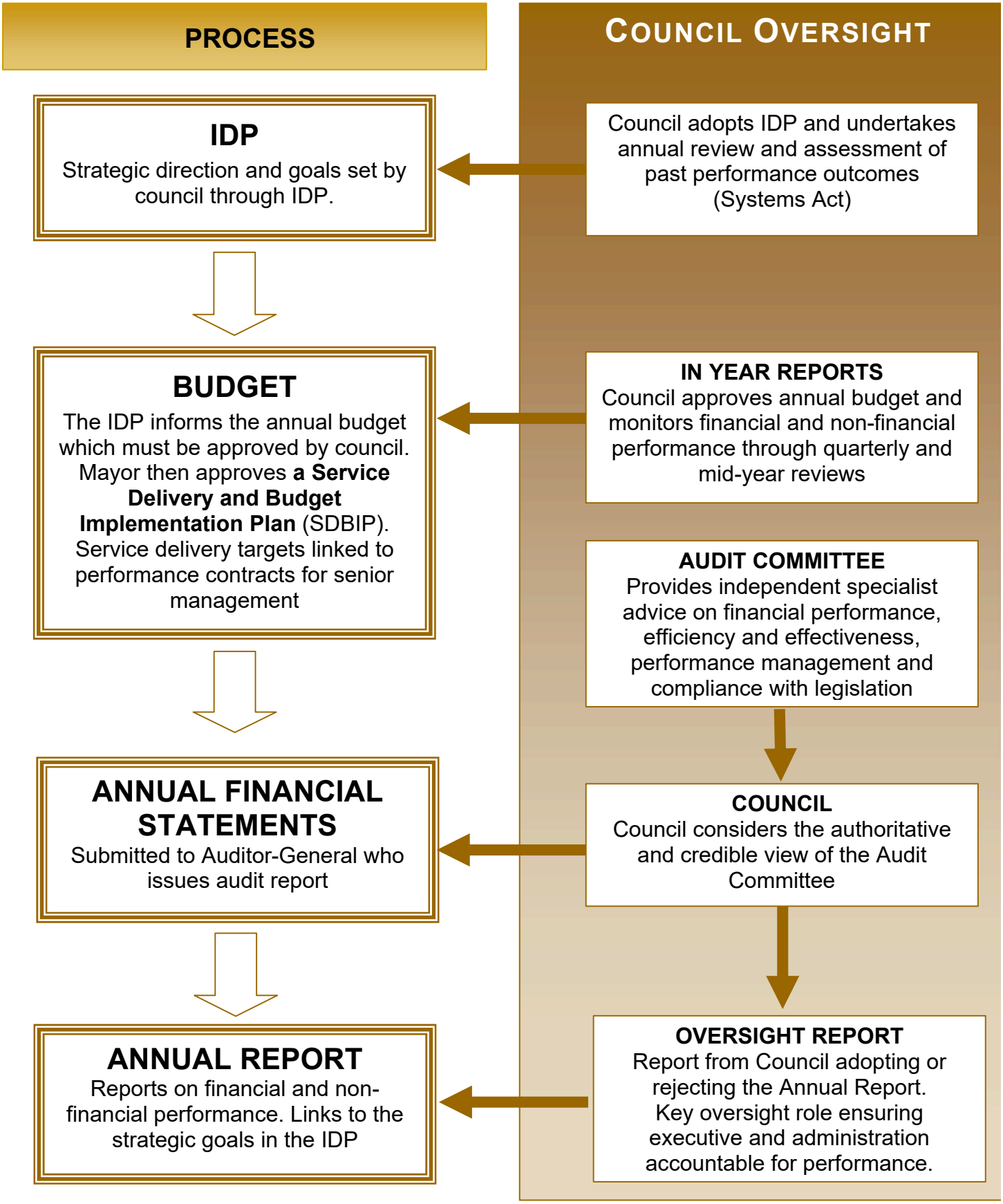
When tabled, the annual report should include four main components, each of which has an important function in promoting governance and accountability. The main components are:

- The annual performance report as required by section 46 of the MSA.
- Annual Financial Statements submitted to the Auditor-General;
- The Auditor-General's audit report on the financial statements in terms of section 126(3) of the MFMA; and
- The Auditor-General's audit report on performance in terms of section 45(b) of the MSA.

Other components required to be included in the annual report are set out in the MFMA section 121 and the MFMA Circular No 11 issued 14 January 2005.

Annexure C contains guidance on the matters that should be considered and lists the components of the annual report with a checklist of questions that might be asked by councillors when considering these components and the overall report.

Financial Governance in Practice – Council Oversight



What is the oversight report?

The oversight report is the final major step in the annual reporting process of a municipality. Section 129 of the MFMA requires the council to consider the annual reports of its municipality and municipal entities and to adopt an "oversight report" containing the council's comments on each annual report.

The oversight report must include a statement whether the council:

- has approved the annual report, with or without reservations;
- has rejected the annual report; or
- has referred the annual report back for revision of those components that can be revised.

The oversight report is thus clearly distinguished from the annual report. The annual report is submitted to the council by the accounting officer and the mayor and is part of the process for discharging accountability by the executive and administration for their performance in achieving the goals set by council. **The oversight report is a report of the municipal council** and follows consideration and consultation on the annual report by the council itself. Thus the full accountability cycle is completed and the separation of powers is preserved to promote effective governance and accountability.

Annexure A sets out a recommended structure for an oversight report and draft resolutions to adopt the report.

Managing the process and forming committees

The processes for council oversight of the IDP, budget, annual report and preparing an oversight report may be complex for many councils, in particular where resources to support the functioning of the council are limited. For example, reviewing an annual report within full council meetings may not be practicable and may restrict the effectiveness of the analysis and discussions. Thus councils need to establish appropriate mechanisms to enable all councillors and the public to fully digest and discuss the annual report contents.

Once the annual report is tabled the council effectively has two months in which to consider the report, invite public submissions and to finalise its oversight report. Given there are a number of steps and many stakeholders the review can be made more manageable if a committee process is established breaking it down into more easily managed parts.

It is recommended that councils consider the establishment of an **oversight committee** under sections 33 and 79 of the Municipal Structures Act 1998. This committee and, if needed, sub-committees could be responsible for the detailed analysis and review of the *annual report* and then drafting an *oversight report* that may be taken to full council for discussion. Such a committee may receive and review representations made by the public and also seek inputs from other councillors and council portfolio committees.

The oversight committee should be made up of only non-executive councillors and representatives of the community and can be formed each year to deal with the annual report. Municipal officials cannot be members of an oversight committee as this would pose a conflict of interest. Assistance from the municipality's Audit Committee in the review process is also recommended as a major source of independent specialist advice.

All meetings of Council and the oversight committee at which an annual report is considered must be open to the public and a reasonable time must be allowed for discussion of any written submissions received and for members of the community and organs of state to address the meetings. Representatives of the Auditor-General are entitled to attend and to speak at any meetings held to discuss the annual report. Timely notice of meetings should be given to enable representations to be made. Making representations to the oversight committee should not necessarily preclude

representations by the same individuals to the full council as this promotes transparency in the process.

At the same time that the committee is analysing the report in detail, other councillors should also be conducting their own review of the report. This can include discussions with constituents, ward committees and ward representatives to encourage inputs and comments and to prepare for the full council meeting that considers the annual report and oversight report.

Questions raised with the administration by council or the committee may be taken on notice by the accounting officer and responses subsequently provided to the committee process. Ideally however, questions should be responded to immediately during the committee meetings to avoid delays. The top management team may assist the accounting officer if needed. If the executive or the accounting officer and administration are unable to respond immediately to questions raised at committee or council meetings, then the committee or council may rightfully conclude that the executive and administration have not performed satisfactorily and may not understand the report that they have tabled.

When enquiring on matters in the annual reports from municipal entities, issues of commercial confidence may arise. In such cases the council should make a judgement as to whether the information is essential to determine a conclusion on the annual report and whether it may be necessary to meet in private. Such a step must be taken with caution in order not to weaken the democratic and transparency objectives of the annual reporting process.

Municipalities should take into account all costs of the various mechanisms (oversight committee and other meetings) for reviewing the annual report and preparing an oversight report. The cost needs to be balanced against the need for transparency, good governance practice and accountability, the capacity of the municipality and the need for an effective process within the time allowed.

Timing considerations

Annexure B provides the key steps in the annual reporting process as required by the MFMA. Note that no later than two months from the date of tabling, council must consider the annual report and adopt an oversight report. Also the annual report must be made public immediately after it is tabled and the public invited to submit representations. To assist with this process a municipal finance management “calendar” will be published in the near future.

Councils are encouraged to effectively use the time permitted under the MFMA (two months from when report tabled) for consideration in order to achieve a quality and acceptable annual report and strive for approval of a report that meets the provisions of the MFMA and MSA. Municipalities are encouraged to review the report immediately upon it being tabled so that steps to obtain additional information and amendments can be taken to facilitate completion of the oversight report within the timetable provided. The process for consideration may involve an initial review and analysis that seeks inputs from the community, Audit Committee and the administration, to be followed by a further review of the report, additional information and representations received. When any additional information is required the administration should promptly provide this.

The MFMA provides that if all the components of the annual report are not completed on time, then those components that are available must be tabled and considered and a written explanation be submitted to council as to why components are delayed and when they will be tabled. In such cases an oversight report may be completed and the report approved, but this should be with reservations or referred back for completion when the missing components are tabled, no more than two months later. In any case the components that have been tabled must be published and open for public representations and, where required, the oversight report amended when the remaining components are tabled.

Understanding the annual report and determining conclusions

A mechanism that facilitates better understanding of the annual report by **all** councillors is essential, as the MFMA requires that **Council, and not the executive or administration,** comment on the annual report and arrive at a decision.

To facilitate consideration of the annual report in its entirety the council should obtain the views of the Audit Committee, which is charged with providing council with, among other matters as prescribed, an authoritative and credible view of the financial position of the municipality or entity, its efficiency and effectiveness, performance management and the level of compliance with the MFMA, Division of Revenue Act (DORA) and other relevant legislation.

In order to approve the annual report without reservations, Council should be able to agree that the information contained in the report is a fair and reasonable record of the performance of the municipality and properly accounts for the actions of the municipality in the financial year reported upon. Approval means that the executive and administration have discharged in full, their accountability for decisions and actions and that their performance meets the criteria set by performance objectives and measures and is also acceptable to the community.

Should the Council have reservations on any matter in the report then these reservations should be outlined in the oversight report and the executive and administration should address these as determined by council.

A conclusion that the report is approved without reservations is the preferred outcome from the process. However, this conclusion should not be an outcome of only cursory examination of the report but should be as a result of a rigorous analysis by councillors with inputs from the public and other stakeholders.

Although the accounting officer is required to attend all meetings where the report is discussed to respond to questions, it is incumbent on **all councillors** to fully understand the report in order to identify matters that may require further information from the accounting officer.

Staff performance bonuses

To promote continuous improvement in the performance of the municipality and entities, it is strongly recommended that council reward performance in a manner that is commensurate with achievement of policy outcomes. Therefore, the payment of performance bonuses should be measurable with the extent of outcomes achieved. In some instances, performance bonuses were paid even though performance could not be measured. If the level of acceptance cannot be achieved then it follows that the performance of the administration has not met the objectives approved in the IDP, Budget and Service Delivery and Budget Implementation Plans. Where reservations exist, the seriousness of such should be taken into account before considering any part-payment of bonuses.

Municipal Entities

Where municipalities have one or more municipal entities, separate annual reports from the municipality and each of the entities will be tabled in council. Only the annual financial statements will be consolidated in the municipality report. Although each of the annual reports is to be considered by council it would be impractical to complete multiple oversight reports. It is recommended that council adopt one oversight report that provides comments on each of the annual reports. In this way council is able to reinforce the important linkages between the municipality and its entities, their close interrelationship in the provision of services and that performance of the municipality is an outcome of performance by the municipal administration and all the entities.

Conclusion

Municipalities and municipal entities are required to table in council by 31 January an annual report for the previous financial year. Councils must consider the reports and adopt an oversight report by 31 March. This circular outlines the importance of the annual report in ensuring effective democratic and accountable local government and provides guidance on the manner in which the reports should be considered.

The MFMA provides that the National Treasury may issue guidelines on the manner of consideration of annual reports and the functioning and composition of any public accounts or oversight committee. Until such guidelines are issued, councils and boards of entities are encouraged to consider and implement this circular.

The challenge facing councillors is to utilise their strategic plans, budget documents and annual reports to improve oversight and to hold municipal departments and entities and the executive to account for their performance.

Further enquiries on this circular may be directed to the MFMA helpline email address below.

Abbreviations

AFS	Annual Financial Statements
MFMA	Municipal Finance Management Act, No. 56, 2003
MSA	Municipal Systems Act, No. 32, 2000
SDBIP	Service Delivery and Budget Implementation Plans (s 53 MFMA)
DORA	Division of Revenue Act for the relevant budget year.
IDP	Integrated Development Plan

Other information relating to annual reporting for municipalities may be found in:

- MFMA Circulars 11 and 18.
- Performance Management Guide for Municipalities, DPLG, 2001. www.dplg.gov.za - go to “documents” then “general publications”
- Introductory Guide to MFMA, Updated Edition – August 2004.
- On SDBIP, refer to MFMA Circulars 13 and 19.

Contact

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T. Pillay
Chief Director: Local Government
15 March 2006

ANNEXURE A

Structure and Contents of the Oversight Report –

The Oversight Report should contain:

1. Title and reference to the year under review.

2. Resolutions and statement required by MFMA s129(1) (see recommended resolutions below).

3. Summaries of comments and conclusions on the annual report of the **municipality** referred to in the resolutions, including one or more of the following:
   (i) Summary of reservations, if approved with reservations and actions to be taken by the executive and administration to resolve reservations.
   (ii) Summary of components required to be revised, if referred back for revision and actions to be taken by the executive and administration to provide revisions and the date for these to be submitted.
   (iii) Summary of reasons for rejection of the report, if report is rejected and what other action should be taken by the executive and administration.
   (iv) In cases where only components of the annual report are submitted by the mayor detail those components and restrict comments to this effect. Include a statement listing the outstanding components and estimated timeframe for these to be tabled and considered by council.

4. Summaries of comments and conclusions on the annual reports of **each municipal entity** referred to in the resolutions, including one or more of the following:
   (i) Summary of reservations, if approved with reservations and actions to be taken by the executive and administration or the entity to resolve reservations.
   (ii) Summary of components required to be revised, if referred back for revision and actions to be taken by the executive and administration or the entity to provide revisions and the date for these to be submitted.
   (iii) Summary of reasons for rejection of the report, if report is rejected and what other action should be taken by the executive, administration and the entity.
   (v) In cases where only components of the annual report are submitted by the chairman detail those components and restrict comments to this effect. Include a statement listing the outstanding components and estimated timeframe for these to be tabled and considered by the board of directors.

5. Annexures to the report should provide the following –
   (i) Summary of the process followed in the review, including:
      - Copies of minutes of meetings of committee.
      - Summary of written representations submitted by the public, auditor-general and other spheres of government.
      - Responses to questions provided by the accounting officer.
   (ii) Other information as may be needed to support the conclusions in the resolutions, for example, outcomes of large infrastructure / capital projects and programmes.

Resolutions and Statement

The statement required in the oversight report by section 129(1) of MFMA, should be in the form of a council resolution to record both the adoption of the oversight report and the comments of council on the report.

The resolutions should, as a minimum, state:

Council resolves that:

1. The Council having fully considered the annual report of the municipality and representations thereon, adopts the oversight report; and
2. (*insert one of the following as appropriate*)
   - Council approves the annual report without reservations; or
   - Council approves the annual report with reservations as included in the comments in the oversight report pages xx to xx; or
   - Council refers the annual report back for revisions of the components listed on pages xx to xx of the oversight report; or
   - Council rejects the annual report of the municipality for the reasons summarised in pages xx to xx of the oversight report.
3. (*Where further action or revisions are required in the resolutions*): Council requests the Mayor (Executive Mayor) to report to Council on the actions required as a result of these resolutions by <date to return to Council>.

Where the annual reports of municipal entities are also considered additional resolutions should be adopted to refer to the municipal entities –

Council resolves that :

1. The Council having fully considered the annual report of the municipal entity <name> and representations thereon, adopts the oversight report; and
2. (*insert one of the following as appropriate*)
   - Council approves the annual report without reservations; or
   - Council approves the annual report with reservations as included in the comments in the oversight report pages xx to xx; or
   - Council refers the annual report back for revisions of the components listed on pages xx to xx of the oversight report; or
   - Council rejects the annual report of the municipal entity <name> for the reasons summarised in pages xx to xx of the oversight report.
3. (*Where further action or revisions are required in the resolutions*): Council requests the municipal entity to report to Council on the actions required as a result of these resolutions by <date to return to Council>.

ANNEXURE B

Steps in the Annual Reporting processes

The following outlines the major steps in the annual reporting process indicating responsibilities and dates prescribed in the MFMA and MSA.

Prescribed Dates	Actions	MFMA (MSA)	Responsibility of
31 August	Submit municipality's AFS to Auditor-General	S126(1)(a)	Municipal Manager
31 August	Submit municipal entity AFS to parent municipality and to Auditor-General	S126(2)	Municipal Entity Accounting Officer
30 September	Submit consolidated AFS to Auditor-General (municipalities and entities)	S126(1)(b)	Municipal Manager
31 October and quarterly thereafter	Auditor-General submits to Parliament and the provincial legislature names of any municipalities, which have failed or continue to fail to submit AFS.	S133(2)	Auditor-General
Within three months of receiving AFS (30 November or 31 December)	Audit report returned to Municipal Manager	S126(3)	Auditor-General
On receipt of audit report	Municipality must address any issues raised by the Auditor-General and prepare action plans to address issues and include these in annual report. Provide copy of report to Audit Committee.	S131(1)	Municipal Manager. Mayor must ensure compliance by municipality
31 December	Entity submits annual report to Municipal Manager	S127(1)	Municipal Entity Accounting Officer
31 January	Annual Reports of municipality and entities tabled in Council	S127(2)	Mayor
Immediately after annual report is tabled	Annual report made public and local community invited to submit representations	S127(5)(a) (MSA) - S21A and B	Municipal Manager
Immediately after annual report is tabled	Annual report submitted to Auditor-General, relevant provincial treasury and provincial department responsible for local government in the province.	S127(5)(b)	Municipal Manager
When meetings held to discuss the annual report	Attend meetings to respond to questions concerning the report	S129(2)(a)	Accounting Officer of municipality and entity
Following meetings to discuss the annual report	Submit copies of minutes of the meetings to the Auditor-General, provincial treasury and provincial department responsible for local government	S129(2)(b)	Accounting Officer of municipality and entity
Within two months of report being tabled (31 March)	Council to have considered the annual report and adopted an oversight report	S129(1)	Council
Within seven days of adoption of oversight report	Make public the oversight report	S129(3) S21A-MSA	Accounting Officer
Within seven days of adoption of oversight report	Submit to the provincial legislature, the annual report of municipality and entities and the oversight reports on those annual reports.	S132(1) & (2)	Accounting Officer
As necessary	Monitor compliance with submission of reports to provincial legislature	S132(3)	MEC for local government in the province
Within 60 days of receiving annual reports	Report to provincial legislature any omissions by municipalities in addressing issues raised by the Auditor-General.	S131(2)	MEC for local government in the province
Annually	Report to Parliament on actions taken by MEC's for local government to address issues raised by Auditor-General on municipal and entity AFS	S134	Cabinet member responsible for local government

Notes:

- MFMA section 133 provides for consequences of non-compliance with provisions relating to the submission of AFS and tabling of annual reports.
- All dates shown are the latest permissible in terms of the applicable legislation, earlier compliance is preferable.

ANNEXURE C

Checklist for considering the annual report

The MFMA provides that the purpose of the annual report of a municipality or a municipal entity for each financial year is:

- to provide a record of activities;
- to provide a report on performance against the budget; and
- to promote accountability to the local community for decisions made throughout the year.

The MSA provides that an annual *performance report* must be prepared for each financial year to report on the performance of the municipality and each external service provider, compared with targets set for performance.

The annual report requirements are provided in Chapter 12 of the MFMA, sections 45 and 46 of the MSA and the annual Division of Revenue Act.

The following checklist summarises what must be included in the annual report and is designed to support and guide councillors and officials. It should be noted however, that this list is not exhaustive and from time to time other information requirements may be prescribed. Consideration must also be given to specific circumstances and conditions in which other questions may be appropriate. Councillors and officials are encouraged to make suggestions to enhance this checklist and send these to the National Treasury.

Council should verify that the required information is contained in the annual report and then consider the relevance and accuracy of information accordingly. The checklist provides guidance on how matters could be considered.

The oversight committee and the full council may use this checklist as a means to organise the report and to manage requests for additional information. The questions suggested may be used by all councillors to gain clarification on contents of reports and also to verify compliance with the MFMA and MSA. Responses to many of these questions should be provided by the accounting officer of the municipality and/or municipal entities.

Note that the views of the Audit Committee and the findings of the Auditor-General are primary sources of information to assist council in determining a decision on the annual report.

Information required to be included in annual reports	**Council Considerations and Questions**
Financial Matters	***Financial reporting matters to be considered***
The annual financial statements (AFS) for the municipality and, if applicable, consolidated statements (with all entities) as submitted to the Auditor-General	Where the municipality has sole or effective control of a municipal entity, consolidated financial statements are required. The AFS are to be in the form as required by the applicable accounting standards. MFMA Circular 18 with annexures, 23 June 2005, provides guidelines on the new accounting standards for municipalities. *Have the required standards been met – refer audit report and report of audit committee for views on this?*
	The above applies also to the AFS of municipal entities.
The Auditor-General's reports on the financial statements of the municipality and the entities	*Is the audit report included in the annual report as tabled?* *If not, when will the audit report be tabled?* *What are causes of the delays?* *What actions are being taken to expedite the report?*
	The above applies also to the AFS of municipal entities.
Any explanations that may be necessary to clarify issues in connection with the financial statements	The accounting standards require that notes accompany the statements to provide explanations of issues and matters reported. Refer also points below on information in notes to AFS. *Taking into consideration the audit report and the audit committee comments, is sufficient explanation of financial issues contained in the notes to the statements?*
	The above applies also to the AFS of municipal entities.
An assessment by the accounting officer on any arrears on municipal taxes and service charges, including municipal entities	*Has an adequate assessment been included?* *Is there sufficient explanation of the causes of the arrears and of actions to be taken to remedy the situation?* *Is any other action required to be taken?*
	The above applies also to the AFS of municipal entities.
Particulars of any corrective action taken or to be taken in response to issues raised in the audit reports	The conclusions of the annual audit may be either – ▪ an unqualified audit opinion with or without management issues, which means that the financial statements are acceptable; ▪ a qualified audit opinion setting out reasons for qualification, which means that certain issues need to be addressed before an unqualified opinion can be achieved; or ▪ the auditor will disclaim the statements and not offer an opinion. In this case there may be serious financial issues to be addressed. The objective of the municipality should be to achieve an unqualified audit opinion. *Taking into account the audit report, audit opinion and the views of the audit committee, council should consider:* ▪ *To what extent does the report indicate serious or minor financial issues?* ▪ *To what extent are the same issues repeated from previous audits?* ▪ *Is the action proposed considered to be adequate to effectively address the issues raised in the audit report?* ▪ *Has a schedule of action to be taken been included in the annual report, with appropriate due dates?* Note that actions taken on audit issues are to be reported to the provincial legislature, the MECs for local government and finance to report on any omissions by municipalities in addressing issues. Council should confirm that the audit report has been forwarded to the MECs.
	The above applies also to the AFS of municipal entities.

An assessment by the municipality's accounting officer of the municipality's performance against measurable performance objectives for revenue collection from each revenue source and for each vote in the approved budget	The budget of the municipality must contain measurable performance objectives for revenue from each source and for each vote in the budget, taking into account the IDP (MFMA s17(3)(b)). The accounting officer must include these objectives in the annual report and report on performance accordingly. *Has the performance met the expectations of council and the community?* *Have the objectives been met?* *What explanations have been provided for any non-achievement?* *What was the impact on the service delivery and expenditure objectives in the budget?* Council should comment and draw conclusions on performance and explanations provided.
An assessment by the municipal entity's accounting officer of the entity's performance against any measurable performance objectives set in terms of the service delivery agreement or other agreement between the entity and the municipality	Agreements between the municipality and its entities for service delivery are to include measurable performance objectives. This will include measures of services delivered to the community, financial targets, expenditure targets etc. The entity's annual report must include an assessment by the accounting officer, of performance against these objectives. In order to show the linkage between the entity and the municipality, the report of the municipality should also include the performance of entities. *Has the performance met the expectations of council and the community?* *Have the performance objectives been met?* *What explanations have been provided for any non-achievement?* *What was the impact on the service delivery and expenditure objectives in the budget?* Council should comment and draw conclusions on performance and explanations provided.
Any information as determined by the municipality, the entity or its parent municipality	Review any other information that has been included in regard to the AFS.
	The above applies also to the AFS of municipal entities.
Recommendations of the audit committee in relation to the AFS and audit reports of the municipality and its entities	*Have the recommendations of the audit committee in regard to the AFS been adequately addressed by the municipality and/or the entity?* *What actions need to be taken in terms of these recommendations?* Conclusions on these recommendations and the actions required should be incorporated in the oversight report.

Allocations received and made	***Considerations***
Allocations received by and made to the municipality	The report should disclose: ▪ Details of allocations received from another organ of state in the national or provincial sphere. ▪ Details of allocations received from a municipal, entity or another municipality. ▪ Details of allocations made to any other organ of state, another municipality or a municipal entity. ▪ Any other allocation made to the municipality under Section 214(1)(c) of the Constitution. *Have these allocations been received and made?* *Does the audit report confirm the correctness of the allocations received in terms of DORA and provincial budgets?* *Does the audit report or the audit committee recommend any action?* Council should comment and draw conclusions on information and explanations provided.

Allocations received by and made to the municipal entity	The report should disclose: ▪ Details of allocations received from any municipality or other organ of state. ▪ Details of any allocations made to a municipality or other organ of state. ▪ Other information as may be prescribed. *Have these allocations been received and made?* *Does the audit report confirm the correctness of the allocations received in terms of DORA and provincial budgets?* *Does the audit report or the audit committee recommend any action?* Council should comment and draw conclusions on information and explanations provided.
Information in relation to the use of allocations received	Section 123 of the MFMA and MFMA guidance circular 11, require that the municipality provide information per allocation received per vote and include: ▪ The current year and details of spending on all previous conditional grants, for the previous two financial years. Information is to be provided per vote. (For example, municipalities must report on all transfers received from provincial housing departments for housing subsidy grants for three financial years, and indicate how such funds were spent, and for what projects. ▪ Information stating whether the municipality has complied with the conditions of the grants, allocations in terms of section 214(1)(c) of the Constitution and allocations received from other than another organ of state. Where there is non-compliance, details of the reasons for non-compliance are to be provided. ▪ Information on whether allocations under the DORA were delayed or withheld and the reasons advanced for this. This information is required on all allocations excluding the municipality's portion of the equitable share and where prescribed otherwise by the nature of the allocation. The Auditor-General will ensure that the audit process includes a proper assessment (and reconciliation) on all national grants received by a municipality. Council should consider this aspect of the audit report and comments by the audit committee on the use of allocations received. *Council should be satisfied that –* ▪ *the information has been properly disclosed;* ▪ *conditions of allocations have been met; and* ▪ *that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.
Information in relation to outstanding debtors and creditors of the municipality and entities	Municipalities and entities are reminded of the requirement to include, in their annual financial statements, amounts owed to them and persistently delayed beyond 30 days, by national or provincial departments and public entities. It is also a requirement to report on whether the municipality or entity has met its statutory commitments, including the payment of taxes, audit fees, and contributions for pension and medical aid funds. *Council should be satisfied that –* ▪ *the information has been properly disclosed;* ▪ *conditions of allocations have been met; and* ▪ *also that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.

Disclosures in notes to AFS	***Considerations relating to section 124***
Information relating to benefits paid by municipality and entity to councillors, directors and officials	Information on the following items is to be included in the notes to the annual report and AFS: • salaries, allowances and benefits of political office bearers, councillors and boards of directors, whether financial or in kind; • any arrears owed by individual councillors to the municipality or entity for rates and services, which at any time were outstanding for more than 90 days, including the names of councillors; • salaries allowances and benefits of the municipal manager, CEO of a municipal entity, CFO and every senior manager; • contributions for pensions and medical aid; • travel, motor car, accommodation, subsistence and other allowances; • housing benefits and allowances; • overtime payments; • loans and advances, and; • any other type of benefit or allowance related to staff. *Council should be satisfied that –* • *the information has been properly disclosed;* • *conditions of allocations have been met; and* • *that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.

Municipal Performance	***Considerations***
The annual performance reports of the municipality and entities	Section 46, MSA requires municipalities to submit a performance report reflecting the performance of the municipality and each service provider, a comparison of the performance with targets set for the previous year and measures taken to improve performance. The report must form part of the annual report. Questions that may be considered are – *Has the performance report been included in the annual report?* *Have all the performance targets set in the budgets, SDBIP, service agreements etc, been included in the report?* *Does the performance evaluation in the annual report compare actual performance with targets expressed in the budgets and SDBIP approved for the financial year?* *In terms of key functions or services, how has each performed? Eg. have backlogs for water, sanitation and electricity been reduced? What are the refuse collection volumes, library usage statistics etc?* *To what extent has performance achieved targets set by council?* *Is the council satisfied with the performance levels achieved?* *Is the community satisfied with performance? Has a customer satisfaction survey been undertaken and, if so, how do the results align with the annual report contents? What were the outcomes of public consultation and public hearings?* *What actions have been taken and planned to improve performance?* *Is the council satisfied with actions to improve performance?* *Did the targets set in the budgets, SDBIP agree with the targets set in the performance contracts of the municipal manager and each senior manager?* *Does the report evaluate the efficiency of mechanisms applied to deliver the performance outcomes?* *Taking into account the audit report and opinion and the views of the audit committee, is performance considered to be efficient and effective?* *To what extent have actions planned for the previous year been carried over to the financial year reported upon?* *Have any actions planned in the reported year been carried over to the current or future years? If so are any explanations been provided by the municipal manager and are these satisfactory?*

	Council should comment and draw conclusions on information and explanations provided.
Audit reports on performance	Section 45, MSA requires that the Auditor-General must audit the results of performance measurements, as part of the internal auditing processes and annually. *Have the recommendations of internal audit been acted on during the financial year?* *Have recommendations by internal audit and/or the auditor-general been included in action plans to improve performance in the following year?*
Performance of municipal entities and municipal service providers	The annual report of the municipality should provide an assessment of the performance of the municipal entities and all contracted service providers. This is in addition to the separate annual reports of the entities. The report should evaluate the effectiveness of these services and whether alternative mechanisms should be considered. *Is the council satisfied with the evaluation and conclusions of the municipality?* *What other actions are considered necessary to be taken by the accounting officers?*
For municipal entities – an assessment of the entity's performance against any measurable performance objectives set in terms of the service delivery agreement or other agreement between the entity and municipality	This is the separate report of the municipal entity and should contain details of service delivery agreements with the municipality and the performance measures therein. Council should consider similar issues to that outlined above for municipal performance to determine a view on the performance of municipal entities. *To what extent were the objectives and performance measures of the entity aligned to the overall strategic objectives of the municipality and its IDP?* *Is the report of the municipal entity consistent with the conclusions on performance evaluation by the municipality?* *What specific actions should be taken by the entity and the municipality to improve performance?*

General information	***The following general information is required to be disclosed in the annual report.***
Relevant information on municipal entities	The municipality should disclose all information relating to the municipal entities under the sole or effective control of the municipality. Information to be disclosed includes names and types of entities, members of the board, addresses and contact details for entities, the purpose of the entity, the functions and services provided, the type and term of service level agreements with the entities.
The use of any donor funding support	*What donor funding has the municipality received?* *Have the purposes and the management agreements for the funding been properly agreed upon?* *Have the funds been used in accordance with agreements?* *Have the objectives been achieved?* *Has the use of funds been effective in improving services to the community?* *What actions need to be taken to improve utilisation of the funds?*
Agreements, contracts and projects under Private-Public-Partnerships	Information similar to the details of municipal entities should be provided. Council should ensure that all details have been supplied.
Service delivery performance on key services provided	This may be a high level summary, in addition to detailed information on performance, which sets out overall performance under the strategic objectives of the municipality. Overall results on the strategic functions and services should be summarised. This should cover all services whether provided by the municipality,

	entities or external mechanisms. Council may draw conclusions on the overall performance of the municipality. This information may be found in an executive summary section of the annual report and or in statistical tables.
Information on long-term contracts	Details of all long-term contracts including levels of liability to the municipality should be included. Council should ensure all information is correctly supplied.
Information technology and systems purchases and the effectiveness of these systems in the delivery of services and for ensuring compliance with statutory obligations	Details of significant IT activities should be outlined indicating the effectiveness of the IT projects and the quality of IT services. Council should consider how effectively the IT services support and facilitate performance of the municipality and whether value for money has been obtained. Details of any future IT proposals should be summarised. Council should comment and draw conclusions on the information provided.
Three year capital plan for addressing infrastructure backlogs in terms of the Municipal Infrastructure Grant (MIG) framework	A summary of the long-term capital plans and how these address the backlogs of services in the municipality should be provided. This should include details of types and scale of backlogs, projected cost implications, strategies to address the backlogs and plans proposed and/or approved. The summary here should cross reference to the performance reports in the annual report and also will be highlighted in the coming budgets. Council should consider whether the plans appropriately address the backlogs and are consistent with the strategic policy directions of council and needs of the community.

Other considerations recommended	
Timing of reports	*Was the report tabled in the time prescribed?* *Has a schedule for consideration of the report been adopted?*
Oversight committee or other mechanism	*What mechanisms have been put in place to prepare the oversight report?* *Has a schedule for its completion and tabling been adopted?*
Payment of performance bonuses to municipal officials	Refer to Section 57 MSA as amended. Bonuses based on performance may be awarded to a municipal manager or a manager directly accountable to the municipal manager after the end of the financial year and only after an evaluation of performance and approval of such evaluation by the municipal council. Preferably such evaluation should be considered along with the annual report. The basis upon which performance is evaluated for payment of bonuses should be reconciled with the municipal performance reported in the annual report. *Have bonuses been paid based on achievements of agreed outputs and after consideration of the annual report by council?* *If so has a proper evaluation of performance been undertaken?* *Was the evaluation approved by council?* *Does the performance evaluation align and reconcile with the performance reported in the annual report? If not, what reasons have been given for non-reporting of the basis of evaluation in the annual report?* *Are the payments justified in terms of performance reported in the annual report?* Conclusions and comments on the evaluation and payment of performance bonuses of council should be included in the oversight report.

NATIONAL TREASURY

MFMA Circular No 104

Municipal Finance Management Act No. 56 of 2003

EXTENSION TO TIMELINES FOR SUBMISSION OF ANNUAL FINANCIAL STATEMENTS, ANNUAL REPORTS, AUDITS AND RELATED MATTERS IN TERMS OF THE MFMA

1. PURPOSE

1.1 The purpose of this Circular is to provide information to municipalities, municipal entities, auditors and other stakeholders, on the Ministerial Exemption issued in terms of section 171(1)(b) of the MFMA, "*Gazette*" published on 05 August 2020. This Circular and the Exemption Notice are available and can be accessed on the MFMA webpage, using the following link http://mfma.treasury.gov.za/Pages/Default.aspx.

2. BACKGROUND

2.1 The Minister of Finance exempted municipalities and municipal entities from submitting key reports. The notice allows for a two-months delay in the submission of Annual Financial Statements, Annual Reports, Audit Opinions, Oversight reports and associated processes.

2.2 The context of this exemption flows from the Minister of Cooperative Governance and Traditional Affairs' announcement of the national state of disaster in terms of the Disaster Management Act to enable government and the country at large to manage the spread of the Covid-19 virus. Following the initial announcements of the national state of disaster, subsequent extensions and different levels were communicated.

2.3 Whilst the lockdown and restrictions have been eased over time, they are still in force and in effect with direct implications for municipalities, municipal entities, audit processes, amongst others. The lockdown impacts on the ability by municipalities and municipal entities to prepare and submit quality annual financial statements that meet the uniform norms and standards, related reports and processes to discharge their accountability towards the public and report on the utilisation of public funds.

2.4 The timing of the phased lockdown also had a knock-on effect on availability of municipal staff, which impacted on operations and added to the delays in ability to prepare AFS, undertake procedures such as the physical verification of assets, meter reading, revenue management, valuations, finalising supporting documentation and concluding reconciliations. There are similar impacts on the quality assurance processes, annual report, performance report and oversight report procedures and processes. The audit process and timelines by the Office of the Auditor-General to perform its audits, is also extended accordingly.

3. LEGISLATIVE REQUIREMENTS

3.1 The specific sections in the MFMA In terms of the MFMA, the accounting officer of a municipality must prepare the annual financial statements of the municipality or municipal entity and, within two months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing. Similarly, the accounting officer of a municipal entity must prepare the annual financial statements of the entity and within two months after the end of the financial year to which those statements relate, submit the statements to the parent municipality and the Auditor-General. This means that the 2019/20 annual financial statements must be submitted by 31 August 2020 to the Auditor-General for auditing.

3.2 In terms of section 126(1)(b) of the MFMA, all municipalities with sole or effective control of a municipal entity, must prepare consolidated annual financial statements and submit the statements to the Auditor-General for auditing, within three months after the end of the financial year to which those statements relate. This means the 2019/20 consolidated annual financial statements must be prepared and submitted by 30 September 2020.

3.3 Other provisions effected by the Ministerial Exemption include sections 127, 129 and 133 of the MFMA.

4. MINISTERIAL EXEMPTION

4.1 The effects of this Ministerial exemption are to mitigate anticipated widespread non-compliance with sections 126, 127, 129 and 133 of the MFMA due to the national state of disaster and lockdown restrictions. This provides a further two-month period to municipalities and municipal entities to comply with the MFMA to submit the AFS, annual reports, performance report and its oversight report. It also extends the period for the Office of the Auditor-General to conduct their audits and submission of the audit opinion to auditees, thereafter. This will be

followed by Council Committees engagements and concluding their oversight processes.

4.2 The extension will therefore enable municipalities and municipal entities to undertake all the necessary actions, checks and reviews, to ensure that the annual financial statements fairly presents the state of affairs of the municipality or entity, its performance against its budget, its management of revenue, expenditure, assets and liabilities, its business activities, its financial results, and its financial position as at the end of the financial year.

4.3 In terms of the Ministerial Exemption, municipalities and municipal entities are exempted from complying with the deadlines provided in sections 126(1) and (2), 127(1) and (2) and 129(1) and 133(2) of the MFMA for a period of 2 months, as reflected in the table below. It is advised that all performance reports, required as per Section 46 of the Municipal Systems Act, be equally aligned.

No.	Action	Section	New Outer Deadline
1	The accounting officer of a municipality must prepare the annual financial statements of the municipality and, within two months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing.	Section 126(1)(a) of the MFMA	31 October 2020
2	The accounting officer of a municipality must in the case of a municipality referred to in section 122(2), prepare consolidated annual financial statements in terms of that section and, within three months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing.	Section 126(1)(b) of the MFMA	30 November 2020
3	The accounting officer of a municipal entity must prepare the annual financial statements of the entity and, within two months after the end of the financial year to which those	Section 126(2) of the MFMA	31 October 2020

	statements relate, submit the statements to— a) the parent municipality of the entity; and b) the Auditor-General, for auditing.		
4	The accounting officer of a municipal entity must, within six months after the end of a financial year, or on such earlier date as may be agreed between the entity and its parent municipality, submit the entity's annual report for that financial year to the municipal manager of the entity's parent municipality.	Section 127(1) of the MFMA	28 February 2021
5	The mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.	Section 127(2) of the MFMA	31 March 2021
6	The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council - a) has approved the annual report with or without reservations; b) has rejected the annual report; or c) has referred the annual report back for revision of those components that can be revised.	Section 129(1) of the MFMA	31 May 2021
7	The Auditor-General must submit to Parliament and the provincial legislatures—	Section 133(2) of the MFMA	31 December 2020

	a) by no later than 31 October of each year, the names of any municipalities or municipal entities which have failed to submit their financial statements to the Auditor-General in terms of section 126; and b) at quarterly intervals thereafter, the names of any municipalities or municipal entities whose financial statements are still outstanding at the end of each interval.		

5. CONCLUSION

5.1 Municipalities and municipal entities must ensure that processes and procedures are aligned to the extended deadlines as outlined in the above table. All the necessary actions must be undertaken to ensure that quality annual financial statements and performance reports are submitted for audits by the outer due dates provided above. All municipalities and municipal entities are encouraged to submit these reports before the due dates, where possible.

6. CONTACT

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Phone ***012 315 5850***

Fax ***012 315 5230***

Email – General ***mfma@treasury.gov.za***

Website ***www.treasury.gov.za/mfma***

TV PILLAY
CHIEF DIRECTOR: MFMA IMPLEMENTATION
Date: 07 August 2020

MPAC WORKPLAN

DAY	**MONTH**	**YEAR**	**REPORTS TO BE TABLED**	**DEPARTMENT**	**SECTION**	**RESPONSIBLE PERSON**
N/A	July	2023	None			
29	August	2023	Section 52 report for the current year	Finance	BTO	Manager: BTO
			4th quarter Performance report for the current year	MM	DMM	Manager: PMS
19	September	2023	Report on confirmation of AFS and Annual Report submitted to AG for prior year	Finance	BTO	Manager: BTO
			Section 71 report	Finance	BTO	Manager: BTO
			Draft Annual report	MM	DMM	Manager: PMS
N/A	October	2023	None			
28	November	2023	Section 52 report for the current year	Finance	BTO	Manager: BTO
			1st quarter Performance report for the current year	MM	DMM	Manager: PMS
			Report on implementation of recommendation from prior year (FY 2021_22) oversight report	MM	MM	MM
			Draft Annual report - I&E	MM	DMM	Manager: PMS
N/A	December	2023	None			
23	January	2024	Review/confirm implementation of annual action plan/audit plan	Finance	BTO	Manager: BTO

			Draft Annual report - Community Services	MM	DMM	Manager: PMS
			Submission of Audit Report	Finance	BTO	Manager: BTO
			Section 71 report	Finance	BTO	Manager: BTO
13	February	2024	Section 52 report for the current year	Finance	BTO	Manager: BTO
			2nd quarter Performance report for the current year	MM	DMM	Manager: PMS
			Progress of action plan/audit plan	Finance	BTO	Manager: BTO
			Draft Annual report - Corporate Services & PDT	MM	DMM	Manager: PMS
28	February	2024	Additional MPAC Meeting - Draft Annual report - Finance and office of the MM	MM	DMM	Manager: PMS
12	March	2024	Compilation of oversight report on AR for the prior year			
			Report on unauthorised, irreg, wasteful expend	Finance	SCM/Expenditure	Manager: SCM, Manager: Expenditure
N/A	April	2024	None			
21	May	2024	Section 52 report for the current year	Finance	BTO	Manager: BTO
			3rd quarter Performance report for the current year	MM	DMM	Manager: PMS
			Progress of action plan/audit plan	Finance	BTO	Manager: BTO

N/A	June	2024	None

MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON TUESDAY, 19 SEPTEMBER 2023 AT 10:24 IN THE COUNCIL CHAMBERS

Present: Committee Members	Cllr.B. Dhludhlu	(Chairperson)
	Cllr. C. August	
	Cllr. F. Heystek	
	Cllr. H. Murray	
	Cllr. W. van der Linde	
Officials		
	Mr. D. de Jager	(Deputy Municipal Manager)
	Ms. N. Machelesi	(Director: Community Services)
	Mr. J. du Toit	(Manager :PMU)
	Mr. I. Fakier	(Manager: Internal Audit)
	Mr. A. Koegelenberg	(Manager: PMS)
	Mr. T. Madatt	(Acting Director: EMS)
	Mr. S. Abrahams	(Manager: BTO)
	Ms. M. Julius	(Scribe)
Stakeholders	Ms. L. Mostert	(Public Representative)
	Adv. A Klopper	(Public Representative)

1. **OPENING AND WELCOME**

The Chairperson read the notice convening the meeting. Cllr August opened with a prayer.

2. **DECLARATION OF INTEREST**

None of the members had anything to declare.

3. **APPLICATION FOR LEAVE OF ABSENCE / ABSENT WITH APOLOGY/ ABSENT WITHOUT APOLOGY**

3.1 **ABSENT WITH APOLOGY**

Cllr. M. Biko
C du Plessis
Cllr. B. Human
Cllr W Gertenbach

3.2 **ABSENT WITHOUT APOLOGY**

Cllr M. Mbandana
Cllr. L. Nkilishane
Cllr.P.Oliphant

4. **PRESENTATIONS**

None.

5. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

5.1 **MINUTES OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 18 JULY 2023**

Resolved (19 September 2023)

1. That the minutes of the Municipal Public Accounts Committee meeting held 18 July 2023 be accepted.

Proposed by: W van Linde Seconded by: H Murray

6. **MATTERS FOR DISCUSSION**

23/09/MPACC1 ACTION SHEETS

It was indicated that the Action Sheets had to be reviewed as certain actions had to be removed.

Resolved to Recommend (19 September 2023)

1. That the updated Action Sheets reflecting outstanding resolutions of MPAC as at 18 July 2023 be noted.

23/09/MPACC2 CONTRACTUAL APPOINTMENTS: VARIOUS CONTRACTS KOUGA LOCAL MUNICIPALITY

Resolved to Recommend (19 September 2023)

1. That the item be noted.

23/09/MPACC3 KOUGA MUNICIPALITY: FIRST DRAFT: ANNUAL REPORT (2022/23)

The Manager PMS stated that MPAC had until the end of March 2024 to prepare an oversight report. He advised that meetings be set up for clarity sessions with each directorate.

He stated that any corrections for typos could be submitted at any time.

Resolved to Recommend (19 September 2023)

1. That the Municipal Public Accounts Committee in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003 commence with the scrutiny of the draft 2022/23 Annual Report with the purpose of the preparation of an Oversight Report on the 2022/23 Annual Report for Kouga Municipality.

23/09/MPACC4 **INSTITUTIONAL PERFORMANCE REPORT: DRAFT UNAUDITED ANNUAL PERFORMANCE REPORT: INSTITUTIONAL SDBIP - IMPLEMENTATION SCORECARD: 2022/23 YEAR**

The Manager PMS stated that the APR had been submitted to AG. The AG has raised issues that the corrective actions were not detailed. He had since included it. He continuously updated the APR and AR thus this was not the final version.

Adv Klopper requested clarity on the LED Special Vehicle and asked if there was strategy in place to recapture clients we lost to solar and what could be done for us to become loadshedding proof.

Mr Abrahams stated that it was special vehicle for projects in IDP that funding had to be sourced for. It was for all unfunded projects and the aim is to seek external funding, they are also working on an LED strategy.

He stated that there has been a reduction in electricity sales and Eskom expenditure as well for the Eskom account for municipality. The effect of this on the bottom line was minimal though.

Mr Madatt on reduction in consumption in Kouga and increase in demand charge, stated that solar batteries charged through our peak periods. The batteries had to be considered in tariffs. There was a buy back policy that would be introduced. People are reluctant to register systems as their statistics are measured.

On municipal own energy generation, he stated that the first submission to Department of Environmental Affairs for assessment was done. Once there is a response and then there would be prospective options such as a 60 Mega Watt park.

Adv Klopper stated that there was major potential for Kouga and it had to consider the private sector. The maintenance cost was not decreasing despite bulk cost decreases thus there was a future lapse possible Was there provision for this? The matter of monitoring solar and registering it using GIS and arial photography had to be considered as well. The feasibility of this and how the tariff policy will deal with solar energy had to be considered.

Resolved to Recommend (19 September 2023)

1. That the content of the Draft Unaudited Annual Performance Report on the implementation of the 2022/23 Service Delivery and Budget Implementation Plan be noted.

2. That reported performance be verified against performance evidence and that the Final 2022/23 Annual Performance Report be resubmitted to Council in January 2024 with the submission of the 2022/23 Annual Report.

23/09/MPACC5 **MONTHLY BUDGET STATEMENTS FOR THE PERIOD OF JULY 2023 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 31 JULY 2023 (2023/24 FINANCIAL YEAR)**

Resolved to Recommend (19 September 2023)

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.

23/09/MPACC6 **SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023**

It was clarified that the item was confirmation that the AFS had been submitted.

Resolved to Recommend (19 September 2023)

1. That the Report confirming the submission of the Annual Financial Statements for the year ended 30 June 2023 be noted.

7. **DATE OF NEXT MEETING**

28 November 2023

8. **CLOSURE**

The Chairperson thanked the Committee and all officials present for their valuable input and for attending the meeting.

The meeting adjourned at 10:12

15 January 2024

Cllr B Dhludhlu **DATE**
CHAIRPERSON

MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON FRIDAY, 8 DECEMBER 2023 AT 08:35 IN THE COUNCIL CHAMBERS

Present: Committee Members	Cllr.B. Dhludhlu	(Chairperson)
	Cllr. C. August	
	Cllr. H. Murray	
	Cllr. M. Nicholls	
	Cllr W. Gertenbach	
	Cllr. B. Human	
Officials		
	Mr. D. de Jager	(Deputy Municipal Manager)
	Ms. C. Venter	(Acting Director: Community Services)
	Mr. J. du Toit	(Manager :PMU)
	Ms. L. Opperman	(Manager: Legal Services)
	Mr. A. Koegelenberg	(Manager: PMS)
	Mr. T. Madatt	(Acting Director: EMS)
	Mr. L. Ramakuwela	(Acting Director: PD)
	Mr. N. Swarts	(Manager: Assets)
	Ms. M. Julius	(Scribe)
	Mr. S. Sidjiyo	(Committee Officer)
Stakeholders	Ms. L. Mostert	(Public Representative)
	Adv. A Klopper	(Public Representative)

1. **OPENING AND WELCOME**

The Chairperson read the notice convening the meeting.

The Chairperson welcomed the new Committee Officer, Mr Siyolise Sidjiyo.

2. **DECLARATION OF INTEREST**

None of the members had anything to declare.

3. **APPLICATION FOR LEAVE OF ABSENCE/ABSENT WITH APOLOGY/ABSENT WITHOUT APOLOGY**

3.1 **ABSENT WITH APOLOGY**

Cllr. W. van der Linde
Cllr. L. Nkilishane
C du Plessis
F Heystek

3.2 **ABSENT WITHOUT APOLOGY**

Cllr M. Mbandana
Cllr P. Oliphant

4. **PRESENTATIONS**

None.

5. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

5.1 **MINUTES OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 19 SEPTEMBER 2023**

Resolved (8 December 2023)

1. That the minutes of the Municipal Public Accounts Committee meeting held 19 September 2023 be accepted.

Proposed by: H Murray Seconded by: C August

6. **MATTERS FOR DISCUSSION**

23/12/MPACC1 ACTION SHEETS

Resolved to Recommend (8 December 2023)

1. That the updated Action Sheets reflecting outstanding resolutions of MPAC as at 19 September 2023 be noted.

23/12/MPACC2 DIGITAL SERVICES REPORT

Adv Klopper Budget raised concern about the mention of inadequate budget in the item and questioned how this would be addressed.

The DMM responded that there had been historic underbudgeting but this was all being addressed. There was mitigation in place but prioritisation was key.

Cllr Human queried the integration of software.

The DMM stated ESRI has been implemented and by the end of June Ovvio would be taken over with ESRI implementation in place. There is a new Customer portal service provider which is fully integrated into our system and ESRI was fully integrated as well.

Resolved to Recommend (8 December 2023)

1. That the Digital Services report for the period July to September 2023 be noted.

23/12/MPACC3 **KOUGA MUNICIPALITY: FIRST DRAFT: ANNUAL REPORT (2022/23)**

Cllr Gertenbach stated that he would submit corrections in writing. He questioned why the 2021 population figures are not included on page 9 and where the rest of the Service delivery overview was for page 11. He added that the Public meeting dates reflected were for the current financial year and not the past.

The Manager: PMS stated that the report was being updated.

On financial information, he stated that finance waits for AFS to be issued and the CFO indicated that it would be submitted to by 14 December 2023. He would be in a position to complete the Annual Report by end of December and then send to Committee services for distribution.

Cllr Human requested a report on outstanding information.

The Manager: PMS clarified he did not have an issue regarding outstanding information but highlighted that some information was only available at certain times of the year.

He stated that following submission to Council there will be a recommendation in January 2024 for Oversight report to be prepared and by March 2024 the oversight report had to be submitted.

Resolved to Recommend (8 December 2023)

1. That the Municipal Public Accounts Committee in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003 commence with the scrutiny of the draft 2022/23 Annual Report with the purpose of the preparation of an Oversight Report on the 2022/23 Annual Report for Kouga Municipality.

23/12/MPACC4 **MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2023 TO SEPTEMBER 2023 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 30 SEPTEMBER 2023 (2023/24 FINANCIAL YEAR)**

Resolved to Recommend (8 December 2023)

1. That the Committee 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.

23/12/MPACC5 **MPAC WORKSHOP PRESENTATIONS**

Resolved to Recommend (8 December 2023)

1. That the presentations be noted.

7. **DATE OF NEXT MEETING**

23 January 2023

8. **CLOSURE**

The Chairperson thanked the Committee and all officials present for their valuable input and for attending the meeting.

The meeting adjourned at 9:45



08/02/2024

Cllr B Dhludhlu **DATE**
CHAIRPERSON

MINUTES OF A MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON TUESDAY, 23 JANUARY 2024 AT 09:00 IN THE COUNCIL CHAMBERS

Present: Committee Members	Cllr. B Dhludhlu	(Chairperson)
	Cllr. C August	
	Cllr. H Murray	
	Cllr. M Nicholls	
	Cllr W Gertenbach	
	Cllr. W van der Linde	
	Cllr. F Heystek	
	Cllr P Oliphant	
Officials:	Mr. C du Plessis	(Municipal Manager)
	Mr. R Lorgat	(Chief Financial Officer)
	Mr. C de Kock	(Director: CWS)
	Ms. N Machelesi	(Director: Community Services)
	Mr. T Madatt	(Acting Director: EMS)
	Mr. L Ramakuwela	(Acting Director: PD)
	Ms. L Opperman	(Manager: Legal Services)
	Mr. A Koegelenberg	(Manager: PMS)
	Mr. I Fakir	(Manager: Risk & Internal Audit)
	Ms. M Julius	(Senior Admin Officer: Committees)
	Mr. S Sidjiyo	(Committee Officer)
Stakeholders:	Ms. L Mostert	(Public Representative)

1. **OPENING AND WELCOME**

The Chairperson read the notice convening the meeting.

He requested Cllr August to open with prayer.

2. **DECLARATION OF INTEREST**

None of the members had anything to declare.

3. **APPLICATION FOR LEAVE OF ABSENCE/ABSENT WITH APOLOGY/ABSENT WITHOUT APOLOGY**

3.1 **ABSENT WITH APOLOGY**

Cllr M Mbandana	
Cllr. B Human	
Adv. A Klopper	(Public Representative)
Mr. D de Jager	(Deputy Municipal Manager)

Cllr van der Linde sought clarity on whether the additional Committee members form part of the quorum. In response, the Municipal Manager and Manager: Legal Services indicated that quorum is constituted by the majority of the members of MPAC irrespective of their membership category and all members have voting rights.

Cllr Oliphant stated that when advice is solicited reference must be made to a piece of legislation as the composition and membership of MPAC is legislated.

The Chairperson requested the Manager: Legal Services to furnish the Committee with a piece of legislation to clarify the concern and indicated that the meeting quorate.

3.2 **ABSENT WITHOUT APOLOGY**

Cllr. L Nkilishane

4. **PRESENTATIONS**

None.

5. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

5.1 **MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 8 DECEMBER 2023**

Resolved (23 January 2024)

1. That the minutes of the Municipal Public Accounts Committee meeting held on 8 December 2023 be accepted.

Proposed by: W Gertenbach Seconded by: M Nicholls

6. **MATTERS FOR DISCUSSION**

24/01/MPACC1 ACTION SHEETS

Resolved to Recommend (23 January 2024)

1. That the updated Action Sheets reflecting outstanding resolutions of MPAC as at 8 December 2023 be noted.

24/01/MPACC2 KOUGA MUNICIPALITY: FIRST DRAFT: ANNUAL REPORT (2022/23)

Cllr Oliphant noted the Draft Annual Report and proposed that a date be set aside in February to thoroughly interrogate the Draft Annual Report as it is an extensive document and Cllr van der Linde seconded the proposal.

Cllr Gertenbach enquired if the irregular, fruitless, and wasteful expenditure of the previous financial year was written off and submitted to the Council.

The Chief Financial Officer responded and mentioned that the financial information was concluded after the audit end of November 2023, and the finance chapter has been included in the Draft Annual Report.

The Manager: PMS indicated that the legislation requires that the meetings where the MPAC would discuss the Draft Annual Report be made open to the members of the public for comments.

The Chairperson added that MPAC does not need to host the Public Roadshows. However, thorough advertisement of notice for public comments must be conducted.

Cllr Oliphant solicited the motivating factor and compelling reasons for MPAC deviating from hosting the Public Roadshows as such exercise was previously conducted.

In response, the Municipal Manager indicated that the focus is on the accuracy of the information contained in the Annual Report and the role of the MPAC is to do an oversight on the quality of the Annual Report.

The Chairperson added that the Draft Annual Report be interrogated internally and the Manager: PMS submits proof that the notices for public inputs were distributed through all platforms and requested Councillors to submit their inputs and questions on or before 31 January 2024.

Resolved to Recommend (23 January 2024)

1. That the Municipal Public Accounts Committee in terms of the provisions of Section 129 of the Local Government Municipal Finance Management Act, 56 of 2003 commence with the scrutiny of the draft 2022/23 Annual Report with the purpose of the preparation of an Oversight Report on the 2022/23 Annual Report for Kouga Municipality.

2. That the Draft Annual Report be interrogated in the next MPAC meeting with time allocation per directorate to respond to clarities from the Committee and per the inputs received from public comments.

Proposed: Cllr P Oliphant Seconded: Cllr W van der Linde

24/01/MPACC3 **2023/24 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: PROGRESS UP TO THE QUARTER ENDING 30 SEPTEMBER 2023**

Resolved to Recommend (23 January 2024)

1. That the Quarter 1 operational and institutional performance report on progress made with the implementation of the 2023/24 Service Delivery and Budget Implementation Plan be interrogated by MPAC for purposes of recommendations in this regard for submission to Council be considered.

2. That Directorates ensure that corrective actions are discussed and agreed on at the level of the Portfolio Committees in respect of all Key Performance Indicators where set targets for the reporting period have not been achieved in order to ensure achievement of the annual performance targets and that such corrective actions be submitted to MPAC.

24/01/MPACC4 **MONTHLY BUDGET STATEMENTS FOR THE PERIOD JULY 2023 TO NOVEMBER 2023 AND FINANCIAL STATE OF AFFAIRS OF THE MUNICIPALITY AS AT 30 NOVEMBER 2023 (2023/24 FINANCIAL YEAR)**

The CFO indicated that he internally recommends that the Water Amnesty be not extended beyond 29 February 2024. However, residents must be encouraged to come forward and complete the Water Amnesty form to address the water billing issues.

Cllr Oliphant added that any additional clarity-seeking questions about the item must be directed in writing to the CFO by the Committee members.

Resolved to Recommend (23 January 2024)

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

24/01/MPACC5 **REPORT ON THE IMPLEMENTATION OF RESOLUTIONS OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE EMANATING FROM THE OVERSIGHT REPORT ON THE 2021/22 ANNUAL REPORT**

Resolved to Recommend (23 January 2024)

1. That the report on the implementation of the resolutions of the Municipal Public Accounts Committee relevant to the Oversight Report on the 2021/22 Annual Report be noted.

2. That the Municipal Public Accounts Committee considers the MPAC Resolutions relevant to the Oversight Report on the 2021/22 Annual Report as being finalised.

24/01/MPACC6 **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE(MPAC): AUDIT ACTION PLAN FOR 2022/23 AUDIT REPORT**

Cllr Gertenbach inquired about the findings on Performance Management. In response, the Municipal Manager stated that in the previous financial year the municipality received a clean audit outcome on Performance Management. However, during the financial year in question, there were identified areas in the Infrastructure and Engineering where viable performance evidence could not be provided to support the performance indicators.

Resolved to Recommend (23 January 2024)

1. That the Municipal Public Accounts Committee notes the Municipal Manager's audit action plan for the 2022/23 financial year.

7. **DATE OF NEXT MEETING**

15 February 2024

8. **CLOSURE**

The Chairperson thanked the Committee and all officials present for attending the meeting.

The meeting adjourned at 10:12



29 February 2024

Cllr B Dhludhlu **DATE**
CHAIRPERSON

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ROLE AND DUTIES OF MUNICIPAL PUBLIC ACCOUNTS COMMITEE

LM

13 OCTOBER 2023

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PRESENTATION OUTLINE

1. Introduction
2. Legislative Mandate
3. The Role,Responsibility and Duties of the municipal council/MPAC
4. AGSA Audit report on UIFWE and Accountability Framework
5. Conclusion

INTRODUCTION

- Municipalities collect monies from the public in the form of rates, levies, surcharges, fees and service charges, receive grants from national and provincial government, invest surplus cash and borrow for capital expenditure for long-term purposes or bridging finance for short term needs.
- These resources are appropriated by Council for the purpose of fulfilling its powers and functions, primarily to deliver services, in accordance with their mandate as set out in sections 151,153 and 156 of the Constitution.
- In terms of section 4(2)(a) of the Municipal Systems Act, (MSA) the council has a duty to use the resources of the municipality in the best interest of the local community. This duty is extended to individual councillors through the Code of Conduct for Councillors, which states that a councillor must:
- i. “perform the functions of office in good faith, honestly and in a transparent manner, and
- ii. at all times act in the best interests of the community and in such a way that the credibility and integrity of the municipality are not compromised.”

ROLE AND RESPONSIBILITIES OF THE MPAC

MPAC has the following duties:

- To consider and evaluate the content of the following reports submitted to Council by the Mayor and to make recommendations to Council in respect of such reports:
- Quarterly Supply Chain Management Reports;
- Quarterly Performance Reports;
- Quarterly report on the implementation of the Service Delivery and Budget Implementation Plan (SDBIP) to assess the effectiveness, efficiency and quality of services rendered and/or goods purchased; and to ascertain whether specific promised service delivery targets have been met
- Section 71 and section 72 reports

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ROLE OF THE MPAC

- To consider and evaluate the content of the annual report, and draft an oversight report in accordance with Section 129(1) of the MFMA, within two months of the annual report being tabled in Council. The oversight report must include a statement recommending that Council:

  (i) approve the annual report with or without reservations;

  (ii) reject the annual report;

  (iii) refer the report back for revision of those components that can be revised;

- Examine the financial statements and audit report of the Municipality, and in so doing, to consider improvements made from the previous financial statement and audit reports; and to evaluate the extent to which the Audit Committee's and the A-G's recommendations in respect of the previous statements and audit reports, have been implemented;

ROLE OF THE MPAC

To consider and evaluate the content of any other report referred to it by Council;

(i) By way of a resolution of Council, to investigate the recoverability of unauthorised, irregular or fruitless and wasteful expenditure in terms of Section 32(2)(a) and (b) of the MFMA;

(ii) (ii) After completion of the investigations to make recommendations on the treatment of unauthorised,irregular, fruitless and wasteful expenditure as contemplated in the MFMA circular No. 68 .

- By way of a resolution of Council, to investigate any other matter that Council may refer to it for investigation

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ROLE OF THE MPAC

To make recommendations to Council regarding:

(i) any aspect relevant to the oversight of the Executive and Administration;

(ii) good governance, transparency and accountability within the Municipality;

(iii)the use/abuse of municipal resources.

To provide an annual report to Council on the activities of MPAC for the year in accordance with paragraph 8.2.

To conduct Follow-Up reviews as provided for under paragraph 9 below.

To perform any other functions assigned to it through a resolution of Council within its area of responsibility.

To examine the financial statements and audit reports, the functionality of the SMME's (Small Medium and Micro Enterprice), the process of municipal donations by the Municipality and to promote good governance, transparency and public accountability.

To Monitor the Cost Containment Policy implementation taking into account the Municipal Cost Containment Regulations, 2019.

LEGISLATIVE MANDATE

Section 32 (4) of the Municipal Finance Management Act, (MFMA) requires that the accounting officer must promptly inform the mayor, the MEC for local government in the province and the Auditor-General, in writing, of—

(a) Any unauthorised, irregular or fruitless and wasteful expenditure incurred by the municipality; **Set a tone of zero tolerance for non-compliance**

(b) Whether any person is responsible or under investigation for such unauthorised, irregular or fruitless and wasteful expenditure; and

(c) The steps that have been taken—

(i) To recover or rectify such expenditure; and

(ii) To prevent a recurrence of such expenditure.

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UIF&W EXPENDITURE REDUCTION STRATEGY

All municipalities are required to develop and **implement appropriate strategies to reduce and prevent UIFW expenditure** to achieve the 2019-24 MTSF targets

Strategy must address **historical figures,** including figures subsequent to the 2018/19 financial year and **identify root causes and provide clear actions, responsibilities and realistic timelines** for conclusion

Implementation of **effective consequence management** for deliberate and negligent transgression that caused UIFW expenditure

Develop and implement **preventative internal controls to stop ongoing non-compliance** and **intensify oversight and monitoring** to ensure **prompt implementation** of the UIFW reduction strategy

Accounting officers & municipal councils

- Set a zero tolerance for non-compliance
- Implement strong, sustainable preventative controls
- Establish outstanding DC boards and capacitate them, including MPACs to act strongly
- Set clear medium-term goals to achieve the targets
- Update UIFWE register to monitor progress
- Identify risks and implement mitigating measures

MPACs and audit committee

- MPACs to investigate UIFWe in an objective and diligent manner
- Assist municipal councils to hold administration accountable for the implementation of the UIFW reduction strategy

- The Minister of Finance has approved the UIF&W expenditure reduction strategy.
- Support has been provided to several Provincial Treasuries and municipalities to enable them to develop and implement their own reduction strategies to achieve the MTSF goals.

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THE ROLE OF THE MUNICIPAL COUNCIL AND MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

- In terms of section 52 of the MFMA, the mayor must provide general political guidance over the fiscal and financial affairs of the municipality.

- Section 32(4) of the MFMA requires the accounting officer to promptly inform, amongst others, the mayor, of incidences of UIF&W expenditure.

- The mayor is expected to oversee the performance of officials in implementing measures to prevent the incurrence of UIF&W expenditure, as well as monitoring the implementation of consequence management against the officials responsible for the incurrence of UIF&W expenditure.

- As mentioned above, the annual performance agreements of the relevant officials must include key performance indicators on the reduction and avoidance of incidences resulting in UIF&W expenditure..

UIF&W LEGAL FRAMEWORK

UNAUTHORISED, IRREGULAR AND FRUITLESS AND WASTEFUL EXPENDITURE

- MFMA Section 62 - the Accounting Officer **MUST:**
  - Take all reasonable steps to ensure that the resources of the municipality are used **effectively, efficiently and economically**
  - Take all reasonable steps to ensure that **unauthorised, irregular or fruitless and wasteful expenditure** and other losses are prevented
- MFMA section 32(2)(b)
  - A municipality must **recover** UIFW expenditure from the person liable for that expenditure unless the expenditure is, **after investigation** by a council committee, **certified by the council as irrecoverable** and written off by the council
- In terms of section 4(2)(a) of the MSA, the **council has a duty to use the resources of the municipality in the best interest** of the local community

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AGSA AUDIT REPORT ON UIFWE

Irregular expenditure

4. The municipality did not identify and disclose all irregular expenditure in the financial statements, as required by section 125(2)(d)(i) of the MFMA. Expenditure in contravention of supply chain management (SCM) requirements resulted in irregular expenditure of R18,5 million being identified during the audit, which was not disclosed. Additionally, the corresponding balance for irregular expenditure was misstated by R12,6 million. I was unable to determine the full extent of the irregular expenditure that should have been disclosed as it was impracticable to do so. Accordingly, I could not determine the adjustment required to the

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AGSA AUDIT REPORT ON UIFWE CONT…

Expenditure management

33. Reasonable steps were not taken to prevent irregular expenditure, as required by section 62(1)(d) of the MFMA. The expenditure disclosed does not reflect the full extent of the irregular expenditure incurred as indicated in the basis for qualification paragraph. The majority of the disclosed irregular expenditure was deviations not in line with SCM Regulations.

34. Reasonable steps were not taken to prevent unauthorised expenditure of R44,1 million disclosed in note 44 to the financial statements, in contravention of section 62(1)(d) of the MFMA. The majority of the unauthorised expenditure was caused by overspending the budgeted votes within the approved budget of the municipality.

35. Reasonable steps were not taken to prevent fruitless and wasteful expenditure of R42,4 million disclosed in note 45 to the financial statements, in contravention of section 62(1)(d) of the MFMA. The majority of the disclosed fruitless and wasteful expenditure was caused by interest charged by creditors due to the municipality not paying invoices on due dates.

Consequence management

36. Some irregular expenditure incurred by the municipality was not investigated to determine whether any person was liable for the expenditure, as required by section 32(2)(b) of the MFMA.

37. Unauthorised expenditure of R44,1 million incurred by the municipality in prior years was not investigated to determine whether any person was liable for the expenditure, as required by section 32(2)(a) of the MFMA.

ACCOUNTABILITY FRAMEWORK

- The consequence management framework, as set out in Chapter 15 of the MFMA and the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings has been strengthened, as it relates to financial misconduct with the requirement to establish of disciplinary boards and clarifying the roles and responsibilities of municipal public accounts committees and other functionaries involved in consequence management.

ACCOUNTABILITY

The functions of accountability include the following:

a) To enhance the integrity of public governance in order to safeguard government against corruption, nepotism, abuse of power and other forms of inappropriate behaviour.
b) As an institutional arrangement, to effect democratic control.
c) To improve performance, which will foster institutional learning and service delivery.
d) To assure public confidence in government and bridge the gap between the governed and the government and ensure public confidence in government.
e) To enable the public to judge the performance of the government by the government giving account in public.

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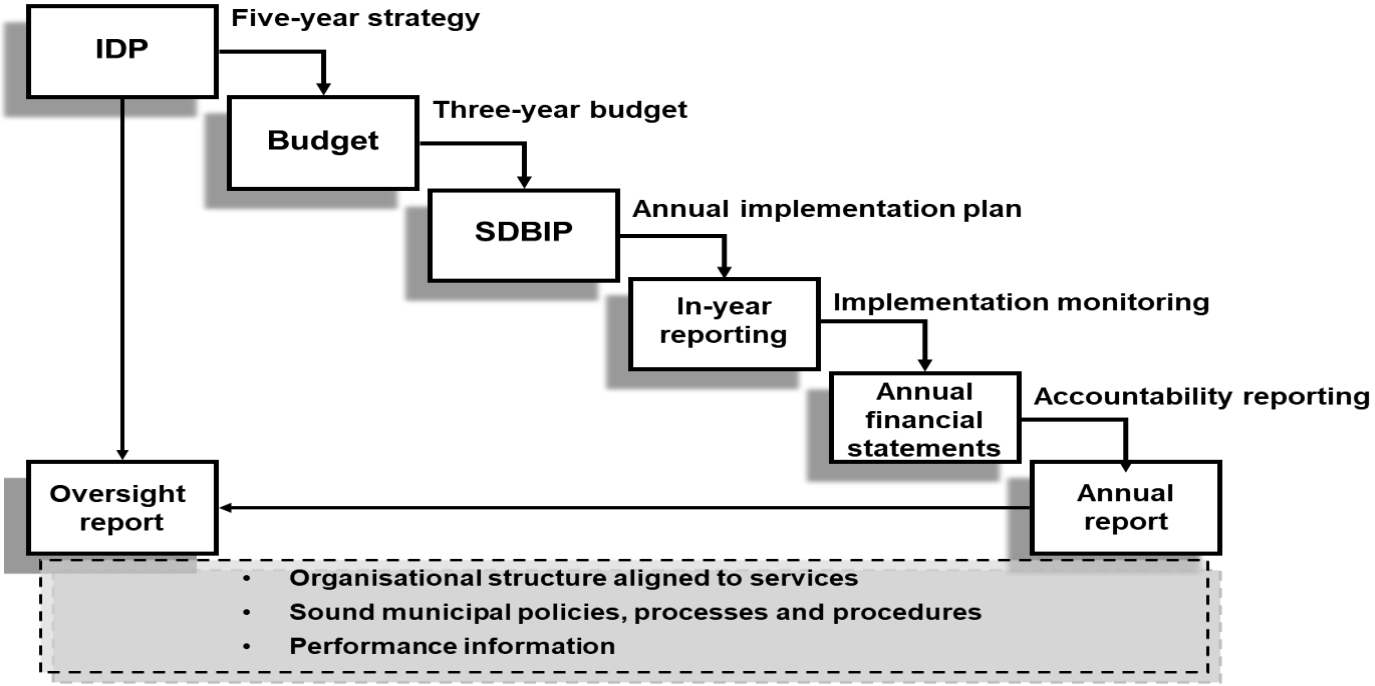
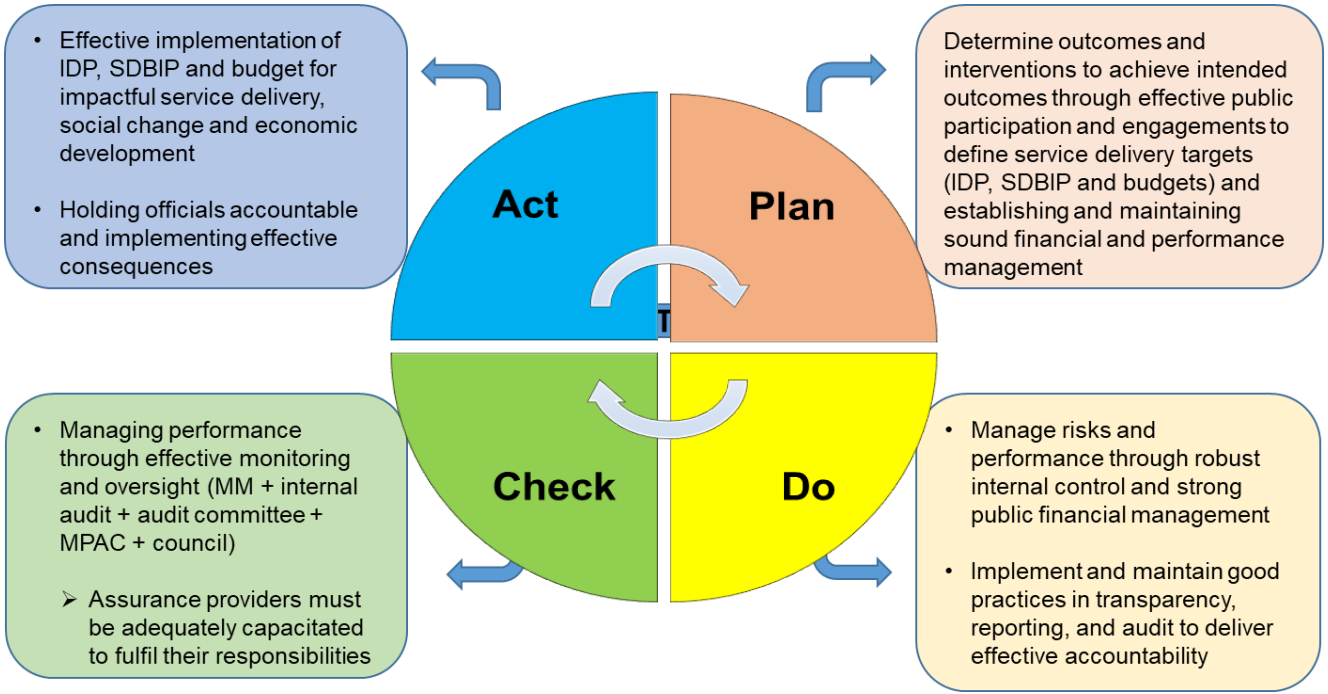
THE ACCOUNTABILITY CYCLE



A Model To Implement The Accountability: Plan+Do+Act+Check



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APPROACHING THE OVERSIGHT REPORT

MPAC TRAINING WORKSHOP-VIRTUAL

13 NOVEMBER 2023

PRESENTATION OUTLINE

1. Importance of Oversight Report
2. Process to develop the report
3. Interrogating the Annual Report
4. Nuts and Bolts
5. How to tackle challenges that come.
6. Closure

1. IMPORTANCE OF OVERSIGHT REPORT

- It's holding of administration to account on behalf of Council and the community.
- Make Council to get reasons why management fails to perform as planned.
- Identifies weakness in the municipal systems and processes and other supporting institutions that must be attended to.
- As part of accountability where failure cannot be justified then consequence management must be implemented by Council.

2. PROCESS OF DEVELOPING THE OVERSIGHT REPORT

- MFMA Sections 127 and 129 (1) MFMA Circular 63 issued guide the form and processes of the development of the Annual Report and submission to Council.
- The AG releases the AG Findings on the financial performance of the Municipality in December.
- The Municipality finalises the Annual Report (with both the financial and non-financial performance) and submits to Council in seven days after the end of the financial year.
- Council receives and adopts the report and send it to MPAC for the interrogation and development of the Oversight Report.

2. PROCESS OF DEVELOPING THE OVERSIGHT REPORT

- For example, 14 July - dealing with the Mayor and MM forewords as well as good governance matters.

  15 – 16 July Performance Scorecard/SDBIP.

  17 -19 AG Report.

- MPAC Chairperson should liaise with Council Speaker so that meetings of other Council Committees/commitments cannot clash with this Oversight Report process plan.
- All MPAC members should prioritise the attendance of these MPAC meetings

3. INTERROGATING THE ANNUAL REPORT

- MPAC should interrogate everything in the Annual Report from the Mayor and MM forewords to governance matters (risk, M&E, public participation) service delivery environment as well as the accompanying annexures. The focus is on identifying deficiencies and weaknesses and make some recommendations to the administration
- In the programme performance/SDBIP MPAC should focus more on the targets that have not been achieved and make recommendations on actions to be taken.
- It should identify the annual targets that Municipality sets itself per each Key Performance Indicator (KPI) *e.g. Corporate Services - Training of 23 officials on dispute resolution.*

3. INTERROGATING THE PERFOMANCE SCORECARD

❑Check if the target has been achieved, and if it has been achieved there is no need for any recommended action.

❑If the target has not been achieved, look at the reason why.

❖ *For example Only 12 officials have been trained instead of 23.*

❑Sometimes the reason is understandable

❖ E.g. *The reason for not training 23 officials is that there was a Council decision to cut the budget of the directorate.*

❑*In this case MPAC can recommend that risks should be identified for each KPI.*

❑*Other example: Target was 89 housing units connected to water*

Achievement – only 43 housing units have been connected

Reasons for not achieving is because the service provider could not be appointed because of slow procurement process.

❑ In this case MPAC should get from the relevant official the project plan with timelines undertaken as well as proof of actions taken before getting to supply Chain processes before making recommendations about supply chain.

4. TAKE NOT OF THE FOLLOWING WHEN INTERROGATING

- Any reason from officials that hide poor planning.
- Lack of budget cannot be a reason for failure to perform because planning also factors budgeting.
- Last FY Oversight Report actions not being implemented without valid reasons should be report to Council for implementation of consequence management by MM.
- Any last FY Oversight Report actions that have not been implemented because of valid reasons should be incorporated into the current Oversight Report and monitored.
- The Committee derives its mandate from Council and should report to the Speaker where it does not get cooperation from administration.

5. PUBLIC PARTICIPATION IN MPAC REPORT

- Municipalities are required to take steps to promote public participation in the oversight process.
- Create apps for people to make inputs into the Annual Report.
- You can invite written responses on the Annual Report from the local community , business, NGOs and other State Departments.
- You can make all meetings where the Annual Report will be discussed, public.
- Invite the Auditor-General's representatives to attend at any meeting dealing with the Annual Report.
- Hold a public engagement procedure for the Annual Report.
- Put the Annual Report in all municipal buildings and in sector department buildings like clinics, libraries, Magistrate Courts etc.

THANK YOU……..DANKIE……..ENKOSI

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The Honourable Speaker
Kouga Local Municipality
P O Box 21
Jaffreys Bay
6400

Cc: Municipal Manager

Dear Cllr B. Williams

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE CHAIRPERSON'S ENGAGEMENT

The Department of Cooperative Governance and Traditional Affairs is mandated by Section 154 of the Constitution of the Republic of South Africa (Act 108 of 1996) to assist the municipalities to perform their functions.

One of the responsibilities the department is charged with is monitoring the functionality of Municipal Public Accounts Committees (MPAC) and provide support where necessary. To fulfil the mandate; the department wishes to engage with the chairperson of MPAC of your municipality together with the secretary staff of the committee.

The chairperson is kindly requested to prepare a presentation on the status of the committee, covering the following:

- Establishment of the committee (date and year)
- Number of meetings conducted since the establishment of the committee.
- Existence of guiding documents (Terms of Reference, Workplan and schedule of meetings)
- Trainings attended by the committee and'
- Challenges/areas of support required.

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE CHAIRPERSON'S ENGAGEMENT

The details of the session are as follows:

Date: **28 September 2023**

Time: **09H00**

Venue: **Virtual (Microsoft Teams)**

Yours in cooperative governance

MR.M. CLAY

DIRECTOR: SARAH BAARTMAN AND NMB DSC

DATE: 14/09/2023

Experts in financial reporting
∞ audit quality ∞ ESG ∞
management advisory ∞ learning solutions

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AFS review

Independent review of the AFS for the year ended:

30 June 2023

23 August 2023

Altimax∞

23 August 2023

Manager: Risk and Internal Audit
33 Da Gama Road
Jeffreys Bay
6330

Dear Mr. Isma-eel Fakir

INDEPENDENT REVIEW OF THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023

We have reviewed the unaudited financial statements of the Kouga Local Municipality for the year ended 30 June 2023. This review was conducted based solely on the information contained in the annual financial statements submitted for review and should be considered a high-level quality review.

The review performed on the annual financial statements does not constitute a review in terms of ISRE 2400 - Engagements to review financial statements (previously ISA 910) and we do not express an opinion or assurance as to whether or not the financial statements fairly present the financial position and/or performance of the municipality. No inference should be made to this effect from the information contained in this report.

Yours sincerely



Marléne van der Mescht
CA(SA)
Associate Director

Index

1. Acronyms and abbreviations
2. Methodology
3. Dashboard
4. Non-compliance findings
5. Other findings
6. Cosmetic findings

Acronyms and abbreviations

Acronyms and abbreviations	Description
Acc pol	Accounting Policy
AFS	Financial Statements
ASB	Accounting Standards Board
CFS	Cash Flow Statement
FAQ	Frequently Asked Questions
MFMA	Municipal Finance Management Act
Pg.	Page
PPE	Property, Plant and Equipment
Ref.	Reference
S	Section
SCNA	Statement of Changes in Net Assets
SCB&A	Statement of Comparison of Budget and Actual Amounts
SFPER	Statement of Financial Performance
SFPOS	Statement of Financial Position



Methodology

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Methodology

The financial statements obtained from Mr. I Fakir, Manager: Risk and Internal Audit, on the 18th of August 2023 was used to perform the below-mentioned review.

Altimax performs the review using a comprehensive GRAP checklist reflecting the requirements for presentation and disclosure prescribed by GRAP for the particular entity for the relevant year end.

The comprehensive GRAP checklist is Altimax's intellectual property. We do not provide it to the client.

1. A detailed technical review of the financial statements consisting of the components:
    - GRAP 1:
        - Statement of financial position
        - Statement of financial performance
        - Statement of net assets
        - Notes to the financial statements
    - GRAP 24:
        - Statement of budget vs actual in terms of GRAP 24
    - GRAP 18:
        - Segment report in terms of GRAP 18
    - Other:
        - Additional legislative disclosures and COVID-19 related disclosures (if applicable) that should be in place

Methodology

2. Accounting policies	• Ensure full compliance with GRAP or appropriate disclosure of changes as per GRAP 3
3. Standards issued not yet effective	• Per GRAP standards applicable to the relevant entity
4. Casting and cross-casting	• Test all casting and cross-casting of the financial statements

Methodology

5. Review notes	• Test that the figures in the narrative notes are consistent with those in the financial statements
6. Recommend improvements	• Recommend improvements to the presentation and disclosure of financial statements
7. Review report	• Report on deficiencies • Recommendations for improvement
8. If time allows	• Evaluate management comments • Confirm whether the entity addressed the findings as per the draft report issued • Issue a final report with management and final comments

Methodology

The review is limited in the following aspects:

1. Those charged with governance and the Accounting Authority or Accounting Officer ultimately take responsibility for the financial statements.
2. This type of review focuses on presentation and disclosure in the financial statements in accordance with GRAP and consequentially does not address the identification, recognition and measurement of transactions, balances and disclosure items.
3. The review does not address the validity, accuracy and completeness of the reported figures and the narrative information.
4. No sample selection of any population of transactions are made to confirm the existence/absence of any audit assertions; consequentially no conclusion is reached on any transaction population.
5. The review does not address any conclusion on accounting treatments of specific GRAP technical matters, which may be required as identified from the disclosure gaps identified during the review.
6. The review does not address any conclusion on the appropriateness of the accounting framework selected for entities where a choice is available in terms of Directive 12.
7. No opinion – audit, assurance or otherwise – is expressed about the financial statements or the audit outcome of the entity.

Methodology

The review does not include the following:

1. Checking spelling or grammatical errors, although it could be noted from time to time – the entity should not construe such notes that we noted all spelling and grammatical errors
2. Agreeing comparative figures with prior year audited financial statements
3. Ensuring that the entity's accumulated surplus still balances after the processing of prior year corrections, changes in accounting policies and audit adjustments
4. Checking the consistency of information outside the financial statements, for example, the Accounting Authority's or Accounting Officer's Report, Performance Report and Annual Report with the information reported in the financial statements
5. Reviewing of mapping of the trial balance into the financial statements
6. For municipalities and municipal entities, reviewing of reclassifications as a result of mSCOA.

Altimax will perform the review off-site

We require a minimum of five working days to perform a comprehensive review. Fewer days will impair the quality of the end product and the entity's ability to respond to and implement Altimax's recommendations for change and improvement.



Dashboard

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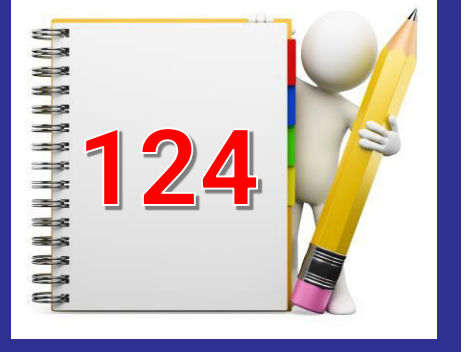
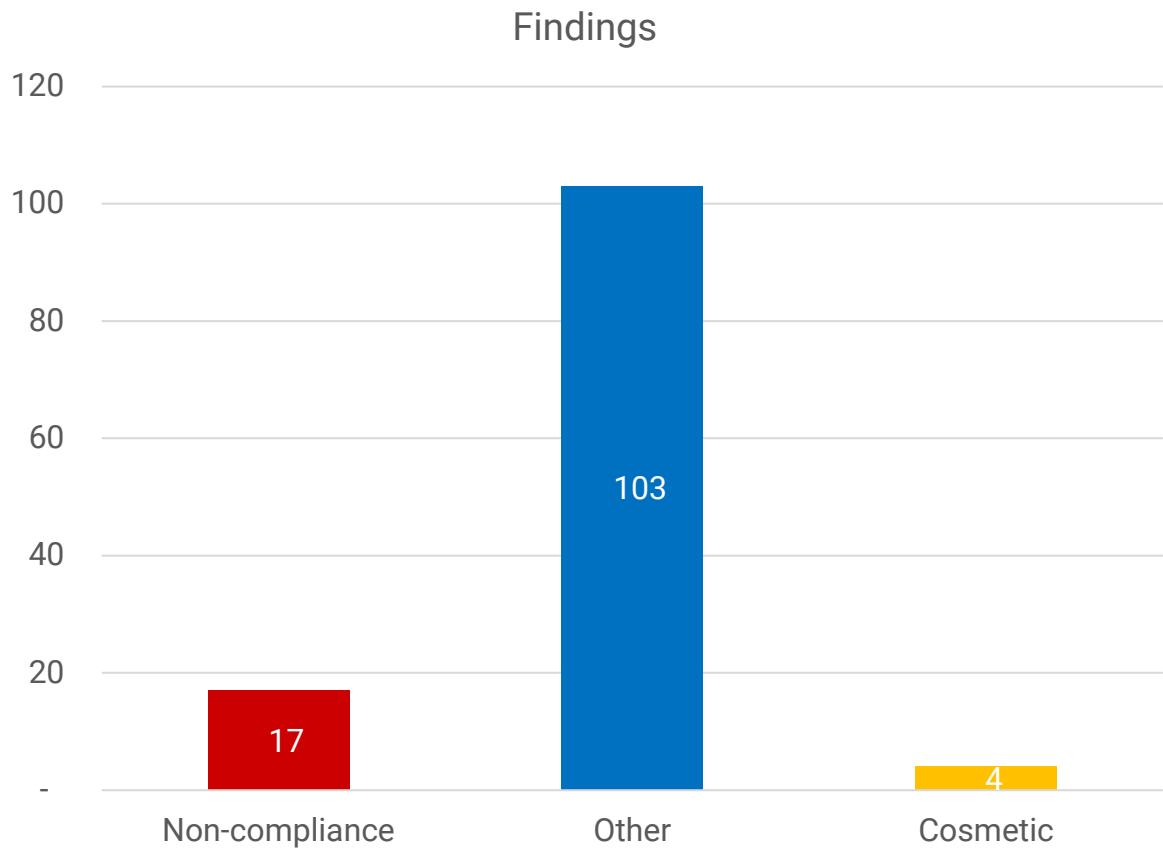
TOTAL FINDINGS RAISED









Non-compliance findings

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Non-compliance findings



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No	AFS ref.	GRAP ref.	Altimax comment
1.	Pg. 3 General information	GRAP 1.144(b)	• No description of the nature of the municipality's operations and principal activities are provided.
2.	Pg. 7 SFPOS	GRAP 1.123	• The notes are not in a systematic manner. Note 9 should be moved to be note 6. Also it was noted that there are no note 10.GRAP 1.123 • The following note numbers are not included, Note 10 and 13. Note 10 seems to be left out and note 13's balance is zero. It is recommended that Note 13 should be considered for materiality and rather excluded.
3.	Pg. 20 Note 1.2.6, Pg. 31 Note 8 and Pg. 61 Note 8	GRAP 16.	• Investment property is not depreciated despite having a useful life between 5 and 50 years and carried on the cost model.
4.	Pg. 23 Note 1.5	GRAP 3.32 and .33	• The nature of the impending change is not provided, only the name and number of the standard. The user will have no information as to what the change and impact for the municipality relate to.
5.	Pg. 23 Note 1.5	GRAP 3.32 and .33	• Adoption of GRAP 104 will result, as a minimum, in a change in the measurement of impairment as well as a change in the disclosures of financial instruments. Management must reconsider the disclosed impact in note 1.5

6.	Pg. 23 Note 1.5	GRAP 3.32 and .33	• The following items do have an effective date, 1 April 2023:
			  • GRAP 25 Revised
			  • IGRAP 7 Limit on defined benefit, assets, minimum funding requirements, and their interaction.

Non-compliance findings



No	AFS ref.	GRAP ref.	Altimax comment
7.	Pg. 28 Note 5.1	GRAP 108.34(a), (b) and (e)	• Details on how the transactions arise and the amounts determined for fines and accrued income (SETA subsidies) are not provided. • The discount rate applied to the estimated future cash flows and how it was determined was not provided.
8.	Pg. 29 Note 6 and Pg. 55 Note 6	GRAP 17.85	• Other Assets in the acc pol. is not a class of assets. It is recommended that the municipality is more specific as to what these assets relate to. • It is also noted in Note 6 to the AFS that Other is used as class. This poses further issues on disclosure requirements, for example on impairment losses that are not disclosed anymore per class but lumped up in one line and column. Information provided as such do not enhance the user's understanding.
9.	Pg. 47 Note 2.2	GRAP 104.129(b)	• Consider if relevant: No analysis was provided for financial assets individually determined to be impaired as at the end of the reporting period.
10.	Pg. 52 Note 3.3	GRAP 108.39	• No key assumptions and indicators were included on determining the impairment for the year.

11.	Pg. 55 Note 6	GRAP 21.79 and .80
		GRAP 26.121 and .122
			• For the impairment losses the following was not disclosed:
			  • For material impairment losses – events and circumstances that led to the recognition or reversal of the impairment loss, the recoverable amount and the basis used to determine it.
			  • For aggregated impairment losses – main events and circumstances that led to the recognition or reversal of the impairment loss, as well as, key assumptions used to determine the recoverable amount.

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Non-compliance findings



No	AFS ref.	GRAP ref.	Altimax comment
12.	Pg. 61 Note 8	GRAP 16.96	• The note does not indicate what property is investment property. The cost model is followed however, no deprecation is provided. The note needs to be update with the relevant information.

13.	Pg. 61 Note 8	GRAP 16.91(e)	• The following was not disclosed:
			  • Direct operating expenses, separately disclosing repairs and maintenance arising from investment property that generated revenue.
			  • Direct operating expenses, separately disclosing repairs and maintenance arising from investment property that did not generate revenue.

14.	Pg. 62 Note 9	GRAP 13.66	• The general information is very vague, it only refers to property. When considering the investment property, no details are provided either. Furthermore, the acc pol of investment property provides for useful lives of 5 to 50 years whereas note 9 indicates lease terms between 1 and 99 years. Overall the information does not correspond between note 9.1 and 9.1.3 and is confusing. It is recommended that better details are provided.
15.	Pg. 66 Note 15	GRAP 13.38	• The present value of the minimum lease payment was not provided. The total lease payments are provided and the present value of the lease payments are the same. The present value payments should not include finance costs. It is recommended that the whole note is re-looked at as the amounts are incorrect.
16.	Pg. 113 Note 48	GRAP 20.35	• The remuneration should be disclosed per person and in aggregate per class. Only classes for council were provided. Details should be included.

Non-compliance findings



No	AFS ref.	GRAP ref.	Altimax comment
17.	Pg. 117 Note	GRAP 18.27	• The Expenses and surplus or deficit do not agree with the SFPER for 2023. • The 2022 amounts do not agree with the AFPER for 2022.



Other findings

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Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
1.	Pg. 8 SFPER	• Remove Dividends from the line item, Interest, dividends and rent on land earned as it seems irrelevant for the municipality.
2.	Pg. 9 SCNA	• The note reference should be Note 41 and not 42. • The line item Correction of error before Balance at 20 June 2023 should move up in the note, as it does not make sense that corrections in the current year are corrected against accumulated surplus.
3.	Pg. 9 SCNA	• It is not clear why the rounding differences are included. • The balance at 30 June 2023 does not cast.
4.	Pg. 10 CFS	• The Net cash flows from operating activities do not cast for 2023. • The Net cash flows from investing activities for both 2022 and 2023 do not cast. • Remove the -1 at the last block in 2023. • Remove the reference to dividends received
5.	Pg. 10 CFS	• Note 10 reference is irrelevant and can be removed.
6.	Pg. 10 CFS	• Note 6, purchase of PPE is incorrect. The amount in note 6.1 does not cast and as a result the CFS amount is incorrect.
7.	Pg. 10 CFS	• The cash flows in financing activities cross-references are incorrect for both years. The line item descriptions as well. • Decrease in borrowings Note 16 should be Note 15. • It is recommended that only the cash amounts are included in the CFS.
8.	Pg. 11 SCB&A	• It is recommended that for consistency brackets are used to indicate a negative amount, (especially in the Adjusted budgets column).
9.	Pg. 11 SCB&A	• The movement is 100% per actual outcome as % of original budget for statutory receivables, VAT Receivable and operating lease receivable. For the liabilities, this would include: Unspent conditional grants, Payables and leases. The municipality should include reasons for the variances.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
10.	Pg. 12 SCB&A	• Many of the variance explanations refer to the 2021/22 financial year. • The explanations throughout the statement are also very vague and do not address the over or underspent of the budget against actual. It is recommended that more specific information for the variances are included.
11.	Pg. 13 SCB&A	• Consistency in the use of brackets for the negative amounts. • Remove the line items where there are zero amounts.
12.	Pg. 14 SCB&A	• Operational revenue includes the sale of municipal property per the variance explanation. It is recommended that the nature of the sale is relooked and considered to be included as other income or another line item as it doesn't seem to be in the municipality's ordinary course of operations to sell municipal property.
13.	Pg. 14 SCB&A	• It is recommended that the correct terminology is used, allowance for doubtful debt and not provision for bad debts.
14.	Pg. 14 SCB&A	• The line items relating to interest, dividends and rent on land relate to both a revenue component as well as an expense component. Only the variance on the expense component is explained. It is also relating to 2021/22 and not 2022/23.
15.	Pg. 15 SCB&A	• The actual outcome as % of original budget for Planning, Development and Tourism is incorrect.
16.	Pg. 15 SCB&A	• It seems as if the variance explanations are still relating to the 2022/23 financial year and should be updated. Refer Infrastructure and Engineering.
17.	Pg. 16 SCB&A	• There is a line item Other receipts of R8 045 099 in the actual column that does not appear in the CFS.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
18.	Pg. 16 SCB&A	• Remove the zero line items.
19.	Pg. 16 SCB&A	• The following two columns do not cast: Actual outcome and Variance columns.
20.	Pg. 16 SCB&A	• It also seems as if the variance explanations are related to the prior year. The variance explanations here also seem vague and do not address the reason why the municipality is over or under-budgeted.
21.	Pg. 18 Note 1.2	• The 1st two sentences seem very similar, one can be removed.
22.	Pg. 20 Note 1.2.7	• Investment property is not included in the accounting policy.
23.	Pg. 21 Note 1.2.10	• The last paragraph contradicts the bullet just above. The municipality acts as an agent and therefore needs to apply GRAP 109. It is recommended that the last paragraph is removed. The municipality did receive agency fees and explained the fees in Note 25 to the AFS.
24.	Pg. 22 Note 1.2.12	• Remove the following marked in red from the 1st sentence as it is a duplicate: "… Human Settlement and acts on their behalf. The municipality…"
25.	Pg. 22 Note 1.2.14	• Consider if this note is still relevant and material to the operations of the municipality.
26.	Pg. 22 Note 1.4	• The 2nd paragraph dealing with COVID-19 can be removed as it doesn't seem relevant and was not taken into account in Note 35. Make reference to note 35 in the AFS where the going concern assumption is considered.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
27.	Pg. 23 Note 1.5	• Remove "/ Expected impact" from the heading as it relates to the next column.
28.	Pg. 23 Note 1.5	• Remove the last sentence as none of the standards have an impact indicated as "None".
29.	Pg. 25 Note 4	• Remove in the 1st sentence the wording in red as it is irrelevant: "… categorised as financial assets and financial liabilities or residual interests in accordance…"
30.	Pg. 25 Note 4.1	• Remove Long-term Receivables from the table as there were none in the current and prior years.

31.	Pg. 26 Note 4.2	• It is not clear what Borrowings comprises of, it is recommended that this is removed.
		• The following items are not included as part of financial liabilities:
		  • Consumer deposits (Move note 10 consumer deposit information to Note 4.2)
		  • Finance lease liabilities

32.	Pg. 26 Note 4.3.2	• The following references in this paragraph are generic and not relevant to the municipality and should be removed. Remove loans and borrowings classified as other liabilities, non-interest bearing debt, bank borrowings. • It is recommended that this whole paragraph is reworded.
33.	Pg. 27 Note 4.5	• The 2nd paragraph seems irrelevant and can be removed.
34.	Pg. 28 Note 5.3	• The 2nd paragraph is a duplicate of the 1st par and can be removed.
35.	Pg. 30 Note 7	• The 4th paragraph is irrelevant, the municipality does not exchange intangible assets. This can be removed.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
36.	Pg. 34 Note 11.1	• Looking at the acc pol it seems as if the municipality is operating a landfill site. When considering the information in note 17 on pg. 75 the provision seems to be a clean-up provision for illegal dumping. The two do not seem to be similar and it is recommended that the acc pol is updated with relevant information.
37.	Pg. 34 Note 12.1.1	• In the 2nd paragraph, remove the part in the 1st sentence relating to intangible assets as it is irrelevant.
38.	Pg. 35 Note 12.2	• The AFS does not show any net investments in finance leases from the Municipality as lessor, only in note 9 the operating lease receivables. This acc pol seems irrelevant and should be removed.
39.	Pg. 35 Note 14.1 and 14.1.1	• The liability for leave pay in note 14.1 and the provision in 14.1.1 is similar. Remove the information in 14.1 relating to leave pay or incorporate it with 14.1.1 as there is no need for duplication.
40.	Pg. 37 Note 15.2	• The sentence does not read right. It refers to the following reserves, however none is present in the SCNA.
41.	Pg. 39 Note 16.2.7	• The rentals received acc pol doesn't relate to Revenue from non-exchange transactions and should move to Note 16.3
42.	Pg. 37 Note 15	• The note doesn't contain much information about any other reserves. It is recommended that the note is renamed to Accumulated Surplus and that information is included.
43.	Pg. 42 Note 24	• Include the note number reference.
44.	Pg. 42 Note 25	• Include the note number reference.
45.	Pg. 44 Note 2	• The net balance of service charges is in a negative.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
46.	Pg. 47 Note 2.2	• The provision for impairment for Water for June 2022 is incorrect. 90 413 064 should be 90 412 064.
47.	Pg. 49 Note 2.3.1 and Pg. 52 Note 3.3.1	• The last paragraph states that no provision for government debt is made. It is recommended that the municipality considers the future cash flows and their present value as the time value of money does affect long outstanding amounts.
48.	Pg. 49 Note 3	• The date should be 202**3**.
49.	Pg. 50 Note 3	• The date should be 202**2**.
50.	Pg. 50 Note 3.2	• The date should be 202**3**. • The provision for impairment for is incorrect.
51.	Pg. 51 Note 3.2	• The date should be 202**2**. • The provision for impairment for Property rates is incorrect.
52.	Pg. 52 Note 3.3.1	• Remove the zero lines above the provision for impairment for the year.
53.	Pg. 53, 54, 58, 60, 61, 64, 65, 96 and onwards.	• The headings should indicate the relevant year 2023 or 2022. There are multiple pages affected in the AFS.
54.	Pg. 53 Note 5	• The balance for 2022 between notes 5 and 5.1 does not agree. “560”and “559”
55.	Pg. 55 Note 6	• The depreciation in the note does not agree with the depreciation in note 31 for both years.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
55.	Pg. 57 Note 6.1	• The purchase of PPE does not cast correctly (96 458 318) and therefore the total does not cast and is reflected incorrect in the CFS.
56.	Pg 58 Note 6.6	• The totals under the Lost PPE for both years do not cast.
57.	Pg. 60 Note 7	• The amortisation in the note does not agree with the depreciation in note 31 for both years.
58.	Pg. 60 Note 7.2	• The information in this note is irrelevant and should be removed.
59.	Pg. 62 Note 9	• There is no Note 10.
60.	Pg 62 Note 9.1.3	• It is not clear where this disclosure fits in.
61.	Pg 63 Note 12	• Other payables seem to be very significant and the municipality should consider disaggregating the amount based on the nature of the items included or to change the line item.
62.	Pg 66 Note 15.1.2	• It is recommended that the line item Borrowings and all references to Borrowings are changed to Lease liabilities.
63.	Pg 69 Note 16.3	• The total members do not cast for 2023.
64.	Pg. 69 Note 16 and Pg. 87 Note 29	• The interest and actuarial gains/losses per note 16 do not correspond with those disclosed in Note 29.
65.	Pg. 72 Note 16.5	• Under the Long service award liability the 2nd par states the most recent actuarial valuation was done on 30 June 2022. Should be 2023 as par. 3 provides details for the current year.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
66.	Pg. 74 Note 17	• The total amount per notes 17.1 ad 17.1.1 is not the same.
67.	Pg. 74 Note 17	• It is not clear why the leave provision forms part of provisions. It is an employee benefit and could be included in note 16 per the current portion or per payables as an accrual since there is little uncertainty about the amount or timing.
68.	Pg. 74 Note 17	• The balance per environmental clean-up does not cast.
69.	Pg. 75 Note 17	• Remove the lines where there are zero amounts.
70.	Pg. 75 Note 17	• It is not clear why details on the long service award was included in this note.
71.	Pg. 75 Note 17.2.1	• The opening balance for the non-current provisions does not agree with the closing balance possibly due to rounding.
72.	Pg. 76 Note 17.3	• It is not clear why the information for the decommissioning of the landfill site is split in pages 74 to 76. It is recommended to provide the information in one place.
73.	Pg. 78 Note 19.2	• The note reference to Note 5.1 is not correct. It should be 3.1.
74.	Pg. 79 Note 20.1	• Remove the zero lines.
75.	Pg. 80 Note 22.3.1	• The 2022 monetary allocation at the top of the page does not cast.
76.	Pg. 80 Note 22.3.2	• The 2023 monetary allocation does not cast.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
77.	Pg. 83 Note 23.2	• Bad debts written off per this note does not agree with note 32.1
78.	Pg. 87 Note 29.2	• The amount in note 29.2 does not agree to the reference in Note 16.1

79.	Pg. 88 Note 29.3	• The following remunerations did not cast for 2023:
		  • CFO
		  • Deputy Municipal Manager
		  • Director: Planning, Development and Tourism

80.	Pg 90 Note 32	• The total for impairment losses for financial assets does not agree with note 2. • Note 3 dealing with statutory receivables impairment should also be included, but on its own line item.
81.	Pg 90 Note 32	• It is recommended that the fair value adjustment is changed to Write down of inventory to NRV.
82.	Pg. 91 Note 33.1	• A difference of 2 is noted under 2022.
83.	Pg. 93 Note 36.2	• The note does not cast for both years.
84.	Pg 94 Note 37	• The amount per table does not agree with the total for 2023. • The note does not contain detail as to what the payments are related to. Consider the requirements per MFMA s 1(b).
85.	Pg 94 Note 38.3	• Remove the 2 to 5 years and more than 5 years disclosure as it adds no value.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
86.	Pg. 95 Note 39	• The contribution to provisions is in a negative amount. It is recommended that the line item is investigated to confirm the value.
87.	Pg. 95 Note 39	• The note for 2023 does not cast.
88.	Pg. 95 Note 39.1	• The amount for 2022 is more than the operational cost amount.
89.	Pg. 95 Note 39.2	• The totals for both years do not cast.
90.	Pg. 97 Note 41.2	• No reclassifications or correction of errors were done in this note, it is recommended to be removed.
91.	Pg. 98 Note 41.3 and 41.4 and Pg. 99 CFS	• Remove the zero columns, it adds no value. • The information overall provided for the reason of the correction is vague. Management should consider if more details are necessary for a proper understanding for the user.
92.	Pg. 101 Note 44.1.6	• The total and outstanding up to 90 days columns do not cast.
93.	Pg. 102 Note 44.1.7	• The total columns do not cast for both years.
94.	Pg. 104 Note 46	• Remove the zero lines
95.	Pg. 104 Note 46	• The consumer deposits were not included as part of the financial liabilities. • The 2023 total for the financial liabilities do not cast.

Areas to improve the accuracy of the financial statements



No	AFS ref.	Altimax comment
96.	Pg. 105 Note 46.2	• Chante Equity to Net assets
97.	Pg. 105 Note 46.4	• Remove reference to foreign exchange rate and equity prices as it is irrelevant.
98.	Pg. 106 Note 46.4	• Reference is made to note 46.8. It should be 46.7.
99.	Pg. 106 Note 46.5.2 and Pg. 107 Note 46.6	• Duplicated information regarding Investments/Bank, Cash and cash equivalents. Remove the duplicates. • Consider removing the information relating to Long-term Receivables and Other debtors as the municipality does no have those.
100.	Pg. 112 Note 47.2	• The 30 June 2014 information is missing.
101.	Pg. 112 Note 48	• No details for 2022 is included.
102.	Pg. 113 Note 48	• The total for 2023 does not cast.
103.	Pg. 113 Note 49.1	• Details are not displaying in (iv).



Cosmetic findings

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Areas to improve the look of the financial statements



No	AFS ref.	Altimax comment
1.	Pg. 2 Index	• Change **c**ouncil to capital C.

2.	Pg. 5 Approval of AFS	• Change the following to capital V:
		  • **V**an Niekerk
		  • **V**an der Linde

3.	Pg. 14 SCB&A	• Spelling supplementary
4.	Pg. 19 Note 1.2.2	• Provide a full stop at the end of the sentence.

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM5**

2023/24: SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: AMENDMENT

1. **Introduction**

Proposed amendments to the 2023/24 Service Delivery and Budget Implementation Plan is herewith submitted for consideration by Council.

2. **Background**

The 2024/25 Service Delivery and Budget Implementation Plan will be submitted to the Executive Mayor for approval within 14 days of budget approval.

3. **Discussion**

Council approved an adjustments Budget for the 2023/24 year on 30 January 2024 per Resolution 24/01/FED2.

The adoption of an Adjustments Budget for the 2023/24 year necessitates considerations of the Service Delivery and Budget Implementation Plan targets for the 2023/24 year and proposals for amendments to the 2023/24 Service Delivery and Budget Implementation Plan is thus herewith submitted for consideration.

In line with the requirements of the Auditor General are reasons for changes to the SDBIP indicated on the proposed amendment to the 2022/23 SDBIP.

All changed targets are indicated by ~~strikethrough.~~

The principle applied in the proposals for the amendment of the SDBIP is that underperformance in quarters 1 and 2 does not justify changed targets to ensure achievement, but rather that adjustments in targets be considered where the funding for the project has been adjusted and/or where circumstances has changed to the extent that targets need to be adjusted.

The financial information included in the SDBIP has been updated following the adjustments budget, inclusive of financial forecasting in line with the prior year's baselines and trends.

The updated financial information applicable as from 1 March 2024 (quarter 3) is highlighted shown in the column "Adjusted Budget".

Adjustments to the SDBIP for the 2023/24 year shall have a result that the individual performance plans of the Municipal Manager and other Senior Managers be adjusted accordingly through an addendum to performance agreements.

The adjustment of performance plans shall be affected on approval of the amended 2023/24 SDBIP and shall be applicable as from date of approval by Council.

It must be noted that the 2023/24 SDBIP amendment shall determine the annual performance targets for Senior Management.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Section 54(1)(c) of the MFMA provides as follows regarding the review of the SDBIP:

"***54.*** *(1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must—*

(a) consider the statement or report.

(b) check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan.

(c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;"

Municipal Finance Management Act, Circular 13 dated 31 January 2005 provides as follows regarding the adjustment of the Service Delivery and Budget Implementation Plan:

"However, the top-layer of the SDBIP and its targets cannot be revised without notifying the council, and if there is to be changes in service delivery targets and performance indicators, this must be with the approval of the council, following approval of an adjustments budget (section 54(1)(c) of MFMA). This council approval is necessary to ensure that the

mayor or municipal manager do not revise service delivery targets downwards in the event where there is poor performance."

6. **Legal Implications**

No legal implications are foreseen.

7. **Other Implications**

No other implications are foreseen.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Recommendation supported.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That in terms of the provisions of Section 54(1)(c) of the Local Government Municipal Finance Management Act, 56 of 2003, the amended 2023/24 Service Delivery and Budget Implementation Plan be approved.

10.2 That in terms of the provisions of Section 54(3) of the Local Government Municipal Finance Management Act, 56 of 2003, the amended 2023/24 Service

Delivery and Budget Implementation Plan be made public by publication on the Municipal Web Site.

10.3 That the Municipal Manager affects the required changes to the performance plans of Senior Managers to ensure that the performance plans are aligned to amended 2023/24 Service Delivery and Budget Implementation Plan targets for implementation with effect 1 March 2024.

10.4 That the addendum to the Performance Agreements of Senior Managers following the amendment of the 2023/24 Service Delivery and Budget Implementation Plan, be submitted to Council.

Item prepared by the: Manager PMS



Item endorsed by the Municipal Manager:



KOUGA
local municipality
Good Governance through Service Excellence

Service Delivery & Budget Implementation Plan Amendment

2023/2024

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1. INTRODUCTION

The Service Delivery and Budget Implementation Plan (SDBIP) gives effect to the IDP and the budget of the municipality. It is an expression of the objectives of the Municipality in quantifiable outcomes that will be implemented by the administration for the financial period from 1 July 2023 to 30 June 2024 (the Municipal financial year).

It includes the service delivery targets and performance indicators for each quarter which is linked to the performance agreements of senior management. It therefore facilitates oversight over financial and non-financial performance of the municipality and allows the Municipal Manager to monitor the performance of the Directors, the Mayor/Council to monitor the performance of the Municipal Manager, and the Community to monitor the performance of the Municipality as a whole.

The primary objective of the Service Delivery and Budget implementation Plan is to detail the implementation of the IDP and budget of Kouga Municipality by setting in year quarterly targets for each of the annual targets as set out in the Integrated Development Plan.

The secondary objective is to reduce to writing the objectives of the organization and in doing so, clarifying the required performance levels, and allocating accountability to officials which in turn allows oversight of overall institutional performance.

The layers of this document will see the objectives reported by the following listed components as well as the comparisons to the Organizational Performance and in turn linked to the individual Directors and their activities within their votes.

The major components of the SDBIP are:

- Quarterly projections of budgeted income and actual income per vote and per activity.
- Quarterly projections of budgeted expenditure, both operating and capital, against actual per vote and per activity.
- Quarterly projections of the service levels (KPA) achieved against budget spending and comment.
- Quarterly projections of service levels in non-financial targets.

2. IMPLEMENTATION

The Service Delivery and Budget Implementation Plan (SDBIP) gives effect to the implementation of the IDP and the budget and as such it calls for stringent oversight to ensure that the objectives of Council for the year is achieved and corrective actions can be implemented in good time where required.

2.1 Reporting and Oversight

To enable and facilitate oversight over the performance of the Institution and the Directorates, the following reporting requirements shall be adhered to:

- Monthly progress reports on the implementation of the SDBIP shall be submitted as follows:
  - The Municipal Manager to the Executive Mayoral Committee in so far as it relates to those Key Performance Indicators where the Municipal Manager is listed as the project Driver.
  - Directors to the relevant Portfolio Committee in so far as it relates to those Key Performance Indicators assigned to the Director as Program Driver, provided that where any Portfolio Committee does not meet monthly, reports shall be submitted on a bi-monthly basis.
- Submissions on monthly performance progress reports shall also be submitted to the Office of the Municipal Manager by the Directors within ten (10) working days of the end of each month.
- The Portfolio Councillor shall after the submission of the Departmental SDBIP Implementation Performance Report to the Portfolio Committee make a submission to the Executive Mayor on the performance of the Directorate on the implementation of the SDBIP.
- Quarterly progress reports on the overall implementation of the SDBIP shall be submitted to Council and the Performance Audit Committee.
- The quarterly Institutional SDBIP Implementation Reports must be submitted by Ward Councillors at Ward Committee level for discussion on a quarterly basis.

FINANCIAL INFORMATION 2023/24 SDBIP: QUARTER 2

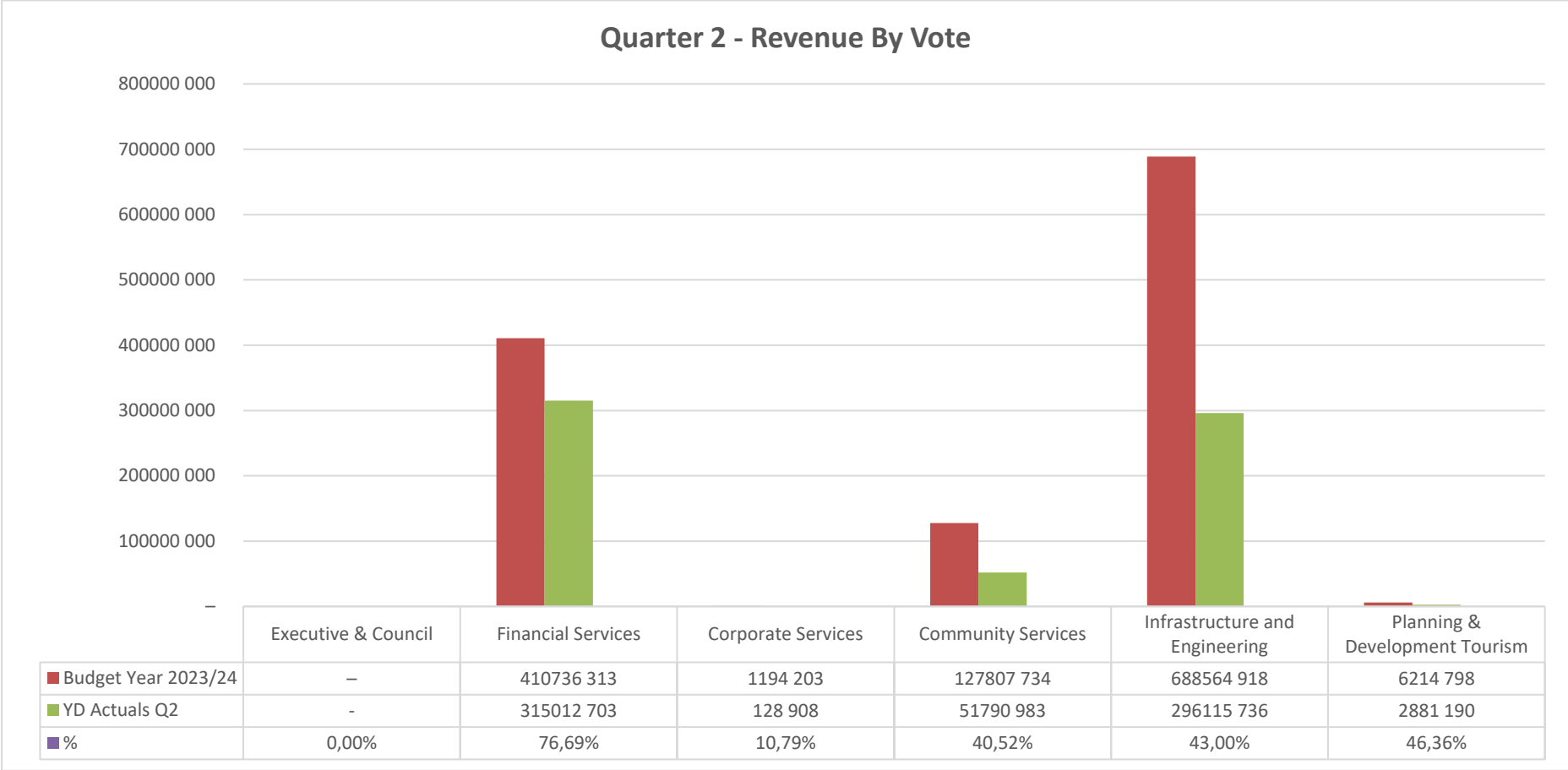
4.1 Revenue by Source

Description	Budget 2023/24		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
R thousands	**Budget Year**	**YearTD actual**	**Budget Year**	**YearTD actual**	**Budget Year**	**YearTD actual**	**Budget Year**	**YearTD actual**	**Budget Year**	**YearTD actual**	**% of budget**
Revenue											
Exchange Revenue											
Service charges - Electricity	390 731	171 710	107 409	90 533	239 274	171 710	295 413		390 731		43,95%
Service charges - Water	101 425	56 015	17 285	28 942	41 759	56 015	71 764		101 425		55,23%
Service charges - Waste Water Management	63 314	29 267	16 119	16 057	30 684	29 267	47 749		63 314		46,22%
Service charges - Waste Management	66 396	28 221	17 856	17 064	34 069	28 221	50 252		66 396		42,50%
Sale of Goods and Rendering of Services	7 790	3 186	2 159	1 713	4 598	3 186	6 783		7 790		40,90%
Agency services	1 000	2 101	251	1 048	251	2 101	251		1 000		210,08%
Interest earned from Receivables	18 595	16 146	3 577	7 141	7 956	16 146	12 924		18 595		86,83%
Interest earned from Current and Non-Current Assets	4 598	7 325	434	3 819	1 027	7 325	2 643		4 598		159,30%
Rental from Fixed Assets	3 295	1 734	492	760	1 506	1 734	2 613		3 295		52,64%
Licence and permits	3 021	1 344	778	664	1 575	1 344	2 326		3 021		44,49%
Operational Revenue	2 174	360	220	2 652	1 109	360	1 628		2 174		16,56%
Non-Exchange Revenue											
Property rates	281 488	167 766	122 953	112 862	174 443	167 766	227 184		281 488		59,60%
Fines, penalties, and forfeits	10 334	5 020	931	4 650	4 149	5 020	7 213		10 334		48,58%
Licences or permits	10 668	5 735	4 349	2 896	6 399	5 735	9 640		10 668		53,75%
Transfer and subsidies - Operational	190 883	141 336	70 396	76 386	132 275	141 336	186 663		190 883		74,04%
Interest	3 244	3 237	711	1 054	1 661	3 237	2 515		3 244		99,77%
Total Revenue (excluding capital transfers and contributions)	**1 158 957**	**640 503**	**365 918**	**368 241**	**682 735**	**640 503**	**927 559**		**1 158 957**		**55,27%**

4.2 Revenue by Vote

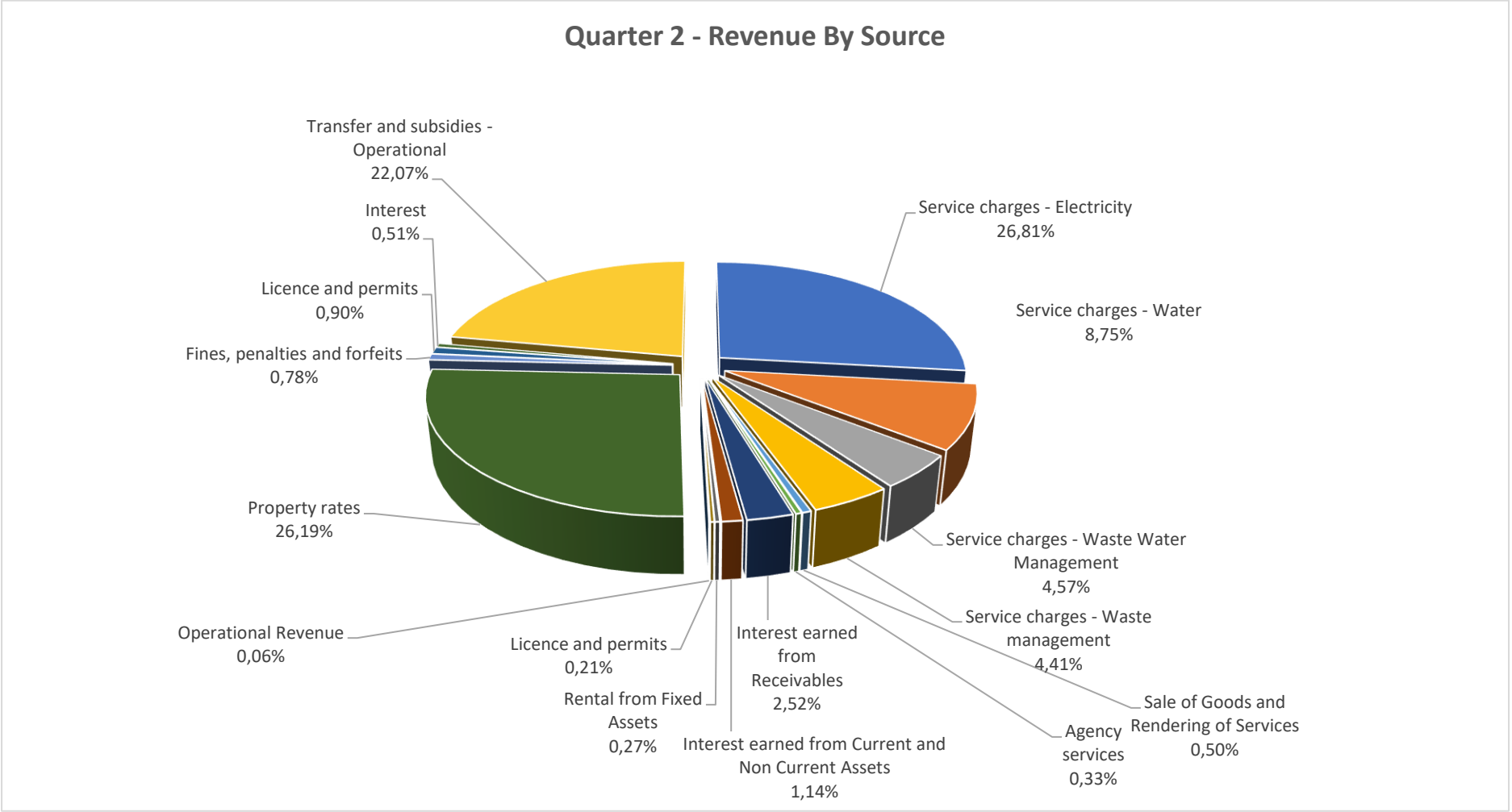
Vote Description	Budget 2023/24		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
R thousand	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	% of budget
Revenue by Vote											
Vote 1 - EXECUTIVE COUNCIL	–	–	–	–	–	–	–		–		–
Vote 2 - FINANCIAL SERVICES	410 736	315 013	174 573	196 259	276 134	315 013	358 377		410 736		76,69%
Vote 3 - CORPORATE SERVICES	1 194	129	209	129	921	129	1 153		1 194		10,79%
Vote 4 - COMMUNITY SERVICES	127 808	51 791	30 228	29 109	60 025	51 791	93 308		127 808		40,52%
Vote 5 - INFRASTRUCTURE AND ENGINEERING	688 565	296 116	154 279	147 299	349 416	296 116	487 956		688 565		43,00%
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	6 215	2 881	1 359	1 438	3 214	2 881	4 351		6 215		46,36%
Total Revenue by Vote	**1 234 518**	**665 930**	**372 378**	**374 233**	**699 039**	**665 930**	**955 693**		**1 234 518**		**53,94%**

4.3. Budgeted Revenue versus actuals



	Executive & Council	Financial Services	Corporate Services	Community Services	Infrastructure and Engineering	Planning & Development Tourism
Budget Year 2023/24	–	410736 313	1194 203	127807 734	688564 918	6214 798
YD Actuals Q2	-	315012 703	128 908	51790 983	296115 736	2881 190
%	0,00%	76,69%	10,79%	40,52%	43,00%	46,36%

4.4. Revenue By Source



5. EXPENDITURE - BUDGETS

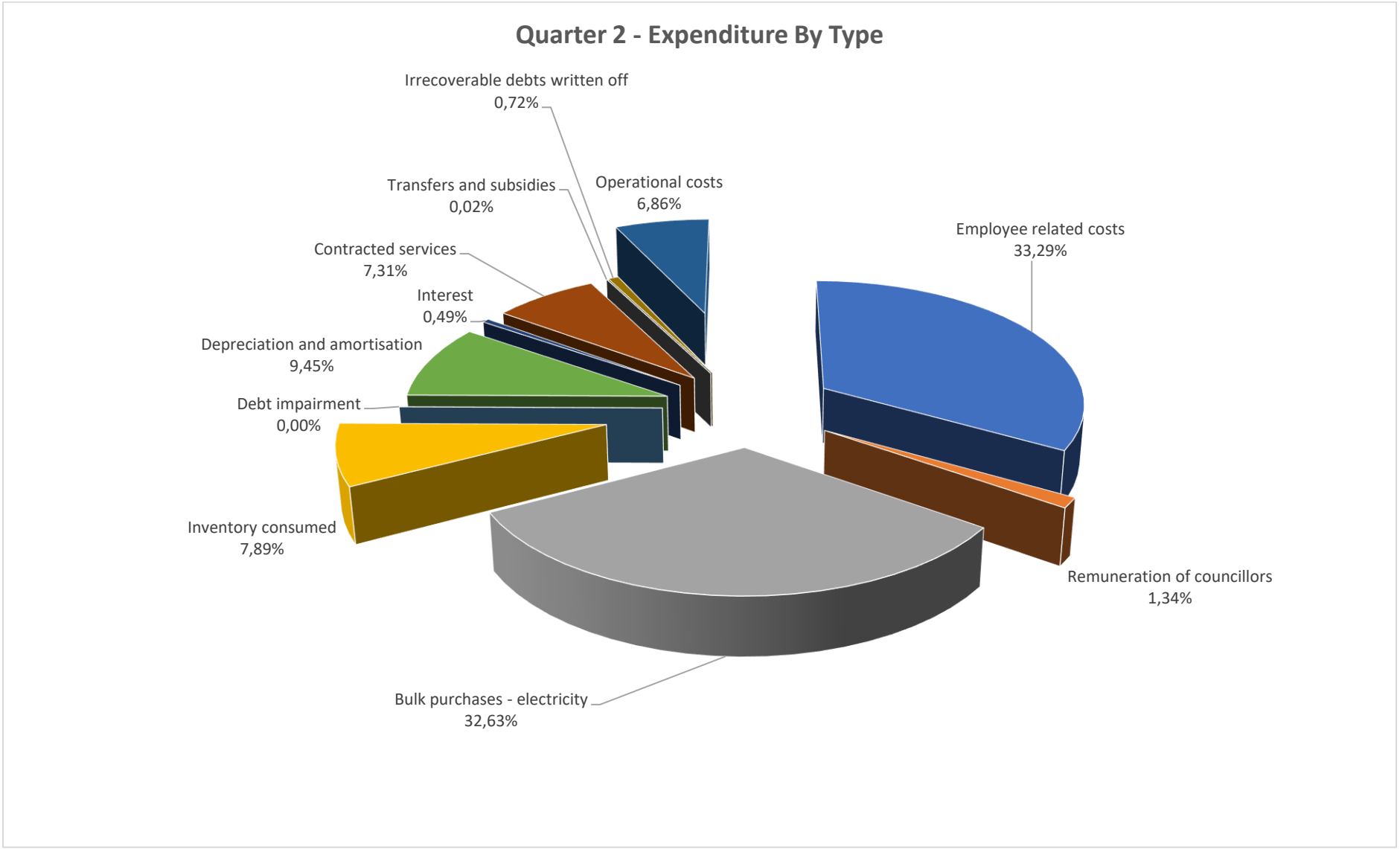
5.1 Operating Expenditure by Vote

Vote Description	Budget 2023/24		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
R thousand	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	% of budget
Expenditure by Vote *to be appropriated*											
Vote 1 - EXECUTIVE COUNCIL	70 802	30 425	15 037	12 817	33 983	30 425	51 272		70 802		42,97%
Vote 2 - FINANCIAL SERVICES	115 941	51 724	24 962	24 492	55 737	51 724	85 795		115 941		44,61%
Vote 3 - CORPORATE SERVICES	62 930	18 988	14 569	8 717	32 638	18 988	47 879		62 930		30,17%
Vote 4 - COMMUNITY SERVICES	243 692	111 398	53 867	48 450	122 104	111 398	182 251		243 692		45,71%
Vote 5 - INFRASTRUCTURE AND ENGINEERING	739 091	351 862	201 748	186 836	372 503	351 862	542 069		739 091		47,61%
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	38 427	15 832	7 945	7 193	18 724	15 832	27 032		38 427		41,20%
Total Expenditure by Vote	**1 270 884**	**580 229**	**318 167**	**288 506**	**635 688**	**580 229**	**936 298**		**1 270 884**		**45,66%**

5.2 Operating Expenditure by Type

Description	Budget 2023/24		Quarter 1		Quarter 2		Quarter 3		Quarter 4		
R thousands	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	Budget Year	YearTD actual	% of budget
Expenditure											
Employee related costs	447 813	193 153	105 144	88 332	229 319	193 153	341 513		447 813		43,13%
Remuneration of councillors	15 140	7 762	4 233	4 114	7 977	7 762	11 709		15 140		51,27%
Bulk purchases - electricity	364 280	189 343	116 173	111 921	196 377	189 343	275 176		364 280		51,98%
Inventory consumed	94 275	45 800	18 833	22 564	50 393	45 800	67 434		94 275		48,58%
Debt impairment	28 314	–	8 732	–	13 698	–	17 842		28 314		0,00%
Depreciation and amortisation	109 663	54 832	27 416	27 416	45 624	54 832	82 247		109 663		50,00%
Interest	2 090	2 855	472	1 462	1 028	2 855	1 628		2 090		136,64%
Contracted services	107 450	42 435	11 727	11 451	39 224	42 435	59 265		107 450		39,49%
Transfers and subsidies	924	100	_	100	_	100	554		924		10,82%
Irrecoverable debts written off	7 305	4 168	2 253	1 941	3 534	4 168	4 603		7 305		57,05%
Operational costs	94 248	39 780	23 845	19 212	46 256	39 780	67 383		94 248		42,21%
Total Expenditure	**1 271 504**	**580 229**	**317 876**	**288 512**	**633 431**	**580 229**	**929 355**		**1 271 504**		**45,63%**

5.3 Expenditure By Type



6. CAPITAL EXPENDITURE

6.1 CAPITAL PROGRAMME: 2023/24

DEPARTMENT	FUNDING	PROJECT	Approved Adjusted Budget 2023/24	Actuals as at 31 December 2023	%
CIVIL & WATER SERVICES					
WATER	Internal	Replace Main Waterline Sout Rivier Bridge Crossing	10 717	5 657	52,78%
WATER	Internal	Replace 250mm Water Main Canal Road St Francis Ba	82 500	40 900	49,58%
SEWERAGE	Internal	New bypass Sewer Rising Main and Pump Stations Jbay	323 486	-	0,00%
SEWERAGE	Internal	Piped Reticulation - St Francis Bay	72 500	4 500	6,21%
PROJECT MANAGEMENT UNIT (PMU)	Internal	Upgrading/Improvement of Sport Facilities within Kouga	900 243	-	0,00%
PROJECT MANAGEMENT UNIT (PMU)	Internal	PAVING OF MAIN BEACH	400 000	-	0,00%
SEWERAGE	Internal	Upgrade Loerie sewer pump station	-	49 963	
SEWERAGE	Internal	KWANOMZAMO SEWERAGE PUMP STATION	1 224 891	-	0,00%
SEWERAGE	Internal	HANKEY WWTW	5 155 634	-	0,00%
ROADS AND STORMWATER	Internal	UPGRADING KOUGA GRAVEL ROADS	800 000	692 604	86,58%
SEWERAGE	Internal	Construct emergency overflow pond Koraal Sewer pu	300 000	-	0,00%
SEWERAGE	Internal	Upgrade Loerie sewer pump station	56 562	-	0,00%
ROADS AND STORMWATER	MDRG	ST FRANCIS CANAL BRIDGE	2 608 696	1 818 800	69,72%
SEWERAGE	MIG	DESIGN: UPGRADING WESTON WWTW OUTFALL AND RETICULA	430 645	48 997	11,38%
SEWERAGE	MIG	DESIGN: UGRADING JEFFREYS BAY SEWER PIPE IN OCEANV	304 347	4 830	1,59%
SEWERAGE	MIG	UPGRADING KWANOMZAMO WWTW	10 632 672	2 238 251	21,05%
SEWERAGE	MIG	DESIGN: LA MER NEW SEWER RISING MAIN	208 695	51 875	24,86%
SEWERAGE	MIG	UPGRADING HANKEY SEWERAGE INFRASTRUCTURE	12 808 470	7 298 553	56,98%
ROADS AND STORMWATER	MIG	UPGRADING KOUGA GRAVEL ROADS	3 339 130	3 064 353	91,77%
PROJECT MANAGEMENT UNIT (PMU)	MIG	UPGRADING LOERIE SPORTS FACILITIES	3 057 474	3 018 858	98,74%
WATER	WSIG	PARADISE BEACH WATER TOWER	9 772 639	395 708	4,05%
WATER	WSIG	MIMOSA STREET PIPELINE REPLACEMENT	16 314 317	4 000 899	24,52%
			68 803 618	**22 734 747**	**33,04%**
COMMUNITY & SAFETY SERVICES					
FIRE SERVICES	DISTRICT	Fire vehicles	3 000 277	1 589 637	52,98%
			3 000 277	**1 589 637**	**52,98%**

DEPARTMENT	FUNDING	PROJECT	Approved Adjusted Budget 2023/24	Actuals as at 31 December 2023	%
ELECTRO & MECHANICAL					
METERING & REVENUE	EEDSM	ENERGY EFFICIENCY PROJECTS	3 478 260	-	0,00%
METERING & REVENUE	INEP	OCEAN VIEW 1250 ELECTRIFICATION	4 086 956	2 118 168	51,83%
METERING & REVENUE	INEP	Bulk 66kv Overhead lines	1 576 840	290 695	18,44%
METERING & REVENUE	INEP	Electrification of Oceanview	1 318 112	481 749	36,55%
METERING & REVENUE	Internal	SOLAR ENERGY PROJECT	5 619 475	-	0,00%
FLEET AND WORKSHOP	Internal	Generator	310 000	266 435	85,95%
METERING & REVENUE	MIG	DESIGN: HIGH MAST LIGHTS	86 957	-	0,00%
			16 476 600	**3 157 047**	**19,16%**
FINANCE & ECONOMIC DEVELOPMENT					
ASSET MANAGEMENT	Internal	AIR CONDITIONERS-WHOLE OF MUNICIPALITY	282 006	88 285	31,31%
LOCAL ECONOMIC DEVELOPMENT	Internal	Township Economy Support (Agriculture)	100 000	-	0,00%
TOURISM	Internal	Furniture and Equipment	600 000	9 290	1,55%
			982 006	**97 575**	**9,94%**
OFFICE OF THE DMM					
INFORMATION TECHNOLOGY	Internal	Computer Equipment	1 000 000	986 056	98,61%
WARD COUNCILLORS	Internal	Ward councilors Capital project	750 000	448 269	59,77%
MAYOR	Internal	Furniture and Equipment - Municipal Court	219 331	157 142	71,65%
			1 969 331	**1 591 468**	**80,81%**
OFFICE OF THE MM					
MUNICIPAL MANAGER	Internal	Furniture and Equipment	37 632	19 200	51,02%
INTEGRATED DEVELOPMENT	Internal	Furniture and Equipment	10 000	-	0,00%
			47 632	**19 200**	**40,31%**
PLANNING & DEVELOPMENT					
TOWN AND REGIONAL PLANNING	Internal	IMPLEMENTATION OF JEFFREYS BAY PRECINCT PLAN	2 000 000	106 350	5,32%
			2 000 000	**106 350**	**5,32%**
			-	-	
		Total	**93 279 464**	**29 296 024**	**31,41%**

DEPARTMENT	FUNDING	PROJECT	Original Budget 2023/24	Adjustments	Adjusted Budget 2023/24
OFFICE OF THE DMM					
INFORMATION TECHNOLOGY	Internal	Computer Equipment	-	1 635 000	1 635 000
WARD COUNCILLORS	Internal	Ward councilors Capital project	750 000	-	750 000
WARD COUNCILLORS	Internal	Furniture and Office Equipment		60 000	60 000
MAYOR	Internal	Furniture and Equipment - Municipal Court	-	219 331	219 331
			750 000	**1 914 331**	**2 664 331**
OFFICE OF THE MM					
MUNICIPAL MANAGER	Internal	Furniture and Equipment	-	37 632	37 632
RISK AND INTERNAL AUDIT	Internal	Furniture and Equipment		55 000	55 000
INTEGRATED DEVELOPMENT	Internal	Furniture and Equipment	10 000	-	10 000
			10 000	**92 632**	**102 632**
PLANNING & DEVELOPMENT					
HUMAN SETTLEMENT	Grant	WATER INFRASTRUCTURE SUPPLY	-	15 330 180	15 330 180
HUMAN SETTLEMENT	Grant	WATER INFRASTRUCTURE SUPPLY - CONSULTANT FEES	-	4 510 553	4 510 553
			-	**19 840 733**	**19 840 733**
			-	-	
		Total	**79 342 839**	**47 759 016**	**127 101 855**

7. INSTITUTIONAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN: 2023/24

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
1	Cp9, cp17-00, cp19003 Cp19004 Cp19005 Cp78001 Cp78002 Cp78003 Cp78004 Cp78005 Cp56001 Cp72002 Cp98012 Cp98013	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	All	% Expenditure of Capital budget provision for capital projects	95%	~~95%~~ 90%	~~5 of 95%~~ 5 of 90%	~~40 of 95%~~ 40 of 90%	~~75 of 95%~~ 75 of 90%	~~95 of 95%~~ 90 of 90%	Capital budget provisions and capital budget expenditure reports	Calculate percentage expenditure of capital budget provisions	1 = less than 75% 2 = 76 to 89% 3 = 90% 4 = 91 to 97% 5 = more than 97%
Reason for change:				Project completion for the 2022/23 year was 66%. Increasing the target to 90% is stretching project completion substantially.										
2	I&E 003	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CWS, FED	~~% Reduction in Water losses compared to previous year~~ % Water Losses between water purchased/produced and water sold/ accounted for.	54%	~~-10%~~ <35%	~~-5%~~ <35%	~~-6%~~ <35%	~~-8%~~ 35%	~~-10%~~ <35%	Records of water purchased/ produced and records of water sold/ accounted for	~~Calculate percentage reduction in water losses against the 2022/23 year water losses~~ (water sold + water accounted for) / (water purchased + water produced) X 100	~~1 = less than 2%~~ ~~2 = 3 to 9%~~ ~~3 = 10%~~ ~~4 = 11 to 13%~~ ~~5 = more than 13%~~ 1 = More than 35% loss 2 = 26 to 34% loss 3 = 25% 4 = 24.9 to 24.5% 5 = less than 24.5% loss
Reason for change:				2022/23 Water losses reported at 35%, the state of ageing water infrastructure and limited budgetary provisions renders the 25% water loss target unachievable. Water losses 30% and less is within the norms as per MFMA Circular 71.										

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
3		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CWS	% of Households with access to basic level of water (Based on availability fees on service accounts)	New	100%	100%	100%	100%	100%	Records of availability fees for water levied on service accounts	Number of water availability fees levied at start of reporting period/ number of water availability fees levied at end of reporting period X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = More than 98%
Reason for change				Prescribed Indictor in terms of the provisions of the Planning and Performance Management Regulations R796 24 August 2001										
4		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CWS	% of Households with access to basic level of Sanitation (Based on availability fees on service accounts)	New	100%	100%	100%	100%	100%	Records of availability fees for sanitation levied on service accounts	Number of sanitation availability fees levied at start of reporting period/number of sanitation availability fees levied at end of reporting period X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = More than 98%
Reason for change				Prescribed Indictor in terms of the provisions of the Planning and Performance Management Regulations R796 24 August 2001										
5	CP19004	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	E&M	% of ~~DOE~~ DMRE grant funding by 30 June 2024	100%	~~100%~~ 95%	5 of ~~100~~ 95%	45 of ~~100~~ 95%	75 of ~~100~~ 95%	~~100~~ 95 of ~~100~~ 95%	Records of ~~DOE~~ DMRE grant funding and DOE grant funding expenditure records	DMRE grant funding expenditure / DMRE grant funding received X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = More than 98%
Reason for change				Project completion estimated to be equal to 95%+ expenditure.										

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
6	cp19003 Cp19004 Cp19005 Cp78001 Cp78002 Cp78003 Cp78004 Cp78005 Cp56001 Cp72002	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	I&E	% MIG grant funding expenditure by 30 June 2024	100%	~~100~~ 95%	5 of ~~100~~ 95%	45 of ~~100~~ 95%	75 of ~~100~~ 90%	100 of ~~100~~ 95%	Records of MIG grant funding and MIG grant funding expenditure records	MIG grant funding expenditure / MIG grant funding received X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = More than 98%
Reason for change				Project completion estimated to be equal to 95%+ expenditure.										
7		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	E&M	% of Formal Households with access to basic level of electricity (Based on availability fees on service accounts)	New	100%	100%	100%	100%	100%	Records of availability fees for electricity levied on service accounts	Number of electricity availability fees levied at start of reporting period/number of electricity availability fees levied at end of reporting period X 100	
Reason for change				Prescribed Indictor in terms of the provisions of the Planning and Performance Management Regulations R796 24 August 2001										
8	-	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	E&M	% Non-distribution Electricity losses	7.3%	Less than ~~7~~ 15%	~~7.3~~ <15%	~~7~~ <15%	~~7~~ <15%	~~7~~ <15%	Records of electricity purchases and electricity sold/ accounted for	(electricity sold + electricity accounted for) - 8% distribution loss / electricity purchased X 100	1 = more than 18% 2 = 15.1to 187% 3 = 15% 4 = 14.9 to 13% 5 = less than 13%
Reason for change				Insufficient budget provisions to implement measures to achieve electricity losses below 7%. Electricity losses at 10% or less is within the norms as per MFMA Circular 71.										

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								Q1	Q2	Q3	Q4			
9	CP19003	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	Civil	% Expenditure of EEDSM funding by 30 June 2024	New	~~100~~ 95%	5 of ~~100~~ 95%	45 of ~~100~~ 95%	75 of ~~100~~ 95%	~~100~~ 95 of 100 95%	Records of EEDSM grant funding and EEDSM grant funding expenditure records	EEDSM grant funding expenditure / EEDSM grant funding received X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = more than 98%
Reason for change				Project completion estimated to be equal to 95%+ expenditure										
10		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	Civil	% Expenditure of WSIG grant funding	New	~~100~~ 95%	5 of ~~100~~ 95%	45 of ~~100~~ 95%	75 of ~~100~~ 95%	~~100~~ 95 of ~~100~~ 95%	Records of WSIG grant funding and WSIG grant funding expenditure records	WSIG grant funding expenditure / WSIG grant funding received X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = more than 98%
Reason for change				Project completion estimated to be equal to 95%+ expenditure.										
11		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	E&M	% Of municipal fleet in serviceable condition	95%	~~95~~ 90%	~~95~~ 90%	~~95~~ 90%	~~95~~ 90%	~~95~~ 90%	List of fleet, exclusive of fleet to be written off and list of serviceable fleet	Number of fleet operational / total fleet (exclusive of fleet to be written off/dIsposed) X 100	1 = less than 75% 2 = 76 to 99% 3 = 90% 4 = 91 to 95% 5 = More than 95%
Reason for change				Insufficient budgetary provisions to ensure that fleet remains at 95% serviceable										

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								Q1	Q2	Q3	Q4			
12	I&E 004	KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	Civil	% SANS compliance for drinking water across all parameters	97.93%	~~100~~ 90%	~~100~~ 90%	~~100~~ 90%	~~100~~ 90%	~~100~~ 90%	Laboratory reports on drinking water quality testing	Compliant samples / total samples taken X 100	1= less than 85% 2 = 86 to 89% 3 = 90% compliant with up to 10 incidents or exceptions 4 = 90% compliant with up to 5 incidents or exceptions 5 = 90% compliant no incidents or exceptions
Reason for change				Insufficient budgetary provisions to address turbidity.										
13		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	~~Number of EIA's conducted by 30 June 2024 for the Estuary and Dune Management Plan (Paradise Beach to Kabeljouws)~~ Number of Seekoei Estuary Management Plans reviewed and submitted to DEDEAT by 30 June 2024	New	1	0 of 1	0 of 1	0 of 1	1 of 1	Proof of submission to DEDEAT	Count number if submissions to DEDEAT	1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed 14 days before due date 5 = completed

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
														more than 14 days before due date
Reason for change				Seekoei review estuary plan, develop dune management plan paradise to kabeljouws (This is not EIA management plans) KPI split										
14		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	Number of Dune Management Plans (Paradise Beach to Kabeljouws) developed and submitted to DEDEAT by 30 June 2024	New	1	0 of 1	0 of 1	0 of 1	1 of 1	Proof of submission to DEDEAT	Count number if submissions to DEDEAT	1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed 14 days before due date 5 = completed more than 14 days before due date
Reason for change				Seekoei review estuary plan, develop dune management plan paradise to kabeljouws (This is not EIA management plans) KPI split										
15		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	~~Number of EIA's conducted by 30 June 2024 for the extension of the Loeric Cemetery~~ Number of EIA's applications submitted to DEDEAT by 30 June 2024 for the extension of the	New	1	0 of 1	0 of 1	0 of 1	1 of 1	Proof of submission to DEDEAT	Count number if submissions to DEDEAT	1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
					Kwanomzamo Cemetery									14 days before due date 5 = completed more than 14 days before due date
Reason for change				Include Kwanomzamo, take out loerie and insert Humansdorp town Split in 2 KPI										
16		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	Number of EIA applications submitted to DEDEAT by by 30 June 2024 for the extension of the Loerie Cemetery	New	1	0 of 1	0 of 1	0 of 1	1 of 1	Proof of submission to DEDEAT	Count number if submissions to DEDEAT	1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed 14 days before due date 5 = completed more than 14 days before due date
Reason for change				Include Kwanomzamo, take out loerie and insert Humansdorp town Split in 2 KPI										
17		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently	CS	Number of EIA's applications submitted to DEDEAT by by 30 June 2024 for the extension of the	New	1	0 of 1	0 of 1	0 of 1	1 of 1	Proof of submission to DEDEAT	Count number if submissions to DEDEAT	1 = Not done 2 = completed after due date

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
			maintaining and improving the needs of the people of Kouga		Humansdorp Cemetery									3 = completed on due date 4 = completed 14 days before due date 5 = completed more than 14 days before due date
Reason for change				Include Kwanomzamo, take out loerie and insert Humansdorp town Split in 2 KPI										
18		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	% Compliance with the 15 minute response time for reported fire and rescue incidents (Hankey, Humansdorp, Jeffreys Bay and St Francis Bay)	75%	75%	75%	75%	75%	75%	Fire Station incident register and response records	Calculated % compliance with the 15-minute response time for fire and rescue incidents	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = more than 98%
19		KPA 1: Infrastructure and Basic Service Delivery	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining and improving the needs of the people of Kouga	CS	% of Households with access to basic level of solid waste removal (Based on solid waste removal fees on service accounts)	New	100%	100%	100%	100%	100%	Records of availability fees for solid waste removal levied on service accounts	Number of solid waste removal fees levied at start of reportng period/number of waste removal fees levied at end of reporting period X 100	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 98% 5 = More than 98%

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
Reason for change				Prescribed Indictor in terms of the provisions of the Planning and Performance Management Regulations R796 24 August 2001										
~~13~~		~~KPA 2: Local Economic Development~~	~~Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment~~	~~PD~~	~~Number of Precinct Development Plans approved by 31 January 2024 (Hankey and St Francis Bay)~~	~~New~~	~~2~~	~~0 of 2~~	~~0 of 2~~	~~2 of 2~~	~~-~~	~~Council Resolutions adopting the Hankey and St Francis Bay Precinct Plans~~	~~Count number of precinct plans for Hankey and St Francis Bay approved by Council by 31 January 2024~~	~~1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed 14 days before due date 5 = completed more than 14 days before due date~~
Reason for change					Submitted to project steering committee and deferred to service provider to make amendments, only received January 2024 from service provider target not achievable. All submissions was done in good time. Remove Target.									
20	MM 006	KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	PD	~~Number of Households formalized by 1 April 2024~~ Number of layout plans completed by 30 April 2024 for formalization of informal settlements	2	2	0 of 2	1 of 2	2 of 2		Layout plans	Count number of layout plans approved by 30 April 2024	1 = Not done 2 = completed after due date 3 = completed on due date 4 = completed 14 days before due date

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								Q1	Q2	Q3	Q4			
														5 = completed more than 14 days before due date
Reason for change					KPI incorrectly captured to show number of households formalized, instead of informal areas formalized. Cannot be met only layout plans can be developed by 1 April 2024. No budgetary provision to facilitate the formalization of settlements.									
21		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	PD	Number of FTE jobs created through LED initiatives and Capital Projects	110	~~110~~ 10	1 of ~~110~~ 10	~~25~~ 3 of ~~110~~ 10	~~75~~ 7 of ~~110~~ 10	~~110~~ 10 of ~~110~~ 10	Proof of jobs created	A full-time equivalent job (FTE) refers to one person-year of employment. One person-year is equivalent to 230 person days of work. Person-years of employment = total number of person days of employment created for targeted labour during the year divided by 230. For task-rated workers, tasks completed should be used as a proxy for 8 hours of work per day.	1 = less than 5 2 = 5 to 6 3 = 7 4 = 8 to 9 5 = 10 or more

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								Q1	Q2	Q3	Q4			
					FTE jobs refers to the number of full time equivalent jobs created. (110 FTE is equivalent to 25 300 working days at 230 days per year) given prior year and current year performance and budget provisions, the target of 110 FTE jobs created cannot be achieved. The proposed target of 10 FTE jobs created requires temporary jobs for 230 days which is stretching given the prior year performance of 1 015 temporary jobs created and the current mid-year performance of 1 123 jobs created. No budgetary provision to enable the creation of 110 FTE jobs.									
22		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	Civil	Number of FTE jobs created through the EPWP and CDW program	110	110	1 of 110	25 of 110	75 of 110	110 of 110	Proof of jobs created	A full-time equivalent job (FTE) refers to one person-year of employment. One person-year is equivalent to 230 person days of work. Person-years of employment = total number of person days of employment created for targeted labour during the year divided by 230. For task-rated workers, tasks completed should be used as a proxy for 8 hours of work per day.	1 = less than 90 2 = 91 to 109 3 = 110 4 = 111 to 115 5 = more than 115
~~17~~		~~KPA 2: Local Economic Development~~	~~Goal 2: Create and facilitate a conducive~~	~~CS~~	~~Number of FTE jobs created through the CDW program~~	~~110~~	~~110~~	~~1 of 110~~	~~25 of 110~~	~~75 of 110~~	~~110 of 110~~	~~Proof of jobs created~~	~~A full-time equivalent job (FTE) refers to~~	~~1 = less than 90~~

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								Q1	Q2	Q3	Q4			
			~~environment that builds inclusive local economies, sustainable and decent employment~~										~~one person-year of employment. One person-year is equivalent to 230 person days of work. Person-years of employment = total number of person days of employment created for targeted labour during the year divided by 230. For task-rated workers, tasks completed should be used as a proxy for 8 hours of work per day.~~	~~2 = 91 to 109~~ ~~3 = 110~~ ~~4 = 111 to 115~~ ~~5 = more than 115~~
Reason for change				KPI included with EPWP job creation KPI										
23		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	PD	Number of Annual Informal Household Audits conducted. By 30 September 2023. ~~(Full socio-economic survey with growth indicators from previous survey per~~	New	1	1 of 1	-	-	-	Informal Household Audit	Count number of Informal Household Audits conducted by 30 September 2023	1 = Not done 2 = completed after due date 3 = completed on due date

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
					~~area and consolidated)~~									4 = completed 14 days before due date 5 = completed more than 14 days before due date
Reason for change				Socio economic survey require the appointment of a professional service provider. No funding provided on the budget for such a survey.										
24		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	PD	% Of compliant building plans for building smaller than 500m2 finalized within 30 days of submission	100%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	Building Plan Register and Building Plan approvals	Number of building plans finalized within 30 days / number of compliant building plans received x100	1 = less than 75% 2 = 76 to 79% 3 = 80% 4 = 91 to 95% 5 = More than 95%
Reason for change				Current reporting period statistics and staff shortages render the target of 100% unachievable										
25		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment	PD	% Of compliant building plans for building larger than 500m2 finalized within 30 days of submission	100%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	~~100~~ 80%	Building Plan Register and Building Plan approvals	Number of building plans finalized within 30 days / number of compliant building plans received x100	1 = less than 75% 2 = 76 to 79% 3 = 80% 4 = 91 to 95% 5 = More than 95%
Reason for change				Current reporting period statistics and staff shortages render the target of 100% unachievable										
26		KPA 2: Local Economic Development	Goal 2: Create and facilitate a conducive	PD	% Of land use applications finalized within 90	39%	100%	100%	100%	100%	100%	Land Use Planning	Count number of land use applications at	1= less than 90%

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								Q1	Q2	Q3	Q4			
			environment that builds inclusive local economies, sustainable and decent employment		days of objection/ comment closing date							Register and approvals	closing date for comment/ objections and count number of days for finalization and calculate percentage finalized within 90 days of closing date of notice period.	2 = 91 to 94% 3 = 95% 4 = 96 to 97% 5 = more than 97%
Reason for change				Current reporting period statistics and staff shortages render the target of 100% unachievable										
27		KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency	F&ED	Current Ratio equal to or higher than target	0.12:1	~~1.0:1~~ 0.93:1	~~1.0:1~~ 0.93:1	~~1.0:1~~ 0.93:1	~~1.0:1~~ 0.93:1	~~1.0:1~~ 0.93:1	Records of current assets and current liabilities	Divide current assets by current liabilities	1 = less than 0.81:1 2= 0.81:1 to 0.92:1 3 = 0.93:1 4 = 0.941:1 to 0.99:1 5 = better than 1:1
Reason for change				Aligned with Adjustments Budget										
28		KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering	F&ED	Liquidity Ratio equal to or higher than target	0.24:1	~~0.04:1~~ 0.13:1	~~0.04:1~~ 0.13:1	~~0.04:1~~ 0.13:1	~~0.04:1~~ 0.13:1	~~0.04:1~~ 0.13:1	Monetary assets or cash and cash equivalents	Monetary assets or cash and cash equivalents divided by	1 = less than 0.09:1 2 = 0.09:1 to 0.12:1 3 = 0.13:1

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								Q1	Q2	Q3	Q4			
			staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency									and current liabilities	current liabilities	4 = 0.14:1 to 0.15:1 5 = better than 0.15:1
Reason for change				Aligned with Adjustments Budget										
29	-	KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency	DMM	% of total operational expenditure attributable to staff costs	35%	35%	35%	35%	35%	35%	Total operational expenditure and total staff cost	Calculate total staff costs as a percentage of total operational expenditure	1 = more than 40% 2 = 36 to 39% 3 = 35% 4 = 34% 5 = less than 34%
30	FIN 003	KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering	F&ED	% of indigent residents as per the indigent register with access to free basic services	100%	100%	100%	100%	100%	100%	Indigent Register and records of free basic services	Calculate percentage of residents registered on the Indigent	1 = less than 90% 2 = 91 to 99% 3 = 100%

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
			staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency										Register with access to free basic services	4 = 100% with one indigent registration drive 5 = 100% with more than one indigent registration drive
31	FIN 001	KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency	F&ED	% Revenue collected against revenue raised	94.32%	~~95~~ 92%	~~95~~ 92%	~~95~~ 92%	~~95~~ 92%	~~95~~ 92%	Financial records on revenue raised on municipal service accounts and financial records on revenue received on municipal service accounts	Revenue received / revenue raised X 100	1 = less than 85% 2 = 85% to 89% 3 = 90 to 91% 4 = 92 to 93% 5 = More than 93%
Reason for change				As per Adjustments Budget										
32	FIN 002	KPA 3: Financial viability and management	Goal 3: Build the financial sustainability of Kouga by empowering	F&ED	% Creditors paid within 30 days of compliant invoice	90%	~~100~~ 95%	~~100~~ 95%	~~100~~ 95%	~~100~~ 95%	~~100~~ 95%	Invoice register and proof of payment and	Total number of creditors paid within 30 days of compliant	1 = less than 90% 2 = 90% to 95% 3 = 95%

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
			staff to achieve good governance and clean administration which is committed to prudent management of funds by promoting accuracy and transparency									payment dates	invoice / total number of creditors which submitted a compliant invoice relevant to the period evaluated x 100	4 = 96 to 97% 5 = More than 97%
Reason for change				Target of 100% creditor payments within 30 days not realistically achievable										
33		KPA 4: Good Governance and Public Participation	Goal 4: Create and environment for active public participation and administrative culture characterized by accountability, transparency and efficiency.	MM	Number of reports submitted to Council on actions implemented to mitigate strategic risks	4	~~4~~ 2	~~1 of 4~~ 0 of 2	~~2 of 4~~ 1 of 2	~~3 of 4~~ 1 of 2	~~4 of 4~~ 2 of 2	Council resolutions taken on reports on actions implemented to mitigate strategic risks	Count the number of reports submitted	1 = none 2 = 1 3 = 2 4 = 3 5 = more than 3
Reason for change				As standard practice the Institutional Risk Report is first submitted to the Audit Committee where after it is submitted to Council. The scheduling and cycling of Audit Committee meetings is as such that it is not possible to submit quarterly reports to Council. Target changed to 2 reports per annum.										
34	MM 036 MM 037	KPA 4: Good Governance and Public Participation	Goal 1: Provide quality sustainable municipal infrastructure to consistently maintaining	DMM	% Expenditure of Ward Development Fund (Capex and Opex)	New	95%	5 of 95%	40 of 95%	75 of 95%	95 of 95%	Ward Development fund budget provisions (Capex and Opex) and expenditure	Calculate percentage expenditure on budget provisions for ward	1 = less than 75% 2 = 76 to 94% 3 = 95% 4 = 96 to 97%

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
			and improving the needs of the people of Kouga									reports on ward development fund	development fund	5 = more than 97%
35		KPA 4: Good Governance and Public Participation	Goal 5: Provide professional, people centered human resources and administrative services to Kouga citizens, staff and council for a transformed equitable and efficient local government	DMM	Number of Occupational Health and Safety Committee Meetings held	4	4	1 of 4	2 of 4	3 of 4	4 of 4	Minutes of the meetings of the OHS Committee	Count the number of meetings held by the OHS Committee	1 = none 2 = 1 to 3 3= 4 4 = 5 5 = more than 5
36		KPA 5: Institutional Development and Transformation	Goal 5: Provide professional, people centered human resources and administrative services to Kouga citizens, staff and council for a transformed equitable and efficient local government	DMM	Number of appointments made in the top three layers of employment in compliance with the Employment Equity Plan	9AM, 13CM,2IM, 13 WM, 5AF, 8CF, 0IF, 4WF	~~1AM/1AF and 1AF/1WF~~ 4	-	-	-	~~1AM/1AF and 1AF/1WF~~ 4	Employment Equity Plan and proof of appointments made in the top three layers	Count the number of appointments made in the top three layers of employment in compliance with the Employment Equity Plan	1 = 0 2 = 1 to 3 3 = 4 4 = 5 5 = more than 5
Reason for change				As per the provisions of the Performance Management Regulations the number of appointments in the top 3 layers is a prescribed indicator. Targeting specific race and gender is problematic for reason that suitable candidates are not always found. It is proposed that the target only reflects the number of appointments in the top 3 layers of employment.										

NO	IDP REF	KEY PERFORMANCE AREA	IDP: INSTITUTIONAL GOAL	LEADING DEPT	KEY PERFORMANCE INDICATOR	BASELINE	TARGET	QUARTERLY TARGETs				EVIDENCE	VERIFICATION	STANDARDS
								Q1	Q2	Q3	Q4			
37	I&E085	KPA 5: Institutional development and transformation	Goal 5: Provide professional, people centered human resources and administrative services to Kouga citizens, staff and council for a transformed equitable and efficient local government	DMM	% Expenditure of LGSTA grant funding for staff development	98%	~~100~~ 95%	5 of ~~100~~ 95%	40 of ~~100~~ 95%	75 of ~~100~~ 95%	~~100~~ 95 of ~~100~~ 95%	LGSETA grant funding received and expenditure reports against grant funding received	LGSETA Grant funding expenditure / LGSETA Grant funding received X 100	1 = less than 75% 2 = 76 to 99% 3 = 95% 4 = 96% 5 = More than 96%
Reason for change				Project completion estimated to be equal to 95%+ expenditure.										

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM6**

DRAFT AMENDMENTS TO THE 2022-2027 INTEGRATED DEVELOPMENT PLAN

1. **Introduction**

The purpose of this item is to table before Council the draft amendments to the 2022-2027 Integrated Development Plan of the Kouga Local Municipality. The overall objective being to obtain Council's approval to utilise the Draft Amended IDP to serve as the basis for public participation during April/ May 2024 as envisaged in the Local Government: Municipal Systems Act No. 32 of 2000 as well as the Local Government: Municipal Finance Management Act No. 56 of 2003.

2. **Background**

Section 35 (1)(a) of the Local Government: Municipal Systems Act No. 32 of 2000 stipulates that an Integrated Development Plan adopted by a municipal council is the principal strategic planning instrument which guides and informs all planning and development, and all decisions regarding planning, management and development in a municipality. An IDP provides the strategic direction all the activities of a municipality over a period of five years linked to the council's office term.

Each municipal council has to annually review and may amend the IDP of the Municipality. Should the review process determine that an amendment is required, municipalities are to follow the process as stipulated in Regulation 3 of the Local Government: Municipal Planning and Performance Management Regulations, 2001.

In terms of Section 26 of the Local Government: Municipal Systems Act No.32 of 2000, the following are the part of the core components of the IDP:

(a) the municipal council's vision for the long-term development of the municipality with special emphasis on the municipality's most critical development and internal transformation;
(b) an assessment of the existing level of development in the municipality, which must include an identification of communities which do not have access to basic services;
(c) the council's development priorities and objectives for its elected term, including its local economic development aims and its internal transformation needs;
(d) the council's development strategies which must be aligned with any national or provincial sectoral plans and planning requirements binding on the municipality in terms of legislation;
(f) the council's operational strategies
(g) applicable disaster management plans;

(h) a financial plan, which must include a budget projection for at least the next three years; and
(i) the key performance indicators and performance targets determined in terms of section 41.

3. **Discussion**

Section 34 of the Local Government: Municipal Systems Act, No.32 of 2000 requires that every Municipal Council "must review its integrated development plan annually in accordance with an assessment of its performance measurements in terms of section 41" and "to the extent that changing circumstances so demand". Section 34 further specifies that a Municipal Council "may amend its integrated development plan in accordance with a prescribed process".

The process to amend an IDP is prescribed in the Local Government: Municipal Planning and Performance Regulations, 2001 and unequivocally explained in Regulation 3 of same. From above it can be ascertained that a review of an IDP must consist of a review of the implementation of the IDP as well as review of changing circumstances. A review of an IDP is not an amendment of an IDP. If substantial changes are to be made to an IDP (this case applicable to the Kouga Municipality due to the refinements and adjustments of the strategic thrust of Council in particular the core components of the IDP as stipulated in Section 26 of the Local Government: Municipal Systems Act No. 32 of 2000), the amendment process as prescribed is therefore followed.

4. **Financial Implications**

Completed by BTO -	As per Draft Budget MTREF 2024/25 Annexure A
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	

5. **Applicable Legislation**

Local Government: Municipal Systems Act, No. 32 of 2000

6. **Legal Implications**

None

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted

8.7 **Municipal Manager**

Recommendations supported.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council notes the Draft amendments to the IDP 2022-2027.

10.2 That Council notes that the the **Draft Amended IDP** will serve as the basis for public participation during April/ May 2024 as envisaged in the Local Government: Municipal Systems Act 32 of 2000 as well as the Local Government: Municipal Finance Management Act 56 of 2003.

10.3 That immediately after the **Draft Amended IDP** is tabled in Council, the Accounting Officer of the Municipality must in accordance with Section 21A of the Municipal Systems Act –

(i) make public the **Draft Amended IDP**;
(ii) invite the local community to submit comments and inputs in connection with the **Draft Amended IDP**; and
(iii) convene IDP and Budget consultation meetings to provide further opportunity for engagement on proposals emanating from the **Draft Amended IDP** and Multi-Year Budget.

Item prepared by: Manager IDP 

Item approved by the: Municipal Manager: 

Item endorsed by the Municipal Manager: 

MEMORANDUM: AMENDMENT OF THE INTEGRATED DEVELOPMENT PLAN (2022-2027) FOR 2024/2025 FINANCIAL YEAR

Background and exposition of facts

The annual review process is a legislative requirement according to the Municipal Systems Act No.32 of 2000, Section 34(b) and identified in the Council approved IDP and Budget Time Schedule in August 2023. In this case the review warranted the amendment of the IDP due to the following:

This memorandum constitutes the reasons in support of the amendment of 2022-2027 Integrated Development Plan and outlines the sections that are amended.

The Kouga Municipal Leadership went through a two (2) day Strategic Session which resulted in the following changes/amendments to the 2022-2027 Integrated Development Plan:

Current: 2022-2027 IDP	Amendments/Additions	Legal Requirement
Chapter 1 1.3.5 Disaster Management	Updated and moved to Chapter 5: Sector Plans	MSA, S26(g)
1.5 The Organisation	Updated and moved to Chapter 2	
1.6 The Administration	Updated and moved to Chapter 2	
Chapter 2: Situational Analysis	Chapter provides a detailed summary of the municipality's profile or situational analysis. The chapter is divided in two sections, namely Section A (Municipal Profile) and Section B (Current Situation) Sections are updated with new own and external statistical information.	MSA, 26(b)
Chapter 3: Strategic Framework	Chapter 3: Strategic Goals and Intergovernmental Alignment	
Chapter 3	Updated according to the Strategic Workshop Outcomes Intergovernmental Development Perspective	
3.1 Policy Directives	Moved to 3.5 Strategic Policy Directives	
3.2 Key Government Priorities		
3.3 Strategic Objectives Aligned to the Departmental Objectives in each Directorate		MSA, 26(a)(c)(d)(f)(i)
3.4 Strengths, Weakness, Opportunities and Threats (SWOT	Moved to 3.2 Organisational SWOT Analysis (Revised SWOT Analysis was done as part of the Council Strategic Session and is included under this section)	
3.5 Vision, Mission, Objective	Moved to 3.3	
	Addition: 3.4 Key Development Challenges	

Current: 2022-2027 IDP	Amendments/Additions	Legal Requirement
3.6 Key Performance Areas	Moved to 3.7 Key Performance Areas Rating as per the MEC Assessment	
3.7 KPAs &KFAs Alignment	Moved to 3.6 Strategic Focus Area - updated	
3.8 Municipal Key Focus Areas	Incorporated into 3.6	
3.9 Strategic Directives	Updated	
3.10 Municipal Key Performance Areas	Incorporated into 3.6	
Chapter 4: Programmes and Projects	Chapter 4: Updated	MSA, 26(f)
Chapter 5: Spatial Development Alignment	Chapter 5: Edited to Sector Plans (updated Chapter)	MSA, 26(e)
Chapter 6: Financial Management	Updated and review Financial Plan Align Capital 2024/25 Capital and Operational Budget to the IDP	MSA,26(h)
Chapter 7: Performance Management	Updated SDBIP 2024/25	MSA,26(i)
	Ward Based Plans added as Appendix 1	MSA, 26(b)

The process of amending the integrated development plans is set out in Regulation 3(2)(a) of the Municipal Planning and Performance Management Regulations, 2001 which provides that:

"3 (1) – Only a member or committee of a municipal council may introduce a proposal for amending the municipality's integrated development plan in the council.

(2) Any proposal for amending a municipality's integrated development plan must be-

(a) accompanied by a memorandum setting out the reasons for the proposal".

It must be noted that as part of this amendment process and in accordance with Regulation 3 (6) of the Municipal Planning and Performance Management Regulations, 2001, the Kouga Municipality will -

(a) consult the Sarah Baartman District Municipality in whose area it falls on the proposed amendment;
(b) take all comments submitted to fit by the district municipality into account before it takes a final decision on the proposed amendment.

Submitted by:

Name: Cllr Hattingh Bornman

Designation: Executive Mayor

Signature: 

Date: 12 March 2024

KOUGA MUNICIPALITY

DRAFT AMENDED INTEGRATED DEVELOPMENT PLAN: 2024-2025



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LIST OF ABBREVIATIONS

ABBREVIATION	INTERPRETATION
CBP	Community Based Planning
CFO	Chief Financial Officer
COGTA	Department of Co-operative Governance and Traditional Affairs
DDM	District Development Model
DORA	Division of Revenue Act
DEA	Department of Environmental Affairs
DHSD	Department of Health and Social Development
DOARD	Department of Agriculture and Rural Development
DOE	Department of Education
DPWRI	Department of Public Works, Roads and Infrastructure
EE	Employment Equity
EM	Executive Mayor
EPWP	Expanded Public Works Programme
GDP	Gross Domestic Product
FPA	Fire Protection Association
HR	Human Resources
HSP	Human Settlement Plan
IDP	Integrated Development Plan
IGR	Intergovernmental Relations
IHRP	Integrated Human Resources Plan
INEP	Integrated National Electrification Programme
ISDF	Integrated Strategic Development Framework
KLM	Kouga Local Municipality
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LM	Local Municipality
LGSETA	Local Government Sector Education and Training Authority
MAYCO	Mayoral Committee
MPAC	Municipal Public Accounts Committee
MFMA	Municipal Finance Management Act (Act no. 56 of 2000)
MIG	Municipal Infrastructure Grant
MEC	Member of Executive Council
MM	Municipal Manager
MSA	Municipal Systems Act (Act no 32 of 2000)
MTREF	Medium Term Revenue & Expenditure Framework
NDP	National Development Plan
NDPG	Neighbourhood Development Program Grant
NERSA	National Energy Regulator of South Africa
NT	National Treasury

ABBREVIATION	INTERPRETATION
PDP	Provincial Development Plan
PMS	Performance Management System
P-MTSF	Provincial Medium-Term Strategic Framework
PSDF	Provincial Spatial Development Framework
PSP	Provincial Strategic Plan
PPP	Public Private Partnership
PT	Provincial Treasury
R	Rand (currency)
SALGA	South African Local Government Association
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework
SDI	Spatial Development Initiative
SPIs	Strategic Integrated Projects
SONA	State of the Nation Address
SOPA	State of the Province Address
SODA	State of the District Address
STATSSA	Statistics South Africa
SWOT	Strength, Weaknesses, Opportunities, Threats
SHRA	Social Housing Regulatory Authority
VAT	Value Added Tax
WSP	Workplace Skills Plan

2024/2025 IDP AMENDMENT NOTE

The second review of the 2022/2027 5th Generation Integrated Development Plan (IDP) will contribute to the adjustment of the Municipality's 5 Year Plan and informs the municipal Medium-Term Revenue and Expenditure Framework (MTREF) and Service Delivery and Budget Implementation Plan (SDBIP) for the 2024/2025 financial year. It is therefore imperative for this amendment to be read in conjunction with the plan adopted by the municipal Council on 31 May 2022, as the amendment does not constitute a new IDP.

2024/2025 IDP AMENDMENT SUMMARY

The following sections constitutes the amendments or new additions to the 2024/25 revised IDP as per the Strategic Session Outcomes:

Current: 2022-2027 IDP	Amendments/Additions	Legal Requirement
Chapter 1 1.3.5 Disaster Management	Updated and moved to Chapter 5: Sector Plans	MSA, S26(g)
1.5 The Organisation	Updated and moved to Chapter 2	
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	Addition: 3.4 Key Development Challenges	
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Chapter 5: Spatial Development Alignment	Chapter 5: Edited to Sector Plans (updated Chapter)	MSA, 26(e)
Chapter 6: Financial Management	Updated and review Financial Plan Align Capital 2024/25 Capital and Operational Budget to the IDP	MSA,26(h)
Chapter 7: Performance Management	Updated SDBIP 2024/25	MSA,26(i)
	Ward Based Plans added as Appendix 1	MSA, 26(b)

FOREWORD BY THE EXECUTIVE MAYOR



It is my greatest privilege on behalf of Kouga Municipality and in my capacity as Executive Mayor of Kouga Municipality to present to you the municipality's Integrated Development Plan (IDP) for the cycle 2022 to 2027.

The IDP provides the strategic framework for a municipality to fulfil its mandate and apply its budget.

It is a five-year document that is drawn up in partnership with communities and other spheres of government. Reviewed annually, it enables a municipality to do short, medium, and long-term planning to meet communities' needs, with due consideration of those projects being implemented by district, provincial, and national governments.

The IDP and Budget will be externally focused, driven by community needs and geared towards meeting community aspirations gleaned from stakeholder consultations and engagements throughout the past months. It will, furthermore, continue to be guided by narratives that provide strategic focus areas. These are:

- Keep Kouga Serviced
- Keep Kouga Clean
- Keep Kouga Green
- Keep Kouga Safe
- Keep Kouga Smart and
- Keep Kouga Growing

Kouga Municipality has additionally set four key objectives which we are determined to achieve within the next 15 months. These include (1) Fixing our roads (2) Upgrading our Wastewater treatment Works (3) Improving our levels of customer care and (4) Reducing our reliance on ESKOM.

Council passed a resolution to secure external funding amounting to R200 million for the vital task of rehabilitating 150KM of roads in the next 15 months.

We are presently negotiating with several financial institutions to secure these funds to appoint the most capable contractors to do the job effectively.

A environmental impact assessment for the construction of a 20MW solar plant outside Humansdorp has been completed and approved. We are currently in the process of conducting a thorough financial feasibility study to distinguish costing and various financing models.

This green energy project will reduce our reliance from ESKOM, cut costs on energy supply, create jobs, keep local businesses energized and will ultimately increase economic development exponentially, particularly within the targeted Humansdorp area.

Kouga Municipality will be forking out more than R42m to upgrade the vandalized wastewater treatment plant in KwaNomzamo, Humansdorp.

The 18-month project, designed to enhance the treatment capacity of the plant, will also clear obstacles holding back the progress of a 400-unit housing project here.

Kouga Municipality is committed to bringing open, accessible, transparent and accountable government to all residents across the Kouga region. For this reason, I launched the first Thursday initiative.

On every first Thursday of the month, residents can meet with myself and my mayoral committee, the municipal manager and directors without having to make any appointment.

I am also excited about launching our first ever Customer Service Charter, which could possibly be the first of its kind in the Province.

This document, which will be distributed broadly, is essentially a commitment to residents detailing the services we offer, the level to which they ought to be rendered and the turnaround time we commit ourselves toward.

We must strive to provide dignity to the poorest within our community. Informal settlements across the Kouga region are set to be upgraded at a combined cost of more than R68 million.

The implementation of this project will see nine informal communities with over 3 000 households be provided with decent basic services, such as water, electricity, sanitation, and waste management.

This will help to address the ongoing dependence of informal areas on the bucket system – which we are committed to removing entirely.

I trust that this IDP will stimulate the municipality's partnership with communities, the private sector, and other spheres of government in order for us to achieve our goals.

Together we are more, when we unite against the deterioration and destruction of our physical, cultural, structural, and moral assets, and can seize the potential we hold to be the best Municipality in South Africa.

The Council would like to thank all residents, ward committees, sector departments and stakeholder groups who actively participated in the compilation of Kouga's IDP.

I would also like to thank our ward councillors for facilitating the meetings in their wards and the municipal administration who prepared the new document in accordance with legislation and the Council's new mandate.

We look forward to building on our relationship with all stakeholders and continually improving on the municipality's planning processes so that, together, we can achieve our vision of Good Governance through Service Excellence.

Let us all collaborate on our shared future, because if we want more, we need to become more.

Hon. Cllr Hatting Bornman



……

EXECUTIVE MAYOR

INPUT FROM THE MUNICIPAL MANAGER



The Integrated Development Plan (IDP) is the principal strategic planning instrument which guides and informs all planning budgeting, management, and decision-making processes in a municipality. The IDP therefore ultimately enhances integrated service delivery and development, and promotes sustainable, integrated communities. The IDP compels local communities to do proper panning which aim is to support the service delivery needs of communities and to ensure equitable and sustainable development.

The five-year Integrated Development Plan sets the vision, strategic objectives and the implementation thereof for the Kouga Municipality. The newly elected council has decided that the vision and mission should remain. This is a sign that we do things differently and better and again gives us the opportunity, for the next 5 years, to plan in a manner which will benefit the greater Kouga area and also to adhere to our constitutional mandate to deliver a basket of services to the communities of Kouga.

As we entered 2024, we are entering the halfway mark of the new Council's 5-year term and the environment has drastically changed. As we get back to normality from Covid-19 pandemic lockdowns, the external environment has brought its new challenges in the form of constant and severe electricity loadshedding. With it, the challenge to be able to maintain water and sewer services have become major hurdles. Municipalities need to rise to this challenge and Kouga Municipality is no exception. Good service provision is now fundamentally dependent on its ability to provide its own electricity solutions. As such, Kouga Municipality's short-, medium- and long-term strategies to solve its energy crisis have become important elements in its revised IDP.

Following a strategic review led by the Mayor in November 2023 it was decided that the strategic direction of Kouga Municipality will have to be adjusted to respond to the current climate and challenges that Kouga Municipality is facing. The following four strategic targets are key focus points for the remainder of the term of council that will contain three budget cycles.

- The resealing of Kouga Municipality surfaced roads is a priority that could no longer be postponed and needs immediate intervention. Due to the rapid deterioration of municipal surfaced roads after good rains received in 2023 there is a need to invest at least R 200 million in the resealing of 150 km surfaced roads over the next three years. A roads master plan was completed, and the intention is to implement the recommendations in this roads master plan to improve the quality of surfaced roads in Kouga Municipality.
- The second strategic target is to incrementally implement its renewable energy strategy with its main objective of avoiding load shedding and saving money on expensive Eskom electricity tariffs. The main project of this strategy is the construction of a 20 MW solar plant in Humansdorp.

- The third strategic target is the repair and upgrading of all wastewater treatment plants in Kouga Municipality to achieve a minimum of 70% Green Drop compliance score.
- The fourth strategic objective is to improve customer services by achieving a 95% achievement of turnaround times according to the approved Customer Service Charter.

This five-year IDP sets out to maintain the current standard of good governance, achieving the target of a clean audit, the delivery of infrastructure services based on the internal funds and grants received, the provision of basic services and the maintenance of the financial stability that is the backbone of the municipality's capacity to perform.

The organisational structure of the municipality is reviewed annually. As the administration it is our responsibility to make things happen and to create an enabling environment that supports local democracy and enhance service delivery. In our efforts we will ensure that all available resources are optimally utilized and that value for money is achieved. The municipality is still continuing to inculcate a leadership culture of professionalism, a high work ethic, dedication and discipline.

My sincere appreciation to Council, the administration, and all external role-players for your valued contribution as we venture into the unchartered waters of Covid 19. My sincere appreciation to the Executive Mayor, Horatio Hendricks, the council and senior management who helped to formulate the strategic direction of this review period and the many staff who execute their duties with diligence and pride.



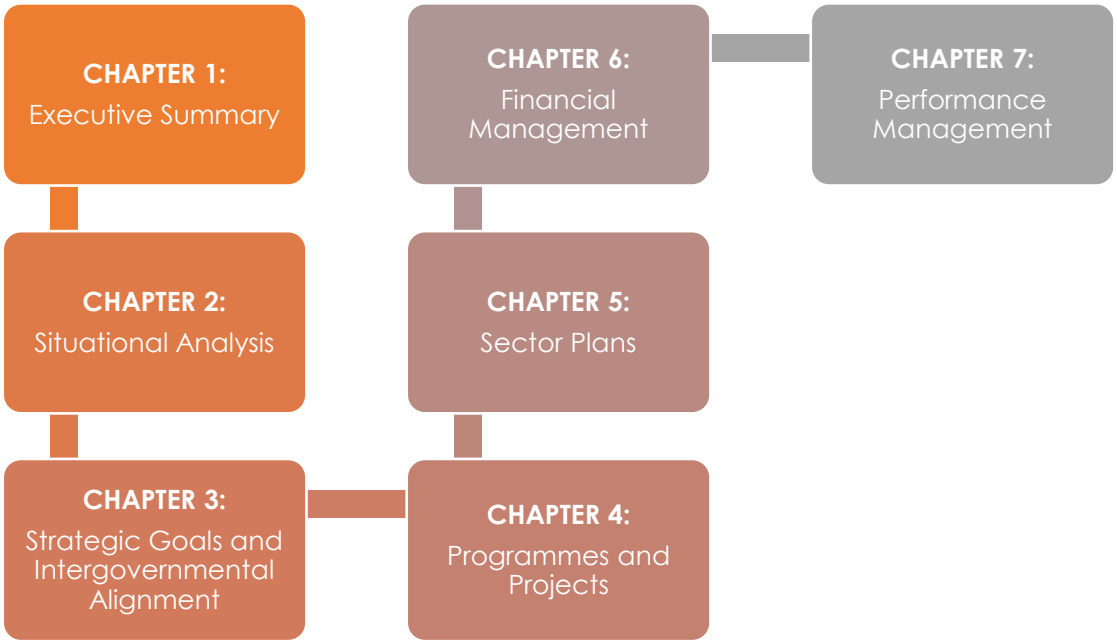
CHARL DU PLESSIS
MUNICIPAL MANAGER

STRUCTURE OF THE IDP 2024/2025

This document outlines the review of the Kouga Municipality's Integrated Development Plan (IDP) for the current planning and implementation time frames of 2022/ 2027 and considers the 2023/2024 budget cycle. The document must be read in conjunction with the approved 5-year IDP and the comprehensive suite of the municipal wide sector plans. This review does not present a total overhaul of what has been planned and/or implemented during the current five-year period.

This document consists of 8 chapters, including the Foreword by the Mayor and Overview by the Municipal Manager. The seven chapters outlines the following:

Figure 1: IDP Outline



CHAPTER 1: EXECUTIVE SUMMARY

Chapter 1 contains a general introduction and background information including the planning process that has been followed to produce the amended 2024/2025 IDP. This chapter also provides the key guiding parameters considered in developing the document.

CHAPTER 2: SITUATIONAL ANALYSIS

Chapter 2 provides the situational analysis of Kouga Municipality. This chapter gives a brief description of the area, demographic and socio-economic indicators including summaries of current issues, i.e., infrastructure, social services, land, housing and the environment.

CHAPTER 3: STRATEGIC FRAMEWORK

Chapter 3 focuses on the Municipal Vision as the primary vehicle that outlines the intention of Kouga Municipality. It further focuses on the strategic framework of the Kouga Municipality, outlining the Strategic Framework, key government priorities and Key Performance Areas. This chapter also addresses the strategies which flow mainly from the analysis presented in Chapter 2, combined with input from the public participation processes.

CHAPTER 4: PROGRAMMES AND PROJECTS

Chapter 4 outlines the municipal developmental priorities by indicating all the unfunded projects/programmes and operational plans. It further highlights programmes and projects from other organs of state including national projects implemented in the Kouga Municipal area.

CHAPTER 5: SECTOR PLANS

Chapter 5 deals with the summaries of Kouga Municipality's existing sector plans and the importance of sector planning in the IDP process. This Chapter focuses on the development plan of the Kouga Municipality, outlining the proposed projects, development and spatial Implications, and its alignment to the budget, as well as Intergovernmental relations.

CHAPTER 6: FINANCIAL PLANNING

Chapter 6 deals with the medium- and long-term financial plan. It elaborates on financial planning, funding, expenditure, budget projections and long-term sustainability of the municipality. The chapter provides detail of how the strategic plans of the KLM will be funded.

CHAPTER 7: PERFORMANCE MANAGEMENT

Chapter 7 focuses on the key elements of the Kouga Municipality's Performance Management System. It takes the strategic framework and financial plan into implementation mode and clarifies the roles and responsibilities of stakeholders while ensuring accountable and improved service delivery.

It furthermore elaborates on the performance management process, which is a comprehensive implementation plan with measurable performance objectives.

CHAPTER 1: EXECUTIVE SUMMARY

1.1 Introduction

According to the Municipal Systems Act, No.32 of 2000 (MSA) all municipalities are obligated to prepare a five-year Integrated Development Plan (IDP) to be reviewed annually within the 5-year period.

The Integrated Development Plan is an instrument that provides guidance on budgeting and decision-making, considering input from all the relevant stakeholders, with the goal of promoting sustainable development within the municipality. Efficient integrated development planning makes provision for socio-economic development of an entire area. With that said, Kouga Council has delegated the responsibility to develop the IDP to the Executive Mayor in accordance with provisions of the Municipal Systems Act.

The core function of the municipality is summed up in the vision: "Good Governance through Service Excellence", which also continues to be the focal point of the 2024/2025 review IDP. For the success of the vision, it is vital to link, integrate and co-ordinate all strategic and implementation plans for the municipality, as well as align them with national, provincial and district and neighbouring municipal development plans and planning requirements.

Developmental local government is enhanced through focused and robust interaction with other spheres of government. The plan also seeks to integrate and balance the economic, ecological and social pillars of sustainability without compromising effective service delivery. In view of the commitment to the local agenda, it is imperative that there must be institutional capacity and know-how, as both are required to implement and coordinate the efforts needed across sectors and spheres of Government.

1.2 Focus of the Kouga Municipality's IDP for the 2024/2025 Financial Year

This IDP paves a way for socio-economic, infrastructural and organizational development for the next financial years. This IDP seeks to attain:

- Continued elevation of the IDP as the principal plan through which an integrated response to the current realities of Kouga is coordinated.
- Enhanced public participation through active community involvement
- Improved strategic outline
- Economic Development Strategy to serve as a key enabler for socio-economic transformation.
- Long-term infrastructure planning to support growth.

1.3 Legislative Framework

Municipalities function within an extensive legislative and policy framework that provides prescripts and guidelines for municipal actions per constitutional obligations. Furthermore,

local government must be cognisant of and partake in a system of intergovernmental service delivery. In this regard, the Kouga Municipality realises that to promote the local agenda, the municipal budget, programmes and projects must be aligned with higher-order regulatory, developmental and institutional policy directives.

1.3.1 The Constitution of the Republic of South Africa, 1996

Chapter 7 of the Constitution of South Africa is focused on Local Government including the establishment thereof, the executive and legislative authority, as well as the right of local government to govern on its own initiative, which should be in line with national and provincial legislation.

The Constitution is a crucial component of the legal system of South Africa and of the legal-institutional framework within which development must take place. The Constitution of the Republic of South Africa, 1996 (Section 152) puts in place a vision for Developmental Local Government (DLG) and contains the following objectives:

- To provide democratic and accountable government for local communities.
- To ensure the provision of services to communities in a sustainable manner.
- To promote social and economic development.
- To promote a safe and healthy environment.
- To encourage the participation of communities and community organisations in the affairs of local government.

The right of the municipality to exercise its own powers in order to perform its functions is the basis on which this IDP 2023/2024 is drawn up. It is meant to give strategic guidance to Kouga Municipality by giving structure to the administrative, budgeting and planning processes. A municipality must strive, within its financial and administrative capacity, to achieve its key objectives and perform developmental duties.

Section 153 of the Constitution sets out the following as the key developmental duties of the municipality

To structure and manage its administration and budgeting and planning processes to give priority to the basic needs of the community, and to promote the social and economic development of the community; and to participate in national and provincial development programs.

1.3.2 The White Paper on Transforming Public Service, 1997

As the sphere of government closest to the people, municipalities are the focal point of public service delivery. The White Paper on Transforming Public Service Delivery, 1997 (better known as the Batho Pele White Paper) promotes mechanisms to enable the state machinery to optimise the provision of services to all citizens. The Batho Pele White Paper spells out eight principles for transforming public service delivery and is explained in detail below:

Table 1:Batho Pele Principles

PRINCIPLES	DESCRIPTION
Consultation	citizens should be consulted about the level and quality of the public services they receive and wherever possible, should be given a choice about the services that are offered.
Service standards	citizens should be told what level and quality of public services they will receive so that they are aware of what to expect.
Access	all citizens should have equal access to the services to which they are entitled.
Courtesy	citizens should be treated with courtesy and consideration.
Information	citizens should be given full, accurate information about the public services they are entitled to receive.
Openness and transparency	citizens should be told how national and provincial departments are run, how much they cost, and who is in charge.
Redress	if the promised standard of service is not delivered, citizens should be offered an apology, a full explanation and a speedy and effective remedy; and when complaints are made, citizens should receive a sympathetic, positive response.
Value for money	public services should be provided economically and efficiently to give citizens the best possible value for money.

1.3.3 The White Paper on Local Government, 1998

According to the Local Government: White Paper on Local Government, 1998, developmental local governance should ultimately result in the following outcomes:

- The provision of household infrastructure and services.
- The creation of liveable, integrated cities, towns and rural areas.
- The local economic development.
- Community empowerment and redistribution.

To achieve these outcomes, the Local Government: White Paper on Local Government, 1998 puts forward three interrelated approaches that can assist municipalities to fulfil their developmental mandate:

- Integrated development planning.

- Performance management.
- Working together with local citizens and partners.

Regarding public participation, the Local Government: White Paper on Local Government, 1998 stipulates that municipalities should encourage civil society participation through:

- Forums initiated within or outside municipalities to allow organised formations to initiate policies and/or influence policy formulation, as well as participate in monitoring and evaluation activities.
- Structured stakeholder participation in certain council committees.
- Participatory budgeting initiatives aimed at linking community priorities to capital investment programmes.
- Focus-group participatory action research to generate detailed information about a wide range of specific needs and values.
- Support for the organisational development of associations, in poor, marginalised areas where the skills and resources for participation may be less developed.
- Integrated development planning is therefore central to realising the developmental local government vision. It is viewed as a mechanism to enable prioritisation and integration in municipal planning processes and to strengthen the links between the developmental (external) and institutional (internal) planning processes.

1.3.4 Local Government: Municipal Systems Act, No 32 of 2000 (MSA)

Sections 28 and 29 of the MSA specifies that:

- each municipal council must adopt a process set out in writing to guide the planning, drafting, adoption and review of its IDP; and
    - ✧ that the process must be in accordance with a predetermined programme specifying timeframes for the different steps.

1.3.5 Local Government: Municipal Planning and Performance Management Regulations, 2001

The Local Government: Municipal Planning and Performance Management Regulations, 2001 set out the following minimum requirements for an Integrated Development Plan:

- Regulation 2 (1) states that the municipality's IDP must at least identify:
    - ✧ The institutional framework, which must include an organogram required for the implementation of the Integrated Development Plan and addressing the internal transformation;
    - ✧ Any investment initiatives in the municipality;
    - ✧ Any development initiatives in the municipality, including infrastructure, physical, social and institutional development;
    - ✧ All known projects, plans and programmes to be implemented within the municipality by any organ of the state; and

- ✧ The key performance indicators set by the municipality.

- Regulation 2 (2) states that an IDP may:
  - ✧ Have attached to it maps, statistics and other appropriate documents; or
  - ✧ Refer to maps, statistics and other appropriate documents that are not attached, provided they are open for public inspection at the offices of the municipality.
  - ✧ Regulation 2 (3) sets out matters/issues that must be reflected in the financial plan that must form part of the integrated development plan.
  - ✧ Regulation 2 (4) states that a spatial development framework reflected in the municipality's integrated development plan must:
  - ✧ Give effect to the principles contained in chapter 1 of the Development Facilitation Act, 1995 (Act 67 of 1995);
  - ✧ Set out objectives that reflect the desired spatial form of the municipality;
  - ✧ Contain strategies and policies regarding the manner in which to achieve the above, which strategies and policies must:
  - ✧ indicate desired pattern of land use within the municipality;
  - ✧ address the spatial reconstruction of the municipality; and
  - ✧ provide strategic guidance in respect of the location and nature of development within the municipality;
  - ✧ Set out basic guidelines for a land-use management system;
  - ✧ Set out a capital investment framework for the development programme within a municipality;
  - ✧ Contain a strategic assessment of the environmental impact of the spatial development framework;
  - ✧ Identify programmes and projects for the development of land within the municipality;
  - ✧ Be aligned to the spatial development frameworks reflected in the integrated development plans of the neighbouring municipalities;
  - ✧ Indicate where public and private land development and infrastructure investment should take place;
  - ✧ Delineate the urban edge; and
  - ✧ Identify areas where strategic intervention is required and must indicate areas where priority spending is required.

1.3.6 Municipal Finance Management Act, No 56 of 2003 (MFMA)

Chapter 4 and Section 21(1) of the Municipal Finance Management Act, no 56 of 2003 (MFMA) stipulates that the mayor of a municipality must at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for the preparation, tabling and approval of the annual budget and the annual review of the integrated development plan in terms of section 34 of the Municipal Systems Act. The elected Council is the ultimate IDP decision-making authority.

1.3.7 Spatial Planning and Land Use Management Act, No. 16 of 2013 (SPLUMA)

This Act was promulgated on 5 August 2013 and has replaced several other Acts whereas it was deemed that various laws governing land use give rise to uncertainty about the status of municipal spatial planning and land use management systems and procedures and frustrates the achievement of cooperative governance and the promotion of public interest. It was resolved that informal and traditional land use development processes are poorly integrated into formal systems of spatial planning and land use management and that spatial planning is insufficiently underpinned and supported by infrastructural investment.

The objects of the Act as defined in Section 3 are to:

- provide for a uniform, effective and comprehensive system of spatial planning and land use management for the Republic;
- ensure that the system of spatial planning and land use management promotes social and economic inclusion;
- provide for development principles and norms and standards;
- provide for the sustainable and efficient use of land;
- provide for cooperative government and intergovernmental relations amongst the national, provincial and local spheres of government; and
- redress the imbalances of the past and to ensure that there is equity in the application of spatial development planning and land use management systems.

SPLUMA requires that planning be done in accordance with 5 overarching development principles as outlined in Section 7 of the Act. The IDP process is regarded as the main organising tool, encouraging municipalities to identify key delivery targets, such as land development objectives in identifying key service targets, taking development, policy and transformation objectives and imperatives into account. Municipalities are required to collaborate with other spheres of government, ensure transversal partnering between its internal departments and creating an opportunity for local communities to participate.

1.4 ALIGNMENT OF PLANS

1.4.1 Introduction

To maximise the benefit of investments, strategic interventions and actions of all spheres of government, it is critical that there is policy alignment between national, provincial, district and local government in order to collaboratively achieve development goals. Whilst the IDP is developed by local government it must represent an integrated inter-governmental plan based upon the involvement of all three spheres of government.

This IDP was drafted, taking the various plans listed below into consideration, by ensuring alignment, inclusivity and involvement by all spheres of government. These plans include:

✧ Sustainable Development Goals (SDGs);

- ✧ National Key Performance Areas (NKPAs);
- ✧ National Outcomes (NOs);
- ✧ Provincial Strategic Plan; and
- ✧ Sarah Baartman District Development Plan (One Plan).

1.4.2 Sustainable Development Goals (SDGs)

The Sustainable Development Goals, also known as the Global Goals (2015), are a universal call to end poverty, protect the planet and ensure that all people enjoy peace and prosperity. These seventeen goals include climate change, economic inequality, innovation, sustainable consumption, peace and justice. The goals are interrelated, and often one success involves solving problems that are more broadly related to another.

Figure 2: Sustainable Development Goals (SDGs)



The Sustainable Development Goals are the blueprint to achieve a better and more sustainable future for all. They address the global challenges we face, including those related to poverty, inequality, climate change, environmental degradation, peace and justice.

The 17 Goals are all interconnected, and to leave no one behind, it is important that we achieve them all by 2030.

1.4.3 National Government's Outcomes – Role of Local Government

National Government has agreed on 12 outcomes as a key focus of work and published these as annexures to the Medium-Term Strategic Framework. The outcomes are as follows:

Figure 3: National Outcomes



1.4.4 Areas of Interface: National, Provincial, District and National Government

a) National Development Plan (NDP) – Vision 2030

The National Development Plan aims to eliminate poverty and reduce inequality by 2030. South Africa has the potential and capacity to eliminate poverty and reduce inequality over the next two decades. This programme set out government's plans to address various key government programmes. The President of South Africa must also ensure that the National Development Plan remains the foremost blueprint to take forward the fight against poverty, inequality and unemployment. All programmes of government are aligned to the NDP.

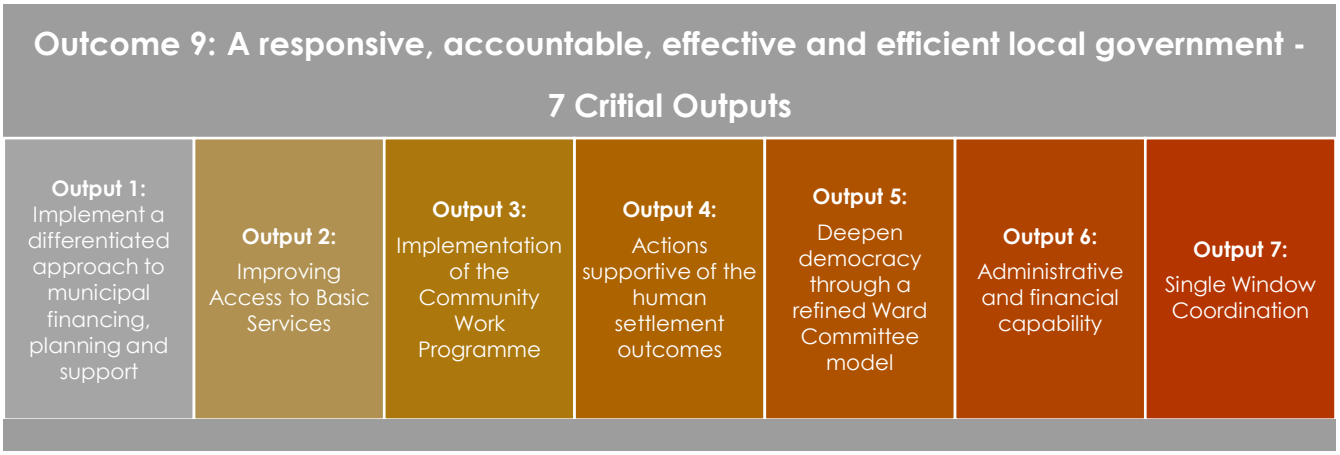
The Key Focus Areas of the Plan are illustrated in the figure below:

Figure 4: National Key Focus Areas



Outcome 9(A responsive, accountable, effective and efficient local government) Identifies 7 Critical Outputs:

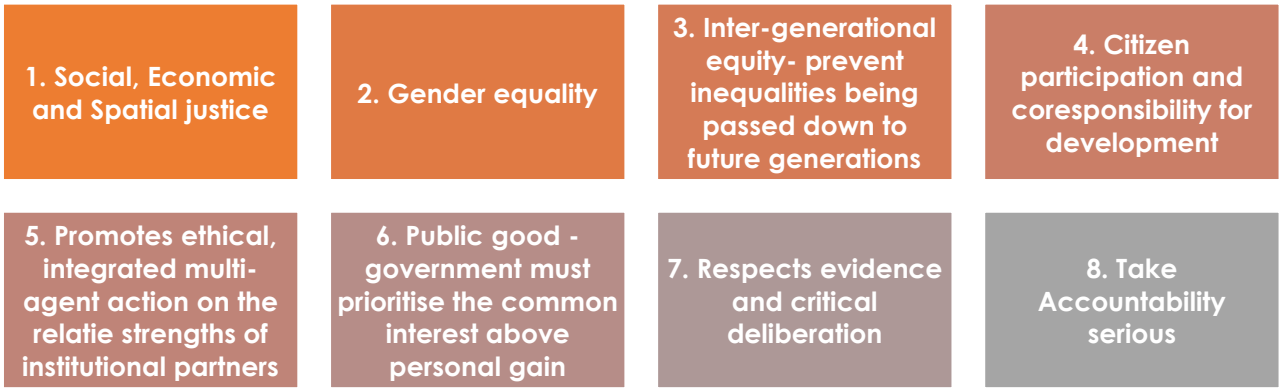
Figure 5: Outcome 9 Critical Outputs



b) Provincial Development Plan – Vision 2030

The Principles of the Provincial Development Plan depart from a premise that confronts the structural features hobbling the provincial economy.

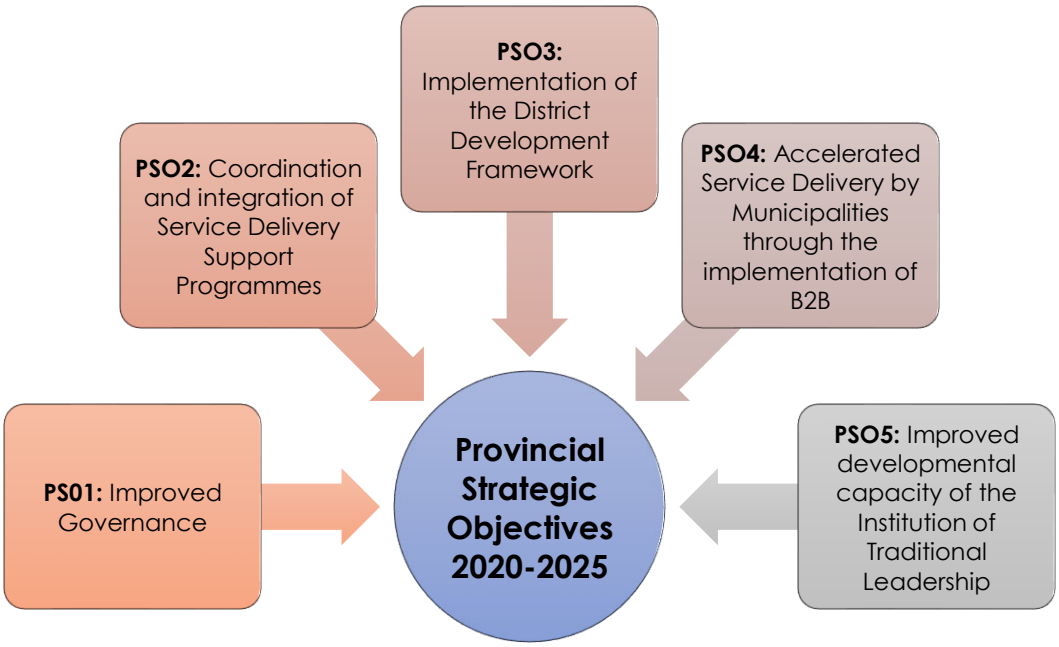
Figure 6: PDP-Vision 20230 Principles



The PDP is designed to deal with the spread and incidence of poverty and unemployment in the Eastern Cape Province as well as the spatial inequality between different regions.

The Provincial Strategic Plan 2015-2020 on 15 March 2015 comprises of the following key strategic objectives:

Figure 7: Provincial Strategic Objectives 2020-2025



c) Sarah Baartman District Development Model

In his State of the Nation Address (SoNA) in 2019, President Cyril Ramaphosa stated that it is time for government to break free from the silo mentality of functioning and introduced a new strategy called the District Development Model (DDM). The DDM was subsequently approved by cabinet on August 21st, 2019. The District Development Model (DDM) is an operational model for strengthening cooperative governance in the development of a capable and ethical developmental state.

The district "One Plan," brings together the knowledge and technical efforts of all spheres of government to produce an overall strategy for growth and development of our district.

Purpose

The purpose of the Sarah Baartman District DDM One Plan is:

- ✧ To give effect to the District Development Model (DDM) approved by Cabinet as a practical method to improve service delivery and development impact in the Sarah Baartman District Municipality space, through integrated planning, budgeting, and delivery, by all three spheres of government, working together with stakeholders and communities.
- ✧ To localise and synergise the National Development Plan (NDP), the Medium-Term Strategic Framework (MTSF), National Spatial Development Framework (NSDF), Integrated Urban Development Framework (IUDF) and key national and provincial sector policies/strategies/plans with socio-economic and spatial development logic of the Sarah Baartman District Municipality.

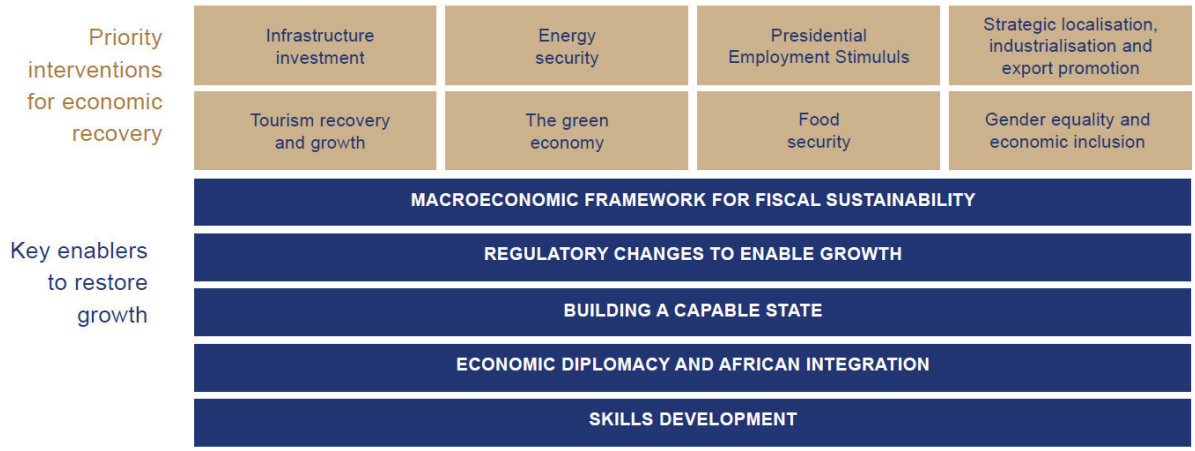
- ✧ To express a coherent and predictable government approach in relation to these key priorities through a Long-Term Strategic Framework (One Plan) for growth and development of the Sarah Baartman District Municipality space that is co-produced by all three spheres of government together with stakeholders and communities.
- ✧ To enable a programmatic Intergovernmental Relations approach in relation to Sarah Baartman District Municipality through implementation of the One Plan that will serve as an impact performance framework, tracking the commitments and spending of national and provincial sector departments and the Sarah Baartman District Municipality, according to the shared vision and desired future development of Sarah Baartman District Municipality and its people:

    - To create an environment which is conducive for investment.
    - To stabilize governance and financial management practices in the Sarah Baartman District.

1.4.5 National Economic Reconstruction and Recovery Plan

The Economic Reconciliation and Recovery Plan aims to build a new economy and unleash South Africa's true potential. The overarching goal of the plan is to create sustainable, resilient and inclusive economy.

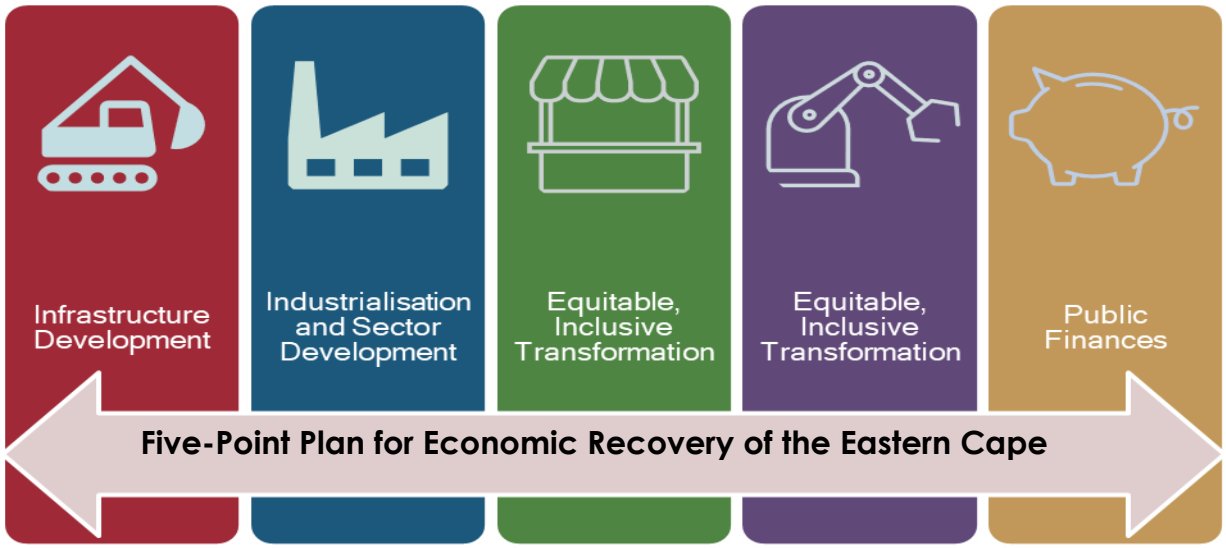
Figure 8:National Economic Reconstruction and Recovery Plan



1. **Five-Point Plan for Economic Recovery of the Eastern Cape**

Five -Point Plan built on the objectives of economic growth and job creation.

Figure 9:Five-Point Plan for Economic Recovery of the Eastern Cape



1.5 MEC Comments/Findings of the Final IDP 2023/24

KPA 1: Spatial Planning, Land Use, Human Settlements and Environmental Management - Overall Rating **HIGH**

- The municipality must expedite the development of an Air Quality Management Plan (AQMP) as contemplated in Section 15(2) of the National Environment Management: Air Quality Act, No.39 of 2004.
- The municipality must develop a plan to address land degradation and enhance revitalization.

KPA 2: Service Delivery and Infrastructure Planning - Overall Rating **Medium**

- The municipality must develop Rural Road Asset Management System (RRAMS).
- The municipality must develop stormwater management plan.
- The municipality must establish a coordinated forum for roads and transport planning with support from the Department of Transport as per agreement solicited between the two parties in April 2023.
- The municipality must prioritise budgeting for non-motorised facilities.
- The municipality must develop a plan for Coastal Zone Management and establish Municipal Coastal Committees.
- The municipality must reflect on existence of a Waste Management Plan as contemplated in Section 11 of the National Environmental Management: Waste Act (NEMWA), No.59 of 2008.
- The municipality must appoint a designated waste management officer.
- The municipality must develop a budgeted trade effluent policy.

- The municipality must establish an Integrated Community Safety Forum.
- The municipality must develop an Integrated Community Safety Plan.
- The municipality must ensure that the disaster vulnerability and risk assessment reports inform the Spatial Development Plan.
- The municipality must incorporate emergency procurement measures into the Disaster Management Plan.
- The municipal IDP must reflect on the existence of disaster management by-laws.
- The municipal IDP must reflect on existence of fire services tariffs that are implemented and reviewed periodically.
- The municipality must develop a plan to address veld and forest fires, oil spillages and floods.
- The municipality must provide current statistics on electricity backlog.
- The municipal IDP must reflect on alternative sources of renewable energy.
- The municipality must reflect a summary of water planning and current requirements per sector (housing, agriculture, mining and tourism) in accordance with Water Service Development Plan (WSDP)
- The municipality must develop an infrastructure maintenance plan.

KPA 3: Financial Planning and Budgets - Overall Rating **HIGH**

- The municipality must indicate wither relevant policies are promulgated into by-laws.
- The municipality must develop revenue enhancement strategy.
- The municipality must incorporate Annual Financial Statements (AFS) and year-end preparation plan into the IDP.
- The municipal IDP must reflect a Generally Recognised Accounting Practices (GRAP) compliant asset register.
- The municipality must indicate whether it has a separate bank account for conditional grants.
- The municipality must indicate whether it has a separate bank account for conditional grants.
- The municipality must budget at least 8% for repairs and maintenance in accordance with Circular 51 of the Municipal Finance Management Act, No.56 of 2003.
- The municipality must spend 100% of its capital budget and grants.
- The municipality must expedite approval of water and electricity loss reduction plan by council.
- The municipality must reflect the annual review of the indigent register.

KPA 4: Local Economic Development (LED) – Overall Rating **HIGH**

- The IDP situational analysis must reflect available economic opportunities.
- The municipality must clearly indicate its comparative and competitive advantages of the locality.
- The municipality must indicate mechanisms for business expansion, retention of existing businesses and attraction of further investment.

KPA 5: Good Governance and Public Participation - Overall Rating **Medium**

- The municipality must develop public participation and communication strategies.
- The municipal IDP must reflect social cohesion programmes.
- The municipality must engage in inter-municipal planning programmes.
- The municipality must establish an institutionalized complaint management system.
- The municipality must develop and adopt a fraud prevention policy and plan.

- The municipality must indicate whether council and its structures are convened according to the adopted council calendar.
- The municipality must reflect on the existence and functionality of the Municipal Public Accounts Committee (MPAC).
- The municipal IDP must reflect audit opinions for the past three years.
- The municipal IDP must reflect the legal management system (litigation register).
- The municipality must reflect the finding on predetermined objectives and compliance issues.
- The municipal IDP must indicate capacity building programmes targeting women, disabled people, and youth.

K.PA 6: Institutional Arrangements - Overall Rating **LOW**

- The municipality must put in place mechanisms for proper management of satellite offices.
- The municipality must indicate the filled and vacant posts per department.
- The municipal IDP must reflect on compliance with Occupational Health and Safety measures.
- The municipal IDP must indicate critical and scarce skills that remains a challenge to the municipality.
- The municipal IDP must reflect on the availability of Human Resource policies.
- The municipal IDP must reflect on establishment and functionality of structures (Local Labour Forum and Disciplinary Hearings) that discuss matters of mutual interest between the employer and employee.
- The municipality must reflect on strategies for employee wellness.
- The municipal IDP must reflect the Disaster Recovery Plan and its implementation.

Progress on addressing the MEC comments is further discussed in Chapter 3 of this document.

1.6 PROCESS FOLLOWED IN DRAFTING THE IDP

1.6.1 Five-Year Cycle of the IDP

The Municipal System Act regulates the preparation of an IDP process plan to ensure compliance with certain minimum requirements and quality standards of the IDP process, and that proper coordination between spheres of government occurs during this process.

The preparation of the process plan, which essentially is the IDP process set in writing, requires adoption by Council and includes the following:

- A programme specifying the timeframes for the different planning phases.
- Appropriate mechanisms, processes and procedures for consultation and participation of local communities, organs of state, traditional authorities and other role players in the IDP drafting process.
- An indication of the organisational arrangements for the IDP process.

The Process Plan for the Kouga Local Municipality was approved on 22 August 2022, (Council Resolution 22/08/PDT13) which included all the different processes and timeframes to be followed.

A clear distinction must also be made between the main IDP which is compiled every five years (or if a new council comes into power within the five-year period and does not accept the previous council's IDP) and the annual review of the IDP. The annual review is not a replacement of the five-year IDP, and its purpose is not to interfere with the long-term strategic orientation of the municipality. The annual review reflects and reports on progress made concerning the five-year strategy (and strategic goals) and proposes adjustments to the strategy, if necessary, because of changing internal and external circumstances that impact the appropriateness of the IDP.

Figure 10:5 Year IDP Cycle



The Municipal Systems Act regulates the preparation of an IDP process plan to ensure compliance with certain minimum quality standards of the IDP process, and that proper coordination between and within spheres of government during this process.

The preparation of a process plan, which essentially is the IDP process set in writing, requires adoption by council and includes the following:

- A programme specifying the time-frames for the different planning steps.
- Appropriate mechanisms, processes and procedures for consultation and participation of local communities, organs of state, traditional authorities and other role players in the IDP drafting process.
- An indication of the organisational arrangements for the IDP process

The Process Plan/Time Schedule for Kouga Municipality was adopted on 31 August 2023. The Process Plan details the process for the development of the IDP and Budget 2024/2025 draft.

In accordance with the provisions of the Process Plan the IDP was drafted and further developed through the process detailed below:

Table 2:IDP AND BUDGET TIME SCHEDULE OF KEY DEADLINES/PROCESS PLAN FOR 2023/2024 FOR IMPLEMENTATION 2024/2025 FINANCIAL YEAR

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
			PREPARATION PHASE			
1.	Development of IDP & Budget Time Schedule including internal consultations with key stakeholders	MFMA S21	Develop IDP & Budget Time Schedule	IDP, Planning & Budget Offices	Approved IDP and Budget Time Schedule	**31 August 2023**
2.	Provincial IDP Annual Assessment Session on Final IDP by Provincial COGTA	MSA s31(a)	IDP Assessments	Provincial COGTA	Assessment of Reviewed IDP	**August 2024**
3.	**Reporting: SDBIP 2022/23** Quarterly SDBIP performance progress report for 4th Quarter of 2022/23 and finalise Annual Performance Evaluation	MPPMR 27(4)(d) and (e)	Reporting on quarterly performance	MM and Mayor	Proof of Submission to Council	**August 2023**
4.	**Performance Review: 2022/23** 4th Quarter SDBIP Performance Review by Internal Audit	MPPMR 14(1)(a) and (b)1	Prepare of Annual Performance Report for MPAC	MM, PMS Manager and Internal Audit Unit	Performance Report	**September 2023**
5.	**Performance Review: 2022/23** Review of performance by MPAC and adoption by Council	MFMA Circular 63 MSA S126(1)(a) MFMA S129	Moderate Performance Evaluation Reports in preparation for Council's consideration for adoption	MPAC and Council	Moderated Reports adopted by Council	**March 2024**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
6.	**Performance Agreements: 2023/24** Finalise Performance Agreements of Municipal Manager and Manager reporting to the Municipal Manager: - - Submit to MEC - Publicise within 14 days (incl. placing on the municipal website	MSA S56&S57	Comply with provisions of Section 57 of the MSA	Municipal Manager	Signed agreements and Proof of website publication	**31 July 2023**
7.	Place 4th Quarter Performance Report 2022/23 on website (must be placed on website not later than 5 days) after its tabling in the council or on the date on which it must be made public, whichever occurs first)	MFMA S75(2) MSA 21(b)	Performance Report publicised	Manager: PMS	Notice on website	**June 2024**
8.	Submit 4th Quarter Performance Report 2022/23 SDBIP and Finance Performance Reports to National Treasury and Provincial Treasury	MPPMR – Reg 13	Submit Q4 Performance Report	Manager PMS	Acknowledgment of receipt	**September 2023**
9.	**COUNCIL MEETING:** Approval of the IDP, MSDF & Budget Time Schedule	MFMA S21(1)(b)	Council Adoption	Council	Council Resolution	**31 August 2023**
10.	**Annual Report & AFS** - Submit Annual Financial Statement (AFS) and	MFMA S126 (1)(a) MSA S46 (1) (2)	Submission of AFS & APR to the AG	Budget & MM Office	Proof of submission/ acknowledgment of receipt	**31 August 2023**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
	Annual Performance Report					
11.	Place advertisement to notify the public of the approved Time Schedule on website, local newspaper and notice boards.	MFMA – Sec 75 (2) MSA- S21A & 21B	Notify stakeholder of key milestones and encourage participation in these processes	IDP Office	Advertisement/Notice	**September 2023**
12.	Submit the adopted Time Schedule to the MEC for Local Government	MSA S32(1)(b)(i)	Submission of Time Schedule	IDP Office	Proof of submission/ acknowledgment of receipt	**September 2023**
ANALYSIS PHASE						
13.	IDP and Budget Steering Committee Meeting			Executive Mayor		**September 2023**
14.	District IDP Rep Forum	MSA 29(3)		IDP Office	Alignment of processes	**14 September 2023**
15.	**Reporting: SDBIP 2023/24** Quarterly SDBIP performance report for 1st Quarter 2023/24 to Council	MPPMR 14(1)(a) and (b)1	Reporting on quarterly performance	Office of the Municipal Manager (PMS Unit)	SDBIP performance report noted	**14 November 2023**
16.	**Annual Report: 2022/23** Q1 Review by Internal Audit	MPPMR 14(1)(a) and (b)	Prepare Annual Performance Report for MPAC	MM PMS Manager Internal Audit	Draft Annual Performance Report	**November 2023**
17.	**Review of Performance by MPAC**	MFMA Circular 63 MSA S126(1)(a) MFMA S129	Moderate Performance Evaluation Reports preparation for Council	MPAC Council	Moderated Reports and adopted by Council	**December 2023**
18.	Conduct situational Analysis update the status quo	MSA S26	Produce an updated situational analysis Chapter of the IDP (informed by new trends, sources of information and new	IDP Office All Directors	Reviewed strategic intent	**November/December 2023**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
			information from Directorates)			
19.	**STRATEGIC PLANNING SESSION:**	N/A	Determine the 2024/2025 strategic objective	Council/MM/Deputy/MM Councillors and Directors	Reviewed strategic intent	**November 2023**
20.	**First round of public participation with all the 15 ward committees:** ▪ To provide feedback on progress made on existing projects and share information on future projects; and ▪ To afford the ward committees an opportunity to review ward priorities and make further submissions	MSA-S29 (1) (b)(i)	Public engagements	IDP Office & ALL Directors	Determine and assess the current level of development and the emerging challenges, opportunities and priority issues	**October 2023**
21.	Prepare a report on the outcomes of the public participation process and present it to the IDP and Budget Steering Committee	MSA-S29 (1) (b)(i)	Prepare outcomes Report on Public participation	IDP Office	Determine and assess current level of development and the emerging challenges, opportunities and priority issues	**November 2023**
22.	Capture and refine all community inputs from the needs analysis process and sector engagement	Not applicable	Capture and refine community needs	IDP Office	Refined list of priorities	**November 2023**
23.	Produce and updated situational analysis Chapter of the IDP (informed by new trends, sources of information and new information from Directorates)	MSA 26	Capture after Public Consultation Engagements with communities	IDP Office	Refined existing situational analysis	**November 2023**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
24.	**SDBIP 2023/24 Amendments:** Directorates to submit current year SDBIP amendments to MM's Office (PMS Unit)	MFMA S54(1)	Amend/revise 2023/24 SDBIP	All Directorates	SDBIP amendments	**December 2023**
25.	**SDBIP 2023/24 Amendments** Submit amended SDBIP to the Council for approval	MFMA S54(1)	Amend/revise 2023/24 SDBIP	Municipal Manager	Council Resolution	**28 February 2023**
26.	**Budget 2023/24** Table the 2023/24 Adjustment Budget	MFMA S28 MBRR Reg. 23 (1); 25(1)	Legal compliance, if necessary to adjust the budget	MM &CFO	Council resolution on the adjustment budget	**31 January 2024**
27.	Submission of tabled Adjustments Budget to National & Provincial Treasury (within 10 working days after tabling to Council)	MFMA S28 MBRR Reg. 24 & 27	Submit tabled adjustments budget	MM &CFO	Proof of submission (Email)	**February/March 2024**
28.	Amend SDBIP following adjustment budget	MFMA S54 (1) (c)	Submit amendments to the SDBIP following adjustment budget	PMS	Council Resolution	**March 2024**
			STRATEGY PHASE			
29.	Section 56/57 Managers' half-yearly evaluations for 2023/24	MSA S56 of 57	Conduct mid-year evaluations	MM & Executive Mayor	Performance evaluated	**January- March 2024**
30.	Executive Mayor tables adjustments budget for approval by Council **MFMA Section 28**	MSA S28	Table of Adjustment Budget	Executive Mayor	Approved adjustments budget	**February 2024**
31.	**IDP and Budget Steering Committee:** Directors present priority issues/proposed projects	Compliance on Legislative Requirements	Facilitate IDP and Budget Steering Committee meetings	IDP& Budget Steering Committee	Develop objectives for priority issues and determine programmes to achieve strategic intent including the	**February 2024**
32.	Mid-year budget and performance assessment visit	MSA S31 (a) (b) & (c)	To monitor the budget process and ensure	IDP Office, MM, CFO and All Directors		**16 February 2024**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
			that timeframes and compliance issues are met		development of the Strategic Scorecard	
33.	Produce and outline Budget strategy with high level estimates	MFMA, MBRR and mSCOA regulations	A budget process plan outlining the 2024/25 draft operating and capital budget inputs, legislation requirements and engagement schedule is circulated to all directorates.	Budget Office		**February 2024**
34.	Review tariffs and budget policies	MFMA S75, 87 &68	To determine increase to be undertaken to cover service delivery	CFO		**February - May 2024**
35.	District IDP Forum	MSA S 29 (3)	Workshop with all SBDM Local Municipalities on IDP alignment	IDP Office		**22 February 2024**
36.	Review / confirm the Municipal Vision, Mission, Strategic Goals and Values	MSA S26 (a)	Reconfirm the Vision, Mission, Strategic Goals and Values	IDP& Budget Steering Committee		**February 2024**
37.	Council adopts Annual & Oversight Report by 31 March **MFMA Section 129(1)**	MFMA S129 (1)	Annual & Oversight Report to table to Council	MM & Executive Mayor	Oversight report approved	**March 2024**
38.	Adopted Annual Report including Oversight Report made public within seven days of adoption **MFMA Section 129(3) & MSA Section 21A**	MFMA S 129 (3) & MSA Section 21 (A)	Annual Report & Oversight Report to be made public in newspaper	MM and PMS Manager		**April 2024**
39.	Within seven days of adoption of Annual & Oversight Report submit to	MFMA S 129 (3) & MSA Section 21 (A)	Documents to be submitted	MM		**April 2024**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
	Provincial Legislature and relevant MECs					
40.	Setting up of Key Performance Indicators and targets linked to the municipal strategic objectives including predetermined objectives	MFMA S53 (1) (b)	Draft SDBIP	PMS Office	Draft SDBIP	**March 2024**
PROJECT PHASE						
41.	**IGR Co-ordination Engagements**	MSA S 29 (1) (iii)	Legal compliance. Align provincial & national programmes to IDP	Sector Departments, IDP Office, MM and All Directors		**February- March 2024**
42.	Finalisation of the draft IDP and Budget	MFMA s16(2)	Draft Budget Document will be submitted to Council in line with the requirements of MFMA, MBRR and mSCOA regulations.	IDP/Budget Office		**February – March 2024**
43.	Co-ordinate the development of draft 2024/25 SDBIP ▪ One on one with all Directorates to confirm KPIs and performance targets	MFMA S53 (1) (b)	Draft SDBIP	PMS Office		**March 2024**
44.	District IDP Representative Forum	MSA29 (3)	Legal compliance	IDP Office	Incorporate programmes and projects in the IDP	**04 April 2024**
45.	Provincial IDP Managers Forum	MSA S31	Legal compliance	IDP Office	Incorporate programmes and projects in the IDP	**March 2024**
46.	Integration of sector plans and institutional programmes	MSA S41	To inform the review and updating of IDP and Institutional SDBIP	IDP Office, MM and All Directors		**March 2024**
APPROVAL PHASE						

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
47.	Tabling of the Draft IDP and Budget in Council	MFMA S16 (2), MFMA S25 & MBRR – Part 3	Council to consider and adopt budget and IDP	Executive Mayor		**March 2024**
48.	Submission of draft IDP and budget to relevant institutions	MFMA S 22 (b), MSA S 32(1), MBRR – Reg. 20	Pre-assessment inter-action	IDP/Budget Office/MM		**April 2024**
49.	Budget and Benchmark Assessments	MSA 31 (a) (b) & (c)	To monitor the budget process and ensure that time-frames and compliance issues are met	IDP Office, MM and All Directors		**18 April 2024**
50.	**Second round of public participation:** ▪ Invite public comments on Draft IDP Review and Budget including engagements with all the 15 ward committees; ▪ To provide feedback on current and future IDP projects as proposed by wards; and ▪ To create an opportunity for further inputs on key highlights & proposals from the Draft Budget	MPPR Reg. 15	Consultation with Public stakeholders and IDP Rep-forum	ALL	Approved IDP, budget and Service Delivery and Budget Implementation Plan	**April/May 2024**
51.	District IDP Representative Forum	MSA S29 (3)	Workshop with SBDM on IDP Alignment	IDP Office	Alignment of IDP	**21 May 2024**
52.	Council meeting to adopt final IDP, Budget and Budget Related Policies	MFMA S16 (2) and S17 (3)	Legal compliance and access to strategic documents	Council	Approval of IDP and Budget for 2024/2025	**May 2024**
53.	Submission of Final IDP and budget to relevant institutions	MBRR Reg. 20 (2) & MFMA S24 (3)	Legal compliance	IDP/Budget Office/MM	Approval of IDP and Budget for 2024/2025	**June 2024**
54.	Approved IDP and budget made public	MSA S21	Legal compliance	IDP/Budget Office		**June 2024**

Nr	DELIVERABLE AND PROCESS MANAGEMENT	LEGISLATIVE REQUIREMENT	ACTIVITY	RESPONSIBILITY	OUTPUT	TIMEFRAME
55.	Finalisation and submission of draft 2024/25 SDBIP and annual performance agreements by Municipal Manager to the Executive Mayor.	MFMA S53 (1) (b) & MSA S57	Legal compliance	MM	Approved SDBIP and annual performance agreements	**June/July 2024**
56.	Executive Mayor approves the 2024/2025 SDBIP and annual performance agreements of the Municipal Manager and Senior Managers within 28 days after the approval of the IDP and budget.	MFMA S53	Legal Compliance	Executive Mayor		**June/July 2024**
57.	Submit the approved SDBIP and performance agreements to MEC Local Government within 14 days after approval	MSA S53 (3) (b)	Legal compliance	MM/ IDP/ Budget Office		**July/ August 2024**

Data Collection

Both qualitative and quantitative data were gathered to provide a firm foundation for the development of the amended IDP 2024/2025. Quantitative data is information about quantities; that is information that can be measured and written down in numbers. Qualitative data is categorical measurements expressed by means of natural language description. Internal and external data sources were used.

Municipal Strategic Briefing

To confirm the strategy and action plan for the remaining portion of the Council's term of office, the Political Leadership and Management Team convened a strategy formulation workshop for the Municipality on 21-22 November 2023. The outcomes of this workshop resulted to the amendment of the 2022-2027 Integrated Development Plan.

1.6.2 The IDP and Ward Plans

The **fifteen (15**) ward plans, include:

- A consensus on priorities for the relevant ward(s).
- An implementation plans.

Ward plans help to ensure that the IDP is more targeted and relevant to addressing the priorities of all groups, including the most vulnerable. These plans provide Ward Committees with a systematic planning and implementation tool to perform their roles and responsibilities. They form the basis for dialogue between the municipality and Ward Committees regarding the identification of priorities and budget requests and will also be used by Ward Committees for ongoing monitoring and evaluation throughout the year. The information is however on a detail level and not duplicated in the IDP, but a detailed Ward Plan is available on request.

1.6.3 Ward Development Fund

The following requirements are outlined in Section 16 of the Municipal Systems Act and are mandatory for municipalities to follow in order to promote community involvement in municipal activities. According to this, "A municipality must foster a culture of municipal governance that combines a system of participatory governance with formal representative government. To achieve this, the municipality must encourage and facilitate local community participation in municipal affairs, such as in:

- The preparation, implementation and review of its IDP
- The establishment, implementation and review of its performance management system
- The monitoring and review of its performance, including the outcomes and impact of such performance
- The preparation of its budget
- Strategic decisions relating to the provision of municipal services

Municipalities must also contribute to building the capacity of the local community to enable it to participate in the affairs of the municipality and use its resources, and annually allocate funds in its budget as may be appropriate for implementation its IDP.

Kouga Municipality acknowledges the reality that development issues converge at ward level and therefore has embarked on deliberate determination to empower Ward Committees in setting of budget priorities though the allocation of a Ward Development Fund. This determination will underpin the setting of priorities and the social development intervention of each ward throughout the implementation period of the 5th Generation IDP. This innovative systematic approach to budgeting will enable the equitable distribution of resources and the establishment of an infrastructure and socio-economic development footprint across the ward boundaries.

1.6.4 Community Participation

Stakeholder and community engagements to determine and undertake development priorities, form the cornerstone of the IDP. During the month of October 2023, the Municipality conducted ward clustered meetings with all 15 wards where all relevant stakeholders were also invited to partake in the process. The first round of the of the engagements focused on providing feedback on all ward priorities.

1.6.5 IDP Public Participation Process

The IDP is about determining stakeholder and community needs and priorities which need to be addressed in order to contribute to the improvement of the quality of life of residents within the municipal area. Various stakeholders and sectors were involved during the drafting of IDP.

Each municipal council, within a prescribed period after the start of its elected term, must adopt a process set out in writing to guide the planning, drafting, adoption and review of its integrated development plan.

The municipality must through appropriate mechanisms, processes and procedures established in terms of Chapter 4, consult the local community before adopting the processes.

A municipality must give notice to the local community of particulars of the process it intends to follow.

On 31 August 2023, Council adopted (Council Resolution C23/08/MM10) the 2nd Review IDP/Budget Process Plan (Time Schedule) for the financial year 2024/25.

The Process Plan also made provision for compliance timeframes of the financial reporting cycles as well as performance management.

1.6.5.1 IDP/Budget Community Engagements

The Municipality conducted ward clustered meetings in all 15 wards, where sessions were conducted with Ward Councillors and their Committee Members, furthermore engagements were held with different stakeholders, i.e. Religious groups, Business sector, SMMEs, Ratepayers Association, etc. See below the schedule of the meetings as held:

Table: Ward Clustered Meetings

WARD	DATE	TIME	In Attendance	VENUE	WARD COUNCILLOR
Ward 1	09 October 2023	18h00	Ward Committee Members Ward Councillor Municipal Officials	SeaVista Community Hall	Cllr N Ntshota
Ward 4	11 October 2023	18h00	Ward Committee Members Ward Councillor Municipal Officials	Kwanomzamo Community Hall	Cllr J Alexander
Ward5					Cllr M Biko
Ward 6					Cllr K Ndzelani
Ward 15					Cllr T Jantjes
Ward 2	17 October 2023	18h00	Ward Committee Members Ward Councillors	Pellsrus Community Hall	Cllr H Murray
Ward 14					Cllr M Yali

WARD	DATE	TIME	In Attendance	VENUE	WARD COUNCILLOR
			Municipal Officials		
Ward 3	18 October 2023	18h00	Ward Committee Members Ward Councillors Municipal Officials	Jeffreysbay Golf Cours	Cllr W Gertenbach
Ward 8					Cllr R Foley
Ward 11					Cllr F Heysek
Ward 12	01 November 2023	18h00	Ward Committee Members Ward Councillors Municipal Officials	Newton Hall	Cllr L Maree
Ward 7	21 October 2023	10h00	Ward Committee Members Ward Councillors Municipal Officials	Vusumzi Community Hall	Cllr E Mbuqu
Ward 9					Cllr C August
Ward 10					Cllr M Mbandana
Ward 13					Cllr V Zana
Stakeholders	23 October 2023	18h00	Meeting called off.	Pellsrus Hall	Executive Mayor: Cllr H Bornman
Stakeholders	24 October 2023	18h30	Religious, Sport, NGOs, NPOs, Tourism	Kruisfontein Civic	Executive Mayor: Cllr H Bornman
Stakeholders	25 October 2023	18h00	Emerging Farmers, Traditional Leaders	Dan Sani Hall	Executive Mayor: Cllr H Bornman

1.6.6 Community Development Workers

The Community Development Worker Programme (CDW) is a national programme established in 2003 and championed by COGTA. The Kouga Municipality has 6 Community Development Workers, and they are a very important link between the Ward Councillor and the community. Historically, some areas have been without CDWs for several years and engagements with COGTA to rectify this are ongoing. The role of the CDW is to act as catalysts between Community and Government by informing communities of the basket of government services at their disposal, while informing Government of Community needs.

There is currently a total of 6 Community Development Workers deployed across the Kouga Municipality, there is a need for more CDWs to be assigned to other wards that do not have any. Below is a list of all the CDWs within the Kouga Municipality:

Nr	Initial & Surname	Ward	Town/Area
1.	P Sibenu	1	Sea Vista
2.	L Stuurman	4	Humansdorp
3.	S Windwogel	5	Arcadia (Humansdorp)
4.	M Aweries	7	Thornhill
5.	J Dichabe	10	Patensie
6.	NM Makwethu	14	Ocean View (Jeffreys Bay)

1.6.7 Implementation of the IDP

The Service Delivery and Budget Implementation Plan (SDBIP) ensures that the KLM implements programmes and projects based on the IDP targets and the approved budget. The performance of the municipality is reported on, in the Quarterly and Mid-yearly Performance Assessment Reports as well as in the Annual Report.

CHAPTER 2: SITUATIONAL ANALYSIS

SECTION A: MUNICIPAL PROFILE

2.1 INTRODUCTION

This chapter provides a detailed summary of the municipality's development profile or situation analysis. The chapter is divided intotwo sections, qw namely, Section A and B.

Section A focuses on the municipal overview and **Section B** looks into the municipality's current situation.

The IDP Analysis phase focuses on:

- A municipal-wide analysis of current reality, and challenges that still needs to be addressed and further identify interventions;
- A summary of levels of development across the municipal area; and
- Key development issues emerging from the community needs, trends and SWOT analysis.

This analysis is based on existing policy documents, inputs from members of the community, sector departments, internal documents including reports, and will be undertaken under the following areas:

- Socio-economic
- Spatial and Environmental
- Infrastructure
- Community needs
- Institutional
- Financial

The purpose of undertaking a municipal status quo analysis is to ensure that decisions are based on people's priority needs, knowledge on available and accessible resources; as well as proper information and understanding of the dynamics influencing development in the Municipality.

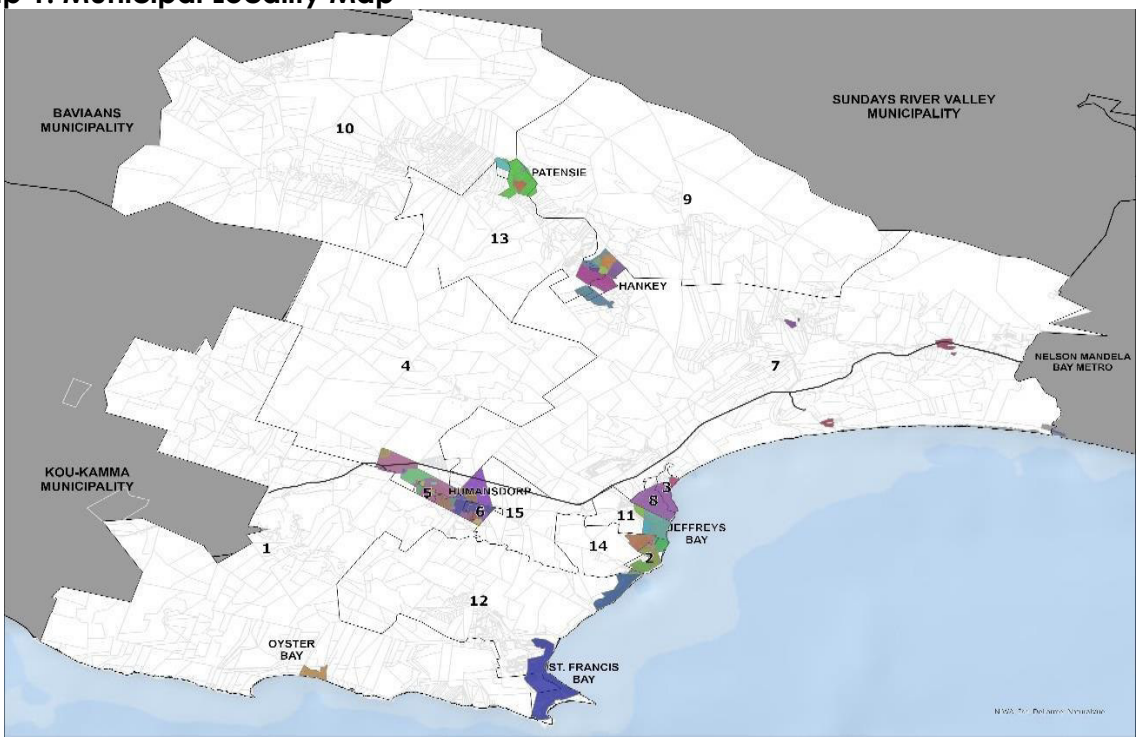
Kouga Municipality is however challenged with up-to-date baseline information that speaks to current service levels in the different development categories.

2.1.1 Geographic Location

The Kouga Local Municipality is a Category B municipality and is also one of seven local municipalities located within Sarah Baartman District Municipal area in Eastern Cape Province. It consists of nine towns, namely, Jeffreys Bay, Humansdorp, St Francis Bay, Cape St Francis, Oyster Bay, Patensie, Hankey, Loerie and Thornhill, as well as various smaller settlements and agricultural nodes.

It also encompasses the coastal region and the fertile Gamtoos Valley, which happens to be the gateway to the famous Baviaanskloof wilderness area.

Map 1: Municipal Locality Map



The municipality consists of the following nine towns as well as various smaller settlements and agricultural nodes:

- ✧ Jeffreys Bay
- ✧ Humansdorp
- ✧ St Francis Bay
- ✧ Cape St Francis
- ✧ Oyster Bay
- ✧ Patensie
- ✧ Hankey
- ✧ Loerie
- ✧ Thornhill

2.1.2 Physical Environment

Climate: The area is classified as a subtropical and is situated in an intermediate zone between the summer and winter rainfall zones of the country, with annual precipitation between 400 and 650mm along the cost and in the Humansdorp area with slightly lower rainfalls in the Gamtoos River Valley. Climatic conditions along the coast and Humansdorp inland areas are moderate with harsher minimum and maximum temperature extreme in Gamtoos Valley.

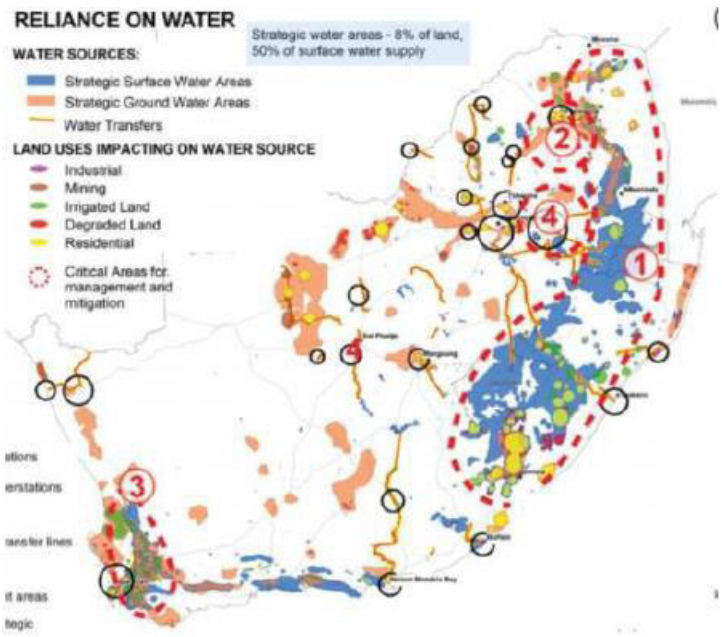
Climate Change: Is indeed having an impact on the Kouga Municipality, rising temperatures and changing rainfall patterns are affecting the region's ecosystems, agriculture, and water resources. The municipality is experiencing increased frequency and intensity of extreme weather events such as drought, heatwaves, and heavy rainfall, which can lead to flooding. These changes are putting pressure on the natural environment, agriculture, and infrastructure in Kouga. For example, droughts can result in water shortages, affecting both residents and

agriculture. Rising sea levels also pose a threat to coastal areas, including erosion and the potential loss of infrastructure.

The municipality is taking steps to mitigate and adapt to these changes, such as implementing water conservation measures, promoting renewable energy sources, and raising awareness about climate change.

Water Resource: The following are the main drainage features:

- **Van Staden River on the eastern boundary of the KLM.**
- **Gamtoos River with a drainage area of approximately 34000km² and an annual runoff of 90million m³.**
- **Kabeljous River which is 33km in length with a catchment area of 238km².**
- **Zeekoei River which forms the second biggest drainage feature.**
- **Major dams Mpofo and Churchill supply water to the KLM and NMBM.**



The municipality have increased the supply of water from groundwater sources through the development of borehole fields.

Coastal Management: The Sarah Baartman District Municipality (SBDM) has developed a Coastal Management Programme (CMPr) to guide integrated management of the coastal zone within the District. The coastline of the SBDM is ˜320km long and includes 4 coastal Local Municipalities namely: - Koukama, Kouga, Sundays River Valley and Ndlambe. The 1km buffer inland from the high-water mark of the sea is used as the landward boundary. In addition a catchment management approach has been adopted in this CMPr, where a catchment area has been designated for each LM considering topography, land cover and physical boundaries.

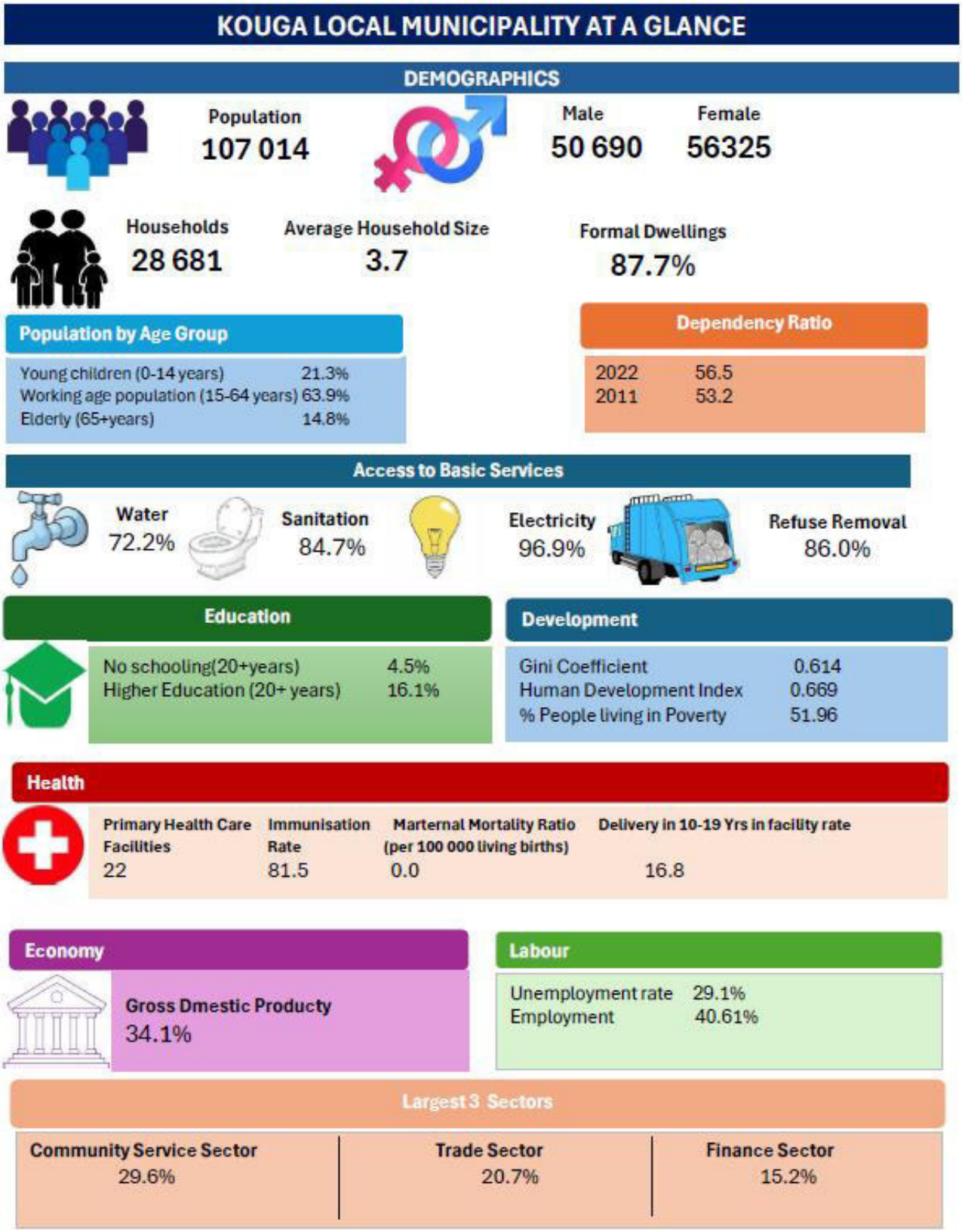
Coastal management in KLM is of great importance due to its extensive coastline and the vulnerability of coastal areas to various environmental factors. The municipality recognises the need to protect and sustainably manage its coastal resources to ensure their long-term viability.

Natural Environment: The natural environment of KLM is incredibly diverse and offers a range of ecosystems and natural attractions. The municipality is blessed with beautiful coastal areas, including pristine beaches and estuaries, where visitors can enjoy swimming, surfing, fishing, and other water activities. The coastline is also home to unique marine life, such as dolphins and whales, making it a popular spot for marine wildlife enthusiasts.

Inland, KLM is characterised by rugged mountains, valleys, and fertile plans. The Baviaanskloof Nature Reserve, a UNESCO World Heritage Site, is a prominent feature of the municipality. It is known for its breathtaking landscapes, rare plant species, and diverse animal life, including Cape Mountain Zebra, Kudu and various bird species.

2.2 KOUGA MUNICIPALITY AT A GLANCE

Figure 11: Kouga Municipality's Demographics



2.3 DEMOGRAPHIC OVERVIEW

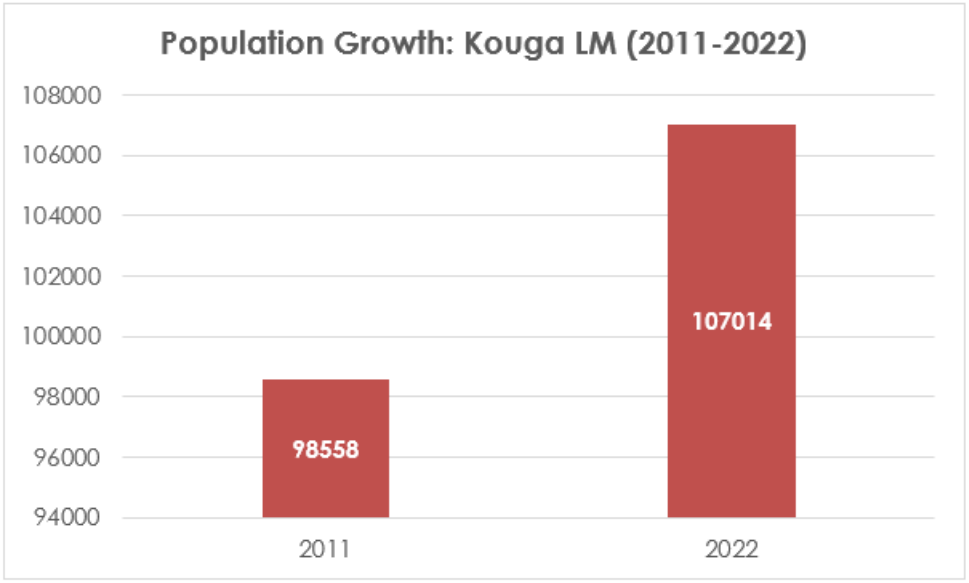
The Kouga Municipality area is made up of socially, historically, culturally, economically diverse communities. The area seen a rapid growth of urbanisation in recent and the trend is anticipated to grow in view of planned developments in the Kouga area. Humansdorp and Jeffreys Bay are the two primary urban settlements where the main retail and commercial activities are concentrated.

2.3.1 Population Distribution

Kouga has the largest population size in the Sarah Baartman District, which, according to Census, 2022 is estimated at 107 014.

Figure 13 shows the total population by census years, 2011-2022. Overall, the results indicate the population size of the municipality increased by 8.5%. The total population increased from 98 558 in 2011 to 107 014 in 2022.

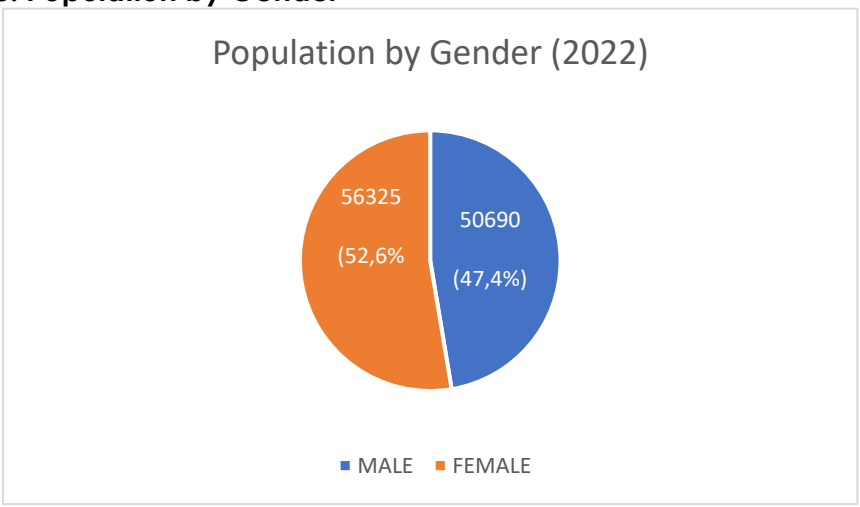
Figure 12: Population Size



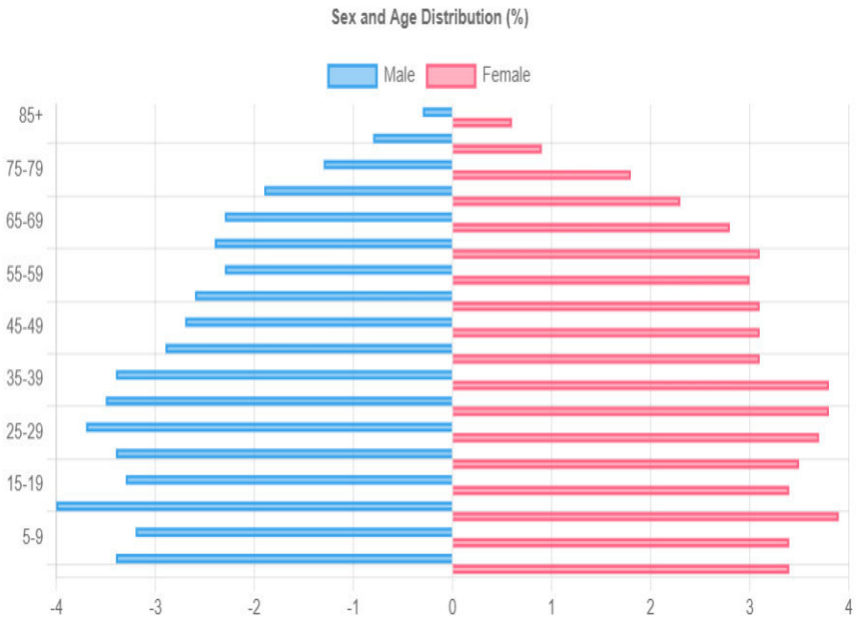
Source: StatsSA, Census, 2022

2.3.2 Population By Gender

Figure 13: Population by Gender



2.3.3 Distribution of population by Gender and Age Group, Census 2022



Source: StatsSA, Census, 2022

In 2022, Kouga's population gender break was relatively split between female 56 325 (52,6 percent) male 50690 (47,4 percent).

2.3.4 Age Distribution

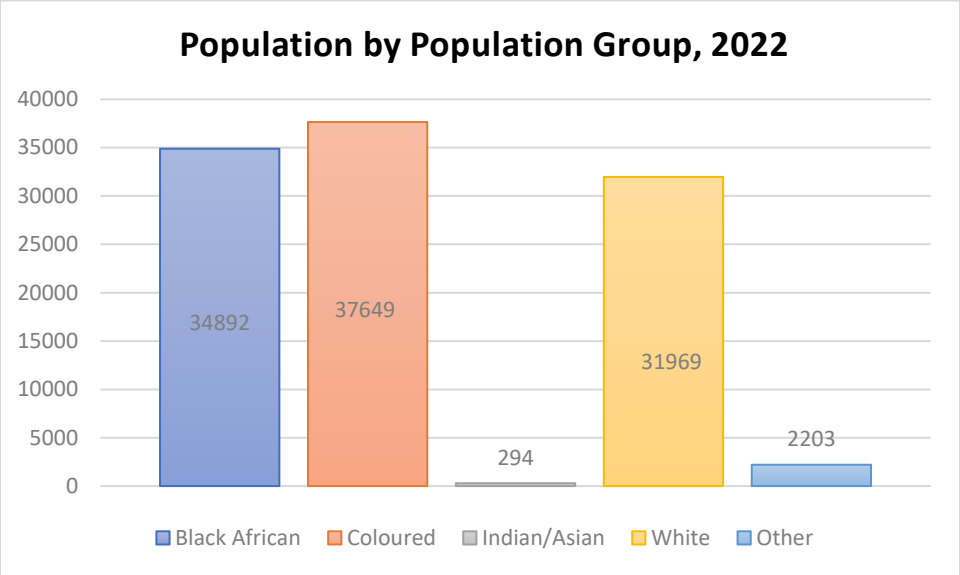
Year	Children: 0-14 Years	Working Age: 15-65 Years	Aged 65+	Dependency Ratio (per 100)
2011	26 402	64 331	7 824	53,2
2022	22 765	63 383	15 865	56,5

Source: StatsSA, Census, 2022

The number of young children (0-14year) decrease from 26 402 in 2011 to 22 765 in 2022, the working age population remained stable with a slight decrease from 64 331 in 2011 to 63 383 in 2022 and the aged population increased quiet significantly from 7 824 in 2011 to 15 865 in 2022.

The dependency ratio increased from 53,2 in 2011 to 56,5 in 2022, indicating an increase in the ratio of dependent individuals (young children and elderly) to the working age population.

2.3.5 Population by Population Group



Source: StatSA, Census 2022

In 2022, the Kouga Municipality's populations group consists of Black African, Coloured, Indians, White and other, 35,2% (37 649) which is ascribed to the Coloured population group with the largest number. The Black African population group has a composition of 32,6 % (34 892) being the second largest. The White population group had a total composition of 29,9% (31 969) of the total population. The Indian/Asian population had a composition of 0.3% and Other population group has a composition of 2.1% in 2022.

2.3.6 Households Dynamics

	2022	2011
Households	28 681	29 447
Average household size	3.7	3.3
Female headed households	*n/a	35.4%
Formal dwellings	84.7%	76.1%
Housing owned	*n/a	51.7%

*information not available

The number of households decreased by 2,6% while the household size increased from 3,3 in 2011 to 3,7 in 2022.

2.4 SOCIAL REALITIES (ANALYSIS)

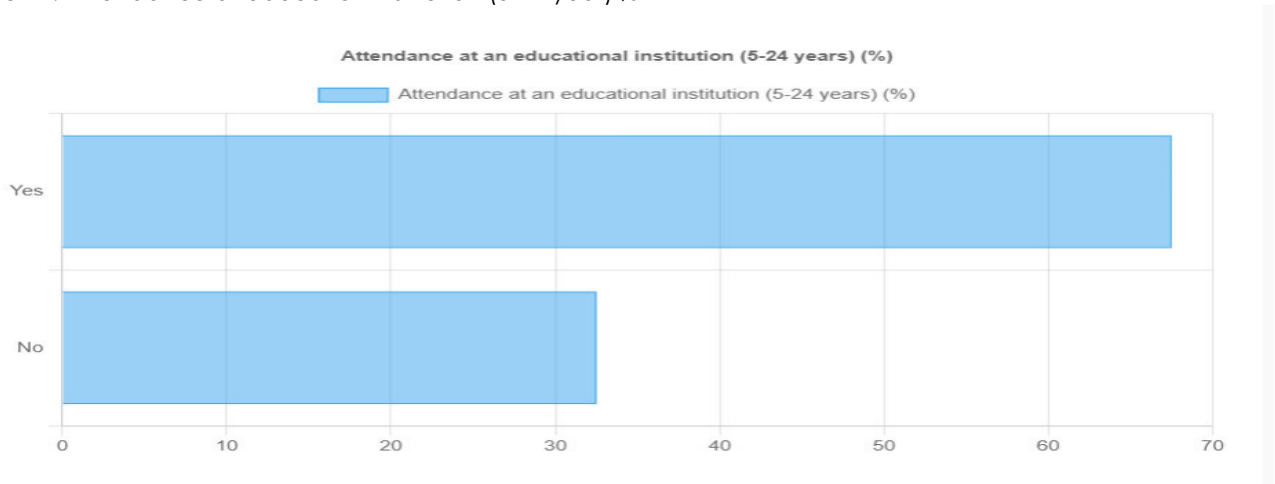
2.4.1 EDUCATION

2.4.1 Introduction

Education improves job opportunities and helps maintain and accelerate overall development. It expands the range of available options that a person can choose from to create opportunities for a fulfilling life. The educational level of the population affects well-being also through an indirect positive effect on health and life expectancy.

2.4.1.1 Attendance at educational Institutions (5-24 year) (%)

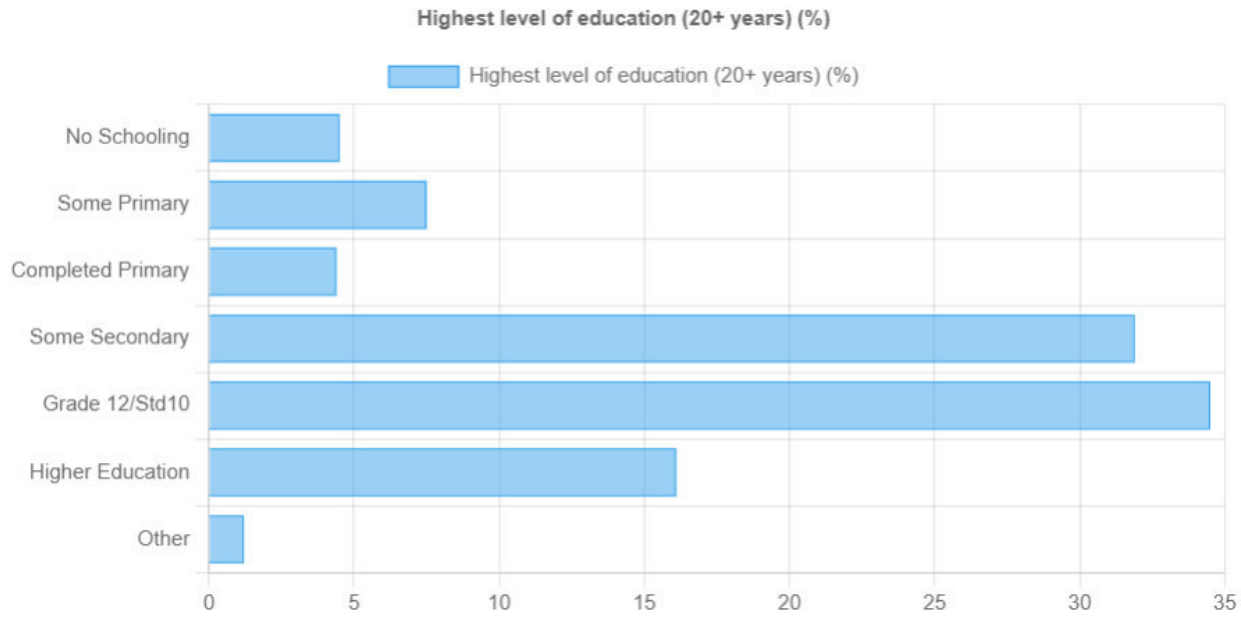
Figure 14: Attendance at education institution (5-24 year) %



According to **figure 14**, 67,5% of learners aged 5-24 years are attending educational institutions whereas 32.5% of learners in the same age group are not attending any educational institutions.

2.4.1.2 Highest level of Education (20+ years) (%)

Figure 15: Highest level of Education (20+years)



The highest level of education in the Kouga municipal area is Grade 12(34,5%) amongst the age group of 20+ years and the second highest level is Some Secondary (31,9%) with the no schooling at 4,5% of no schooling in the area.

2.4.2 HEALTH

The Eastern Cape Provincial Department of Health together with the private sector provides health services within the Kouga municipal area. Good health is crucial in achieving and maintaining a high quality of life.

The information provided by the Department of Health as detailed in this section, pertains only to public sector health care institutions. Any privately provided facilities or services are not reflected herein.

2.4.2.1 Healthcare facilities

Kouga municipality has a range of primary health care facilities which includes 10 fixed clinics, 3 EMS Services and 3 mobile clinics of which services the farming areas, including 2 District hospital.

Table 3: Healthcare Facilities

Primary Health care Clinics - Fixed (10)	Condom Distribution Site (1)	Primary Healthcare Clinics non-fixed (mobile/satellite) (3)	Number of District Hospitals (2)	Emergency Health Services (EHS) (2)
Andrieskraal		Loerie	Humansdorp	Provincial
Humansdorp		Patensie	PZ Meyer	LM
Umzamowethu		Suurbron		
Kruisfontein				
Loerie				

Primary Health care Clinics - Fixed (10)	Condom Distribution Site (1)	Primary Healthcare Clinics non-fixed (mobile/satellite) (3)	Number of District Hospitals (2)	Emergency Health Services (EHS) (2)
Masakhane				
Pellsrus				
Sea Vista				
Thornhill				
Weston				

Source: Department of Health, 2023

A total of 1 Sessional Doctor and 1 full time for the clinics and 38 professional nurses plus 2 Community Services have been employed by the Department of Health to render health services to patients attending the primary healthcare facilities in the Kouga Municipal area.

2.4.2.2 HIV/AIDS and TB Treatment and Care

Table 4: Antiretroviral Treatment

Health Indicator	SBDM	Kouga
ART adult remain on ART end of period	12 916	6 169
ART child under 15 years remain on ART end of period	339	175

Source: Department of Health, 2023

2.4.2.3 Child and Maternal Health

Table 5:Childcare and Maternal Health

Health Indicator	SBDM	Kouga
Immunisation	81.5%	84.4%
Malnutrition	6.8%	8.8%
Neonatal mortality rate	6.8%	4.8%
Low birth weight	0.0%	0.0%

Source: Department of Health, 2023

Immunisation protects both adults and children against preventable infectious diseases.

Malnutrition, which refers to a condition whereby an individual does not receive adequate amounts or alternately receives an excessive amount of nutrients.

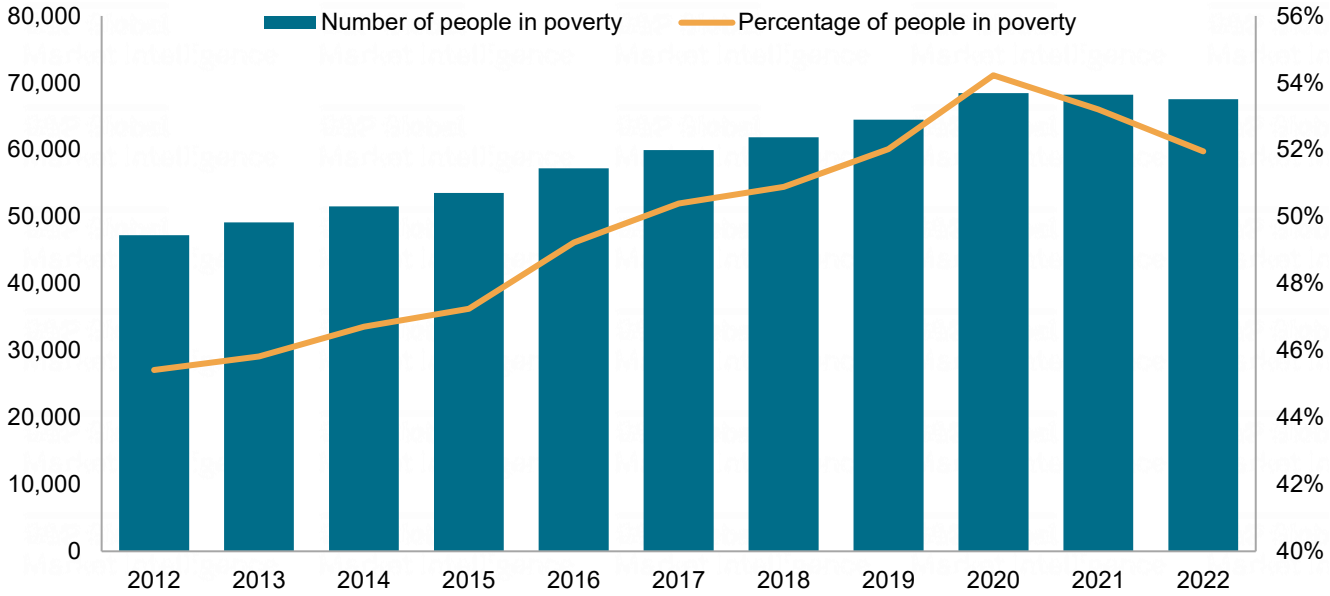
Neonatal mortality rate, the neonatal period (or the first 28 day of life) represents the most vulnerable time for a child's survival. The neonatal mortality rate is the number of neonates dying before reaching the age of 28 days, per 1000 births, in a given year.

Low birth weight is defined as weight at birth of less than 2500grams and can be associated with a range of short- and long-term consequences.

2.4.3 POVERTY AND INCOME

The upper poverty line is defined by StatsSA as the level of consumption at which individuals are able to purchase both sufficient food and non-food items without sacrificing one for the other. This variable measures the number of individuals living below that particular level of consumption for the given area and is balanced directly to the official upper poverty rate as measured by StatsSA.

Chart 1:Number and percentage of people living in poverty - Kouga Local Municipality, 2012-2022 [Number percentage]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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Using the upper poverty level as a guide, Kouga Local Municipality had 67 500 impoverished individuals in 2022, 42.95% more than the 47 200 in 2012. Between 2012 and 2022, the proportion of the population living in poverty rose from 45.42% to 51.96%, a rise of -6.54 percentage points.

Table 6:Percentage of people living in poverty by population group - Kouga, 2012-2022 [Percentage]

	African	White	Coloured
2012	61.0%	0.8%	50.2%
2013	61.1%	0.9%	50.7%
2014	61.7%	1.0%	51.8%
2015	62.0%	1.0%	52.3%
2016	64.4%	1.3%	54.2%
2017	66.1%	1.5%	54.8%
2018	67.1%	1.7%	54.4%
2019	69.0%	2.2%	54.6%
2020	71.6%	3.0%	56.5%
2021	70.7%	3.0%	54.6%
2022	**69.1%**	**3.0%**	**52.9%**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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Applying the upper poverty line criteria, the African demographic group had the highest percentage of impoverished individuals in 2022—69.1% of the total population. As evidenced by the shift from 0.77% in 2012 to 2.98% in 2022, the percentage of White people living in poverty fell by -2.65 percentage points. Compared to 50.24% in 2012, 52.90% of people who identified as Coloured lived in poverty in 2022.

2.4.3.1 Household Income

The number of households is categorised into predefined income groups or brackets. The total household gross disposable income is the result of adding up all forms of payments in kind, gifts, sales of handmade goods, pensions from retirement programs, income from unofficial sector activities, subsistence income, etc. Keep in mind that the income distribution includes income tax.

Income levels range from R0 to R2,400 year to R2,400,000+ annually. A household might consist of one person living alone or a collection of people who share housing and provide food and other necessities for survival. These income groups do not account for inflation creep; households naturally move "up" in the brackets over time, even if their actual income remains unchanged.

Table 7:Households by income category - Kouga, Sarah Baartman, Eastern Cape and National Total, 2022 [Number Percentage]

	Kouga	Sarah Baartman	Eastern Cape	National Total	Kouga as % of district municipality	Kouga as % of province	Kouga as % of national
0-2400	2	7	141	1,260	*29.8%*	*1.51%*	*0.17%*
2400-6000	31	109	1,780	14,500	*28.5%*	*1.75%*	*0.22%*
6000-12000	216	762	13,900	107,000	*28.3%*	*1.55%*	*0.20%*
12000-18000	479	1,720	32,000	242,000	*27.9%*	*1.50%*	*0.20%*
18000-30000	1,880	7,090	126,000	914,000	*26.5%*	*1.49%*	*0.21%*
30000-42000	2,810	11,200	182,000	1,290,000	*25.2%*	*1.54%*	*0.22%*
42000-54000	2,720	11,400	181,000	1,270,000	*23.8%*	*1.50%*	*0.21%*
54000-72000	3,980	17,200	252,000	1,820,000	*23.1%*	*1.58%*	*0.22%*
72000-96000	4,310	18,600	243,000	1,860,000	*23.2%*	*1.78%*	*0.23%*
96000-132000	4,350	18,600	221,000	1,860,000	*23.4%*	*1.97%*	*0.23%*
132000-192000	4,320	18,200	213,000	1,930,000	*23.7%*	*2.03%*	*0.22%*
192000-360000	5,590	21,300	231,000	2,350,000	*26.3%*	*2.42%*	*0.24%*
360000-600000	3,960	13,700	139,000	1,630,000	*28.8%*	*2.84%*	*0.24%*
600000-1200000	3,400	10,700	93,300	1,240,000	*31.9%*	*3.65%*	*0.27%*
1200000-2400000	1,680	5,140	39,900	565,000	*32.6%*	*4.20%*	*0.30%*
2400000+	395	1,090	7,260	111,000	*36.2%*	*5.44%*	*0.36%*
Total	**40,100**	**157,000**	**1,980,000**	**17,200,000**	***25.6%***	***2.03%***	***0.23%***

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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According to estimates, 6.49% of Kouga Local Municipality households in 2022 made less than R30,000 annually. This figure is approximately half of what it was in 2012. With a total of 5 590 households, the income category 192000–360000 has the most, followed by the 96000–132000 income category with 4 350 households. There are just 2.1 households in the income range of 0–2400.

2.4.3.2 Annual total personal income

Personal income is an even broader concept than labour remuneration. Personal income includes profits, income from property, net current transfers and net social benefits.

Annual total personal income is the sum of the total personal income for all households in a specific region. The definition of income is the same as used in the income brackets (Number of Households by Income Category), also including the income tax. For this variable, current prices are used, meaning that inflation has not been taken into account.

Table 8:Annual total personal income - Kouga, Sarah Baartman, Eastern Cape and National Total [Current Prices, R billions]

	Kouga	Sarah Baartman	Eastern Cape	National Total
2012	5.7	19.7	210.1	2,525.0
2013	6.4	21.8	229.0	2,729.4
2014	7.1	23.9	248.1	2,938.2
2015	7.7	26.1	268.4	3,180.0
2016	8.4	28.3	287.0	3,413.6
2017	9.3	31.1	310.2	3,662.1
2018	10.1	33.8	332.2	3,913.0
2019	10.8	36.0	349.0	4,111.6
2020	10.7	35.7	340.5	4,009.8
2021	11.8	39.7	379.8	4,425.4
2022	12.8	43.4	420.6	4,812.5
Average Annual growth				
2012-2022	***8.45%***	***8.19%***	***7.19%***	***6.66%***

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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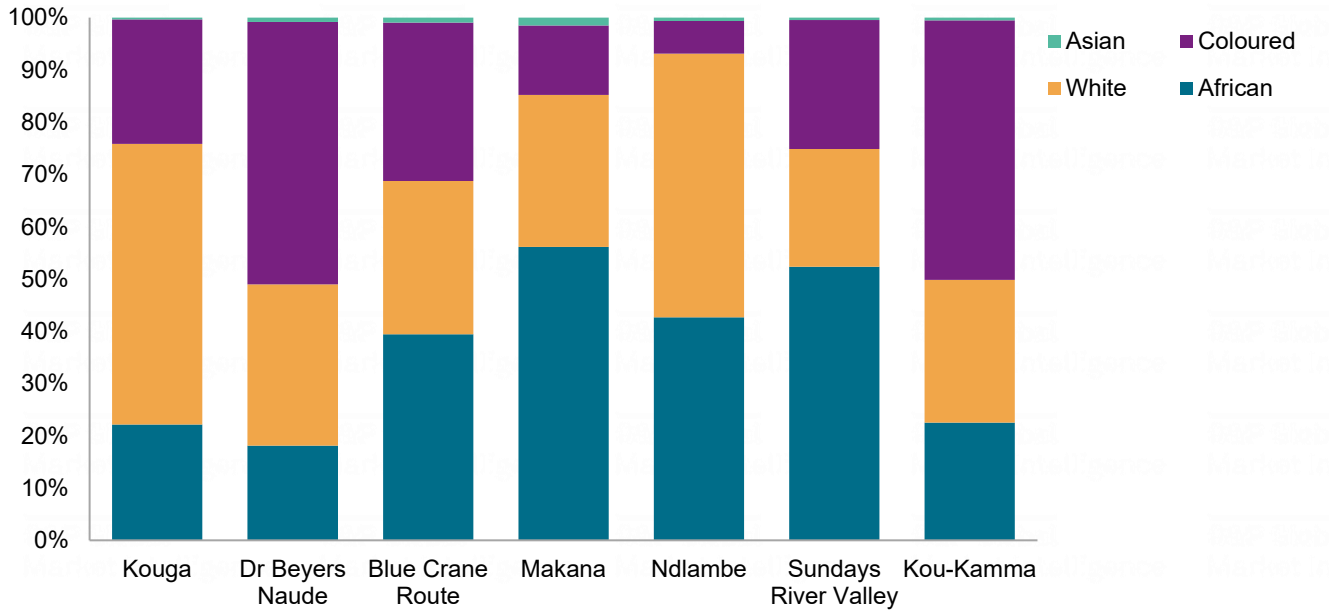
From 2012 to 2022, Kouga Local Municipality experienced an average annual growth rate of 8.45% (from R 5.7 billion to R 12.8 billion), exceeding the average annual growth rates of Sarah Baartman (8.19%) and Eastern Cape Province (7.19%). Compared to Kouga Local Municipality, South Africa's average yearly growth rate was lower, at 6.66% (from R 2.52 trillion to R 4.81 trillion).

Chart 2:Annual total personal income by population group - Kouga and the rest of Sarah Baartman [Current Prices, R billions]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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In 2022, Kouga Local Municipality's total personal income was estimated to be R 12.8 billion. The White population group earned R 6.89 billion, or 23.82% of the total personal income, compared to the African population group's R 2.84 billion, or 53.71%. Only 22.13% and 0.34% of the total personal income went to the African and Asian ethnic groupings, respectively.

2.4.3.3 Social Grants

The Kouga municipal area has a total of 39 597 grant dependents due to the high levels of poverty within the municipality. The details of the various grants are depicted in the tables below:

Local Office	Local Office Key	Grant Type		Number Of Beneficiaries	Number Of Children	Estimated Amount	Number Of Grants
HUMANSDORP	290200	Old Age Grant		28		R58,520	28
			> 75 Years	11		R23,210	11
		Disability Grant	Permanent Disability	4		R8,360	4
		Grant-In-Aid		3		R1,530	3
		Care Dependency Grant			1	R2,090	1
		Child Support Grant	(< 1 Year)		1	R510	1
			(2 Years)		1	R510	1
			(3 Years)		1	R510	1
			(8 Years)		1	R510	1
			(11 Years)		1	R510	1
			(12 Years)		1	R510	1
			(13 Years)		1	R510	1
			(14 Years)		4	R2,040	4
			(15 Years)		2	R1,020	2
			(16 Years)		5	R2,550	5
			(17 Years)		2	R1,020	2
		Total		**46**	**21**	**R103,910**	**67**
				Grand Total (Estimated Monthly Total multiplied by 12)		**1 249 920**	

Source: DSD_SASSA, 2024

Local Office	Local Office Key	Grant Type		Number Of Beneficiaries	Number Of Children	Estimated Amount	Number Of Grants
HUMANSDORP INSTITUTION	280200	Old Age Grant		9		R18,810	9
			> 75 Years	16		R33,760	16
		Grant-In-Aid		1		R510	1
		Total		**26**	**0**	**R53,080**	**26**
				Grand Total (Estimated Monthly Total multiplied by 12)		**636 960**	

Source: DSD_SASSA, 2024

Table 9: Social Grant Statistics

Local Office	Local Office Key	Grant Type		Number Of Beneficiaries	Number Of Children	Estimated Amount	Number Of Grants
HUMANSDORP LOCAL OFFICE	260100	Old Age Grant		6,544		R13,676,960	6,544
			> 75 Years	2,164		R4,566,040	2,164
		Disability Grant	Permanent Disability	2,067		R4,320,030	2,067
			Temporary Disability	467		R976,030	467
		Foster Care Grant			661	R746,930	661
		Grant-In-Aid		525		R267,750	525

Local Office	Local Office Key	Grant Type		Number Of Beneficiaries	Number Of Children	Estimated Amount	Number Of Grants
		Care Dependency Grant			311	R649,990	311
		Child Support Grant	(< 1 Year)		1,089	R555,390	1,089
			(1 Year)		1,432	R730,320	1,432
			(2 Years)		1,512	R771,120	1,512
			(3 Years)		1,486	R757,860	1,486
			(4 Years)		1,374	R700,740	1,374
			(5 Years)		1,477	R753,270	1,477
			(6 Years)		1,412	R720,120	1,412
			(7 Years)		1,334	R680,340	1,334
			(8 Years)		1,474	R751,740	1,474
			(9 Years)		1,499	R764,490	1,499
			(10 Years)		1,510	R770,100	1,510
			(11 Years)		1,609	R820,590	1,609
			(12 Years)		1,693	R863,430	1,693
			(13 Years)		1,661	R847,110	1,661
			(14 Years)		1,573	R802,230	1,573
			(15 Years)		1,660	R846,600	1,660
			(16 Years)		1,632	R832,320	1,632
			(17 Years)		1,431	R729,810	1,431
		Total		**11,767**	**27,830**	**R38,901,310**	**39,597**
Grand Total (Estimated Monthly Total multiplied by 12)						**(466 815 720)**	

Source: DSD_SASSA, 2024

2.4.4 SAFETY AND SECURITY

The National Development Plan acknowledges that there are significant social and economic underpinnings to crime and violence, making it more than merely a security concern.

It is not sufficient to view addressing problems as the exclusive responsibility of the criminal justice system; rather, all government departments, especially those operating within the social and economic clusters, must be involved. All South Africans shall live in a safe and secure environment as a result of these departments carrying out their individual and joint legal duties.

According to South Africa's 2013 National Security Strategy, security is the "maintenance and promotion of peace, stability, development, and prosperity using state power." It also entails presenting the state's authority and maintaining its territorial integrity, as well as safeguarding our people and ensuring that they are free from terror and want."

But the level of crime in South Africa affects not just the lives of its people but also the country's economy as a whole.

Growth is impeded as investment and capital accumulation are discouraged by crime. It has the power to thwart social and economic progress if it is not taken seriously.

2.4.4.1 Crime Statistics

There are 6 police stations in the Kouga area namely, Humansdorp, St Francis Bay, Jeffreys Bay, Hankey, Patensie and Thornhill. The following criminal statistics were recorded for the periods 2021 – 2023):

SAPS – Jeffreys Bay

SAPS – JEFFREYS BAY					
CONTACT CRIMES (CRIMES AGAINST THE PERSON)					
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY -SEPTEMBER 2022**	**JULY - SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Murder	5	2	4	2	**2 counts higher**
Sexual Offences	7	11	11	0	**0 count diff**
Attempted Murder	0	2	1	-1	**1 count lower**
Assault with the intent to inflict grievous bodily harm	18	22	21	-1	**1 count lower**
Common Assault	19	21	18	-3	**3 counts lower**
Common Robbery	0	5	1	-4	**4 counts lower**
Robbery with aggravating circumstances	17	21	13	-8	**8 counts lower**
TOTAL	**66**	**84**	**69**	**-15**	**-17.9%**
SEXUAL CRIMES					
Rape	6	10	6	-4	**4 counts lower**
Sexual Assault	0	1	3	2	**2 counts higher**
Attempted Sexual Assault	0	0	1	1	**1 count higher**
Contact Sexual Assault	1	0	1	1	**1 count higher**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	1	0	0	0	**0 count diff**
Robbery at residential premises	2	2	2	0	**0 count diff**
Robbery at non-residential premises	2	4	2	-2	**2 counts lower**
TRIO Crime	5	6	2	-2	**2 counts lower**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	**0**	**0**	**0**	**0**	**0 count diff**
CONTACT RELATED CRIME					
Arson	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Malicious damage to property	17	12	22	10	**10 counts higher**
TOTAL	**17**	**12**	**22**	**10**	**10 counts higher**
PROPERTY-RELATED CRIMES					
Burglary at non-residential premises	33	14	18	4	**4 counts higher**

Burglary at residential premises	44	43	35	-8	**8 counts lower**
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY -SEPTEMBER 2022**	**JULY - SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Theft of motor vehicle and motorcycle	0	1	2	1	**1 count higher**
Theft out of or from motor vehicle	6	20	16	-4	**4 counts lower**
Stock theft	0	0	0	0	**0 count diff**
TOTAL	**83**	**78**	**71**	**-7**	**-9.0%**
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	45	43	47	4	**4 counts higher**
Commercial crime	33	54	67	13	**24.1%**
Shoplifting	5	9	23	14	**14 counts higher**
TOTAL	**83**	**106**	**137**	**31**	**29.2%**
Total community reported serious crimes	**249**	**280**	**299**	**19**	**6.8%**
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	6	3	4	1	**1 count higher**
Drug-related crime	76	60	65	5	**8.3%**
Driving under the influence of alcohol or drugs	5	0	11	11	**11 counts higher**
Sexual offences detected as a result of police action	0	0	0	0	**0 count diff**
TOTAL	**87**	**63**	**80**	**17**	**27.0%**
Kidnapping	0	2	0	-2	**2 counts lower**

Source: SAPS: Crime Statistics, 2023

SAPS St Francis Bay

SAPS – ST FRANCIS BAY					
CONTACT CRIMES (CRIMES AGAINST THE PERSON					
CRIME CATEGORY	**JULY- SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Murder	2	0	2	2	**2 counts higher**
Sexual Offences	3	5	0	-5	**5 counts lower**
Attempted Murder	3	0	3	3	**3 counts higher**
Assault with the intent to inflict grievous bodily harm	10	16	18	2	**2 counts higher**
Common Assault	3	11	10	-1	**1 count lower**
Common Robbery	1	0	0	0	**0 count diff**
Robbery with aggravating circumstances	1	4	11	7	**7 counts higher**
Contact Crime (Crimes against the person)	23	36	44	8	**8 counts higher**
SEXUAL CRIMES					
Rape	1	5	0	-5	**5 counts lower**
Sexual Assault	1	0	0	0	**0 count diff**
Attempted Sexual Assault	1	0	0	0	**0 count diff**
Contact Sexual Assault	0	0	0	0	**0 count diff**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	0	0	0	0	**0 count diff**

Robbery at residential premises	1	0	0	0	**0 count diff**
CRIME CATEGORY	**JULY- SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Robbery at non-residential premises	0	1	1	0	**0 count diff**
TRIO	***1***	***1***	*1*	***0***	**0 count diff**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Arson	2	1	0	-1	**1 count lower**
Malicious damage to property	6	4	7	3	**3 counts higher**
Contact related crime	8	5	7	2	**2 counts higher**
PROPERTY RELATED CRIMES					
Burglary at non-residential premises	10	9	8	-1	**1 count lower**
Burglary at residential premises	25	27	24	-3	**3 counts lower**
Theft of motor vehicle and motorcycle	1	0	0	0	**0 count diff**
Theft out of or from motor vehicle	9	3	11	8	**8 counts higher**
Stock theft	0	0	1	1	**1 count higher**
Property related crime	**45**	**39**	**44**	**5**	**5 counts higher**
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	32	23	40	17	**17 counts higher**
Commercial crime	7	16	11	-5	**5 counts lower**
Shoplifting	1	0	1	1	**1 count higher**
Total of other serious crimes	**40**	**39**	**52**	**13**	**33.3%**
17 community reported serious crimes	**116**	**119**	**147**	**28**	**23.5%**
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	0	0	0	0	**0 count diff**
Drug-related crime	5	6	14	8	**8 counts higher**
Driving under the influence of alcohol or drugs	1	0	0	0	**0 count diff**
Sexual offences detected as a result of police action	0	0	0	0	**0 count diff**
Crime detected as a result of police action	6	6	14	8	**8 counts higher**

Source: SAPS: Crime Statistics,2023

SAPS Humansdorp

SAPS – HUMANSDORP					
CONTACT CRIMES (CRIMES AGAINST THE PERSON					
CRIME CATEGORY	**JULY – SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Murder	4	7	17	10	**10 counts higher**
Sexual Offences	10	7	9	2	**2 counts higher**
Attempted Murder	2	3	16	13	**13 counts higher**
Assault with the intent to inflict grievous bodily harm	24	43	47	4	**4 counts higher**
Common Assault	9	23	23	0	**0 count diff**
Common Robbery	3	7	7	0	**0 count diff**
Robbery with aggravating circumstances	12	19	21	2	**2 counts higher**
Contact crime (Crimes against the person)	**64**	**109**	**140**	**31**	**28.4%**
SEXUAL CRIMES					
Rape	9	4	7	3	**3 counts higher**
Sexual Assault	0	3	0	-3	**3 counts lower**
Attempted Sexual Assault	0	0	1	1	**1 count higher**
Contact Sexual Assault	1	0	1	1	**1 count higher**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	0	0	0	0	**0 count diff**
Robbery at residential premises	1	2	3	1	**1 count higher**
Robbery at non-residential premises	4	2	8	6	**6 counts higher**
TRIO CRIME	5	4	11	7	**7 counts higher**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Arson	1	0	3	3	**3 counts higher**
Malicious damage to property	16	34	26	-8	**8 counts lower**
Contact crime (Crimes against the person)	**17**	**34**	**29**	**-5**	**5 counts lower**
PROPERTY-RELATED CRIMES					
Burglary at non-residential premises	16	27	25	-2	**2 counts lower**
Burglary at residential premises	24	31	42	11	**11 counts higher**
Theft of motor vehicle and motorcycle	0	1	2	1	**1 count higher**
Theft out of or from motor vehicle	14	24	14	-10	**10 counts lower**
Stock theft	5	11	6	-5	**5 counts lower**
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	29	36	42	6	**6 counts higher**
Commercial crime	18	20	24	4	**4 counts higher**
Shoplifting	14	14	12	-2	**2 counts lower**

Other serious crimes	61	70	78	8	**11.4%**
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
17 Community reported serious crimes	201	307	336	29	**9.4%**
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	3	2	5	3	**3 counts higher**
Drug-related crime	60	91	109	18	**19.8%**
Driving under the influence of alcohol or drugs	4	7	6	-1	**1 count lower**
Sexual offences detected as a result of police action	0	0	0	0	**0 count diff**
Kidnapping	1	1	0	-1	**1 count lower**

Source: SAPS: Crime Statistics, 2023

SAPS Hankey

SAPS – HANKEY					
CONTACT CRIMES (CRIMES AGAINST THE PERSON)					
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Murder	3	5	2	-3	**3 counts lower**
Sexual Offences	1	8	1	-7	**7 counts lower**
Attempted Murder	1	3	1	-2	**2 counts lower**
Assault with the intent to inflict grievous bodily harm	28	31	34	3	**3 counts higher**
Common Assault	13	11	21	10	**10 counts higher**
Common Robbery	6	3	5	2	**2 counts higher**
Robbery with aggravating circumstances	3	6	7	1	**1 count higher**
Contact crime (Crimes against the person)	**55**	**67**	**71**	**4**	**6.0%**
SEXUAL CRIMES					
Rape	1	6	1	-5	**5 counts lower**
Sexual Assault	0	1	0	-1	**1 count lower**
Attempted Sexual Assault	0	1	0	-1	**1 count lower**
Contact Sexual Assault	0	0	0	0	**0 count diff**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	0	0	1	1	**1 count higher**
Robbery at residential premises	2	1	0	-1	**1 count lower**
Robbery at non-residential premises	0	0	0	0	**0 count diff**
TRIO CRIME	2	1	1	0	**0 count diff**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Arson	2	0	0	0	**0 count diff**

Malicious damage to property	6	13	14	1	**1 count higher**
Contact-related crime	8	13	14	1	**1 count higher**
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
PROPERTY-RELATED CRIMES					
Burglary at non-residential premises	1	6	6	0	0 count diff
Burglary at residential premises	14	17	26	9	9 counts higher
Theft of motor vehicle and motorcycle	0	1	0	-1	1 count lower
Theft out of or from motor vehicle	2	5	5	0	0 count diff
Stock theft	3	1	1	0	0 count diff
Property related crime	20	30	38	8	8 counts higher
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	21	30	39	9	9 counts higher
Commercial crime	2	5	8	3	3 counts higher
Shoplifting	0	1	0	-1	1 count lower
Total other serious crime	**23**	**36**	**47**	**11**	11 counts higher
17 Community reported serious crimes	**106**	**146**	**170**	**24**	16.4%
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	0	0	0	0	0 count diff
Drug-related crime	3	13	7	-6	6 counts lower
Driving under the influence of alcohol or drugs	0	0	0	0	0 count diff
Sexual offences detected as a result of police action	0	0	0	0	0 count diff
Crime detected as a result of police action	3	13	7	-6	6 counts lower
Kidnapping	1	2	1	-1	1 count lower

Source: SAPS: Crime Statistics, 2023

SAPS Patensie

SAPS – PATENSIE					
CONTACT CRIMES (CRIMES AGAINST THE PERSON)					
CRIME CATEGORY	**JULY - SEPTEMBER 2021**	**JULY – SEPTEMBER 2022**	**JULY – SEPTEMBER 2023**	**CASE DIFF**	**% CHANGE**
Murder	1	1	2	1	**1 count higher**
Sexual Offences	4	5	1	-4	**4 counts lower**
Attempted Murder	0	1	0	-1	**1 count lower**
Assault with the intent to inflict grievous bodily harm	13	14	17	3	**3 counts higher**
Common Assault	17	13	13	0	**0 count diff**
Common Robbery	1	2	4	2	**2 counts higher**
Robbery with aggravating circumstances	0	1	2	1	**1 count higher**
Contact Crime (Crimes against the person)	**36**	**37**	**39**	**2**	**2 counts higher**
SEXUAL CRIMES					

CRIME CATEGORY	JULY - SEPTEMBER 2021	JULY – SEPTEMBER 2022	JULY – SEPTEMBER 2023	CASE DIFF	% CHANGE
Rape	4	5	1	-4	**4 counts lower**
Sexual Assault	0	0	0	0	**0 count diff**
Attempted Sexual Assault	0	0	0	0	**0 count diff**
Contact Sexual Assault	0	0	0	0	**0 count diff**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	0	0	0	0	**0 count diff**
Robbery at residential premises	0	0	0	0	**0 count diff**
Robbery at non-residential premises	0	1	1	0	**0 count diff**
TRIO CRIME	0	1	1	0	**0 count diff**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Arson	0	1	1	0	**0 count diff**
Malicious damage to property	8	4	4	0	**0 count diff**
Contact- related crime	8	5	5	0	**0 count diff**
PROPERTY-RELATED CRIMES					
Burglary at non-residential premises	2	3	4	1	**1 count higher**
Burglary at residential premises	9	8	8	0	**0 count diff**
Theft of motor vehicle and motorcycle	0	0	0	0	**0 count diff**
Theft out of or from motor vehicle	2	3	1	-2	**2 counts lower**
Stock theft	0	1	0	-1	**1 count lower**
Property related crime	**13**	**15**	**13**	**-2**	**2 counts lower**
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	17	20	34	14	**14 counts higher**
Commercial crime	4	2	6	4	**4 counts higher**
Shoplifting	0	0	0	0	**0 count diff**
Other serious crimes	21	22	40	18	**18 counts higher**
17 Community serious crime	78	79	97	18	**22.8%**
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	2	0	0	0	**0 count diff**
Drug-related crime	18	11	9	-2	**2 counts lower**
Driving under the influence of alcohol or drugs	3	0	3	3	**3 counts higher**
Sexual offences detected as a result of police action	0	0	0	0	**0 count diff**
Crime detected as a result of police action	23	11	12	1	**1 count higher**

Source: SAPS: Crime Statistics, 2023

SAPS Thornhill

SAPS – THORNHILL					
CONTACT CRIMES (CRIMES AGAINST THE PERSON)					
CRIME CATEGORY	JULY - SEPTEMBER 2021	JULY – SEPTEMBER 2022	JULY – SEPTEMBER 2023	CASE DIFF	% CHANGE
Murder	0	1	0	-1	**1 count lower**
Sexual Offences	0	1	1	0	**0 count diff**
Attempted Murder	0	2	0	-2	**2 counts lower**
Assault with the intent to inflict grievous bodily harm	13	12	6	-6	**6 counts lower**
Common Assault	8	11	4	-7	**7 counts lower**
Common Robbery	1	1	3	2	**2 counts higher**
Robbery with aggravating circumstances	2	4	0	-4	**4 counts lower**
Contact crime (Crimes against the person)	24	32	14	-18	**18 counts lower**
SEXUAL CRIMES					
Rape	0	1	1	0	**0 count diff**
Sexual Assault	0	0	0	0	**0 count diff**
Attempted Sexual Assault	0	0	0	0	**0 count diff**
Contact Sexual Assault	0	0	0	0	**0 count diff**
SOME SUB-CATEGORIES OF AGGRAVATED ROBBERY					
Carjacking	0	0	0	0	**0 count diff**
Robbery at residential premises	0	2	0	-2	**2 counts lower**
Robbery at non-residential premises	0	1	0	-1	**1 count lower**
TRIO CRIME	*0*	*3*	*0*	-3	**3 counts lower**
Robbery of cash in transit	0	0	0	0	**0 count diff**
Bank robbery	0	0	0	0	**0 count diff**
Truck hijacking	0	0	0	0	**0 count diff**
CONTACT RELATED CRIME					
Arson	0	0	0	0	**0 count diff**
Malicious damage to property	8	11	8	-3	**3 counts lower**
Contact-related crime	**8**	**11**	**8**	**-3**	**3 counts lower**
PROPERTY-RELATED CRIMES					
Burglary at non-residential premises	4	7	5	-2	**2 counts lower**
Burglary at residential premises	7	15	6	-9	**9 counts lower**
Theft of motor vehicle and motorcycle	0	0	2	2	**2 counts higher**
Theft out of or from motor vehicle	2	2	0	-2	**2 counts lower**
Stock theft	2	3	0	-3	**3 counts lower**
Property-related crime	15	27	13	-14	**14 counts lower**
OTHER SERIOUS CRIMES					
All theft not mentioned elsewhere	12	26	37	11	**11 counts higher**
Commercial crime	1	6	3	-3	**3 counts lower**
Shoplifting	0	0	0	0	**0 count diff**

CRIME CATEGORY	JULY - SEPTEMBER 2021	JULY – SEPTEMBER 2022	JULY – SEPTEMBER 2023	CASE DIFF	% CHANGE
Total of other crimes	13	32	40	8	**8 counts higher**
17 Community reported serious crimes	60	102	75	-27	**-26.5%**
CRIME DETECTED AS A RESULT OF POLICE ACTION					
Illegal possession of firearms and ammunition	0	0	0	0	**0 count diff**
Drug-related crime	10	10	3	-7	**7 counts lower**
Driving under the influence of alcohol or drugs	1	0	0	0	**0 count diff**
Sexual offences detected as a result of police action	0	0	0	0	**0 count diff**
Crime detected as a result of police action	11	10	3	-7	**7 counts lower**
Kidnapping	0	1	0	-1	**1 count lower**

Source: SAPS: Crime Statistics,2023

The Community Police and Safety Forum focus each year on the effective implementation of the following joint national and local crime prevention campaigns:

- Child Protection Week.
- 16 Days of Activism against violence against women and children.
- International Drug Awareness Day.
- Victim Support Programme.
- Substance Abuse Awareness Programmes.
- Holiday Programmes.

SECTION B: CURRENT SITUATION

This section aims at providing a detailed analysis on the state of affairs of the municipality. The analysis will be dealt with as per thesix (6) National Key Performance Areas.

2.5 KPA: Good Governance and Public Participation

Good Governance refers to a set of principles and practices that promote transparency, accountability, fairness, and effectiveness in decision making and management. It involves ensuring that the actions and decisions of those in power are ethical and in the best interests of the organisation or community.

Therefore, good governance includes elements such as the rule of the law, participation of citizens in decision-making, transparency in government operations, and effective and efficient service delivery.

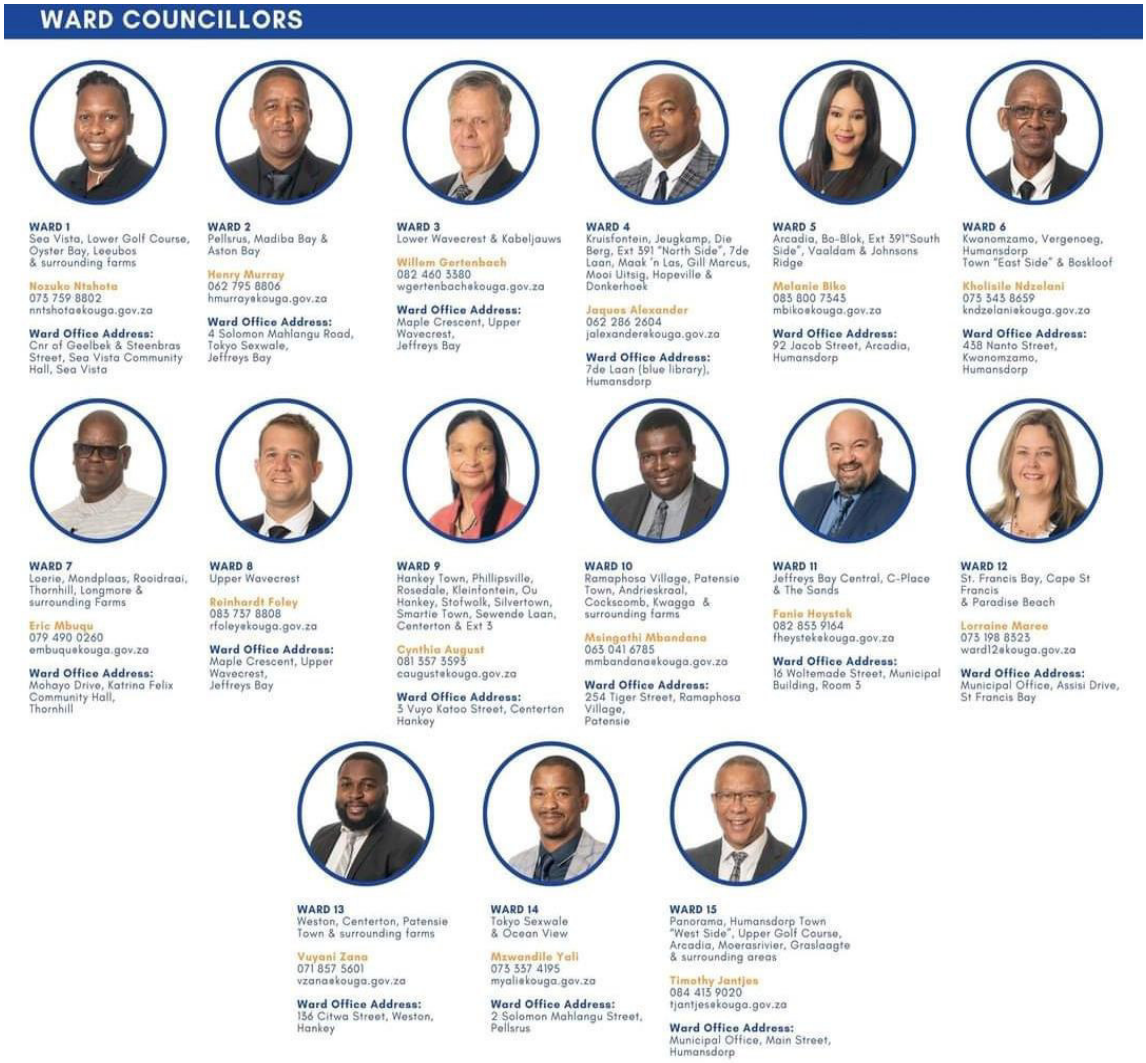
2.5.1 Political Governance Structure

The Executive Council, which is presided over by the Executive Mayor, and the Municipal Manager, who serves as the administrative head, are the two separate but complementary governing bodies of Kouga Local Municipality.

Political Structure:

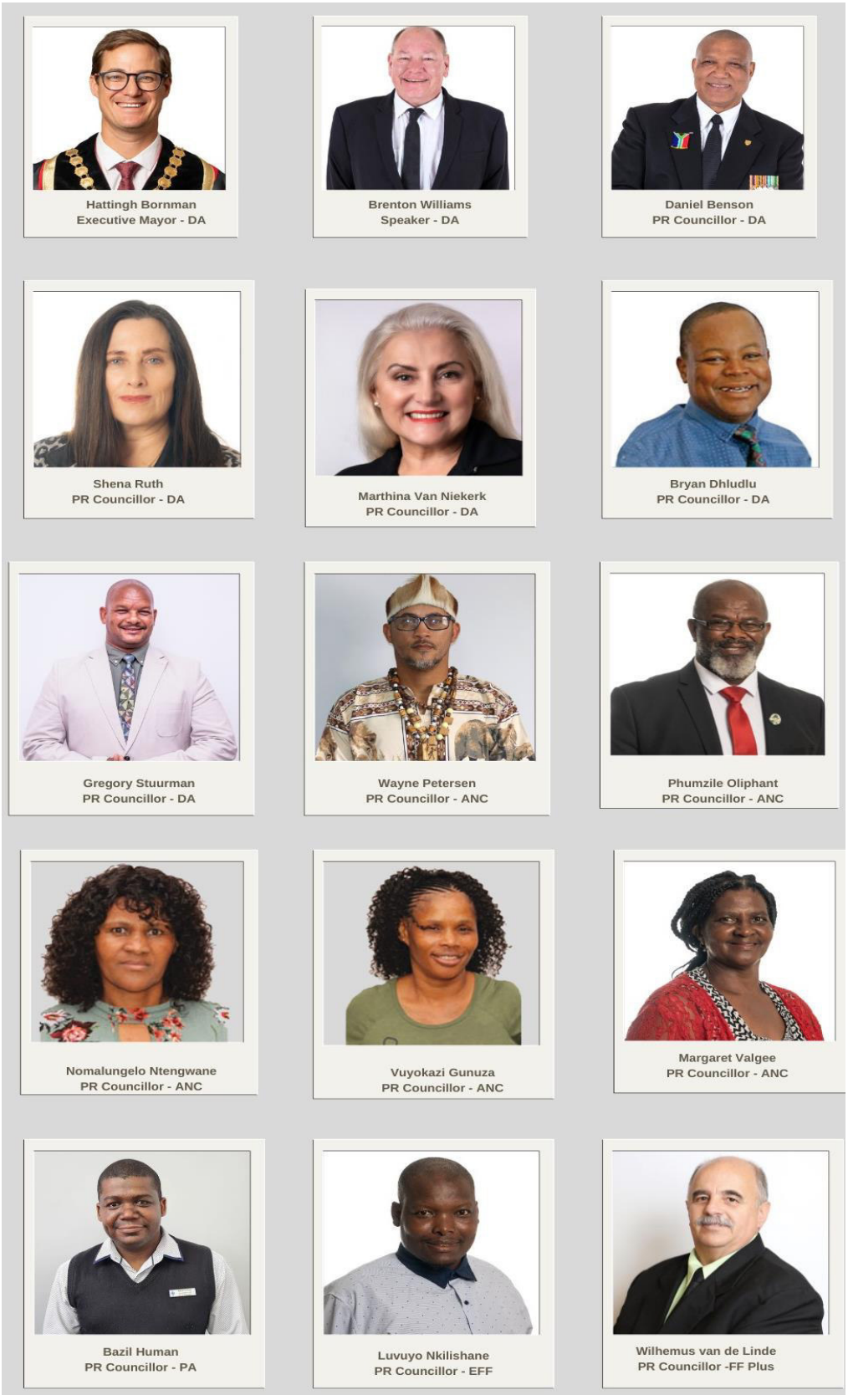


Kouga Local Municipality's Councillors:



Kouga Local Municipality's Proportional Councillors:

Figure 16: Proportional Councillors



The Council performs both legislative and executive functions, with focus on legislative oversight and participatory roles, and has delegated executive function to the Executive Mayor and Mayoral Committee. Council's primary role is to debate issues publicly and also facilitate political debate and discussion, apart from their functions as decision makers, councillors are also actively involved in community work as well as various social programmes in the municipal area.
The municipality of Kouga is dedicated to creating a culture of municipal governance that integrates a participatory governance system with formal representative government.

Kouga Council consists of a total of 30 Councillors, of which 15 are Ward and 15 Proportional Councillors.

The figure below depicts the Party Political and demographic representation of Councillors within the Kouga Local Municipality:

Figure 17: Kouga LM: Total Number of Seats

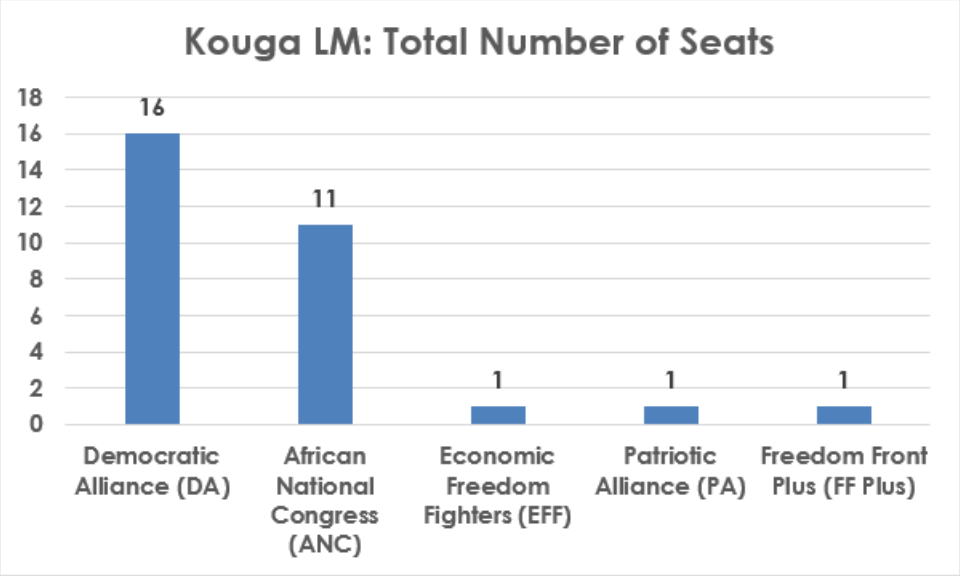
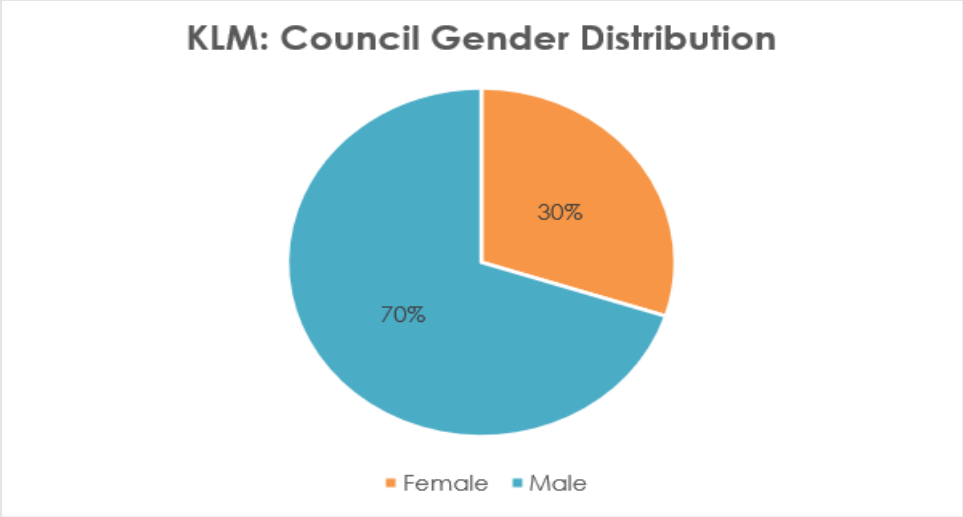


Figure 18: Council Gender Distribution



According to **Figure:18** women consist of 30% of the total number of councillors compared to the 70% that is enjoyed by their male counterpart, 2 of the 6 Council committees are chaired by women.

The political Governance structure with respect to key committees is fairly well established and functional, and is structured as follow:

- The Executive Mayoral Committee

The Portfolio Committees

The table below indicates all the Portfolio Committees established in terms of Section 80 of the Municipal Structures Act:

Table 10: KLM Portfolio Committees, 2023

CORPORATE & COMMUNICATION SERVICES	COMMUNITY & SAFETY SERVICES	PLANNING & DEVELOPMENT
Chairperson: Cllr J Alexander	**Chairperson: Ald D Benson**	**Chairperson: Cllr S Ruth**
Daniel Benson	Greg Stuurman	Martina v Niekerk
Martina v Niekerk	Cynthia August	Reinhardt Foley
Henry Murray	Fanie Heystek	Cynthia August
Greg Stuurman	Henry Murray	Greg Stuurman
Vuyokazi Batyi-Gunuza	Nomalungelo Ntengwane	Mzwandile Yali
Nozuko Ntshota	Kholisile Ndzelani	Wayne Petersen
Bazil Human	Bazil Human	Bazil Human
Wilhelmus van de Linde	Wilhelmus van de Linde	Wilhelmus van de Linde
Luvuyo Nkilishane	Luvuyo Nkilishane	Luvuyo Nkilishane
ALTERNATES:	**ALTERNATES:**	**ALTERNATES:**
Bryan Dhludhlu (A)	Shena Ruth	Lorraine Maree
Lorraine Maree	Jaques Alexander	Jaques Alexander
Thembekile Mbuqu	Margaret Valgee	Vuyani Zana
FINANCE & ECONOMIC DEVELOPMENT	**CIVIL & WATER SERVICES**	**ELECTRO & MECHANICAL SERVICES**
Chairperson: Cllr L Maree	**Chairperson: Cllr R Foley**	**Chairperson: Cllr T Jantjes**
Reinhardt Foley	Cynthia August	Shena Ruth
Bryan Dhludhlu	Shena Ruth	Lorraine Maree
Fanie Heystek	Willem Gertenbach	Willem Gertenbach
Willem Gertenbach	Jaques Alexander	Melanie Biko
Phumzile Oliphant	Vuyani Zana	Msingathi Mbandana
Mzwandile Yali	Phumzile Oliphant	Nozuko Ntshota
Bazil Human	Bazil Human	Bazil Human
Wilhelmus van de Linde	Wilhelmus van de Linde	Wilhelmus van de Linde
Luvuyo Nkilishane	Luvuyo Nkilishane	Luvuyo Nkilishane
ALTERNATES:	**ALTERNATES:**	**ALTERNATES:**
Henry Murray	Lorraine Maree	Bryan Dhludhlu (A)
Shena Ruth	Melanie Biko	Henry Murray
Wayne Petersen	Msingathi Mbandana	Mzwandile Yali

Source: KLM, 2023

Section 79 Committees:

In accordance with Section 79 of the Municipal Structures Act, Council has also formed the following committees:

i. Municipal Public Accounts Committee (MPAC)

The Committee is made up of non-executive Councillors with the responsibilities of ensuring that the Administration is held accountable for the management of municipal funds, assets and the efficient and effective management of council resources.

The MPAC is responsible for overseeing the financial affairs of the municipality. Its main roles and responsibilities include:

- **Financial Oversight:** MPAC is responsible for reviewing and monitoring the financial affairs of the municipality. This includes examining financial statements, budgets and expenditures to ensure compliance with relevant laws and regulations.

- **Auditing and Reporting:** MPAC conducts regular audits of the municipality's financial records to identify any irregularities or discrepancies. It prepares reports on its findings and recommendations for improvement. It also evaluates the findings and recommendations of the external audit report.

- **Risk Assessment:** MPAC is often involved in assessing financial risks and internal controls within the municipality. They identify potential risks an provide recommendations to mitigate those risks, ensuring the financial integrity of the municipality.

- **Transparency and Accountability:** MPAC promotes transparency and accountability in financial matters in financial matters. They aim to ensure that the municipality's financial resources are used efficiently, effectively, and in the best interest of the community.

- **Reporting and Recommendations:** MPAC prepares reports on their finding and recommendations, which are typically submitted to the municipal council. These reports provide valuable insights into the municipality's financial health and help guide decision making.

- **Stakeholder Engagement:** MPAC may engage with various stakeholders, such as municipal officials, finance department, and community members. They seek input, address concerns, and promote understanding of financial matters within the municipality.

ii. **Rules and Ethics Committee**

The Rules and Ethics Committee is a Disciplinary Committee established in terms of Schedule 7, Section 14(1)(b) of the Code of Conduct for Councillors, which states

that a Municipal Council may: "establish a special committee – (i) to investigate appropriate

iii. Municipal By-Laws and Policy Committee

The Municipal By-Laws and Policy Committee ensures the review of Municipal by-laws and policies, and the development of new by-laws and policies.

Statutory Committees

The following administrative committees has been established by Council:

- **Audit/Performance Committee:** is established in terms of Section 166 of the Municipal Finance Management Act. It is an independent external committee, which provides an oversight, compliance and advisory function.

- **Bid Specification Committee:** compiles the specification for all goods and services procured by the municipality.

- **Bid Evaluation Committee:** evaluates bids in accordance with the specifications of a specific procurement, and the points system set out in the Supply Chain Management (SCM) Policy and Regulations and as prescribed in terms of the Preferential Procurement Policy Framework.

- **Bid Adjudication Committee:** considers reports and recommendations of the bid evaluation committee and makes a recommendation to the Accounting Officer to make the final award; or make recommendation to the Accounting Officer on how to proceed with the relevant procurement.

Audit Committee

The Audit Committee is an independent advisory body per Section 166(1) of the Municipal Finance Management Act no 56 of 2003 (MFMA). The Audit Committee also fulfils the functions of a Performance Management Audit Committee constituted in terms of Regulation 14(2) of the Local Government: Municipal Planning and Performance Management Regulations, 2001.

Council Meetings Calendar

The tables below outline Council's and its Committees seatings as per the approved Council calendar:

Council meetings

Table 11: Council Meetings - 2023/24

Date of Meeting	Type of meeting	Meeting Assembled	
		Yes	No
28 July 2023	Ordinary Council	x	
22 August 2023	Special Council	x	

Date of Meeting	Type of meeting	Meeting Assembled	
		Yes	No
31 August 2023	Ordinary Council	x	
12 September 2023	Special Council	x	
05 October 2023	Special Council	x	
27 October 2023	Ordinary Council	x	
07 November 2023	Special Council	x	
14 December 2023	Ordinary Council	x	
30 January 2024	Ordinary Council	x	
28 February 2024	Ordinary Council	x	
27 March 2024	Ordinary Council	To be held	
30 April 2024	Ordinary Council	To be held	
30 May 2024	Ordinary Council	To be held	
28 June 2024	Ordinary Council	To be held	

Source: KLM,2024

Mayoral Committee meetings

Table 12: Mayoral Committee Meetings – 2023/24

Date of Meeting	Type of meeting	Meeting Assembled	
		Yes	No
15 August 2023	Mayoral Committee	x	
30 November 2023	Mayoral Committee	x	
15 February 2024	Mayoral Committee	x	
13 March 2024	Mayoral Committee		
17 April 2024	Mayoral Committee		
16 May 2024	Mayoral Committee		
13 June 2024	Mayoral Committee		

Source: KLM,2024

Portfolio Committee Meetings

Table 13: Portfolio Committee Meetings – 2023/24

Date of Meeting	Type of meeting	Meeting Assembled	
		Yes	No
1 August 2023	**Corporate & Communication Services Portfolio Committee**	x	
11 October 2023		x	
06 February 2024		x	
06 March 2024		x	
09 April 2024			
08 May 2024			
05 June 2024			
01 August 2023	**Finance and Economic Development Portfolio Committee**	x	
11 October 2023		x	
06 February 2024		x	
06 March 2024			
09 April 2024			
08 May 2024			
05 June 2024			
01 August 2023	**Community and Safety Services Portfolio Committee**	x	
11 October 2023		x	
06 February 2024			
06 March 2024			
09 April 2024			

Date of Meeting	Type of meeting	Meeting Assembled	
		Yes	No
08 May 2024			
05 June 2024			
01 August 2023	**Electro-Mechanical Services Portfolio Committee**	x	
12 October 2023		x	
07 February 2024			
07 March 2024			
10 April 2024			
09 May 2024			
06 June 2024			
01 August 2023	**Civil & Water Services Portfolio Committee**	x	
12 October 2023		x	
07 February 2024			
07 March 2024			
10 April 2024			
09 May 2024			
06 June 2024			

Source: KLM,2024

2.5.2 Administrative Governance

Administrative governance refers to the practices and processes involved in the management and administration of an organisation. It focuses on the efficient and effective implementation of policies, procedures, and decision-making to ensure the smooth functioning of the organisation.

In administrative governance, the emphasis is on the day-to-day operations, coordination, and control of resources within an organisation. It involves tasks such as planning, organising, staffing, directing, and controlling, all aimed at achieving the goals and objectives of the organisation.

Administrative governance plays a crucial role in ensuring that the organisation's resources are utilized optimally, that tasks are performed efficiently, and that policies and procedures are followed consistently.

Administration

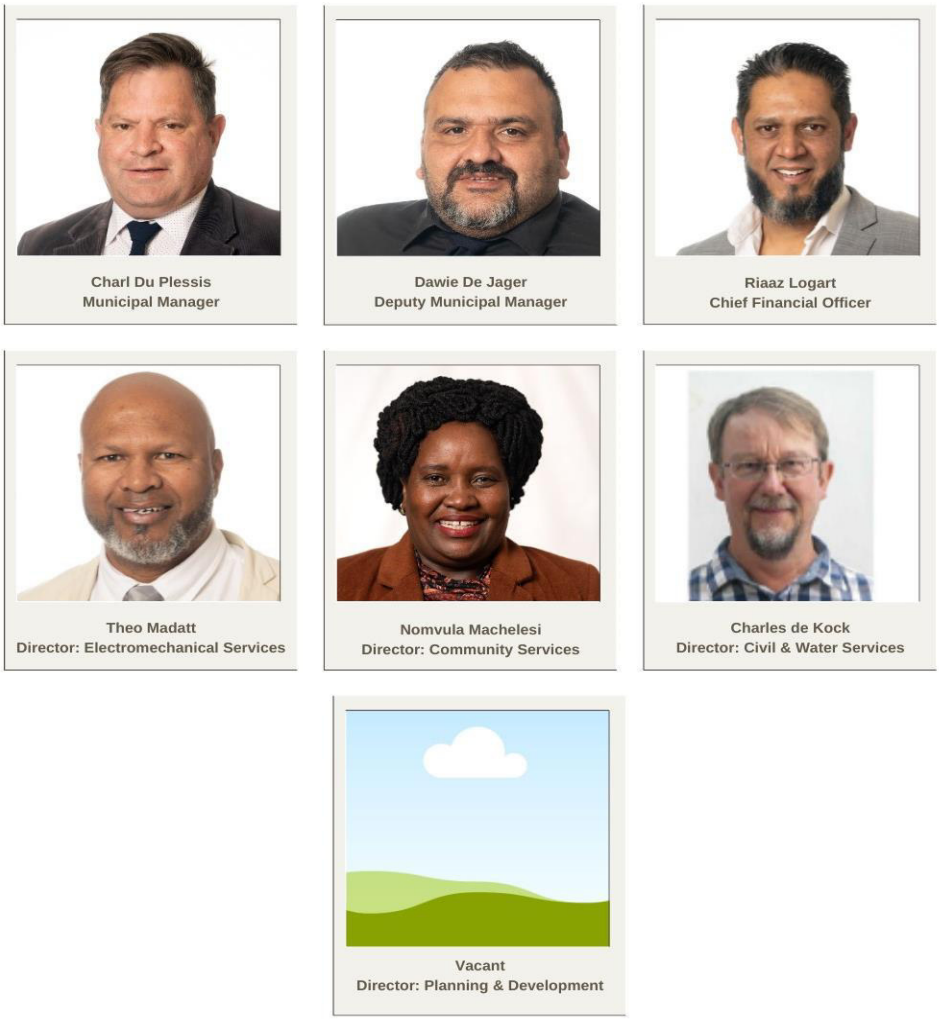
The Municipal Manager is the head of the Administration. His primary responsibility is to serve as the chief custodian of service delivery and the implementation of political priorities. He is assisted by the Top Management Team (TMT), which comprises of the Directors of six departments. The TMT is responsible for identifying and setting strategic interventions to improve service delivery; developing new initiatives based on feedback from political leadership, departments and local communities; and managing current priorities.

The Kouga Local Municipality is administered from the main offices situated in Jeffreys Bay with satellite offices in the following areas:

- Humansdorp;
- Hankey;
- St Francis Bay; and

- Patensie.

Administrative Governance Structure



2.5.3 Municipal Functional Areas

In relation to powers and functions, the municipalities have an implementing mandate of National and Provincial policies regarding socio-economic development and political life of the Municipality as enshrined in the Constitution.

In the context of Local Government functions, the District Municipalities have co-ordination role and provision of bulk service infrastructure. The table below clarifies the function role of Kouga municipality as per Schedule 4, Part B of the Constitution of the Republic of South Africa, Act, 108 of 1996:

Table 14: Municipal Powers and Functions

Municipal Powers and Function	
Amenities and Infrastructure	**Housing Development**
Electricity	All forms of Housing Development
Storm water management	Housing Administration
Street lighting	Spatial Development
Road maintenance	Urban Revival

Municipal Powers and Function	
Water and sewerage management	**Human Resources**
Municipal Building maintenance	
Parks and gardens	All legislative, Civil law and administrative functions pertaining to staff
Libraries	Staff training
Municipal workshop	Implementation of Skills Act
Municipal Siding maintenance	Councillors training
Health, Environmental & Community Services	Local Labor Forum
	A Performance Management System
Municipal Health Services	**Land, Rural & Agricultural Development**
Informal settlements	
Environmental conservation	Rural land matters
Business licensing	Agricultural matters
Refuse removal	Education and welfare in general
Town cleansing	Rendering of services in al areas under its jurisdiction
Cemeteries	Land reform
Sport and Recreation	Acquisition and alienation of land
Arts and Culture	Impoundment of stray animals
Economic Development	Squatter Control
	Planning and Building Control
Promote Local Tourism	
Economic Development	Integrated Development Planning (including strategic planning)
Trading Legislation	Town Planning Services
Street Trading	Building Control Services
Industrial Development	Plans and signage control
Create Investor – friendly climate	Property valuations
Eradication of Poverty	**Safety and Security**
Finance	Law Enforcement (Traffic)
Keeping of Financial Records	Fire Services/Rescue Services
Municipal Rating and Taxation	Occupational Safety Services
Municipal Insurance	Disaster Management
Municipal banking and Investments	**Internal Audit**
Taking of Loans	
Stock Control and Asset Register	Internal Auditing of entire municipality

2.5.4 Public Participation

Chapter 4 of the Local Government: Municipal Systems Act, No. 32 of 2000 deals with the development of a culture of community (public) participation, mechanisms, processes, and procedures for community participation, communication of information concerning community participation, public notice of council meetings, and communication between council and the local community. These mechanisms for public participation must also be appropriate for the:

- Preparation, implementation and review of the IDP;
- The establishment, implementation and review of the performance management system;
- Monitoring and review of the performance, including the outcomes and impact of such performance; and
- Preparation of the municipal budget.

2.5.4.1 Ward Committees

Ward Committees are an important component of local government as they are link between the councillor and the community.

The ward committee system is also said to play a critical role in giving meaning to the notion of "the people shall govern". This is so because local government is regarded as the level of government closest to the people and ward committees are just one way to ensure that citizens give input to the decisions that local councils make.

The main purpose of ward committees is to facilitate citizen participation in local government decision-making processes and ensure that the needs and concerns of the ward are effectively addressed.

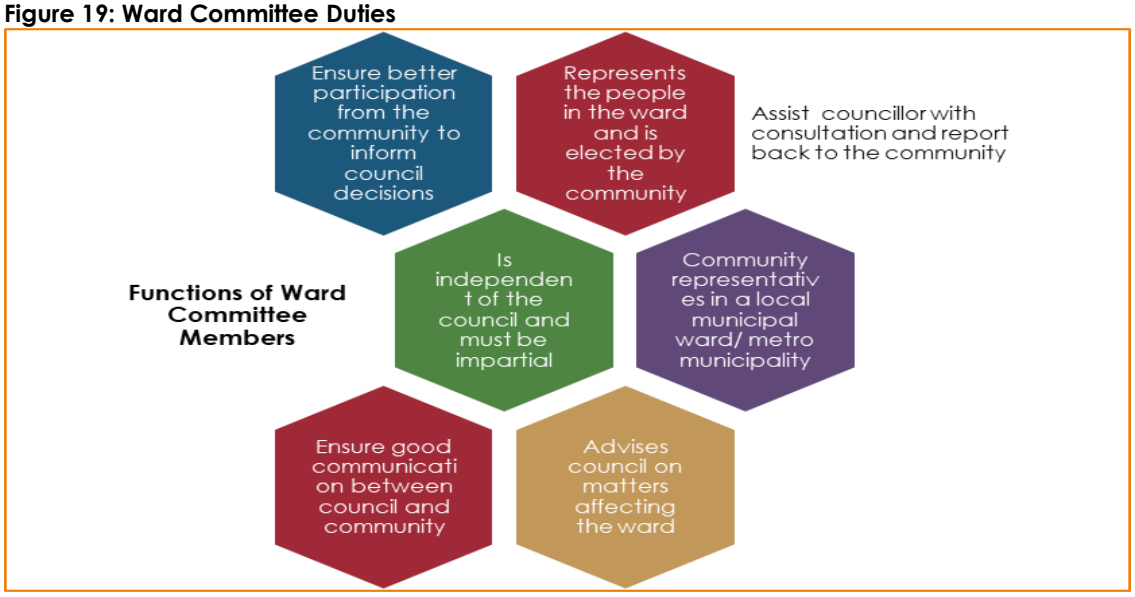
Ward committees often serve as link between the local government and the community. They gather feedback and suggestions from residents regarding local issues, advocate for their needs, and contribute to the development of policies and plans that reflect the priorities of the ward.

In addition to their advisory role, ward committees may also have responsibilities such as overseeing local projects, monitoring service delivery, and promoting development initiatives. The term of office ward committees is aligned to that of the municipal council.

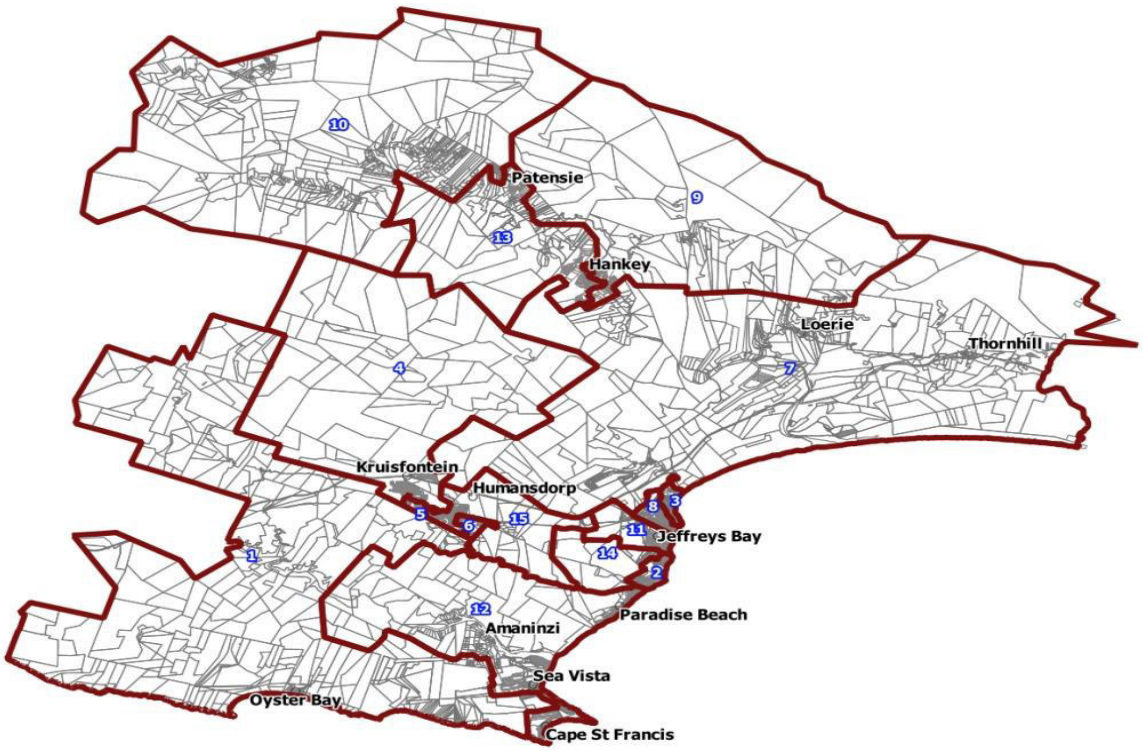
The Kouga Municipality believes in community participation and bringing services and government to the communities. To this extent, the Municipality has established fully equipped ward offices in all 15 wards. Ward assistants have been employed in all wards as support staff to the ward councillors. Chapter 4 of the Municipal Structures Act makes provision for the establishment of the Ward Committees as the structures to enhance participatory democracy.

Kouga Municipality has a Ward Committee system in place, which plays a crucial role in achieving the aims of local governance and democracy, as mentioned in the Constitution of 1996. A Ward Committee is independent of the Council and not politically aligned. The Ward Committees have been established for all 15 wards and induction trainings were conducted in the month of February 2022. Ward Committee meetings are held once a month. Outcomes of Ward Committee meetings are documented and referred to user departments for implementation. The figure below outlines the main duties of the Ward Committees:

Figure 19: Ward Committee Duties



Map 2 : Kouga Local Municipality Wards



Source: KLM, 2024

On any issue impacting the ward, a ward committee may submit suggestions to the ward councillor, who in turn may forward them to the municipal council, the executive committee, or the support committee.

The ward committee is recognized by the municipal council as the statutory structure that serves as a consultative body and communication channel for matters pertaining to the ward. These matters may include, but are not limited to:

- representing the community in the creation and execution of the Integrated Development Plan;
- fostering positive and harmonious relationships between the municipality and the community;
- handling all issues that impact and benefit the community;
- acting in the community's best interest; and guaranteeing the community's active participation in the municipality's budgetary process.

Moreover:

- Representatives from each ward comprise the ward committee.
- They are composed of people who in the ward represent different interests.
- The ward councillor presides over ward committees.
- They are intended to serve as an official avenue for contact and communication between local governments and communities.
- Through ward councillors, ward committees provide members of the community with a platform to voice their needs and opinions on matters that impact them personally, as well as to have their voices heard at the municipal level.
- Ward committees are advisory groups established in the context of civil society to help ward council members carry out their responsibilities in the most democratic way possible.

2.5.4.2 Functioning of Ward Committee

Support for ward committees varies by area, making it challenging to evaluate and quantify how well ward committees are performing. Ward committee functionality can be evaluated and measured using the following functionality indicators:

Normal Activities

- attendance of ward committee members at formal, scheduled meetings;
- attendance of ward committee members at formal, scheduled report-back meetings for the community and sector;
- ward committee members actively participate in ward-based development, monitoring, and evaluation;
- they also register complaints regarding operational service delivery and other matters.

Ad hoc Activities

- Members of the ward committee must participate in capacity-building and mandatory training programs;
- they must also attend and/or participate in other official forums from other tiers of government that have been authorised by the municipality.

The table below provides information on the establishment of ward committees and their functionality:

Ward	Committee established Yes/No	Committee functioning effectively Yes/No	Date of Meetings
1	YES	YES	08 February 2024 06 March 2024 09 April 2024 07 May 2024 05 June 2024
2	YES	YES	06 February 2024 05 March 2024 09 April 2024 08 May 2024 05 June 2024
3	YES	YES	08 February 2024 07 March 2024 04 April 2024 09 May 2024 06 June 2024
4	YES	YES	06 February 2024 05 March 2024 09 April 2024 07 May 2024 04 June 2024
5	YES	YES	06 February 2024 05 March 2024 09 April 2024 07 May 2024 06 June 2024
6	YES	YES	06 February 2024 07 March 2024 04 April 2024 08 May 2024 06 June 2024
7	YES	YES	08 February 2024 06 March 2024 02 April 2024 09 May 2024 10 June 2024
8	YES	YES	06 February 2024 05 March 2024 04 April 2024 07 May 2024 04 June 2024
9	YES	YES	07 February 2024 07 March 2024 04 April 2024 09 May 2024 06 June 2024
10	YES	YES	06 February 2024 07 March 2024 08 April 2024 08 May 2024 06 June 2024
11	YES	YES	06 February 2024 05 March 2024

Ward	Committee established Yes/No	Committee functioning effectively Yes/No	Date of Meetings
			09 April 2024
			07 May 2024
			04 June 2024
12	YES	YES	07 February 2024
			06 March 2024
			03 April 2024
			01 May 2024
			05 June 2024
13	YES	YES	08 February 2024
			07 March 2024
			11 April 2024
			09 May 2024
			06 June 2024
14	YES	YES	08 February 2024
			07 March 2024
			09 April 2024
			08 May 2024
			06 June 2024
15	YES	YES	07 February 2024
			05 March 2024
			04 April 2024
			07 May 2024
			04 une 2024

2.5.5 Intergovernmental Relations

Section 24 (1) and (2) of the Municipal Systems Act provides for the legislative Framework for the enhancement of co-operative governance in municipal planning. The Act states the following:

"(1) the planning undertaken by the municipality must be aligned with and complement the development plans and strategies of other of the affected municipalities and other organs of state to give effect to the principles of cooperative government contained in Section 41of the Constitution. (2) municipalities must participate in national and provincial development programmes as required in Section 153(b) of the Constitution".

Kouga Municipality is dedicated to collaborating with all pertinent parties in the municipal region to address the issues that its communities face.

Intergovernmental Structures

In terms of the Constitution of South Africa, all spheres of government and all organs of state within each sphere must co-operate with one another in mutual trust and good faith fostering friendly relations. They must assist and support one another; inform and consult one another on matters of common interest; coordinate their actions;

adhering to the agreed procedures and avoid legal proceedings against each one another. To adhere to the principles of the Constitution as mentioned above.

The municipality participates in following intergovernmental structures:

a) Municipality's participation in IGR structures

- Premier's Coordinating Forum (PCF)
- District Coordination Forum (DCF)
- Mayor's and Municipal Manager's Forum
- Chief Financial Officer Forum
- Provincial LED and Tourism Forum
- Provincial Public Participation and Communication Forum
- Provincial IDP Manager's Forum
- Provincial Social Housing Forum
- Provincial Skills Development Forum
- Human Resource Management Forum
- Provincial Disaster Management Advisory Forum
- Provincial Roads and Public Works Forum
- Back to Basics
- Operation Masiphathisane
- SALGA BIGM partnership with Port Edward County
- NUSP Forum (National Upgrading Support Program)

a) District / Municipal Forms

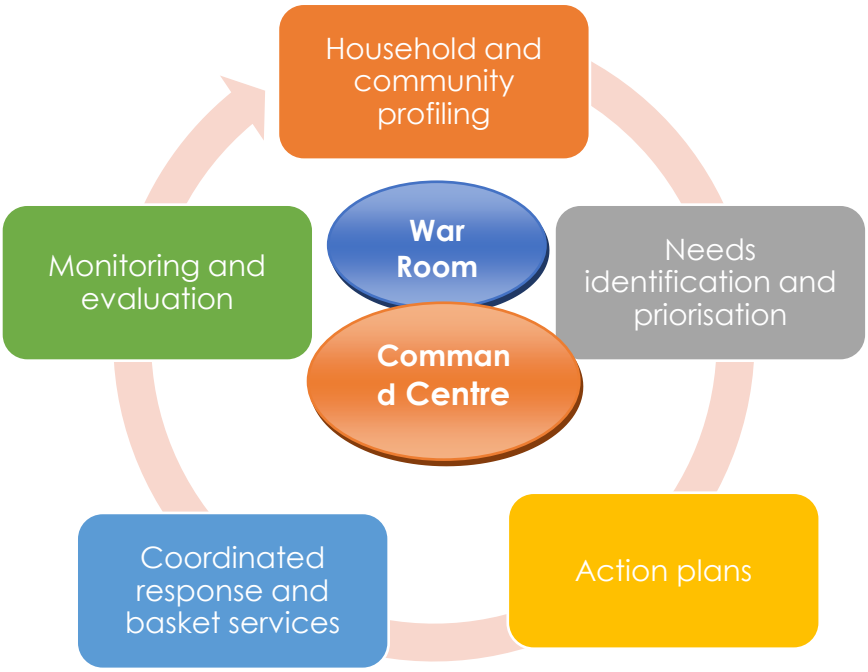
- Municipal Managers Forums
- SALGA Working Groups
- District Coordinating Forum
- IDP Managers Forum
- LED Managers Forum

2.5.5.1 IGR Joint Programmes/Interventions

- Provincial Public Participation Workshops and Training Courses
- Back to Basics
- SALGA BIGM partnership with Port Edward County
- Operation Masiphathisane

2.5.5.2 Integrated Service Delivery Model

Figure 20: Integrated Service Delivery Model



The benefits of the ISDM are:

- Coordination and alignment of public planning (Ward-based, IDP's, APPs,) to give credibility to IDPs.
- Integration of services in one structure and having services available in one location.
- Improved vertical and horizontal linkages and governance and pooling of resources (human and financial).
- People-centred and empowering: encouraging community participation.
- Streamlining of existing structures: working together for knowledge sharing and training.
- Integrative reporting from local government to all spheres of government and improved accountability.

The Kouga Municipality has not established war rooms as the ward committee system addresses the need for stakeholder and public participation processes in planning in the municipality.

Back to Basics Approach

The Back-to-Basics programme driven by the Department of Cooperative Governance relates to the core services that local government needs to provide namely clean drinking water, sanitation, electricity and waste removal. It also includes other essential services such as roads and shelter. The aim of the back-to-basics program is to ensure good governance. Municipalities are obliged to render these

services and to create a safe, healthy and economically sustainable environment for their respective communities. The goal of the back to basics is to improve the functioning of municipalities to better serve communities by getting the basics right.
The back-to-basics programmes also ensures legal compliance on the following:

1. The holding of council meetings as legislated.
2. The functionality of oversight structures such as municipal public accounts committees and other
3. Oversight meetings.
4. Progress on matters listed on the back-to-basics programme.
5. The existence and efficiency of anti-corruption measures.
6. The extent to which there is compliance with legislation and the enforcement of by-laws.
7. The rate of service delivery protests and approaches to address them.

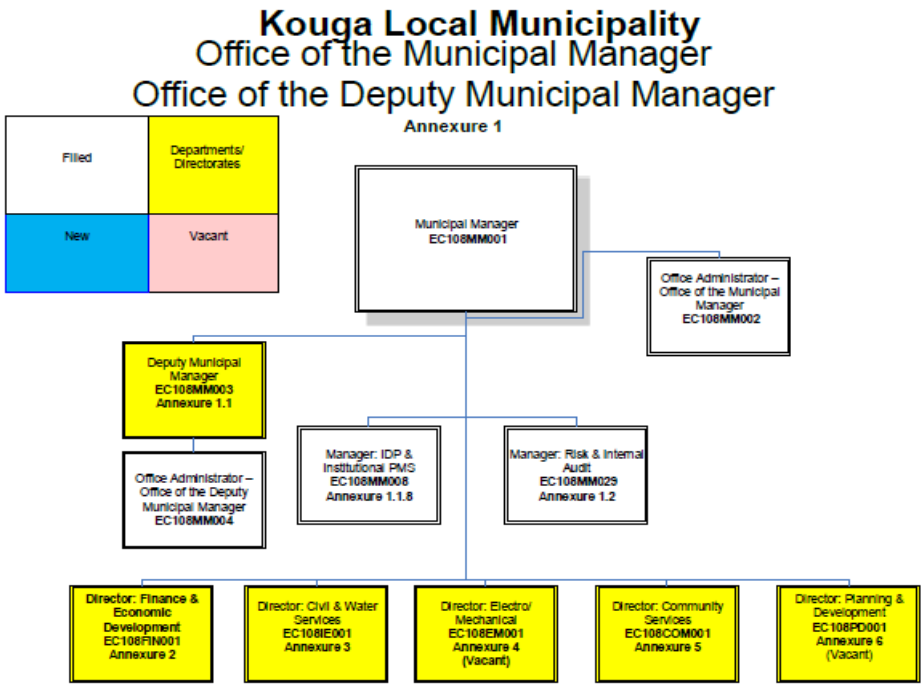
A further focus is on public participation and in this regard the following is highlighted.

1. Efficient communication systems to communicate regularly with communities and disseminate urgent information.
2. The existence of the required number of functional ward committees.
3. The number of effective public participation programmes conducted by councils.
4. The regularity of community satisfaction surveys carried out.

Sound financial management is a corner stone of the programme as it forms an integral part of the success of the municipality. The institutional capacity is another focus area to ensure that strong municipal administrative systems and processes are in place. It includes ensuring that administrative positions are filled with competent and committed people whose performances is closely monitored.

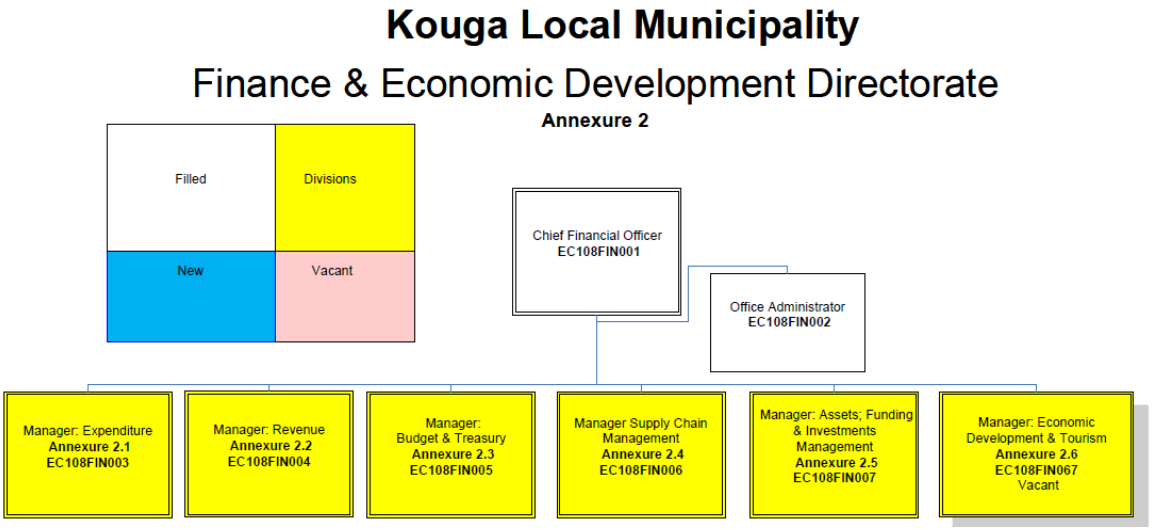
2.6 KPA: Institutional Arrangements

2.6.1 Macro Structure



DIRECTORATE	FUNCTIONS
Office of the Municipal Manager	Integrated Development Planning, Performance Management, Risk Management, Internal Audit
Civil & Water Services	Water Distribution and treatment, Roads, Wastewater Management, Fleet Management
Finance and Economic Development	Revenue Management, Budget and Treasury, Suply Chain Management, Assets, Funding and Investment, Expenditure and Local Economic Development, Tourism
Electromechanical	Electricity Distribution and Maintenance
Deputy Municipal Manager	Legal Advisory, Administration, Information Technology, Human Resources, Public Participation, Special Programmes, Communications, Political Services
Community Services	Solid Waste Management, Sport and Recreation, Traffic and Law Enforcement, Environmental Management
Development and Planning	Human Settlements, Property Management, Town Planning, Building Control & GIS

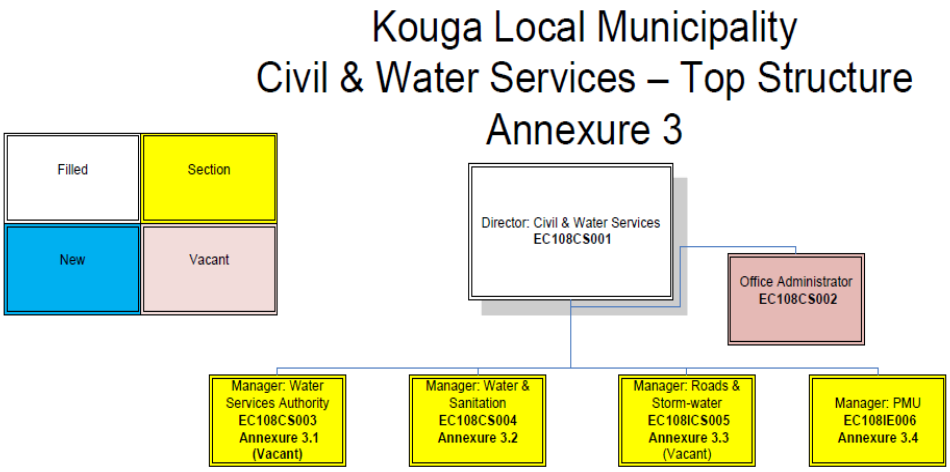
Directorate: Finance & Economic Development



The Finance & Economic Development Directorate comprises of the following Divisions:

Position	Vacancy
Manager: Expenditure	Filled
Manager: Revenue	Filled
Manager: Budget & Treasury	Filled
Manager: Supply Chain Management	Filled
Manager: Assets, Funding & Investments Management	Filled
Manager: Economic Development & Tourism	Vacant

Directorate: Civil and Water

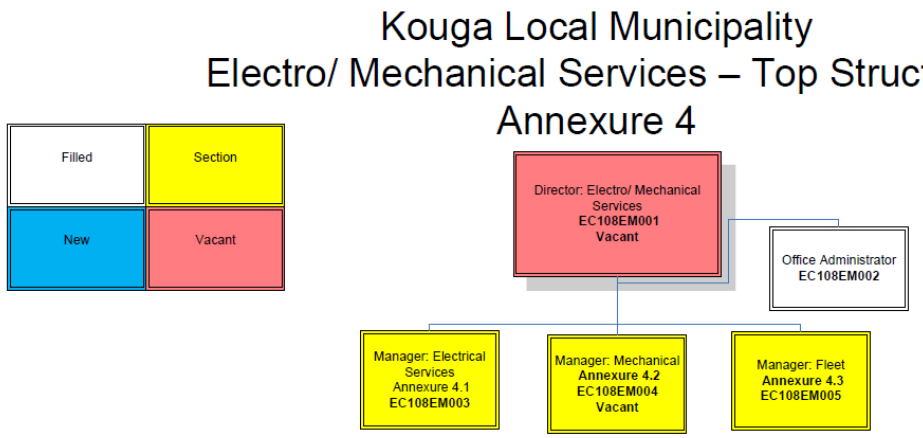


The Civil and Water Directorate comprises of the following sections:

Position	Vacancy
Manager: Water Services Authority	Vacant
Manager: Water & Sanitation	Filled

Position	Vacancy
Manager: Roads & Stormwater	Vacant
Manager: PMU	Filled

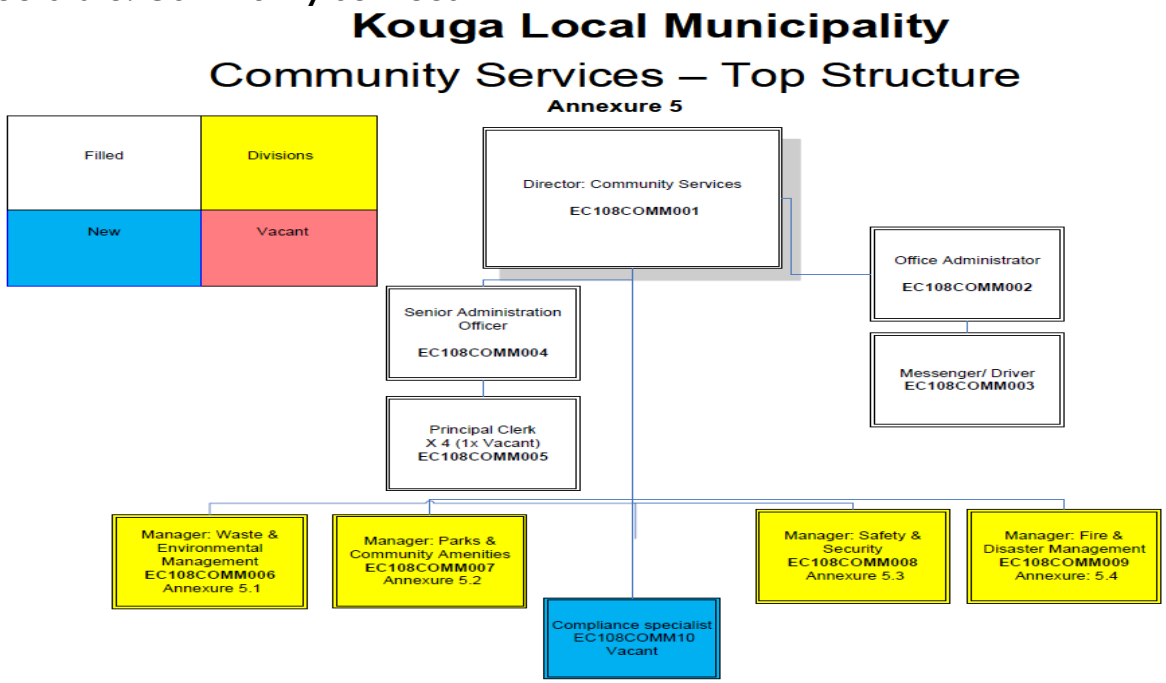
Directorate: Electromechanical



The Electromechanical comprises of the following Sections:

Position	Vacancy
Director: Electromechanical	Vacant
Manager: Electrical Services	Filled
Manager: Mechanical Services	Vacant
Manager: Fleet	Filled

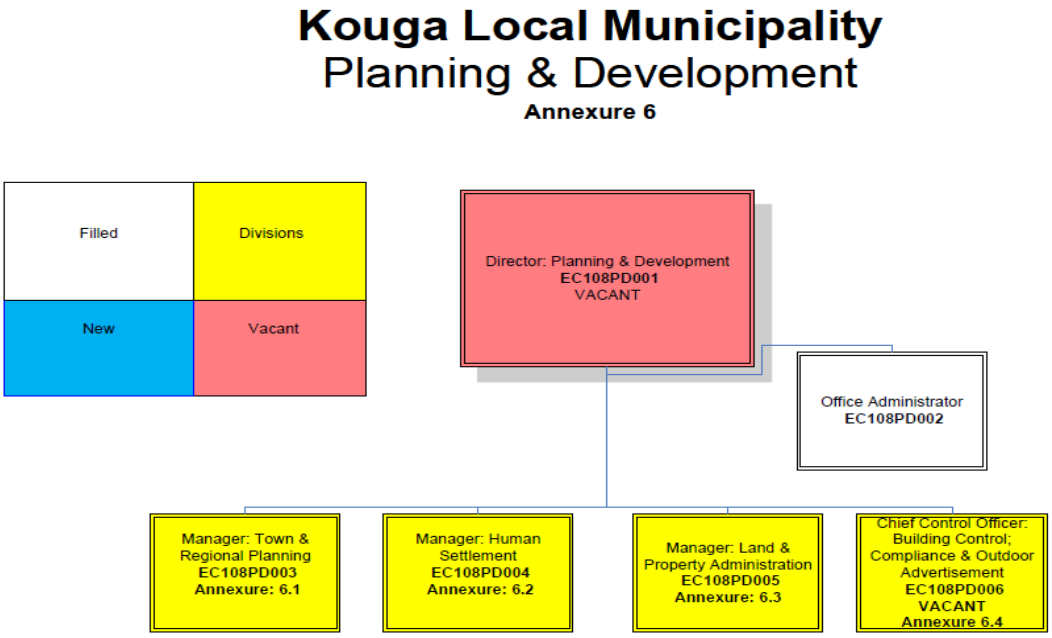
Directorate: Community Services



The Community Services comprises of the following sections:

Position	Vacancy
Manager: Waster & Environmental Management	Filled
Manager: Parks & Community Amenities	Filled
Manager: Safety & Security	Filled
Manager: Fire & Disaster Management	Filled
Compliance Specialist	Vacant

Directorate: Planning & Development



The Planning and Development Directorate comprises of the following Divisions:

Position	Vacancy
Director: Planning and Development	Vacant
Manager: Town & Regional Planning	Filled
Manager: Human Settlement	Vacant
Manager: Land & Property Administration	Filled
Chief Control Officer: Building Control; Compliance & Outdoor Advertisement	Filled

2.6.2 Municipal Capacity

The Municipal Systems Act, Section 67 requires municipalities to develop and adopt appropriate systems and procedures to ensure fair, efficient, effective and transparent personnel administration in accordance with the Employment Equity Act, 1998.

The Human Resources division comprises of Administration Services. This section is responsible for the following:

- Employee benefits;
- Occupational and Health and Safety;
- Labour Relations;
- Skills Development; and
- Organisational Development.

Good progress is being made with the adoption of HR Policies and procedures, and the municipality is well within its target of adopting at least 2 policies in a financial year.

The table below outlines Kouga Local Municipality's HR Policies:

Name of Policy/Plan	Date adopted or comment of failure to adopt
Employment Equity	2021
Code of Conduct for Employees	Schedule 2
Disciplinary Code and Procedures	Bargaining Council
Essential Services	
EAP	
Grievance Procedure	Bargaining Council
HIV/AIDS	
Human Resource and Development	
ICT Disaster Recovery Policy	29 March 2018
ICT User Access Management Policy	27 October 2023
Acting Policy: Section 57 Managers	31 March 2021
Policy on Prevention and Elimination of Harassment in the Workplace	29 June 2022
Leave	
Overtime Policy	28 August 2020
Occupational Health and Safety	11 December 2020
Personal Protective Equipment Policy	
Official Housing Subsidy	Adopted at Bargaining Council level
Main Collective Agreement	Bargaining Council

2.6.2.1 Personnel

The municipality has currently staff component of 898 permanent employees and 116 temporary officials, who individually and collectively contribute towards the achievement of the municipality's objectives:

2.6.2.2 Injuries

An occupational injury is a personal injury, disease or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury/disease and can be costly to a municipality. Occupational injury will influence the loss of man hours and therefore financial and productivity performance.

The table below provides the total number of injuries within the different directorates:

Directorate	Financial Year	
	2022/23	2023/24
Office of the Municipal Manager	**0**	**0**
Office of the Deputy Municipal Manager	**4**	**0**
Civil and Water Services	**17**	**21**
Community Services	**53**	**56**
Electromechanical Services	**6**	**3**
Finance and Economic Development	**8**	**11**

2.6.2.3 Sick Leave

Directorate	Financial Year	
	2022/23	2023/24
Office of the Municipal Manager & DMM	**767.50**	**398**
Planning and Development	**210.50**	**126**
Civil and Water Services	**1427**	**769.50**
Community Services	**2503**	**218**
Electromechanical Services	**182**	**32**
Finance and Economic Development	**135**	**84**

2.6.2.4 Capacitating the municipal workforce

Section 68 (1) of the Municipal Systems Act states that municipality must develop its human resource capacity to a level that enables it to perform its functions and exercise its powers in an economical, effective, efficient and accountable way. For this purpose the human resource capacity of amunicipality must comply with the Skills Development Act (SDA), 1998, and the Skills Development Levies Act, 20 1999 (Act No. 28 of 1999).

2.6.2.5 Skills Development

The Skills Development Act (1998) and the Municipal Systems Act, (2000), require employers to supply employees with the necessary training in order to develop its human resource capacity. Section 55(1) (f) states that as head of administration the Municipal Manager is responsible for the management, utilization and training of staff.

The table below indicates the number of employees that received training in the year 2023/24:

Table 15: Skills Matrix

Financial Year 2023/2024					
Occupational Categories	**Gender**	**Number of Employees as the beginning of the financial year**	**Training provided within the financial year**		
			Learnerships	**Skills programmes & other short courses**	**Total**
MM and Directors	Female	1		1	1
	Male	2		2	2
Professionals	Female	3		1	1
	Male	8		1	1
Technicians	Female	0		1	1
	Male	2		1	1
Community and Personal Services workers	Male	4		1	1
	Female	82		1	1
Clerical and Administrative Workers	Male	17		1	1
	Female	29		1	1
Machine operators and drivers	Male	5		1	1
	Female	0		1	
Labourers	Male	0	1	1	2
	Female	10	1	1	2
Subtotal	**Female**	**125**		**7**	**7**
	Male	**38**		**8**	**8**
Total		**163**	**2**	**29**	

2.6.2.6 Municipal Finance Management Programme (MFMP)

In terms of Section 83 (1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the Accounting Officer, Senior Managers, the Chief Financial Officer, non-financial managers and other financial officials of a municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the Municipal Finance Management Act. National Treasury has prescribed such financial management competencies in Government Notice 493 dated 15 June 2007.

To assist the above-mentioned officials to acquire the prescribed financial competencies, National Treasury, with the collaboration of various stakeholders and role players in the local government sphere, developed an outcomes-based NQF Level 6 qualification in municipal finance management. In terms of the Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect 1 January 2013 (exempted until 30 September 2015 as per Government Notice 179 of 14 March 2014), employ a person as a financial official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations."

The table below provides details of the financial competency development progress as required by the regulation:

Table 16: Financial Competency Development: Progress Report

Description	Total number of officials employed by municipality (Regulation 14(4) and (c))	Competency assessments completed (Regulation 14(4)(b) and (d))	Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4))	Total number of officials that meet prescribed competency levels (Regulation 14(4))
Financials Officials				
Accounting Officer	1	1	1	1
Chief Financial Officer	1	1	1	1
Senior Managers	3	3	3	1
Any other financial officials	-	-	-	-
Supply Chain Management officials				
Heads of supply chain management units	1	1	1	1
Supply chain management senior managers	1	1	1	1
Sub Total	2	2	2	2
Other officials for purpose of acting and succession planning				
Other Officials	-	-	-	-
Total	7	7	7	7

2.6.2.7 Skills Development Expenditure

Financial Year	Budget Expenditure	% Spent
2022/2023	R624 736	86%
2023/2024	R412 665.65	61%

2.6.3 Risk Management

Risk management is the process of identifying, assessing and prioritising potential risks to minimise their impact on the organisation or project. It involves analysing potential risks, developing strategies to mitigate them, and implementing plans to monitor and control those risks. By effectively managing risks, organisation can protect its assets, reputation, and overall success.

2.6.3.1 Risk Register

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
1	Water Security	1. Drought 2. Increase in demand for water 3. Limited allocations from Water supply sources (boreholes, fountains & supply from surrounding earthen dams) 4. Vandalism & theft (inadequate scope) 5. Lack of adequate human resources 6. Lack of adequately trained staff on alternative technology	1. Identification & development of a comprehensive **drought** funding stream document. 2.1 Installation, maintenance and upkeep of all water meters 2.2 Development of service standards and response times for addressing water leaks 2.3 Calibration and certification of all bulk water metres 4. Inclusion of Infrastructure Asset security management strategy as an agenda item at top management meeting. 5. Submission of an item to Council highlighting the necessity of filling of critical I&E critical posts that addresses compliance and regulatory services together with consequences 6. Identification of advanced technology and the management thereof (batch plants)
2	Lack of sufficient capacity of bulk infrastructure (Elec, water, sewerage). Too many	1. Lack of planning for informal developments occurring in Kouga 2. Unavailability of master plans on	1. Assess & identify future bulk infrastructure requirements 2. Lobby for budget allocation from grant funding

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
	residents- too small treatment capacity. Note:" Lack of" refers to land and illegal informal settlements that cannot be serviced by bulk due to, amongst other, location which makes it impossible to be connected to existing services roads, Stormwater, waste)	certain type infrastructure (water & wastewater) 3. Lack of integration in planning and development (housing and infrastructure	options 3. Regular routine committed engagements driven by action plans
3	Financial sustainability of Kouga Local Municipality	1. Above CPIX increase in inflations for goods & services 2. Reprioritization of capital expenditure due to drought 3. Generation of operating deficits (non-cash items) 4. Lack of full enforcements of agency agreements (Fire Services) 5. Incompleteness of revenue (lack of data / outdated data) 6. Increase in debtors balances 7. Unfunded mandates (Library)	1. Detailed assessment on costing of all high value expenditure items to assess effectiveness and efficiencies within the process. 2. DBSA Loan to be sourced 3. Long term financial plan to be developed for the municipality 4. System to be developed to enable all fire incidents to be billed 5. Data cleansing exercise 6. Appoint a service provider to implement credit control for all accounts handed over 7. Engage relevant department and request that grant be increased (formalised letter)
4	Inaccurate performance information reporting	1. Portfolios of evidence not provided 2. Portfolios of evidence provided too late 3. Performance reported too late 4. Inadequate portfolios of evidence	1.1 **(1 & 4)** Drafting of a standard operating procedure on performance reporting 1.2 **(2 & 3)** Implementation of an electronic drive for submission of performance evidence

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
		provided 5. Technical indicator descriptions not developed for KPIs.	1.3 **(5)** Development of a draft technical indicator description template
5	Housing Backlog	1. Insufficient suitable land 2. Inadequate bulk infrastructure 3. Housing Setup Plan (outdated almost 12 years outdated) 4. Rural Urban immigration 5. Evictions 6. Lack of integration between Human Settlements & Infrastructure & Engineering	1. Land Audits 2 .Assess & identify future bulk infrastructure requirements 3.1 Internal Review Housing setup plan 3.2 External Review Housing setup plan (Service provider) 5. Policy formulation to address alternative accommodation resulting from eviction applications 6. Establishment of interdepartmental engagement on housing projects (Human Settlements & I&E)
6	Nonfunctioning essential operations / facilities (Electricity Blackout)	1. Lack of sufficient electricity for functional water treatment / purification stations 2. Lack of sufficient electricity for functional sewerage pump stations 3. Lack of sufficient electricity for functional administrative buildings 4. Lack of sufficient electricity for functional security infrastructure	1-4. Develop a generator maintenance programme 1. Procure mobile standby generators WISG GRANT
7	Ageing bulk Infrastructure (water, pump stations sewage, storm water, electricity, Internal networks - water pipes)	1. Poor & non timeous maintenance and repair of existing assets (water, pump stations sewage, storm water, electricity, Internal networks - water pipes) 2. Limited funding 3. Unavailability of master plans on	1.1 Additional funding for audit of all infrastructure to establish status quo 1.2. Risk based approach adopted when lobbying for additional funds 2.Risk based approach adopted when lobbying for additional funds 3.1 Establish cloud-based data storage filling system for

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
		certain type infrastructure (water, wastewater and roads)	all infrastructure (Meeting to take place between ICT Manager & Director to discuss) 3.2 Risk based approach adopted when lobbying for additional funds
8	Electricity losses	1. Linking of meters with Erven not completed2. Illegal connections 3. Tampering 4. Incorrect billing data and information5. Solar Installations	1 -5 Procure software to monitor & manage consumption in real time (non-technical losses)1-5 Procure service provider to manage metering infrastructure (AMR) (non-technical losses)1-5 Upgrade aged infrastructure to reduce technical losses (technical ;losses)1-5 Procure loggers to manage transformer balancing at each substation (technical losses)
9	Ineffective service delivery	1. Lack of plans for maintenance of infrastructure assets caravan parks, sport field caretakers' cottages, recreational halls, ablutions facilities coastal, cemeteries (council leased properties PDT) 2. Limited funding for critical human resources 3.1. Abuse/ Misuse of Plant and Equipment 3.2 Vandalism of municipal buildings. 4. Lack of equipment (bush/plot clearing, skip bins) 5. Lack of skilled and competent staff (lack of project management skills)/ageing workforce Grass cutting, security, fire services, refuse loaders & environmental management practitioners. 6. Lack of support for Disaster unit by the	1. Submission of maintenance plans to Budget & Treasury Office. 3.2 Secure additional funding (original budget) for fencing for sports fields 5.1 The training of staff to be added to the workplace skills plan. 5.2 Discussions with Community Services Human Resources & Occupational Health & Safety regarding ageing workforce 6. Approved Disaster Management Plan to be reviewed 7.1 Development of a Master Plan for cemeteries 7.2 Identify land for cemeteries (PDT to advise) 7.3 Apply for Environmental impact Assessment (EIA) at Humansdorp and Loerie (cemeteries) 8.1 Train people in different areas as first responders (firefighting- bush & house fires) 9. Secure additional funding in adjustment bud process for security resources 10. Develop an internal report on informal settlements

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
		district. Reviewal of the Disaster Management plan 7.1 Onerous process for approval of land for cemeteries 7.2 Lack of land for cemeteries in Humansdorp and Loerie 8. No Fire stations in Oyster Bay and Thornhill, Back yard shacks being built resulting in fires (refer to PDT) 9. Insufficient security resources (Budget to buy equipment and human resources) 10. Dense informal settlements resulting in fire services not being able to access/lack of sufficient road infrastructure/ not on approved spatial development plans (refer to PDT)	at portfolio level which will inform a management plan for informal settlements.
10	Inadequate disaster response readiness	1. Lack of staffing & resources to respond to cases and carry out emergency services - Inadequately skilled officials to respond to the disasters 2. Lack of attendance of members of the disaster advisory forum Committees (sector and state department entities) 3. Ageing infrastructure which is unable to cope / withstand disasters - (Stormwater drains not cleaned, water reticulation ageing, electrical & other areas) & short-term development planning. 4. Inadequate business continuity planning	1.1 Liaise with the District for the appointment of extra staff 1.2 Reprioritizing funds to acquire additional resources. 2. Include item relating to attendance of sector & state department entities at IGR meetings. 3,4 & 7 Development of an integrated business process between Infrastructure & Engineering, Community services & PDT 5. Development of a detailed centralized database of historic disasters database (research & document) 6. Develop a training plan for community & volunteer disaster training. .

Number	Risk name	Root causes to the risk	Mitigation action to further address the residual risk exposure
		5. Lack of a detailed centralised database of historic natural disaster events 6. Lack of regular disaster mitigation training 7. Lack of an integrated business processes developed between Community Services & Infrastructure & Engineering.	
11	Drop assessment non-compliance (Blue drop, Green drop, No-drop non-compliance) Blue drop requires 96% - currently at 91 % Green drop requires currently at 19% No drop requires currently	1. Insufficient resources (budgetary and human) to bring drop status within compliance levels. 2. Lack of a institutional strategy for the attainment of a compliant drop status. 3. Vandalism 4. Load shedding 5. Lack of maintenance and refurbishment plan 6. Dilapidated infrastructure (no assessment of remaining useful lives)	1. Request reprioritisation of budget allocations 2. Develop and institutional strategy for the attainment of a drop status 3. Deploy additional law enforcement security service resources at all WTW and WWTW. 4. Equip all WTW and WWTW with sufficient energy sources 5. Development of a maintenance and refurbishment plan 6. Development of a replacement plan for dilapidated infrastructure.

2.6.4 Anti-Corruption Strategy and Fraud Prevention Plan

The Anti-Corruption Strategy and Fraud Prevention Plan has been developed as a result of the expressed commitment of Council to fight corruption. It is also an important contribution to the National Anti-Corruption Strategy and supplements both the Public Service Anti-Corruption Strategy and Local Government Anti-Corruption Strategy.

Anti-corruption and Fraud related strategy

Name of Strategy	Developed	Date Reviewed	Approved by Council
Anti-corruption Strategy and Fraud Prevention Policy	Yes	25/05/2017	01/08/2017

2.6.5 By-Laws and Policies

Policies and by-laws are instruments that guide Council, the administration and communities and provide the framework for responsible local government in the municipal area.

The following by-laws have been approved by Council:

- Aerodrome By-law
- Cemeteries and Crematoria By-law
- Community Fire Safety By-law
- Customer Care and Revenue Management By-law
- Electricity By-law
- Fences and Fencing By-law
- Impoundment of Animals By-law
- Spatial Planning & Land Use Management By-law
- Liquor Trading By-law
- Outdoor Advertising and Signage By-law
- Prevention of Public Nuisance and Keeping of Animals By-law
- Public Amenities By-law
- Roads and Traffic By-law
- Solid Waste Disposal By-law
- Sporting Facilities By-law
- Standing Rules and Orders By-law
- Storm water Management By-law
- Street Trading By-law
- Water Supply and Sanitation By-law
- Waste Management By-law
- Toll Parking Areas By-law

2.6.5.1 Reviewed Policies

It is Council's intention to develop a schedule of all policies and by-laws that will indicate an annual rotation plan for reviewing all policies and by-laws. This process will assist the municipality to be developmental and innovative in doing its business. The systems should be continuously updated to ensure that it supports the administration.

Table 17: Policies

KOUGA MUNICIPALITY – MASTER POLICY REGISTER					
Policy Name	**Responsible Department**	**KLM Unit**	**Status**	**Resolution Reference**	**Review 1 Res No**
Administration of immovable property	Assets	Finance	Draft adopted		Policy and Procedure for the Disposal of Immovable Assets 18/04/F7
Anti-Corruption Strategy and Fraud Prevention Policy 2015/17	Budget & Treasury	Finance	Approved	15/05/AME13	17/07/AME&SP2
Housing Beneficiary Allocation Policy	Human Settlement	PDT	To be developed		
Borrowing Policy	Budget & Treasury	Finance	Approved		
Cash Management and Investment Policy	Budget & Treasury	Finance	Approved		
Cemetery Management Policy	Parks	Community Services	Approved	23/05 CDS24	
Corporate Governance ICT Policy	ICT	OTDMM	Approved	18/03/F1	
Cost Containment Policy	Budget & Treasury	Finance	Approved		
Emergency Housing Policy	Human Settlement	PDT	To be developed		
Fixed Assets Policy	Assets	Finance	Approved		
Funding and Reserves Policy	Budget & Treasury	Finance	Approved		
Human Settlement Plan	Human Settlement	PDT	Approved. To be reviewed		
ICT Charter	ICT	OTDMM	Approved	18/03/F1	
ICT Disaster Recovery Policy	ICT	OTDMM	Approved	18/03/F1	
ICT Risk Management Framework	ICT	OTDMM	Approved	18/03/F1	
ICT Strategy	ICT	OTDMM	Approved	18/03/F1	

KOUGA MUNICIPALITY – MASTER POLICY REGISTER					
Policy Name	**Responsible Department**	**KLM Unit**	**Status**	**Resolution Reference**	**Review 1 Res No**
ICT User Access Management Policy	ICY	OTDMM	Approved		
Indigent Support Policy	Revenue	Finance	Approved		18/03/F1
IT Policy	ICT	OTDMM	Approved		
Public Participation Policy	Public Participation	OTMM	Approved	23/06MM6	
Ward Committee Policy	Public Participation	OTMM	Approved	17/06/MM14	23/06/MM7
Media and Communication Policy	Communication	OTMM	Approved	23/05/MM4	
Model SCM Policy for Infrastructure Procurement and Delivery Management	SCM	Finance	Approved	17/07/F6	
National Treasury Standard for Infrastructure Procurement and Delivery Management	SCM	Finance	Approved	17/07/F6	
Preferential Procurement Policy	SCM	Finance	Approved		
Property Rates Policy	Revenue	Finance	Approved	17/12/F11	
Provision of doubtful debt a write-off of irrecoverable debt Policy	Revenue	Finance	Approved	15/05/F14	
Risk Management Policy	Budget & Treasury	Finance	Approved		
Supply Chain Management Policy	SCM	Finance	Approved		18/03/F1
Tariffs Policy	Revenue	Finance	Approved		
Virement Policy	Budget & Treasury	Finance	Approved		
Unallocated Revenue and Building Deposit Policy	Budget & Treasury	Finance	Approved		
SMME Development Policy	LED	Finance	Approved		
Grant in Aid	LED &Tourism	Finance	Approved		

KOUGA MUNICIPALITY – MASTER POLICY REGISTER					
Policy Name	**Responsible Department**	**KLM Unit**	**Status**	**Resolution Reference**	**Review 1 Res No**

2.7 KPA: BASIC SERVICE DELIVERY

2.7.1 WATER

Kouga Municipality is a Water Services Authority (WSA) in terms of the Water Services Act 108 of 1997 and has a duty to all customers or potential customers in its area of jurisdiction to progressively ensure efficient, affordable, economical and sustainable access to water services that promote sustainable livelihoods and economic development.

Sections 12 and 13 of the Water Services Act 108 of 1997 place a duty on WSAs to prepare and maintain a Water Services Development Plan (WSDP).

The current WSDP was updated in November 2010 and approved, together with the 2010/2011 IDP by the Kouga Municipal Council. The municipality is in a process of reviewing this plan.

2.7.2 Highlights on Water Provision

The table below set out all highlights on water provision:

Highlight/s	Description
Kouga Municipality has constructed 4 additional Water treatment plants	Effective removal of heavy metals in Groundwater.
Improved water security by developing groundwater sources	Several new boreholes were developed across Kouga to improve our water supply and reduce our reliance on NMBM water
Improved and Efficient Water treatment Chemicals	Cost effective and more effective chemicals identified and implemented for surface water treatment
Kouga is currently one of the top 3 Municipalities in the Eastern Cape (Blue Drop Report 2023)	Effective management of Water Treatment process.

2.7.3 Challenges on Water Provision

The table below set out all challenges experience by the department on water provision:

Challenge/s	Action to Adress
Storage Capacity in KwaNomzamo.	Build additional storage facility to meet Human Settlements Guideline standards.

Challenge/s	Action to Adress
Humansdorp water quality deteriorate after high rainfall negatively impacts on raw water colour.	Better chemicals implemented to remove high turbidity through flocculation process.
Loadshedding.	Loadshedding has several negative impacts on the water supply. - High cost to run boreholes and treatment plants on generators. - Reduced yield from boreholes - Potential damage to boreholes to frequent stop-start of pumping operation. - Damage to electrical equipment due to electrical surges caused by switching.

2.7.4 Current Water Situation

The towns Loerie, Thornhill, Jeffreys Bay, Aston Bay, Paradise Beach, Humansdorp and St Francis Bay receives potable water from the Nelson Mandela Metro Municipality. The water supply of Jeffreys Bay, Humansdorp and St Francis Bay are supplemented by subsurface (Ground/Borehole) water. The town of Oyster Bay is exclusively dependent on ground water obtained from boreholes and springs.

The Hankey and Patensie towns obtain raw water from the Kouga Dam through the canal system which is operated by the Gamtoos Irrigation Board on behalf of the Department of Water and Sanitation. Raw water is treated at the Patensie and Hankey water treatment works to potable water standard before distribution. A new borehole supplying Hankey with water has been equipped and piped to Hankey water treatment works to supplement supply from the Dam.

Kouga Local Municipality's Management area includes the following towns and Water Distributions Systems (WDS):

Town	WDS	Status
Hankey	Hankey WTW (New water treatment plant for groundwater and surface water treatment. Raw water received from Gamtoos Irrigation Board and boreholes)	Package plant status new. Original plant requires some attention.
Humansdorp	Humansdorp WTW (New water treatment plant for groundwater treatment). Old treatment plant for treating fountain water. Gill Marcus WTW – small package plant for treating surface water from dam.	Humansdorp Water Treatment works - old but functional. Ground Water Package Plant is New.
Jeffreys Bay	Jeffreys Bay WTW (original plant + Ground Water Package Plant)	Jeffreys Bay old plant in excellent functional condition scoring a 91% in the Blue Drop assessment. Ground Water Package Plant is New.
Loerie	Potable Water Supplied via NMBM Loerie Water Treatment Works	Water quality remains consistent with no major concerns

Town	WDS	Status
Patensie	Patensie WTW (Ground water supply + Surface water received from Kouga dam operated by Gamtoos Irrigation Board)	Good functional condition
St Francis Bay	New ground water batch plant constructed and currently being blended with potable water from the NMBM Churchill scheme	St. Francis Plant in new condition
Thornhill	Thornhill Water is supplied by Churchill Water scheme	No Plant required as treated water is received. Quality is being monitored and samples taken every second week to ensure quality water is delivered to the end user.
Oyster Bay	Oyster Bay Water Treatment works supplied by ground water and natural springs.	Water quality is constantly monitored. Water supply is sufficient to meet the current demand.

2.7.4.1 Water Service Levels

All residents on formal erven in the urban areas of Kouga municipality's management area have access to water service and free basic water (6kl) is provided to all registered indigent households.

Households in informal areas are provided with communal services as an intermediary measure. Thereare ±4 200 informal households in Kouga without any basic water or sanitation services (communal taps and ablution facilities).

Due to thephysical location and topography around these settlements, it makes it very difficult to provide the necessary services, as these areas are often sloping away from the existing infrastructure and therefore not possible to service with water borne sanitation services. These areas are seldom formalized townships and therefore not allowed to be serviced with permanent services. It is also estimated that there might still be households on the farms in the rural areas with existing services below RDP standards, which can only be verified through a detail survey.

The table below give an overview of the water service delivery access profile of the municipality's management area:

Table 18:Water Service Levels -2022



Water Service Levels: 2022	Number	%
Piped (tap) water inside dwelling	20 698	72.2%
Piped (tap) water inside the yard	4 612	16.1%
Pipe (tap) water on community stand	2 765	9.6%
No access to piped water	606	2.1%

Source: Statsa, Census 2022

2.7.4.2 Infrastructure Development: Water

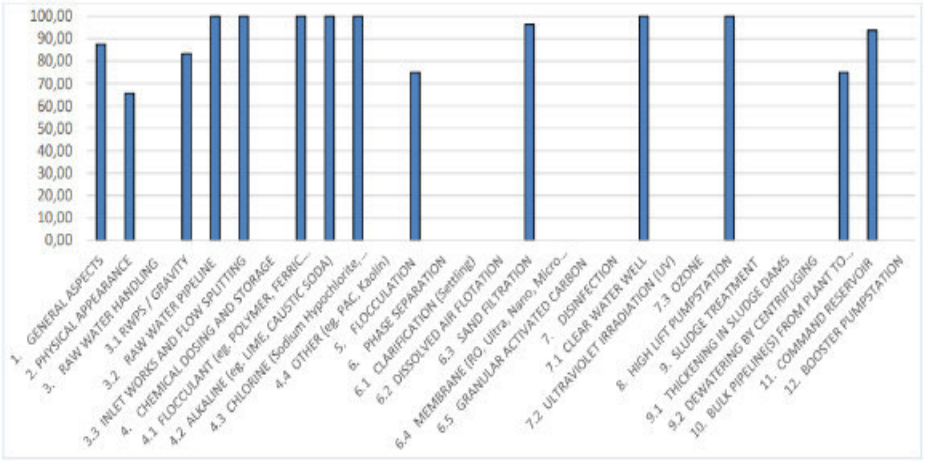
Town	Description											
	WTW (Hydraulic)			Bulk Water Needs			Reservoirs			Water Networks		
	Status	Year to upgrade	Cost (R)	Status	Year to upgrade	Cost (R)	Status	Year to upgrade	Cost (R)	Status	Year to upgrade	Cost (R)
Hankey	2.1Ml/d Good	2025/26	R1.5 mil	Good	2025/26	TBC	Good	2026/27	R6 mil	Poor	2024/26	R6.0 mil
Humansdorp	6.0 Ml/d Good	2024/25 (Gill Marcus)	R3.5 mil	Poor. Need 2.0Ml/d	2024/25	R6.0mil	Poor. Urgent	2024/25	R8.0mil	Poor	2024/30	R20.0 mil
Jeffreys Bay	7.9 Ml/d Good	2026/27	R3.0 mil	Poor. Need 2.0Ml/d	2025/26	R3.0mil	Good	2027/28	R10mil	Poor	2024/30	R50.0 mil
Loerie	N/A	N/A	N/A	Good	2024/25	R4.0mil	Good			Poor	2024/25	R1.0 mil
Patensie	2.0 Ml/d Poor	2025/26	R2.0 mil	Good	2025/26	TBC	Good	2025/26	R8.0mil	Poor	2024/28	R6.0 mil
St Francis Bay	1.9 Ml/d Good	2024/25	R1.0 mil	Poor. Need 1.0Ml/d	2024/25	R3.0mil	Average	2025/26	R10.0mil	Poor	2024/30	R20.0 mil
Thornhill	0.2 Ml/d N/A	2024/25	N/A	Good	2025/26	R0.3mil	Poor	2025/26	R6.0mil	Poor	2024/25	R1.0 mil
Oyster Bay	0.8 Ml/d Poor	2024/25	R2.5 mil	Good	2024/25	R1.0mil	Good	2028/29	R6.0mil	Poor	2024/26	R2.0 mil

2.7.4.3 Blue Drop Status

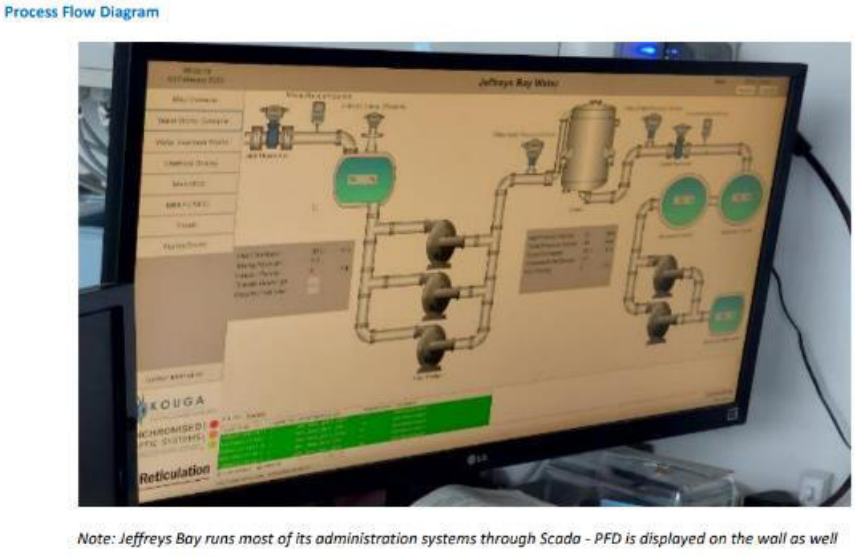
The Jeffreys Bay Water Treatment Works system was inspected to assess the condition and functionality of infrastructure and treatment processes on the ground, and to estimate the cost of restoration to full functionality. Jeffreys Bay Water Treatment Works: 91%

Performance Profile

The following process units were inspected and related according to the % score on the y-axis. Process units that score <50% are marked in red and need urgent intervention.



Source: Department of Water & Sanitation, Green Drop Watch Report, 2023



Note: Jeffreys Bay runs most of its administration systems through Scada - PFD is displayed on the wall as well

Source: Department of Water & Sanitation, Green Drop Watch Report, 2023

Condition Assessment Findings

Watch#	Process Unit Assessed	%TSA	Observations
1	**General aspects**	87.5	The Jeffreys Bay WTW has good administration in place on paper and on Scada. It is noted that a

Watch#	Process Unit Assessed	%TSA	Observations
			secondary pilot plant water purification process where the iron and manganese is removed from the water is being tested in a 6Ml/d plant. Based on preliminary results it would be possible to incorporate this plant into the existing plant and increase the design capacity to 10Ml/d.
2	**Physical appearance of plan**	65.6	The works itself is well fenced off with paving and enough area for circle turning and delivery of chemicals and other required equipment for the site. The works is not sign posted and the road leading to the works is a gravel road that could use attention if large vehicles need to reach the site. Also, the construction of the new works has left construction debris around the site which needs to removal
3	**Run water handling**		Screens are in place; this could not be assessed but it is reported to be cleaned. Raw water from Boreholes abstracted from all areas (8 boreholes operated) monitored on the telemetric system. All pumps are operation however not all boreholes are in operation. A total of 8 are operational and some are not being used to replenish ground water levels. Boreholes yield is 55kl/s. Flow meters are in place but need to calibrated. Single flow channel in the inlet where floc can be added which then creates even split through maize walls.
	Raw water pumpstation/ gravity feed	83.3	
	Raw water pipeline	100.0	
	Inlet work	100.0	
4	**Chemical dosing and storage**		Poly-aluminium being used, and sufficient storage is available and used as required as per Scada monitoring analysis.
	Flocculant	100.0	
	Alkaline (e.g. Caustic Soda)	100.0	Sodium hydroxide/Caustic Soda is used to increase the pH to precipitate iron and manganese. The storage volume is sufficient for 30 days' consumption. Addition supply in a 1000l tank available
	Chlorine (Sodium Hypochlorite, gas, HTH) or Chlorine Dioxide	100.0	Disinfection is one with chorine gas. All back systems, switch over and scales are in place as well as safety equipment. Signage to this unit is well done and is an example of a good functioning system. All safety equipment and shower units are in place.
5	**Flocculation**	75.0	No flocculation was done at this time however the channels are in good condition and inducive to proper mixing and floc formation.
6	**Phase Separation**	n/a	Five pressure filters are installed. Two back wash pumps are installed and in working condition and interchangeable. 1 standby, 1 operating and another on standby. 100% standby backwash pumps available. Three air blowers. One in use, one out for repair and one standby. The Filters are enclosed however the system allows for even flow to the units based on the pipework.
	Sand Filtration	96.4	
7	**Disinfection**		Chlorine is dosed at the entry of the clear water wells. Flows through reservoir and then measured at the end of the tank, just before being pumped away to command reservoir
	Clear water well	100.0	
8	**High Lift Pump Station**	100.0	Two pumps are in place however these pumps to an elevated reservoir and then measured at the end of the tank, just before being pumped away to command reservoir
9	**Sludge Treatment**		No sludge dam in place and recycled water is returned to the works and sludge is deposited on an adjacent field
	Thickening in Sludge Dams	n/a	
10	**Bulk pipeline from plan to command reservoir**	75.0	Bulk lines are in good condition according to the process controllers. Additional lines are being added

Watch#	Process Unit Assessed	%TSA	Observations
			by the pilot study. Valve chamber in good condition however need to be covered
11	**Command reservoir**	93.7	Two reservoirs and elevated tank are fenced in the works and are secure and is monitored and operated by Scada system. Flow meters are in place and monitored and analysed
12	**Booster Pump Station**	n/a	None
Total		**91%**	

Source: Department of Water & Sanitation, Blue Drop Report, 2023

High risk areas OR Key Hardware Risks/ Defects

1. Commissioning of the pilot project to add 6Ml and closing of open pipe trenches which were left open during testing phase.
2. Repair to backwash systems and possible alternative solution to back up systems, especially on the air blowers.
3. Site at reservoirs to be cleared and landscaped post construction

2.7.4.4 Water: Capital Projects

Water: Capital Projects: 2023 - 2026								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
St Francis Bay replacement of ageing pipe infrastructure	St Francis	Old and leaking asbestos cement water reticulation pipes to be replaced along Sea Glades Drive, Canal Road, and Lyme Road South with new pipelines.	CAPEX	R106,687.00	R100 000.00	R0.00	R15,059,602	Busy with Detail Design and Environmental Studies. Only roll-over funding available for the 23/24 FY. Technical Report submitted to WSIG for project approval to the value of R11,584,309.95. Business Plan submitted to DWS on 30/10/2023 - awaiting feedback from DWS. Budget dependent.
Connect Kruisfontein Boreholes Humansdorp	Humansdorp	The Scope of Work entails the installation of pipework from newly developed boreholes to the water treatment works in Humansdorp. It also involves the crossing of the N2.	WSIG				R11,824,969.57	Funds have been approved to conclude all outstanding payments.
Kouga Water Master Plan	Kouga	Water Master Plan for all areas of Kouga LM.	CAPEX	R0.00			R919,195.00	Existing Master Plans in the process of being updated.
Sout River new Suspension Bridge (Zeekoei)	St Francis Cape St Francis	The Scope of Works include the upgrading of the reconstruction of the Soutriver Bridge	CAPEX	R120,733.00	R100,000.00		R11,180,361	Busy with Detail Design and Environmental Studies. 80% complete. Technical report submitted to DWS on 11/09/2023. Business Plan submitted to WSIG 31 October 2023

Water: Capital Projects: 2023 - 2026								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
								awaiting feedback from DWS. Budget dependent.
Repair leaked concrete water tower Paradise Beach	Paradise Beach	The Scope of Work entails structural repairs to the Paradise beach Water Tower, as well as the replacing of pipework and the installation of a new fence.	WSIG	R9,772,639.00	R0.00	R0.00	R9,772,639.00	Tender advertised: 23 May 2023 Briefing Meeting held on: 2 June 2023 Tender closed on 23 June 2023 Contractor on Site Approved at BAC: 13 August 2023 Contractor appointed: 29 Sept 2023
WSIG Drought Project	KLM						R57,400,000.00	Project complete and in retention phase.
Replace 250mm water main in Mimosa Street, Jeffreys Bay	Lower Wavecrest	The Scope of the project entails the replacing of the pipeline in Mimosa Street	WSIG	R12,836,056	R3,478,261	R0.00	R18,740,897.94	Tender advertised: 12 May 2023 Briefing Meeting held on: 23 May 2023 Tender closed on 12 June 2023 Site handed over on 30 August 2023. Materials purchased and work has started.
Consulting Services for development of boreholes	All areas	Consulting services for development of boreholes	WSIG	R1,000,000.00	R0.00	R0.00	R1,000,000.00	DWS approved this project to be implemented with the available WSIG funding. Item submitted and approved at Council on 14 December 2023. Work in progress
Humansdorp: Develop new Berg Dam	All areas	Investigation stage for the development of Die Berg Dam.	WSIG	R0.00	R0.00	R0.00	R3,000,000.00	Technical Report submitted to DWS on 15 September 2023 for approval.

Water: Capital Projects: 2023 - 2026								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
								Business Plan submitted to DWS on 30/10/2023 and awaiting feedback from DWS
Develop 3 additional boreholes	St Francis Bay	Develop 3 new boreholes.	WSIG	R0.00	R0.00	R0.00	R8,000,000.00	Technical Report submitted to DWS on 15 September 2023 for approval. Business Plan submitted to DWS on 30/10/2023 and awaiting feedback from DWS
St Francis Bay connect two boreholes	St Francis Bay	Connect 2 boreholes in St Francis	WSIG	R3,000,000.00	R0.00	R0.00	R3,000,000.00	DWS approved this project to be implemented with the available WSIG funding. Order to CCST has been issued. Work in progress
Upgrade of WTW	All Areas	Refurbishment of WTW	Internal		R10,000,000.00	R7,500,000.00	R2,500,000.00	Budget approval dependent
Kwanomzamo New Reservoir	Kwanomzamo	Construct new 2.5Ml reserrvoir	Internal		R3,000,000.00	R7,500,000.00		Budget approval dependent
Appointment of PSP for water quality monitoring.	Kouga						Rates based.	PSP appointed.
Upgrade Gill Marcus WTW	Gill Marcus	Upgrade treatment plant	Internal	R3,500,000.00				Tender advertised on 16 February 2024.

2.7.5 SANITATION/SEWERAGE

Wastewater or sanitation services form part of the overall water services as defined in the Water Services Development Plan (WSDP). The WSDP is available from the directorate Civil & Water Services on request and through completion of a PAIA (Promotion of Access to Information Act) application. The municipality is in process to review its sewer master plan.

Kouga Municipality adopted a policy in 2015, that provides that acceptable standard for sanitation services be a waterborne system in all areas. Due to limited own capital funding for projects, bulk infrastructure upgrading/rehabilitation is mostly funded by grant funding. The backlog that presently exists at all Kouga Wastewater Treatment Plants in terms of over capacitation and ageing infrastructure, is 10,5Ml/Day.

2.7.5.1 Current Situation: Sanitation

Sewer is conveyed to the treatment facilities either by a water borne collector system or vacuum tanker service. Sewer services are available throughout the whole service area of the Kouga Municipality. Ensuring that sufficient treatment capacity is available for present and future demand is a key focus area for the municipality.

The municipality is also thriving to comply at its best to the Green Drop standards set out by the Department of Water and Sanitation.

2.7.5.2 Highlights on Wastewater Provision

The table below set out all highlights on wastewater provision:

Highlights	Description
Upgrade of KwaNomzamo Wastewater Treatment Works (Contractor is on Site)	Refurbishment of all vandalized components of the works
Refurbishment of Hankey WWTW	Procuring contractor to conduct works
Refurbishment of Jeffreys Bay WWTW to improve quality of effluent discharged into downstream environment	Substantial repairs to mechanical and electrical equipment have been completed to improve the quality of discharged effluent to the required standard.

2.7.5.3 Challenges on Wastewater Provision

The table below indicates the challenges on wastewater provision:

Challenges	Action to Address
Vandalism in all areas	Security audit conducted to address security shortfalls and prevent vandalism
Foreign objects discarded into sewer reticulation network	Creating community awareness and regular preventative jetting of pipelines.
Failing infrastructure	Upgrading of Lamer rising main, and
Lack of monitoring on the critical pumpstation sites.	Scada implemented. Live sump level monitoring as well as pump running times and pipeline pressures.

2.7.5.4 Sanitation Service Levels

Table 19:Sanitation Service Levels -2022



Sanitation Service Levels: 2022	Number	%
Flush toilet	24 302	84,7%
Chemical toilet	106	0,4%
Pit toilet	903	3,1%
Bucket toilet	2 568	9,0%
Other	255	0,9%
None	547	1,9%

Source: StatsSa, Census, 2022

2.7.5.5 Infrastructure Development: Sanitation

Town	Description							
	Sewer Reticulation				Wastewater Treatment Works			
	Condition	Year to upgrade	Cost (R)	Description	Condition	Year to upgrade	Cost (R)	Description
Hankey	Poor	2024/25	R15mil	Expand sewer network	Completely vandalised. 25% functional.	2023/24	R5.3m	Refurbishment of Hankey WWTW
Humansdorp	Poor	2024/30	R25mil	Expand sewer network	Mostly vandalised. 10% functional	2023/24	R43m	Refurbishment of Humansdorp WWTW
Jeffreys Bay	Average	2024/30	R40mil	Expand sewer network	90% functional	2023/24	Internal O&M budget	Repairs and maintenance of recycling pumps, dehydrator scheduled to be repaired
Loerie	Poor	2024/7	R9mil	Expand sewer network	Pond System			
St Francis Bay	Poor	2024/30	R50mil	Expand sewer network	SBR Tank system, 95% functional		Internal O&M budget	
Thornhill	Poor	2024/28	R18mil	Expand sewer network	Thornhill 60% functional due to vandalism	2023/24 &2024/25	Internal O&M Budget to be verified.	Refurbish all vandalised components at the works
Kruisfontuin WWTW					80% functional	2023/24 &2024/25	Internal O&M Budget to be verified.	Refurbish all vandalised components at the works

2.7.5.6 Green Drop Status

The municipality was identified to have the following wastewater treatment systems in critical state and was advised by the Regulator to issue a Corrective Action Plans (CAPs) and ringfenced grant allocation to the identified systems. The following results were found following analysis of the CAPs and funds as submitted by the WSA during the period 1 April 2022 to 31 March 2023.

BASELINE:

WSI Name	WSI 2021 GD Score	WSI TSA Score	Toral VROOM Cost	WWTW Names (<31% score)	WWTWW 2021 GD Score
Kouga LM	19%	11%	R169,856,400	Hankey	20.4%
				Kruisfontein	16.8%
				Loerie	13.0%
				Humansdorp	9.4%
				St Francis Bay	23.7%
				Jeffreys Bay	19.6%
				Thornhill	16.6%

Source: Department of Water & Sanitation, Green Drop Watch Report, 2023

Watch Area 1: PLANNING - Corrective Action Plan to improve on the Green Drop Scores

WSI Name	WWTW Name	Compliance Letters Issued	WSA Requested Support to develop the CAP	DWS Schedule Engagement with Non-response WSIs	Number of CAPs received by DWS	Date of CAPs receipt by DWS	CAP Implementation Status: Progress @ 31 March 2022	Quality of CAP
Kouga LM	Hankey	Yes	No	No engagement done. ECPO will review the submitted action plans and advise on the way forward wrt implementation of the action plans. ECPO will conduct a physical inspection to determine whether remedial actions are taken to address the deficiencies. C&WS in constant liaison with Department of Water and Sanitation Officials. Training scheduled to improve the current Greendrop status.	1	Yes, 29/09/22	No Progress	Poor
	Kruisfontein	Yes	No		1		No Progress	Poor
	Loerie	Yes	No		1		No Progress	Poor
	Humansdorp	Yes	No		1		No Progress	Poor
	St Francis Bay	Yes	No		1		No Progress	Poor
	Jeffreys Bay	Yes	No		1		No Progress	Poor
	Thornhill	Yes	No		1		No Progress	Poor

Source: Department of Water & Sanitation, Green Drop Watch Report, 2023

Watch Area 2: IMPLEMENTATION - Securing of water services grants, funding, and appropriate resources to implement the CAP

None

Watch Area 3: INTERVENTION – Status and types of interventions by DWS

WSI Name	WWTW Name	Regulator's Compliance Monitoring and Enforcement Status	Action to follow and other comment
Kouga LM	Hankey	Issued non-compliance letter (s9(4) or 10; Issued NWA Notice (Pre-directive)	An updated notice is currently being drafted and will be routed to the delegated authority for signature. A telephonic engagement followed up with an email was sent to obtain further information wrt action plan.
	Kruisfontein	Issued non-compliance letter (s9(4) or 10; Issued NWA Notice (Pre-directive)	DWS will continue monitoring the system. The system is fairly new, and a follow-up was conducted, and no non-compliances were identified during the inspection and DWS will continue monitoring the system.
	Loerie	Issued non-compliance letter (S9(4) or 10	DWS will continue monitoring the system and engagement with water quality to determine issues of non-compliance.

WSI Name	WWTW Name	Regulator's Compliance Monitoring and Enforcement Status	Action to follow and other comment
	Humansdorp	Issued non-compliance letter (S9(4) or 10	A submission was drafted requesting support on court interdict and is currently waiting for approval from the delegated authority. A follow-up on the status of the submission will be done. Sever vandalism. An action plan was submitted and DWS found it unsatisfactory. An email was sent to LM requesting further information. A follow-up was conducted in September 2019.
	St Francis Bay	None	A follow-up inspection to be conducted. An audit was conducted on 20 October 2021 and a letter dated 19 November 2021 outlining the findings of the audit was sent to LM.
	Jeffreys Bay	Issued NWA Notice (Pre-directive)	A formal letter wrt to the action plans submitted. A directive will be followed-up to ensure issuance. A directive was drafted and submitted for comments and signature from delegated authority.
	Thornhill	Issued non-compliance letter (S9(4) or 10(4)	A formal letter wrt to the action plans submitted. A follow-up inspection is to be conducted. An audit was conducted on 21 October 2021 and a letter dated 19 November 2021 outlining the findings of the audit was sent to LM.

2.7.5.7 Sanitation: Capital Projects

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	Area	Detailed Scope	Funding Source	23/24 Budget	24/25 Budget	25/26 Budget	Value	Status Update
Hankey Sanitation Phases 1-3	Hankey	Install sewer reticulation for Phillipsville, Old Hankey, Hankey and Hankey Town. Construct new sewer pump station in Phillipsville and reconstruct Centerton pump station.	MIG	R12,808,470.00	R0.00	R0.00	R62,158,560.00	Phase 1 and Phase 2 is completed. Phase 3 - started 01 March 2023. Completion date Nov 2023. Contractor is experiencing delays and revised completion date estimated at end February 2024.
KwaNomzamo WWTW Upgrade	KwaNomzamo	Upgrade KwaNomzamo WWTW from 1.5ML to 3ML and refurbish plant.	MIG	R7,391,378.00	R28,431,630	R0.00	R42,360,556.91	BAC approved re-instatement of Full scope of Work on 30/08/23+ 20% Variation Order. Letter

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
		2023/24 available budget is R12 227 572.42						of Re-instatement issued on 12 September 2023. Contractor currently busy with design and is moving on site in January 2024. Various mechanical equipment has been ordered and purchased through the Contract. Contractor is on site.
La Mer New Sewer Rising Main - Planning Stage	Whole of Jeffreys Bay area	The scope of the work entails the upgrading of the sewer rising main from La Mer pump station to the Jeffreys Bay WWTW with a 315mm dia pipeline.	MIG	R208,695.00	R356,522.00	R3,478,261.00	R51,911,805	This project was registered for Planning Stage on 16/11/2022 as MIG project. Design is complete. The intention is to complete Phase 1 from La Mer to Prospect Street by 30 June 2024. Internal capital funding to the value of R10m has been made available for Phase 1. The EIA is currently in progress for the outstanding works. The outstanding works will be MIG funded. Phase 1 is advertised on 24 January 2024. It is estimated that the first of the replacement of the pipeline will take

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
								place middle April 2024.
Oceanview Sewer Pipe Upgrade - Planning Stage	Oceanview	The scope of the work entails the planning stage for the replacement of the 160 mm pipeline from the top of Oceanview to the Oceanview Sewer Pump Station to eliminate the constant blockages at Kings College.	MIG	R304,347.00	R417,391.00	R1,739,140	R5,500,000.00	Tender advertised: 19 May 2023 Briefing Meeting held on: 29 May 2023. Tender closed on 19 June 2023 Item was approved at BAC at 25 October 2023. Letter of Appointment issued to VST on 10 November 2023. Project kick off meeting held on 27 November 2023. Consultant appointed at a reduced Scope of R746,348.85. Prelim design to be completed by March 2024.
Refurbishment of Weston WWTW and new sewer reticulation- Planning Stage	Weston	The Scope of the Work entails the planning for the refurbishment of the Weston WWTW and the installation of a sewer reticulation network.	MIG	R430,645.00	R434,783.00	R4,347,826.00	R20,000,000.00	Tender advertised: 21 June 2023 Briefing Meeting held on: 3 July 2023 Tender closed on 20 July 2023 Letter of Appointment issued to Bosch Projects on 06 November 2023 to the reduced value of R1,145,241.30. Project kick-off meeting held on 20 November 2023. Prelim design to be

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
								completed by Mid-March 2024. There is a possibility this project can be funded by DoHS (to be confirmed).
Upgrading of Umzamowethu Sewer Reticulation	Oyster Bay	The Scope of the Works entails the Design for the upgrading of the Umzamowethu sewer reticulation	MIG	0	R1,500,000.00		R1,500,000.00	Item submitted to Council. Design Stage to be registered at DAC. Next DAC in March 2024.
New Bypass Sewer Main Beach pump Station - Design Stage	All of Jeffreys Bay area.	The Scope of Work entails the planning for the upgrading of the Beach Sewer Pump station and an installation of a new sewer pipe to a connection point in the Sands. This will greatly reduce the sewage load on Sandkasteel and La Mer pump station.	CAPEX	R323,486.00	R0.00	R0.00	R1,916,463.86	Busy with Detail Design and Environmental Studies. Overall 60%. Only roll-over funding available for the 23/24 FY. Technical Report submitted to WSIG for project approval to the value of R17,424,492.29 Business Plan submitted to DWS on 30/10/2023 - awaiting feedback from DWS.
Super Sucker Services for a period of three years	Kouga						Rates based.	Contractor appointed.
Hankey WWTW and KwaNomzamo Pump Station replacement.	Hankey & Humansdorp	Refurbish Hankey WWTW and KwaNomzamo Pump Station	CAPEX	R7,200,000.00	R0.00	R0.00	7200000	Tender advertised: 18 September 2023 Briefing Meeting to be held on: 02 October 2023

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
								Tender closed on 18 October 2023. Letter of Appointment issued to ROMH on 24 November 2023 to the contract value of R1,003,559.96. Kick-off meeting held on 05 December 2023. PSP busy with Construction tender document to be submitted to BSC end of January 2024
Request for Proposals - WWTW technology	Kouga	Opportunities to prospective developers to submit Proposals for Unique Processes, latest technology, best practices and equipment for the improvement of existing Wastewater Treatment Works						Request For Proposals (RFP) sent to SCM to be advertised by March 2024.
La Mer New sewer Rising Main	Jeffreys Bay	Upgrade Phase 1 of pipeline to WWTW	CAPEX	R9,700,000.00	R9,700,000.00			Tender closes end February 2024.
Sanitation verification throughout Kouga	All areas	Verify all sanitation services and backlogs	Internal		R500,000.00			Budget dependent
Jeffreys bay expand sewer reticulation network	Jeffreys Bay	Install new sewer reticulation	Internal		R5,000,000.00	R7,500,000.00	R2,500,000.00	Budget dependent.

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
St Francis Bay expand sewer reticulation network	Jeffreys Bay	Install new sewer reticulation	Internal		R4,000,000.00	R4,500,000.00	R4,500,000.00	Budget dependent.
Upgrade WWTW and on site testing equipment	Kouga	Refurbish WWTW plants	Internal		R30,000,000.00	R20,000,000.00	R10,000,000.00	Budget dependent.
Eradication of buckets in Kwanomzamo	Kouga	Install sewer reticulation to eradicate buckets	Internal		R5,000,000.00	R5,000,000.00	R5,000,000.00	Budget dependent.

2.7.6 ENERGY

The Kouga Municipality is the registered Electricity supply Authority for towns of Humansdorp, Jeffreys Bay, St Francis Bay, Cape St. Francis Bay and Oyster Bay, and at each town bulk supply is taken from the Eskom grid. Maintenance of the internal distribution networks is done by Kouga Municipality.

The Municipality's role is to construct, operate and maintain the electrical distribution network rendering services delivery to residential, commercial, and industrial consumers within these towns. Other operations include supply and maintain street lighting and pumpstation, etc. with electricity. Hankey, Patensie and Loerie are supplied with electricity by Eskom, while Thornhill is supplied with electricity by the Nelson Mandela Metro Municipality.

2.7.6.1 Energy for Lighting



Energy for Lighting	Number	%
Electricity from mains	27 786	96,9%
Gas	26	0,1%
Paraffin	464	1,6%
Candles	265	0,9%
Solar	81	0,3%
Other	27	0,1

Source: StatsSa, Census, 2022

2.7.6.2 Highlights on Electricity

The table below set out all highlights on electricity:

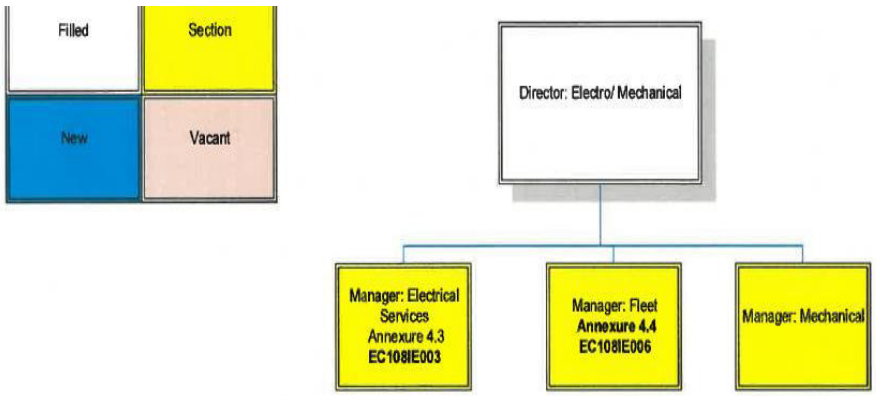
Highlights	Description
Electrifiaction	220 Houses in Humansdorp (Donkerhoek) 200 Housing program phase 1 in Oceanview.
Energy Efficiency	Installation of 504 LED streetlights replacing old streetlights.
Bulk Infrastructure improvement	Procure material and 66kV structures to replace the pole structures with new steel structures.
Supply security	Upgrade Appiesdraai substation with an additional 3 150kVA transformer as well as switchgear.
Supply security	Replace the cable between Jeffreys bay main substation and Caltex miniature substation upgraded from 70mm to 120mm 11kV medium voltage cable.
Pumpstation upgrading	Sewer pumpstations within Kouga has been upgraded with new pumps, one pumpstation connected to SCADA system for efficiency.
Fleet	Managing and maintaining 252 strong fleet, the department strive to maintain a 95% availability at all times.

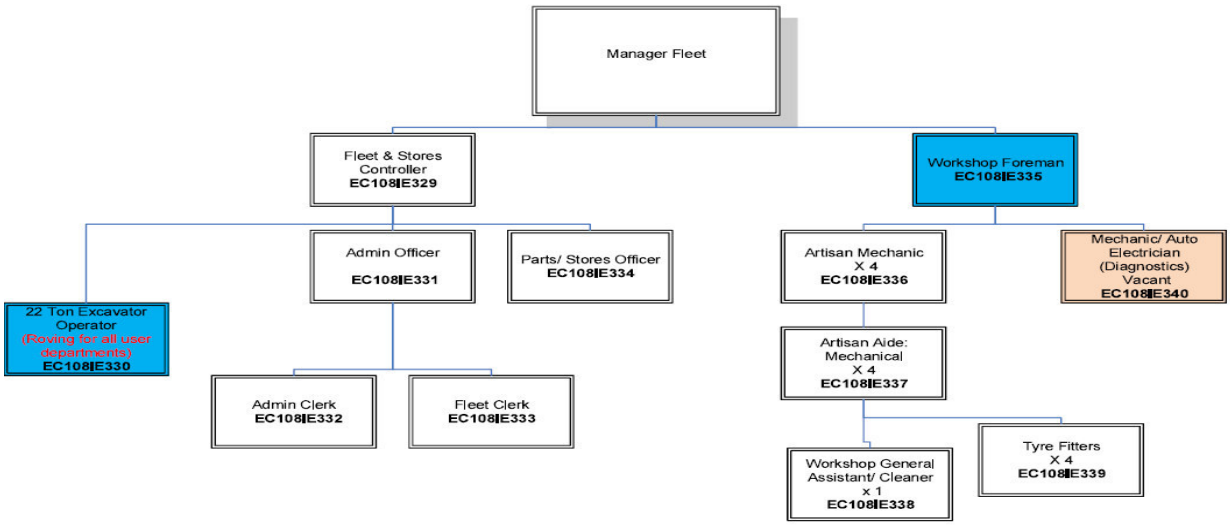
2.7.6.3 Challenges on Electricity

The table below set out all challenges on electricity:

Challenges	Action to Address
Staff	Critical shortage with skilled and experienced staff. Technical as well as administrative. Metering which will improve revue management is also part of the department functions and can currently not be properly implemented.
Vehicles	Effective and efficient vehicles to perform the duties especially access to difficult terrain.
Training	Technology change constantly and staff need to be skilled to keep up with the latest technology and to be in compliance.
Vandalism and cable theft	Safety and security to be prioritized. Costly infrastructure damage occur regularly resulting in extended power failures and environmental pollution.
Loadshedding	Critical to manage to prevent network damage, this require great human resources, as a result, fatigue occur amongst staff. It also cause higher than average faults and network failures.
Regulatory requirements	The department is regulated and require the necessary regulatory requirements to be adhered to.
Office Accommodation	The department staff is scattered, proper coordination cannot be maintained due to staff separation.
Infrastructure development	Infrastructure does not receive the necessary upgrades due to budget allocations, higher budget allocations to be provided in order to upgrade networks.

2.7.6.4 Staff: Electro/Mechanical Services

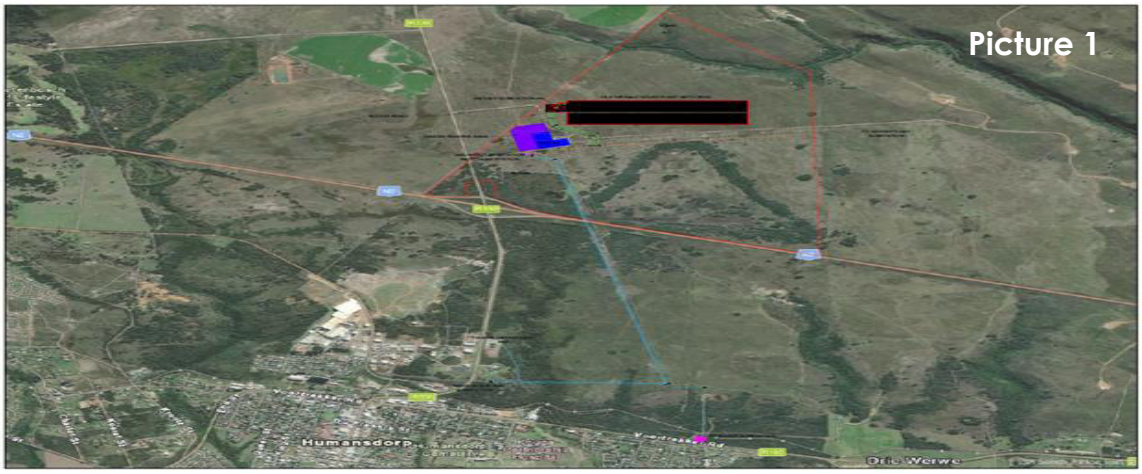



Manager Fleet
Fleet & Stores Controller
EC108IE329
Workshop Foreman
EC108IE335
Admin Officer
EC108IE331
Parts/ Stores Officer
EC108IE334
Artisan Mechanic X 4
EC108IE336
Mechanic/ Auto Electrician (Diagnostics) Vacant
EC108IE340
22 Ton Excavator Operator
(Roving for all user departments)
EC108IE330
Admin Clerk
EC108IE332
Fleet Clerk
EC108IE333
Artisan Aide: Mechanical X 4
EC108IE337
Workshop General Assistant/ Cleaner x 1
EC108IE338
Tyre Fitters X 4
EC108IE339

2.7.6.5 Renewable Energy

The Kouga Municipality has been a forerunner for the establishment of renewable energy projects, with specific reference to wind farms. Carious projects are under construction or still subject to planning and bid processes in terms of the Renewable Energy Independent Power Producer Programme (REIPPP).

Kouga was granted approval for its Environmental Impact Assessment to commence with its own 20MW solar and battery storage plant (picture 1). The plant will be located next to Eskom's Melkhout substation next to the N2 north of Humansdorp. This location is strategic as it is next to the source supplying all Kouga towns managed under its licence. while the department will be preparing tenders for this project, we will be commencing with a comprehensive feasibility study for an additional 40MW hybrid connection, this includes various renewable sources like wind, biomass, hydrogen, solar and battery storage that will accumulate to a total of 60MW in renewable energy. These projects will contribute directly to the local grid reducing the energy consumption from the Eskom grid.

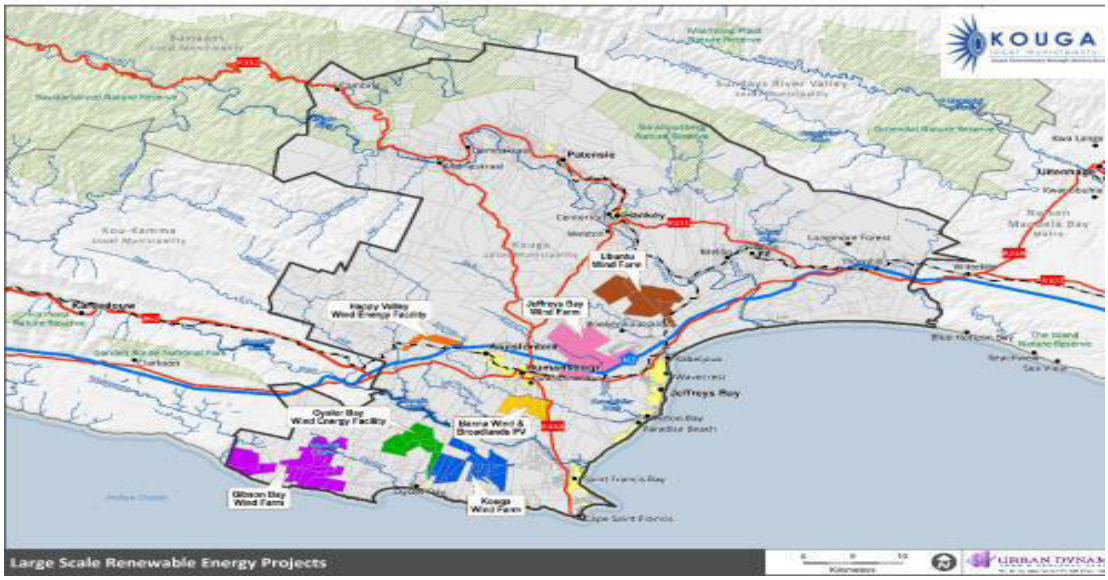


The municipality is also in the process of upgrading a public parking area in Jeffreys and construct parking area covered with Solar panels. This electricity generated will be pushed into the main office in Da Gama Street adjacent to the property (picture 2).



These projects currently contribute significantly to the economy in the province and to renewable energy provision towards the national grid. **Map 3** indicates existing and proposed projects.

Map 3: Existing and Proposed Energy Renewal Projects



It is noted that the following projects have received approval from the Department of Energy and are currently in operation or under construction:

- Jeffreys Bay Wind Farm (Between Humansdorp and Jeffreys Bay)
- Kouga Wind Farm (North-East of Oyster Bay)
- Gibson Bay Wind Farm (West of Oyster Bay)

2.7.6.6 Capital Projects: Electricity

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
Design of new High Mast Lights - Planning Stage	Kouga	The Scope of the Work entails the planning for the installation of High Mast Lights in Kouga.	MIG	R86,956.52	R0.00	R0.00	R645,150.00	Appointment of PSP in place. PSP currently busy with Tender Documentation- to be completed March 2024.
EEDSM project	Kouga	Replacing old high energy streetlights with lower more efficient LED streetlights.	DMRE	3 478 260,00	4 250 000,00	TBC		Installation of LED lights currently underway.
Electrifiaction	Humansdorp	Electrification of 220 low-cost houses with reliable metered electricity.	DMRE	4 086 956,00	4 200 000,00	TBC		Business plan to be submitted to the DMRE
Solar car park project	Jeffreys bay	Construct a car park with Solar panels to supply the main administration office with electricity.	Internal	12 000 000,00	TBC	TBC		Tender process

2.7.7 REFUSE REMOVAL/WASTE MANAGEMENT

The strategic objective of the Waste and Environmental Management Section is that all the communities of Kouga Municipality live in a clean and health environment that is maintained and managed in a sustainable manner.

Kouga Municipality's approach to changing course is informed by the Integrated Development Plan paradigm and Service Delivery and Budget Implementation Plan, which responds to the global, national, and regional challenges of climate change, resource constraints, the triple challenge, poverty, unemployment, and inequality, as well as improving the overall governance and compliance environment in the municipality.

2.7.7.1 Access to Refuse Removal/ Waste Management

Table 20: Access to Refuse Removal



Refuse Disposal 2022	Number	%
Removed by local authority at least once a week	24 652	86,0%
Removed by local authority less often	234	0.8%
Communal refuse dump	198	0,7%
Communal container/central collection point	2 522	8,8%
Own refuse dump	332	1,2%
No Rubbish Disposal	561	2,0%

Source: Statsa_Census, 2022

Most households in Kouga have access to refuse removal at least once a week by the municipality, 86,0% in terms of a weekly door to door collection programme compiled by the municipality and others are receiving a communal skip collection weekly. The refuse is transferred to licensed landfill sites in Humansdorp and Hankey which comply with the National Environmental Management Act (NEMA).

2.7.7.2 Highlights on Waste Management

The table below set out all highlights on waste management:

Highlights	Description
Climate Change Strategy approved for implementation	Climate Change affecting all communities
Public open spaces were cleared and beautified in partnership with "Dorp van Drome", Patensie Pronk, Woodlands, JBAY Surfers, community groups and schools during 2022/23.	Partnerships
Recycling introduced in schools, blue flag beaches and shopping centres	Implementation of waste minimization strategy
Received R5m for DEDEAT for Keep Kouga Clean and Green	Clean communities
Mandela Day 18 July 2022 – clean ups in Humansdorp, Pellsrus and main Beach Jeffreys Bay	Community involvement with cleaning up beaches
International Coastal Clean Up - 21 September 2022	Community involvement with cleaning up beaches
World Environmental Day 5 June 2021	Education and awareness

Highlights	Description
The Waste Management section procured 5 skips for designated areas for litter and waste disposal	Service delivery to areas where no door-to-door waste collection is taking place
Plot Clearing	
Mandela Day 18 July 2021 – clean ups in Humansdorp, Pellsrus and main Beach Jeffreys	
International Coastal Clean Up - 21 September 2020	

2.7.7.3 Challenges on Waste Management

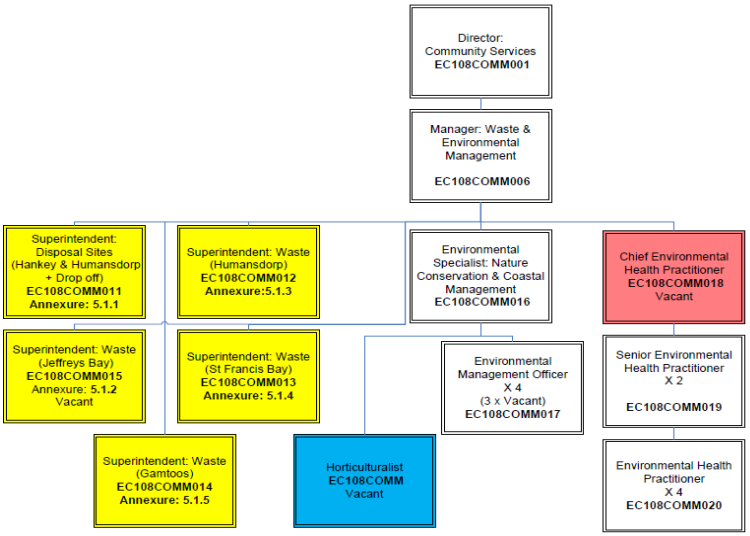
The table below set out all challenges on waste management:

Challenges	Action to Address
Illegal dumping	War on Waste, law enforcement
Ageing infrastructure (fleet)	Procurement of new fleet
Non - compliance with Landfill licenses – sites not fenced	External request for funding
Humansdorp Landfill site cell nearing full capacity	External request for funding for new cell
Burning of waste	Education and awareness
Lack of environmental awareness and understanding of the impact thereof	Education and awareness
Lack of security at landfills with number of waste pickers growing	Fencing of sites
Rapidly growing population • Growing per capita waste disposal from rising income and consumption levels • Pervasive throw away culture of disposal and illegal dumping	Fleet procurement, filling of vacancies

2.7.7.4 Waste Management Awareness Programmes/Projects

Project	Description
Operation Coca- Maak Skoon	- Affording residents the opportunity to get rid of unwanted items and waste - Include white goods, electronics and furniture
Clean-ups	- R5million received from Department of Environmental Affairs to employ youth as beneficiaries of the programme to clean up illegal dumping sites, litter picking, beach cleaning and education. - Beach clean-ups with communities and interested groups - Waste By-laws promulgated with approved fines
Waste Minimisation	- A total of 135 957 tonnes of waste were collected from July 2022 to April 2023. - 2 036 tons of waste recycled during this period of which most were paper and plastic. - Started recycling programmes in consultation with Woodlands Dairy at Bread and Milk Shops in Jeffreys Bay. - Vending machines where residents can place their recyclables and receive "moola" in return on their phones.

2.7.7.5 Waste Management Employees



2.7.7.6 Capital Projects: Waste Management

Sanitation: Capital Projects – 2023/24 – 205/26 FY								
Project	**Area**	**Detailed Scope**	**Funding Source**	**23/24 Budget**	**24/25 Budget**	**25/26 Budget**	**Value**	**Status Update**
Community Services purchase of Specialized waste vehicles	Kouga	Purchasing of specialized waste vehicles through the MIG Grant Funding for Community Services	MIG				R21,878,885.00	Project approved at DAC on 24 November 2023 to the value of R21,878,885.01. To be implemented over the next 3-4 Financial years. Only 10% of yearly MIG allocation can be spent on the purchasing of solid waste vehicles.

2.7.8 ROADS

The municipality has the mandate from Government to perform all relevant services regarding roads and stormwater in those areas included within its jurisdiction. There are roads that are still the responsibility of Province.

The Pavement management System compiled in 2017 is due to be revised and will be provided for in future financial years. Unfortunately, due to the extent of backlogs in resurfacing and upgrading and financial constraints, headway in eradicating these backlogs is not progressing as may be required but regarded as sufficient for purpose. There are more than 30km of provincial main roads within the urban edges of Drakenstein. Maintenance of these roads is dependent on the provision of the required subsidy by the Provincial Government, being a shared responsibility.

The principle to update all the different master plans every 3-5 years and to align the different master plans with the 20-year growth plan and Spatial Development Framework remains.

The municipality is process of updating its Pavement Management System (PMS and the system is used as a network level tool.

Due to ageing of current infrastructure the focus has shifted from only upgrading roads from gravel to paved, and now also includes rehabilitation, resealing and maintenance projects funded out of capital funding.

2.7.8.1 Backlogs, Maintenance and Rehabilitation

The tables below show the current condition of roads per different category including the maintenance needs per town:

Condition Category (VCI) of Flexible Road Length (km)

Town	Flexible Road Length(km) per Condition Category (VCI) by Town					Total Length (km)
	Very Good	Good	Fair	Poor	Very Poor	
Cape St. Francis	2,1	3,5	4,5	0,1	0,0	**10,1**
Hankey	1,3	5,3	5,3	0,3	0,0	**12,2**
Humansdorp	11,2	13,9	13,6	2,2	0,0	**40,9**
Jeffreys Bay	77,8	62,7	19,3	0,9	0,0	**159,7**
Loerie	0,4	0,4	1,2	0,0	0,0	**2,0**
Oyster Bay	0,0	1,7	1,2	0,0	0,0	**2,9**
Patensie	1,3	3,3	5,9	2,0	0,0	**12,5**
St. Francis Bay	19,0	20,7	5,7	0,0	0,0	**45,5**
Thornhill	1,5	0,5	0,1	0,0	0,0	**2,2**
Total	**114,7**	**111,9**	**55,7**	**5,5**	**0,0**	**287,8**

Paved Road Length (km) per Surface Type by Town

Town	Flexible	Block	Concrete	Total
Cape St. Francis	10,1	0,6	0,0	10,7
Hankey	12,7	2,0	0,0	14,7
Humansdorp	41,1	5,4	0,0	46,5
Jeffreys Bay	159,7	3,5	0,2	163,4
Loerie	2,0	0,0	0,0	2,0
Oyster Bay	2,9	0,1	0,1	3,1
Patensie	12,5	0,5	0,2	13,2
St. Francis Bay	45,6	0,5	0,0	46,1
Thornhill	2,2	0,0	0,0	2,2
Total	**288,8**	**12,6**	**0,5**	**301,9**

Unpaved Road Length (km) per Surface Type by Town

Town	Gravel	Earth	Track	Total
Cape St. Francis	3,2	0,0	0,0	**3,2**
Hankey	14,9	0,1	0,0	**15,0**
Humansdorp	65,3	0,1	0,2	**65,6**
Jeffreys Bay	17,4	0,0	0,1	**6,1**
Loerie	4,5	0,0	0,4	**4,9**
Oyster Bay	6,0	0,0	0,1	**6,1**
Patensie	1,1	0,0	0,0	**1,1**
St. Francis Bay	2,5	0,0	0,2	**2,7**
Thornhill	3,4	0,0	0,0	**3,4**
Total	**118,3**	**0,3**	**1,0**	**119,6**

Flexible Road Length (km) of Maintenance Needs per Town

Town	Rehabilitation	Special Maintenance	Preventative Maintenance	Total
Cape St. Francis	1,9	3,7	0,8	**6,3**
Hankey	1,4	3,5	4,6	**9,6**
Humansdorp	6,8	5,8	9,0	**21,6**
Jeffreys Bay	8,2	11,3	23,6	**43,1**
Loerie	0,4	0,5	0,3	**1,2**
Oyster Bay	0,7	0,0	1,4	**2,2**
Patensie	3,2	4,3	1,1	**8,7**
St. Francis Bay	2,3	4,2	16,	**22,5**
Thornhill	0,0	0,6	0,0	**0,6**
Total	**24,9**	**34,0**	**56,9**	**115,8**

2.7.8.2 Overview on the Level of Streets and Stormwater Services

Different road sections require different types of maintenance varying from routine and normal heavy rehabilitation. Possible project types range from routine maintenance (e.g. patching), to normal maintenance (resurfacing) through to heavy rehabilitation (e.g. thick overlays and reconstruction).

With limited financial resources available it is important that these funds be spent at the right place at the right time to ensure optimum use of funds. The use of PMS is

generally accepted as essential for determining the maintenance and upgrading needs/programmes for pavements in a network of roads.

These programmes provide a good assessment of the total funds required to meet the maintenance needs of the network and, in most cases, of the type of maintenance required. The needs of individual projects should, however, be verified by further investigation to allow for additional unrecorded factors.

The total length of the paved network is 294.4km with an estimated replacement value of R2,738,709,178 for paved roads and R67,381,509 for the 126.5km length of unpaved roads. The average condition of the network can be rated as poor, with 63% of the surfacing and 57% of the structure in poor to very poor category. Roads that have been upgraded from gravel to paved roads in the 2023/24 financial year are 460m.

2.7.8.3 Highlights on Roads

The table below set out the highlights on roads:

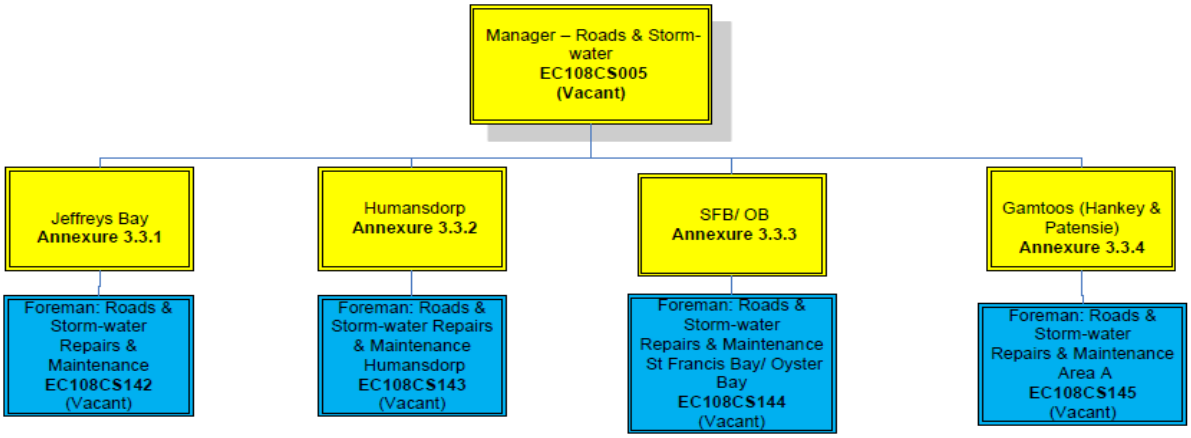
Highlights	Description
Kouga Gravel Raads Phase 2	- Completed stormwater channel in Coetzee Street - Upgrade Goeda Street to Asphalt surface – asphalt completed and busy with ancillary roadworks such as stormwater channels - Upgrade Silinga Street to Asphalt surface – asphalt completed and busy with ancillary roadworks such as stormwater channels.

2.7.8.4 Challenges on Roads

The table below set out all challenges on roads:

Challenges	Action to Address
The Roads and Stormwater Division is critically understaffed	The organizational structure to be reviewed and suitably budgeted for.
The vehicles, plant and equipment utilized for transport and carting of staff and materials is dilapidated.	A review of the efficiency of vehicles, plant and equipment traditionally used is to be undertaken and adequately budgeted for.

2.7.8.5 Employees: Roads and Stormwater



2.7.8.6 Capital Projects: Roads

Project	Area	Detailed Scope	Funding Source	23/24 Budget	24/25 Budget	25/26 Budget	Value	Status Update
Gravel Roads Phase 2	Kouga	Road list to be finalized.	MIG	R3,339,130.00	R16,849,566.50	R16,849,566.50	R37,038,263.00	This project was registered on 16/11/2022. To be implemented 23/24 FY. Portion of Phase 1 Scope to be done under Phase 2 budget (R3.5m) - completed 15 October 2023.The bulk of the work will be done in the 24/25 and 25/26 FY. Tender for Phase 2 to be advertised in April 2024.
Roads Reseal project in Kouga LM Phase 1	Kouga	Roads that will be resealed includes:	OPEX	R10,000,000.00			R17,362,529.00	Project completed.
Roads Reseal project in Kouga LM: Phase 2	Kouga	Reseal of roads, pothole repairs, construction of speedhumps, installation of kerbs, etc.	OPEX	R0.00			Rates based.	Tender closes 17/08/2023. Contractor appointed on 10/11/2023. The project has commenced.
								Signed acceptance letter received on 13/11/2023. Project in progress.
			TOTAL	**R84,880,789.52**	**R54,247,895.35**	**R16,849,566.50**	**R461,769,651.94**	

2.7.9 STORMWATER MANAGEMENT

Stormwater maintenance is done by operations department. Maintenance on stormwater is done in warmer months to prevent damage during the rainy season.

Stormwater network comprises of piped systems and open drainage channels. The drainage system is a fair condition with some instances of poor conditions. There are still some areas where there are no formal drainage networks, and this causes flooding during winter. In general, the remedial measures for the existing storm water drainage system have been based on conventional stormwater management practices.

Conveyances

Generally underground concrete pipes or rectangular culverts; or open channels where these are the primary existing conveyance system for the town. Where high peak flows or where channels are the primary existing conveyance system for the town, lined trapezoidal channels were selected with suitable linings dependent on flow velocities.

Flood lines were determined for each town/village located in close proximity to a river or stream with a catchment area exceeding 1km. The flood line studies were completed for the following reasons:

i) To comply with the legal requirements of:
   - Section 144 of the National Water Act No.36 of 1998
   - The Land Use Planning Ordinance of Eastern Cape

ii) To establish if any parts of the existing towns/villages or any future developments are exposed to a flood risk

iii) To determine if any stormwater drainage system discharges are below flood levels that may impact on that systems discharge capacity.

iv) Ascertain if detailed flood line studies need to be undertaken for any of the towns/village

Legislation Stormwater Management should comply with is as follows:

2.1.1 The Constitution of South Africa (1996)

2.1.2 National Environmental Management Act (1998)

2.1.3 Environmental Impact Assessment Regulations (2010)

2.1.4 Kouga Local Municipality Storm Water Management By-Laws

2.1.5 National Heritage Resources Act (1999)

2.1.6 Integrated Coastal Management Act (2008)

2.1.7 National Water Act No 36 of 1998

2.1.8 Guidelines For Human Settlement Planning and Design

In 1975 the statutory requirement for the insertion of the 1 in 50-year flood lines on the layout plans for proposed townships as a pre-requisite for approval was introduced as Section 169A of the Water Act, 1956 (Act 54 of 1956).

The Storm water Master plan compiled in 2015 by Hatch Goba Consulting Engineers (Pty) Ltd, appointed by the Department of Corporative Governance (COGTA), is planned to be reviewed, with the first phase in the 2024/25 financial year. This review addressed the entire length of storm water system and include the confirmation of flood lines. The Masterplan also identified 56 problem areas of focus, ranging in severity from low to very high in terms of flood risk.

A process of reviewing the risks areas identified in this report, and prioritising which projects need to enter the planning stage must be undertaken and agreed by Council. The maintenance of stormwater assets in good working order is critical to reduce flood risks. It is recommended that a stormwater asset maintenance management system be developed and implemented. To bring conformity to the structural and hydraulic design of stormwater infrastructure, it is proposed that Stormwater Standard Details and Stormwater Design Standards be developed. The principle to update all the different master plans every 2 - 3 years and to align the different master plans with a 20-year growth plan and Spatial Development Framework should be adhered to.

2.7.9.1 Highlights on Stormwater Drainage

The table below set out the highlights on stormwater drainage:

Highlights	Description
Kouga Gravel Roads Phase 2	Completed the installation of stormwater channel in Booysen Street

2.7.9.2 Challenges on Stormwater Drainage

The table below set out all challenges on stormwater drainage:

Challenges	Action to Address
The Roads and Stormwater Division is critically understaffed	The organisational structure to be reviewed and suitably budgeted for.
The vehicles, plant and equipment utilized for transport and carting of staff and materials is dilapidated.	A review of the efficiency of vehicles, plant and equipment traditionally used is to be undertaken and adequately budgeted for.

2.7.10 SOCIAL DEVELOPMENT

Local Government should exercise their powers and functions to have a maximum impact on social development of communities. Meeting the basic needs of the poor and grow the local economy. Local Government has an interest in attracting investment based on promotion the comparative advantages of the area for competitive industries, as well as supporting the growth of local enterprises. This will put Local Government in a position to leverage private sector resources for development and create and sustain humane, equitable and viable communities.

Slow economic growth has an impact on communities finding sustainable ways to meet their social economic and material needs and improve the quality of the lives.

The municipality has established a Special Programme Unit which is housed in the office of the Executive Mayor.

The Special Programmes Unit (SPU) is responsible for facilitating and mainstreaming issues of designated groups within the department and Municipality. Amongst other responsibilities is to conduct advocacy and awareness on legislative frameworks.

2.7.10.1 SPU Programmes and Interventions

Programme/Intervention	Date
Youth Summit: The summit was attended by young people all over Kouga Municipality from the 15 Wards as well as organization working directly with the youth. The summit created a platform for young people to voice their concerns. These young people had to not only identify their struggles but also had the opportunity to advise as to what they believe we as a Municipality can do to make a difference in their areas. The outcome of the summit will be to establish a Youth Forum that will run with the different remedies that were identified. The Forum will be established in the month of August 2023.	30 June 2023
Mandela Day: The SPU in conjunction with the Office of the Executive Mayor celebrated Mandela Day, which included a Coding competition for the youth, planting trees at Kruisfontein Primary and a visit to the pediatric ward at Kouga Partnership Hospital.	18 July 2023
Mentoring a Girl Child at Work: SPU in partnership with Kouga Municipality female employees hosted a Mentor a Girl Child at Work, the learners were from Jeffreys Bay Comprehensive High School and Humansdorp Senior Secondary School from Gr8 – Gr11, the purpose of the programme was to showcase the importance of having a mentor for guidance in life and the different career avenues available to pursue after they have matriculated.	29 August 2023
Women's Event: SPU embarked on the second Annual Kouga Powerful Woman Competition to show appreciation to females in the different communities of Kouga who go above and beyond to empower their communities and to live a life beyond themselves.	30 August 2023
Family Fun Day: SPU partnered with Rainbow School to host a successful family fun day for the whole family Aswell as an educational awareness regarding children living with disabilities and the programs that the rainbow village has for the children with their induvial needs.	9 September 2023
Disabled Programme: SPU in conjunction with Community Services had a Beach clean-up and Marine Climate change educational program for the Boy scholars of Rainbow school educating them on Marine Climate change and how they can make a difference where they are regarding Climate change.	15 September 2023
Kouga Prayer Day: Mayor's Office in conjunction with SPU conducted and interdenominational thanksgiving for rain at Mentors Kraal.	29 October 2023
Elderly Rights Awareness Programme: SPU partnered with NBPAM NOP to conduct an Elderly appreciation breakfast, the elderly present were given an education awareness on varies topics like Alzheimer disease, elderly rights, domestic violence and social grand.	04 November 2023

Programme/Intervention	Date
Community Educational and Awareness Campaign: Special Program Unit partnered with Correctional services and SAPS Gang unit to conduct an anti-Substance abuse and gangsterism campaign in Patensie. All community members were educated regarding substance that are addictive and warned against drugs and involvement of gangsterism.	13 November 2023
Men for Change Campaign: SAHKE Family Development and Special Program Unit embarked on a Men for Change campaign as a buildup program to the 16 days of Activism. Men were challenged to be change they want to see in the community and to raise boys with a mentality to protect woman and children.	22 November 2023
Services on Wheels: Special Program Unit partnered with other sister government stakeholders to render services on wheels to the community. Taking the services of Dept. of Health, SASSA, Legal AID, Home Affairs, and others to the community.	30 November 2023
World HIV/AIDS Day: SPU in collaboration with government departments as well as NPO'S and NGO'S within the Kouga Municipality hosted a successful World aids day as well as addressing other social ills and did an awareness campaign on elderly right as well GBV.	06 December 2023
Service on Wheels: SPU and other government departments rendered services on wheels to the community in Loerie ensuring that the community is well informed what services the government departments render and assisted those who are in need of their services.	07 December 2023
ECD Centre Handover: SPU in partnership with Kouga windfarm conducted a handover of an ECD center to ensure that early childhood development can take place in a structure that is safe and secure for development of the children.	08 December 2023
16 Days of Activism: SAPS and SPU collaborated and conducted a successful GBV rapid response awareness campaign to the community. Victims of GBV shared their testimonies and encouraged the community to speak up against GBV and to report it to the SAPS ASAP and availed themselves as a safe place to seek help and encouragement.	
16 Days of Activism: SAPS AND SPU partnered to end off 16 days of activism by educating the community about all types of abuse, how to apply for a protection order, the importance of reporting any type of violence.	11 December 2023
Vegetable Distribution: SPU distributed fresh A-grade vegetables to various soup kitchens with Kouga municipality that was donated by Wildeklawer.	08 January 2024
MEC Stakeholder Engagement: SPU attended a great stakeholder engagement with the MEC of Dept. of Social Development. Patensie Primary School and Patensie Agricultural School were visited, and all school challenges were highlighted and discussed as well as a distribution of school cloths and sanitary towels.	17 January 2024
Vegetable Distribution: SPU distributed fresh A-grade vegetables to various soup kitchens with Kouga municipality that was donated by Wildeklawer.	18 January 2024
Scholar Leadership Camp: SPU in partnership with Jeffreys Bay Comprehensive High School coordinated another successful leader's camp for the scholar leadership of 2024. The children were motivated	30 January 2024

Programme/Intervention	Date
and encouraged to develop their leadership skills and to make a positive impact in their school and community.	
Healthcare Worker Graduation: SPU partnered with SAKHE family Development for the graduation of the healthcare workers who will assist families all over Kouga to take care of patients at home and to be a helping for the Dept of Health in different clinics over Kouga as well as the hospital.	31 January 2024
Back to School Programme: The Special Program Unit has led, as part of a mayoral initiative, a back-to-school program. The program will see the executive Mayor visit the high schools within the Kouga region. The aim of the program is for the mayor to engage with the principles to ascertain the existing challenges and where KLM can support, furthermore, to motivate the matriculants to apply and register at universities, and other career avenues available to them. Linking them with various career opportunities by involving local stakeholders, Dept. of Social Development, SAHKE Family Development NPO, SAPS, Nelson Mandela University, Dept. of Correctional Services and Prisoners NPO. The Theme is to focus on the youth Taking ownership of your life and of your country...by making the right choices early in life.	12-20 February 2024
Kehl University German Study Visit: Kehl University in Germany was hosted for their annual excursion to our municipality. Prof Gert arrived with 18 Bachelor students from their Public Management degree programme. The aim is to broaden the German students' horizons and compare South African administrations and municipalities with German administrations and municipalities. Kehl University feels that Kouga Municipality is very well suited for this, as it tackles the challenges of modern administration in a crisis-ridden world very dynamically. Kouga Municipality in February 2023 made such a good impression on the students that three of them applied for a three-month internship with KLM. Kehl university specifically trains around 400 students every year, most of whom work in local and regional administrations after graduating. Kehl University has an excellent reputation for being a 'mayors for	22-23 February 2024
Vegetable distribution to soup kitchens, ECD centres and Old Age Club: Special Program Unit facilitated the distribution of fresh A-grade vegetables to soup kitchens in the Gamtoos area. This is a mayoral initiative supported by the Wildeklawer farm in Barley East.	05 February 2024 12 February 2024 26 February 2024
<u>On Going Programme</u> The Special Programs Unit (SPU), in collaboration with the Mayor's Office, is actively supporting the launch of the PickMe Application, spearheaded by Mr. Attie Retief. PickMe endeavors to empower both employed and unemployed individuals as well as businesses by offering them a platform to showcase their skills, thereby facilitating access to employment opportunities or connecting their businesses with potential clients. PickMe's objective is to foster lasting wealth for its users by offering opportunities and resources that empower individuals to generate income and enhance their living standards.	

Programme/Intervention	Date
This will be accomplished through diverse in-app segments, investments, entrepreneurship support, educational access, reduced food costs, job opportunities, improved transportation options, and enhanced access to financial services.	

2.7.11 TRAFFIC LAW ENFORCEMENT AND COMMUNITY SAFETY

Kouga Municipality is committed in the creation of an environment that is conducive to economic and social growth and development within then Kouga municipal area through effective law enforcement and community safety programmes. Creating a safe and secure Kouga with low crime levels where all can work and play in harmony.

2.7.11.1 Highlights on Law Enforcement and Community Safety

The table below set out the highlights on Law Enforcement and Community:

Highlights	Description
Neighbourhood watches	The gradual establishment of neighbourhood watches in all wards assists in the monitoring and prevention of crime.
Boots on the ground initiative	The Boots on the ground staff assists Law Enforcement in their duties and concentrate in known hot spot areas
Interaction with external law enforcement role players and community stakeholders	Regular joint operations with the SAPS and other role players by Traffic and Bylaw Enforcement have yielded success in crime prevention
Incident Command Centre	The ICC assists Law Enforcement and other Law enforcement role players with monitoring for incidents and assists with real time information through CCTV footage.

2.11.7.2 Challenges on Law Enforcement and Community Safety

Challenges	Action to Address
Security of municipal buildings (pump stations, transfer stations, sport fields, etc	Assessment of the security of all Municipal buildings and infrastructure was completed and remedies are addressed with the relevant departments.
Crime/community safety	Drug abuse awareness campaigns. Roaming animals – Privately owned pound proposals invited as interim solution.
Theft and vandalism of municipal property, goods and assets	Municipal property, goods and assets are being protected by internal and external security. Law enforcement also conduct special patrols to monitor municipal infrastructure.

2.11.8 SPORTS DEVELOPMENT

2.11.8.2 Problem Statement

The sporting Community has evolved in such a way that the Municipality is unable to provide the necessary assistance either in funding or hosting on a sport field. 23 Sporting codes has been identified in the Kouga region. Vandalism has taken a tall right through the Kouga region, and more and more facilities are being vandalized.

Kouga Municipality does not provide a top of the range facility that can cater for more than half the sporting codes, which leaves the athletes to travel to the metro or other towns to enjoy facilities that can accommodate their needs.
The schools in the area are also not able to accommodate their own learners and is constantly looking for assistance from our Municipality.

2.11.8.3 Highlights on Sports Development

The following table outlines all highlights on Sport Development:

Highlights	Description
Two (2) Sport fields are currently being upgraded through MIG Funding. MIG Funding was just approved for Phillipsville Sports field to be upgraded in the 24/25 financial year New Sports Coordinator appointed Oct 2023.	KwaNomzamo Sports Field (Ward 15) and Loerie Sport Field (Ward 7) has been approved by MIG funding and is nearing their end date, handover for these facilities is end April (Loerie) and end May (KwaNomzamo). Phillipsville Sports field to be upgrade in the 24/25 financial year. In October 2023 the municipality appointed a Sports Coordinator to assist with the development of Sport as well as coordinating the daily running of our facilities. The coordinator is also responsible to form relationships and partnerships with the sporting community to ensure that the needs of the athletes are being met through the assistance of the municipality.
Partnership with Local Organisations and Local Schools	During January 2024 meeting Secondary/ Primary Schools in terms of sharing training facilities and starting legacy projects. Forming Partnership with Irrigation Water Board, Windfarm assisting with upgrading of sports fields

2.11.8.4 Challenges on Sports Development

The following table outlines all the challenges on Sport Development:

Challenges	Action to Address
There are not enough facilities for all sporting codes in Kouga Municipality.	Identify open spaces that can be used to accommodate our different sporting codes
Due to the lack of funds very little, and in most cases, no support is given to the minor sport codes e.g Boxing, Darts, Tennis, Pool, etc	Establishment of new Sports Council to address the needs of these sporting codes that has been left out.
Vandalism has a huge impact on the sporting facilities.	Constant communication with sporting community to take responsibility of their area

Challenges	Action to Address
	and to make sure that they look after their facility. Going into partnerships with community to sustain the facility to ensure that they take responsibility. Appointing caretakers to assist with the safety of our facilities.
45% of our sport facilities is either not in use due to vandalism or under construction currently	Apply through MIG funding to upgrade more sport facilities.

2.11.8.5 Current Status on Sports Facilities

KOUGA LOCAL MUNICIPALITY			
SPORT FIELDS			
WARD	NAME	CONDITION	COMMENTS
1	Sea Vista Sport Field	In Use	Good condition
2	Pellsrus Sport field	In Use	Good condition
4	Kruisfontein Sport Complex	In Use	Funding request 2024/2025 for fence to be replaced
4	Red Lions Sport Field	Out of Use	
5	Vaaldam Sport Field	Out of Use	
7	Thornhill Sport Field	In Use	Needs irrigation system
7	Loerie Sport Field	Under construction	Completion of Project April 2024
9	Phillipville Sport Field	In Use	Minor Upgrading was done in 2023/2024. MIG funding approved for 24/25.
10	Patensie Sport Field	In Use	Needs irrigation system
13	Weston Sport Field	Not yet handed over to Community Services	The Sport field has not been handed over to Community Services
13	Centerton Sport Field	Out of Use	In discussion with Windfarm to assist with upgrading
14	Tokyo Sexwale Stadium	In Use	Good condition
15	KwaNomzamo Sport Field	Under construction	Completion of Project end May 2024
15	Swallows Sport Field	Out of Use	
15	Country Club	Out of Use	

2.11.9 ECONOMIC REALITIES

By spatially comparing Kouga Local Municipality with its neighbouring localities, Sarah Baartman District Municipality, Eastern Cape Province, and South Africa, one can gain perspective on the locality's economic situation.

Since the Kouga Local Municipality is interconnected with Sarah Baartman, the Eastern Cape Province, South Africa, and the rest of the world, having accurate economic data is more important than ever for informed planning decisions. In order for the municipality to establish and carry out policies that will promote the social and economic development of the residents and businesses within the municipality, respectively, information is required.

2.11.9.2 Gross Domestic Product By Region (GDP-R)

The Gross Domestic Product (GDP), an important indicator of economic performance, is used to compare economies and economic states.

Gross Domestic Product by Region (GDP-R) represents the value of all goods and services produced within a region, over one year, plus taxes and minus subsidies.

Table 21:Gross domestic product (GDP) - Kouga, Sarah Baartman, Eastern Cape and National Total, 2012-2022 [R billions, Current prices]

	Kouga	Sarah Baartman	Eastern Cape	National Total	Kouga as % of district municipality	Kouga as % of province	Kouga as % of national
2012	9.5	28.3	287.2	3,566.4	33.6%	3.3%	0.27%
2013	10.4	30.7	309.6	3,868.6	34.0%	3.4%	0.27%
2014	11.2	33.0	330.8	4,133.9	34.1%	3.4%	0.27%
2015	12.1	35.3	354.1	4,420.8	34.1%	3.4%	0.27%
2016	12.9	37.9	379.0	4,759.6	34.2%	3.4%	0.27%
2017	13.8	40.3	403.4	5,078.2	34.2%	3.4%	0.27%
2018	14.3	41.7	420.9	5,363.2	34.2%	3.4%	0.27%
2019	14.7	43.1	437.2	5,625.2	34.1%	3.4%	0.26%
2020	14.5	42.5	430.3	5,568.0	34.0%	3.4%	0.26%
2021	15.8	46.5	472.9	6,208.8	34.0%	3.3%	0.25%
2022	16.7	49.0	501.0	6,628.6	34.1%	3.3%	0.25%

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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The Kouga Local Municipality increased its GDP from R 9.51 billion in 2012 to R 16.7 billion in 2022, or 34.09%, of the R 49 billion GDP of the Sarah Baartman District Municipality. This represents a rise in the Sarah Baartman's share of the GDP from 33.60% in 2012.

With a total GDP of R 6.63 trillion in 2022 (measured in nominal or current prices), the Kouga Local Municipality contributes 3.34% to the GDP of the Eastern Cape Province and 0.25% to the GDP of South Africa. Although it is less than the peak of 0.27% in 2015, its contribution to South Africa's national economy has remained relatively stable since 2012, when it was worth 0.27%.

Table 22:Gross domestic product (GDP) - Kouga, Sarah Baartman, Eastern Cape and National Total, 2012-2022 [Annual percentage change, Constant 2010 prices]

	Kouga	Sarah Baartman	Eastern Cape	National Total
2012	2.5%	1.9%	1.9%	2.4%
2013	2.0%	1.6%	1.4%	2.5%
2014	1.0%	1.1%	0.8%	1.4%
2015	0.7%	0.8%	0.9%	1.3%
2016	0.3%	0.2%	0.8%	0.7%
2017	1.2%	1.4%	0.5%	1.2%
2018	1.0%	0.9%	1.1%	1.6%
2019	-0.4%	-0.3%	0.1%	0.3%
2020	-5.9%	-6.1%	-5.8%	-6.0%
2021	3.9%	4.3%	4.9%	4.7%

	Kouga	Sarah Baartman	Eastern Cape	National Total
2022	1.3%	1.4%	2.1%	1.9%
Average Annual growth 2012-2022	***0.48***%	***0.48***%	***0.64***%	***0.92***%

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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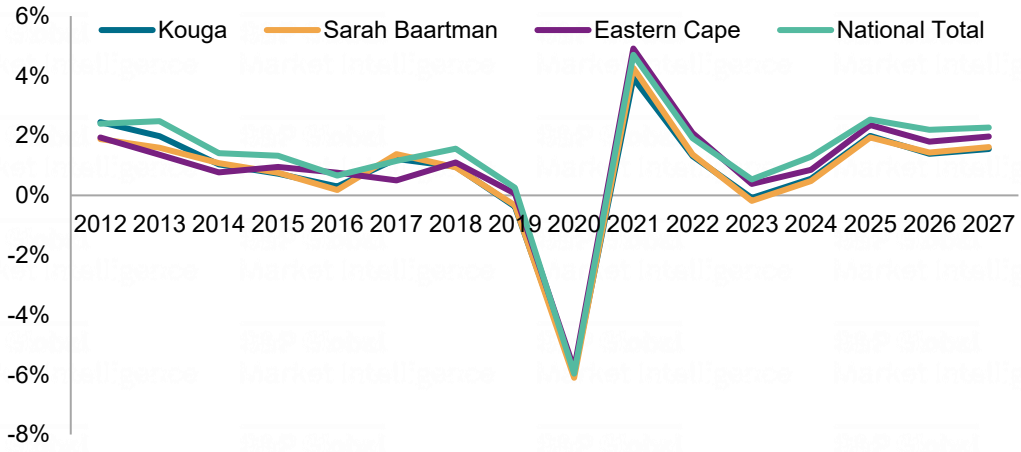
The GDP growth rate for the Kouga Local Municipality in 2022 was 1.31%, which is lower than the GDP growth rate for the Eastern Cape Province, which was 2.08%, but higher than the GDP growth rate for South Africa, which was 1.91%. The longer-term average growth rate for Kouga (0.48%) is marginally lower than South Africa's (0.92%) growth rate, which is comparable to that of 2022. Kouga's economic growth reached a peak in 2021, growing by 3.92%.

2.11.9.3 Economic Growth Focus

From 2022 to 2027, Kouga Local Municipality is projected to increase at an average annual rate of 1.08%. It is anticipated that the GDPs of the Eastern Cape Province and Sarah Baartman District Municipality will expand at average annual rates of 1.47% and 1.05%, respectively. South Africa is expected to grow at a rate that is higher than the Kouga Local Municipality, with an average annual growth rate of 1.76%.

Chart 3:Gross domestic product (GDP) - Kouga, Sarah Baartman, Eastern Cape and National Total, 2012-2027 [Average annual growth rate, constant 2010 prices]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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Kouga is expected to have a GDP of R 13.1 billion (in constant 2010 currency) in 2027, which is 34.4% of the total GDP of the Sarah Baartman District Municipality. The Kouga Local Municipality will continue to rank the same in terms of size between 2022 and 2027, contributing 34.4% more to the GDP of the Sarah Baartman District Municipality in 2027 than it did in 2022. Kouga's GDP grew at an average annual rate of 1.08% between 2022 and 2027, placing it in third place among the regional economies.

Table 23:Gross domestic product (GDP) - regions within Sarah Baartman District Municipality, 2012 to 2027, share and growth

	2027 (Current prices)	Share of district municipality	2012 (Constant prices)	2027 (Constant prices)	Average Annual growth
Kouga	22.59	33.96%	11.84	13.11	**0.68**%
Dr Beyers Naude	8.20	12.32%	4.48	4.54	**0.09**%
Blue Crane Route	4.09	6.14%	2.16	2.36	**0.58**%
Makana	12.02	18.07%	6.07	6.90	**0.86**%
Ndlambe	10.87	16.35%	5.70	6.27	**0.64**%
Sundays River Valley	3.88	5.83%	1.88	2.19	**1.03**%
Kou-Kamma	4.88	7.34%	2.36	2.76	**1.05**%

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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2.11.9.4 Gross Added Value by Region (GVA-R)

The economy of the Kouga Local Municipality is composed of several industries. A sector breakdown is provided by the GVA-R variable, where each sector is valued according to the value added it generates in the regional economy.
The Gross Value Added (GVA) of each region is compared to the Kouga Local Municipality's in the summary table below.

Table 24:Gross value added (GVA) by broad economic sector - Kouga Local Municipality, 2022 [R billions, current prices]

	Kouga	Sarah Baartman	Eastern Cape	National Total	Kouga as % of district municipality	Kouga as % of province	Kouga as % of national
Agriculture	1.7	4.8	11.2	187.6	35.4%	15.2%	0.91%
Mining	0.0	0.5	1.5	483.3	1.7%	0.5%	0.00%
Manufacturing	1.5	4.0	64.8	813.1	38.6%	2.4%	0.19%
Electricity	0.2	0.6	9.1	192.8	38.4%	2.4%	0.11%
Construction	1.1	2.3	11.7	146.6	49.4%	9.7%	0.77%
Trade	3.2	7.9	75.3	807.5	40.8%	4.3%	0.40%
Transport	0.7	2.1	23.9	451.4	35.2%	3.1%	0.17%
Finance	2.4	6.8	80.9	1,386.9	35.0%	2.9%	0.17%
Community services	4.6	16.5	174.1	1,483.6	27.9%	2.6%	0.31%
Total Industries	**15.5**	**45.3**	**452.5**	**5,952.7**	**34.2%**	**3.4%**	**0.26%**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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As of 2022, Kouga Local Municipality's community services sector is the biggest, making up R 4.59 billion, or 29.6%, of the municipality's overall GVA. The trade industry, at 20.7%, is the second-largest contributor to the Kouga Local Municipality's GVA, behind the financial sector (15.2%). With a contribution of R 7.7 million, or 0.05% of the total GVA, the mining industry is the one that makes the least economic contribution to Kouga Local Municipality.

2.11.9.5 Historical Economic Growth

The transport sector's GVA had Kouga's highest average annual growth rate between 2022 and 2012, at 2.36%. The banking sector has the second-highest average annual growth rate among all industries, at 2.11% annually. With an average annual growth rate of -3.12%, the construction industry outperformed the electrical sector, which had the lowest average annual growth rate of -3.93%. With an annual growth rate of 1.27% from 2021, all industries saw overall positive growth in 2022.

Table 25:Gross value added (GVA) by broad economic sector - Kouga Local Municipality, 2012, 2017 and 2022 [R millions, 2010 constant prices]

	2012	2017	2022	Average Annual growth
Agriculture	871.5	991.9	1,041.8	**1.80**%
Mining	4.6	4.4	4.3	**-0.72**%
Manufacturing	1,078.8	1,075.5	1,008.5	**-0.67**%
Electricity	169.7	130.0	113.7	**-3.93**%
Construction	1,183.3	1,174.1	862.0	**-3.12**%
Trade	2,367.0	2,416.5	2,337.8	**-0.12**%
Transport	563.3	634.7	711.5	**2.36**%
Finance	1,551.8	1,686.6	1,912.3	**2.11**%
Community services	3,258.1	3,450.7	3,550.7	**0.86**%
Total Industries	**11,048.1**	**11,564.4**	**11,542.6**	**0.44%**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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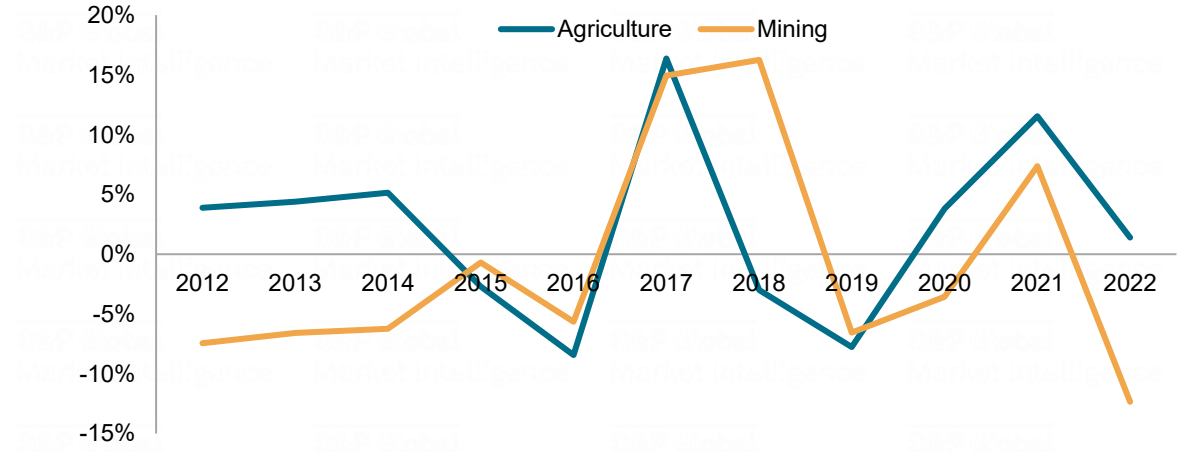
2.11.9.6 Primary Sector

The mining and agricultural industries make up the two main economic sectors that comprise the primary sector. The average growth rate in the GVA for each of these sectors in Kouga Local Municipality between 2012 and 2022 is shown in the following chart.

Chart 4:Gross value added (GVA) by primary sector - Kouga, 2012-2022 [Annual percentage change]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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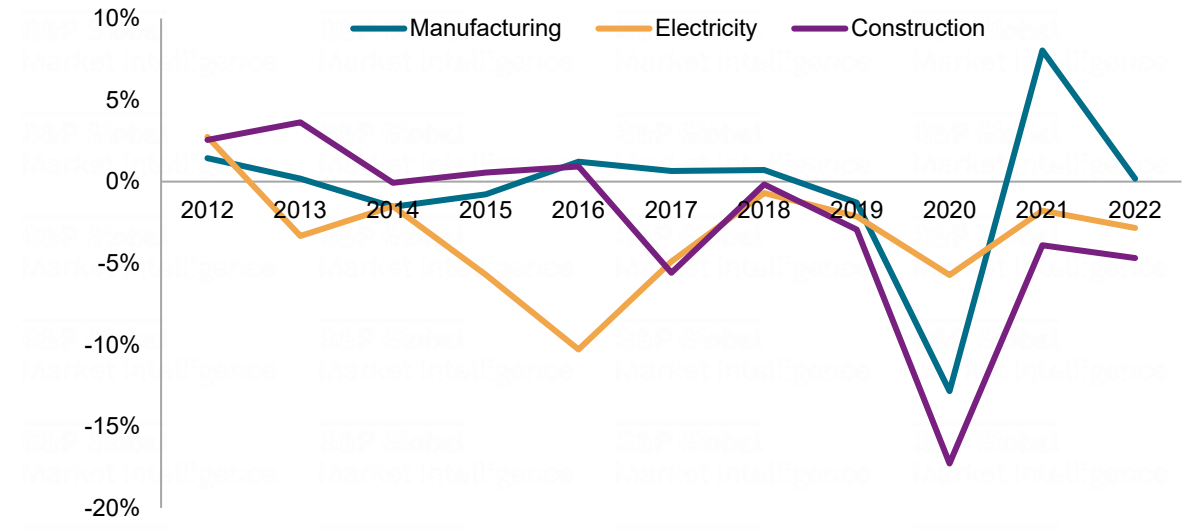
With an average growth rate of 16.4% between 2012 and 2022, the agriculture industry saw the strongest positive growth in 2017. In 2018, the mining industry experienced its highest growth rate of 16.3%. The mining sector reached its lowest point of growth in 2022 at -12.3%, while the agricultural sector recorded the lowest growth for the period during 2016 at -8.4%. The mining and agriculture industries are both typically characterized by growth that is erratic over time.

2.11.9.7 Secondary Sector

Three major economic sectors make up the secondary sector: manufacturing, power, and construction. The average growth rates in the GVA for various sectors in Kouga Local Municipality between 2012 and 2022 are shown in the following chart.

Chart 5: Gross value added (GVA) by secondary sector - Kouga, 2012-2022 [Annual percentage change]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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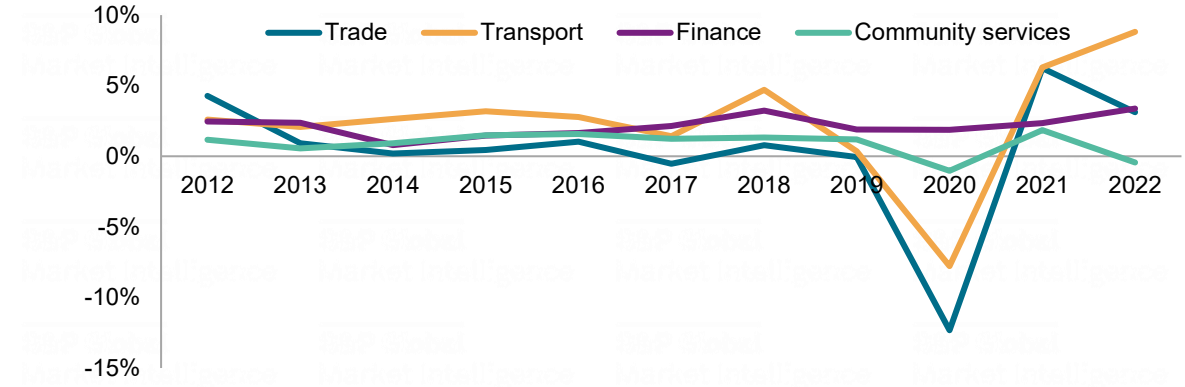
With a growth rate of 8.0% in 2021, the manufacturing sector had the strongest positive growth between 2012 and 2022. 2013 saw the construction industry increase at its fastest rate ever, 3.6%. The construction sector likewise had the lowest growth rate in 2020, with a negative growth rate of -17.3%, which is larger than that of the manufacturing sector. The manufacturing sector saw its lowest growth rate in 2020, at -12.8%. The electrical industry grew at its fastest rate of 2.7% in 2012 and at its slowest rate of -10.3% in 2016.

2.11.9.8 Tertiary Sector

The tertiary sector consists of four broad economic sectors namely the trade, transport, finance and the community services sector. The following chart represents the average growth rates in the GVA for these sectors in Kouga Local Municipality from 2012 to 2022.

Chart 6: Gross value added (GVA) by tertiary sector - Kouga, 2012-2022 [Annual percentage change]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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With a growth rate of 6.2%, the trade sector saw the strongest positive increase in 2021. In 2022, the transportation sector experienced its highest growth rate of 8.8%. In 2022, the finance industry grew at the fastest pace of 3.4%, while in 2014, it grew at the slowest rate of 0.8%. In 2020, the trade sector grew at the slowest rate -12.3%. The government makes up the majority of the community services sector, which grew at its fastest pace of 1.9% in 2021 and at its slowest rate of -1.0% in 2020.

2.11.9.9 Sector Growth Forecast

The GVA projections are predicated on anticipated growth rates that come from two sources: national industry forecasts and estimates of historical growth rates. Thus, the projections are based in part on the idea that areas with strong recent performance are likely to continue doing so (and vice versa), and in part on the idea that areas with significant industries that are anticipated to grow quickly in the national economy such as finance and telecommunications are likely to do well (and vice versa). The emphasis switches from historical growth rates to national level industry growth rates as the target year gets closer to the base year (2010).

Table 26:Gross value added (GVA) by broad economic sector - Kouga Local Municipality, 2022-2027 [R millions, constant 2010 prices]

Sector	2022	2023	2024	2025	2026	2027	Average Annual growth
Agriculture	1,041.8	1,055.0	1,069.3	1,086.4	1,104.8	1,122.1	***1.50%***
Mining	4.3	4.0	3.9	3.9	3.9	4.0	***-1.72%***
Manufacturing	1,008.5	992.4	990.5	1,007.4	1,014.3	1,023.6	***0.30%***
Electricity	113.7	108.6	107.2	107.9	109.0	110.5	***-0.56%***
Construction	862.0	884.2	919.2	938.7	960.6	983.0	***2.66%***
Trade	2,337.8	2,362.5	2,346.1	2,406.1	2,398.0	2,407.8	***0.59%***
Transport	711.5	722.7	733.8	753.1	773.2	792.6	***2.18%***
Finance	1,912.3	1,932.0	1,968.5	2,027.8	2,087.1	2,144.1	***2.31%***
Community services	3,550.7	3,487.7	3,480.4	3,512.5	3,552.1	3,598.6	***0.27%***
Total Industries	**11,542.6**	**11,549.0**	**11,619.0**	**11,843.9**	**12,003.1**	**12,186.4**	***1.09%***

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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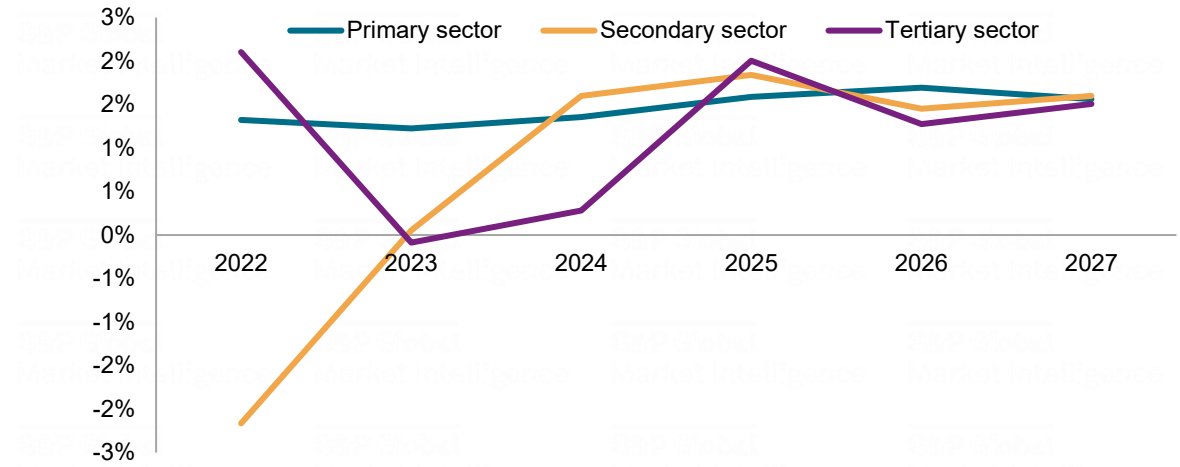
The construction sector is expected to grow fastest at an average of 2.66% annually from R 862 million in Kouga Local Municipality to R 983 million in 2027. The community services sector is estimated to be the largest sector within the Kouga Local Municipality in 2027, with a total share of 29.5% of the total GVA (as measured in current prices), growing at an average annual rate of 0.3%. The sector that is estimated to grow the slowest is the mining sector with an average annual growth rate of -1.72%.

Chart 7:Gross value added (GVA) by aggregate economic sector - Kouga Local Municipality, 2022-2027 [Annual growth rate, constant 2010 prices]



Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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The Primary sector is expected to grow at an average annual rate of 1.48% between 2022 and 2027, with the Secondary sector growing at 1.31% on average annually. The Tertiary sector is expected to grow at an average annual rate of 0.99% for the same period.

2.11.9.10 Labour

Everyone who is of working age (after a particular age and under retirement) and engaged in the labour force is defined as those who are actively seeking employment or are employed. The economically active population (EAP) is another name for this group. Students, retirees, stay-at-home parents, inmates in jails or comparable facilities, those in occupations or professions with undisclosed income, and discouraged workers who are jobless are not included.

Table 27:Working age population in Kouga, Sarah Baartman, Eastern Cape and National Total, 2012 and 2022 [Number]

	Kouga		Sarah Baartman		Eastern Cape		National Total	
	2012	2022	2012	2022	2012	2022	2012	2022
15-19	7,620	8,040	38,100	36,800	744,000	699,000	5,010,000	5,100,000
20-24	10,200	9,200	50,400	42,600	761,000	591,000	5,410,000	4,580,000
25-29	11,300	13,300	48,700	52,600	634,000	672,000	5,220,000	5,210,000
30-34	8,660	13,700	36,000	53,300	441,000	690,000	4,220,000	5,600,000
35-39	6,630	11,400	28,500	48,700	315,000	577,000	3,470,000	5,220,000
40-44	5,850	8,640	25,700	37,700	273,000	404,000	2,950,000	4,060,000

	Kouga		Sarah Baartman		Eastern Cape		National Total	
	2012	2022	2012	2022	2012	2022	2012	2022
45-49	5,320	6,280	24,000	26,700	268,000	288,000	2,590,000	3,240,000
50-54	4,400	4,760	21,600	21,800	269,000	249,000	2,240,000	2,710,000
55-59	3,880	4,390	18,200	19,900	234,000	242,000	1,850,000	2,340,000
60-64	3,600	4,390	15,100	18,000	195,000	237,000	1,490,000	1,970,000
Total	**67,500**	**84,100**	**306,000**	**358,000**	**4,130,000**	**4,650,000**	**34,500,000**	**40,000,000**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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In Kouga, there were 84 200 people of working age in 2022, having grown at a 2.24% average annual rate since 2012. During that same period, the Eastern Cape Province's working-age population increased at a rate of 1.18% annually, whereas the population of Sarah Baartman District Municipality increased at a rate of 1.57% annually. The number of South Africans in working age climbed from 34.5 million in 2012 to 40 million in 2022, an annual growth of 1.51%.

Total employment

An essential component of estimating unemployment is employment data. Furthermore, patterns in employment across various sectors and industries typically point to important structural shifts in the economy. Productivity, earnings per worker, and other economic indicators are computed using employment data.

Total employment consists of two parts: employment in the formal sector, and employment in the informal sector

Table 28:Total employment - Kouga, Sarah Baartman, Eastern Cape and National Total, 2012-2022 [numbers]

	Kouga	Sarah Baartman	Eastern Cape	National Total
2012	32,500	140,000	1,240,000	14,000,000
2013	33,700	145,000	1,270,000	14,400,000
2014	35,800	153,000	1,340,000	15,000,000
2015	37,400	160,000	1,400,000	15,500,000
2016	38,400	164,000	1,430,000	15,800,000
2017	38,900	165,000	1,440,000	16,000,000
2018	38,900	165,000	1,440,000	16,200,000
2019	38,800	163,000	1,430,000	16,200,000
2020	36,900	153,000	1,350,000	15,400,000
2021	35,700	147,000	1,300,000	14,800,000
2022	37,700	156,000	1,370,000	15,300,000
Average Annual growth				
2012-2022	***1.49***%	***1.09***%	***1.05***%	***0.92***%

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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37 700 people were employed by Kouga in 2022, which represents 24.19% of all jobs in the Sarah Baartman District Municipality (156 000), 2.75% of all jobs in the Eastern Cape Province (1.37 million), and 0.25% of all jobs in South Africa (15.3 million). From 2012 to 2022, Kouga's employment grew at an average yearly rate of 1.49%.

Table 29:Total employment per broad economic sector - Kouga and the rest of Sarah Baartman, 2022 [Numbers]

	Kouga	Dr Beyers Naude	Blue Crane Route	Makana	Ndlambe	Sundays River Valley	Kou-Kamma	Total Sarah Baartman
Agriculture	9,300	2,220	347	1,590	3,890	9,290	7,000	33,639
Mining	7	4	1	2	17	1	1	33
Manufacturing	3,010	3,620	1,250	2,800	1,450	1,290	1,770	15,200
Electricity	97	32	11	28	12	38	101	318
Construction	3,510	1,840	653	2,020	2,080	1,220	1,790	13,122
Trade	7,640	5,050	2,330	4,610	3,480	3,510	3,710	30,327
Transport	1,570	1,910	549	1,380	727	708	866	7,714
Finance	3,340	2,420	1,070	3,040	1,910	1,200	1,500	14,496
Community services	6,290	3,930	1,890	6,350	3,710	2,760	2,910	27,845
Households	2,940	1,790	859	2,330	1,940	1,800	1,500	13,151
Total	**37,700**	**22,800**	**8,960**	**24,200**	**19,200**	**21,800**	**21,200**	**155,846**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.
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Within its local municipality, Kouga Local Municipality employs 37,700 people. Moreover, Kouga Local Municipality has the greatest employment rate in Sarah Baartman District Municipality. Blue Crane Route local municipality, which employs 8 960 people overall, is the one with the fewest workers compared to the other sections of Sarah Baartman District Municipality.

With a total of 9 300 employed individuals, or 24.7% of all jobs in Kouga Local Municipality, the agriculture sector was the economic sector with the highest number of jobs in 2022. Compared to the other industries, the trade industry employs the second most people, with a total of 7, 640 (20.3%). In Kouga Local Municipality, the industry with the fewest employees is mining, employing 6.69 (0.0%), followed by the power sector, which employs 97.3 (0.3%).

Unemployment

The unemployed includes all persons between 15 and 65 who are currently not working, but who are actively looking for work. It therefore excludes people who are not actively seeking work (referred to as discouraged work seekers).

Unemployment rate (official definition) - Kouga, Sarah Baartman, Eastern Cape and National Total, 2012-2022 [Percentage]

	Kouga	Sarah Baartman	Eastern Cape	National Total
2012	16.2%	18.3%	28.9%	25.1%
2013	16.7%	18.8%	29.6%	25.2%
2014	16.4%	18.6%	29.4%	25.2%
2015	16.1%	18.3%	29.2%	25.5%
2016	17.1%	19.5%	30.5%	26.4%
2017	19.1%	21.8%	32.9%	27.2%
2018	20.9%	23.6%	35.0%	27.4%
2019	23.6%	26.5%	38.0%	28.4%
2020	26.9%	30.4%	41.5%	30.3%
2021	30.4%	34.2%	44.9%	33.6%
2022	**29.1%**	**32.8%**	**43.8%**	**33.7%**

Source: South Africa Regional eXplorer v2443.
Data compiled on 15 Jan 2024.

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According to the official definition of unemployment, Kouga Local Municipality's unemployment rate was 29.06% in 2022—a rise of 12.8 percentage points. Compared to Sarah Baartman, Kouga Local Municipality has a lower unemployment rate. When Kouga Local Municipality's unemployment rate was compared to the Eastern Cape Province, it was less than the latter's 43.77% rate. South Africa's unemployment rate increased by -8.58 percentage points from 25.15% in 2012 to 33.73% in 2022.

2.12 KPA: LOCAL ECONOMIC DEVELOPMENT

2.12.7 Introduction

Local Economic Development (LED) is the process by which partners from public, business and non-governmental sectors work together to create an enabling environment and better conditions for sustainable economic growth and employment generation. The aim is to improve the quality of life for all.

The key principles underpinning LED, according to the Department of Local Government, are as follows:

- LED strategies must prioritise job creation and poverty alleviation
- LED must target previously disadvantaged people, marginalised communities, black economic empowerment, SMMEs and enterprise development in order to ensure an inclusive economy where all can participate fully in the economic life of the area.
- LED should aim to promote tourism, develop local tourist sites and facilities, as well as improve security.
- LED should promote investment through marketing the area, its infrastructure and people to local and international businesses and investors.

Effective LED strategies encompasses the generation of informed local responses to local problems, aligned with broad overall development guidelines by provincial and national spheres.

2.12.8 Broader Planning Imperatives

BROADER PLANNING IMPERATIVES			
National			Provincial
National Outcome	**Sustainable Development Goals**	**National Development Plan**	**Provincial Strategic Objective**
NOC 4: Decent employment through inclusive economic growth. **NOC 5:** A skilled and capable workforce to support an	**SDG 4:** Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all. **SDG 11:** Make cities and human	**NDP 1:** Economy and Employment. Create 11 million new jobs **NDP 3:** Environmental sustainability and resilience. Economy using clean, renewable energy.	**PSO 1:** Strengthened policy coordination and integrated planning in province. **PSO 2:** Improved cooperative governance.

BROADER PLANNING IMPERATIVES			
inclusive growth path. **NOC 8:** Sustainable human settlements and improved quality of household life.	settlements inclusive, safe, resilient and sustainable.		
District			**Local**
Sarah Baartman District Municipality Objectives			**KPA 2: LED**
DMO 3: LED - Increase agricultural income to achieve a year-on year growth in the agriculture and agro-processing sector - Facilitate investment in natural capital to contribute towards government's target of creating "green" and "blue" jobs by 2020. - Broaden economic participation and inclusion by increasing the number of small enterprises and support to small enterprises. - Developing skills and education base by increasing the number of semi-skilled and skilled people. - Regenerating at least one of the core towns as a service and economic hub. - Building local and regional networks and collaboration through the creation of partnerships with government, the private sector and education/research. - To grow tourism sector's absolute contribution to the district economy. - To position the District as a nationally recognised tourism brand.			**Goal:** Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment. **Objective:** To create an enabling environment for economic growth that attracts investors and tourists, encourages innovation and facilitates pro-poor initiatives.

2.12.9 LED Implementation Timeline (2020-2030)

Strategi Focus Area (Strategic Pillars)	High level Action Plan	Short Term 2020-2022	Medium Term 2023-2025	Long Term 2025-2030
Agriculture	**SFA 1:** Expand the agricultural sector of Kouga Municipality into new products and markets, specifically niche and exports markets.		✓	✓
	SFA 2: The development of an agricultural hub, with specific focus on adding value to agricultural products, processing, storage and distribution.		✓	✓
	SFA 3: Link emerging farmers in modern and sustainable farming techniques.	✓		

Strategi Focus Area (Strategic Pillars)	High level Action Plan	Short Term 2020-2022	Medium Term 2023-2025	Long Term 2025-2030
	SFA 4: Training farmers in modern and sustainable farming technique.	✓	✓	✓
	SFA 5: Establish a Fresh Produce Market	✓		
	SFA 6: Establish Local Farmers Association	✓		
Tourism	**SFA7:** Diversify & Improve Tourisms offerings.	✓	✓	
	SFA 8: Market Kouga Tourism destination and events capital	✓	✓	
	SFA 9: Urban renewal/ Beach front development initiatives to improve Tourism Infrastructure	✓	✓	✓
	SFA 10: Develop a web-based and /or mobile cell-based system for visitors to complete visitor satisfaction form at various locations		✓	✓
	SFA 11: Coordinate and implement tourism safety support programmes.	✓	✓	✓
	SFA 12: Facilitate Development of Tourism Enterprise to contribute Inclusive Economy and Job Creation (Focus on PDI and Township/rural tourism).	✓	✓	✓
	SFA 13: Develop and link a database of all Kouga tourism assets and business to National & Provincial databases	✓	✓	
Green & Oceans Economy	**SFA 14:** Green Economy Develop existing industry and create new educational industry (clean industry for the coast) – Recycle Projects, Climate Change mitigation programmes, Renewable Energy Opportunities.	✓	✓	✓
	SFA 15: Promote initiatives for inclusion of local SMMEs in the Renewable Energy Sector.	✓	✓	✓
	Loadshedding proof the municipality by targeting IPP Energy procurement by 2030.		✓	✓

Strategi Focus Area (Strategic Pillars)	High level Action Plan	Short Term 2020-2022	Medium Term 2023-2025	Long Term 2025-2030
	SFA: 16 Ocean Economy Forge Public/Private Partnerships for infrastructure development to support and grow Ocean Economy.	✓	✓	✓
Business & Entrepreneurship Support	**SFA 17:** Reduce Red Tape: prioritise building plan & land use approvals.	✓		
	SFA 18: Conduct Annual Business Retention & Expansion survey per industry/sector.	✓		
	SFA 19: Facilitate Industry Information Sharing and Networking Platforms.	✓	✓	✓
Knowledge Management & Communication	**SFA 20:** Develop and enhance institutional capacity to conduct and manage tourism research.	✓	✓	
	SFA 21: Develop Communication Plan for LED & Tourism initiatives	✓	✓	
Investment Attraction & Promotion	Develop Investment Promotion Strategy & Incentive Policy	✓		
	Identify Special Development Zones/Renewal Zones	✓	✓	

2.13 KPA: SPATIAL PLANNING, LAND, HUMAN SETTLEMENTS AND ENVIRONMENTAL MANAGEMENT

2.13.7 SPATIAL ANALYSIS

The Municipal Systems Act (Act 32 of 2000) created the first requirement that a municipality establish an SDF. An SDF is a fundamental part of an IDP, according to the Act. The MSA Regulations go one step further, outlining the components of an SDF and drawing a connection between it and a local land use management system. Guide Plans and Structure Plans were the spatial planning instruments in use in South Africa prior to the MSA. One of the biggest shortcomings of the latter was that they failed to connect planning to a municipality's actual budget.

However, by mandating that an SDF provide a "capital investment framework for the municipality's development programs," the MSA clarifies the link between an SDF and the IDP as well as the Municipal Budget.

The Land Use Planning Act (Act 3 of 2014) and the Spatial Planning and Land Use Management Act (Act 16 of 2013) increased the status and role of SDFs. While LUPA

offers additional guidelines on the procedure that Municipalities should adhere to while creating their SDF, SPLUMA specifies what should be included in the SDF.

Section 22(1) of the SPLUMA, which states that a Municipal Planning Tribunal or any other authority obliged to make a land development decision, cannot make a decision that is contradictory with an SDF, is arguably one of the most important parts of the law regarding the legal standing of SDFs. The Act's provision provides the SDF a status. Beyond merely serving as a directive, which is the SDF's standing with respect to the MSA. Development proposals that do not comply with the SDF can no longer be approved by municipalities unless there are "site specific" factors to support them.

Before approving an application, SPLUMA mandates that the SDF be changed if there are no "site specific" factors to support an "inconsistent development."

The connection between other sector strategies and an SDF It is essential that the SDF and other sector strategies be integrated. The spatial requirements of these plans must serve as a guide for the SDF, which must then spatially reflect the locations where these requirements will be satisfied. Understanding the current state of the municipality's infrastructure and any gaps in it is necessary for all of this to take place. Furthermore, the SDF must address the expense of building the necessary infrastructure to cover any deficits in the short- and medium-term.

2.13.7.2 Biophysical Environment

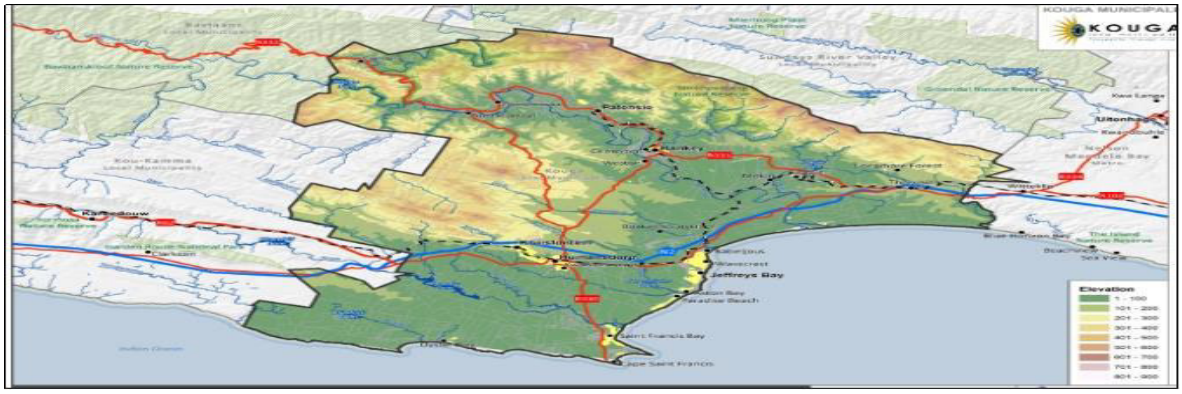
Climate: Climate within the study area differs between the 3 main geographical features, i.e., Coastal Region, Humansdorp and the Gamtoos River Valley.

The area is classified as subtropical and is situated in an intermediate zone between the summer and winter rainfall zones of the country, with annual precipitation between 400 and 650mm along the coast and in the Humansdorp area with slightly lower rainfalls in the Gamtoos River Valley.
Climatic conditions along the coast and Humansdorp inland areas are moderate with harsher minimum and maximum temperature extremes in the Gamtoos Valley. Summer temperatures in the Gamtoos Valley average between a maximum of 28º to an average minimum of 15º with winter maximum and minimums approximately 19º and 9º respectively.

Temperatures along the coast vary from an average maximum of 19.8º to average minimum of 14.5º. The prevailing wind direction is generally westerly to south-westerly with equally dominantly easterly winds during the summer month. Hot, dry berg winds from the interior occur towards the end of winter. Light frost might occur during winter in high-lying areas.

2.13.7.3 Topography and slope

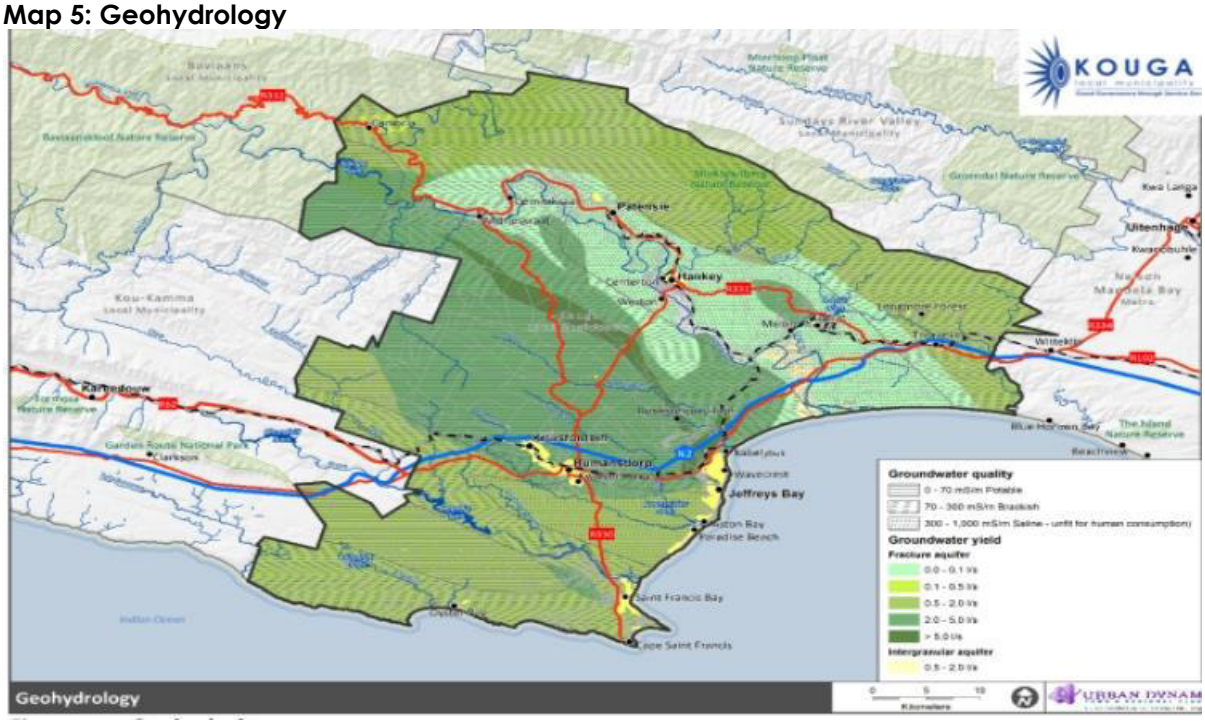
Map 4: Topography and slope



Source: Kouga SDF, 2020

The Elands Mountains to the north rise from the river Valley to a height of over a thousand metres above main sea level. The region's mountain areas add scenic value and character to the region, which contributes to Kouga being one of South Africa's premier tourist destination.

Map 5: Geohydrology

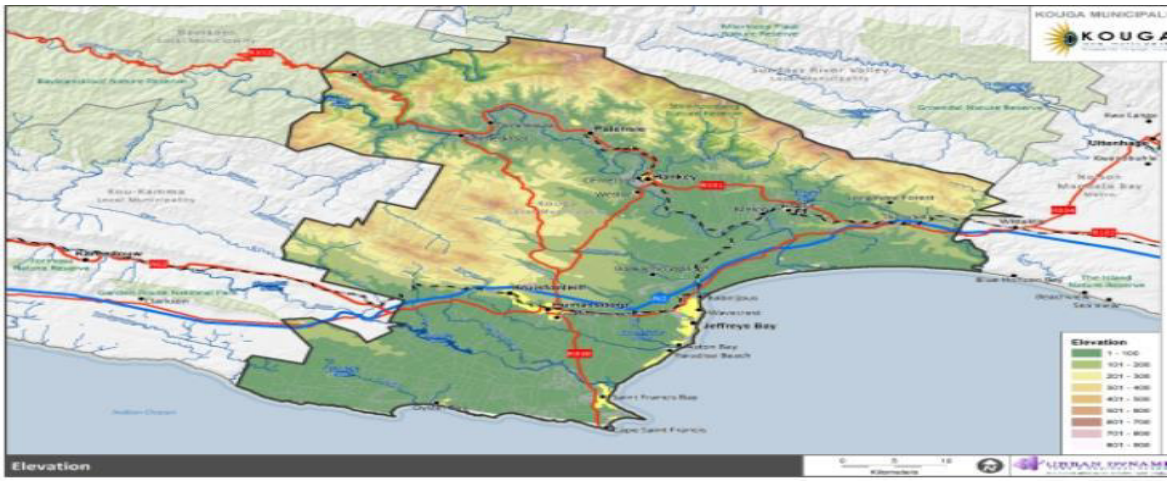


Source: Kouga SDF, 2020

The municipality recently increased the supply of water from groundwater sources through the development of borehole fields. The protection of these water resources has become a municipal priority.

These areas are situated in a central band across the municipality. Highlighted in dark green in map below:

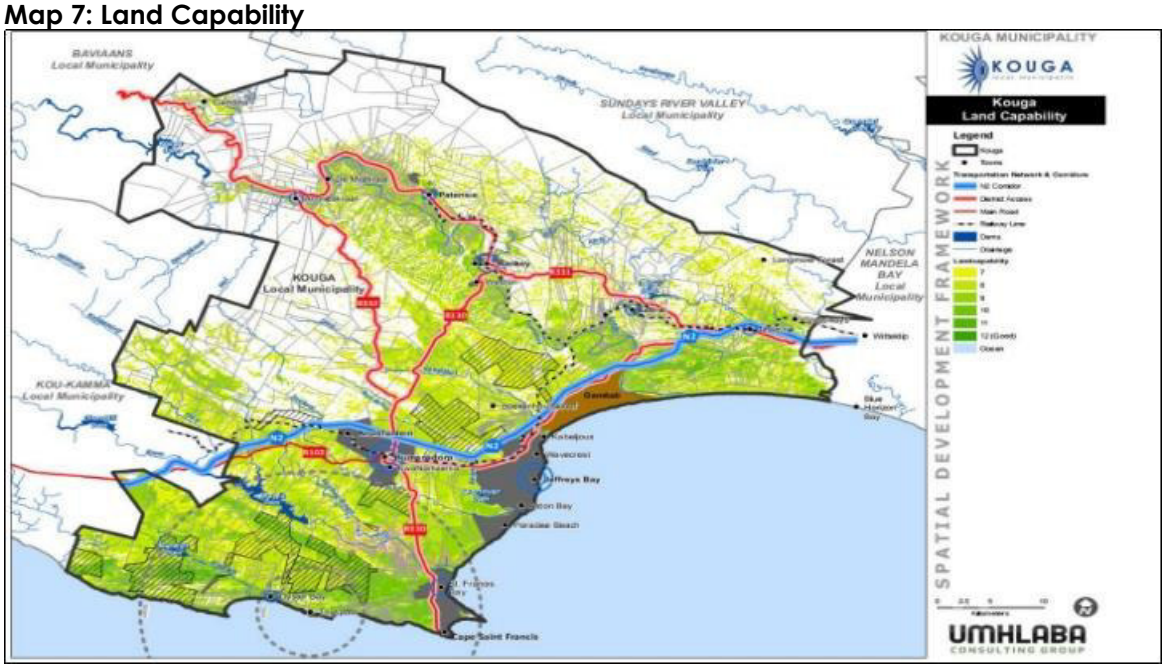
Map 6: Elevation



Source: Kouga SDF 2020

2.13.7.4 Land Capability Map

Map 7: Land Capability

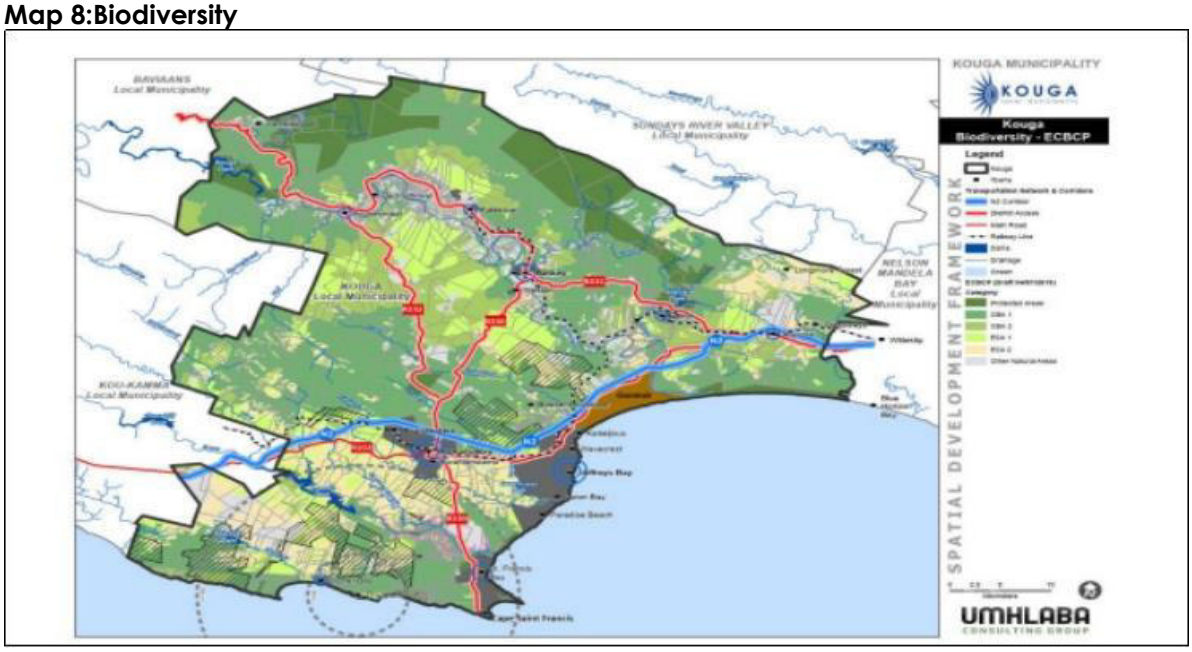


Source: Kouga SDF 2020

2.13.7.5 Biodiversity

The Eastern Cape Biodiversity Conservation Plan (ECBCP) biodiversity conservation status is reflected on the map below:

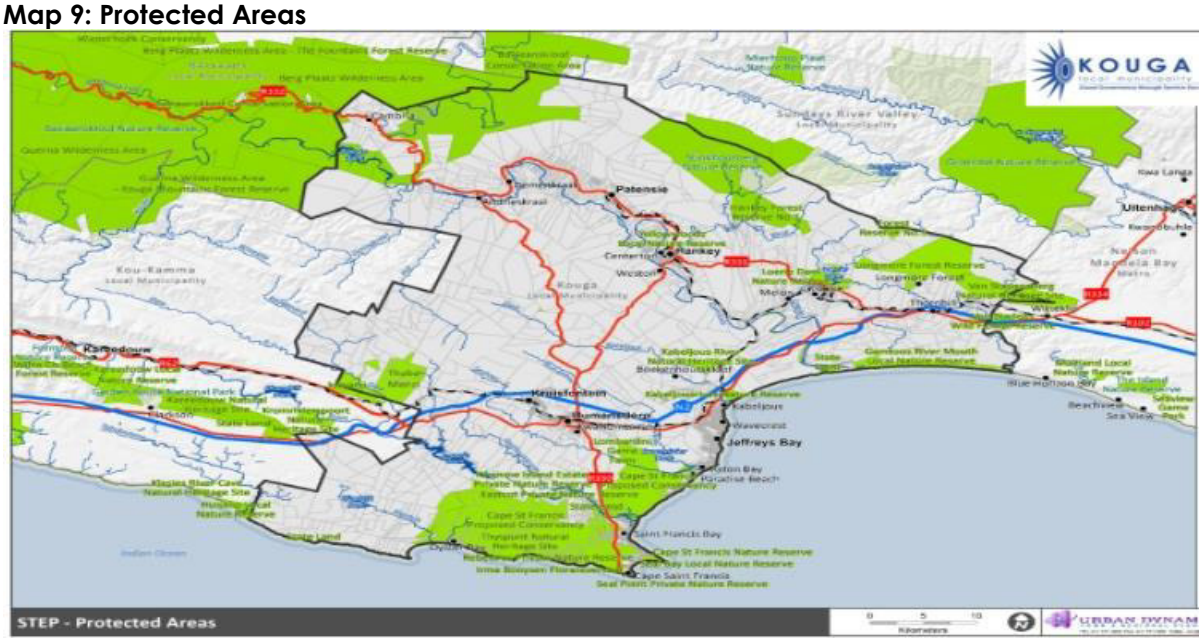
Map 8:Biodiversity



Source: Kouga SDF 2020

2.13.7.6 Protected Areas

Map 9: Protected Areas



Source: Kouga SDF 2020

2.13.7.7 Coastal Management

The Sarah Baartman District Municipality (SBDM) has developed a Coastal Management Programme (CMPr) to guide integrated management of the coastal zone within the district. The CMPr is structured to be a coherent municipal policy directive for coastal zone management which is consistent with relevant legislation, available programs, and policies It includes a 'Vision' for the management of the SBDM coastal zone including the sustainable use of coastal resources, objectives for the coastal zone, priorities, and strategies, as well as performance indicators to measure progress. The coastline of the SBDM is ~320 KLM long, and includes 4 coastal

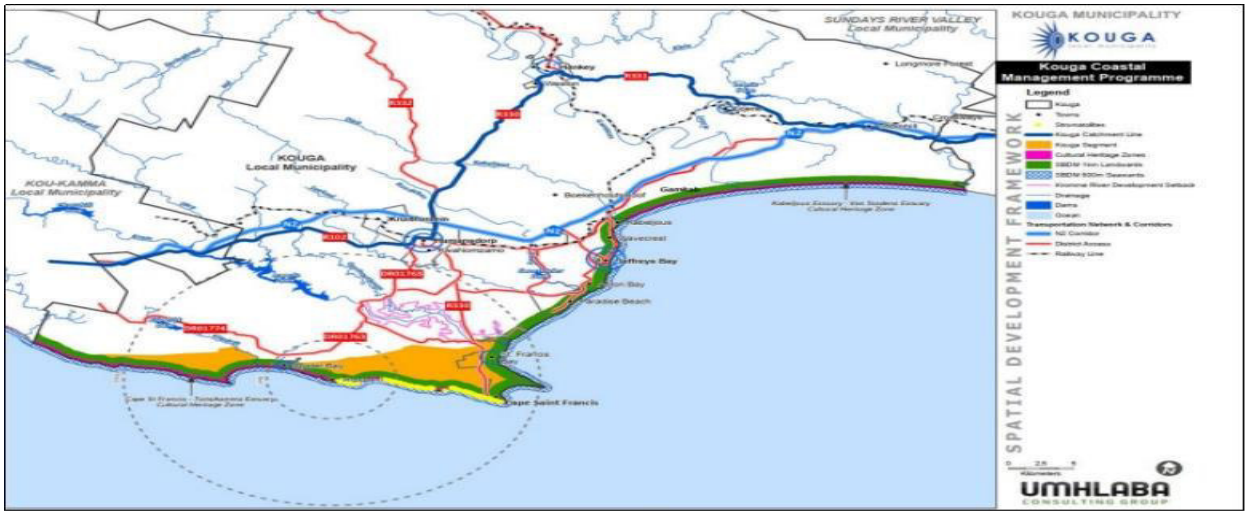
LMs – Koukamma, Kouga, Sundays River Valley and Ndlambe LMs. The 1 KLM buffer inland from the high-water mark of the sea is used as the landward boundary of the study area. In addition, a catchment management approach has been adopted in this CMPr, where a catchment area has been designated for each LM considering topography, land cover and physical boundaries. The intention is to incorporate activities within the catchment that have bearing on what happens at the coast and to consider these in integrated coastal management planning. The seaward extent of the study area is 500m seawards of the high-water mark of the sea, however where important attributes occur beyond this distance, they are included in the program.

Nine principles have been identified for the SBDM coastal zone; these are:

- Approach coastal zone management holistically, using a 'catchment' approach that considers the inter-relationships of people and ecosystems.
- Conserve natural, archaeological, cultural and heritage resources.
- Prevent pollution and maintain a clean, healthy environment.
- Promote sustainable and responsible economic development and natural resource utilization.
- Create an informed and resilient community and place, where people have consideration for one another and their environment.
- Preserve and respect 'sense of place' where the unique character and its intrinsic value is appreciated.
- Promote collective responsibility for coastal zone management by the public and government.
- Ensure equitable access to the coastal zone and freedom of movement for the whole community.
- Prioritise safe use of the coastal zone for all people.

The 'catchment area' of the segments is also shown in the image, as activities within the catchment have bearing on what happens at the coast (for e.g., poor waste management in the catchment may impact on the coastal zone).

2.13.7.8 Coast Management Programme



Source: Kouga SDF 2020



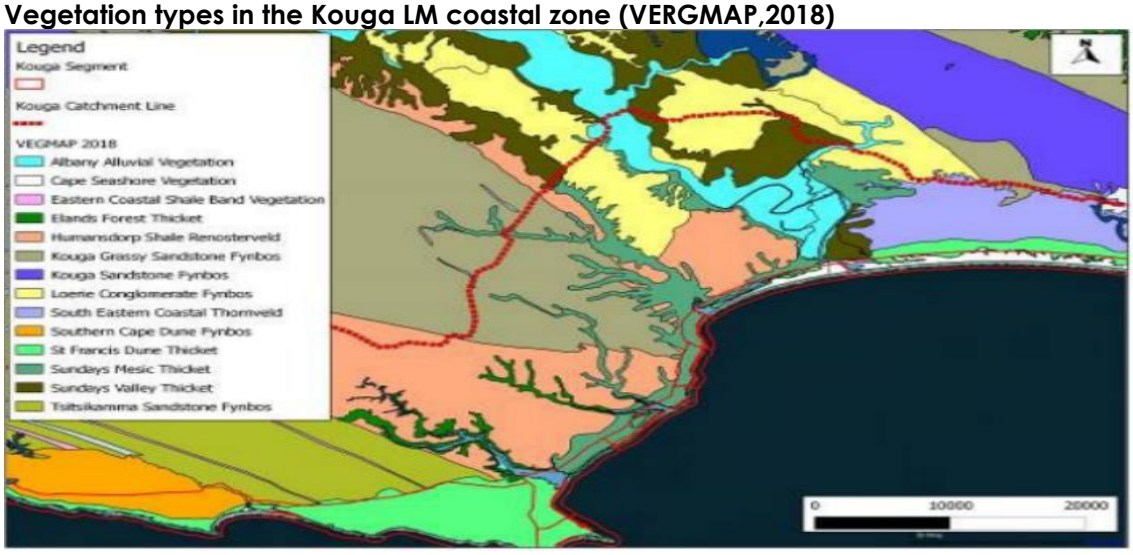
Source: Kouga SDF 2020

Threatened ecosystems in the catchment of the Kouga LM coastal zone.

Map 10:Threatened ecosystem



Vegetation types in the Kouga LM coastal zone (VERGMAP,2018)



Critical Biodiversity Area and Ecological Support Areas I the Kouga LM coastal zone



2.13.7.9 Coastal Pollution

Coastal pollution includes effluent runoff, seepage, or discharge, solid waste, air emissions, lighting, and noise and vibrations.

Effluent runoff, seepage and discharge can be via diffuse overland flow or groundwater seepage, or from point sources discharges (e.g., stormwater outlets or wastewater treatment plant outfalls). Pollution along the coastline is a function of activities in the catchment area and not just the area directly adjacent thereto.

Predominant land use types in the catchment of the Kouga LM are agriculture (cultivation and dairy), urban development in coastal nodes or towns, and natural or secondary natural areas. Associated pollutants are nutrients and bacteria from farming and domestic sewage, pesticides and insecticides from cultivated lands, high sediment loads from erosion in the catchment, litter and rubble from urban areas, and hydrocarbons from vehicles along access corridors. Sewage discharge also contains hormones and other pharmaceuticals.

2.13.8 Built Environment

Kromme River Estuary: The CAPE project has identified the lower Kromme River Valley as a priority corridor for the movement of plants and animals between the Kareedouw and Tsitsikama Mountain ranges and the coast. Consequently, every effort should be made to manage future development within this environmentally sensitive area. An audit of the current development, building plan approvals, planning and environmental authorisations needs to be undertaken.

Existing development outside the urban edge: There is a trend toward the development of small rural settlements, estates, resorts or nature reserves outside the urban edges. These developments tend to result in the creation of permanent residential units as opposed to resort or holiday accommodation. Current planning approaches restrict this type of development due to the potential negative impact on the limited agricultural and environmental resources of the area. These

developments can, if sensitively approached, create additional housing accommodation without the need for the municipality to provide the normal municipal services beyond road access to the entrance and contribute to the municipal rates base. An audit also needs to be undertaken of the developments along the Gamtoos River, which have historically been based on the development of resorts, which have, over time provided permanent accommodation as opposed to short term tourism accommodation.

Thuyspunt: The Thuyspunt site, west of Cape St Francis has been acquired by ESKOM for possible future power generation purposes. As a result, the Kouga Coast Sub-Regional Structure Plan was prepared based on the need to maintain the viability of the Thuyspunt site for possible future nuclear power generation. The Kouga Municipality SDF takes into cognisance the spatial impact of this megaproject in the pipeline and a phased approach towards state of readiness is thus required from a forward planning point of view should this project become a reality.

Settlement Pattern and Hierarchy: Settlement hierarchy and Nodal Development refers to the distribution of urban nodes and settlements throughout the study area and their locational characteristics.

Table 30: Settlement Pattern and Hierarchy

Nodes	Areas
Primary Nodes	Humansdorp
	Jeffreys Bay
Secondary Nodes	Hankey
	Patensie
	St Francis Bay / Cape St Francis
Rural Nodes	Oyster Bay
	Loerie
	Thornhill
Other Nodes	Matjiesfontein
	Melon
	Longmore Forest Village
	Cambria
	Andrieskraal

Challenges

The biggest challenges are the lack of bulk infrastructure. The Provincial Department of Human Settlements assisted the municipality to address some of the challenges and as a result thereof the municipality had applied for funding for the top structures of the following projects, namely:

1. Hankey 728 (990)
2. Patensie 278
3. Weston 196
4. Arcadia 139

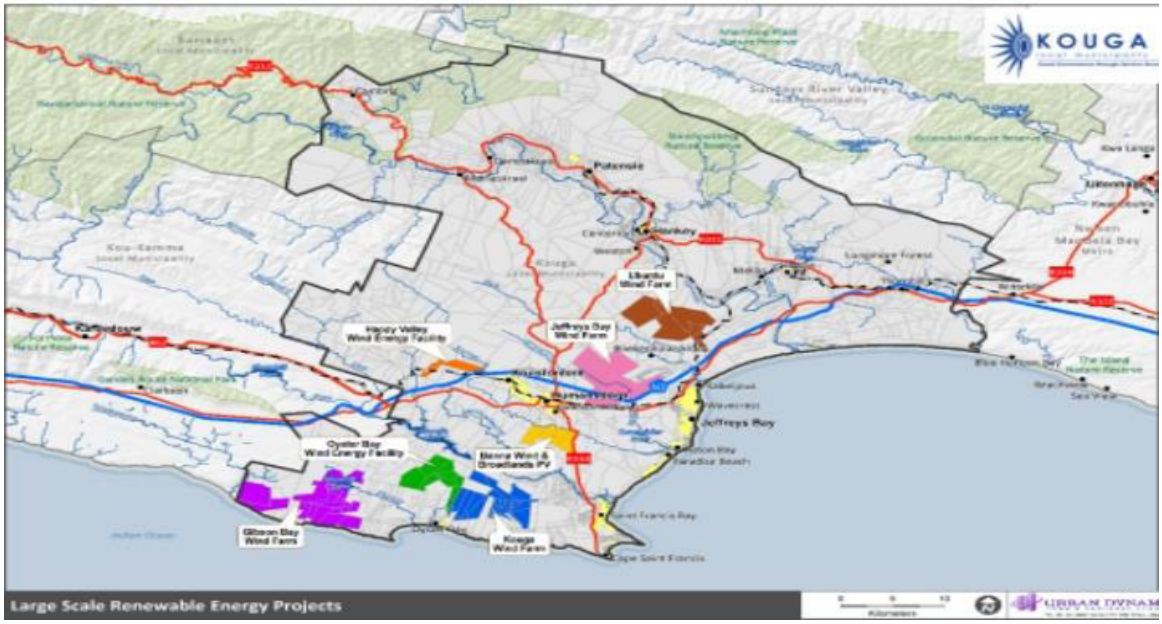
Renewable Energy Projects: The Kouga Municipality has been the forerunner for the establishment of renewable energy projects, with specific reference to wind farms. Various projects are under construction or still subject to planning and bid processes in terms of the Renewable Energy Independent Power Producer Programme (REIPPP).

These projects currently contribute significantly to the economy in the province and to renewable energy provision towards the national grid.

The following diagram indicates existing and proposed projects. It is noted that the following projects have received Department of Energy approval and are currently in the operation or under construction:

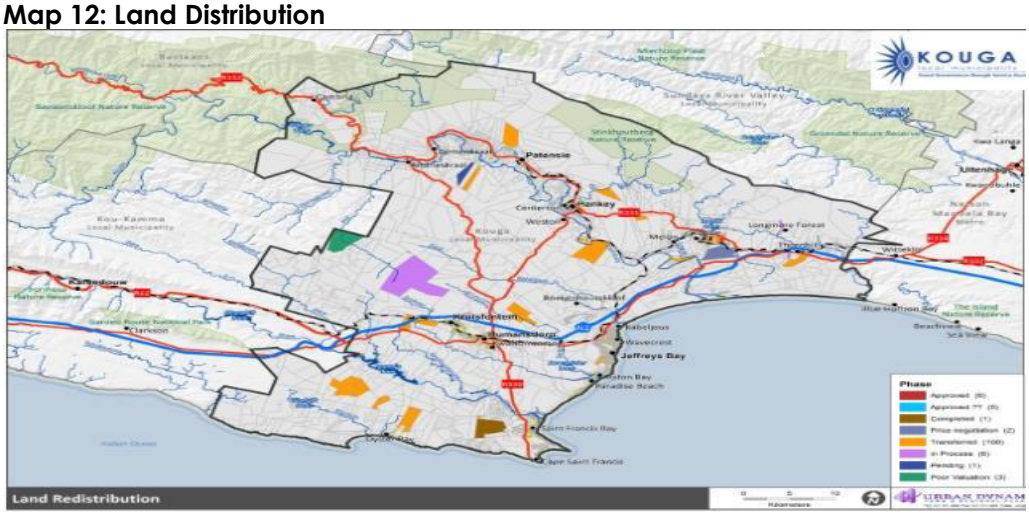
1. Jeffreys Bay Wind Farm (Between Humansdorp and Jeffreys Bay)
2. Kouga Wind Farm (North-East of Oyster Bay)
3. Gibson Bay Wind Farm (West of Oyster Bay)

Map 11:Renewable Energy Projects



Land distribution: The Department of Rural Development has compiled an Area Based Plan for the Sarah Baartman District Municipal Area (2008). An Area Based Plan essentially is a sector plan that seeks to address land related issues at a municipal level. Fundamentally the plan seeks to integrate land reform into the municipal planning process wherein identified projects are supported during and post implementation phases to ensure sustainability.

Map 12: Land Distribution



2.14 INTEGRATED HUMAN SETTLEMENTS/HOUSING

The Human Settlements Division under the Department of Planning and Development is responsible for the development of Sustainable Integrated Human Settlements within the Kouga Municipal Areas. Kouga Municipality applied for pre-planning funding for 10 x Human Settlements Projects in 2009. Out of the 10 x Human Settlements Projects, the PDoHS assisted the Kouga Local Municipality with bulk services assistance to unlock some of the Projects that was approved in 2009, namely Pellsrus 220, Kruisfontein 391and Ocean View 1500 (services).

The Provincial Department of Human Settlements appointed Kouga Municipality as Implementing Agent for the Hankey 990 Housing Projects (Services) and for the Upgrading of Informal Settlements (Permanent Services).

Housing Projects that are currently in the Implementing phase are Ocean View 1500 (Phase 1 – 200 top-structures and phase 2 -468 top-structures). In respect of the Upgrading of Informal Settlements Programme, the following Informal Projects form part of the Upgrading Programme:

- Shukushukuma 93
- Polar Park 553
- Polar Park 257
- Bungalows 103
- Donkerhoek 663
- Thornhill 160
- Patensie 278
- No R10 (226)
- Ocean View 1250

2.14.7 Problem Statement

The rapid population growth contributed to a high increase in demand for housing in KLM area. The major challenge that the municipality is experiencing is rapid urbanization which result in housing delivery process not meeting the housing demand recorded on the municipal housing database and this also results in a lot of challenges

such as land invasions, mushrooming of informal settlements. Lack of bulk services is a major contributor to the slow delivery of housing opportunities.

2.14.8 Access to Housing



Type	Number	%
Formal dwellings	24 301	84,7%
Traditional dwellings	236	0,8%
Informal dwellings	4 070	14,2%
Other	74	0,3%

Source: StatsSa, Census, 2022

The majority of households or 84,7% in Kouga currently resided in formal dwellings, and 14,2% lives in informal dwelling. 2011.

2.14.9 Highlights on Human Settlements

The following table outlines all highlights on Human Settlement:

Highlights	Description
Pellsrus 220	Successful completion of the Pellsrus 220 Housing Project
Kruisfontein 391	Successful completion of the Kruisfontein 391 Housing Project
Ocean View 1500	Successful Installation of internal services and completion of roads infrastructure
Ocean View 1500 (200) Housing Project	Appointment of Contractor for the construction of first 200 Top-structures as phase 1 in Ocean View.
Ocean View 1500 (468) Housing Project	Appointment of CDC as Implementing Agent for the construction of 468 Top-structures as phase 2 in Ocean View.
Hankey 990 (Services)	Appointment as Implementing Agent for the installation of internal services in Hankey 990 Housing Project.
Donation of PPC land	PPC donated land in Hankey for the construction of houses.
Implementing Agent (ISUP)	Municipality appointed as Implementing Agent for the installation of permanent services with an estimated value of R68.9 million rand)
Land Donation – Farm Geelhoudte Farm	The Farm Geelhoude was purchased by HDA for KLM.
Land Donation – Farm Klaarenfontein	The Farm Klaarenfontein was purchased by HDA for KLM for the construction of houses.
Social Housing and FLISP	Own Haven was appointed for the construction of Social and FLISP houses in Jeffreys Bay as a first pilot project within the Sarah Baartman District.

2.14.10 Challenges on Human Settlements

The housing department is experiencing a lot of challenges that affects the delivery of housing such as:

Challenges	Action to Address
Lack of Bulk Infrastructure	Working group between different Departments has been established to ensure that the successful implementation of all Human Settlements Projects and to do forward planning.
Land invasion	KLM Human Settlements are monitoring Informal Settlements on a daily basis to ensure that no municipal land is invaded. Land Invasion by-law will be reviewed to ensure appropriate action are taken against transgressors.
Security of tenure	All low-cost houses will be transferred to approved beneficiaries to promote ownership.
Land shortage	HDA will be approached to assist with the purchase of privately owned land to address the housing backlog.
EIA compliance	Forward planning to be undertaken and to submit to environmental authorization timeously to prevent delays in housing deliveries.

2.14.11 Informal Settlements Services Profile

	Service Points			
Settlement	No. of Structures	No. of Water Points	No. of Toilets	No. of Structures Electrified
Jeffreys Bay				
Chris Hani	51			51
No R10	226			226
Transit Camp	214			163
New Rest	68			68
Ebumnyameni	695			200
London	467			0
Humansdorp (KRUISFONTEIN)				
Donkerhoek	363			363
Hopeville	200			200
Mooiuitsig	300			300
Humansdorp (KWANOMZAMO)				
Shukushukuma	93			93
Polar Park	257			257
Bangalows	103			103
Polar Park (Sewer)	304			0
Beda Street	41			0
Golf Course	400			400
Lower Golf course	153			153
Golf course G Numbers	128			128
Hankey (Weston)				
Weston	94			94
HANKEY				
Silvertown	257			257
Stofwolk	110			110
Sewende Laan	26			26
Mountain View	100			0
St Francis Bay				
Sea Vista	1208			0
Oyster Bay				
Umzamawethu	88			0
Patensie				

	Service Points			
Settlement	No. of Structures	No. of Water Points	No. of Toilets	No. of Structures Electrified
Cyril Ramaphosa	979			203
Thornhill				
Loerie				
Loerieheuwel	204			

2.14.12 KLM Housing Demand and Intervention

The current Housing Demand in Kouga according to beneficiaries captured on the National Housing Needs Register (NHNR) is 17309. Kouga Local Municipality is in the process of unlocking a number of Housing Projects namely the Kruisfontein 2109, Hankey 990, Ocean View 1500, Arcadia 139, Weston 196 and the Weston Mud-houses 126. To unlock these projects, bulk infrastructure challenges need to be addressed and the Environmental approval needs to be expedited.

Kouga Municipality was recently appointed by the Provincial Department of Human Settlements for the upgrading of Informal Settlements and 9 projects are currently listed on the business plan. To elevate the demand for Housing a new paradigm shift by Department of Human Settlements to rather focus on the upgrading of Informal Settlements and to give the current occupiers security of tenure on sites currently being occupied and also to provide permanent services to these beneficiaries.

2.14.13 KLM Housing Backlog

The current housing backlog in Kouga is 17309, and this number will reduce significantly once we kickstart with the implementation of the approved housing projects. The current approved housing projects will cater for 5060 housing opportunities which will reduce the backlog significantly.

2.14.14 Current Housing Projects

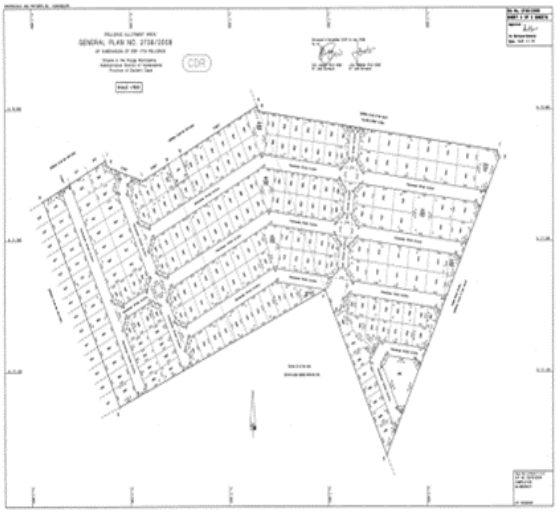
The Municipality is currently busy with a number of housing projects, namely, the Hankey 990 (services), Ocean View 1500 (200) and Ocean View 1500 (468). An application was submitted to PDoHS for the construction of 911 top-structures in Hankey and application also for the augmentation of bulk services in Weston 196 Housing Project.

2.14.15 Spatial Representation

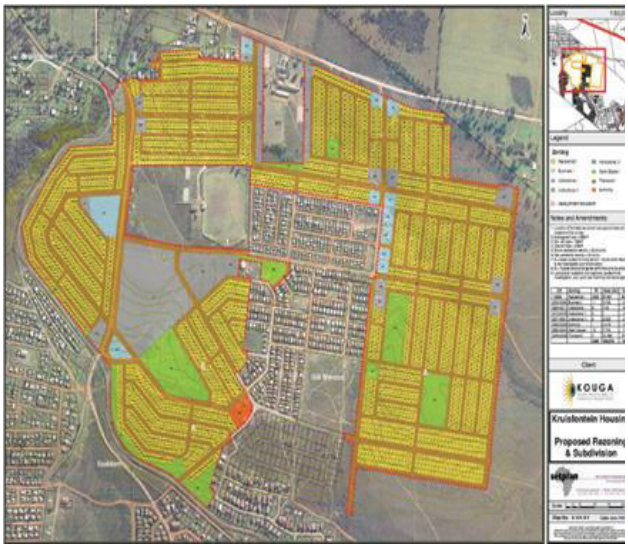
OCEAN VIEW 1500 HOUSING PROJECT



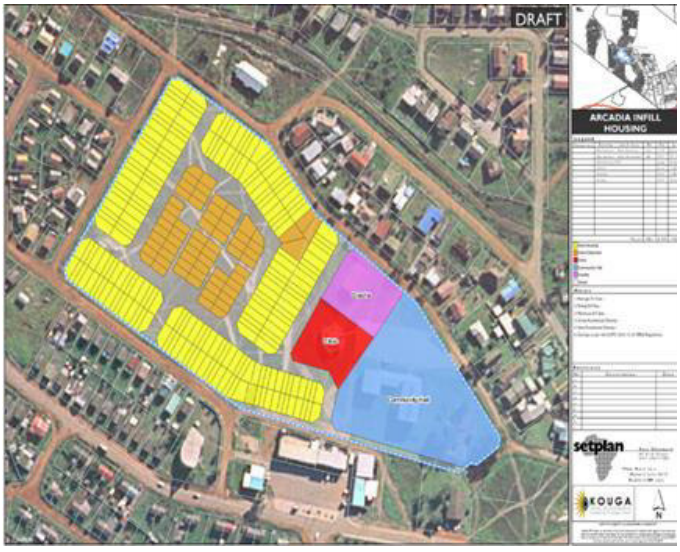
PELLSRUS 220



KRUISFONTEIN 2500



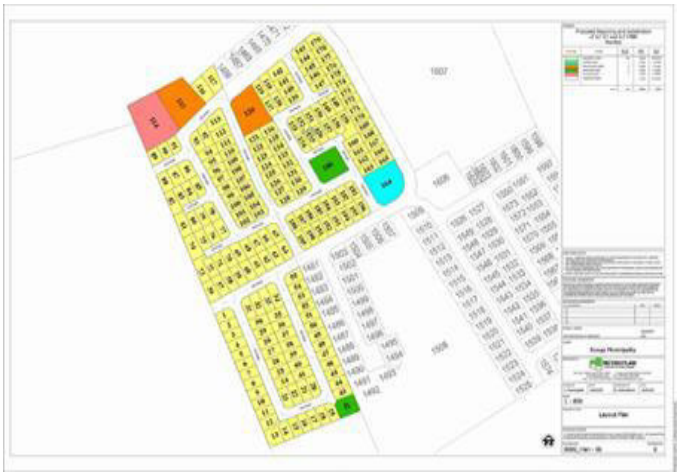
ARCADIA 139



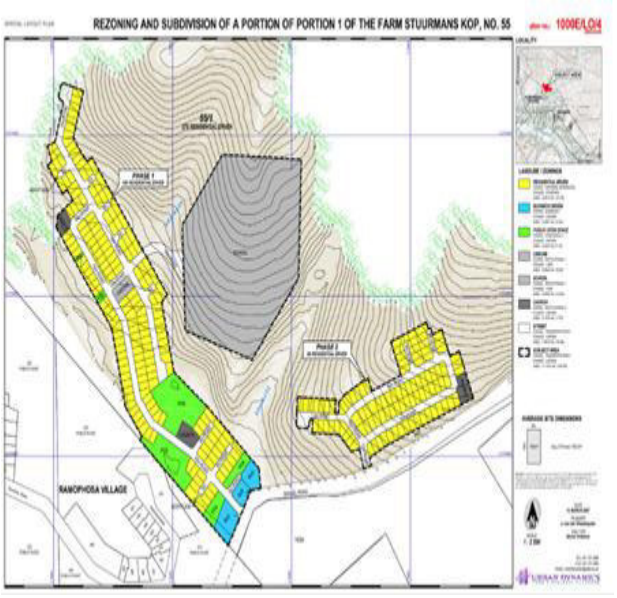
HANKEY 990 HOUSING PROJECT



WESTON 196 HOUSING PROJECT



PATENSIE 278 HOUSING PROJECT



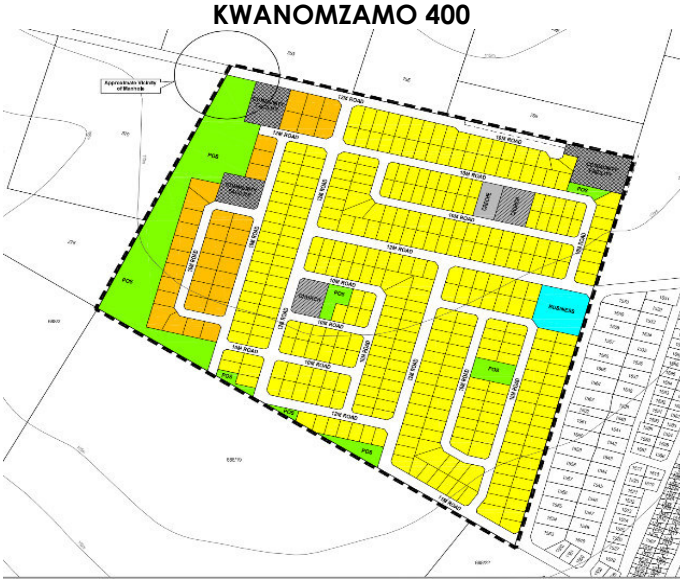
GALJOEN STREET 51 & Trevor Manuel 23



THORNHILL 390

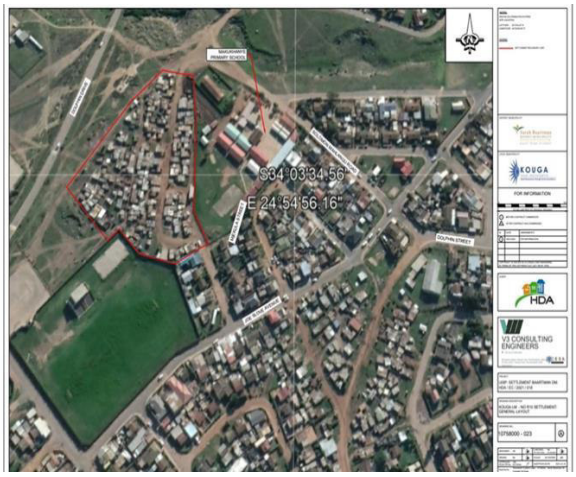


KWANOMZAMO 400

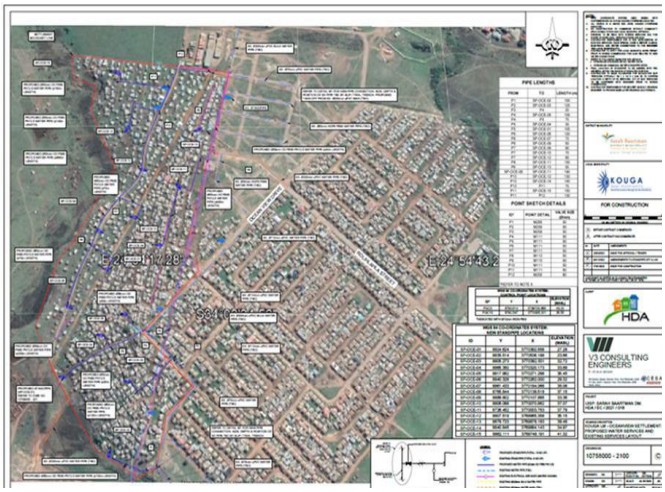


INFORMAL PROJECTS – ISUP

NO R10 INFORMAL SETTLEMENT



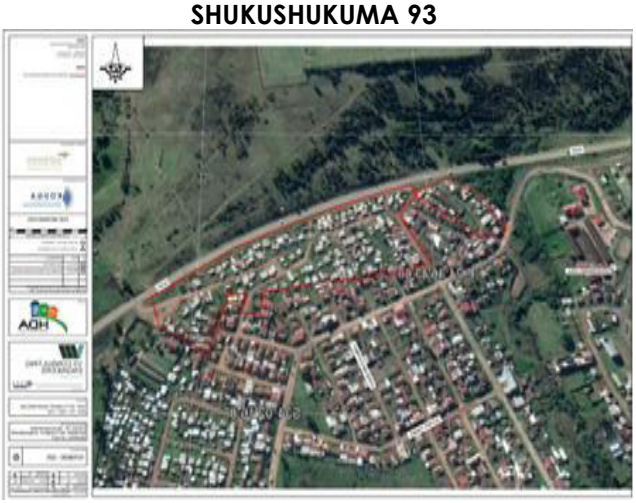
OCEAN VIEW 1250 INFORMAL SETTLEMENT



BUNGALOWS 103



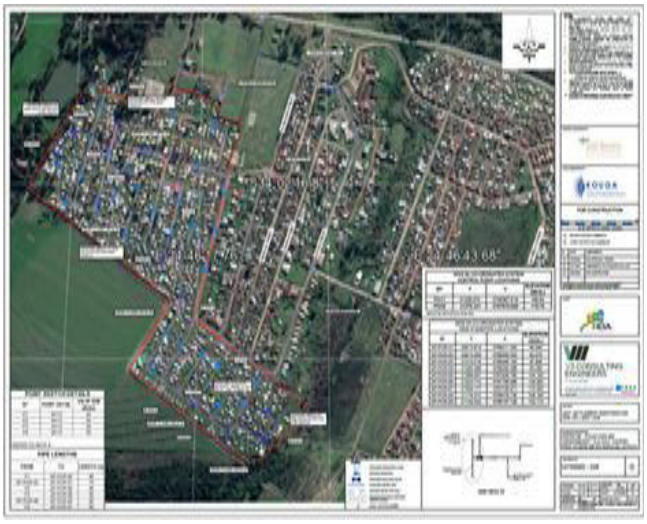
SHUKUSHUKUMA 93



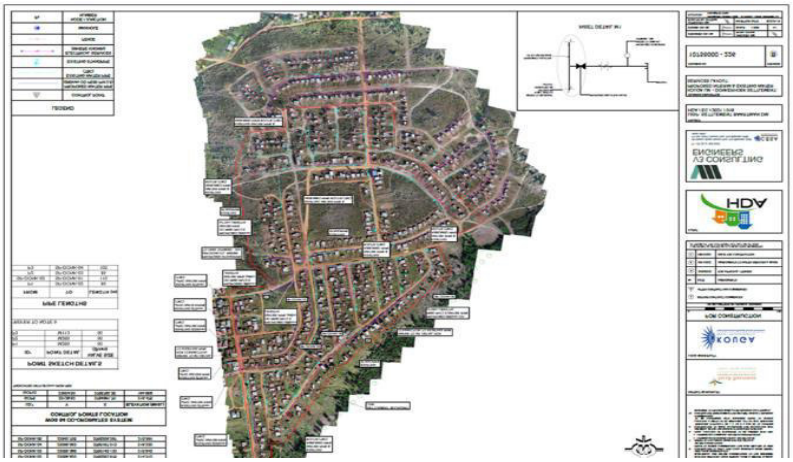
POLAR PARK 257



POLAR PARK 553



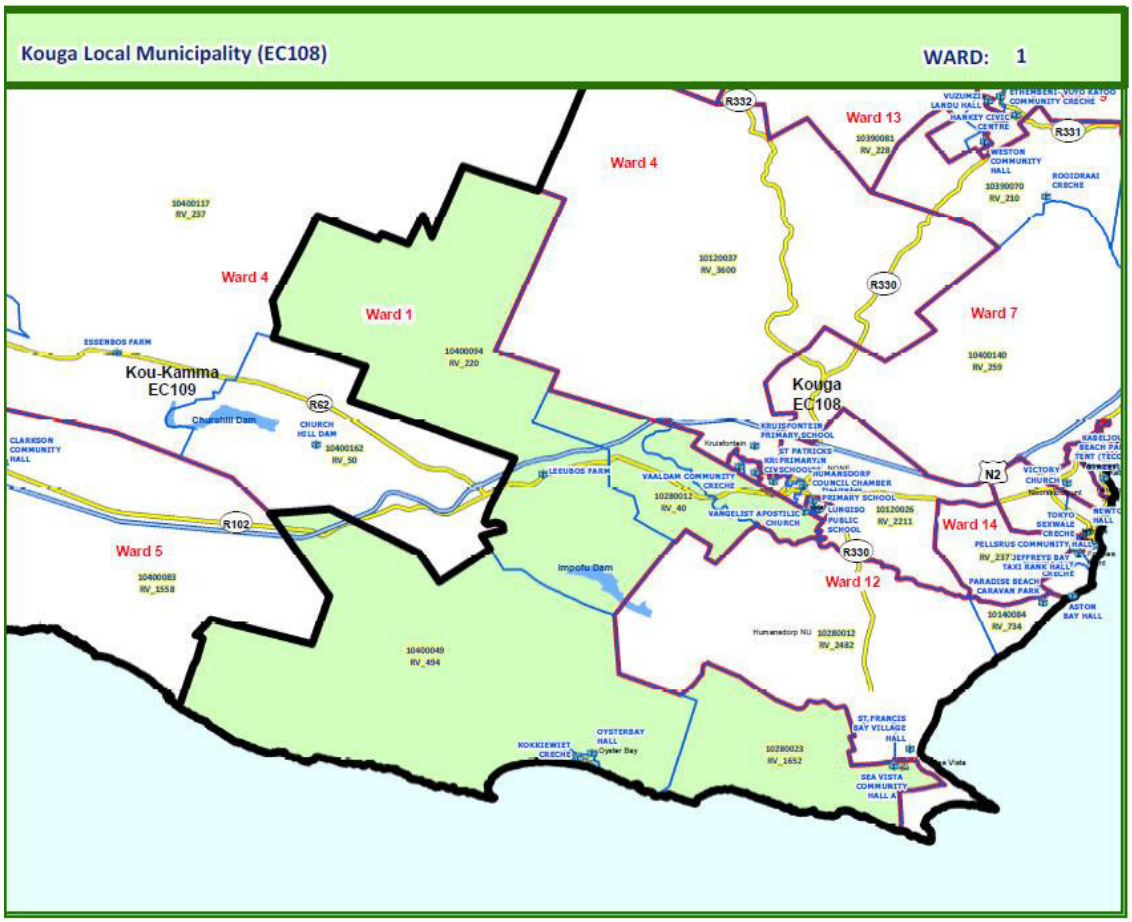
DONKERHOEK 463



2.15 COMMUNITY NEEDS (ANALYSIS)

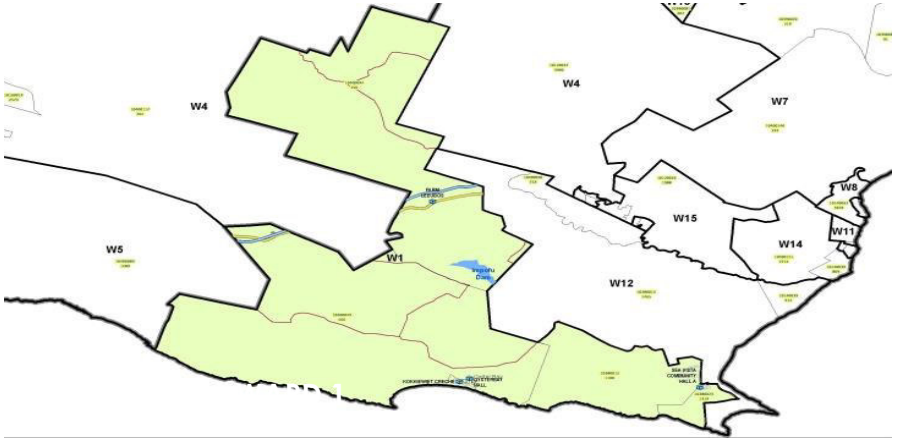
2.15.7 Ward Profile

Kouga Local Municipality consists of 15 wards.



2.15.8 Ward Priorities

Ward 1:

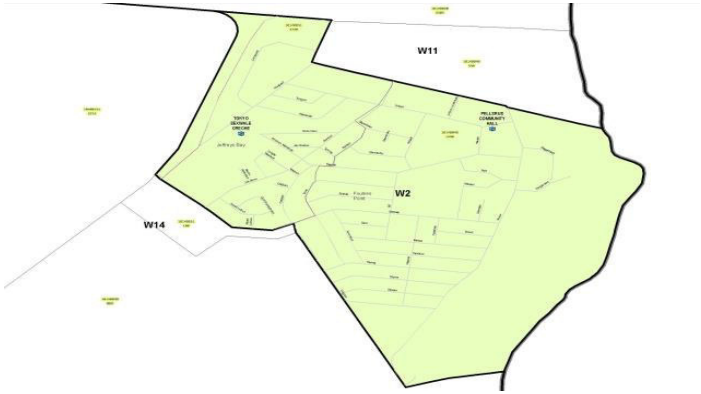


Ward 1 consists of the following areas: Oyster Bay, Sea Vista, Umzamowethu, Leeubos, Lower Golf course and surrounding farm areas. The Ward is a very diverse area with different socio-economic characteristics.

Ward1 Development Priorities

IDP REF.	Ward Priority	Implementation Status	Budget Linkage		
			2024/25	2025/26	2026/27
IDP-W1/01	Storm water drainage	Storm water master in process to be reviewed. Risk and hotspots has been identified and will form part of the internal operational maintenance program. **Storm water budget to be divided for all wards*	R0	R0	
IDP-W1/02	Water borne Sewer System	PSP has been appointed to start with designs of proposed sewer network. Project is approved by Council and will upon receipt of designs be submitted to SBDM/AC for funding approval.	TBC	TBC	
IDP/W1/03	Stray animals	Process for the establishment of pound will start in the third quarter of 2023/24. It will be implemented in stages over a 5-year period. Animal Impoundment By- Law to be reviewed in the first quarter of 2023/24.			
IDP-W1/04	Fixing of (gravel) roads	Certain roads will be upgraded under phase 2 of the gravel road program. *(Total gravel road budget to be divided for all wards)*	R1M	R1M	
IDP-W1/05	Formalization on informal settlement	Zwelitsha and Cosovo informal settlements upgrading programme and Malema Village will be accommodated in Phase 2. The land transfer of Ongegunde Vryheid, remains a big bottleneck for the implementation of ISUP in Sea Vista. The informal settlement at Lower Golf Course in KwaNomzamo will also be accommodated in Phase 2. The settlements is however provided with interim electrical Services.			

Ward 2:



Jeffrey's Bay is situated right near the tip of Southern-most Africa in the Eastern Cape province. It sits at the gateway of the beautiful Garden Route – the famous route between Port Elizabeth (Nelson Mandela Bay) and Cape Town. From Jeffreys Bay, this scenic road winds through the beautiful Tsitsikama forest, Nature's Valley, and the seaside towns of Plettenberg Bay and Knysna. Due to this prime situation, Jeffrey's Bay provides travellers with an ideal base from which to explore the enchanting east coast of South Africa.

Ward 2 is one of the Jeffreys bay ward which includes ***Pelsrus, Madiba Bay, Marina Martinique, and Aston Bay.***

Ward 2: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W2/01	Upgrading of storm water and sewer system	The storm water challenges will be addressed under the road resealing Phase 2 project of which the bulk of the work will be done in the 2024/2025 FY. Storm water masterplan is also in process to be reviewed. Total budget will be divided in all wards.	R5M	R10M	R15M
IDP-W2/02	Youth Development	Pellsrus is indeed landlocked. The Land Section of Planning and Development is currently looking at ideally located land that can be used for such a facility. The need for a Youth Development Centre will be presented to the next IGR Meeting in November 2023.	Opex	Opex	Opex
IDP-W2/03	Upgrade of Estuary	The Seekoei River Management and Maintenance Plan are in the process to be reviewed. It is anticipated that all the recent associated challenges raised on the Seekoei River will be included into the reviewed Management and Maintenance Plan.	Opex	Opex	Opex
ID-W2/04	Installation of Camera Systems	The CCTV Cameras will be funded from the Capital Budget of the municipality. Hotspots in all the wards will be identified to benefit in the program. A tender has been advertised recently to acquire CCTV Cameras to curb crime in most of the wards	R5M	R0	R0
IDP/W2/05	Upgrading of gravel roads (Phase 2)	Consultant has been appointed and Roads has been designed. The bulk of the Phase 2 project will be done in the 24/25 and 25/26 FY.	R0	R5M	R5M

Ward 3:



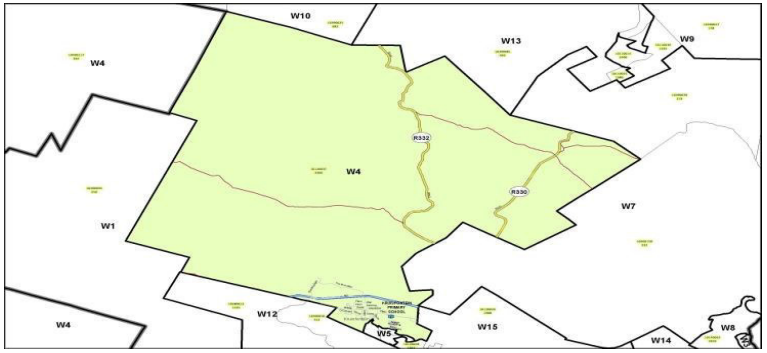
The town of Jeffreys Bay is bordered on both sides by nature reserves and rivers. The Kabeljous Estuary in the Kabeljous Nature Reserve is known as one of the best-preserved estuaries in the Eastern Cape, and every year the flamingos return to spend the summer here.

For the nature lovers, there are wonderful hiking trails in Kabeljous Nature Reserve as well as in the Noorsekloof Nature Reserve. Wavecrest is a rather large suburb in Jeffreys Bay, taking up a huge chunk of the area.

Ward 3: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2023/24	2023/24
IDP-W3/01	Resealing of 1km road: Kiepersol Street	Will be implemented under Roads Reseal Phase 2	R0	R2M	R0
IDP-W3/02	Providing of curbing for internal roads	Kerbs for internal roads to be replaced in-house	R25K	R25K	R25K
IDP-W3/03	Take over of Da Gama Road	Apply for transfer of ownership	TBC	TBC	TBC
IDP-W3/04	Maintenance of internal roads (potholes) and stormwater infrastructure	Ongoing operations and maintenance. The Roads Reseal Phase 2 Contractor can also assist with pothole repairs. An Additional Contractor has also been appointed to assist with pothole repairs.	OPEX	OPEX	OPEX
IDP-W3/05	Replacement of Mimosa water-pipe	Contractor was appointed 30 August 2023 for a 12-month Contract. As part of the Contract, Mimosa Street will also be resealed.	R15M	R4M	
IDP-W3/05	Replacement of Mimosa water-pipe	Contractor was appointed 30 August 2023 for a 12-month Contract. As part of the Contract, Mimosa Street will also be resealed.	R15M	R4M	

Ward 4:



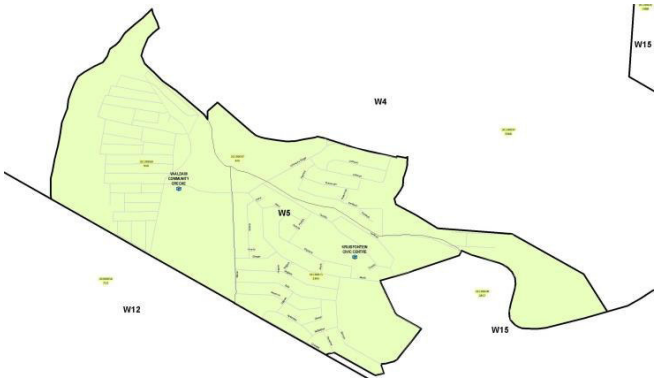
Ward 4 is located in the southwest part of Kouga Local Municipality. It consists of Kruisfontein, Jeugkamp, Die Berg, Ext 391-Northside, 7de Laan, Maak 'n Las, Gill Marcus, Mooi-uitsig, and Donkerhoek. The extent of the ward is 308.4 square kilometres. The oldest hand rung bell can be found at the historic United Congregational Church that was built in 1839.

The surrounding beautiful mountains can offer day hikes, bike rides and unforgettable adventures. The community in Kruisfontein and Die Berg use to be small scale crop and cattle farmers.

Ward 4: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W4/01	High Mast Lights	High mast lights project has been registered with MIG for Ward 4. The site has been identified and the leading department is busy with the designs and specifications. The Project will commence in the 2024/25 FY.	R5M	R5M	R5M
IDP-W4/02	Upgrading, tarring, or paving of roads (Freezier, Aalwyn, Tolbos, Aandblom, Besembos, Suiderkant, Bloulelie, Pendoring, Fynbos, and Suikerbos	A consultant has been appointed and the designs of all the roads has been done. Most of the roads will be accommodated in Phase 2, during the 2024/2025 and 2025/2026 Financial years	R0	R5M	R5M
IDP-W4/03	Containerize toilets	The containerize toilet at the emergency houses is operational and the chemical toilets are serviced on a regular basis by the Service Provider	Opex	Opex	Opex
IDP-W4/04	Land for livestock farming and agriculture	Suitable and available land within the Land Audit Register to be identified and presented to F& LED for consideration into strategy to promote live-stock farming and agriculture	Opex	Opex	Opex
IDP-W4/05	SMME Development	The Economic Development Unit has implemented key interventions to capacitate Kouga SMME's in a workshop on pre-tendering	Opex	Opex	Opex

Ward 5:

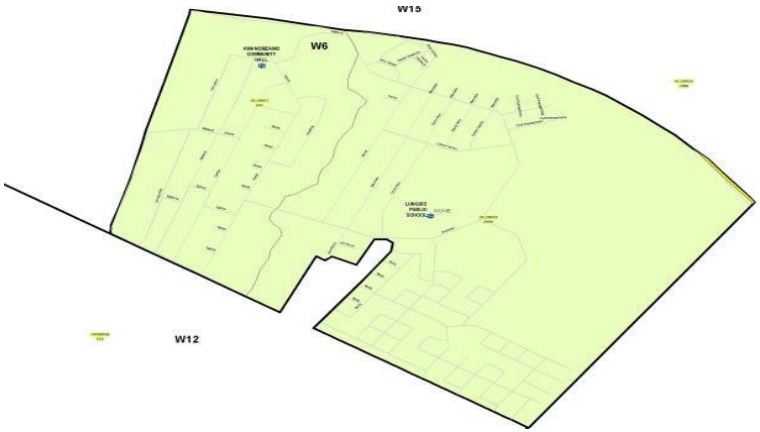


Ward 5 is located in Humansdorp one of the 9 towns in Kouga Local Municipality. It consists of Arcadia, Bo-Blok, Van Lingen Park, Ext 391-South Side, Vaaldam and Johnson's Ridge. The extent of the Ward is 1.7 square kilometres with a population of 6643.

Ward 5: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W5/01	Storm water	The storm water challenges will be addressed under the road resealing Phase 2 project of which the bulk of the work will be done in the 2024/2025 FY. Storm water masterplan is also in process to be reviewed. Total budget will be divided in all wards.	R5M	R10M	R15M
IDP-W5/02	Safety and security	Joint operations has been established with all the relevant stakeholders and security clusters to curb the crime problem in the area.	R0	R0	R0
IDP-W5/03	Paving of side-walks	All paving of side-walks will be performed by the municipality. The procurement process will soon be started.	Opex	Opex	Opex
IDP-W5/04	Restoration of Old age home	No budget has been provided for the refurbishment of the building.	R0	R0	R0
IDP-W5/05	Waterborne sewer system for Johnson-ridge, Prins Street and Bo-blok	The municipality has appointed a service provider to prepare a feasibility study and a technical report. A business plan with follow and will upon receipt thereof and sent to MIG for funding.	R0	R0	R10M

Ward 6:

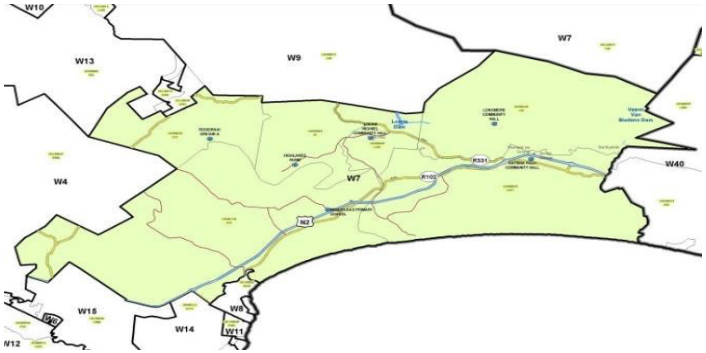


Ward 6 is located in Humansdorop of Kouga Local Municipality. It consists of KwaNomzamo Eastside, Vergenoeg, Shukushukuma, Humansdorp Town, Boskloof and Phola Park. The extent of the Ward is 1.1 sqaure kilometers with a population of 7395.

Ward 6: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2023/24	2023/24
IDP-W6/01	High Mast Lights	High mast lights project has been registered with MIG for approval. Project will commence in 2024/2025			
IDP-W6/02	Street Names	The street names of ward 6 has been advertised, with no objections and will be taken to Council for approval.			
IDP-W6/03	Land	Alternative vacant land has been identified for housing by HDA, which confirms that there 2xfarms that can be used for housing and other activities			
IDP-W6/04	Beautification of entrance	It is advisable that inputs and or a site visit be conducted to clarify the exact scope of works			
IDP-W6/05	CCTV Cameras	The CCTV Cameras will be funded from the Ward Cllr Ward Development Fund. Areas to be identified.			

Ward 7:

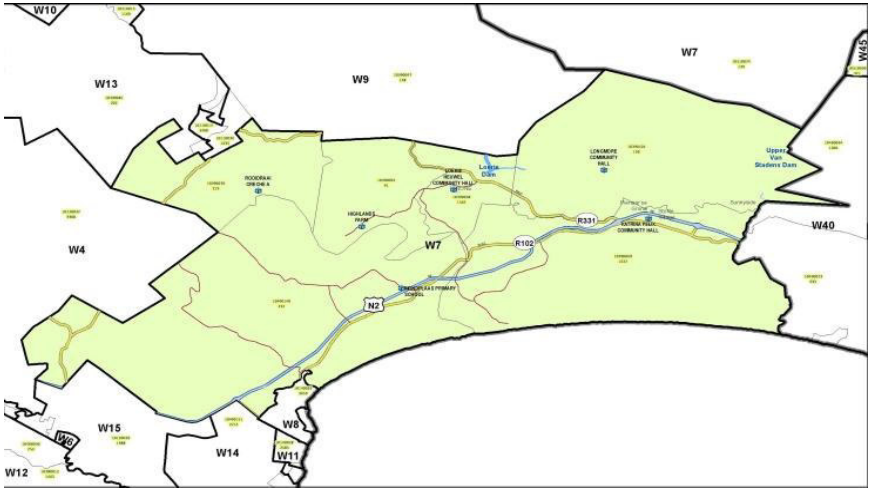


Ward 7 consists of Loerie, Thornhill & Gamtoos Mouth. **Loerie** Apart from hosting the annual Naartjie Festival which, obviously, naartjies are the main attraction, but visitors are also able to sample a variety of vegetables and food and enjoy music from the stage, the small town of Loerie has an interesting history.

Ward 7: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W7/01	Land for cemetery, commonage and housing	In process to identify land owned by National- and Provincial Government as well as Sarah Baartman District Municipality for a cemetery, commonage and housing. The land unit is waiting for feedback that will be shared with council and the Ward representatives.	TBC	TBC	TBC
IDP-W7/02	Job Creation	This priority will be discussed at the next IGR Meeting as well as the next municipal Strategic Workshop where strategies will be developed to address the need for more job creation opportunities in all 15 Wards.	TBC	TBC	TBC
IDP-W7/03	Bulk Infrastructure	Currently no funding. The cost for the drafting of the Bulk Infrastructure Master Plans is estimated at R1.5M. WSIG funding for BH to the value of R18M	R0	R0	R18M
IDP-W7/04	High School	The need for a high school for Ward 7 has been raised in the last municipal IGR Meeting.			
IDP-W7/05	Skills Development Programmes	This priority is indeed vital for the SMME's of the municipality.			

Ward 8:



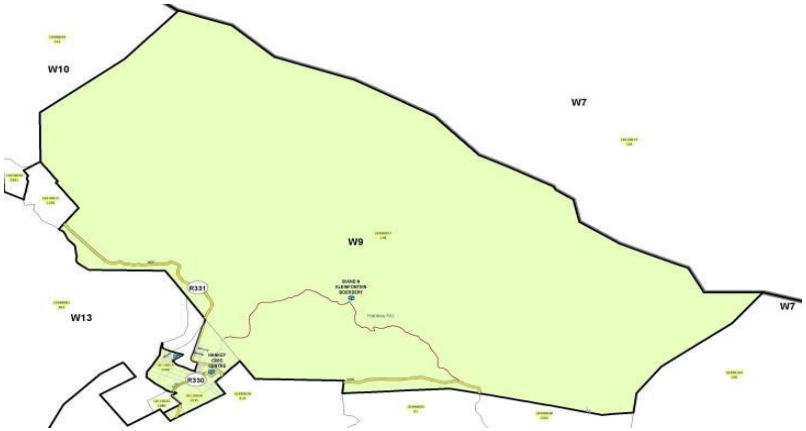
Wavecrest is a rather large suburb in Jeffreys Bay, taking up a huge chunk of the area. Property investment in a holiday home in Wavecrest is a brilliant opportunity to make your investment work for you. When you are not enjoying the peace and tranquillity of a coastal getaway, rent out your holiday home to earn extra income or let the property pay for itself. The suburb was established in the mid-1970s and is almost 90% developed.

Ward 8 is located is centre of Kouga LM. It consists of Upper Wavecrest. 8 square kilometres and 799.1 people per square kilometre.

Ward 8: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W8/01	Replacement of old asbestos water pipes	Funding to be applied for.			
IDP-W8/02	Quality fixing of potholes	Ongoing operations and maintenance. The Roads Reseal Phase 2 Contractor can also assist with pothole repairs. An Additional Contractor has also been appointed to assist municipal team with pothole repairs.	OPEX	OPEX	OPEX
IDP-W8/03	Pedestrian walkways in Noorsekloof, Seetuin, Dogwood and Myrtle Street	The section has started with a feasibility and accessibility report on what the best option will be to accommodate the priority that was raised by the ward. The report will be costed and will be considered in the 2024/2025 draft budget process.			
IDP-W8/04	Upgrading and resealing of Dogwood Street	Roads Reseal Phase 2 tender closed 18 August 2023. Under Roads Reseal Phase 2. The Contractor appointed by end October 2023.	Capex	Capex	Capex
IDP-W8/05	Newer and disabled friendly accessible playparks and walkways to beaches and municipal buildings	New playparks are in the process to be installed. Areas has already been identified. There are disabled friendly accessible walkways at the beaches as well as the municipal offices. The playparks at Kabeljauws, Poplar and Supertubes have been completed recently.			

Ward 9

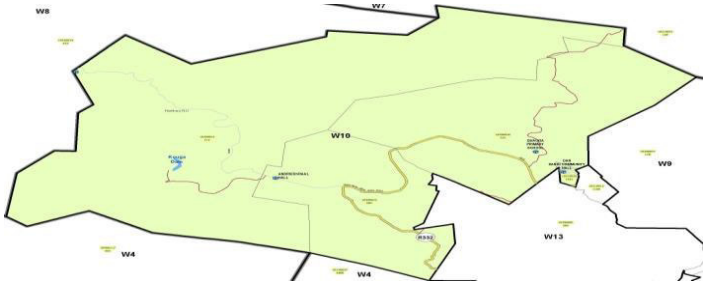


Ward 9 is located in the Northeast part of Kouga Local Municipality. It consists of Phillipsville, Hankey Town, Rosedale, Kleinfontein, Old Hankey, Stofwolk, Silvertown, Smartietown and Ext 3. The extent of the ward is 319.6 square kilometres.

Ward 9: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W9/01	Water security	Boreholes to be equipped once funding becomes available. WSIG funding will be applied for.	R0	0	R3M
IDP-W9/02	Fencing of existing graveyards	There is no funding available in the current year for the fencing of the graveyard. The section will re-enter the need for funding of the graveyard in the 2024/2025 FY.			
IDP-W9/03	Clinic and ambulance service	In process to investigate suitable land. Priority with the Department of Health.			
IDP-W9/04	Safety and Security	The CCTV Cameras will be funded from the Capital Budget of the municipality. Hotspots in all the wards will be identified to benefit in the program. A tender has been advertised recently to acquire CCTV Cameras to curb crime in most of the wards.	R5M	R0	R0
IDP-W9/05	Land for livestock farming	Farm 187, portion 0 (Zoetkloof) has been identified to accommodate Emerging Farmers in Hankey area. A formal submission will be taken to Council to look at how live-stock farming in the greater Hankey area can be promoted to the betterment for al.			

Ward 10:

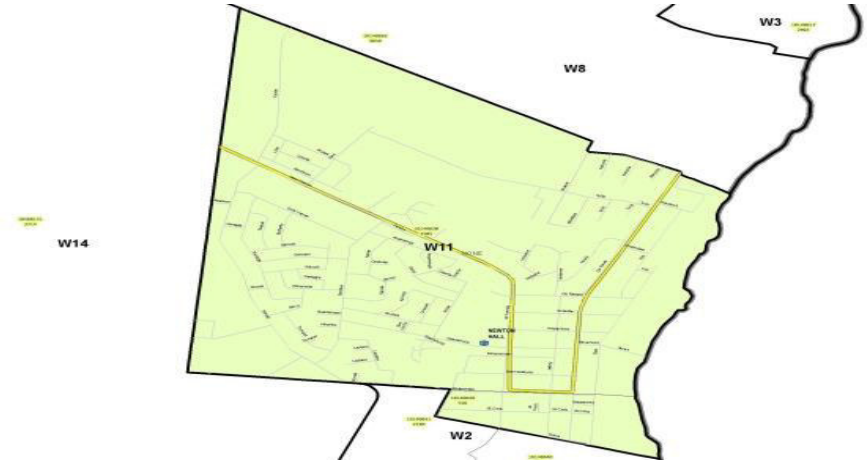


Ward 10 is located in the northern point of Kouga. The extent of the ward is 478.5 square kilometres with a population of 6932. The Ward is surrounded by Citrus and host a striving Citrus Industry.

Ward 10: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W10/01	Upgrading of Human Settlements (IRDP, Housing 278, Informal Settlements upgrading. Electrification for Shack Dwellers in Patensie & Agri-village) Andrieskraal and Patensie	• The Patensie 278 IRDP Project is an approved housing Project on the farm Stuurmanskop. The ROD has lapsed and the section has liaised with DEDEA on what the best way forward is to address the matter. • The Cyril Ramaphosa informal settlements are not part of the Phase 1 ISUP Project but will be included in Phase 2. • HDA is in process to attend to the acquisition of land surrounding that village that can be use for future housing development. There is sufficient bulk services available to accommodate the current 278 project and the inclusion of Phase 2 ISUP Project. The electrification of the informal settlements cannot be entertained if there are no formal layouts of the area. The Electro section will engage with Eskom, once there is a formal layout available. The section will prepare an application for a Agri-village to ECDHS for consideration, upon the identification of suitable and available land.			
IDP-W10/02	Land: Cemetery & Agricultural School (Andrieskraal)	• The following private farms has been identified for an Agri Village (incl. Agri School): • A portion of Farm 40, portion 21 • Farm 40, portion 14 • A portion of Farm 40, portion 17 • The suitability of these land parcels will now be investigated for such use and will receive further attention with regard on progress. The Agri-School will once again be addressed at the next IGR Meeting.			
IDP-W10/03	Fencing of 1st graveyard and Ramaphosa	Fencing will of the graveyard will commence in November 2023.	Opex	Opex	Opex
IDP-W10/04	Sport field in Andrieskraal	The need for a sport Field for Andrieskraal has been investigated and it will form part of a round of discussions with farm owners.			
IDP-W10/05	Bulk Sewer Provision	Appointment of PSP has been concluded.			

Ward 11

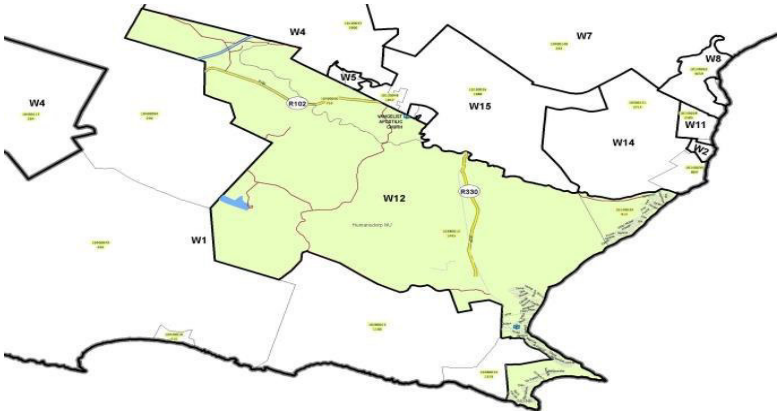


Ward 11 is located in the Northeast part of Kouga Local Municipality. It consists of Jeffreys Bay Central, C-Place and The Sands Jeffreys Bay Central, C-Place and The Sands. The extent of the ward is 3.6 square kilometres.

Ward 11: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W11/01	Tarring of Dolley Varden Street to be entered into the list of streets for upgrading and tarring	To be done 24/25 and 25/26 FY.	R0	R3M	R0
IDP-W11/02	Link the whole CBD with a broad pedestrian pavement	Tender to appoint a service provider will be concluded 2023/2024	TBC	TBC	TBC
IDP-W11/03	Sewer oxidation dam at Koraal pumpstation to be reassessed and fixed to minimize smelling	To be done under La Mer Rising main upgrade. R300k is available in the 23/25 FY for the construction of an emergency overflow pond at the Koraal Street pumpstation.	R300 000	R0	R0
IDP-W11/04	Upgrading of St Croix Street	To be placed in the roads reseal project phase 2.	TBC	TBC	TBC
IDP-W11/05	CCTV Cameras for open spaces	The CCTV Cameras will be funded from the Capital Budget of the municipality. Hotspots in all the wards will be identified to benefit in the program. A tender has been advertised recently to acquire CCTV Cameras to curb crime in most of the wards	R5M	R0	R0

Ward 12

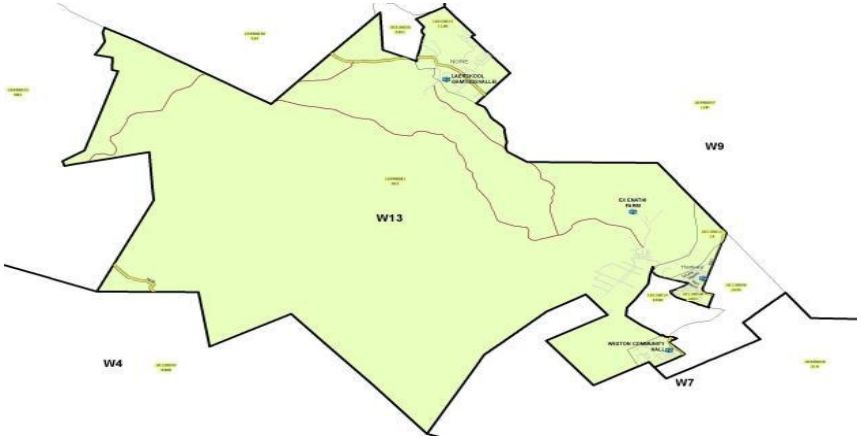


Ward 12 is situated in St Francis Bay and extends to Cape St Francis and includes the Paradise Beach areas. It is generally characterized by the unique sense of an exclusive paradise as well as suburban bliss seaside retreat.
The seaside village not only boasts glorious beaches, excellent water sports and a leisurely lifestyle, but also has safe, secluded homes, making it a uniquely styled town.

Ward 12: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W12/01	Water security	More ground water investigations will be conducted to ensure more mega-litres of water to be secured			
IDP-W12/02	Fixing of Roads	All roads that requires maintenance and pot-hole repairs has been assessed and will form part of the road maintenance program for 2023/2024.			
IDP-W12/03	Seekoei Estuary and Causeway	The Seekoei River Management and Maintenance Plan are in the process to be reviewed. It is anticipated that all the recent associated challenges raised on the Seekoei River will be included into the reviewed Management and Maintenance Plan.			
IDP-W12/04	Resealing of Johan Muller, Protea, Derik (Paradise Beach) and Grand Camore	Identified roads to be resealed in Phase 2 of the Roads Resealing Programme of 2023/2024.			
IDP-W12/05	Leaking reservoir in Paradise Beach (ongoing project)	Funding has been secured from WSIG to do structural repairs to the P/Beach Water Tower. The Tender process has commenced, and a contractor will soon be appointed.	R9 772 639	R37 880	R0

Ward 13



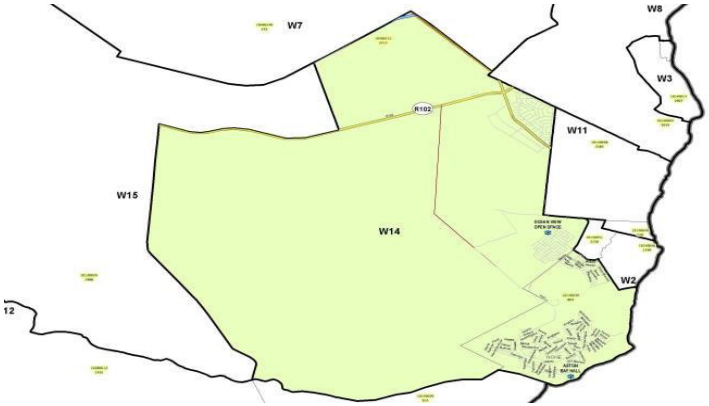
Ward 13 consists of Hankey Weston, a portion of Centerton, Patensie Town, and surrounding farms. Situated where the Klein and Gamtoos rivers converge, Hankey is a small town. The Gamtoos River Valley is characterised by wide, fertile flood plains associated with low-lying land. Steep and less-fertile slopes flank the Valley.

The hubs of this high-potential agricultural region are the towns of Patensie and Hankey situated in the Gamtoos River Valley and offers significant services to its surroundings areas. The Gamtoos and Kromme are also two major water source supply for the Kouga area.

Ward 13: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W13/01	Sewerage (Weston)	An amount of R 1,150,000.00 has been secured from MIG for the design and refurbishment of the Weston WWTW and new sewer outfall and reticulation.	R495k	R655k	R0
IDP-W13/02	Streetlights (1 x High Mast Light for Weston and 1 for Vergenoeg)	An application has been made to MIG for funding. The section of Electro and Mechanical will liaise with the Ward Cllr on the exact locality of the High Mast Light.			
IDP-W13/03	Eradication of mud houses	A business plan for the inclusion of all the historical mud-house in Weston to be part of the Weston 196 IRDP Project was submitted to ECDHS and they have supported the application. The section is also in process to address the Environmental Authorization of the Weston 196 with DEDEA to include the total 126 of mud-houses. The total number of IRDP units will then be 322 units.			
IDP-W13/04	Sport fields	Weston Sport field was Renovated through MIG Funding but the field was never handed over to Community Services Caretaker on site to monitor vandalism. Continuous Grass cutting and maintenance are being done at the Centerton Sport Field.			
IDP-W13/05	Stormwater Drainage System (Madlwabinga Street)	To be done through OPEX	OPEX	OPEX	OPEX

Ward 14

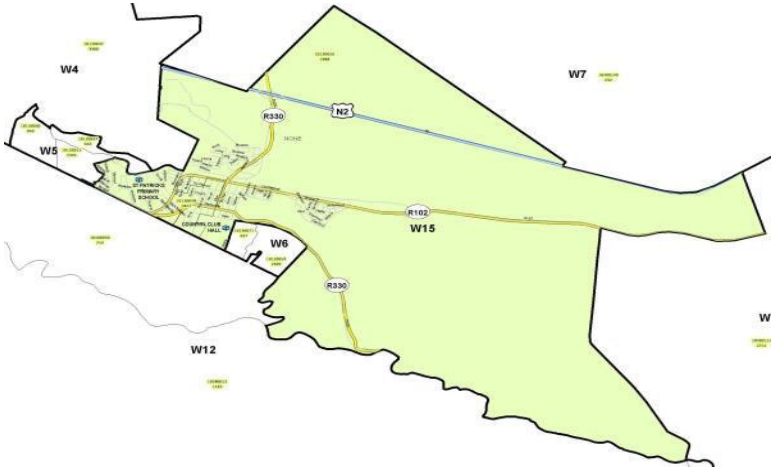


Ward 14 is located in Jeffreys Bay south side of Kouga Local Municipality. It consists of Tokyo Sexwale and Ocean View. The extent of the Ward is 41.6 square kilometres with a population of 11 182.

Ward 14: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W14/01	Land for Ocean View Clinic	The land ownership of the 80 hectares are still in the process to be negotiated with ECDHS. This is the only available piece of land that will forms part of the next IRDP housing development for Jeffrey Bay			
IDP-W14/02	New Housing Project	Ocean view 200: Has been blocked and there's a litigation process underway to address the challenges that has been raised. Ocean view 468: CDC has been appointed as the implementation agent to take charge of the housing project. Contractor will be onsite before end of the year.			
IDP-W14/03	Converting of illegal dumping areas into church sites	The Land Section has made an investigation into the use of the public open spaces as dumping sites. The outcome of the investigation will be discussed with the Park and Cleansing Section.			
	Paving & re-tarring of roads: Griffits Mxenge, Cyril Ramaphosa, Zwelinzima Vavi, Solomon Mahlangu, Sparrow Mkhonto, Blade Nzimande, Dulcie September, Vali Musa, Beyers Naude & Jeff Radebe.	The upgrading of the roads in ward 15 will be re-assessed. There is a total budget of R37M made available over the next 2-years for road upgrading in all wards.	Capex	Capex	Capex
IDP-W14/05	Electrification of backyard dwellers	• The provision of prepaid electricity for the back yard dwellers has also been prioritized as a project, that will minimize illegal connections. • Data capturing of the beneficiaries will commence soon on all backyard dwellers in Ocean View. This will be followed up with a business plan to DOHS and INEP for funding.	Opex	TBC	TBC

Ward 15



Ward 15 is located is the centre of Kouga LM. It consists of Panorama, Arcadia, Graslaagte, Humansdorp Central, Westside, Moerasrivier, Boskloof and Upper Golf Course. 53 square kilometres and 126. 9 people per square kilometre.

Ward 15: Development Priorities

IDP REF.	Priority	Implementation status	Budget Linkage		
			2023/24	2023/24	2025/26
IDP-W15/01	Streetlights	The fixing of non-working streetlights is on-going. Provision for additional high mast for each of the town has been catered for in the business plan that has been submitted MIG. Construction of such work will commence upon approval from MIG.	R5M	TBC	TBC
IDP-W15/02	Storm water drainage and flooding of roads and houses during heavy rains	The municipality has a good rainy season and it has contributed to the bad condition of the roads and storm water flooding. The municipality has also prioritized the reviewal of the Storm water master plan.	R5M	R0	R0
IDP-W15/03	Establishment of a Business Forum	There's a general proposal on forming a Kouga wide Business Forum from all stakeholders.	Opex	Opex	Opex
IDP-W15/04	Fixing of potholes	There is a potholes team established that is responsible for the fixing of potholes. The municipality has a good rainy season, and it has contributed to the bad.	Opex	Opex	Opex
IDP-W15/05	Local Economic Development	The Economic Development Unit has implemented key interventions to capacitate Kouga SMME's in a workshop on pre-tendering and how opportunities can be created that will be beneficial to the stakeholders.	Opex	Opex	Opex

2.15.9 Other Important Community Needs Identified

Ward 1:

Ward 1 Ward Councillor: Nozuko Ntshota					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W1/06	Youth Development Centre	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
IDP-W1/07	Rehab Centre for drug and substance abuse	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
IDP-W1/08	Fixing of Houses (leakage and water issues when raining	New Priority			
IDP-W1/09	Skills Development for Youth and Career Expo	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
IDP-W1/10	Rehabilitation of dunes	Oyster Bay – sand build up removal and planting of vegetation as part of annual rehabilitation (Yearly Programme) by 2023 / 24	Opex		
IDP-W1/11	CCTV Cameras	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified)			
IDP-W1/12	Shelter for Scholars	Referred to IGR			
IDP-W1/13	Promotion of SMME's	SMME Policy in Review. Currently list of SMME's on database after roadshow in 2022.	No budget required		
IDP-W1/14	Disabled Centre	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
IDP-W1/15	Speed humps	To be investigated (specific location of speed humps)			
IDP-W1/16	Illegal dumping site	Cleared on daily basis – war on waste (WoW)illegal dumping starting by 2023 / 24 – door to door education (EPWP Programme)	Grant Funding		
IDP-W1/17	RDP renovation	New Priority			
IDP-W1/18	Fire Station	New Priority			
IDP-W1/19	High mast light for Lower Golf Course	To be investigated (specific location of lights)			

Ward 1 Ward Councillor: Nozuko Ntshota					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W1/20	Overgrown erven	Notices send to owners when complaints are received - EPWP attending to overgrown erven and open spaces in Oyster Bay	Opex		

Ward 2:

Ward 2 Ward Councillor: Henry Murray					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W2/06	Streetlights (Solar)	To be investigated (location of lights)			
IDP-W2/07	Improvement of existing health facilities	Priority referred to Provincial Department of Health			
IDP-W2/08	Business Park for SMME's	Needs Analysis must be done to determined specific intervention	No budget required		
IDP-W2/09	Athletic running track	Referred to IGR			
IDP-W2/10	Neighbourhood watches	Aston Bay, Madiba Bay and Oceanview has established neighbourhood watches. Pellsrus is busy establishing a neighbourhood watch and working with Madiba Bay.	No budget required		
IDP-W2/11	Beach boardwalk and disabled ramp	To be investigated (indicate location)			
IDP-W2/12	Capacity workshop for existing SMME's	Needs Analysis must be done to determined training intervention.	No budget required		
IDP-W2/13	Upgrading of sport field	To investigate the upgrade needs			
IDP-W2/14	Safety committee forum	To be established in 2023/24 FY	No budget required		
IDP-W2/15	Business partnership	Needs Analysis must be done to determine intervention			
IDP-W2/16	Workshop training for vulnerable groups	Needs Analysis must be done to determined intervention	No budget required		
IDP-W2/17	NPO's and NGO's development	Referred to IGR			
IDP-W2/18	Indoor sport centre	Referred to IGR			

Ward 3:

Ward 3 Ward Councillor: Willem Gertenbach					
IDP Ref	**Ward Priority**	**Departmental Response to Priorities**	**Budget**		
			2023/24	**2024/25**	**2025/26**
IDP-W3/06	Street names for the new ward extension	In implementation through the Ward Development Fund process.			
IDP-W3/07	Boardwalks along beaches	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
IDP-W3/08	Walkways along da Gama Road	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
IDP-W3/09	Wi-fi	KLM does not provide free Wi-Fi. Refer to windfarms.			
IDP-W3/10	Sustainable electrical bulk supply	Ongoing project in Jeffreys bay.			
IDP-W3/11	3 Safety Cameras in the Ward	In process with the first one.			

Ward 4:

Ward 4 Ward Councillor: Jaques Alexander					
IDP Ref	**Ward Priority**	**Departmental Response to Priorities**	**Budget Linkage**		
			2023/24	**2024/25**	**2025/26**
IDP-W4/06	Street names	Proposed street names for Jeugkamp, Sewende Laan and Kruisfontein 391 received no objection during public participation and will be tabled to Council for final approval. However, objections were received against street names and area names for Maak 'n Las as well as the proposed area name for Kruisfontein 391 which will be addressed in line with provisions made in the policy.			
IDP-W4/07	Land tenure ship	The Municipality is going to engage the Department of Land Reform and Rural Development on assistance with registration of estates, re-pegging and new title deeds for die Berg, Kruisfontein Proper, Graslaagte and Moerasrivier.			
IDP-W4/08	Animal Impoundment Centre	Serviced by holding pen in Humansdorp and private animal pound in Loerie.			
IDP-W4/09	MPCC Community Hall Kruisfontein opposite graveyard	New Priority.			
IDP-W4/10	Community Hall	New Priority.			
IDP-W4/11	Restoration and Rehab Centre	Refer to IGR.			

Ward 4 Ward Councillor: Jaques Alexander					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W4/12	Access road (N2 and internal link roads)	The Access to the N2 will be referred to IGR for engagement.			
IDP-W4/13	Clinic	New Priority.			
IDP-W4/14	Agri-school	The ward does not have sufficient agricultural land. The relevant Provincial Department/s will be engaged on the matter before end of April 2023.			
IDP-W4/15	Water connection for agriculture in Kruisfontein	New Priority.			
IDP-W4/16	Mini Skip Bins	Funding has been secured for additional mini skip for 2023/2024			
IDP-W4/17	Jojo Tanks for households	New Priority.			
IDP-W4/18	Recycling	Investigate partnership for buy back centre for recycling by 2023/24			

Ward 5:

Ward 5 Ward Councillor: Melani Biko					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W5/06	Visible Policing	Visible policing through daily patrols. Regular Patrols at night with assistance on SAPS when attending to complaints.			
IDP-W5/07	Streetlights	The area have lights. The areas of dark spots need to be specified. The department will investigate and prepare costing upon receipt of info.			
IDP-W5/08	Housing FLISP	No suitable land for FLISP projects. Bulk infrastructure challenges.			
IDP-W5/09	Multipurpose Centre	In the process to investigate if there is suitable land and it is anticipated that it will be completed before end of April 2023.			
IDP-W5/10	Bulk Infrastructure Services	The Directorate of I&E will do a detail Bulk Infrastructure Assessment on water, sewer and electricity to unlock and to promote development.			
IDP-W5/11	Restoration of playgrounds	An application has been submitted for funding to MIG for the 2024/25 FY.			
IDP-W5/12	Land (Kruisfontein Civic)	Land at Civic is limited. A slide will give more detail on what is available			

Ward 6:

Ward 6					
Ward Councillor: Kholisile Ndzelani					
IDP Ref	**Ward Priority**	**Departmental Response to Priorities**	**Budget Linkage**		
			2023/24	**2024/25**	**2025/26**
IDP-W6/06	High Mast Lights	High mast lights project has been registered with MIG. Project to commence in 2024/25 FY. Hot spots to be identified			
IDP-W6/07	Street Names	Un-named streets to be identified.			
IDP-W6/08	Land	Land procured for future Human Settlements Development. (R 2 950 000.00 was paid from internal funds in 2019). Municipality and ECDHS has extended scope with HAD for more land acquisition to augment the need to accommodate the backlog.			
IDP-W6/09	Beautification Entrance	Beautification of entrances included in monthly program. (The Ward Cllr and Ward should advice if specific designs are needed). Feasibility study to follow.			
IDP-W6/10	CCTV Cameras	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified).			
IDP-W6/11	Stormwater Drainage	Roads and Stormwater Maintenance Plan Prioritized and is part of the Roads and stormwater master plan. Assessment plan will be done, which will be followed with a Business plan to MIG to secure funding.			
IDP-W6/12	Sport field development	Business plan completed and is submitted to MIG for funding			
IDP-W6/13	Upgrading of WWTP treatment plant	Project is on-going and funding is secured for 2-years	R17m		
IDP-W6/14	Clinic	Refer to IGR			
IDP-W6/15	Convert Hall into Multi-purpose Centre	Municipality in process to engage windfarms for CSI assistance			
IDP-W6/16	Upgrading of Gravel Road	Roads to be identified to form part of the future Road Upgrading Programme.			
IDP-W6/17	Eradication of Bucket System	Interim water and sewer services to be installed for Phola Park, Shukushukuma and Bungalows which forms part as the Human Settlements Informal Settlement projects funded by ECDHS			
IDP-W6/18	Development of informal settlements	Baledi Engineering is the appointed contractor for the provision of interim services to 7 informal settlements (HDA)	R22 000 000 (ISUP funding)		
IDP-W6/19	Unfinished housing projects	Be more specific under which projects.			

Ward 7:

Ward 7 Ward Councillor: Eric Mbuqu					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W7/06	Construction and rectification of houses	Detail of needs are on record. The Program was put on hold. The Housing section will however re-engage the MEC on how the historical projects as well as the dilapidated housing units can be completed and restored.			
IDP-W7/07	Upgrading of roads	Internal roads were upgraded in Thornhill and 3 roads has been earmarked for upgrading in Loerie for 2023/24. New roads to be identified.			
IDP-W7/08	Need for Sport field and playparks	The 2nd Phase of MIG Funding for Loerie has been approved. It will be a state-of-the-Art project and there is a slide with an illustration of the facility. A New Playpark is part of the 2023/24 budget. (The Ward Cllr and the Parks section will soon identify the most suitable area)			
IDP-W7/09	Streetlights	NMMM supplies electricity for Thornhill. To log enquiries on behalf of the community the Municipality needs to be provided with the street names and dark spots where streetlights are required and non-working lights to be fixed			
IDP-W7/10	Night Clinic	This priority was already brought to the attention of the applicable department through the IGR Forum.			
IDP-W7/11	Abet School for Adults	This priority has been referred to referred to the IGR Forum.			
IDP-W7/12	Mobile Police Station	This priority for Loerie has been referred to the IGR Forum.			
IDP-W7/13	Rehabilitation Centre	This priority has been referred to the IGR Forum.			
IDP-W7/14	Fire Station	There is no budget available. The leading department has established a management unit that will deal any fire disaster in Ward 7. The need for a station will remain in the radar for investigation with SBDM.			

Ward 8:

Ward8 Ward Councillor: Reinhardt Foley					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W8/06	Replacement of old asbestos water pipes	No Budget.			
IDP-W8/07	Quality fixing of potholes	Ongoing. Service Provider to assist with capacity building / training of municipal staff.			
IDP-W8/08	Pedestrian walkways in Noorsekloof, Seetuin, Dogwood and Myrtle Street	Feasibility and accessibility report to be completed by 2023/24.			

Ward8 Ward Councillor: Reinhardt Foley					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W8/09	Upgrading and resealing of Dogwood Street	Dogwood and Blombos to be resealed	R10m	R10m	R10m
IDP-W8/10	Newer and disabled friendly accessible playparks and walkways to beaches and municipal buildings	New Playparks to be installed by 2023/24 (Specific areas to be identified). There are disabled friendly accessible walkways to beaches as well as ward offices. Playparks done at Kabeljauws, Poplar and Super tubes park.	Opex		

Ward 9:

Ward 9 Ward Councillor: Cynthia August					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W9/06	Influx control and enforcement of municipal by-laws	Be more specific and indicate which by-law to be enforced.			
IDP-W9/07	Internal sewer reticulation of houses not connected to the sewer system	Assessment to be done to determine the needs before costing.			
IDP-W9/08	Entertainment for the youth (skatepark)	Public, Private Partnership to be investigated for 2023/24. Identify area.			
IDP-W9/09	Solar Street lights	The area has lights, please specify if we have certain specific areas to concentrate on and the Dept will investigate.			
IDP-W9/10	CCTV Cameras	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified).			
IDP-W9/11	Old Age retirement centre	Refer to IGR			
IDP-W9/12	Job creation	Not a function of KLM. Private Sector function The Municipality to unlock new investment opportunities which forms part of the Keep Kouga Growing Narrative.			
IDP-W9/13	New Clinic	Refer to IGR.			
IDP-W9/14	Drug Abuse	Referred to IGR.			
IDP-W9/15	Upgrade of Noorsekloof Nature Reserve (wooden walkways, bush clearing to open walkways, signs in Da Gama and in Dogwood Road)				

Ward 10:

Ward 10 Ward Councillor: Msingathi Mbandana					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W10/06	Upgrading ambulance building	The matter has been relayed to the Building Control Department for a way forward in terms of the structural integrity of the building and whether it can be upgraded or if it needs to be demolished.			
IDP-W10/07	Creche: Andrieskraal	New Priority			
IDP-W10/08	Streetlights	Eskom supplies electricity for Patensie and the entire Ward 10. To log enquiries on behalf of the community the Municipality needs to be provided with the street names and dark spots where streetlights are required and non-working lights to be fixed			
IDP-W10/09	Chemical Toilets	The maintenance of the toilets is ongoing. A need for more toilets must be communicated to ward office.			
IDP-W10/10	Mobile Clinic	Refer to next IGR Meeting			
IDP-W10/11	Speedhumps	Speedhump requests to be forwarded to Area Coordinator.			
IDP-W10/12	Resealing of Roads	New Priority			
IDP-W10/13	Upgrade Kouga Dam	This priority was addressed in IGR Meeting - 3 March 2023 and we are waiting for feedback from Department of Water and Sanitation.			
IDP-W10/14	Water	Water Master Plan to be developed. No current Capital projects			
IDP-W10/15	Stormwater Drainage	Grading programme of the roads will re-address the storm water hot spots in townships. Maintenance thereof will be on-going.			
IDP-W10/16	Library between school and clinic: Patensie	New Priority			
IDP-W10/17	Mobile Clinic	New Priority			
IDP-W10/18	Upgrade Road 331	This priority was addressed in IGR Meeting - 3 March 2023 and we are waiting for feedback from Department of Roads and Transport			
IDP-W10/19	Wastewater Treatment Plant	Patensie WWTW recently upgraded			
IDP-W10/20	Demarcation of areas for SMMEs (Support Centre)	Re-engagement with the ward members on the topic for improved context is needed for LED to get more information.			
IDP-W10/21	Township Tourism	No plans currently for Ward 10.			
IDP-W10/22	Graveyard Andrieskraal	New Priority			

Ward 11:

Ward 11 Cllr Fanie Heystek					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W11/06	Circle at the Dogwood and Koraal Street inter-section	Feasibility study done by traffic. Next step to get roads transferred.			
IDP-W11/07	General flow and future demand of sewer in Jeffreys Bay	La Mer Pipeline Upgrade – Implementation phase from July 2023.	R208k	R347k	R730k
IDP-W11/08	Urgent upgrading of Koraal and La Mer sewer pumpstation	Item submitted to Council to register O&M on MIG			
IDP-W11/09	Playpark for main beach	Completed: Playpark was installed in December 2022.			
IDP-W11/10	Widening of Da Gama, Woltemade and St Francis Street	Da Gama is high on the priority list. Waiting feedback from Roads and Transport Dept.			
IDP-W11/11	Pavement of St Francis Street	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
IDP-W11/12	Prioritization of functioning and annual allocation of grant-in-aid to Kouga Sports Council	The SPU section is in the process to arrange for a special meeting between DSRAC and Sports Council. In Progress.			
IDP-W11/13	Pedestrian traffic lights at Da Gama and Woltemade	Completed.			
IDP-W11/14	Ski-boat clubhouse and slipway	Investigation was done in and completed 2022. Need to look at other alternatives 2023/24.			
IDP-W11/15	More attractive shops	Implementation of the recommendations in the Precinct plan. Also, a responsibility of the private sector.			
IDP-W11/16	Give street air with the right indigenous trees and other plants who don't attract the birds or make damage to the pavement	Tree Management Policy to be developed by 2023/24			
IDP-W11/17	Redirect traffic to Neptunes terrace	Traffic assessment report by end 2023/24. Be more specific.			

Ward 12:

Ward 12 Ward Councillor: Lorraine Maree					
IDP Ref	**Ward Priority**	**Departmental Response to Priorities**	**Budget Linkage**		
			2023/24	**2024/25**	**2025/26**
IDP-W12/06	Rock revetment, spit and dune management	Dune management plans been finalised, Rock revetment, impact on climate change repairs and maintenance plan to be reviewed by 2023/24.	No budget required		
IDP-W12/07	Law enforcement to curb stray animals, by-laws and crime	SFB and surrounds serviced by Humansdorp holding pen and private pound in Loerie.	No budget required		
IDP-W12/08	Waterborne sewer system	Install sewer reticulation for 64 erven – planning stage and budget to be confirmed.			
IDP-W12/09	Wastewater pump upgrading (on-going project)	A study has been done and the technical aspects are in process to be addressed. Regular maintenance is however on-going			
IDP-W12/10	Replacement of all old asbestos water pipelines (on-going project)	Planning Stage Underway – budget to be finalized			
IDP-W12/11	Maintenance of V-Drains in Lyme Road south and north, Terragona Johan Muller Boulevard and Protea.	Maintenance of V-drains are ongoing and will be monitored regularly			
IDP-W12/12	Installation of fire hydrants at braai areas in Paradise Beach	Project completed.			
IDP-W12/13	Illegal shacks in Sea Vista	Informal settlements are being monitored and illegal are demolished	No budget required		
IDP-W12/14	Cycle lanes	Location where lanes are needed should be identified.			
IDP-W12/15	Upgrading of water pipeline in Canal Road	Planning Stage Underway – budget to be finalized			
IDP-W12/16	Faster reaction time from municipality on reported complaints	The municipality will be trying to react more speedily to complaints that has been reported.			
IDP-W12/17	Dune Road Project (on-going project)	Project has been stopped.	No budget required		
IDP-W12/18	Upgrading of Canal bridges (on-going project)	The condition of the bridge is monitored regularly, and any defects are attended too.			
IDP-W12/19	Prioritization of the Future use of Erf 554	EIA appointed to conduct a full EIA study			
IDP-W12/20	Enforcement of plot clearing policy	New by law to be aligned with policy for enforcement and developed by 2023/24			
IDP-W12/21	Fire breaks and bush clearing	Project done			
IDP-W12/22	Upgrading and maintenance of storm water drainage	The critical storm water areas subjected to storm water challenges has been identified and is in process to be investigated			

Ward 12 Ward Councillor: Lorraine Maree					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W12/23	4-Day turnaround of sewerage trucks for septic tank services	This is on-going and the municipality is indeed trying to improve on the time of re-action to deal with tank services			
IDP-W12/24	Maintenance of beach facilities (on-going project)	Ongoing R&M Plan and Budget	Opex		
IDP-W12/25	Illegal signage	Law-enforcement will investigate the placement of all illegal signage in all towns of the municipality			
IDP-W12/26	Upgrading of road to boat launching site at Kromme River Bridge (on-going project)	The upgrading of the road has been re-prioitised and the road maintenance section will attend to the works that requires attention, since the project is on-going			
IDP-W12/27	Street names and signage	Areas to be identified and expenditure for signage will be determined			

Ward 13:

Ward Councillor: Vuyani Zana					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W13/06	Day Hospital	In the process to investigate if there is suitable land. This should be completed before June 2023. The vacant space at the Old Police Barracks and the Masakhane Clinic can be utilize for a Day Hospital to cater for the GV.			
IDP-W13/07	Land cemeteries (Identify new land)	Municipal land identified that is available, Erf 1453HD, KwaNomzamo, Erf 1, Humansdorp and Erf 1626 Hankey/Weston. To apply for EIA 2023/24.			
IDP-W13/08	Paving/Tar (Thangana Str.)	Main street to be resealed	R10m	R10m	R10m
IDP-W13/09	Indoor Sport Centre (Centerton)	In the process to investigate if there is suitable land. This should be completed before June 2023. It is however important to note that there is sufficient vacant space at the Vusumzi Landu Hall for extension/conversion into a MPC Centre.			
IDP-W13/10	Soetkloof Farm (land for commonage & agriculture)	The land belongs to the municipality. The Land and Property Section of the Directorate of Planning and Development are busy with a feasibility study on how this farm can be utilised optimally to the benefit the farmers. The outcome thereof will be dealt with by Council.			
IDP-W13/11	Upgrading of RDP houses (Bad workmanship)	New Priority			
IDP-W13/12	Ambulance Depot	In the process to investigate if there is suitable land. This should be completed before June 2023.			

Ward Councillor: Vuyani Zana					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W13/13	Internet for Libraries	Internet requirements identified and will be implemented by 2023/24			
IDP-W13/14	Church Sites	There are currently no vacant church sites available in Weston. All the church sites are occupied.			
IDP-W13/15	TVET College	In the process to investigate if there is suitable land. This should be completed before June 2023.			

Ward 14:

Ward 14 Ward Councillor: Mzwandile Yali					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W14/06	Multi-Purpose Centre	In the process to investigate if there is suitable land. This should be completed before June 2023.			
IDP-W14/07	Land for Ocean View Library	Erf 8783 is central to all in Ocean View and a portion thereof can be made available for a library. Such need will be discussed at next IGR meeting with DSRAC			
IDP-W14/08	Electrification of Informal Area (Ocean View)	The Infrastructure Network Electrification Program (INEP) has granted approval for bulk upgrading and internal reticulation for Ocean over the next 3 years at a t total cost of R25.1M	4M	11.4M	9.5M
IDP-W14/09	Eradication of Bucket System	VIP toilets installed. Interim water and sanitation services to be installed at No R10 and Oceanview under HDA project.			
IDP-W14/10	Investigate transit camps	Engagements with ECDHS to use a portion of the 80ha as a TRA for No. R10 and de-densification of Ebumnyameni is ongoing.			

Ward 15:

Ward 15 Ward Councillor: Timothy Jantjes					
IDP Ref	Ward Priority	Departmental Response to Priorities	Budget Linkage		
			2023/24	2024/25	2025/26
IDP-W15/06	Streetlights	Identify streets.			
IDP-W15/07	Storm water drainage and flooding of roads and houses during heavy rains	Part of the Roads and stormwater master plan. Assessment plan to be done. Business plan to MIG to address solutions.			
IDP-W15/08	Establish a business forum	KLM already has an established LED Forum which convene quarterly for meetings.			
IDP-W15/09	Fixing of potholes	Ongoing maintenance project.			
IDP-W15/10	Local economic development	Specify what is needed.			

2.15.10 Ward Priorities Per Sector Department

The tables below indicate community identified needs that are falls within the ambit of Sector Departments, the priorities have been assigned to the specific department:

SECTOR DEPARTMENT: DEPARTMENT OF AGRARIAN REFORM						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Agri-school facility	Provide agricultural skills and provide the necessary/ relevant qualification	Ward 4				

SECTOR DEPARTMENT: DEPARTMENT OF ARTS AND CULTURE						
PRIORITY	DESCRIPTION	WARD/ AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Refurbishment of heritage buildings and assets	Refurbishing of heritage buildings and assets	Ward 9				

SECTOR DEPARTMENT: DEPARTMENT OF COMMUNITY SAFETY						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Safety Committee Forum	Safety Committee Forum	Ward 2				
Safety and security	Curbing of Gangsterism at schools and communities Establishment of Neighbourhood Watches within both wards	Ward 5 Ward 9				
Mobile Police Station	Mobile Police Station	Ward 7				

SECTOR DEPARTMENT: DEPARTMENT OF CORPORATE GOVERNANCE AND TRADITIONAL AFFAIRS						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Upgrading, tarring, or paving of roads	Municipality requires assistance with MIG funding	Ward 4				
Upgrading of treatment plant	Municipality requires assistance with MIG funding	Ward 6				
Upgrading of Old Sport Field	Upgrading of old sport field	Ward 9				
Resealing of the following streets:	Resealing of streets	Ward 12				

SECTOR DEPARTMENT: DEPARTMENT OF CORPORATE GOVERNANCE AND TRADITIONAL AFFAIRS						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
St Francis Drive Grand Camore Triton Da Gama Derik Johan Muller Boulevard						
Upgrading and grading of gravel roads in Cape St Francis Bay and Paradise Beach	Upgrading and grading of gravel roads in Cape St Francis and Paradise Beach	Ward 12				
Upgrading, cleaning & maintenance of sport fields	Upgrading, cleaning & maintenance of sport fields	Ward 15				

SECTOR DEPARTMENT: DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Rehabilitation of Dunes	Rehabilitation of Dunes	Ward 1				
SMME Development for locals	Create opportunities for small business owners including training on financial management.	Ward 9				

SECTOR DEPARTMENT: DEPARTMENT OF EDUCATION						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Shelter for Scholars	Shelter for Scholars	Ward 1				
Abet School for adults	Abet School for adults	Ward 7				
High School	High School	Ward 7				
Rock revetment, spit, and dune management	Rock revetment, spit and dune management	Ward 12				

SECTOR DEPARTMENT: DEPARTMENT OF ENVIRONMENTAL AFFAIRS						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Land cemeteries	Identify new land	Ward 13				

Seekoei Estuary and Causeway	Intervention with regards to the odour experience in the area. Engagement between all affected stakeholders to address matter.	Ward 12				

SECTOR DEPARTMENT: DEPARTMENT OF HEALTH						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Improvement of existing health facilities	Improvement of existing health facilities	Ward 2				
Clinic	Construction of a clinic	Ward 6				
Night Clinic	Provision of mobile health services. Availing of ambulance services within the area. The ambulance can be parked at a central point where it can arrive quickly at point of request.	Ward 7				
Clinic and ambulance services		Ward 9				
Mobile Clinic		Ward 10				
Ambulance Depot	Ambulance Depot	Ward 13				
Day Hospital	After hour health services are huge need within the area. The current situation is causing serious financial strain on the community as they have to attend hospital services.	Ward 13				

SECTOR DEPARTMENT: DEPARTMENT OF HUMAN SETTLEMENTS						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Formalisation of informal settlement	Formalisation of informal settlement	Ward 1				
Housing FLISP	Provision Housing FLISP	Ward 5				
Eradication of Bucket System	Eradication of Bucket System	Ward 6 Ward 15				
Construction and rectification of houses	Construction and rectification of houses	Ward 7				
Need for Social and FLISP Housing	Need for Social and FLISP Housing	Ward 9				
Housing 278	Housing 278	Ward 10				
Illegal Shacks in Sea Vista	Illegal Shacks in Sea Vista	Ward 11				
New Housing Project	New Housing Project	Ward 14				

SECTOR DEPARTMENT: DEPARTMENT OF SOCIAL DEVELOPMENT						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Rehab Centre for drug and substance abuse	Establishment of a Rehab Centre for drug and substance abuse	Ward 1				
Youth Development Centre	Establishment of a Youth Development Centre	Ward 1				
Centre for the Differently abled persons	Centre for the Differently abled persons	Ward 1				
Rehabilitation Centre	Establishment of a Rehabilitation Centre	Ward 7 Ward 9				
Early Childhood Development Centre	Early Childhood Development Centre	Ward 9				
Multi-Purpose Centre	Multi-Purpose Centre	Ward 9				

SECTOR DEPARTMENT: DEPARTMENT OF ROADS AND TRANSPORT						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Takeover of Da Gama Road	Takeover of Da Gama Road	Ward 3				
Access road (N2 and interlink roads)	Access road (N2 and interlink roads)	Ward 4				
Maintenance of R333 link road	Maintenance of R333 link road	Ward 9				
Upgrade Road R331	Upgrade Road R331	Ward 10				
Widening of Dama, Woltemade and St Francis Streets	Widening of Dama, Woltemade and St Francis Streets	Ward 11				
Upgrading of roads	Upgrading of roads	Ward 15				

SECTOR DEPARTMENT: DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Animal impoundment Centre	Animal impoundment Centre	Ward 4				
Land tenure ship	Land tenure ship	Ward 4				
Land for livestock farming and agriculture	Land for livestock farming and agriculture	Ward 4				
Land for livestock farming	Land for livestock farming	Ward 9				
Agricultural School Land	Agricultural School Land	Ward 10				

SECTOR DEPARTMENT: DEPARTMENT OF PUBLIC WORKS						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Land (Kruisfontein Civic)	Land (Kruisfontein Civic)	Ward 5				

SECTOR DEPARTMENT: DEPARTMENT OF WATER AND SANITATION						
PRIORITY	DESCRIPTION	WARD/AREA	BUDGET YEAR			
			23/24	24/25	25/26	26/27
Upgrade Kouga Dam	Upgrade Kouga Dam	Ward 10				

CHAPTER 3: STRATEGIC GOALS AND INTERGOVERNMENTAL ALIGNMENT

3.1 INTRODUCTION

The Strategic Framework is the principal informant of the Kouga 5-year Performance Plan, Multi-year Budget, Annual Service Delivery and Budget Implementation Plan and Performance Agreements of senior managers. The setting of key performance indicators and targets against which the performance of the municipality and its senior management and leadership are measured derive its mandate from the IDP.

In the State of the Municipal Address (SOMA) the Executive Mayor mapped out the strategic direction for the 2024/2025 financial year.

The Executive highlighted the following ongoing key development priorities:

- Streamlining Customer Care: Kouga is committed to bringing open, accessible, transparent, and accountable government to all residents across the Kouga region.
- Roads
- Renewable energy
- ISUP

The municipality went through a 2-day strategic session where the strategy of the municipality was discussed in depth and a new way of taking forward the organisation was crafted by the political and administrative leadership of Kouga.

3.2 ORGANISATIONAL SWOT ANALYSIS



3.3 VISION.MISSION AND VALUES

The strategic deliberations led to council identifying the most critical challenges and agreed on a new vision and mission that will craft a new developmental path for the Kouga municipal area.

The Kouga vision is characterised by the following fundamental components:

- **Sustainability**
- **Shared vision,** all working together to forge partnerships with communities and other key stakeholders including sector departments.
- **Clean Governance**, where political and administrative leaderships uphold the principles of good governance.
- All of its **people living in dignity** with the desperate conditions of informal settlements in mind
- All **living in harmony** with the high degree of diversity in our communities in mind
- A **viable economy** able to create employment and wealth opportunities to all of its communities

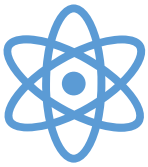


Vision: Service Excellence through Good Governance.



Mission:

- To be a trustworthy government that addresses the needs and respects the values of 'ubuntu' in our communities.
- To deliver inclusive and affordable services to improve the quality of life of all residents.
- To be a safe environment with diverse opportunities for economic growth and development.
- To be a responsive, accountable and caring government for all our people.
- To be an efficient, well-managed, corruption free and legally compliant municipality.
- To be an effectively governed administration that I committed to financial sustainability.
- To be a government that empowers residents to take a collective accountability in Kouga.



Values:

- Accountability and Transparency
- Efficiency and Effective
- Morality and Honesty

- Equity, Dignity and Respect
- Freedom and Fairness
- Integrity, Professionalism and Discipline
- Empathy and Compassion

Kouga Municipality conforms and is committed to uphold the Batho Pele Principles as set out in the White Paper on Transformation on Public Services, 1995.



Goals:

The following goals have been identified for Kouga Municipality:

Goal 1: Provide quality, sustainable municipal infrastructure to consistently maintain and improve the needs of the people of Kouga.

Goal 2: Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment.

Goal 3: Build financial sustainability of Kouga Municipality by empowering staff to achieve good outcomes governance and clean administration which is committed to prudent management of public funds by promoting accuracy and transparency.

Goal 4: Create an enabling environment for active public participation and an administrative culture characterised by accountability, transparency and efficiency.

Goal 5: Provide professional, efficient, people-centred human resources and administrative services to Kouga citizens, staff and council for a transformed, equitable and efficient local government.

3.4 KEY DEVELOPMENT CHALLENGES

The Kouga Municipal Council has through numerous strategic engagements and platforms identified the most critical challenges and what the impact thereof is caring for the present and future sustainability of the municipality.

i) Infrastructure Developments

- Aging Infrastructure (Roads, Fleet)
- Insufficient & Dilapidated Sever Infrastructure
- Dysfunctional Pump Station
- Waste collection / Rehabilitation of landfill sites/ Sewerage Systems / Illegal Dumping / Waste Consumption
- Lack of Maintenance
- Capacity of Cemetries

ii) Information Management

- Poor / Lack of Records & Data
- Lack of Systems (Limited Electronics Automated Systems)
- Delays or Lack of accurate information / Clear guidelines received from departments.

iii) Organisational / Capacity Development

- Lack skills in most departments
- Staff issues / Low staff morales, Productivity
- Efficiency, discipline, staff retention, more position to be funded & staff having to work in dangerous conditions in certain departments
- Lack of Communication
- Lack of resources in most departments
- Lack of inter departmental cooperation
- Insufficient workshop & office spaces
- Staff employed on contract for extend period/ Temporary Staff (may not work on Machines / Drive Official Vehicles/ may not work overtime to address emergencies)
- Shortage of Management & Supervisors
- No proper strategy for some areas in place
- Change Management it's not being discussed

iv) Compliance

- Mayors' office having to attend escalated Public Queries, which are not being delt with timeously by other departments.
- Failure if directorates to adhere to provisions of the SOPs for legal services.
- Non-compliance with legislative provisions by Directorates posing a risk to the municipality.
- Submission from agents not complaint with legal requirements

v) Safety & Security

- Stray Animals
- Fire Risk is evidence in Satellite Offices
- Gangsterism / Theft / Vandalism

vi) Communication & Public Participation

- Inconsistent evaluation of public involvement in decision making
- Vast geographical spread of the wards (Impacts on the visibility & meaningful Public Participation of these communities.
- Reactive approach rather than a proactive approach
- Non responsiveness on the Social Media Communication Platform

vii) Climate change

- Draught

- Soil erosion

In addressing these challenges, the municipality believes that it will unlock economic development and also improve socio conditions.

The municipality developed eight (8) Strategic Focus Areas (SFAs) based on the National Key Performance Areas (KPAs) with 7 Strategic Objectives aligned to the SFAs:

Strategic Map:

SFA	KEY FOCUS AREA	SO	STRATEGIC OBJECTIVE
FIN	Financial Viability	SO1	Enhance financial management and effective utilisation of resources, thereby ensuring the long-term viability and sustainability of the organisation.
BSD	Basic Service Delivery	SO2	Provide excellent, sustainable service delivery to all residents.
SPLHSE	Spatial Planning, Land, Human Settlements and Environmental Management	SO3	Facilitate the sustainable incorporation and effective management of human settlements, to provide an equitable, inclusive, and resilient living environment that enhances the quality of life for all residents.
INST	Institutional Development Talent Management	SO4	Attract, develop and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance.
SS	Safety and Security	SO5	Establish and maintain a robust safety and security framework for municipal assets, protecting critical infrastructure, resources, and information, while fostering a resilient and secure environment for the community.
LED	Tourism and Economic Development	SO6	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive economies, sustainable and decent employment.
GOV	Good Governance	SO7	Adherence to implementation of effective and efficient governance processes

3.5 STRATEGIC POLICY DIRECTIVE

At several points during the IDP process, alignment with other tiers of government is required. The tool used to integrate and synchronize the IDP Process across many government sectors is alignment. How the District Municipality, the National and the Provincial Government can help the municipality meet its development goals must be made clear by the alignment process.

In terms of the Constitution of South Africa, all spheres of government and all organs of state within each sphere must co-operate with one another in mutual trust and good faith fostering friendly relations. They must assist and support one another; inform and consult one another on matters of common interest; coordinate their actions;

adhering to agreed procedures and avoid legal proceedings against each one another.

Kouga Municipality identified critical focus areas listed below at the beginning of the 2022-2027 IDP cycle and these focus areas still remain as a priority to the organisation:

Focus Areas	Narrative
Keep Kouga Smart	▪ Adopt a broad, integrated approach to improving the efficiency of "city" operations, the quality of life for its citizens, and growing the local economy. ▪ A smart city is a developed area that creates sustainable economic development and high quality of life by excelling in multiple key areas: Economy, Environment, Living, Mobility, People, Government.
Keep Kouga Growing	▪ Kouga is growing. ▪ Municipality has to keep pace by offering: ▪ Service delivery excellence ▪ Financially stability, ▪ Well-structured organization that is an enabler of a resilient economy
Keep Kouga Clean	▪ Deploys smart waste, disposal and monitoring solutions. ▪ Deals with more than just litter, waste collection and disposal. ▪ Manage pollution in both the air and all bodies of water as well as noise levels in neighbourhoods ▪ Provides humane sanitation services to all of its citizens and ensures that water to their taps is free of harmful bacteria and chemicals and meets acceptable standards. ▪ Creates clean, well-maintained public spaces that foster community pride, ▪ Builds a sense of public ownership and ▪ Deters anti-social behaviour such as vandalism and destruction of public spaces & facilities ▪ Harnesses technological innovation to measure safety eg. Air pollution
Keep Kouga Serviced	▪ Deliver services to our citizens, in an efficient, cost effective and timely manner and at a level of quality that residents can expect for the charges they pay. ▪ Success is based on: ▪ centralization of data and ▪ access to information at the click of a button, ▪ customer relationship management, ▪ strong communication systems and customer centricity ▪ correct organizational structure ▪ appropriately skilled personnel

Focus Areas	Narrative
	▪ its local development in the principles of green growth and equity: ▪ reducing waste ▪ expanding recycling – creating circular economic activities ▪ lowering emissions ▪ increasing housing density ▪ mixed land use and social mix practices in its planning systems ▪ housing and buildings are energy efficient and water saving ▪ expanding open space ▪ creating and preserving green spaces ▪ encouraging the development of sustainable local businesses ▪ generating energy through renewable sources
	▪ A safe municipality engages in activities that enables municipality and security partners to better protect their citizens from a range of threats. It is an essential pillar supporting the development of smart cities.
	▪ To display kindness and concern for the well-being of the citizens of the Kouga Municipal area. ▪ The Municipality shows a caring attitude towards its residents.

The following four strategic targets are key focus points have been added to the above focus areas in order to enhance the municipality's strategic thrust for the remainder of the term of council that will contain three budget cycles.

- The resealing of Kouga Municipality surfaced roads is a priority that could no longer be postponed and needs immediate intervention. Due to the rapid deterioration of municipal surfaced roads after good rains received in 2023 there is a need to invest at least R 200 million in the resealing of 150 km surfaced roads over the next three years. A roads master plan was completed, and the intention is to implement the recommendations in this roads master plan to improve the quality of surfaced roads in Kouga Municipality.

- The second strategic target is to incrementally implement its renewable energy strategy with its main objective of avoiding load shedding and saving money on expensive Eskom electricity tariffs. The main project of this strategy is the construction of a 20 MW solar plant in Humansdorp.

- The third strategic target is the repair and upgrading of all wastewater treatment plants in Kouga Municipality to achieve a minimum of 70% Green Drop compliance score.

- The fourth strategic objective to improve customer services by achieving a 95% achievement of turnaround times according to the approved Customer Service Charter.

3.5.1 Strategic Alignment

The strategic alignment between the National, Provincial, District and Local Government KPA'S that guide the mandate of the municipality are listed, but not limited to, the following:

National Key Performance Area (NKPA)	National Outcome (NOC)	Sustainable Development Goals (SDG)	National Development Plan (NDP)	Provincial Strategic Objectives	Sarah Baartman District Municipality Objectives	Municipal Key Performance Area (MKPA)	
NKPA	**NOC**	**SDG**	**NDP**	**PSO**	**SBDM**	**MKPA**	
NKPA1	NOC1	SDG3	NDP4	PSO3	DMO1	KPA1	Basic Services and Infrastructure
NKPA2	NOC6	SDG4	NDP10	PSO4			
NKPA3	NOC7	SDG9	NDP16				
NKPA4	NOC8	SDG10					
NKPA5	NOC9	SDG12					
	NOC10						
	NOC11						
NKPA4	NOC4	SDG4	NDP1	PSO1	DMO3	KPA2	Local Economic Development
	NOC5	SDG11	NDP3	PSO4			
	NOC8						
NKPA1	NOC4	SDG8	NDP9	PSO4	DMO2	KPA3	Municipal Financial Viability and Transformation
NKPA4	NOC9		NDP10				
			NDP11				
NKPA2 NKPA1 NKPA5 NKPA1	NOC6	SDG8	NDP3	PSO2	DMO4	KPA4	Good Governance and Public Participation
	NOC10	SDG15	NDP7	PSO4			
	NOC12	SDG17	NDP13				
NKPA5	NOC5	SDG9	NDP11	PSO2	DMO5	KPA5	Municipal Transformation and Organisational Development
NKPA4	NOC4	SDG4	NDP1	PSO1	DMO3	KPA6	Spatial Planning

3.5.2 Key Government Priorities

Key Government priorities to be implemented in District against each of the six pillars:

Table 31:Key Government Priorities

LIST OF GOVERNMENT PRIORITIES TO BE IMPLEMENTED IN DISTRICT			
PILLAR NAME	**NATIONAL/PROVINCIAL/MTSF PRIORITIES**	**EC PDP PRIORITIES**	**DISTRICT/ METRO PRIORITIES**
PILLAR 1: DEMOGRAPHIC CHANGE AND PEOPLE DEVELOPMENT	**Priority 3:** Education, Skills and Health **Priority 4:** Consolidating the Social Wage through Reliable and Quality Basic Services **Priority 6:** Social Cohesion and Safer Communities	**Goal (Impact Area) 4: Human Development** 1. Increase access to Early childhood development. 2. Improved quality of primary and secondary education for improved educational outcomes. 3. Increase skills for development of the province. 4. Improved health profile and health outcomes in communities. 5. Improve the safety of the people in the Eastern Cape. 6. Promotion of Social Cohesion and moral regeneration. 7. Social Protection and Viable Communities.	1. Improve Service Delivery 2. Socio-economic upliftment
PILLAR 2: ECONOMIC POSITIONING	**Priority 2:** Economic Transformation and Job Creation	**Goal (Impact Area) 1: Innovative and Inclusive Growing Economy** 1. Stronger industry and enterprise support. 2. Rapid development of high-potential economic sectors. 3. Spatially balanced economic development, urban development and small-town revitalization. 4. Digital transformation and development of the ICT sector. 5. Goal (Impact Area) 3: Rural Development and an Innovative and High-Value Agriculture Sector	1. Job Creation 2. Local Economic Development

LIST OF GOVERNMENT PRIORITIES TO BE IMPLEMENTED IN DISTRICT			
PILLAR NAME	**NATIONAL/PROVINCIAL/MTSF PRIORITIES**	**EC PDP PRIORITIES**	**DISTRICT/ METRO PRIORITIES**
		6. Sustainable community agriculture and diversified livelihoods. 7. Development of agricultural value chains. 8. Accelerate land reform and land rehabilitation programmes.	
PILLAR 3: SPATIAL RESTRUCTURING AND ENVIRONMENTAL SUSTAINABILITY	**Priority 5:** Spatial Integration, Human Settlements and Local Government	**Goal (Impact Area) 2: An Enabling Infrastructure Network** 1. Develop sustainable and integrated settlements. 2. Goal (Impact Area) 5: Environmental Sustainability 3. Safeguarding ecosystems and existing natural resources. 4. Respond to climate change and green technology innovations. 5. Improvement of environmental governance.	Spatial integration
PILLAR 4: INFRASTRUCTURE ENGINEERING	**Priority 2:** Economic Transformation and Job Creation **Priority 5:** Spatial Integration, Human Settlements and Local Government	**Goal (Impact Area) 2: An Enabling Infrastructure Network** 1. Build resilient economic infrastructure that promotes economic activity. 2. Universal access to basic infrastructure. 3. Sustainable energy and electricity provision. 4. Develop sustainable and integrated settlements. 5. Improve infrastructure planning, delivery, operations and maintenance.	Basic Service Delivery and Infrastructure
PILLAR 5: INTEGRATED SERVICE PROVISIONING	**Priority 4:** Consolidating the Social Wage through Reliable and Quality Basic Services	**Goal (Impact Area) 2: An Enabling Infrastructure Network** 1. Universal access to basic infrastructure.	Basic Service Delivery and Infrastructure
PILLAR 6: GOVERNANCE AND FINANCE	**Priority 1:** A Capable, Ethical and Developmental State **Priority 7:** A Better Africa and World	**Goal (Impact Area) 6: Capable Democratic Institutions** 1. Building the Capability of the State to deliver.	1. Build Institutional Capacity & Financial Viability 2. Single window of co-ordination

LIST OF GOVERNMENT PRIORITIES TO BE IMPLEMENTED IN DISTRICT			
PILLAR NAME	**NATIONAL/PROVINCIAL/MTSF PRIORITIES**	**EC PDP PRIORITIES**	**DISTRICT/ METRO PRIORITIES**
		2. Transformed, Integrated and Innovative Service Delivery. 3. Instilling a culture of good corporate governance. 4. Build multi-agency partnerships.	3. Governance and Public Participation 4. Municipal Transformation and Organisational Development

3.5.3 Strategic Objectives aligned to Departmental Objectives

Strategic Alignment					
NKPA	**SO**	**Strategic Objective**	**Outcome**	**Directorate**	**Pre-Determined Objective**
MFVM	SO1	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	The municipality aims to build a resilient financial foundation, maximize the effective use of financial resources, and sustain long-term viability	Finance & Economic Development	To manage and provide financial services to ensure financial viability, compliance and reporting.
BSD	SO2	Provide excellent, sustainable service delivery to all residents	All residents have equal access to essential municipal services	Civil & Water Services	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.
			150km worth of roads upgraded	Civil & Water Services	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.
			1 megawatt (phase 1), 20 megawatt (phase 2) and 40 megawatt (phase 3) projects realized and electrification of areas	Electromechanical Services	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.
			70% compliance with Green Drop requirements and 5 plants upgraded	Civil & Water Services	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.

Strategic Alignment					
NKPA	**SO**	**Strategic Objective**	**Outcome**	**Directorate**	**Pre-Determined Objective**
MTID	SO2	Provide excellent, sustainable service delivery to all residents	Achievement of 95% of service charter timeframes	All Directorates	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs.
BSD	SO3	Facilitate the sustainable incorporation and effective management of human settlements, to provide an equitable, inclusive, and resilient living environment that enhances the quality of life for all residents	Human settlements are established and managed to be functional, resilient and contribute positively to the well-being and prosperity of the residents while respecting the principles of sustainability and inclusivity	Planning and Development	To manage and provide planning services in order to ensure the economic upliftment, growth and development of the municipal area.
MTID	SO4	Establish and maintain a robust safety and security framework for municipal assets, protecting critical infrastructure, resources and information	Municipal infrastructure, resources, and information are effectively safeguarded against theft, physical damage, cyber-attacks, and unauthorized access	Office of the Deputy Municipal Manager	Ensure the safeguarding of municipal infrastructure and information through the implementation of appropriate safety measures
			Pro-active security measures minimize the risk of disruptions to essential services and operations, allowing municipal functions to proceed smoothly	Community Services	To render integrated community services to enhance community development in general and promote a clean and safe environment
			Emergency response plans are well-established and regularly tested, enabling a prompt and efficient response to incidents, which helps mitigate potential damages		
			Access control mechanisms are implemented effectively, preventing unauthorized individuals from gaining entry to sensitive areas and information	Office of the Deputy Municipal Manager	Ensure the safeguarding of municipal infrastructure and information through the implementation of appropriate safety measures

Strategic Alignment					
NKPA	**SO**	**Strategic Objective**	**Outcome**	**Directorate**	**Pre-Determined Objective**
BSD	SO5	Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community	Residents and stakeholders have confidence in the safety and security of municipal assets, fostering a sense of well-being and trust in local governance	Community Services	To render integrated community services to enhance community development in general and promote a clean and safe environment
LED	SO6	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive local economies, sustainable and decent employment	The economic benefits generated by tourism are distributed among various sectors of the community and businesses, ensuring that a broad cross-section of the population participates in the local economy	Finance & Economic Development	To manage and promote financial services to ensure financial viability, compliance and reporting.
GGPP	SO7	Adherence to and implementation of effective and efficient governance processes	A foundation for effective and efficient governance that serves the best interests of the community, promotes accountability, and facilitates sustainable development, has been establish and is adhered to	Office of the Municipal Manager	To ensure that municipal services are administered with the objectives of local government as prescribed in Chapter 7 of the Constitution.
MTID	SO8	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	A dynamic and capable municipal workforce that can effectively address current and future challenges, contribute to the municipality's success, and provide high-quality services to the community. This includes an established work environment that attracts top talent, nurtures professional growth, and maximizes the potential of its workforce	Office of the Deputy Municipal Manager	To transform the institution into high-performance organisation with a skilled and diverse workforce.

3.6 STRATEGIC FOCUS AREAS

a) KPA1: Basic Services and Infrastructure

Key Performance Area	KPA 1: Basic Services and Infrastructure
Strategic Goal	**Goal 1:** Provide quality, sustainable municipal infrastructure to consistently maintain and improve the needs of the people of Kouga
Strategic Objective	**SO2:** Provide excellent, sustainable service delivery to all residents. **SO5:** Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community
Key Focus Areas (KFAs)	**KFA 1:** Transport, Roads, Stormwater and Infrastructure **KFA 2:** Water, Sanitation Services and Infrastructure **KFA 3:** Electricity Supply, Efficiency and Infrastructure **KFA 4:** Project Management **KFA 5:** Equipment and Plant **KFA 6:** Solid Waste Management & Infrastructure **KFA 7:** Municipal & Public Facilities **KFA 8:** Safety and Security **KFA 9:** Disaster Management **KFA 10:** Emergency Management **KFA 11:** Traffic, Vehicle Licensing and Parking Control **KFA 12:** Municipal Law Enforcement **KFA 13:** Environmental Management & Climate Change **KFA 14:** Public Health **KFA 15:** Libraries **KFA 16:** Cemeteries
Outcome(s)/Impact	All residents have equal access to essential municipal services 150km worth of roads upgraded. 1 megawatt (phase 1), 20 megawatt (phase 2) and 40 megawatt (phase 3) projects realized and electrification of areas. 70% compliance with Green Drop requirements and 5 plants upgraded Residents and stakeholders have confidence in the safety and security of municipal assets, fostering a sense of well-being and trust in local governance
Strategic Risks	Water Security and Load Shedding. Lack of sufficient capacity of bulk infrastructure (Elec, water, sewerage). Too many residents- too small treatment capacity. Note:" Lack of" refers to land and illegal informal settlements that cannot be serviced by bulk due to, amongst other, location which makes it impossible to be connected to existing services roads, Stormwater, waste).

Municipal Function	Directorate: Civil & Water	Directorate: Electromechanical	Directorate: Community Services
Priority	Water Services Wastewater (Sewer) Stormwater Roads Buildings	Electricity Fleet	Environmental Management Community Amenities Protection Services Environmental Health Parks and Recreation
Predetermined Objectives	To manage and ensure the provision of basic municipal services and the reduction of infrastructure backlogs		

b) KPA2: Local Economic Development

Key Performance Area	KPA 2: Local Economic Development
Strategic Goal	**Goal 2:** Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment
Strategic Objective	**SO6:** Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive economies, sustainable and decent employment.
Key Focus Areas (KFAs)	**KFA 24:** Tourism **KFA 25:** Arts and Culture **KFA 26:** Skills Development and Facilitation **KFA 27:** LED and Poverty Alleviation
Outcome/Impact	The economic benefits generated by tourism are distributed among various sectors of the community and businesses, ensuring that a broad cross-section of the population participates in the local economy.
Municipal Function	Directorate: Finance & Economic Development
Pre-determined Objectives	To manage and provide town planning services and ensure the economic upliftment and development in the municipal area

c) KPA3: Municipal Financial Viability and Transformation

Key Performance Area	KPA 3: Municipal Financial Viability and Transformation
Strategic Goal	**Goal 3:** Build financial sustainability of Kouga Municipality by empowering staff to achieve good governance and a clean administration which is committed to prudent management of public funds by promoting accuracy and transparency
Strategic Objective	**SO1:** Enhance financial management and effective utilisation of resources, thereby ensuring the long-term viability and sustainability of the organisation.
Key Focus Areas (KFAs)	**KFA 28:** Financial Legislation and Compliance **KFA 29:** Financial Management Policies

Key Performance Area	KPA 3: Municipal Financial Viability and Transformation
	KFA 30: Overview of Budget Assumptions **KFA 31:** Operating Revenue Framework **KFA 32:** Operating Expenditure Framework **KFA 33:** Capital Expenditure **KFA 34:** Annual Budget Tables **KFA 35:** Overview and Budget Funding **KFA 36:** Cash Flow Management **KFA 37:** Property Valuation and Property Management **KFA 38:** Information and Communication Technology (ICT) **KFA 39:** Revenue Strategies **KFA 40:** Supply Chain Management
Outcome/Impact	The municipality aims to build a resilient financial foundation, maximize the effective use of financial resources, and sustain long-term viability
Municipal Function	**Finance & Economic Development**
Pre-determined Objectives	To manage and provide financial services to ensure financial viability, compliance, and reporting

d) KPA4: Good Governance and Public Participation

Key Performance Area	KPA4: Good Governance and Public Participation
Strategic Goal	**Goal 4:** Create an enabling environment for active public participation and administrative culture characterized by accountability, transparency and efficiency
Strategic Objective	**SO7:** Adherence to implementation of effective and efficient governance processes
Key Focus Areas (KFAs)	**KFA 41:** Governance Structures **KFA 42:** Audit and Compliance **KFA 43:** Policies and By-laws **KFA 44:** Intergovernmental Relations **KFA 45:** Complaints Management **KFA 46:** SLAs and MOUs entered to **KFA 47:** Legal Services **KFA 48:** Municipal Court **KFA 49:** Communication (Internal and External) **KFA 50:** Marketing and Branding **KFA 51:** Social Cohesion
Outcome/Impact	A responsive municipality based on sound principles which embodies and embrace the rule of law, public participation, accountability and responsibility.

Municipal Function	Office of the Municipal Manager
Pre-determined Objectives	To render integrated community services to enhance community development in general and promote a clean and safe environment

e) Institutional Transformation

Key Performance Area	KPA5: Institutional Transformation
Strategic Goal	**Goal 5:** Provide professional, efficient, people centred human resources and administrative services to Kouga citizens, staff and council for a transformed, equitable and efficient local government.
Strategic Objectives	**SO8:** Attract, develop and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance.
Key Focus Areas (KFAs)	**KFA 52:** Organisational Structure **KFA 53:** HR Policies and other related documents **KFA 54:** Human Capital and Skills Development
Outcome/Impact	A dynamic and capable municipal workforce that can effectively address current and future challenges, contribute to the municipality's success, and provide high-quality services to the community. This includes an established work environment that attracts top talent, nurtures professional growth, and maximizes the potential of its workforce.
Municipal Function	Office of the Deputy Municipal Manager
Pre-determined Objectives	To transform the institution into a high-performance organization with a skilled and diverse work force

f) KPA6: Spatial Planning, Land Use, Human Settlements, Environment Management

Key Performance Area	KPA6: Spatial Planning, Land Use, Human Settlements, Environment Management
Strategic Goal	**Goal 2:** Create and facilitate a conducive environment that builds inclusive local economies, sustainable and decent employment
Strategic Objectives	**SO3**: Facilitate the sustainable incorporation and effective management of human settlements, to provide an equitable, inclusive, and resilient living environment that enhances the quality of life for all residents.
Key Focus Areas (KFAs)	**KFA 55:** Compliance **KFA 56:** Spatial Rational **KFA 57:** SPLUMA Implementation **KFA 58:** Access to Land and Human Settlements **KFA 59:** Air Quality Management **KFA 60:** Climate Change and Natural Environmental analysis

Key Performance Area	KPA6: Spatial Planning, Land Use, Human Settlements, Environment Management
Outcome/Impact	Creating a more rational territorial organization of land uses and the linkages between them, to balance demands for development with the need to protect the environment and to achieve social and economic development objectives.
Municipal Function	**Planning and Development**
Pre-determined Objectives	To manage and provide town planning services and ensure the economic upliftment and development in the municipal area.

3.7 KEY PERFORMANCE AREAS RATING AS PER THE MEC ASSESSMENT

The following Key Performance Areas have been identified by the Kouga Municipality.

1. Basic Services and Infrastructure
2. Local Economic Development
3. Municipal Financial Viability and Transformation
4. Good Governance and Public Participation
5. Institutional Transformation
6. Spatial Planning, Land Use, Human Settlements, Environmental Management

Overall, KPA ratings

Each Key Performance Area was allocated an overall rating within the following context:

Levels of performance	Scores	Performance description	Action required
Low	1-33%	Poor	Immediate and intensive intervention
Medium	34-66%	Satisfactory	Minimum support required
High	67-100%	Good	Benchmarking

The table below displays comparative ratings of the municipality over a three-year period:

KPAs	Ratings 2021/2022 IDP Review	Ratings 2022/2023 IDP Review	Ratings 2023/2024 IDP Review
KPA 1: Service Delivery & Infrastructure Planning	**High**	**High**	**Medium**
KPA 2: Financial Planning & Budgets	**High**	**High**	**High**
KPA 3: Local Economic Development	**High**	**High**	**High**
KPA 4: Good Governance & Public Participation	**High**	**High**	**Medium**
KPA 5: Institutional Arrangements	**High**	**Medium**	**Low**
KPA6: Spatial Planning, Land Use, Human Settlements, Environmental Management	**High**	**Medium**	**High**
Overall Rating	**High**	**High**	**Medium**

The municipality received an overall HIGH rating from the Office of the MEC which places the municipality in a benchmarking category. All 6 key performance areas received a high score. This is significant progress from the previous years as can be seen in the table above. The municipality maintained a trend of HIGH scoring over the period of its IDP assessment cycle of the 2022-23 IDP.

3.7.1 MEC Comments/Findings

The table below provides feedback on action taken by the Kouga Municipality on the MEC Comments/Findings on the municipality's IDP Review for the 2023/24 financial year:

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
KPA 1	Spatial Planning, Land, Human Settlements and Environmental Management	The municipality must expedite the development of an Air Quality Management Plan (AQMP) as contemplated in Section 15(2) of the National Environmental Management: Air Quality Act, No.39 of 2004.	The municipality is currently busy with the Procurement Process for the Air Quality Management Plan at Bid Adjudication Level for the appointment of a Service Provider to commence with the Baseline Air Quality Assessment. The Baseline Report will be submitted to DeDeat upon receipt. A Project Steering Committee will be established to assist all internal directorates and external departments of government.	Planning & Development/ Community Services & Safety	**In progress**
KPA 1	Spatial Planning, Land, Human Settlements and Environmental Management	The municipality must develop a plan to address land degradation and enhance revitalization.	The municipality is the process to review the MSDF and policies on biodiversity conservation, environmental protection, climate change, water management, poverty reduction, capacity building and social protection.	Planning & Development	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop Rural Road Asset Management System (RRAMS).	Municipality in collaboration with the District is in process of conducting an assessment and updating the current Roads Master Plan.	Civil & Water	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop a storm water master plan.	The existing 2015 Stormwater Master Plan to be updated. Budget provision to be made in the FY 2024/25.	Civil & Water	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must establish a coordinated forum for roads and transport planning with support from the Department of Transport as per agreement solicited between the two parties in April 2023.	Municipality commenced with the Public Participation on the establishment of a Co-ordinated Roads and Transport Forum in support of the Provincial Department as agreed.	Civil & Water	**In progress**

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must prioritised budgeting for non-motorised facilities	The municipality has flagged the need for non-motorised facilities for 2025/26	Electro & Mechanical Services	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop a plan for Coastal Zone Management and establish municipal Coastal Committees	Coastal Management Plan/Programme was adopted in Council 2020. The Municipality is part of the District and Provincial committee and has an Environmental Monitoring Committee in place.	Community Services & Safety	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must reflect on existence of a Waste Management Plan as contemplated in Section 11 of the National Environmental Management Act (NEMWA), No. 59 of 2008.	The Municipality has an adopted IWMP which is currently being reviewed and Mamadi & Company is the appointed consultants.	Community Services & Safety	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must appoint a designated waste management officer	Christa Venter is the appointed Waste Management Officer as from 2019.	Community Services & Safety	**Completed**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop a budgeted trade effluent policy.	The Directorate of Community Services and Civil & Water has prioritised the development of a budgeted trade policy in 2024/2025.	Community Services & Safety Civil and Water	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop an Integrated Community Safety Forum.	To be established after 1 July 2024.	Community Services & Safety	**Completed**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must establish an Integrated Community Safety Plan.	The Kouga Integrated Community Safety Plan was adopted by Council on 28 October 2022.	Community Services & Safety	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must ensure that that the disaster vulnerability and risk assessment reports inform the Spatial Development Plan.	the Directorate of Community Services and Safety will ensure that inputs are provided during the Reviewal of the Municipal Spatial Development Framework.	Planning & Development/Community Services& Safety/Municipal Manager	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must incorporate emergency procurement measures into the Disaster Management Plan.	The Emergency Procurement Measures is fully implemented into the Municipal Disaster Management Plan as required in terms of the MFMA.	Community Services & Safety	**Completed**

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
KPA 2	Service Delivery and Infrastructure Planning	The IDP must reflect on existence of Disaster Management by-laws.	The Disaster Management Plan was adopted in Council on 31st May 2023 and due to be reviewed by June 2024.	Community Services & Safety	**Completed**
KPA 2	Service Delivery and Infrastructure Planning	The IDP must reflect on existence if the Fire Services tariffs that are implemented and reviewed periodically.	Fire Services has been determined and forms part of the budget tariffs structure.	Community Services & Safety/Finance & Economic Development	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop a plan to address veld and forest fires, oil spillages and floods.	An Oil Spills Contingency Plan has been developed and has been endorsed by the Minister for the Department of Forestry, Fisheries and Environment. The Plan was also approved in Council in 2021.	Community Services & Safety	**Completed**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must provide current statistics on electricity backlogs.	0% all registered erven have access to electricity or already have an electrical connection. Illegal settlements not on registered erven is excluded and cannot form part of the backlog for electricity.	Electro & Mechanical Services	**Completed**
KPA 2	Service Delivery and Infrastructure Planning	The municipal IDP reflect on alternative sources of renewable energy.	The municipality has already started with a Renewable energy project to mitigate loadshedding and to reduce the load from the national grid. Project has an IDP Ref. No. IE99 and is at an advance stage. Environmental Approval has been granted on 10 November 2023 for the construction of a 20MW plant.	Electro & Mechanical Services	**In progress**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must reflect a summary of water planning and current requirements per sector (housing, agriculture, mining, tourism) in accordance with the Water Service Development Plan (WSDP).	The municipality went out on a Consultant Roster tender that makes provision for the update of the WSDP. The process is currently at BEC.	Civil & Water	**In progress**

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
KPA 2	Service Delivery and Infrastructure Planning	The municipality must develop infrastructure maintenance plans.	The municipality went out on Consultant Roster tender that makes provision for the update of the Infrastructure Maintenance Plans. The process is currently at BEC.	Civil & Water	**In progress**
KPA 3	Financial Planning & budget	The municipality must expedite approval of water and electricity loss reduction plan by Council.	The Electricity and the Water loss reduction plan is currently being finalized and will be submitted to Council for approval.	Civil & Water/Electro& Mechanical Services	**In progress**
KPA 3	Financial Planning & budget	The municipality must reflect on the annual review of indigent register.	The municipality continuously reviews the indigent register - a reminder will be sent to all indigents, three months before the end of the relevant financial year, informing all beneficiaries to apply for such benefits in each consecutive calendar year. The process will be detailed in a SOP. The Municipality does have Indigent Drives throughout the year where the Municipality goes to the relevant communities to register new indigents.	Finance & Economic Development	**On-going**
KPA 4	Local Economic Development	The IDP situational analysis must reflect available economic opportunities	The municipality in the process to review the LED Strategy which will detail the key opportunities within Kouga	Finance & Economic Development	**In progress**
KPA 4	Local Economic Development	The municipality must clearly indicate its comparative and competitive advantages of the locality.	The Municipal area has many advantages - international surfing beaches, blue flag beaches, borders on the Baviaanskloof, St Francis Bay being a key holiday destination for both national and international tourists - this will be reflected in the IDP.	Finance & Economic Development	**In progress**
KPA 4	Local Economic Development	The municipality must indicate mechanisms for business expansion, retention of existing businesses and attraction of further investments.	The municipality in the process to review the LED Strategy which will detail the mechanisms for business expansion, retention of existing businesses and attraction of further investments.	Finance & Economic Development	**In progress**

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	ITEM DESCRIPTION	COMMENTS BY MEC	ACTION TAKEN	LEADING DEPARTMENT	CURRENT STATUS
KPA 5	Good Governance and Public Participation	The municipality must develop public participation and communication strategies.	Completed and adopted by Council	Corporate & Communication Services	Completed
KPA 5	Good Governance and Public Participation	The municipal IDP must reflect social cohesion programmes.	A dedicated special programmes unit led by the Office of the Executive Mayor lead the unit. A list of the projects will find expression in the 2024/2025 Reviewed IDP.	Corporate & Communication Services	Completed
KPA 5	Good Governance and Public Participation	The municipality must engage in inter-municipal planning programmes.	IGR sessions take place every quarter. 2023 has seen the municipality recorded the highest participation from sector departments ever known.	Corporate & Communication Services/Finance & Economic Development	Completed
KPA 5	Good Governance and Public Participation	The municipality must establish an institutionalised compliant management system.	Completed - the Call Centre is fully operational and reporting is done through monthly Portfolio Committees	Corporate & Communication Services	Completed
KPA 5	Good Governance and Public Participation	The municipality must develop and adopt fraud prevention policy and plan.	The Fraud Prevention Policy and Plan was drafted for consultation and approval by Council.	MM Office	In progress
KPA 5	Good Governance and Public Participation	The municipality must indicate whether council and its structures are convened according to the adopted council calendar.	Yes, there is an Annual Calendar for all meetings of Council and other Structures that are closely monitored by the Office of the Speaker.	Corporate & Communication Services	Completed
KPA 5	Good Governance and Public Participation	The municipality must reflect on the existence and functionality of the Municipal Public Accounts Committee (MPAC)	MPAC appointed and is functional.	MM Office	Completed
KPA 5	Good Governance and Public Participation	The municipal IDP must reflect audit opinions for the past 3 years.	the municipality will include all opinions for the past three years into the 2024/2025 IDP	Finance & Economic Development	In progress
KPA 5	Good Governance and	The municipal IDP must reflect the legal management system (litigation register)	The municipality does have an updated Litigation register that reflects on the Legal Management System.	Corporate & Communication Services	Completed

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
	Public Participation				
KPA 5	Good Governance and Public Participation	The municipality must reflect the findings on predetermined objectives and compliance issues.	Audit Corrective Action Plan has been prepared and is in process to be implemented	MM Office	**In progress**
KPA 5	Good Governance and Public Participation	The municipality must reflect on implementation of Performance Management below Section 56 Managers.	Performance Agreements for staff has been developed	Human Resources	**On-going**
KPA 5	Good Governance and Public Participation	The municipal IDP must indicate capacity building programmes targeting women, disabled people and youth.	All these programmes including capacity building targeting woman, disabled people and youth has been captured in the Work Skills Plan	Corporate & Communication Services	**Completed**
KPA 6	Institutional Arrangements	The municipality must put in place mechanisms for proper management of satellite offices.	The municipality has appointed Area Engineers to assist with proper management of satellite offices in so far of the rendering of services are concerned.	Corporate & Communication Services	**Completed**
KPA 6	Institutional Arrangements	The municipality must indicate the filled and vacant posts per department.	The Municipality is in the process to address the filled and vacant post per department for inclusion into the 2024/ 2025 reviewed IDP	Corporate & Communication Services	**Completed**
KPA 6	Institutional Arrangements	The municipal IDP must reflect on compliance with Occupation Health and Safety measures.	The Municipality are in the process of reviewing the OHS policy	Corporate & Communication Services	**In progress**
KPA 6	Institutional Arrangements	The municipal IDP must indicate critical and scarce skills that remains a challenge to the municipality.	The municipality has adopted a scarce and critical skills policy, that has been prioritised for reviewal and is also reflected in the Work Skills Plan	Corporate & Communication Services	**Completed**
KPA 6	Institutional Arrangements	The municipal IDP must reflect on the availability of Human Resource policies.	The municipality is in a process of reviewing a number of Human Resources policies that must go to the Policy Committee before the end of February 2024	Corporate & Communication Services	**In progress**
KPA 6	Institutional Arrangements	The municipal IDP must reflect on the establishment and functionality	There is no LLF as SAMWU has dismally failed to elect shop stewards.	Corporate & Communication Services	**On-going**

ASSESSMENT OF THE IDP 2023/2024 ACTION SHEET					
KPA	**ITEM DESCRIPTION**	**COMMENTS BY MEC**	**ACTION TAKEN**	**LEADING DEPARTMENT**	**CURRENT STATUS**
		of structures (Local Labour Forum and Disciplinary Hearings) that discuss matters of mutual interest between Employee.			
KPA 6	Institutional Arrangements	The municipality must reflect on strategies for employee wellness.	The strategies of the Employee wellness as per policy and programme remains a priority that the municipality will maintain.	Corporate & Communication Services	**On-going**
KPA 6	Institutional Arrangements	The municipality IDP must reflect the Disaster Recovery Plan and its implementation.	The municipality has prioritised the need for a Disaster Recovery Plan. The Plan has been approved on 23 October 2023 for implementation.	Corporate & Communication Services	**Completed**

3.8 DRAFT TOP LAYER SERVICE DELIVERY BUDGET AND IMPLEMENTATION PLAN 2024/2025

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL 1	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Operating expenditure against total budget	Output	*Percentage of operating expenditure against total budget (excluding non cash items)*	89.5%	90%	90%	22.5%	45%	67.5%	90%	MM

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL2	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Capital expenditure against capital budget provisions	Output	*Percentage of capital expenditure against capital budget for internally funded projects*	81.0%	90%	90%	10%	40%	60%	90%	MM
TL3	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Capital grant expenditure		*Percentage of capital expenditure against Capital grant funding received*	100%	100%	100%	20%	60%	80%	100%	MM
TL4	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*cash and cash equivalent*	Outcome	*Percentage change in cash and cash equivalent (short term) between approved budget versus actual (Annual Target)*	New	100%	30%	-	-	-	30%	FED
TL5	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*expenditure on remuneration*	Output	*Percentage of total operating expenditure on remuneration (Excluding Councillors and non-cash items)(Annual Target)*	34%	35%	35%	-	-	-	35%	DMM

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL6	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*change in Gross Consumer Debtors'*	Output	*Percentage reduction in opening Gross Consumer Debtors Balance (Annual Target)*	New	2%	2%	-	-	-	2%	FED
TL7	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*Revenue Growth excluding capital grants*	Output	*Percentage of Revenue Growth excluding capital grants (Annual Target)*	New	CPIX + 1%	CPIX + 1%				CPIX + 1%	FED
TL8	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Cash/Cost coverage ratio (Annual Target)*	0.06:1	0.75:1	0.25:1	-	-	-	0.25:1	FED
TL9	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Current ratio (current assets/current liabilities) (Annual Target)*	0.95:1	1.5:1	1:1	-	-	-	1:1	FED

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL10	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Liquidity ratio (Annual Target)*	0.04:1	0.6:1	0.2:1				0.2:1	FED
TL11	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*% Revenue collected against revenue raised on municipal service accounts*		95%	95%	95%	95%	95%	95%	FED
TL12	IBSD	Provide excellent, sustainable service delivery to all residents	*residential properties for which refuse is removed once per week*	Output	*Number of formal residential properties for which refuse is removed once per week*	24 488	25 712	24 500	24 500	24 500	24 500	24 500	CS
TL13	IBSD	Provide excellent, sustainable service delivery to all residents	*drinking water samples complying to SANS241*	Output	*Percentage of drinking water samples complying to SANS241 (Annual Target)*		95%	95%	-	-	-	95%	CWS
TL14	IBSD	Provide excellent, sustainable service delivery to all residents	*water losses*	Output	*Total water losses*		28%	30%	30%	30%	30%	30%	CWS

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL15	IBSD	Provide excellent, sustainable service delivery to all residents	*households with access to electricity*	Output	*% of households with access to electricity (Areas provided with electricity by KLM)*								ETM
TL16	IBSD	Provide excellent, sustainable service delivery to all residents	*total electricity losses*	Output	*Percentage total electricity losses*		15%	-	-	-	-	15%	ETM
TL17	IBSD	Provide excellent, sustainable service delivery to all residents	*Green Drop compliance*	Output	*% Green Drop compliance*	19%	70%	50%				50%	CWS
TL18	IBSD	Provide excellent, sustainable service delivery to all residents	*wastewater samples compliant to water use license conditions*	Output	*Percentage of wastewater samples compliant to water use license conditions*		90%	80%	80%	80%	80%	80%	CWS
TL19	IBSD	Establish and maintain a robust safety and security framework for municipal assets, protecting critical infrastructure, resources and information	*Ensure 75% of emergency response time is within 15min from when called received to areas where service are available*	Output	*% Response time for fire and emergency incidents*	75%	75%	75%	75%	75%	75%	75%	CS

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL20	IBSD	Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community	*Establish a Kouga Community Safety Forum*	Output	*Number of Kouga Community Safety Forums established by 31 December 2024*	New	1	1	-	1	-	-	CS
TL21	LED	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive local economies, sustainable and decent employment		Output	*Number of work opportunities created through Public Employment Programmes (incl. EPWP, CWP and other related employment programmes)*		3000	1 000	250	500	750	1000	FED
TL22	LED	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive local economies, sustainable and decent employment	*Days from the point of advertising to the letter of award per 80/20 procurement process*	Output	*Average number of days from the point of advertising to the letter of award per 80/20 procurement process*	New	90	90	90	90	90	90	FED

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL23	GGPP	Adherence to and implementation of effective and efficient governance processes	*Obtain and maintain a clean audit opinion*	Output	*Number of Clean Unqualified Audits Achieved*	Unqualified	1	-	-	-	-	-	MM
TL24	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Percentage of municipal skills development levy recovered*	Output	*% Expenditure of LGSETA grant funding for Skills Development*	86%	90%	90%	90%	90%	90%	90%	DMM

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL25	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Limit the vacancy rate to less then 10% of funded posts*	Output	*Staff Vacancy Rate*	2.4%	10%	10%	10%	10%	10%	10%	DMM
TL26	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Compliance with the Employment Equity Plan*		*Number of appointments made in the top three layers of employment in compliance with the Employment Equity Plan*	4	4	4	-	-	-	4	

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL27	IBSD	Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community	*Spatial Development*		*Number of reviews of the Spatial Development Framework completed by 30 June 2025*	1	1	1	-	-	-	1	

CHAPTER 4: PROGRAMMES AND PROJECTS

4.1 MUNICIPAL UNFUNDED PROGRAMMES/PLANS/STRATEGY IN ACTION

This section outlines the projects identified during the IDP process. These projects are either Capital or Operational in nature and may be funded or unfunded. The projects funded will be included in the Service Delivery and Budget Implementation Plan for monitoring and evaluation of performance. The unfunded projects are placed under outer years to enable time for planning and lobbying for funding. Upon confirmation of funding, these projects will be incorporated into the SDBIP for M&E and reporting.

4.1.1 Municipal Manager's Office: Programmes/Plans/Strategy in Action

Programmes and Projects: Municipal Manager's Office

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 1: Basic Services and Infrastructure	Basic Services and Infrastructure	Renewable energy Strategy	All	MM_002	X				
KPA 1: Basic Services and Infrastructure	Basic Services and Infrastructure	Bio-economy zone		MM_003			X		
KPA 1: Basic Services and Infrastructure	Basic Services and Infrastructure	Upgrading of Water related Infrastructure in Kruistfontein and Swartenbosch Area.	All	MM_0024	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	Investment Hub	All	MM_017			X		
KPA 2: Local Economic Development	Local Economic Development	SPU: Youth Council and youth development	All	MM_028	X	X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 2: Local Economic Development	Local Economic Development	SPU: 16 Days of Activism Campaign	All	MM_032	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	SPU: HIV/AIDS Awareness and Council	All	MM_033	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	SPU: Sports Council	All	MM_034	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	SPU: Mayors Cup	All	MM_035	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	WDF: Operational x 15 wards (R50 000)	All	MM_036	X	X	X	X	X
KPA 2: Local Economic Development	Local Economic Development	WDF: Capital x 15 wards (R50 000)	All	MM_037	X	X	X	X	X

4.1.2 Directorate Infrastructure & Engineering: Programmes/Plans/Strategy in Action

Programmes and Projects: Infrastructure and Engineering

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Infrastructure Planning	Infrastructure Master Plans (Stormwater; Roads &Sewer)	Municipal wide	I&E_001			X		
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Water loss reduction	Municipal wide	I&E_003	X	X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Water Quality Management	Municipal wide	I&E_004	X	X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Waste site licensing conditions	1,4,5,6,9,13 & 15		X	X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Waste site rehabilitation	10&12		X	X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of Reservoirs	1,4,67,9,10 &12	IE_001			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Cape St Francis - Install water borne sewer reticulation, sewer pump station and rising to Wastewater Treatment Works	1&12	IE_002			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	St Francis Bay – Install water borne sewer reticulation.	1&12	IE_003			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – Paradise Beach Install water borne sewer reticulation,	12	IE_004			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Loerie – Install water borne sewer reticulation	7	IE_005		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Oyster Bay – Install water borne sewer reticulation including Wastewater treatment works	1	IE_006			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade main sewer rising main from La Mer pump station to Wastewater treatment works	11	IE_007					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay Wavecrest – Install Internal sewer reticulation	3,8&11	IE_008					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp – Industrial area new bulk outfall gravity sewer to Kruisfontein WWTW	4,5&15	IE_009					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Paradise beach Upgrade main bulk water supply line	12	IE_010					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp - Kruisfontein replace aging water line	1,4,5,6&15	IE_013			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp new main water rising main	1,4,5,6&15	IE_014			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp Kwanomzamo new water reservoir 5Ml	1&6	IE_015			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Thornhill new water storage reservoir 2Ml	7	IE_016			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp Water treatment works new storage reservoir 5 Ml	1,4,5,6&15	IE_017		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp -Kruisfontein new water storage reservoir (Jeugkamp/Kruisfontein proper) 5Ml	1,4,5,6&15	IE_018		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Paradise Beach new bulk storage reservoir 5Ml	12	IE_019			X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay Wavecrest – Upgrade Beach sewer pump station and rising main	3,8&11	IE_020					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Loerie Upgrade sewer pump station and rising main	7	IE_021					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Thornhill -Upgrade wastewater treatment works (Additional capacity)	7	IE_022					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade sewer pump stations St Francis Bay	1&12	IE_023					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – Upgrade wastewater treatment works Additional Clarifier	3,8&111	IE_025			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Paradise Beach New wastewater treatment works	12	IE_026			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp KwaNomzamo Upgrade/refurbish wastewater works	1,4,5,6&15	IE_027			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp – Upgrade water treatment plant	1,4,5,6&15	IE_028			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	St Francis Bay/Links expand existing RO plant at links to increase capacity to treat boreholes	12	IE_029		X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp – Equip and connect 4 x existing boreholes near Melkhout to water treatment plant. Including pipeline	1,4,5,6&12	IE_31			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – construct emergency overflow pond Koraal sewer pump station	11	IE_32					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade sewer lines all areas	Municipal wide	IE_33					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Hankey – Upgrade and expand water treatment plant to treat saline borehole water and increase treatment capacity	9&13	IE_30					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – Construct / upgrade existing main incoming 66KV line	2,3,8&11	IE_34					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Develop water master plan	Municipal wide	IE_35					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Develop Sewer master plan	Municipal wide	IE_36					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Develop transport master plan	Municipal wide	IE_37					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Provincial roads (Da Gama/Voortrekker/St Francis Drive)	3,8&11	IE_38					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade gravel roads to full surfaced roads	Municipal wide	IE_39					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Stormwater as per Master Plan	Municipal wide	IE_40					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Parking layout Main str Humansdorp	6	IE_41					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Establish fleet/mechanical workshop in Humansdorp	6	IE_42					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Isolation Valve Replacement	Municipal wide	IE_43					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Asbestos Cement Pipe Replacement	Municipal wide	IE_44					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of air valves on distribution mains	Municipal wide	IE_45					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of Pressure Reducing Valves	Municipal wide	IE_46					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Repair and installation of telemetry systems, fencing installation of alarm systems and cameras in all pumpstations and WTW for Hdorp, SF, CSF, OB	1,4,5,6,12 &15	IE_47					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Repair and installation of data logging devices	Municipal wide	IE_48					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of Zone meters	Municipal wide	IE_49					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade of Humansdorp WTW to at least 10ML/day	1/4/5/6&15	IE_50					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Investigation/ Feasibility Study of Alternative Water Supply	Municipal wide	IE_51					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of the Western Dam Pumpstation in Humansdorp	1&6	IE_52					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of a Reservoir and Pumpstation at the NMBM to Humansdorp take off point	1,4,5,6&15	IE_53					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade gravity raw water pipeline from the fountains in Humansdorp	1,4,5&15	IE_54					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of an access pathway for repairs and maintenance of the Bulk Water Supply Pipeline from Humansdorp to Kruisfontein WTW	4,5&15	IE_55					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Finalization of Kruisfontein WTW	4&5	IE_57					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade/ formalise water supply infrastructure for Donkerhoek, Mooiuitsig, Vaaldam, KwaNomzamo new houses	4&5	IE_58					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Boblok and Graslaagte Water Reticulation	4&5	IE_59					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of Die Berg 50KL Reservoir and 1 KLM Rising Main	4	IE_60					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construct 110mm pipeline Caravan Park in KwaNomzamo	6	IE_61					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Oyster Bay WTW	1	IE_62					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Pipe replacement at the Kromme River Bridge	12	IE_63					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of permanent standby generators at WTWs and Pumpstations	Municipal wide	IE_64					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of smart meters	Municipal wide	IE_65					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Reconstruction of Golf Course – KwaNomzamo Sewer Pumpstation	1&6	IE_66					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade of Vergenoeg Sewer Pumpstation	6	IE_67					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade/ Replacement of Kemp Street Sewer Pipeline	6&15	IE_69					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade/ Replacement of Matmelville to Queens Street Sewer PS	15	IE_70					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Eradication of buckets (H/Dorp, SFB, GV)	1,4,5,6,7,9,10,12&15	IE_71					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Eradication of conservancy tanks (H/Dorp, SFB, GV)	1,4,5,6,7,9,10, 12&15	IE_72					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Eradication of Chemical toilets (H/Dorp, SFB, GV)	1,4,5,6,7,9,10&15	IE_73					
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of permanent standby generators at WWTWs and Pumpstations	Municipal wide	IE_74			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Fencing and installation of alarm systems and cameras in all sewer pumpstations	Municipal wide	IE_75		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Completion of Weston WWTW in Hankey	13	IE_76		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of Weston Sewer Reticulation Network	13	IE_77		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade of Loerie WWTW	7	IE_78		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Kruisfontein Stream Crossing	4&5	IE_79		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of Die Berg Access Road	4	IE_80		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Provision of stormwater infrastructure Golf Course, Shukushukuma, Vergenoeg, Vaaldam, Town, Kwanomzamo etc	1,4,5, 6&15	IE_81		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Provision of stormwater infrastructure St Francis Bay and Cape St Francis	12	IE_82		X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade/ Refurbish Humansdorp Depot/ Workshop	6&15	IE_83		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade/ Refurbish St Francis Depot/ Workshop	12	IE_84		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Capacity building and training	Municipal wide	IE_85		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Purchase of Software Applications for drawings and design	Municipal wide	IE_86		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jbay fencing around Koraal Pump Station	11	IE_87		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade sewer pipes at Oceanview College	11	IE_88		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Install 5 PRV's in Jeffreys Bay and Paradise Beach	2,3,8,11,12&14	IE_89		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Emergency Overflow chamber at La Mer Sewer Pump Station	11	IE_90		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – Construct/upgrade existing main incoming 66KV line	11	IE_91		X	X		
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay – New ring feed Paradise Beach/Aston Bay/Oceanview	2,12&14	IE_92		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp -KwaNomzamo 2nd 22kV Overhead line	1,4,5,6&15	IE_93		X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Jeffreys Bay Upgrade Main Electrical Substation	11	IE_94		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Arcadia 22/11kV substation	4&5	IE_95		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrade Appiesdraai substation	2&14	IE_96		X	X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Develop Electrical master plan Kouga	Municipal wide	IE_98				X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Develop renewable energy plant	15	IE_99			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Installation of High mast lights	1,2,4,5,6,7,9,10,14 &15	IE_100		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp CBD to Kwanomzamo replace 16 & 25mm cables with 120mm cables. Part of the Saffery Street upgrade to avail capacity to lower town.	6&15	IE_101		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	St. Francis Bay main intake from Eskom upgrade	12	IE_102		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	St. Francis Bay Load center nr. 2 upgrades	12	IE_103		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp Mainsubstation upgrade	15	IE_104			X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Humansdorp MND upgrade from 11MVA to 15MVA	15	IE_105		X	X	X	
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	St. Francis Bay NMD upgrade from 5 to 8MVA	12	IE_106			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Green buildings installation of solar generation on our infrastructure plants sewer and water	Municipal wide	IE_107			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Substation protection upgrades in Kouga	Municipal wide	IE_108			X	X	X
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Construction of a new Dam in the Die Berg Area	4	IE_109	X	X	X		
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Upgrading of Water related Infrastructure in Kruisfontein / Zwatenbosch Area	4	IE_110		X	X	X	

4.1.3 Directorate Community Services: Programmes/Plans/Strategy in Action

Programmes and Projects: Community Services

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Climate Change Management Strategy	Ward All	CS_00			X		
SECTION: SOLID WASTE									
KPA1: Basic Services & Infrastructure	Basic Services and Infrastructure	Integrated Waste Management Plan for Kouga	Ward All	S_001				x	

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
		Municipality reviewed every 3 years							
KPA1: Basic Services & Infrastructure	Waste management	Education and awareness campaigns door to door	Ward All	CS_004	x	X	x	x	x
KPA1: Basic Services & Infrastructure	Waste Management	Fencing of 2 operational sites, Humansdorp Hankey CAPEX		CS_006		X		X	
KPA1: Basic Services & Infrastructure	Waste Management	Installation of monitoring boreholes Humansdorp, Hankey, Patensie St Francis landfill sites CAPEX	Ward 1,4,5,6,9,10,12	CS_008	x	X	x	X	x
KPA1: Basic Services & Infrastructure	Waste Management	Implementation monitoring program for Humansdorp, Hankey, Patensie, St. Francis Bay and Papiesfontein landfill sites OPEX	Ward 1,4,5,6,9,10,12	CS_009		x	X	X	
KPA1: Basic Services & Infrastructure	Waste Management	Planning, design and approval for construction of lined landfill cells Humansdorp Hankey Landfill site CAPEX	Ward 4,9	CS_010			X	X	
KPA1: Basic Services & Infrastructure	Waste Management	Rehabilitation and closure permit applications for	Ward12	CS_011				X	

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
		Patensie, St Francis Bay and Papiesfontein landfill site OPEX							
KPA1: Basic Services & Infrastructure	Waste Management	Construction of Lined landfill cells at Humansdorp and Hankey landfill sites. CAPEX	Ward 4,5,6 & 15	CS_012				X	
KPA1: Basic Services & Infrastructure	Waste Management	Planning, design and approval construction of stormwater management Humansdorp and Hankey Landfill sites CAPEX	Ward All	CS_013				X	X
KPA1: Basic Services & Infrastructure	Waste Management	Construction of stormwater management system CAPEX	Ward All	CS_014					X
KPA1: Basic Services & Infrastructure	Waste Management	Eradication of illegal dumping spots OPEX	Ward All	CS_015	X	X	X	X	X
KPA1: Basic Services & Infrastructure	Waste Management	Organic waste composting CAPEX	Ward All	CS_016	X				
KPA1: Basic Services & Infrastructure	Waste Management	Partnership with private sector for recycling	Ward All	CS_017	x	X	x	x	X
KPA 1: Basic Services and Infrastructure	Environmental Management	Water Quality Control	Ward All	EH_001	X	X	x	x	x

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 4: Governance and Public Participation	Climate Change	Drought Mitigation	Ward All	EH_002	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Environmental Management	Illegal dumping eradication and beautification	Ward All	EH_003	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Coastal Management	Social Responsibility and community partnerships	Ward All	EH_004	X	X	X	X	X
KPA 4: Governance and Public Participation	Environmental Management	Ensuring a safe and healthy environment	Ward All	EH_005	X	X	X	X	X
KPA 2: Local Economic Development	Climate Change	Climate Change Mitigation	Ward All	EH_006	X	X	X	X	X
KPA 2: Local Economic Development	Environmental Management	Animal management	Ward All	EH_007	X	X	X	X	X
KPA 2: Local Economic Development	Environmental Management	Plot clearing	Ward All	EH_008	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Cemeteries	Cemeteries Management System	Ward All	PA_001	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Coastal Management	Public ablution facilities (beaches)	Ward 1,2,12	PA_007	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Coastal Management	Beaches	Ward 1,2,12	PA_008	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Coastal Management	Animal management	Ward All	PA_009	X	X	X	X	

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 1: Basic Services and Infrastructure	Parks and Recreation	Caravan Parks	Ward 2,3,9	PA_010	X	X			
KPA 1: Basic Services and Infrastructure	Community Services	Libraries	Ward All	PA_026	1	1	1		
KPA 1: Basic Services and Infrastructure	Disaster Management	Disaster Management	Ward All	FR_001	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Disaster Management			FR_002	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Disaster Management	Fire		FR_003	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Disaster Management	Drought Mitigation		FR_004	X	X	X	X	X
KPA 5: Institutional Development and Transformation	Safety and Security	Procurement of new patrol vehicles	Reviewed and implement animal By Law OPEX	SS_001	1	2	2		
KPA 5: Institutional Development and Transformation	Safety and Security	Revise Animal by Law	Humansdorp Feasibility Study CAPEX	SS_002		1			
KPA 5: Institutional Development and Transformation	Safety and Security	Establishment of animal pound	Ward All	SS_003			1		
KPA 1: Basic Services and Infrastructure	Waste minimisation	Roll out of safety equipment for Kouga area	CCTV cameras on all main entrances and exits in Kouga (4 per pole) OPEX	SS_004		1			

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 1: Basic Services and Infrastructure	Safety and Security	Procurement of Smart Law Enforcement technology	Fitted to Law Enforcement vehicles (ANPR system) Officers – body cam OPEX	SS_005	1	2	2	2	2
KPA 5: Institutional Development and Transformation	Safety and Security	Point clock system for security officers at identified municipal sites	Jeffreys Bay Humansdorp GV area St Francis Bay OPEX	SS_009	10	20	30	40	
KPA 5: Institutional Development and Transformation	Safety and Security	Procurement of Metal Detection system for Municipal site entrances	Jeffreys Bay Humansdorp GV area St Francis Bay OPEX St Francis Bay GV Area (Hankey) OPEX	SS_010	2	3	1	1	
KPA 1: Basic Services and Infrastructure	Coastal Management	Oyster Bay Dune Rehabilitation	Ward 1	EM_002	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Multi-disciplinary	St Francis Spit management	Ward 1 & 12	EM_003	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Environmental Management	Number of trees planted	Ward All	EM_005	X	X	X	X	X
KPA 1: Basic Services and Infrastructure	Environmental Management	Number of Environmental Management Forum Meetings conducted	Ward All	EM_006	4	4	4	4	

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 1: Basic Services and Infrastructure	Environmental Management	Development Management Plans for nature reserves	Ward All	EM_007	1	1	1		
KPA 1: Basic Services and Infrastructure	Environmental Management	Monitoring of Recreational Waters Blue Flag beaches; Kromme River, Gamtoos River, Seekoei Estuary; Yellowwoods	Ward 2,3,7,8,,9,11,12	EM_008	30	30	30		
KPA 1: Basic Services and Infrastructure	Environmental Management	Management of Kromme River, Gamtoos River, Seekoei Estuary	Ward 3,7,8,11,12	EM_009	4	4	4	4	4

4.1.4 Directorate Planning, Development & Tourism: Programmes/Plans/Strategy in Action

Programmes and Projects: Planning, Development & Tourism

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr.	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 3: Local Economic Development	Spatial Planning and Development	Upgrading GIS and Integrated Land Use System	Ward All	PD_002	X	X	X	X	X
KPA 3: Local Economic Development	Spatial Planning and Development	Manage Outdoor Advertising	Ward All	PD_004	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	LED Special Purpose Entity	All wards	LED_001					
KPA 3: Local Economic Development	Local Economic Development	SMME development	All Wards	LED_002	X	X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr.	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 3: Local Economic Development	Local Economic Development	Corporate Social Responsibility	All Wards	LED_003					
KPA 3: Local Economic Development	Local Economic Development	Smart City	All Wards	LED_004					
KPA 3: Local Economic Development	Local Economic Development	Establishment of a LED projects SPV / Development entity	All Wards	LED_001					
KPA 3: Local Economic Development	Local Economic Development	Township Economy Development	Ward 2 & 14	LED_002	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Township Event	Ward 2 & 14	LED_003	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Heritage sites refurbishment and beautification	Ward 2 & 9	LED_005	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Installation of Tourism Signage	All wards	LED_006	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Hosting Annual Events: Yellow Woods Jazz Festival (hankey)	Ward 9 & 13	LED_007	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Hosting Annual Events: International Surf Competition	Ward 3,8 &11	LED_008	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Hosting Annual Events: PGA Championship	Ward 12	LED_009	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Hosting Annual Events: Amanzi Challenge	Ward 12	LED_010	X	X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr.	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 3: Local Economic Development	Local Economic Development	LED incubation programme	All wards	LED_011	X	X	X		X
KPA 3: Local Economic Development	Local Economic Development	Establish Kouga as Events Capita: secure 1 new anchor event annually.	All wards	LED_012	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	To position Kouga as a events capital of South Africa	All Wards	LED_013	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Kouga Arts Development Program	All wards	LED_014	X	X	X	X	
KPA 3: Local Economic Development	Local Economic Development	Business Retention & Expansion programme Annually	All Wards	LED_015	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Destination Marketing & Tourism Indaba	All wards	LED_016	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	SMME development	All Wards	LED_017		X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Investor's Conference / Seminar	All Wards	LED_018					
KPA 3: Local Economic Development	Local Economic Development	Functioning of the LED Forum	All wards	LED_019	X	X	X	X	X
KPA 3: Local Economic Development	Local Economic Development	Feasibility Study & Establishment of LED Special Purpose Vehicle	All Wards	LED_020					

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr.	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA1: Basic Services & Infrastructure	Human Settlements	Farm Dwellers facilitation for Housing	Ward	IHS_002	X	X	X		
KPA1: Basic Services & Infrastructure	Human Settlements	Land identification for decanting of Sea Vista informal settlements	Ward 1 & 12	IHS_003	X	X	X		
KPA1: Basic Services & Infrastructure	Human Settlements	Development of Social Housing in Humansdorp	Ward 15	HIS_004	X	X	X	X	X

4.1.5 DIRECTORATE FINANCE: PROGRAMMES/PLANS/STRATEGY IN ACTION

Table 32: Programmes and Projects: Finance

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 4: Municipal Financial Viability and Management	Financial Viability	Revenue Collection	ALL	FIN_001	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Creditor's Payment	ALL	FIN_002	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Audit Outcomes	ALL	FIN_003	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Indigent Support	ALL	FIN_004	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Procurement Planning	ALL	FIN_005	X	X	X	X	X

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 4: Municipal Financial Viability and Management	Financial Viability	Budgeting	ALL	FIN_006	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Reduction of external interest	ALL	FIN_007	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Functionality of Finance Management System	ALL	FIN_008	X	X	X	X	X
KPA 4: Municipal Financial Viability and Management	Financial Viability	Develop A Long-Term Financial Sustainability Plan	ALL	FIN_009	X	X	X	X	X
KPA 4: Good Governance and Public Participation	Service Delivery	Audit Corrective Action Plan	ALL	FIN__010	X	X	X	X	X

4.1.6 Directorate Corporate Services: Programmes/Plans/Strategy in Action

Table 33: Programmes and Projects: Corporate Services

NATIONAL KPA	MUNICIPAL KPA	Project Name	Ward Nr	Project Number	TARGET YEAR				
					22/23	23/24	24/25	25/26	26/27
KPA 4: Good Governance and Public Participation	Service Delivery	Call Centre Job Card integration	All wards with municipal offices	Corp-Serv_001	X	X	X	X	X
KPA 4: Good Governance and Public Participation	Staff Wellness	Staff Clinic	All wards with municipal offices	Corp-Serv_002			X	X	X

4.2 PROJECTS OF OTHER ORGANS OF STATE IMPLEMENTED IN KOUGA MUNIPALITY

a) DEPARTMENT OF ENVIRONMENT, FORESTRY AND FISHERIES

Project Name	Project Description	Project Status	Timeframe/Duration	Total Project Budget
Oceans & Coasts (Operation Phakisa	Operation Phakisa- A National Pollution Lab established for the monitoring of coastal waters, determining water quality status for human use and health, including industrial purposes.	Not indicated	Not indicated	Not indicated
Wetlands				
NRM EC Kouga WFW_2	Alien Plant Clearing Project	Implementation	Not indicated	Not indicated
NRM EC Special Project Kouga Nursery_2	Alien Plant Clearing and Land Rehabilitation Project	Implementation	Not indicated	Not indicated
NRM EC St Francis Bay_2	Alien Plant Clearing Project	Implementation	Not indicated	Not indicated
NRM Special Project Thicket Fish_2	Alien Plant Clearing and Land Rehabilitation Project	Implementation	Not indicated	Not indicated

b) DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

Projects	Project description	Location / Targeted areas	Time frames	Budget
SheTradesZA	Initiative supporting women owned businesses with products that are ready for market or with limited market access. It is a platform that serves as a unique opportunity for women entrepreneurs in the SMME sector to participate in the global value chains and markets	Targeted beneficiaries - 2400	2019 – 2024	Not indicated
100 thousand young entrepreneurs	Initiative targeting young people between the ages of 16 and 40 with businesses with the potential to create a minimum of 10 sustainable jobs	Targeted beneficiaries - 1000	Not indicated	Not indicated
SMME expansion/ scale up	Initiative targeting small and medium enterprises that have been in existence for	Targeted beneficiaries - 1800	Not indicated	Not indicated

Projects	Project description	Location / Targeted areas	Time frames	Budget
	more than 4 years and employ more than 5/10 staff members. It supports businesses to scale up and expand through access to working capital and markets for goods and services.			
Township and rural entrepreneurship	A dedicated programme to transform and integrate opportunities in townships and rural areas into productive business ventures.	Targeted beneficiaries - 4793	Not indicated	Not indicated

c) DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

Project Name	Project Type (Description)	Project Status	Timeframe/Duration	Total Project cost
Kruisfontein	Land acquisition and distribution to farm dwellers and/or labour tenants	Implementation	Not indicated	R33,000.00

d) DEPARTMENT OF TELECOMMUNICATION AND POSTAL SERVICES

Projects	Project description	Location /Targeted areas	Timeframes/Duration	Budget
SITA	Government connectivity services	All districts	2020/21 – 2022/23	Not indicated
BBI Programme	Implement secure backup for AC mains power supply to network critical sites during AC mains supply interruptions. Install Permanent Standby Generators at 5 main sites	All districts and metros	2020/21 – 2022/23	Not indicated
	100Gbps network capacity upgrade on selected network routes were completed.	All districts and metros	2020/21 – 2022/23	Not indicated
	Migration of overhead fibre to underground fibre as part of the maintenance projects to reduce network failures.	All districts and metros	2020/21 – 2022/23	Not indicated

Projects	Project description	Location /Targeted areas	Timeframes/Duration	Budget
	IP Network Refurbishment phase 0 where old equipment will be replaced with newer and better performing equipment.	Sarah Baartman DM	2020/21 – 2022/23	Not indicated
USAASA	BDM Phase 2	Sarah Baartman DM	2020/21 – 2022/23	Not indicated
DCDT	Broadcasting Digital Migration (BDM) Distribution of Vouchers and decoder rollout	All districts and metros	2020/21 – 2022/23	Not indicated

e) DEPARTMENT OF EDUCATION

PROJECT NO.	PROJECT NAME	IA PROGRAMME	MAIN APPROPRIATION 2021/22 BUDGET	INDICATIVE BUDGET 2022/23	INDICATIVE BUDGET 2023/24
P0003071	Kruisfontein PRIMARY	DPW Assessments	-	-	-
P9008125	Patensie Agricultural School	DPW ECD Costed	10 000	-	20 000
P9007997	Kuyasa Combined School	ECDC	-	-	-
P9008197	Woodlands Primary School	ECDC	-	-	20 000

f) SOUTH AFRICAN POLICE SERVICES

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
SAPS Hankey	Building of new Police Station at Hankey	Kouga Municipality	Building phase	24 Months				
SAPS Sarah Baartman District	Capacitation of CPF	Sarah Baartman District	Started May 2021	On going				

g) DEPARTMENT OF HEALTH

Row Labels	Budget Allocation 2021/22	Budget Allocation 2022/23	Budget Allocation 2023/24	U-AMP (10 Yr Plan) Budget
Sarah Baartman	**123 782 378**	**121 621 311**	**145 218 126**	**1 749 836 049**
Maintenance and repairs	24 454 424	32 817 000	49 318 500	408 046 924
New infrastructure assets	-	-	-	45 000 000
Non Infrastructure	75 946 130	78 208 767	83 157 231	847 730 020
Refurbishment and rehabilitation	9 888 165	3 334 794	6 492 395	297 540 354
Upgrades and additions	13 493 659	7 260 750	6 250 000	151 518 751
Grand Total	**1 481 885 613**	**1 511 914 767**	**1 545 039 381**	**24 752 060 145**

h) DEPARTMENT OF HUMAN SETTLEMENTS

Infrastructure Unblocking

PROJECT	TASK	PROJECT STATUS	BUDGET COMMITMENT
Hankey 990	WWTW	Completed	Budget: R 21,80m Exp: R 21,69m
	Pump Station	Completed	
	Reservoir	Completed	
Patensie 278	WWTW	80% in progress	Budget: R 42,21m Exp: R 39,75m
	Pump Station	95% in progress	
	Reservoir	95% in progress	
Oceanview 1500/ Pellsrus 220	Pump Station	Completed	Budget: R 47,39m Exp: R 39,88m
	Pump Station	Completed	
	Reservoir	Completed	
Hankey Weston 196	Reservoir	Completed	Budget: R 2,44m Exp: R 1,87m
TOTAL	**BUDGET: R 113,65M (incl. vat)**		**EXPENDITURE : R 103,19**

Status of the Projects

- In Jeffrey's Bay Oceanview 1500 (1183 sites) contractor for 200 houses is on site.
- Procurement for Ph-2 (468 units) Professional Service Provider (for house designs) will commence soon.
- In Humansdorp - Arcadia 139 and Kruisfontein 400 Ph-2 on pre-planning stage (PSP's to be appointed by Kouga).
- Hankey - Hankey 990 (919) internal services is under construction.
- Hankey Weston 196 (Mud / Informal Structures) on pre-planning stage (PSP's to be appointed by Kouga). (WTW Vandalized).

- Patensie – Patensie 278 on pre-planning stage (PSP's already appointed by Kouga).

Department of Human Settlements: Status of the Projects

Project Name Jeffreys Bay:	Unit/Sites	Estimated Budget	Status	23/24	24/25	25/26	Outer Years
Oceanview 1500	1500 (1183 sites)	R51,2m	1183 sites completed	R21m	R30m	R28,60m	R42,55m
Oceanview 200	200	+R28,5m	The Contractor is on site	R15m – R20m	R15m	R30m	
Oceanview 468	468	R 73,60m	Coega Dev Corp appointed implementing Agent.				
Oceanview 515	515	R82.40m	Kouga to connect sanitation line to the existing infrastructure				
Pellsrus 220	220	R 40,7m	218 houses are complete,				
Kruisfontein 2500 (391)	391	R66,6m	391 houses are complete				
Kruisfontein 2500 (400 ph2)	2109 (400-p2)	R74,0m	The project is in design stage. EIA approval is in progress				
Hankey 990 (919)	919	R32,0 m + R147,04m	The installation of internal services is in progress. Kouga to install pumps for houses construction to commence.	R12m R4m	R30m	R30m	R83,04m
Hankey Weston	700	R38,50m	ECHDS has gazetted funds for bulk infrastructure on 23/24 FY. Kouga to submit funds application ASAP.	R4m	R10m	R28,5m	

Project Name Jeffreys Bay:	Unit/Sites	Estimated Budget	Status	23/24	24/25	25/26	Outer Years
			Houses to be constructed when infrastructure is completed.				
Hankey Weston 196 (Mud Structures)	196	R36,26m	Municipality is finalising pre-planning processes. The beneficiary administ ration has commenced.				
Patensie 278	278	R51,43m	Municipality is finalising pre-planning processes. The beneficiary administ ration has commenced.	The finalisation of the GP and Engineering designs. WWT PLANT is still under the Dept of LG, in process.		On Going	Kouga
SEA VISTA 2 000, KwaNomzamo 400 and Thornhill 390	2790	-	1. The mentioned three (3) projects are affected by land and insufficient bulk infrastructure services.	1. Municipality to fast-track plans to address the bulks services challenges for all these projects.		On going	Kouga
DESTITUTE 25: Hankey 1 Oyster Bay 1 Jeffreys Bay 23	25	R3,50	There are 25 destitute beneficiarie s that were identified and approved by the Dept.	Due to unavailability of serviced sites these beneficiaries should be integrated to the project in the area.		On Going	Kouga
Oyster Bay	-	-	No Project identified.	Due to unavailability of serviced sites the municipality should design other types of services. (New Technologies)		-	Kouga
Project 2022 - 2027		+ 444,07 MIL.	Six Projects almost ready for implementation	Work hard to achieve our goals			ECDHS Kouga

Upgrading Informal Settlement Programme

Name of Informal Settlements	Households	Progress	Comments
Patensie - Cyril Ramaphosa	103	Phase 1 activities are complete Municipality also contracted for Ph 2 & 3 Financial years 2021-2023 budget is R49 427 631 Claims not paid - R13,7m which is long overdue Contractor – Baledi Re-Engineering appointed for Basic Services Land parcel for Polar Park KwaNomzamo 553 was purchased and paid on 8/09/22 amounting to R15,115 616,50 Bulk is a serious challenge in some towns like Humansdorp List of bulk infrastructure needs with multi-year cashflow projections was submitted to HDA on 31/1/23– procurement process is complete, project ready Current FY – R 54 730 000 ending June 2023 April 2023 – March 2024 – R 97 570 000 So far claims are for following items: ▪ Social Facilitation ▪ GIS Map per settlement ▪ Structure Count ▪ Cadastral description ▪ Alternative Services ▪ Electrification ▪ Wheelie Bins	Delayed payment by HDA All projects' constraints delayed appointment of contractors Sarah Baartman DM not reported performance since appointed Delays by HDA in finalizing Kouga as an Implementing Agent as they are advanced with their progress Delayed in signing Implementing Protocol between HDA & Kouga LM Expenditure will improve now that contractor is on site
Patensie - Cyril Ramaphosa	278		
Humansdorp – Shukushukuma	93		
Thornhill	160		
Humansdorp - Polar Park (KwaNomzamo)	257		
Jeffreys Bay - No R10	58		
Jeffreys Bay - Ocean View	1250		
Polar Park (KwaNomzamo Humansdorp)	553		
Humansdorp - Donkerhoek	234		

DEPARTMENT OF RURAL DEVELOPMENT AND AGRARIAN REFORM

Land Care

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	TimeFrames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Agri-Eco Schools-Junior Landcare	Junior Landcare project	All	Inception phase (new project)	2021- 2023	708 984	371 771	177 034	160 179
INFRASTRUCTURE DEVELOPMENT								
Red Meat Development	Infrastructure Development	All	Inception phase (new project)	2021-2023	19 662 000	7 318 000	8 000 000	8 800 000
Vegetable Development	Infrastructure Development	NMB Kouga	Inception phase (new project)	2021-2023	3 673 000	1 763 000	950 000	0

CASP: PROPOSED PROJECTS 2023/2024

Financial year	Project Name	ASSISTANCE
22/23	Gamtoos Vegetable R1 346 065	Pack shed with cool room facility. Sorting tables and refrigerator
	Three Pence farm (9)	Supply and delivery of 24ha Irrigation material and a pump house,
23/24	Entabeni farm (10) (R600 000)	Appointment of consultant to do Feasibility Study for a Pack house facility.
	Pampoenland (4) R300 000 – Borehole R120 00 Loading ramp	Siting, drilling and testing of borehole for stock water system, Supply, delivery and construction of spray race with handling facility, (site handing over was on the 9th May and advert is closing on the 24th May
	Bankkop Boedery (10) R300 000	Siting, drilling , testing and equipping of borehole for piggery production
	Three Pence = R600 000 R300 000	Hail net to cover 6.14ha and borehole installation (Sitting , drilling and testing)

Food Security

Project name	No of beneficiaries / ha	BUDGET
Households	234 For 15 applications	**R421 200** (production inputs)
Small holder vegetables	56 ha (Hugh Bosman- 6ha, Lutiwise -10, Jonas 2ha, Ngconde – 1ha, Joseph Seedlings- 20ha) Pillay 9ha, Little Plas 3ha, Victory 1, Bankkop- 4	**R736 830.00** (production inputs,1container, fertilisers and chemicals)
FODDER Ward 7	5 HA (C.R Bosboedery) One Application	**R52 630.00** (Production seeds and fertilisers and chemicals)

Anti-Poverty Plans

Municipality	Plans
Kouga	Ward 5 = Victory smallholder (arcadia) (in be supported by seedlings and fertilizer Ward 7 = 44 household and 1 small holder will be supported by seeds& seedlings, poultry, piggery feed under food security. (Rooidraai, Loerie, Thornhill). Ward 14 = 11 household will be supported by poultry and piggery feed under food security. (Sea Vista, Ocean view).

DEPARTMENT OF SOCIAL DEVELOPMENT
Community Development and Research

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Timeframes / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Elderly and Children Soup Kitchen and Development Centre, Humansdorp	Community Nutrition and Development Centre and Shelter Services	Kouga Ward 5	Current	One year	849 656.30	849 656.30	Call for Proposal closed on 21/07/21	To be done in 2022/23

Probation Services: Victim Support Programme

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Timeframes / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
On Eagles Wings, Jeffrey's Bay	Safe House	Kouga, Ward 2	Current	2021/22	R 644 435	R 644 435	Call for Proposal closed on 21/07/21	To be done in 2022/23
Hankey Victim Support Centre, Hankey	Call for Proposal closed on 21/07/21	Kouga, Ward 9	Current	2021/22	R 159 259	R 159 259	Call for Proposal closed on 21/07/21	To be done in 2022/23
Humansdorp Victim Support Centre, Humansdorp	Call for Proposal closed on 21/07/21	Kouga, Ward 6	Current	2021/22	R 151 152	R 151 152	Call for Proposal closed on 21/07/21	To be done in 2022/23

Substance Abuse

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Humansdorp TADA	TADA	Kouga, Ward 6	Current	2021/22	R156 051	R 156 051	Call for Proposal closed on 21/07/21	To be done in 2022/23

Children and Families: Families

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Sakhe Singamadoda	Fatherhood Programme	Kouga	Current	2021/22	R215 991	R215 991	Call for Proposal closed on 21/07/21	To be done in 2022/23

Childcare and Protection

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
CMR – Humansdorp	Child Care and Protection	Kouga	Current	2021/22	R583 303	R583 303	Call for Proposal closed on 21/07/21	To be done in 2022/23
Child Welfare – Humansdorp	Child Care and Protection	Kouga	Current	2021/22	R408 116	R408 116	Call for Proposal closed on 21/07/21	To be done in 2022/23

Early Childhood Development and Partial Care

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Dienkie Dot Play Group	Early Childhood Development/ Day Care Centres	Kouga – Ward 4	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Disney ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 1	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Eldred Groep ECDC	Early Childhood Development/ Day Care Centres	Kouga - Ward 2	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Jeffrey's Bay ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 2	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Kabouter Hess & Free ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 10	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Kate van der Merwe ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 5	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Kokkewiet ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 1	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Kruisfontein Crèche	Early Childhood Development/ Day Care Centres	Kouga – Ward 4	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Madiba Bay ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 2	Current	2021/22	R89 760	R89 760	Call for Proposal closed on 21/07/21	To be done in 2022/23
Masikhule ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 6	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Mkhuseli Koliti ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 7	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Noxolo Creche Day Care	Early Childhood Development/ Day Care Centres	Kouga – Ward 10	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Nkqubela Crèche	Early Childhood Development/ Day Care Centres	Kouga – Ward 6	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Phillipsville ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 10	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Sakhisizwe ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 13	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23
Siembamba Early Learning Centre (Humansdorp)	Early Childhood Development/ Day Care Centres	Kouga – Ward 2	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Tokyo Sexwale ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 2	Current	2021/22	R94 248,	R94 248,	Call for Proposal closed on 21/07/21	To be done in 2022/23
Umzamomhle ECDC	Early Childhood Development/ Day Care Centres	Kouga – Ward 9	Current	2021/22	R94 248	R94 248	Call for Proposal closed on 21/07/21	To be done in 2022/23

Community Based Care Services for Children
Department of Social Development: Community Based Care for Children

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Joshua Project	Drop-In Centre	Kouga	Current	2021/22	R336 144	R336 144	Call for Proposal closed on 21/07/21	To be done in 2022/23

Specialised Social Welfare Services: Services to People with Disabilities
Department of Social Development: Services to People with Disabilities

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Association for the Physically Disabled, Makhanda	Welfare services to People with Disabilities	Makana, Ward 4	Current	2021/22	R 232 929	R 232 929	Call for Proposal closed on 21/07/21	To be done in 2022/23

Care and Support of Older Persons

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Ons Tuiste, Humansdorp	Residential Care	Kouga, Ward 15	Current	2021/22	R 1 200 000	R 1 200 000	Call for Proposal closed on 21/07/21	To be done in 2022/23
Flying Starts Service Centre, Hankey	Service Centre	Kouga, Ward 9	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
Jongilanga Service Centre	Service Centre	Kouga, Ward 6	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
King Jesus Ministries International, Humansdorp	Service Centre	Kouga, Ward 2	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
Kruisfontein Service Centre, Humansdorp	Service Centre	Kouga, Ward 5	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
Protea Service Centre	Service Centre	Kouga, Ward 5	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
Sunshine Service Centre	Service Centre	Kouga, Ward 15	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23
Wise People Service Centre	Service Centre	Kouga, Ward 7	Current	2021/22	R 74 929	R 74 929	Call for Proposal closed on 21/07/21	To be done in 2022/23

HIV and AIDS

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Ethembeni Community Organization Project, Humansdorp	Home Community Based Care	Kouga, Ward 9	Current	2021/22	R 290 444	R 290 444	Call for Proposal closed on 21/07/21	To be done in 2022/23

DEPARTMENT OF SPORTS RECREATION AND CULTURE

Project	Project Description	Name of Local Municipality Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023
Jeffrey Bay renovations	Renovations	Kouga	On site	May 2021 – June 2022	R 12 949 842.15		

DEPARTMENT OF TRANSPORT

Current Funding

Local Municipal Area	Road Length	% Of Total	Routine Road Maintenance	Road Safety	Stormwater Drains & Structures	Including Overheads
Kouga	964.33	7.25%	R 4 968 952	R 3 452 949	R 0	R11 284 019

Community Based Programme: Projects and Budget

Total No of Beneficiaries	Municipality	HHC	NYS Learners	Cleaners (Covid)	Scholar Transport Monitors	Road Rangers	Budget
516	Kouga	487		3	26		R6 521 604

SANRAL: Projects in Kouga

Project	Description	Budget	Project Stage
N.002-100-2019/1: DNURT: Jeffreys Bay I/C to Sunnyside	Road improvement	R17 million -	In design stage

EASTERN CAPE PARKS AND TOURISM AGENCY

NAME OF THE PROJECT	AREA	LOCAL MUNICIPALITY	FUNDING SOURCE	PROJECT VALUE
Upgrades to an existing Interpretive Centre - EAST	Baviaanskloof Nature Reserve	Kouga Municipality	DEDEAT	R 3 800 000.00
Development of Tourism and Conservation Infrastructure - EAST	Baviaanskloof Nature Reserve	Kouga Municipality	DEFF	R 12 000 000.00

4.3 LIST OF NATIONAL PROJECTS IMPLEMENTED IN SARAH BAARTMAN DISTRICT MUNICIPALITY

Department of Environment, Forestry and Fisheries

Project Name	Project Description	Project Status	Timeframe /Duration	Total Project Budget
EPIP				
EC-WftC Grootbos River to van Staden River (18/21)	Cleaning of the coast from source to sea, control of alien invasive plants, monitoring and compliance as well as environmental education and awareness.	Implementation	Mar 2019 – Sep 2021	R12 300 000.00
Oceans and Coasts				
Oceans & Coasts (Operation Phakisa	Operation Phakisa- A National Pollution Lab established for the monitoring of coastal waters, determining water quality status for human use and health, including industrial purposes.	Not indicated	Not indicated	Not indicated
Wetlands				
WfWet Tsitsikamma	Wetlands Rehabilitation and improved ecosystem services	Planning	2019/20 – 2021/22	R31 778 137.00
WfWet Baviaanskloof	Wetlands Rehabilitation and improved ecosystem services	Implementation	2018/19 – 2020/21	R19 402 887.20

Project Name	Project Description	Project Status	Timeframe /Duration	Total Project Budget
NRM Kromme Wetlands	Wetlands Rehabilitation and improved ecosystem services	Implementation	2018/19 – 2020/21	
GIB Drought Response	Wetlands Rehabilitation and improved ecosystem services	Implementation	2019/20 – 2019/20	R5 000 000.00
NRM				
NRM Baviaanskloof	Fire Control and Prevention	Implementation	2018/19 – 2021/22	Not indicated
NRM Krom Rivier	Fire Control and Prevention	Implementation	2018/19 – 2021/22	Not indicated
NRM WOF EC Special Project Baviaanskloof	High Altitude Alien Clearing Project	Implementation	2018/19 – 2021/22	Not indicated
EC Baviaans Kloof WFW_2	Alien Plant Clearing Project	Implementation	Not indicated	R261 925 078.00
NRM EC Kromme WFW_2	Alien Plant Clearing Project	Implementation	Not indicated	Not indicated
NRM EC Kouga WFW_2	Alien Plant Clearing Project	Implementation	Not indicated	Not indicated
NRM EC Special Project Kouga Nursery_2	Alien Plant Clearing and Land Rehabilitation Project	Implementation	Not indicated	Not indicated
NRM EC St Francis Bay_2	Alien Plant Clearing Project	Implementation	Not indicated	Not indicated
Incubation and digital hubs	Business and technology incubation centres that offer enterprises business and management skills, support and platforms for a minimum of 3 years. It targets start-ups that require hand holding as they start their journey in business.	Targeted beneficiaries - 2	Not indicated	Not indicated
Cooperatives	Initiative aimed at supporting cooperatives as enterprises that are income and profit generating. It targets registered cooperatives that have potential to generate income and profit.	Targeted beneficiaries - 100	Not indicated	Not indicated
Informal businesses	Initiative aimed at supporting informal businesses with compliance support, business skills development, business infrastructure and technical support.	Targeted beneficiaries – 9585	Not indicated	Not indicated

Project Name	Project Description	Project Status	Timeframe /Duration	Total Project Budget
SMME products	Initiative to coordinate and direct the buy local campaign to be impactful by targeting a minimum number of enterprises that should benefit.	Targeted beneficiaries - 1600	Not indicated	Not indicated
Start-up nation	Initiative that seeks to promote innovation that can have a ripple effect on the national economy. Target beneficiaries are Tech and Engineering Start-ups and Social enterprises.	Targeted beneficiaries - 3200	Not indicated	Not indicated

Department of Small Business Development

Projects	Project description	Location / Targeted areas	Time frames	Budget
SheTradesZA	Initiative supporting women owned businesses with products that are ready for market or with limited market access. It is a platform that serves as a unique opportunity for women entrepreneurs in the SMME sector to participate in the global value chains and markets	Targeted beneficiaries - 2400	2019 – 2024	Not indicated
100 thousand young entrepreneurs	Initiative targeting young people between the ages of 16 and 40 with businesses with the potential to create a minimum of 10 sustainable jobs	Targeted beneficiaries - 1000	Not indicated	Not indicated
SMME expansion/ scale up	Initiative targeting small and medium enterprises that have been in existence for more than 4 years and employ more than 5/10 staff members. It supports businesses to scale up and expand through access to working capital and markets for goods and services.	Targeted beneficiaries - 1800	Not indicated	Not indicated
Township and rural entrepreneurship	A dedicated programme to transform and integrate opportunities in townships and rural areas into productive business ventures.	Targeted beneficiaries - 4793	Not indicated	Not indicated

Department of Social Development

Project	Project Description	Name of Local Municipality(s) Where it is implemented	Project Status	Time Frames / Duration	Total Budget	Projected Expenditure 2021/2022	Projected Expenditure 2022/2023	Projected Expenditure 2023/2024
Joshua Project	Drop-In Centre	Kouga	Current	2021/22	R336 144	R336 144	Call for Proposal closed on 21/07/21	To be done in 2022/23
Association for the Physically Disabled, Makhanda	Welfare services to People with Disabilities	Makana, Ward 4	Current	2021/22	R 232 929	R 232 929	Call for Proposal closed on 21/07/21	To be done in 2022/23

Department of Transport

PROJECT	DESCRIPTION	BUDGET	PROJECT STAGE
N.002-100-2019/1: DNURT: Jeffreys Bay I/C to Sunnyside	Road improvement	R17 million -	In design stage

4.4 LIST OF NATIONAL PROJECTS IMPLEMENTED BY PRIVATE SECTOR WITHIN THE KOUGA MUNICIPALITY

Kouga Windfarms Key Projects – 2023/204:
Enterprise Development

Projects	Town/Area	Budget
2 x Fishing Coops	Jeffreys Bay, Humansdorp, Hankey, Patensie	R600k
Textile Coop	Thornhill	R260k
Piggery	Kruisfontein	R1.6m
Cattle Farming	Kruisfontein	R500k
Wi-Fi Coop	Humansdorp	R600k

Socio-Economic Development

Projects	Town/Area	Budget
Bursary	All Communities	R3.6m
After-School	Humansdorp, Oyster Bay, Hankey	R1m
Literacy & Numeracy	Oyster Bay, Sea Vista, Jeffreys Bay, Hankey	R200k
ECD Support	All Communities	R3m
Agric Scholarship	All Communities	R500k
High School Scholarship	All Communities	R650k
School Development	Thornhill	R4m
Environmental Internship	All Communities	R350k
Psychosocial Support	All Communities	R820kk
Graduate Development	All Communities	R1.2m
NGO/CBO Support	All Communities	R250k
Drought Mitigation	Sea Vista, Humansdorp, Oyster Bay	R3m
Wi-Fi Connectivity	Oyster Bay, Sea Vista, Humansdorp,	R1.7m
Food & Bev, Poultry, Drivers, Carpentry	Sea Vista/Oyster Bay/Humansdorp	R3.5m
Health Promotion	All Communities	R200k
Substance Abuse	All Communities (schools)	R300k
Palliative Care, Primary Health		
Additional Classrooms (paving)	Humansdorp, Oyster Bay	R1.7m
Special Support Fund (SRD)	All Communities	R1.5m

CHAPTER 5: SECTOR PLANS

5.1 High level Spatial Development Framework

5.1.1 Status of SDF

The Municipality is in a process of reviewing the current Spatial Development Framework.

5.1.2 Spatial Vision

"Kouga is a municipal area where well protected natural resources provide economic opportunities" and a framework within which a network of well-connected SMART settlements, with a small-town feel, provides social and economic opportunities for all residents".

5.1.3 PRECINCT PLAN

Background to the Jeffreys Bay Precinct Plan (Local Spatial Development Framework)

This section represents the Local Spatial Development Framework (LSDF) for the Jeffreys Bay Central Business District (CBD) Precinct in the Kouga Local Municipality (KLM).

The LSDF further aims to formulate spatially based policy guidelines whereby changes, needs and growth in the region can be managed to the benefit of the community. The LSDF will further guide and inform all decisions of the Municipality relating to use, development and planning of land, within a balanced assessment of need and to provide adequately for social and economic demands within a growing economy and population.

LSDF Objectives

The main objective in developing a Precinct Plan for the Jeffreys Bay CBD is:

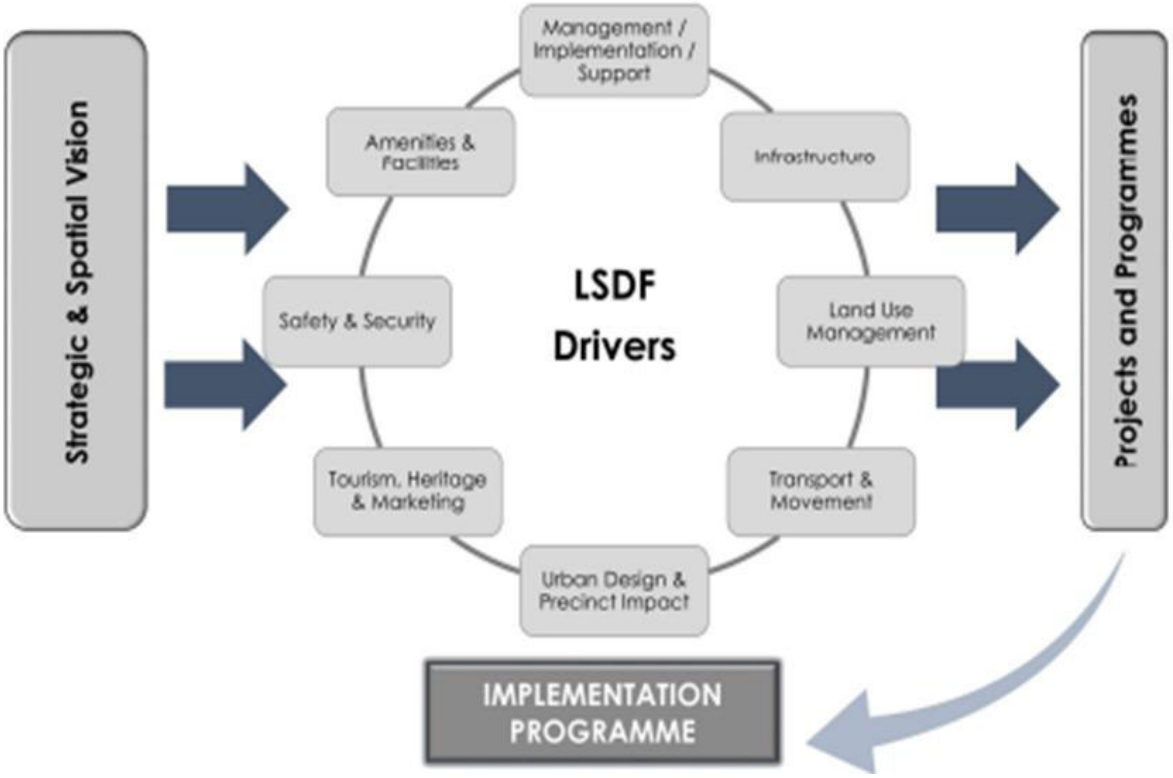
- To develop a spatial vision for the Jeffreys Bay CBD.
- To leverage private and community/ public investment within Jeffreys Bay.
- To enhance the collateral value of properties within the CBD.
- To create conditions for broadening of capital formation and business development.
- To achieve efficiency in the movement of goods and people by restructuring the spatial form of the CBD by introducing proper land use zones and supporting the introduction of activity nodes and movement corridors.
- To create vibrant public and economic spaces.
- To build institutional and development capacity that will contribute to social and economic cohesion.

5.1.4 SPLUMA

The SPLUMA Founding Principles must guide preparation, adoption and implementation of the Local Spatial Development Framework, policy formulation concerning spatial planning and development or use of land. SPLUMA reinforces and unifies the National Development Plan's vision and policies by using spatial planning mechanisms to eliminate poverty and equality while creating conditions for inclusive.

LSDF Drivers and Spatial Strategies

Figure 21:Drivers



5.1.5 Development Objectives and Spatial Implications

Development Objectives and Spatial Implications

LSDF Driver	Strategies	Intervention
Management / Implementation / Support	Implement a Management Committee / Forum	▪ Consider establishment of a dedicated committee or structure to drive SDF implementation objectives. ▪ Implement bi-annual feedback mechanisms through monitoring and support. ▪ Align with IDP review.
	Establish a Heritage and Urban Design Committee	▪ Establish a heritage / aesthetic or urban design committee to assist with development proposals assessment. ▪ This can be part of the planning and infrastructure office and institutional structure.
	Assess rates rebate options and special rates area	▪ Options for rate rebate and possible promulgation of a rates rebate area. ▪ This should be done on sound principles and extensive public participation as part of the Jeffreys Bay CBD implementation strategy.
	Implement Overlay Zone with shortened decision-making processes	▪ Establish an Overlay Zone for the CBD Study Area in terms of the new Integrated Land Use Scheme. ▪ Overlay Zone will eliminate applications and application procedure for departures of height, parking and building line requirements.
	LSDF annual priority update and IDP alignment	▪ Ensure alignment of Capital Expenditure Framework with IDP budget and implementation strategy on an annual basis. ▪ Ensure revision of Jeffreys Bay CBD LSDF with Kouga LSDF review cycle. ▪ Prioritise and allocate budgets to create an inducive environment for LSDF strategy implementation.
Infrastructure	Prioritise maintenance and management of infrastructure	▪ Support infrastructure, maintenance and implementation based on various sector plans and annual IDP review.
	Align infrastructure priorities with annual IDP review cycle	▪ Align infrastructure priorities with macro needs within the greater Jeffreys Bay and within budget constraints.
	Implement infrastructure proposals and upgrading as per the CEF	▪ Assess grant funding and lobby support departments for urban regeneration implementation.
Land Use Management	Land use parameters to promote investment	▪ Use heritage and urban design committee as a support function to promote development approval. ▪ Assess options to mitigate CBD decisions to the Authorised Official to fast-track development approvals.

LSDF Driver	Strategies	Intervention
		▪ Amend development parameters to promote investment. ▪ Support urban design guidelines. ▪ Amend development parameters to promote investment.
	Promulgate Overlay Zone	▪ Declare the Jeffreys Bay CBD as an Overlay Zone with supporting initiatives for investment and abstract decision making
	Implement Land Use Guidelines and height departures to manage CBD identified zones	▪ Support urban design guidelines and all development should be supported by detailed Site Development Plans
Transport and Movement	Maximise Public Parking	▪ Change traffic flow to one way along Da Gama Road (SB) and ▪ Jeffrey Street (NB) ▪ Reconfigure on-street parking ▪ Change east-west streets to one-way pairs ▪ Identify and develop off-street parking sites ▪ Accommodate tour buses away from Diaz Road
	Improve NMT Safety	▪ Change traffic flow to one way along Da Gama Road (SB) and ▪ Jeffrey Street (NB) ▪ Reconfigure on-street parking ▪ Change east-west streets to one-way pairs ▪ Consider closure of street during season ▪ Reconfigure for Universal access ▪ Cycle facilities
	Improve Accessibility	▪ Change traffic flow to one way along Da Gama Road (SB) and ▪ Jeffrey Street (NB) ▪ Reconfigure St Francis Drive / De Reyger Street Junction ▪ Change east-west streets to one-way pairs ▪ Link Duine Road to Diaz Road ▪ Clear directional signage
	Reduce Traffic Congestion	▪ Change traffic flow to one way along Da Gama Road (SB) and ▪ Jeffrey Street (NB). ▪ Reconfigure on-street parking ▪ Change east-west streets to one-way pairs ▪ Reconfigure St Francis Drive / De Reyger Street Junction. ▪ Adjust signal phasing – Da Gama / De Reyger.
Urban Design and Precinct Impact	Promote nodes of focus and activity	▪ The concentration of certain activities, like the factory shop retail facilities at the end of Da Gama Street, is widely regarded as a good way of creating special interest precincts and should be promoted. ▪ Identify and focus on an area that can be called the 'Centre of town'.

LSDF Driver	Strategies	Intervention
		▪ Allow for nodes that can focus on certain needs of the study area, such as the development of the industrial area or the formalising of a public transport node.
	Promote gateways at the entrances to the study area	▪ Increased focus on safe movement of cars and pedestrians so that both can enter the study area easily and safely. ▪ Clear signage that gives direction and notification of entering the Jeffreys Bay CBD. ▪ Information to be provided for special regulations regarding the study area, especially during the peak seasons.
	Support Flexible environments	▪ A space that is comfortable and looks inviting is likely to be successful. ▪ Promoting increased density and mixed-use has proven to be a recipe for success for redefining CBD'S. ▪ The street space can have a variety of uses depending on the season and holiday use of the town CBD. ▪ Allow for uses that cater for in and out of season scenarios.
	Promote regeneration and development of the Public Realm	▪ All materials, finishes and elements to be minimal and timeless in style, colour and form. ▪ The public realm is to be kept minimal. ▪ Space is more 'neutrally and naturally' defined rather than heavily themed or decorated. ▪ Promote a minimal selection of materials and finishes that are both hardwearing and easily repaired/replaced.
	Create Active and People Friendly Places	▪ Sufficient activities that are convenient are key drivers for creating busy and economically prosperous town centres. ▪ Promote sufficient variety and number of activities in the public realm. ▪ Some similar and aligned activities often work better when they are grouped. Safe and simple to understand access to facilities is important. ▪ Allow for safe and sufficient parking at activities. ▪ Allow for extended in season operational hours for facilities and services.
Tourism, Heritage and Marketing Safety and Security	Protect heritage and cultural resources	▪ Generally, history and heritage are a key factor in defining character ('look and feel') for a small town. ▪ Heritage beach houses towards the end of Da Gama Road to be identified and developed into a heritage/boutique retail node. ▪ The Savoy Hotel is an important building in the study area.

LSDF Driver	Strategies	Intervention
		▪ The many surf shops are an important part of the reason for tourists visiting the town. ▪ Beach structures such as lifesaver towers, lighthouses and the beach promenade are an integral part of the character of Jeffreys Bay. ▪ Promote cultural heritage through exhibitions and events.
	Identify and develop heritage nodes	There is a noticeable node of heritage houses between the factory shops at the end of Da Gama Street and the centre of town that is to be identified and developed.
	Support tourism industry	▪ Allow for limited seasonal road changes including short limited pedestrianisation and one-way systems. ▪ Allow for a variety of permanent facilities such as markets and outdoor sport and music. ▪ Allow for additional temporary facilities such as toilets for peak seasons. ▪ Allow for temporary overflow parking for the peak seasons. ▪ Arrival to the study area at the various gateways is to be acknowledged and provide a strong visual impression and provide suitable information (though signage, for example), ▪ The study area needs to make a strong first impression regarding cleanliness and hygiene. ▪ A sense of comfort for the user is an important factor. This includes perceptions about safety, cleanliness, and the availability of places to sit. ▪ Are spaces clean and free of litter and are there sufficient dust bins?
	Implement safety strategies	▪ Primary concepts that promote safer public spaces include: ▪ Clearer access to into and out of public places like parks and beach fronts. ▪ Fewer 'behind building conditions' where activities can occur out of sight of passing traffic. ▪ Limit dead ends as these often create quite un-monitored places. ▪ Trim (but do not remove) planting and trees so that there are clear sightlines at the pedestrian level. ▪ Enforcement such as cameras and security guards also need to be considered, especially in the peak seasons. ▪ Implement overarching safety and security strategies ▪ Align and participate in SAPS, traffic management and land use

LSDF Driver	Strategies	Intervention
	Promote and monitor general hygiene	▪ All aspects of the public realm to be hard-wearing and low maintenance. ▪ Within the context of small-town maintenance and hygiene generally, and now specifically with the awareness of pandemics such as COVID-19, issues of hygiene have become important aspects of the public realm. This is to include routine maintenance, high-pressure cleaning and sanitising of areas such as public toilets, seating and dustbins.
Amenities and Facilities	Facility management and maintenance	▪ Allocation of sufficient operational and management resources from the local authority. ▪ Allocation of sufficient lifelong financing for their operations and maintenance. ▪ Allowance for their operations and management to change for the different use of the low and high season. This, then, needs to allow for: ▪ Sufficient operational and management resources. ▪ Facilities need to be lockable for the low season. ▪ Increased security and monitoring to be allowed for in the low season to minimise the threat of vandalism. ▪ Increased lighting for use in the high season and monitoring in the low season.
	Facility provision and IDP budget alignment	Align public space upgrade and maintenance with IDP budget and external funding sources

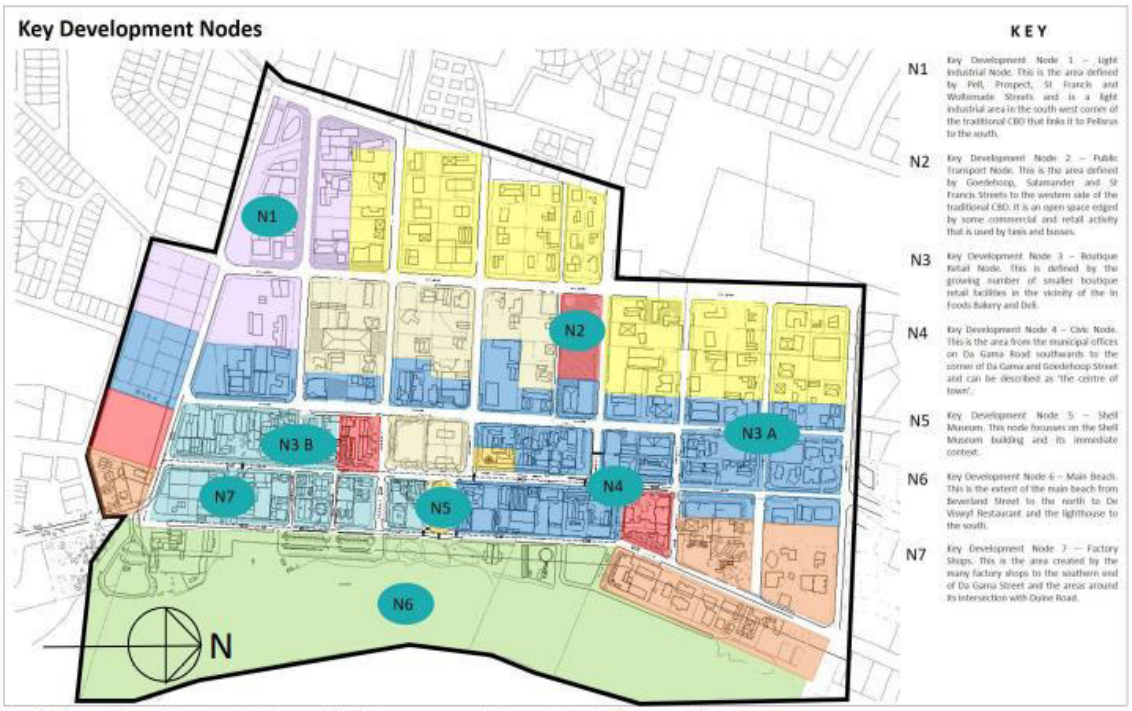
5.1.6 Node-Specific Urban Design Guidelines

In addition to the public realm and private development general guidelines above, the node-specific guidelines below have been developed. It is acknowledged that the Jeffreys Bay CBD is not a singular homogenous place but rather a place of great variety and difference, in use, look and character. Together these (sometimes divergent) elements seem to work to create the Jeffreys Bay CBD of today, with its specific character, that is different from other seaside towns and cities.

These node-specific urban design guidelines relate specifically to the 8 different key nodes that have been identified, notably:

- Key Development Node 1: Light Industrial Node
- Key development Node 2: Public Transportation Node
- Key Development Node 3: A - Boutique Retail Node B – Boutique Retail Node
- Key Development Node 4: Civic Node
- Key Development Node 5: Shell Museum
- Key Development Node 6: Main Beach
- Key Development Node 7: Factory Shops

Key Development Nodes



Plan 29: Concept Layout Plan of the study area indicating seven key development nodes (Not to scale)

Jeffreys Bay CBD Precinct Plan (LSDF) (June 2021)

5.1.7 Strategic Framework of Street Use Scenarios

It is useful to consider the study area streets as public space that can be used by a variety of users in different ways.

i) Key uses of the public space of the study area:

- Movement of vehicles to and through the study area.
- Vehicles parking in the study area. This is dependant primarily on seasonality and whether the parking is long or short term.
- Movement of pedestrians to and through the study area.
- Places for pedestrian activities.
- Mixed us public space that allows for elements of vehicular and pedestrian use.
- The above ideas are expressed in the concept layout plan below.

The elements of this image are described as:

Concept Layout Plan

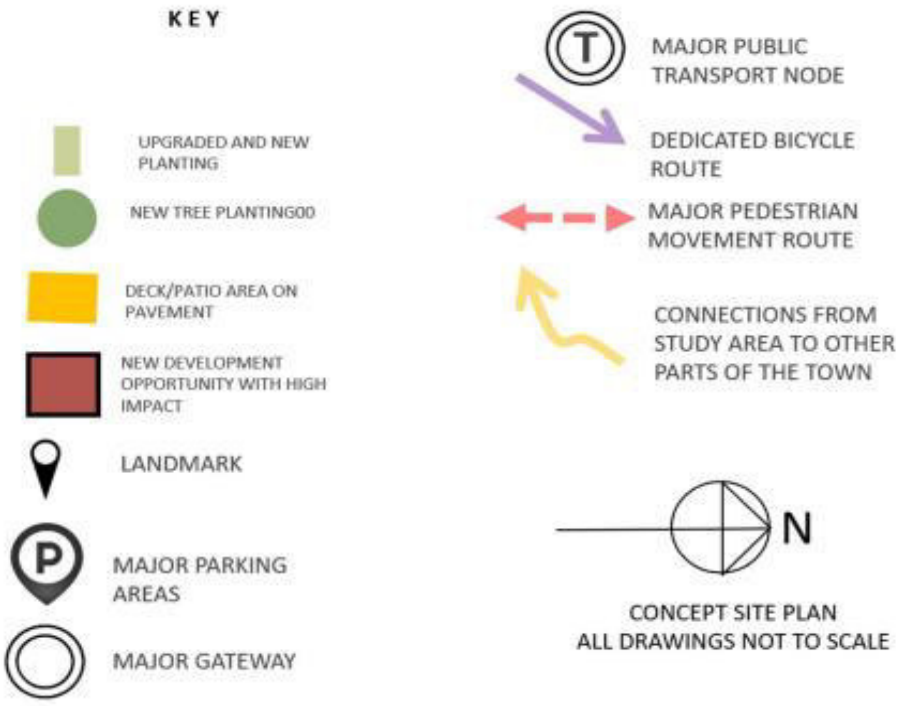
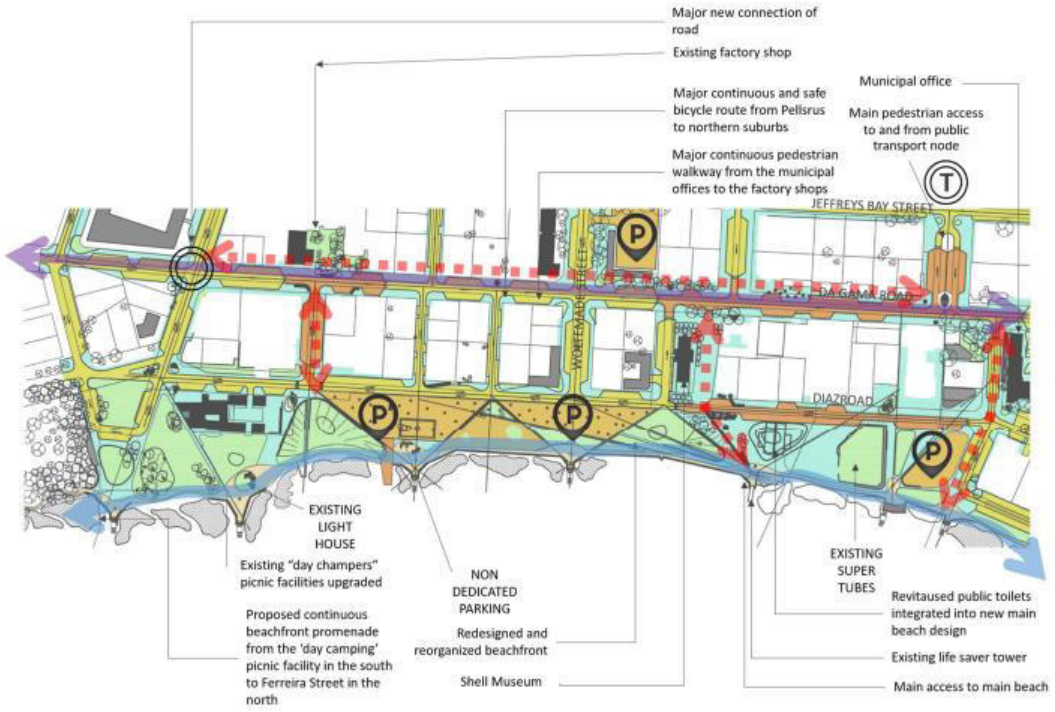


Figure 22:Concept Site Plan of the study area as indicating possibilities for public space use (not to scale)



Concept Site Plan of the Beachfront and Da Gama Road



5.1.8 Consolidated Urban Design Proposal

In summary, the consolidated urban design proposal is an outcome of the investigation of this report and understanding of the role of the LSDF, the Precinct Plan and the analysis of the study area.
The above ideas are expressed in the concept layout plan below:

Consolidated Concept urban Design Proposal Site (not for scale)

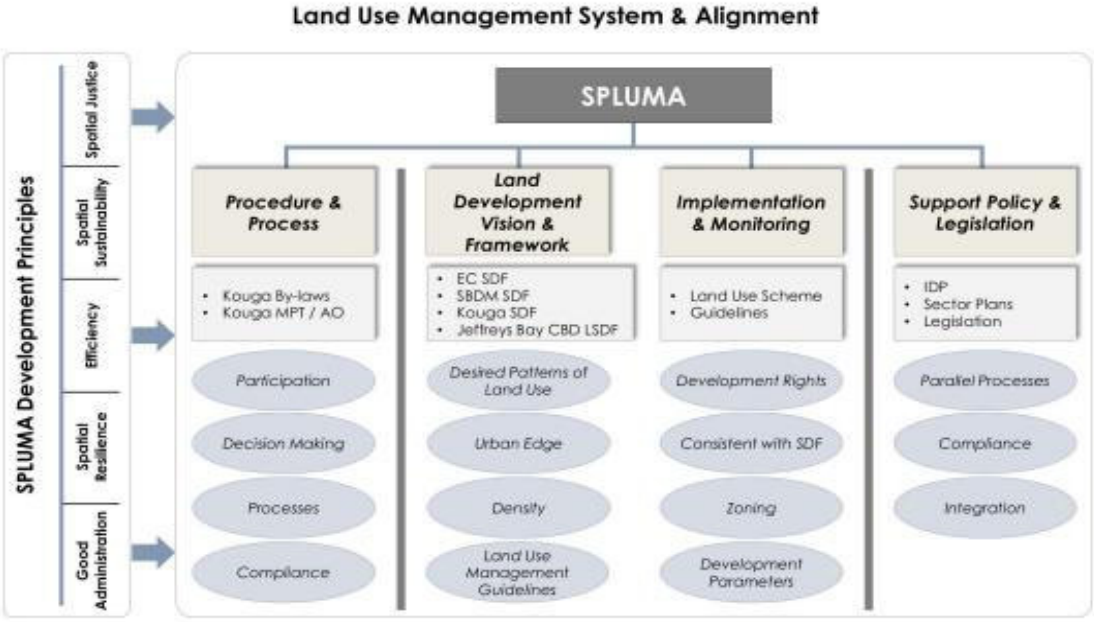


5.1.9 Implementation Framework

The Implementation Framework for the Jeffreys Bay CBD LSDF provides the vehicle for LSDF implementation through projects, budgets, priorities and institutional arrangements to ensure implementation, monitoring and review.

The graphic illustrates the package of plans and the land use management system for Kouga that is entrenched through the Municipal Spatial Development Framework.

Land Use Management System & Alignment



5.1.10 Capital Expenditure Framework (CEF)

A Capital Expenditure Framework is a consolidated, high-level view of infrastructure investment needs in a study area over the long term (10 years).

The CEF articulates how the spatial proposals are to be achieved sequentially, with attention to projects, timeframes, budgets and funding. Planning inputs are based on the spatial planning proposals, Municipal, Provincial and National Government financial planning and capital budgets and the Municipality's Infrastructure Master Plans and infrastructure programme rollout.

5.1.11 Project Focus and Prioritisation

Objectives and vision are achieved through the project and programme implementation. Given various budgetary constraints, the need for sustainable development and other issues likely to affect the implementation of identified projects, the implementation strategy should be focused on the following principles:

1. Focus on projects that promote the optimal use of existing infrastructure and services and also enable the local municipality to make better returns from existing and newly built infrastructure.
2. Upgrading engineering services and infrastructure capacity is critical to accommodate the needs of new property developments.
3. Focus on projects that will stimulate the objectives and priorities.
4. Acknowledge existing IDP programmes and initiatives.
5. Acknowledge community prioritisation through ward prioritisation.
6. Focus on District and Provincial Programme Alignment
7. Prioritise projects that could better unlock or trigger more investment into the area
8. Focus on projects that utilize and harness local initiatives
9. Capital requirements for implementation and maintenance of the urban design proposals (public space)

5.1.12 IDP 2021 / 2022 Alignment

i. Projects Relevant to the CBD

The following projects were included in the 2020/2021 and 2021/2022 financial years (IDP):

- Planning for The Bypass Sewer – La Mer Sewage Pump Station
- Sewer Rising Mains: La Mer to Pump Stations 4A and 4B
- Replace Aging Water Pipes
- Generator for Main Offices
- Upgrade Main Electrical Supply: Melkhout to Jeffreys Bay
- Upgrade Main Substation
- Develop Electrical Master Plan
- Roads and Storm Water: Develop Transportation Master Plan
- Upgrade Provincial Roads: Da Gama Road
- Fix Potholes
- Safety and Security: Install Security Cameras
- Upgrade Ablution Facilities
- New Municipal Offices: Finalise Design

ii. Priority Projects Identified (IDP)

- Upgrade CBD
- Walkways, benches, lights from Dolphin Beach to Caravan Park
- Play Parks at beach areas
- CCTV Cameras
- Cycling Lanes
- Formal Transport Facility for Taxis
- Improve Storm Water Infrastructure
- Upgrade Access to the beach and Ablution Facilities near Pellsrus, upgrade Parking Areas near
- Snoek and Manta Streets Intersection

5.1.13 Proposed Capital Budget (IDP)

Proposed Capital Budget (IDP)

Proposed Projects	21/22	22/23	23/24
Electrical Infrastructure	R 1.4m		
Rising Main La Mer to 4A and 4B	R 0.6m		
Upgrade	R 0.3m	R 0.1m	R 0.1m
Playpark	R 9 000		
Camera System	R 30 000		
Ablution Facilities at Launching Site		R 0.36m	R 0.38m
Ablution Facilities Pellsrus	R 0.15m	R 0.15m	R 0.15m
Playpark	R 40 000	R 40 000	

5.2 SPATIAL DEVELOPMENT FRAMEWORK

5.2.1 Introduction and Context

The Kouga Municipal (KLM) Spatial Development Framework (SDF) is a framework that seeks to influence the overall spatial distribution of current and future land use within Kouga to give effect to the vision, goals and objectives of the municipal Integrated development Plan (IDP). While the KLM SDF is integral to a complete IDP, it is noted that the SDF is also an integrative instrument of municipal management.

5.2.2 The KLM SDF aim to create the building block toward:

- A spatial vision for the future of the municipal.
- Implementation plans together with the necessary public sector resources to deliver them.
- A framework for private investment

5.2.3 Spatial Principles

The following spatial principles inform future land use decisions in KLM SPLUMA Founding Principles
The Founding Principles will guide preparation, adoption and implementation of the Spatial Development Framework, policy formulation concerning spatial planning and development or use of land. These objectives include the redress of spatial injustices and the integration of social economic and environmental considerations and land use management.
The 5 Founding Principles set out in SPLUMA apply to the KLM SDF:

- Spatial Justice
- Spatial Sustainability
- Efficiency
- Spatial Resilience
- Good Administration

5.2.4 District Directives and Abutting SDF's

KLM shares borders with Koukamma, Sundays River Valley, Beyers Naude (Old Baviaans LM Section) and Nelson Mandela Bay Municipalities and falls within the Sarah Baartman DM. Spatial Implications/Cross border issues requiring spatial alignment and administrative co-ordination are set out below:

Spatial Implications/Cross border issues

SBDM	Koukamma	Sundays River Valley	Beyers Naude	NMBM
Acknowledge the N2 coastal route	N2 Garden Route linkage between NMBM and the Western Cape, primarily a tourism route Langkloof alternative route key function for transport of produce to Western and Eastern Cape	N2 Development Corridor	N2 Development Corridor	N2 Development Corridor
Biodiversity Footprint	Coastal Management integrated with Koukamma Municipality and the Nelson Mandela Bay Municipality	Groendal		Coastal Management integrated with Koukamma Municipality and the Nelson Mandela Bay Municipality
Protected Areas Networks	Baviaans Mega Reserve Planning Domain and conservation area	Baviaans Mega Reserve Planning Domain and conservation area	Baviaans Mega Reserve Planning Domain and conservation area	
ID Renewable energy areas – Wind and Hydro	Wind Resource Area			

SBDM	Koukamma	Sundays River Valley	Beyers Naude	NMBM
Tourism Focus Area	Tourism routes between the Western Cape NMBM, Beyers Naude and Kouga Municipalities Baviaanskloof tourism route between Patensie and Willowmore in the Western Cape (gravel and 4x4 route). Tourism routes between the Western Cape and Kouga Municipalities (Langkloof) and the N2 via Humansdorp (tarred roads).	Grootrivier Poort Tourism Route – Only direct connection to SRV and Karoo	Tourism routes between the Western Cape NMBM, Beyers Naude and Kouga Municipalities. Baviaanskloof tourism route between Patensie and Willowmore in the Western Cape (gravel and 4x4 route).	Tourism routes between the Western Cape NMBM, Beyers Naude and Kouga Municipalities
Protect High Potential Agricultural Lands	Dairy Industry			
Protect Forestry Areas				Longmore Forest forestry area between Kouga Municipality and the NMBM
Protect Water Resources	National surface water Strategic Area Irrigation resource – Mpofu Dam	Drinking Water Resource Irrigation resource	Drinking Water Resource (Kouga Dam)	Cross Border - Drinking Water Resource Irrigation resource

5.2.5 Spatial Vision and Concept

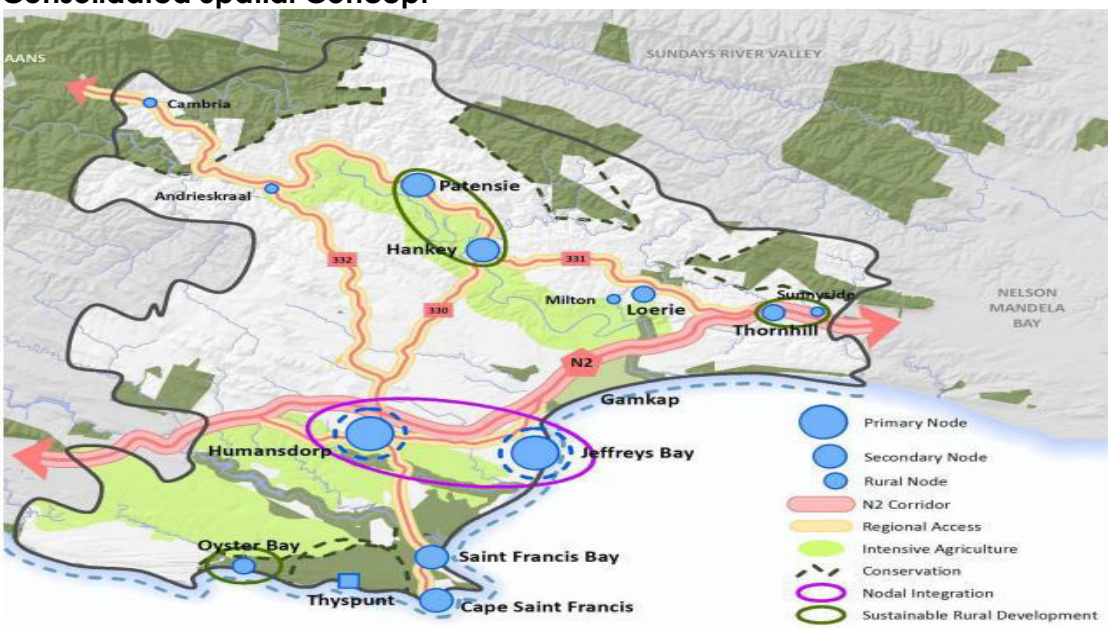
This section sets out a vision and spatial concept for the spatial planning and land use management in the Kouga Municipal Area.
"Kouga is a municipal area where well protected natural resources provide economic opportunities and a framework within which a network of well-connected SMART settlements, with a unique town feel, provides social and economic opportunities for all residents.
This Vision is built on the following components:

1. A hierarchy of settlements

2. Networks – Mobility and Logistics
3. Protect natural resources/Integrated Environmental Management
4. Promoting Agriculture and Rural Development
5. Efficient functioning of settlements / Resilient, Inclusive, Smart and Sustainable Settlements

5.2.6 Consolidated Spatial Concept

Consolidated Spatial Concept



5.2.7 Municipal Spatial Framework

The municipal framework sets aside a large component of the area for the protection and management of natural areas and higher value agricultural land. The ecological and economic services that these areas provide enable the agricultural and tourism sectors to function effectively.

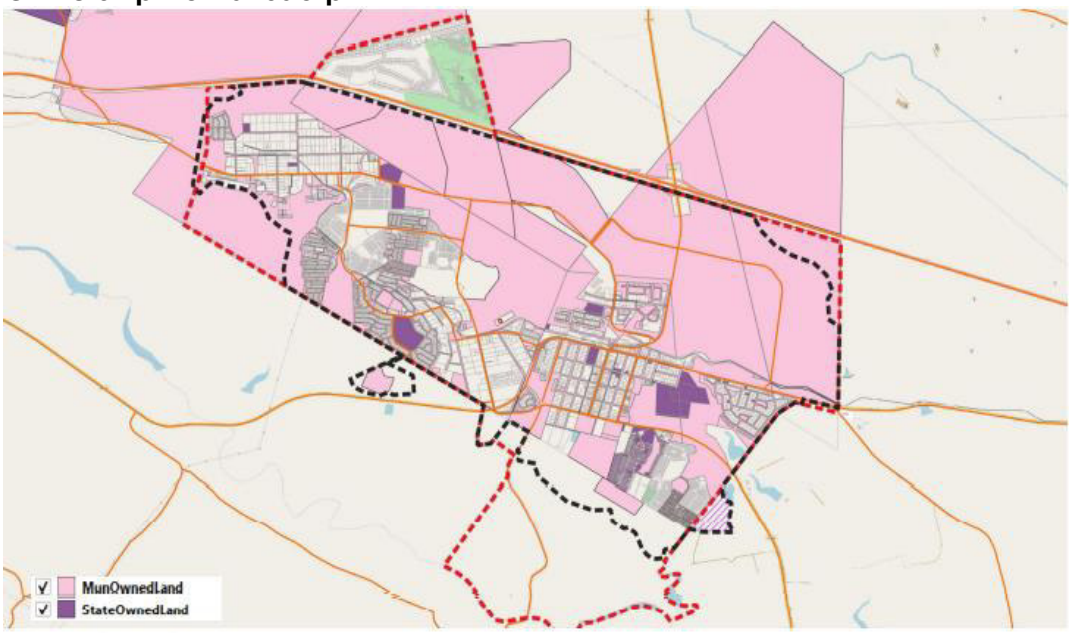
The municipal wide SDF proposals are set out on Figure 16(SDF) and will be read together with the Land Use Management Guidelines set out in Chapter 5.

Municipal Spatial Plan



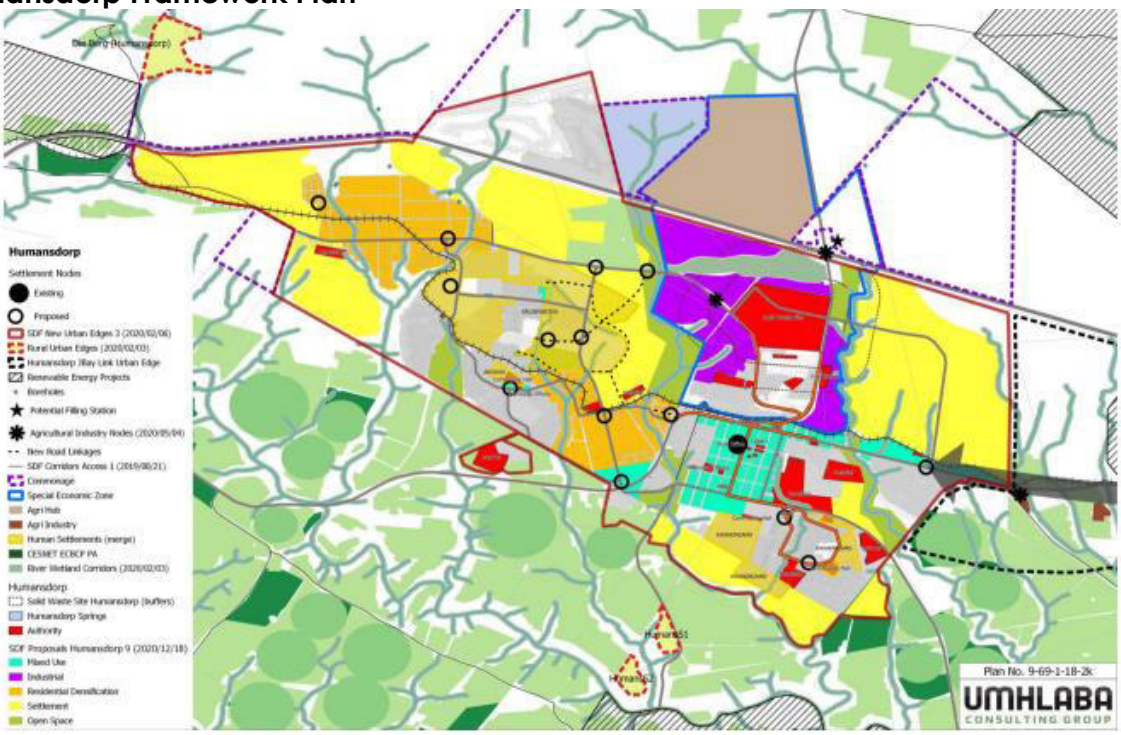
Land Ownership

Ownership Humansdorp



Humansdorp Framework Plan

Humansdorp Framework Plan



5.3 Disaster Management

The Disaster Management Act, 2002 is a legal instrument that provides coherent and transparent information with the aim to prevent and mitigate disasters and indicates how risk reduction measures are dealt with in the long-term as well as managing emergencies in the shorter term. It includes aspects of preparedness, response and recovery.

The Kouga Local Municipality has prepared a Disaster Management Plan in accordance with the requirements of the Disaster Management Act, 57 of 2002 (the Act) and Disaster Management Amendment Act, 16 of 2015.

i) Response

Immediate and effective response

What constitutes an integrated, coordinated, rapid and effective response? This can only be achieved through planning, implementation and exercise. A Technical Advisory Committee will be appointed by the Kouga Local Advisory Forum and a response policy will be drafted.

ii) Recovery

Post disaster impact assessments

After a disaster, the following disaster impact assessment activities will be undertaken, including an impact analysis relating to:

- ✧ Direct and indirect impact on communities;
- ✧ Social impact;
- ✧ Agricultural impact;
- ✧ Infrastructural impact, including critical infrastructure;
- ✧ Environmental impact; and
- ✧ Economic impact.

iii) Logistics

Whether during disaster response, or while implementing mitigation activities, the basic task of a logistics system is to deliver the appropriate supplies, in good condition, in the quantities required, and at the place and time they are needed.

Role of Logistics in Mitigation Activities

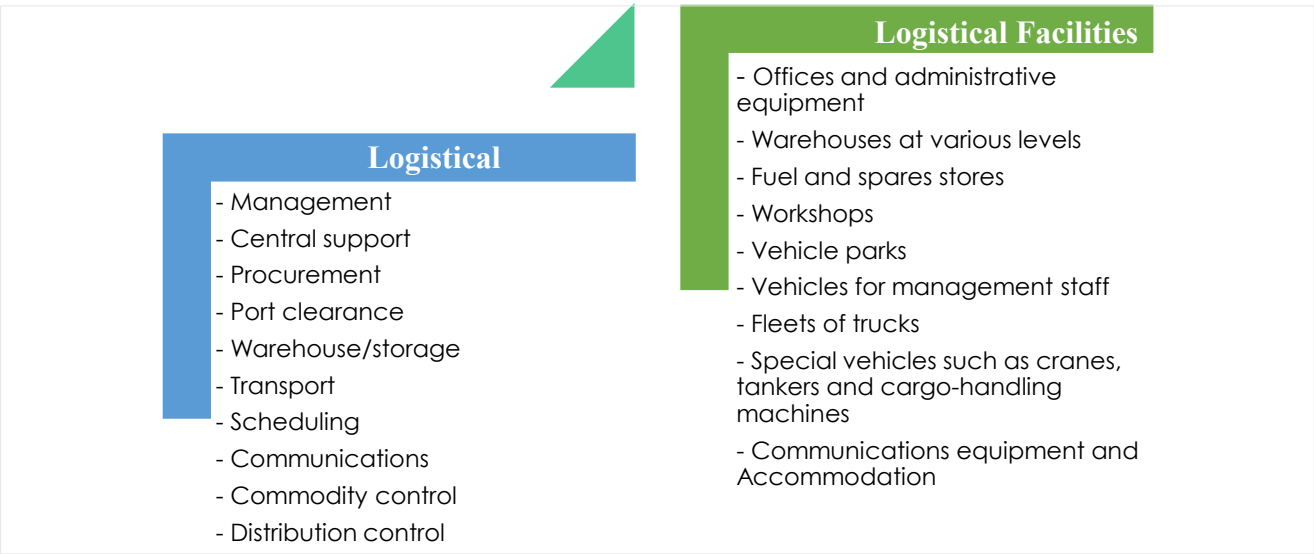
In this context, mitigation activities will be considered to include components such as preparedness, recovery and reconstruction.

Required Facilities and Equipment

The following function will form part of the logistical system, while several facilities will be required to support these functions:

Disaster Logistical Functions and Facilities

Figure 23:Disaster Logistical Functions and Facilities



iv) Risk Reduction: Risk reduction project proposals

Table 34:Risk Reduction Project Proposals

No	Hazard	Risk reduction project proposals
1	**Flooding**	**Physical planning:** poor physical planning causes flooding but where adequate drainage channels are constructed with ongoing maintenance the problem of flooding reduces. **Engineering & Construction:** engineering design and safety standards should be incorporated to assure structural integrity of buildings. **Economic Measures:** address flood related financial needs & investing in forecast-based financing of risk reduction and preparedness measures as climate changes might increase in the future. **Management & Institutional:** in order to achieve ideal flood forecasting and warning systems, cooperation involving stakeholders is necessary. For example, SA Weather Services can provide specific advisory services to local communities establishing flood warning systems. **Societal Measures:** traditional and indigenous practices of coping with floods are as important and vital as the modern approaches. Local knowledge approaches should be investigated as it is also the most valuable asset for flood management planning.
9	**Human and Animal Epidemic** **Disease**	**Physical planning measures:** hospitals to draw up plans for managing epidemics. Train hospital staff for in an emergency or disaster to better contribute to the emergency response. Providing support for patient transport. **Engineering & construction measures:** ensure that effective repair & maintenance services aimed at avoiding functional collapse of the

No	Hazard	Risk reduction project proposals
		hospital. Train engineering & maintenance staff in infection prevention and control procedures. **Economic measures:** Logistics management & stockpiles of special supplies and equipment are needed in readiness. **Management & institutional measures:** developing Hospital Emergency Risk Management Programme-including measures to protect staff, patients & visitors from infections. Establish hospital emergency committee & Incident Command Group. **Societal measures:** developing strategies & programs to disseminate information the public is likely to need with a view to reducing risks during an emergency.
18	**Fire: Structural** **(Formal Settlements)** **Fire: Structural** **(Informal Settlements)**	**Physical planning measures:** develop a district-wide strategic framework for fire & burn prevention. **Engineering & construction measures:** smoke alarms provide an early warning system that alert people & permit time for an escape before a fire spreads, the implementation of this invention will reduce the risk of deaths in any form of settlements. **Economic measures:** prioritise funding & prevention training. **Management & institutional measures:** develop an information strategy & data collection system because an effective information strategy would support response planning & prevention, hazard identification & risk assessments. **Societal measures:** educational strategies for the public & communities with regards to fire awareness, safety & prevention.
4	**Road Incidents**	**Physical planning:** looking into the possibility of introducing safer travel choices. For example, rail has shown to be a safer form of travelling than motorized modes of travelling. **Engineering & Construction measures:** development of local road safety schemes that road safety engineers and urban designers can use in a wide range of measures to improve the safety of the road environment for all road users and to encourage increased use of streets as places that meet the needs of pedestrians, cyclists and public transport users. **Economic measures:** Speed enforcement detection devices can be effective in reducing RTA's and associated injuries. Appointing and training police for policing on roads can have a beneficial effect on road traffic facilities and crashes. **Management & Institutional measures:** Introduce proper land use planning, residential, commercial and industrial policies to be enforced. Develop a Road Traffic Accidents Response Strategy. **Societal measures:** enforce seatbelt wearing use as research has shown that seatbelts reduce the risk of death in a crash by approximately 60%.

No	Hazard	Risk reduction project proposals
		Safety education programmes for pedestrians. Driver training/ education programmes. Awareness, communication and collaboration are key to establishing and sustaining road safety efforts.
2	Drought	**Physical planning:** limit evaporation from swimming pools and other man-made water bodies through implementing appropriate physical planning measures and by-laws. Study and understand the impact of climate change on development. Promote awareness and cultivation of drought resistant crops. Build proper storage and preservation facilities by agricultural produce. **Engineering & Construction:** Monitor observation and production boreholes. Implement water pressure management systems to reduce water network losses. Finding and repairing underground water leaks (on going). **Economic Measures:** address drought related financial needs through operating budgets & forecast-based financing of risk reduction & preparedness measures. Introducing the stepped tariffs system of billing. Facilitate affordable and accessible insurance for emerging businesses and small-scale farming communities. **Management & Institutional Measures:** appoint a drought task team with a focus on establishing a multidisciplinary team of stakeholders and securing partnerships. Establish clear drought planning purposes and objectives. **Societal Measures:** capacitate rural & urban communities to identify areas where water losses and leakages can and do occur and provide an efficient reporting process. Develop awareness training and workshops in high-risk areas. Develop & inform communities of response actions to early warning systems.
7	Water Pollution	**Physical planning:** develop and maintain control measures for effective curbing of water pollution resulting from pollutants seeping into rusted galvanized iron pipes, flood/underground seepage of human and material wastes. **Economic measures:** Provide incentives for environmentally sound behaviour, raising revenue to help finance pollution control activities and ensuring that water quality objectives are achieved at the least possible (overall) cost to society. **Management & institutional measures:** develop a Water Pollution Control Compliance on Construction Sites for Resident Engineers Policy. Ensure compliance with this policy. Encouraging Adaptive practices such as organic farming and integrated pest management could help protect waterways. Develop Wastewater discharge regulations. **Societal measures:** developing intervention projects pertaining to environmental hazards are often more sustainable if they address the driving forces behind pollution at the community level.
3	Fire (Veld)	**Physical planning measures:** Fire response team working close to fire-fighting equipment. Ensure on-going testing of firefighting equipment.

No	Hazard	Risk reduction project proposals
		Engineering & Construction measures: Ensure that infrastructure within the perimeter of the veld fire should be inspected for damage and repaired if necessary. **Economic measures:** address veld fires/wildfires related financial needs through operating budgets & forecast-based financing of risk reduction & preparedness measures in order to ensure that resources will respond quickly. **Management & Institutional measures:** Ensure designated management staff are available for veld fires/wildfires response. Ensure that proactive fire management measures are undertaken as planned. Ensure standby operational on a roster basis. Establish agreements with a neighbouring estate whereby fires on the property are reported on the owner's behalf. Keep informed of fire weather conditions and forecasts. In terms of resources, fire response agreements should be in place-either with neighbouring estates that have sufficient resources to respond, or with a third-party agent. Societal measures: educate the public that open fires are only permitted in authorised fireplaces. Plan and make known escape routes for everyone on the ground and in the air. Restrict public access to the recently burnt areas if dangerous or ecologically sensitive. Post a lookout for danger and safety aspects.
8	**Illegal Uncontrolled Solid Waste Disposal**	**Physical planning:** good municipal solid waste management practices require collection of critical information which is not just for keeping the records up to date but used effectively for taking corrective measures as well as proper planning for the future. Establishment of landfill sites as well as street bins distribution to minimize illegal solid waste dumping. **Engineering & construction measures:** investment for bulk infrastructure development for the establishment of regional waste disposal sites and bulk waste transfer stations within the district. **Economic measures:** Implement and ensure the user pays principle is applied for waste management. **Management & institutional measures:** ensure rules & regulations governing waste management are enforced at all times. Preparing & implementing an IWMP & development of a framework for IDPs & ensuring that IWMPs inform the IDP Process. **Societal measures:** establishment of waste minimisation programmes, environmental education, and awareness campaigns and workshops.

iv. Strategic Disaster Risk Reduction

Disaster risk reduction is the concept and practice of reducing disaster risks through systematic efforts to analyse and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land

and the environment, and improved preparedness for adverse events. Disaster risk reduction, through proper planning and management is the new key driving principle in disaster management.

The Kouga Local Municipal follows a priority strategic approach to **disaster risk reduction**. This strategy aims to achieve the following objectives:

- To establish and incorporate the foundational guiding arrangements for disaster risk reduction in the Kouga Local Municipality.
- To increase awareness and knowledge of disaster risk reduction methods and opportunities.
- To inform the legal and institutional basis for efficient disaster risk reduction planning and implementation.
- To contribute towards the inclusion of disaster risk reduction into development policy, programmes and projects.
- To establish a strategic platform for public-private-sector.
- Co-operation in disaster risk reduction.
- To contribute to community resilience against threats and effects of disasters.

The following factors are important to ensure the effectiveness of implementing the strategic goals and initiatives:

- Political buy-in and support;
- Strategic leadership by management;
- Uniform standards supported by national policy and legislation;
- Stakeholders and responsible agencies need to accept responsibility and be held accountable for neglecting responsibilities in terms of disaster risk reduction;
- Capacity and awareness at local level;
- Appropriate systems and technologies;
- Private sector support;
- Optimising the use of resources: Using fewer resources to achieve more;
- The involvement and co-operation of non-governmental role players and historical information, to be inter alia gathered through indigenous knowledge, is of paramount importance.

The Disaster Management Centre / Office must establish mechanisms to ensure integration and joint standards of practice in the execution of disaster management policy.

5.4 Air Quality Management Plan

5.4.1 Status of the AQMP

Kouga Municipality is in the process of Developing and Air Quality Management Plan for the Kouga municipal area. The procurement processes have commenced and will be awarding to the successful bidder soon. The appointed service provider will have to undertake the Baseline Air Quality Assessment.

5.5 Seekoei Estuary Management Plan

5.5.1 Status of the Seekoei Estuary Management Plan

Kouga Municipality is reviewing the Seekoei Estuarine Management Plan (EMP) for the Seekoei Estuary located (34° 5'8.25"S 24°54'15.21"E) in the Kouga Local Municipality, Eastern Cape which was gazetted in June 2019 by MEC Mlungisi Mvoko. This is the 5-year legislated review as per the National Estuarine Management Protocol published under the National Environmental Management: Integrated Coastal Management Act (Act 24 of 2008) requires that the Plan is reviewed every 5 years. Kouga Local Municipality has therefore initiated the process of reviewing the EMP. A public participation process is required as part of the review of the EMP and was conducted on 21November 2023 terms of Section 53 of the NEM: ICM Act and Regulation 41 of GN R 982, 2014.

5.6 Integrated Waste Management Plan

5.6.1 Status of the Integrated Waste Management Plan

The Integrated Waste Management Plan was last approved during September 2015 and is now in process of being reviewed.

The formulation of the IWMP should include a review of the current status quo of waste management in the area and identification of gaps in the provision of waste services. This report is a situation analysis including, amongst other things, an analysis of waste types generated in the KLM, a description of current waste management services, and an indication of the number of households not receiving a waste collection service.

5.7 Climate Change Strategy

5.7.1 Status of the Climate Change Strategy

The Climate Change Strategy was developed and approved during November 2022.

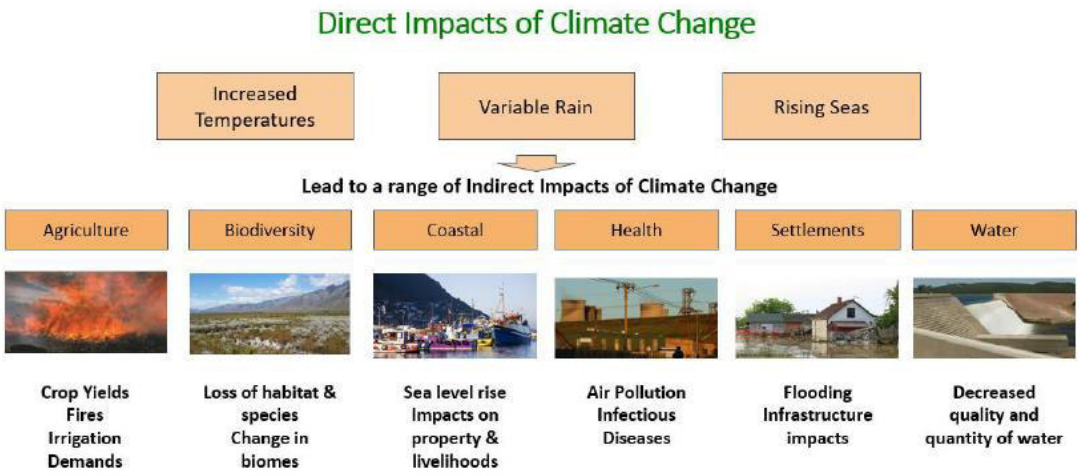
5.7.2 Objective of the Climate Change Strategy

The objectives of the Climate Change Strategy are the following:

- Provide directions for decision making related to climate change adaptation and mitigation projects to be prioritised.
- Informing staff of KLM as well as the public and especially relevant stakeholders about the impact of Climate Change and possible responses at the municipal level.
- Developing a basic Climate Change Risk and Vulnerability Assessment for Kouga that considers the local conditions in each town/ward.
- Reviewing the policies addressing Climate Change.
- stablishing a first Climate Change Strategy that can be integrated into the IDP and extended at a later stage.
- Establishing a Climate Change Committee with clear responsibilities to further drive the implementation of the Strategy.
- Implementing the first CC mitigation and adaptation measure in KLM.

In summary the present Climate Change Strategy outlines key climate change vulnerabilities that were identified through a Risk and Vulnerability Assessment and defines strategic adaptation responses.

5.7.3 Direct Impacts of Climate Change



5.8 Local Economic Development Plan

5.8.1 Status of the Local Economic Develop Plan

Kouga Municipality is in a process of reviewing its LED Strategy which was last approved in 2019.

CHAPTER 6: FINANCIAL MANAGEMENT

This Chapter is linked to the National Key Performance Area, Financial Viability

6.1 EXECUTIVE SUMMARY

The key service delivery priorities, as reflected in the IDP, informed the development of the Budget, including the need to maintain and improve the Municipality's financial sustainability. It is also to be noted that cost containment measures are being implemented to curb costs and to improve operational efficiency.

National Treasury's MFMA Circulars No. 126 and 128 was used to guide the compilation of the 2024/25 Medium Term Revenue and Expenditure Framework (MTREF).

The Municipality faced the following significant challenges during the compilation of the 2024/25 MTREF:

- Maintaining an acceptable employee related cost ratio.
- Increased costs associated with bulk electricity and water purchases, placing upward pressure on municipal tariff increases.
- Allocation of the required budget provision for the rehabilitation and maintenance of infrastructure.
- Maintaining electricity and water losses at acceptable levels.
- Maintaining revenue collection rates at the targeted levels; and
- Maintaining an acceptable cost coverage ratio.

The following budgeting principles and guidelines directly informed the compilation of the 2024/25 MTREF:

- The priorities and targets, relating to the key strategic focus areas, as outlined in the IDP.
- The level of property rates and tariff increases to take into account the need to address maintenance and infrastructural backlogs.
- The level of property rates and tariff increases to ensure the delivery of municipal services on a financially sustainable basis.
- The need to enhance the municipality's revenue base.
- No loan funding is available to support the Capital Budget at this stage.
- In accordance with Section 19 of the Municipal Finance Management Act, the relevant Directors must submit comprehensive reports in relation to new projects, inter alia; dealing with the total project costs, funding sources, future operating budget implications and associated tariff implications, before Council finally approves the implementation of any new projects.

In view of the aforementioned, the following table represents an overview of the proposed 2024/25 Medium-term Revenue and Expenditure Framework:

Table 35: Overview of the 2024/25 MTREF

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	Budget Year 2024/25	% Incr./ Decr.	Budget Year 2025/26	% Incr./Decr.	Budget Year 2026/27	% Incr./Decr.
Revenue							
Total Revenue (excluding capital transfers and contributions)	1 297 411	1 392 621	7,34%	1 512 282	8,59%	1 648 335	9,00%
Total Expenditure	1 436 791	1 505 669	4,79%	1 631 362	8,35%	1 755 199	7,59%
Surplus/(Deficit)	(139 380)	(113 048)	-18,89%	(119 080)	5,34%	(106 864)	-10,26%
Total Capital Expenditure	121 690	81 369	-33,13%	45 354	-44,26%	49 890	10,00%

Total operating revenue has increased by 7.34% or R 95,210 million for the 2024/25 financial year, compared to the 2023/24 Adjustments Budget.

For the two outer years, operational revenue increases by 8.59% and 9.0% respectively, resulting in a total revenue growth of R 350,924 million over the MTREF, when compared to the 2023/24 financial year.

Total operating expenditure for the 2024/25 financial year amounts to R 1,506 billion, resulting in a budgeted deficit of R 113,048 million. Compared to the 2023/24 Adjustments Budget, operational expenditure increased by 4,79% in the 2024/25 Budget.

For the two outer years, operational expenditure increases by 8.35% and 7.59% respectively. The 2025/26 and 2026/27 budgets reflect operating deficits of R 119,080 million and R 106,864 million respectively.

The major operating expenditure items for 2024/25 are employee related costs (31.34%), bulk electricity purchases (25.66%), debt impairment (10.51%), contracted services (8.35%), depreciation (7.82%), inventory consumed (7.21%) and operational costs (6.26%).

Funding for the 2024/25 Operating Budget is obtained from various sources, the major sources being service charges such as electricity, water, sanitation, environmental management fees

and refuse collection (47.71%), property rates (21.33%), grants and subsidies received from National and Provincial Governments (14.52%).

To fund the 2024/25 Operating Budget, the following increases in property rates and service charges have been proposed, with effect from 1 July 2024:

Property rates (decrease in cents in the Rand)	-	5.5%
Water	-	7.25%
Sanitation	-	6.5%
Refuse	-	6.5%
Electricity (average increase in income)	-	12.7%
Environmental Management Fee	-	6.5%

The capital budget of R 81,369 million for 2024/25 is R 45,733 million or 33.13% less than the 2023/24 Adjustments Budget.

The Capital Budget over the MTREF will be mainly funded from government grants and subsidies, as the municipality has limited internal funding available.

6.2 OPERATING REVENUE FRAMEWORK

The following table illustrates the mix of main revenue sources, supporting the 2024/25 MTREF:

Table 36:(Mix of main revenue sources)

Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Revenue								
Exchange Revenue								
Service charges - Electricity	352 780	27,19%	397 583	28,55%	460 004	30,42%	532 224	32,29%
Service charges - Water	118 603	9,14%	127 202	9,13%	136 424	9,02%	146 315	8,88%
Service charges - Waste Water Management	64 268	4,95%	68 446	4,91%	72 895	4,82%	77 633	4,71%
Service charges - Waste Management	66 782	5,15%	71 123	5,11%	75 745	5,01%	80 669	4,89%
Sale of Goods and Rendering of Services	9 000	0,69%	9 533	0,68%	10 095	0,67%	10 689	0,65%
Agency services	4 276	0,33%	4 554	0,33%	4 850	0,32%	5 166	0,31%
Interest earned from Receivables	30 145	2,32%	32 335	2,32%	34 757	2,30%	37 376	2,27%
Interest earned from Current and Non-Current Assets	11 674	0,90%	13 998	1,01%	12 809	0,85%	13 385	0,81%
Rental from Fixed Assets	2 999	0,23%	3 187	0,23%	3 385	0,22%	3 595	0,22%
Licence and permits	2 677	0,21%	2 851	0,20%	3 037	0,20%	3 234	0,20%
Operational Revenue	4 116	0,32%	1 955	0,14%	1 976	0,13%	1 998	0,12%
Non-Exchange Revenue								
Property rates	281 488	21,70%	297 076	21,33%	313 303	20,72%	330 535	20,05%

Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Fines, penalties, and forfeits	134 597	10,37%	143 343	10,29%	152 658	10,09%	162 577	9,86%
Licences or permits	11 053	0,85%	11 772	0,85%	12 537	0,83%	13 352	0,81%
Transfer and subsidies - Operational	197 730	15,24%	202 153	14,52%	211 994	14,02%	223 454	13,56%
Interest	5 223	0,40%	5 510	0,40%	5 813	0,38%	6 133	0,37%
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**100,00%**	**1 392 621**	**100,00%**	**1 512 282**	**100,00%**	**1 648 335**	**100,00%**

In the 2023/24 financial year, rates and service charges amounted to R 883,921 million. This increases to R 961,430 million, R 1,058 billion and R 1,167 billion in the 2024/25, 2025/26 and 2026/27 financial years, respectively.

The major operating revenue sources for 2024/25 are electricity (28.55%), property rates (21.33%), operating grants & subsidies (14.52%), water (9.13%), waste management (5.11%) and wastewater management (4.91%).

The following table provides a breakdown of the various operating grants and subsidies allocated to the Municipality over the medium term:

Table 37 (Operating Transfers and Grant Receipts)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**

Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

The Municipality is faced with the significant challenge of providing services with its limited financial resources. Against this background, the Municipality has undertaken the tariff determination process relating to property rates and service charges as follows:

6.2.1 Property Rates

Property rates fund the costs associated with the provision of general services, such as fire, library and roads and stormwater services.

The following provisions in the Property Rates Policy are highlighted:

- The first R15 000 of the market value of a property used for residential purposes is excluded from the rateable value (Section 17(h) of the MPRA).
- An additional R85 000 rebate will be granted to registered indigents in terms of the Indigent Policy.
- If the usage of a property changes during a financial year, the rebate applicable will be reduced *pro rata* for the balance of the financial year.
- Residential properties with a market value up of R400 000 including the impermissible rate of R15 000.
- R 200 000 on one residential property, including the impermissible rate of R15 000, for Rate Payer 60 years and older with a gross household income not more than R15 000.00

A property rates increase of 5.5% in cents in the rand is proposed as from 1 July 2024.

The proposed property rates increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment.

6.2.2 Sale of Water and Impact of Tariff Increases

In accordance with National Treasury's MFMA Circulars, no. 51, 55, 58, 66, 70, 74, 85, 88, 89, 91, 93 and 94, Municipalities are encouraged to review the level and structure of their water tariffs to ensure:

- Fully cost reflective water tariffs – tariffs should include the costs associated with bulk water purchases, the maintenance and renewal of purification plants, water networks and water reticulation expansion.
- Water tariffs are structured to protect basic levels of service; and
- Water tariffs are designed to encourage efficient and sustainable consumption.

A phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 7.25% is proposed as from 1 July 2024. The proposed tariff increase is mainly influenced by the following:

- Employee related costs increased by 6%.
- The cost of bulk water purchases increased by 7.25%.
- Providing for debt impairment.

The water tariff structure is designed in such a manner that higher levels of water consumption are progressively charged at a higher rate.

6.2.3 Sale of Electricity and Impact of Tariff Increases

The National Energy Regulator of South Africa (NERSA) is responsible for price determination of the bulk costs for electricity, a 12.7% increase in bulk costs for electricity was approved by Nersa. The Municipality is proposing a 12.7% increase on average consumer tariffs to offset the additional electricity bulk purchases costs, as from 1 July 2024. The proposed tariffs increase of 12.7% is subjected to the approval by Nersa.

The proposed tariff increases are mainly influenced by the following:

- Employee related costs increased by 6%.
- The cost of bulk electricity purchases increased by 12.7%.
- Repairs and maintenance of electricity infrastructure.
- Providing for debt impairment.

6.2.4 Sanitation and Impact of Tariff Increases

In accordance with National Treasury's MFMA Circulars, no. 51, 55, 58, 66, 70, 74, 85, 88, 89, 91, 93 and 94, Municipalities are encouraged to review the level and structure of their sanitation tariffs to ensure:

- Fully cost reflective sanitation tariffs – tariffs should include the costs associated with maintenance and renewal of treatment plants, sanitation networks and sanitation infrastructure expansion.
- Sanitation tariffs are structured to protect basic levels of service; and
- Sanitation tariffs are designed to encourage efficient and sustainable consumption.

A phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 6.5% is proposed as from 1 July 2024. The proposed tariff increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment.

6.2.5 Refuse Collection and Impact of Tariff Increases

National Treasury has urged municipalities to ensure that refuse tariffs are fully cost reflective. The tariffs should consider the need to maintain a cash-backed reserve to cover the future

costs of the rehabilitation of landfill sites. In this regard a phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 6.5% is proposed for refuse collection, as from 1 July 2024.

The proposed tariff increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment

6.2.6 Environmental Management Fees and Impact of Tariff increases

A tariff increases of 6.5% is proposed for the environmental management fee, as from 1 July 2024.

6.3 OPERATING EXPENDITURE FRAMEWORK

The following table provides a breakdown of budgeted capital expenditure by vote:

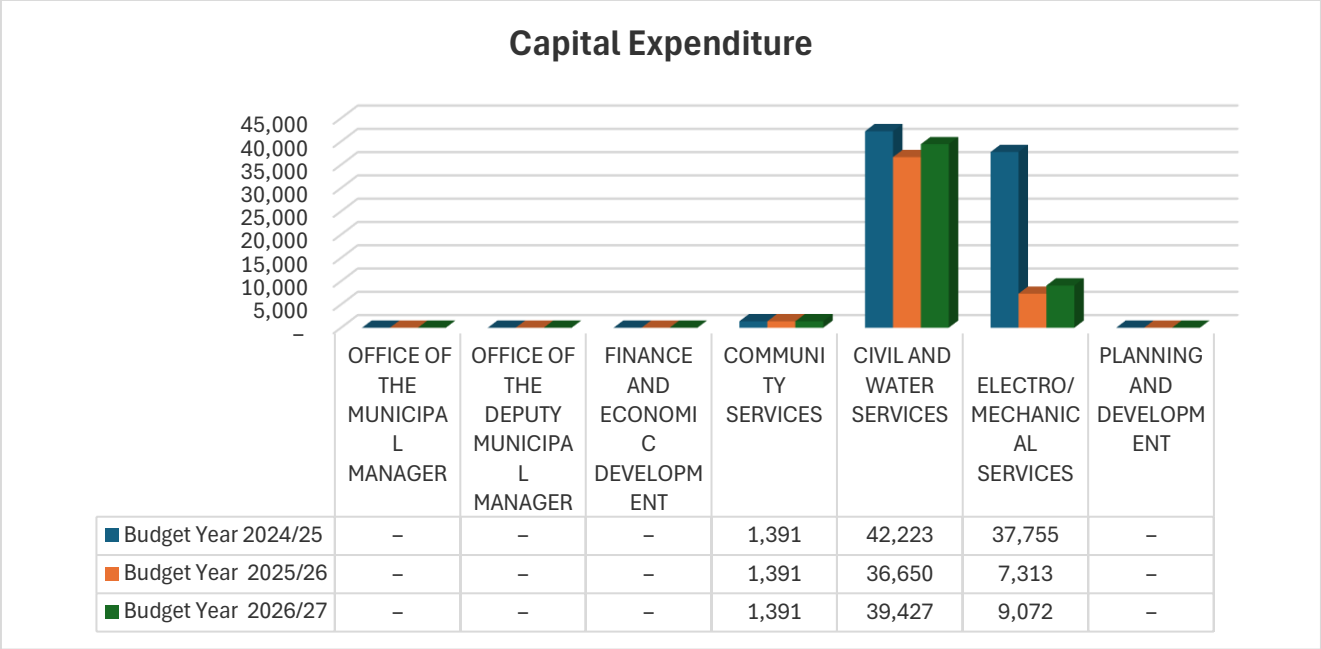
Table 38: (2024/25 Medium-term capital budget per vote)

Vote Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Capital expenditure - Vote								
Multi-year expenditure to *be appropriated*								
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	–	0,00%	–	0,00%	–	0,00%	–	0,00%
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	1 132	0,93%	–	0,00%	–	0,00%	–	0,00%
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	2 972	2,44%	–	0,00%	–	0,00%	–	0,00%
Vote 4 - COMMUNITY SERVICES	5 999	4,93%	1 391	1,71%	1 391	3,07%	1 391	2,79%
Vote 5 - CIVIL AND WATER SERVICES	91 646	75,31%	42 223	51,89%	36 650	80,81%	39 427	79,03%
Vote 6 - ELECTRO/MECHANICAL SERVICES	–	0,00%	37 755	46,40%	7 313	16,12%	9 072	18,18%
Vote 7 - PLANNING AND DEVELOPMENT	19 941	16,39%	–	0,00%	–	0,00%	–	0,00%
Total Capital Expenditure - Vote	**121 690**	**100,00%**	**81 369**	**100,00%**	**45 354**	**100,00%**	**49 890**	**100,00%**

Civil and Water Services receives the highest allocation of R 42,223 million in 2024/25, which equates to 51.89%, followed by Electro/Mechanical Services at R 37,755 million (46.40%) and Community Services at R 1,391 million (1.71%).

The following graph provides a breakdown of the capital budget over the MTREF.

Figure 24: Capital Expenditure



6.4 CAPITAL EXPENDITURE

The ten main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section. These tables set out the Municipality's 2024/25 Budget and MTREF to be considered for approval by the Council. Each table is accompanied by *explanatory notes*.

Table 39: (Table A1 - Budget Summary)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Financial Performance				
Property rates	281 488	297 076	313 303	330 535
Service charges	602 433	664 354	745 068	836 841
Investment revenue	11 674	13 998	12 809	13 385
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Other own revenue	204 086	215 040	229 107	244 120
Total Revenue (excluding capital transfers and contributions)	1 297 411	1 392 621	1 512 282	1 648 335
Employee costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Inventory consumed and bulk purchases	457 866	494 918	577 037	657 043
Transfers and subsidies	1 124	400	400	400
Other expenditure	405 992	387 679	393 798	411 479
Total Expenditure	1 436 791	1 505 669	1 631 362	1 755 199
Surplus/(Deficit)	(139 380)	(113 048)	(119 080)	(106 864)
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	(44 919)	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	(44 919)	(58 574)	(66 923)	(49 490)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Capital expenditure & funds sources				
Capital expenditure	121 690	81 369	45 354	49 890
Transfers recognised - capital	86 544	47 369	45 354	49 890
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total sources of capital funds	121 690	81 369	45 354	49 890
Financial position				
Total current assets	196 456	196 260	201 276	238 442
Total non-current assets	2 328 913	2 292 484	2 213 954	2 134 616
Total current liabilities	213 556	225 392	213 601	202 708
Total non-current liabilities	255 754	270 953	276 153	294 364
Community wealth/Equity	2 056 059	1 992 399	1 925 476	1 875 986
Cash flows				
Net cash from (used) operating	55 205	69 651	73 935	98 389
Net cash from (used) investing	(121 690)	(47 369)	(45 354)	(49 890)
Net cash from (used) financing	(12 169)	(22 478)	(23 564)	(11 333)
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Cash backing/surplus reconciliation				
Cash and investments available	26 282	26 086	31 102	68 268
Application of cash and investments	20 861	21 301	21 741	22 182
Balance - surplus (shortfall)	5 420	4 785	9 361	46 086
Asset management				
Asset register summary (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Depreciation	109 663	117 798	123 884	129 229
Renewal and Upgrading of Existing Assets	89 996	35 036	14 045	22 990
Repairs and Maintenance	59 605	218 381	233 320	245 952
Free services				
Cost of Free Basic Services provided	38 098	66 720	71 730	77 158
Revenue cost of free services provided	17 793	–	–	–
Households below minimum service level				
Water:	–	–	–	–
Sanitation/sewerage:	–	–	–	–
Energy:	–	–	–	–
Refuse:	–	–	–	–

Explanatory notes to Table A1 - Budget Summary

The aim of the Budget Summary is to provide a concise overview of the proposed budget from all the major financial perspectives (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance). The table provides an overview of the amounts to be approved by Council within the context of operating performance, resources utilised for capital expenditure, financial position, cash, and funding compliance, as well as the Municipality's commitment to eliminating basic service delivery backlogs.

Table 40: (Table A2 - Budgeted Financial Performance (revenue and expenditure by standard classification)

Functional Classification Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue - Functional				
Governance and administration	**558 025**	**590 750**	**621 613**	**655 502**
Executive and council	135	142	148	155
Finance and administration	557 890	590 608	621 465	655 347
Internal audit	–	–	–	–
Community and public safety	**37 059**	**18 317**	**19 225**	**20 187**
Community and social services	2 435	2 460	2 486	2 515
Sport and recreation	10 802	11 504	12 252	13 048
Public safety	1 604	1 857	1 874	1 892
Housing	19 841	–	–	–
Health	2 378	2 496	2 613	2 733
Economic and environmental services	**50 432**	**45 763**	**47 066**	**50 111**
Planning and development	9 690	10 252	10 839	11 529
Road transport	13 003	9 599	8 631	9 192
Environmental protection	27 739	25 912	27 596	29 390
Trading services	**746 356**	**792 266**	**876 535**	**979 909**
Energy sources	370 684	409 585	476 287	550 222
Water management	182 887	177 913	182 860	197 609
Waste water management	116 065	123 062	130 371	139 404
Waste management	76 720	81 707	87 018	92 674
Other	**–**	**–**	**–**	**–**
Total Revenue - Functional	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional				
Governance and administration	**323 646**	**361 817**	**369 436**	**377 649**
Executive and council	60 112	60 669	63 460	65 420
Finance and administration	263 075	300 625	305 578	311 781
Internal audit	460	523	398	449
Community and public safety	**119 186**	**140 104**	**145 522**	**151 964**
Community and social services	13 558	13 952	14 331	14 956
Sport and recreation	60 909	75 205	78 127	81 461
Public safety	30 280	33 254	34 943	36 726
Housing	6 606	9 703	9 753	10 088
Health	7 832	7 991	8 368	8 732
Economic and environmental services	**303 538**	**287 839**	**306 635**	**325 294**
Planning and development	35 970	31 456	29 720	31 225
Road transport	254 766	246 274	266 817	283 816
Environmental protection	12 802	10 109	10 098	10 254
Trading services	**682 411**	**715 909**	**809 769**	**900 291**
Energy sources	427 457	454 724	534 317	611 385
Water management	107 011	108 542	116 361	122 468
Waste water management	84 300	88 779	93 970	98 663
Waste management	63 643	63 864	65 121	67 774
Other	**8 010**	**–**	**–**	**–**
Total Expenditure – Functional	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A2 - 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 approve a budget in one common format, to facilitate comparison across all municipalities. It should be noted that the revenue by vote as reflected in this table, includes revenue attributable to capital grants.

Table 41:(Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue by Vote				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	789	1 115	1 143	1 172
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	422 753	446 890	468 447	492 425
Vote 4 - COMMUNITY SERVICES	263 317	276 782	294 491	313 345
Vote 5 - CIVIL AND WATER SERVICES	306 542	304 298	315 141	339 078
Vote 6 - ELECTRO/MECHANICAL SERVICES	370 684	409 586	476 288	550 224
Vote 7 - PLANNING AND DEVELOPMENT	27 788	8 424	8 929	9 465
Total Revenue by Vote	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote ***to be appropriated***				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	38 166	31 456	32 681	34 019
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	112 376	128 955	131 727	136 388
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	113 131	142 064	143 474	143 136
Vote 4 - COMMUNITY SERVICES	369 557	386 594	410 377	430 778
Vote 5 - CIVIL AND WATER SERVICES	334 137	316 288	334 913	353 575
Vote 6 - ELECTRO/MECHANICAL SERVICES	427 457	466 160	546 114	623 674
Vote 7 - PLANNING AND DEVELOPMENT	41 967	34 152	32 074	33 629
Total Expenditure by Vote	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)

1. The purpose of the format in which the budget is presented, is to enable the Council to enforce a vote in accordance with the municipality's organisational structure, to assign responsibility for the revenue and expenditure recorded against these votes to the Municipal Manager and Directors concerned. Operating revenue and expenditure are 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 42:(Table A4 - Budgeted Financial Performance (revenue and expenditure))

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Exchange Revenue				
Service charges - Electricity	352 780	397 583	460 004	532 224
Service charges - Water	118 603	127 202	136 424	146 315
Service charges - Waste Water Management	64 268	68 446	72 895	77 633
Service charges - Waste Management	66 782	71 123	75 745	80 669
Sale of Goods and Rendering of Services	9 000	9 533	10 095	10 689
Agency services	4 276	4 554	4 850	5 166
Interest	–	–	–	–
Interest earned from Receivables	30 145	32 335	34 757	37 376
Interest earned from Current and Non-Current Assets	11 674	13 998	12 809	13 385
Rental from Fixed Assets	2 999	3 187	3 385	3 595
Licence and permits	2 677	2 851	3 037	3 234

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Operational Revenue	4 116	1 955	1 976	1 998
Non-Exchange Revenue				
Property rates	281 488	297 076	313 303	330 535
Surcharges and Taxes	–	–	–	–
Fines, penalties and forfeits	134 597	143 343	152 658	162 577
Licences or permits	11 053	11 772	12 537	13 352
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Interest	5 223	5 510	5 813	6 133
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**1 392 621**	**1 512 282**	**1 648 335**
Expenditure				
Employee related costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Bulk purchases - electricity	354 710	386 299	462 520	535 135
Inventory consumed	103 156	108 619	114 517	121 908
Debt impairment	173 540	158 246	176 273	188 877
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Contracted services	128 147	125 787	114 007	116 078
Transfers and subsidies	1 124	400	400	400
Irrecoverable debts written off	13 835	9 359	10 227	11 197
Operational costs	90 470	94 287	93 291	95 326
Total Expenditure	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit)	**(139 380)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**
Income Tax	–	–	–	–
Surplus/(Deficit) after income tax	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Joint Venture	–	–	–	–
Share of Surplus/Deficit attributable to Minorities	–	–	–	–
Surplus/(Deficit) attributable to municipality	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Associate	–	–	–	–
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A4 - Budgeted Financial Performance (revenue and expenditure)

Revenue

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

2. Total revenue (excluding capital transfers and contributions) amounts to R 1,393 billion in 2024/25 and increases to R 1,648 billion in 2026/27.This represents a year-on-year increase of 7.34% for the 2024/25 financial year and increases of 8.59% for the 2025/26 financial year and increases of 9,0% for the 2026/27 financial year, respectively.

3. Revenue from property rates amounts to R 297,076 million in the 2024/25 financial year and increases to R 330,535 million in 2026/27, which amounts to 21.33% of the total operating revenue base of the Municipality.

4. Services charges relating to electricity, water, sanitation, environmental management and refuse collection constitute the biggest component of the total revenue base, amounting to R 664,354 million for the 2024/25 financial year and increasing to R 836,841 million in 2026/27. For the 2024/25 financial year services charges amount to 47.71% of the total revenue base.

5. Transfers recognised – operating includes the local government equitable share and other operating grants from national and provincial government. It is to be noted that the grants increased by 2.24% for 2024/25, increases by 4.87% for 2025/26 and increased by 5.41% for 2026/27, compared to previous financial years.

Below a breakdown of property rates and service charges for 2024/25:

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	Budget Year 2024/25	% Increase	Budget Year 2025/26	% Increase	Budget Year 2026/27	% Increase
Revenue							
Exchange Revenue							
Service charges - Electricity	352 780	397 583	12,70%	460 004	15,70%	532 224	15,70%
Service charges - Water	118 603	127 202	7,25%	136 424	7,25%	146 315	7,25%
Service charges - Waste Water Management	64 268	68 446	6,50%	72 895	6,50%	77 633	6,50%
Service charges - Waste Management	66 782	71 123	6,50%	75 745	6,50%	80 669	6,50%
Property rates	281 488	297 076	5,5%	313 303	5,5%	330 535	5,5%
Total	**883 921**	**961 430**	**8,77%**	**1 058 371**	**10,08%**	**1 167 376**	**10,30%**

Table 43: (Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Capital expenditure - Vote				
Multi-year expenditure to be appropriated				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	48	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	2 664	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	1 422	–	–	–
Vote 4 - COMMUNITY SERVICES	4 199	–	–	–
Vote 5 - CIVIL AND WATER SERVICES	85 263	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES	4 970	–	–	–
Vote 7 - PLANNING AND DEVELOPMENT	19 841	–	–	–
Capital multi-year expenditure sub-total	**118 407**	**–**	**–**	**–**
Single-year expenditure to be appropriated				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	55	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	15	–	–	–
Vote 4 - COMMUNITY SERVICES	1 800	1 391	1 391	1 391
Vote 5 - CIVIL AND WATER SERVICES	266	42 223	36 650	39 427
Vote 6 - ELECTRO/MECHANICAL SERVICES	1 146	37 755	7 313	9 072
Capital single-year expenditure sub-total	**3 283**	**81 369**	**45 354**	**49 890**
Total Capital Expenditure - Vote	**121 690**	**81 369**	**45 354**	**49 890**
Capital Expenditure - Functional				
Governance and administration	**4 960**	**34 000**	**–**	**–**
Executive and council	1 096	–	–	–
Finance and administration	3 808	34 000	–	–
Internal audit	55	–	–	–
Community and public safety	**23 041**	**1 391**	**1 391**	**1 391**
Community and social services	–	–	–	–
Sport and recreation	200	–	–	–
Public safety	3 000	1 391	1 391	1 391
Housing	19 841	–	–	–
Health	–	–	–	–
Economic and environmental services	**16 297**	**650**	**27 500**	**13 845**
Planning and development	9 127	500	7 500	5 135
Road transport	6 771	150	20 000	8 709
Environmental protection	400	–	–	–
Trading services	**77 392**	**45 327**	**16 463**	**34 655**
Energy sources	6 117	3 755	7 313	9 072
Water management	32 608	10 685	150	–
Waste water management	36 867	30 888	9 000	25 582
Waste management	1 800	–	–	–
Other	**–**	**–**	**–**	**–**
Total Capital Expenditure - Functional	**121 690**	**81 369**	**45 354**	**49 890**

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funded by:				
National Government	63 703	45 977	43 963	48 499
Provincial Government	19 841	–	–	–
District Municipality	3 000	1 391	1 391	1 391
Transfers recognised - capital	**86 544**	**47 369**	**45 354**	**49 890**
Public contributions & donations	–	–	–	–
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total Capital Funding	**121 690**	**81 369**	**45 354**	**49 890**

Explanatory notes to Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source

1. Table A5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

2. The capital programme is funded from national grants and internally generated funds. For 2024/25, capital transfers totals R 47,369 million (58.21%) and amount to R 49,890 million for 2026/27 (100%). Borrowing amounts to R 34,000 million (41.79%) in the 2024/25 financial year. These funding sources are further discussed in detail in Section 2.6 (Overview of Budget Funding).

Table 44: (Table A6 - Budgeted Financial Position)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
ASSETS				
Current assets				
Cash and cash equivalents	26 282	26 086	31 102	68 268
Trade and other receivables from exchange transactions	77 030	77 030	77 030	77 030
Receivables from non-exchange transactions	29 014	29 014	29 014	29 014
Current portion of non-current receivables	–	–	–	–
Inventory	18 598	18 598	18 598	18 598
VAT	45 422	45 422	45 422	45 422

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Other current assets	109	109	109	109
Total current assets	**196 456**	**196 260**	**201 276**	**238 442**
Non-current assets				
Investments	–	–	–	–
Investment property	262 608	262 608	262 608	262 608
Property, plant and equipment	2 065 702	2 029 273	1 950 743	1 871 405
Biological assets	–	–	–	–
Living and non-living resources	–	–	–	–
Heritage assets	–	–	–	–
Intangible assets	603	603	603	603
Trade and other receivables from exchange transactions	–	–	–	–
Non-current receivables from non-exchange transactions	–	–	–	–
Other non-current assets	–	–	–	–
Total non-current assets	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
TOTAL ASSETS	**2 525 369**	**2 488 744**	**2 415 231**	**2 373 058**
LIABILITIES				
Current liabilities				
Bank overdraft	–	–	–	–
Financial liabilities	12 169	23 564	11 333	–
Consumer deposits	29 060	29 060	29 060	29 060
Trade and other payables from exchange transactions	124 413	124 413	124 413	124 413
Trade and other payables from non-exchange transactions	(0)	–	–	–
Provision	47 914	48 355	48 795	49 235
VAT	(0)	(0)	(0)	(0)
Other current liabilities	–	–	–	–
Total current liabilities	**213 556**	**225 392**	**213 601**	**202 708**
Non-current liabilities				
Financial liabilities	11 207	11 333	–	–
Provision	137 116	259 620	276 153	294 364
Long term portion of trade payables	–	–	–	–
Other non-current liabilities	107 431	–	–	–
Total non-current liabilities	**255 754**	**270 953**	**276 153**	**294 364**
TOTAL LIABILITIES	**469 310**	**496 345**	**489 755**	**497 072**
NET ASSETS	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**
COMMUNITY WEALTH/EQUITY				
Accumulated surplus/(deficit)	2 056 059	1 992 399	1 925 476	1 875 986
Reserves and funds	–	–	–	–
Other	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**

Explanatory notes to Table A6 - Budgeted Financial Position

1. The table presents 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.

2. 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 debt impairment, which in turn impacts on the 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 the determination of ratios and financial indicators. In addition, the funding compliance assessment is directly informed by forecasting the statement of financial position.

Table 45: (Table A7 - Budgeted cash flow statement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Property rates	263 774	287 458	303 161	319 834
Service charges	672 771	761 922	853 251	956 982
Other revenue	89 140	84 168	78 479	81 248
Transfers and Subsidies - Operational	194 472	202 153	211 994	223 454
Transfers and Subsidies - Capital	68 726	54 474	52 158	57 374
Interest	11 674	13 998	12 809	13 385
Dividends	–	–	–	–
Payments				
Suppliers and employees	(1 237 615)	(1 319 188)	(1 422 176)	(1 545 322)
Interest	(6 612)	(14 934)	(15 340)	(8 167)
Transfers and Subsidies	(1 124)	(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**55 205**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(121 690)	(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(121 690)**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–
Payments				
Repayment of borrowing	(12 169)	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(12 169)**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD	**(78 653)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	104 935	**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	**26 282**	**26 086**	**31 102**	**68 268**

Explanatory notes to Table A7 - Budgeted Cash Flow Statement

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

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

3. The cash position of the Municipality increases over the 2024/25 to 2026/27 period, from R 26,086 million to R 68,268 million.

4. Cash and cash equivalents amount to R 26,086 million as at the end of the 2024/25 financial year and increases to R 68,268 million in 2026/27.

Table 46:(Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	**Adjusted Budget**	**Budget Year 2024/25**	**Budget Year 2025/26**	**Budget Year 2026/27**
Cash and investments available				
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Other current investments > 90 days	–	–	–	–
Non-current Investments	–	–	–	–
Cash and investments available:	**26 282**	**26 086**	**31 102**	**68 268**
Application of cash and investments				
Trade payables from non-exchange transactions: Unspent conditional Grants	(0)	–	–	–
Unspent borrowing	–	–	–	–
Statutory requirements	(45 422)	(45 422)	(45 422)	(45 422)
Other working capital requirements	18 369	18 368	18 368	18 368
Other provisions	47 914	48 355	48 795	49 235
Long term investments committed	–	–	–	–
Reserves to be backed by cash/investments	–	–	–	–
Total Application of cash and investments:	**20 861**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)	**5 420**	**4 785**	**9 361**	**46 086**

Explanatory notes to Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation

1. The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.

2. The table assesses the funding levels of the budget by firstly forecasting the cash and investments at year-end and secondly reconciling the available funding to the liabilities/commitments that exist.

3. As part of the budgeting and planning guidelines that informed the compilation of the 2024/25 MTREF, the end objective of the medium-term framework was to ensure the budget is funded as required in accordance with section 18 of the MFMA.

4. It is to be noted that the budget moves from a funding surplus of R 4,785 million in 2024/25 to a funding surplus of R 46,086 million in 2026/27.

Table 47: (Table A9 - Asset Management)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CAPITAL EXPENDITURE				
Total New Assets	**31 694**	**46 333**	**31 309**	**26 901**
Roads Infrastructure	5 939	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	4 702	3 755	7 313	9 072
Water Supply Infrastructure	9 778	6 957	50	–
Sanitation Infrastructure	566	81	2 055	5 000
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***21 158***	***10 942***	***29 418***	***22 782***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	–	–	–	–
Community Assets	***750***	**–**	**–**	**–**
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
Total Renewal of Existing Assets	**221**	**250**	**100**	**–**
Water Supply Infrastructure	221	250	100	–
Infrastructure	***221***	***250***	***100***	**–**
Total Upgrading of Existing Assets	**89 774**	**34 786**	**13 945**	**22 990**
Roads Infrastructure	2 609	–	–	–
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	1 371	–	–	–
Water Supply Infrastructure	42 449	3 478	–	–
Sanitation Infrastructure	36 128	30 807	6 945	20 582
Infrastructure	***82 558***	***34 286***	***6 945***	***20 582***
Community Facilities	–	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 217***	***500***	***7 000***	***2 407***
Total Capital Expenditure	**121 690**	**81 369**	**45 354**	**49 890**
Roads Infrastructure	8 548	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	6 073	3 755	7 313	9 072
Water Supply Infrastructure	52 449	10 685	150	–
Sanitation Infrastructure	36 695	30 888	9 000	25 582
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***103 937***	***45 477***	***36 463***	***43 364***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 967***	***500***	***7 000***	***2 407***
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
TOTAL CAPITAL EXPENDITURE - Asset class	**121 690**	**81 369**	**45 354**	**49 890**

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
ASSET REGISTER SUMMARY - PPE (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Roads Infrastructure	551 217	510 225	487 744	451 610
Storm water Infrastructure	29 724	27 660	25 596	23 532
Electrical Infrastructure	170 298	174 053	181 366	190 438
Water Supply Infrastructure	407 098	401 805	385 973	369 991
Sanitation Infrastructure	485 547	484 334	458 539	447 727
Solid Waste Infrastructure	(15 087)	(15 087)	(15 087)	(15 087)
Rail Infrastructure	–	–	–	–
Coastal Infrastructure	–	–	–	–
Information and Communication Infrastructure	72	72	72	72
Infrastructure	***1 628 869***	***1 583 062***	***1 524 203***	***1 468 283***
Community Assets	56 844	57 344	64 344	66 751
Heritage Assets	–	–	–	–
Investment properties	262 608	262 608	262 608	262 608
Other Assets	114 133	112 819	111 504	110 190
Biological or Cultivated Assets	–	–	–	–
Intangible Assets	603	603	603	603
Computer Equipment	5 696	5 110	4 523	3 937
Furniture and Office Equipment	2 156	(12 500)	(28 989)	46 638)
Machinery and Equipment	7 798	6 323	4 839	3 345
Transport Assets	38 870	65 778	58 981	54 200
Land	211 337	211 337	211 337	211 337
Zoo's, Marine and Non-biological Animals	–	–	–	–
Living Resources	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
EXPENDITURE OTHER ITEMS				
Depreciation	109 663	117 798	123 884	129 229
Repairs and Maintenance by Asset Class	**59 605**	**218 381**	**233 320**	**245 952**
Roads Infrastructure	9 744	42 069	48 545	52 267
Storm water Infrastructure	989	2 420	3 400	4 320
Electrical Infrastructure	10 827	30 806	30 431	31 896
Water Supply Infrastructure	6 055	32 198	35 881	37 553
Sanitation Infrastructure	11 990	38 483	40 225	42 041
Infrastructure	***39 605***	***145 976***	***158 481***	***168 077***
Community Facilities	2 911	40 224	41 708	43 634
Sport and Recreation Facilities	1 445	1 340	1 431	1 431
Community Assets	***4 356***	***41 564***	***43 139***	***45 065***
Operational Buildings	4 061	4 187	4 201	4 215
Housing	–	–	–	–
Other Assets	***4 061***	***4 187***	***4 201***	***4 215***
Machinery and Equipment	**727**	**694**	**699**	**710**
Transport Assets	**10 856**	**25 960**	**26 800**	**27 885**
TOTAL EXPENDITURE OTHER ITEMS	**169 268**	**336 179**	**357 204**	**375 181**

Explanatory notes to Table A9 - Asset Management

1. The table provides a summarised version of the capital programme divided into new assets and renewal of existing assets; and reflects the relevant asset categories. The associated repairs and maintenance and depreciation are also reflected. It also provides an indication of the resources deployed for maintaining and renewing existing assets, as well as the extent of asset expansion.
2. National Treasury has suggested that municipalities should allocate at least 40% of their capital budget to the renewal/rehabilitation of existing assets, and allocations to repairs and maintenance should be 8% of PPE. In this regard the expenditure relating to the

renewal/rehabilitation of existing assets amounts to 43.1% of the capital budget, whilst repairs and maintenance constitute 9.5% of PPE.

Table 48: (Table A10 - Basic Service Delivery Measurement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Household service targets				
Water:				
Piped water inside dwelling	–	–	–	–
Piped water inside yard (but not in dwelling)	–	–	–	–
Using public tap (at least min.service level)	–	–	–	–
Other water supply (at least min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Using public tap (< min.service level)	–	–	–	–
Other water supply (< min.service level)	–	–	–	–
No water supply	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	–	–	–	–
Sanitation/sewerage:				
Flush toilet (connected to sewerage)	–	–	–	–
Flush toilet (with septic tank)	–	–	–	–
Chemical toilet	–	–	–	–
Pit toilet (ventilated)	–	–	–	–
Other toilet provisions (> min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Bucket toilet	–	–	–	–
Other toilet provisions (< min.service level)	–	–	–	–
No toilet provisions	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	–	–	–	–
Energy:				
Electricity (at least min.service level)	–	–	–	–
Electricity - prepaid (min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Electricity (< min.service level)	–	–	–	–
Electricity - prepaid (< min. service level)	–	–	–	–
Other energy sources	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	–	–	–	–
Refuse:				
Removed at least once a week	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Removed less frequently than once a week	–	–	–	–
Using communal refuse dump	–	–	–	–
Using own refuse dump	–	–	–	–
Other rubbish disposal	–	–	–	–
No rubbish disposal	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	–	–	–	–
Households receiving Free Basic Service				
Water (6 kilolitres per household per month)	19 797 190	21 232 488	22 771 848	24 422 796
Sanitation (free minimum level service)	13 345 283	14 212 728	15 136 560	16 120 428
Electricity/other energy (50kwh per household per month)	4 955 229	5 584 548	6 461 316	7 475 748
Refuse (removed at least once a week)	–	25 690 656	27 360 552	29 138 988
Informal Settlements	–	–	–	–
Cost of Free Basic Services provided - Formal Settlements (R'000)				
Water (6 kilolitres per indigent **household per month)**	19 797	21 232	22 772	24 423
Sanitation (free sanitation service to indigent households**)**	13 345	14 213	15 137	16 120
Electricity/other energy (50kwh per indigent **household per month)**	4 955	5 585	6 461	7 476

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Refuse (removed once a week for indigent households**)**	–	25 691	27 361	29 139
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)	–	–	–	–
Total cost of FBS provided	**38 098**	**66 720**	**71 730**	**77 158**
Highest level of free service provided per household				
Property rates (R value threshold)	–	–	–	–
Water (kilolitres per household per month)	–	–	–	–
Sanitation (kilolitres per household per month)	–	–	–	–
Sanitation (Rand per household per month)	–	–	–	–
Electricity (kwh per household per month)	–	–	–	–
Refuse (average litres per week)	–	–	–	–
Revenue cost of subsidised services provided (R'000)				
Property rates (tariff adjustment) **(**impermissible values per section 17 of MPRA**)**	–	–	–	–
Property rates exemptions, reductions and rebates and impermissible values in excess of section 17 of MPRA)	17 793	–	–	–
Water (in excess of 6 kilolitres per indigent household per month)	–	–	–	–
Sanitation (in excess of free sanitation service to indigent households)	–	–	–	–
Electricity/other energy (in excess of 50 kwh per indigent household per month)	–	–	–	–
Refuse (in excess of one removal a week for indigent households)	–	–	–	–
Municipal Housing - rental rebates	–	–	–	–
Housing - top structure subsidies	–	–	–	–
Other	–	–	–	–
Total revenue cost of subsidised services provided	**17 793**	**–**	**–**	**–**

Explanatory notes to Table A10 - Basic Service Delivery Measurement

Table A10 provides an overview of service delivery levels, including backlogs (below minimum service level), for each of the main services.

6.5 ANUAL BUDGET TABLES

The ten main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section. These tables set out the Municipality's 2024/25 Budget and MTREF to be considered for approval by the Council. Each table is accompanied by *explanatory notes*.

Table 49: (Table A1 - Budget Summary)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Financial Performance				
Property rates	281 488	297 076	313 303	330 535
Service charges	602 433	664 354	745 068	836 841
Investment revenue	11 674	13 998	12 809	13 385
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Other own revenue	204 086	215 040	229 107	244 120
Total Revenue (excluding capital transfers and contributions)	1 297 411	1 392 621	1 512 282	1 648 335
Employee costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Inventory consumed and bulk purchases	457 866	494 918	577 037	657 043
Transfers and subsidies	1 124	400	400	400
Other expenditure	405 992	387 679	393 798	411 479
Total Expenditure	1 436 791	1 505 669	1 631 362	1 755 199
Surplus/(Deficit)	(139 380)	(113 048)	(119 080)	(106 864)
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	(44 919)	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	(44 919)	(58 574)	(66 923)	(49 490)
Capital expenditure & funds sources				
Capital expenditure	121 690	81 369	45 354	49 890
Transfers recognised - capital	86 544	47 369	45 354	49 890
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total sources of capital funds	121 690	81 369	45 354	49 890
Financial position				
Total current assets	196 456	196 260	201 276	238 442
Total non-current assets	2 328 913	2 292 484	2 213 954	2 134 616
Total current liabilities	213 556	225 392	213 601	202 708
Total non-current liabilities	255 754	270 953	276 153	294 364
Community wealth/Equity	2 056 059	1 992 399	1 925 476	1 875 986
Cash flows				
Net cash from (used) operating	55 205	69 651	73 935	98 389
Net cash from (used) investing	(121 690)	(47 369)	(45 354)	(49 890)
Net cash from (used) financing	(12 169)	(22 478)	(23 564)	(11 333)
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Cash backing/surplus reconciliation				
Cash and investments available	26 282	26 086	31 102	68 268
Application of cash and investments	20 861	21 301	21 741	22 182
Balance - surplus (shortfall)	5 420	4 785	9 361	46 086
Asset management				
Asset register summary (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Depreciation	109 663	117 798	123 884	129 229

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Renewal and Upgrading of Existing Assets	89 996	35 036	14 045	22 990
Repairs and Maintenance	59 605	218 381	233 320	245 952
Free services				
Cost of Free Basic Services provided	38 098	66 720	71 730	77 158
Revenue cost of free services provided	17 793	–	–	–
Households below minimum service level				
Water:	–	–	–	–
Sanitation/sewerage:	–	–	–	–
Energy:	–	–	–	–
Refuse:	–	–	–	–

Explanatory notes to Table A1 - Budget Summary

The aim of the Budget Summary is to provide a concise overview of the proposed budget from all the major financial perspectives (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance). The table provides an overview of the amounts to be approved by Council within the context of operating performance, resources utilised for capital expenditure, financial position, cash, and funding compliance, as well as the Municipality's commitment to eliminating basic service delivery backlogs.

Table 50:(Table A2 - Budgeted Financial Performance (revenue and expenditure by standard classification))

Functional Classification Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue - Functional				
Governance and administration	**558 025**	**590 750**	**621 613**	**655 502**
Executive and council	135	142	148	155
Finance and administration	557 890	590 608	621 465	655 347
Internal audit	–	–	–	–
Community and public safety	**37 059**	**18 317**	**19 225**	**20 187**
Community and social services	2 435	2 460	2 486	2 515
Sport and recreation	10 802	11 504	12 252	13 048
Public safety	1 604	1 857	1 874	1 892
Housing	19 841	–	–	–
Health	2 378	2 496	2 613	2 733
Economic and environmental services	**50 432**	**45 763**	**47 066**	**50 111**
Planning and development	9 690	10 252	10 839	11 529
Road transport	13 003	9 599	8 631	9 192
Environmental protection	27 739	25 912	27 596	29 390
Trading services	**746 356**	**792 266**	**876 535**	**979 909**
Energy sources	370 684	409 585	476 287	550 222
Water management	182 887	177 913	182 860	197 609
Waste water management	116 065	123 062	130 371	139 404
Waste management	76 720	81 707	87 018	92 674
Other	**–**	**–**	**–**	**–**
Total Revenue - Functional	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional				
Governance and administration	**323 646**	**361 817**	**369 436**	**377 649**
Executive and council	60 112	60 669	63 460	65 420
Finance and administration	263 075	300 625	305 578	311 781
Internal audit	460	523	398	449

Functional Classification Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Community and public safety	**119 186**	**140 104**	**145 522**	**151 964**
Community and social services	13 558	13 952	14 331	14 956
Sport and recreation	60 909	75 205	78 127	81 461
Public safety	30 280	33 254	34 943	36 726
Housing	6 606	9 703	9 753	10 088
Health	7 832	7 991	8 368	8 732
Economic and environmental services	**303 538**	**287 839**	**306 635**	**325 294**
Planning and development	35 970	31 456	29 720	31 225
Road transport	254 766	246 274	266 817	283 816
Environmental protection	12 802	10 109	10 098	10 254
Trading services	**682 411**	**715 909**	**809 769**	**900 291**
Energy sources	427 457	454 724	534 317	611 385
Water management	107 011	108 542	116 361	122 468
Waste water management	84 300	88 779	93 970	98 663
Waste management	63 643	63 864	65 121	67 774
Other	**8 010**	**–**	**–**	**–**
Total Expenditure - Functional	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A2 - 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 approve a budget in one common format, to facilitate comparison across all municipalities. It should be noted that the revenue by vote as reflected in this table, includes revenue attributable to capital grants.

Table 51: (Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote))

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue by Vote				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	789	1 115	1 143	1 172
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	422 753	446 890	468 447	492 425
Vote 4 - COMMUNITY SERVICES	263 317	276 782	294 491	313 345
Vote 5 - CIVIL AND WATER SERVICES	306 542	304 298	315 141	339 078
Vote 6 - ELECTRO/MECHANICAL SERVICES	370 684	409 586	476 288	550 224
Vote 7 - PLANNING AND DEVELOPMENT	27 788	8 424	8 929	9 465
Total Revenue by Vote	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote ***to be appropriated***				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	38 166	31 456	32 681	34 019

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	112 376	128 955	131 727	136 388
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	113 131	142 064	143 474	143 136
Vote 4 - COMMUNITY SERVICES	369 557	386 594	410 377	430 778
Vote 5 - CIVIL AND WATER SERVICES	334 137	316 288	334 913	353 575
Vote 6 - ELECTRO/MECHANICAL SERVICES	427 457	466 160	546 114	623 674
Vote 7 - PLANNING AND DEVELOPMENT	41 967	34 152	32 074	33 629
Total Expenditure by Vote	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)

1. The purpose of the format in which the budget is presented, is to enable the Council to enforce a vote in accordance with the municipality's organisational structure, to assign responsibility for the revenue and expenditure recorded against these votes to the Municipal Manager and Directors concerned. Operating revenue and expenditure are 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 52:(Table A4 - Budgeted Financial Performance (revenue and expenditure))

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Exchange Revenue				
Service charges - Electricity	352 780	397 583	460 004	532 224
Service charges - Water	118 603	127 202	136 424	146 315
Service charges - Waste Water Management	64 268	68 446	72 895	77 633
Service charges - Waste Management	66 782	71 123	75 745	80 669
Sale of Goods and Rendering of Services	9 000	9 533	10 095	10 689
Agency services	4 276	4 554	4 850	5 166
Interest	–	–	–	–
Interest earned from Receivables	30 145	32 335	34 757	37 376
Interest earned from Current and Non-Current Assets	11 674	13 998	12 809	13 385
Rental from Fixed Assets	2 999	3 187	3 385	3 595
Licence and permits	2 677	2 851	3 037	3 234
Operational Revenue	4 116	1 955	1 976	1 998
Non-Exchange Revenue				
Property rates	281 488	297 076	313 303	330 535
Surcharges and Taxes	–	–	–	–
Fines, penalties and forfeits	134 597	143 343	152 658	162 577
Licences or permits	11 053	11 772	12 537	13 352
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Interest	5 223	5 510	5 813	6 133
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**1 392 621**	**1 512 282**	**1 648 335**
Expenditure				
Employee related costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Bulk purchases - electricity	354 710	386 299	462 520	535 135
Inventory consumed	103 156	108 619	114 517	121 908
Debt impairment	173 540	158 246	176 273	188 877
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Contracted services	128 147	125 787	114 007	116 078
Transfers and subsidies	1 124	400	400	400
Irrecoverable debts written off	13 835	9 359	10 227	11 197
Operational costs	90 470	94 287	93 291	95 326
Total Expenditure	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit)	**(139 380)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**
Income Tax	–	–	–	–
Surplus/(Deficit) after income tax	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Joint Venture	–	–	–	–
Share of Surplus/Deficit attributable to Minorities	–	–	–	–
Surplus/(Deficit) attributable to municipality	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Associate	–	–	–	–
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A4 - Budgeted Financial Performance (revenue and expenditure)

Revenue

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

2. Total revenue (excluding capital transfers and contributions) amounts to R 1,393 billion in 2024/25 and increases to R 1,648 billion in 2026/27.This represents a year-on-year increase of 7.34% for the 2024/25 financial year and increases of 8.59% for the 2025/26 financial year and increases of 9,0% for the 2026/27 financial year, respectively.

3. Revenue from property rates amounts to R 297,076 million in the 2024/25 financial year and increases to R 330,535 million in 2026/27, which amounts to 21.33% of the total operating revenue base of the Municipality.

4. Services charges relating to electricity, water, sanitation, environmental management and refuse collection constitute the biggest component of the total revenue base, amounting to R 664,354 million for the 2024/25 financial year and increasing to R 836,841 million in 2026/27. For the 2024/25 financial year services charges amount to 47.71% of the total revenue base.

5. Transfers recognised – operating includes the local government equitable share and other operating grants from national and provincial government. It is to be noted that the grants increased by 2.24% for 2024/25, increases by 4.87% for 2025/26 and increased by 5.41% for 2026/27, compared to previous financial years.

Below a breakdown of property rates and service charges for 2024/25:

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	Budget Year 2024/25	% Increase	Budget Year 2025/26	% Increase	Budget Year 2026/27	% Increase
Revenue							
Exchange Revenue							
Service charges - Electricity	352 780	397 583	12,70%	460 004	15,70%	532 224	15,70%
Service charges - Water	118 603	127 202	7,25%	136 424	7,25%	146 315	7,25%
Service charges - Waste Water Management	64 268	68 446	6,50%	72 895	6,50%	77 633	6,50%
Service charges - Waste Management	66 782	71 123	6,50%	75 745	6,50%	80 669	6,50%
Property rates	281 488	297 076	5,5%	313 303	5,5%	330 535	5,5%
Total	**883 921**	**961 430**	**8,77%**	**1 058 371**	**10,08%**	**1 167 376**	**10,30%**

Table 53: (Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Capital expenditure - Vote				
Multi-year expenditure *to be appropriated*				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	48	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	2 664	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	1 422	–	–	–
Vote 4 - COMMUNITY SERVICES	4 199	–	–	–
Vote 5 - CIVIL AND WATER SERVICES	85 263	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES	4 970	–	–	–
Vote 7 - PLANNING AND DEVELOPMENT	19 841	–	–	–
Capital multi-year expenditure sub-total	**118 407**	**–**	**–**	**–**
Single-year expenditure *to be appropriated*				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	55	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	15	–	–	–
Vote 4 - COMMUNITY SERVICES	1 800	1 391	1 391	1 391
Vote 5 - CIVIL AND WATER SERVICES	266	42 223	36 650	39 427
Vote 6 - ELECTRO/MECHANICAL SERVICES	1 146	37 755	7 313	9 072
Capital single-year expenditure sub-total	**3 283**	**81 369**	**45 354**	**49 890**
Total Capital Expenditure - Vote	**121 690**	**81 369**	**45 354**	**49 890**
Capital Expenditure - Functional				
Governance and administration	**4 960**	**34 000**	**–**	**–**
Executive and council	1 096	–	–	–
Finance and administration	3 808	34 000	–	–
Internal audit	55	–	–	–
Community and public safety	**23 041**	**1 391**	**1 391**	**1 391**

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Community and social services	–	–	–	–
Sport and recreation	200	–	–	–
Public safety	3 000	1 391	1 391	1 391
Housing	19 841	–	–	–
Health	–	–	–	–
Economic and environmental services	**16 297**	**650**	**27 500**	**13 845**
Planning and development	9 127	500	7 500	5 135
Road transport	6 771	150	20 000	8 709
Environmental protection	400	–	–	–
Trading services	**77 392**	**45 327**	**16 463**	**34 655**
Energy sources	6 117	3 755	7 313	9 072
Water management	32 608	10 685	150	–
Waste water management	36 867	30 888	9 000	25 582
Waste management	1 800	–	–	–
Other	**–**	**–**	**–**	**–**
Total Capital Expenditure - Functional	**121 690**	**81 369**	**45 354**	**49 890**
Funded by:				
National Government	63 703	45 977	43 963	48 499
Provincial Government	19 841	–	–	–
District Municipality	3 000	1 391	1 391	1 391
Transfers recognised - capital	**86 544**	**47 369**	**45 354**	**49 890**
Public contributions & donations	–	–	–	–
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total Capital Funding	**121 690**	**81 369**	**45 354**	**49 890**

Explanatory notes to Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source

1. Table A5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

2. The capital programme is funded from national grants and internally generated funds. For 2024/25, capital transfers totals R 47,369 million (58.21%) and amount to R 49,890 million for 2026/27 (100%). Borrowing amounts to R 34,000 million (41.79%) in the 2024/25 financial year. These funding sources are further discussed in detail in Section 2.6 (Overview of Budget Funding).

Table 54:(Table A6 - Budgeted Financial Position)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
ASSETS				
Current assets				
Cash and cash equivalents	26 282	26 086	31 102	68 268

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Trade and other receivables from exchange transactions	77 030	77 030	77 030	77 030
Receivables from non-exchange transactions	29 014	29 014	29 014	29 014
Current portion of non-current receivables	–	–	–	–
Inventory	18 598	18 598	18 598	18 598
VAT	45 422	45 422	45 422	45 422
Other current assets	109	109	109	109
Total current assets	**196 456**	**196 260**	**201 276**	**238 442**
Non-current assets				
Investments	–	–	–	–
Investment property	262 608	262 608	262 608	262 608
Property, plant and equipment	2 065 702	2 029 273	1 950 743	1 871 405
Biological assets	–	–	–	–
Living and non-living resources	–	–	–	–
Heritage assets	–	–	–	–
Intangible assets	603	603	603	603
Trade and other receivables from exchange transactions	–	–	–	–
Non-current receivables from non-exchange transactions	–	–	–	–
Other non-current assets	–	–	–	–
Total non-current assets	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
TOTAL ASSETS	**2 525 369**	**2 488 744**	**2 415 231**	**2 373 058**
LIABILITIES				
Current liabilities				
Bank overdraft	–	–	–	–
Financial liabilities	12 169	23 564	11 333	–
Consumer deposits	29 060	29 060	29 060	29 060
Trade and other payables from exchange transactions	124 413	124 413	124 413	124 413
Trade and other payables from non-exchange transactions	(0)	–	–	–
Provision	47 914	48 355	48 795	49 235
VAT	(0)	(0)	(0)	(0)
Other current liabilities	–	–	–	–
Total current liabilities	**213 556**	**225 392**	**213 601**	**202 708**
Non-current liabilities				
Financial liabilities	11 207	11 333	–	–
Provision	137 116	259 620	276 153	294 364
Long term portion of trade payables	–	–	–	–
Other non-current liabilities	107 431	–	–	–
Total non-current liabilities	**255 754**	**270 953**	**276 153**	**294 364**
TOTAL LIABILITIES	**469 310**	**496 345**	**489 755**	**497 072**
NET ASSETS	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**
COMMUNITY WEALTH/EQUITY				
Accumulated surplus/(deficit)	2 056 059	1 992 399	1 925 476	1 875 986
Reserves and funds	–	–	–	–
Other	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**

Explanatory notes to Table A6 - Budgeted Financial Position

1. The table presents 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.

2. 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 debt impairment, which in turn impacts on the 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 the determination of ratios and financial indicators. In addition, the funding compliance assessment is directly informed by forecasting the statement of financial position.

Table 55: (Table A7 - Budgeted cash flow statement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Property rates	263 774	287 458	303 161	319 834
Service charges	672 771	761 922	853 251	956 982
Other revenue	89 140	84 168	78 479	81 248
Transfers and Subsidies - Operational	194 472	202 153	211 994	223 454
Transfers and Subsidies - Capital	68 726	54 474	52 158	57 374
Interest	11 674	13 998	12 809	13 385
Dividends	–	–	–	–
Payments				
Suppliers and employees	(1 237 615)	(1 319 188)	(1 422 176)	(1 545 322)
Interest	(6 612)	(14 934)	(15 340)	(8 167)
Transfers and Subsidies	(1 124)	(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**55 205**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(121 690)	(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(121 690)**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–
Payments				
Repayment of borrowing	(12 169)	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(12 169)**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD	**(78 653)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	104 935	**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	**26 282**	**26 086**	**31 102**	**68 268**

Explanatory notes to Table A7 - Budgeted Cash Flow Statement

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

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

3. The cash position of the Municipality increases over the 2024/25 to 2026/27 period, from R 26,086 million to R 68,268 million.

4. Cash and cash equivalents amount to R 26,086 million as at the end of the 2024/25 financial year and increases to R 68,268 million in 2026/27.

Table 56: (Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash and investments available				
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Other current investments > 90 days	–	–	–	–
Non-current Investments	–	–	–	–
Cash and investments available:	**26 282**	**26 086**	**31 102**	**68 268**
Application of cash and investments				
Trade payables from non-exchange transactions: Unspent conditional Grants	(0)	–	–	–
Unspent borrowing	–	–	–	–
Statutory requirements	(45 422)	(45 422)	(45 422)	(45 422)
Other working capital requirements	18 369	18 368	18 368	18 368
Other provisions	47 914	48 355	48 795	49 235
Long term investments committed	–	–	–	–
Reserves to be backed by cash/investments	–	–	–	–
Total Application of cash and investments:	**20 861**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)	**5 420**	**4 785**	**9 361**	**46 086**

Explanatory notes to Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation

1 The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.

2 The table assesses the funding levels of the budget by firstly forecasting the cash and investments at year-end and secondly reconciling the available funding to the liabilities/commitments that exist.

3 As part of the budgeting and planning guidelines that informed the compilation of the 2024/25 MTREF, the end objective of the medium-term framework was to ensure the budget is funded as required in accordance with section 18 of the MFMA.

4 It is to be noted that the budget moves from a funding surplus of R 4,785 million in 2024/25 to a funding surplus of R 46,086 million in 2026/27.

Table 57: (Table A9 - Asset Management)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CAPITAL EXPENDITURE				
Total New Assets	**31 694**	**46 333**	**31 309**	**26 901**
Roads Infrastructure	5 939	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	4 702	3 755	7 313	9 072
Water Supply Infrastructure	9 778	6 957	50	–
Sanitation Infrastructure	566	81	2 055	5 000
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***21 158***	***10 942***	***29 418***	***22 782***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	–	–	–	–
Community Assets	***750***	**–**	**–**	**–**
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
Total Renewal of Existing Assets	**221**	**250**	**100**	**–**
Water Supply Infrastructure	221	250	100	–
Infrastructure	***221***	***250***	***100***	**–**
Total Upgrading of Existing Assets	**89 774**	**34 786**	**13 945**	**22 990**
Roads Infrastructure	2 609	–	–	–
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	1 371	–	–	–
Water Supply Infrastructure	42 449	3 478	–	–
Sanitation Infrastructure	36 128	30 807	6 945	20 582
Infrastructure	***82 558***	***34 286***	***6 945***	***20 582***
Community Facilities	–	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 217***	***500***	***7 000***	***2 407***
Total Capital Expenditure	**121 690**	**81 369**	**45 354**	**49 890**
Roads Infrastructure	8 548	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	6 073	3 755	7 313	9 072
Water Supply Infrastructure	52 449	10 685	150	–
Sanitation Infrastructure	36 695	30 888	9 000	25 582
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***103 937***	***45 477***	***36 463***	***43 364***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 967***	***500***	***7 000***	***2 407***
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
TOTAL CAPITAL EXPENDITURE - Asset class	**121 690**	**81 369**	**45 354**	**49 890**
ASSET REGISTER SUMMARY - PPE (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Roads Infrastructure	551 217	510 225	487 744	451 610
Storm water Infrastructure	29 724	27 660	25 596	23 532
Electrical Infrastructure	170 298	174 053	181 366	190 438

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Water Supply Infrastructure	407 098	401 805	385 973	369 991
Sanitation Infrastructure	485 547	484 334	458 539	447 727
Solid Waste Infrastructure	(15 087)	(15 087)	(15 087)	(15 087)
Rail Infrastructure	–	–	–	–
Coastal Infrastructure	–	–	–	–
Information and Communication Infrastructure	72	72	72	72
Infrastructure	***1 628 869***	***1 583 062***	***1 524 203***	***1 468 283***
Community Assets	56 844	57 344	64 344	66 751
Heritage Assets	–	–	–	–
Investment properties	262 608	262 608	262 608	262 608
Other Assets	114 133	112 819	111 504	110 190
Biological or Cultivated Assets	–	–	–	–
Intangible Assets	603	603	603	603
Computer Equipment	5 696	5 110	4 523	3 937
Furniture and Office Equipment	2 156	(12 500)	(28 989)	(46 638)
Machinery and Equipment	7 798	6 323	4 839	3 345
Transport Assets	38 870	65 778	58 981	54 200
Land	211 337	211 337	211 337	211 337
Zoo's, Marine and Non-biological Animals	–	–	–	–
Living Resources	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
EXPENDITURE OTHER ITEMS				
Depreciation	109 663	117 798	123 884	129 229
Repairs and Maintenance by Asset Class	**59 605**	**218 381**	**233 320**	**245 952**
Roads Infrastructure	9 744	42 069	48 545	52 267
Storm water Infrastructure	989	2 420	3 400	4 320
Electrical Infrastructure	10 827	30 806	30 431	31 896
Water Supply Infrastructure	6 055	32 198	35 881	37 553
Sanitation Infrastructure	11 990	38 483	40 225	42 041
Infrastructure	***39 605***	***145 976***	***158 481***	***168 077***
Community Facilities	2 911	40 224	41 708	43 634
Sport and Recreation Facilities	1 445	1 340	1 431	1 431
Community Assets	***4 356***	***41 564***	***43 139***	***45 065***
Operational Buildings	4 061	4 187	4 201	4 215
Housing	–	–	–	–
Other Assets	***4 061***	***4 187***	***4 201***	***4 215***
Machinery and Equipment	**727**	**694**	**699**	**710**
Transport Assets	**10 856**	**25 960**	**26 800**	**27 885**
TOTAL EXPENDITURE OTHER ITEMS	**169 268**	**336 179**	**357 204**	**375 181**

Explanatory notes to Table A9 - Asset Management

1. The table provides a summarised version of the capital programme divided into new assets and renewal of existing assets; and reflects the relevant asset categories. The associated repairs and maintenance and depreciation are also reflected. It also provides an indication of the resources deployed for maintaining and renewing existing assets, as well as the extent of asset expansion.

2. National Treasury has suggested that municipalities should allocate at least 40% of their capital budget to the renewal/rehabilitation of existing assets, and allocations to repairs and maintenance should be 8% of PPE. In this regard the expenditure relating to the

renewal/rehabilitation of existing assets amounts to 43.1% of the capital budget, whilst repairs and maintenance constitute 9.5% of PPE.

Table 58: (Table A10 - Basic Service Delivery Measurement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Household service targets				
Water:				
Piped water inside dwelling	–	–	–	–
Piped water inside yard (but not in dwelling)	–	–	–	–
Using public tap (at least min.service level)	–	–	–	–
Other water supply (at least min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Using public tap (< min.service level)	–	–	–	–
Other water supply (< min.service level)	–	–	–	–
No water supply	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Sanitation/sewerage:				
Flush toilet (connected to sewerage)	–	–	–	–
Flush toilet (with septic tank)	–	–	–	–
Chemical toilet	–	–	–	–
Pit toilet (ventilated)	–	–	–	–
Other toilet provisions (> min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Bucket toilet	–	–	–	–
Other toilet provisions (< min.service level)	–	–	–	–
No toilet provisions	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Energy:				
Electricity (at least min.service level)	–	–	–	–
Electricity - prepaid (min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Electricity (< min.service level)	–	–	–	–
Electricity - prepaid (< min. service level)	–	–	–	–
Other energy sources	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Refuse:				
Removed at least once a week	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Removed less frequently than once a week	–	–	–	–
Using communal refuse dump	–	–	–	–
Using own refuse dump	–	–	–	–
Other rubbish disposal	–	–	–	–
No rubbish disposal	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Households receiving Free Basic Service				
Water (6 kilolitres per household per month)	19 797 190	21 232 488	22 771 848	24 422 796
Sanitation (free minimum level service)	13 345 283	14 212 728	15 136 560	16 120 428
Electricity/other energy (50kwh per household per month)	4 955 229	5 584 548	6 461 316	7 475 748
Refuse (removed at least once a week)	–	25 690 656	27 360 552	29 138 988
Informal Settlements	–	–	–	–
Cost of Free Basic Services provided - Formal Settlements (R'000)				
Water (6 kilolitres per **indigent** household per month)	19 797	21 232	22 772	24 423
Sanitation (free sanitation service to **indigent households**)	13 345	4 213	15 137	16 120

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Electricity/other energy (50kwh per **indigent** household per month)	4 955	5 585	6 461	7 476
Refuse (removed once a week **for indigent households**)	–	25 691	27 361	29 139
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)	–	–	–	–
Total cost of FBS provided	**38 098**	**66 720**	**71 730**	**77 158**
Highest level of free service provided per household				
Property rates (R value threshold)	–	–	–	–
Water (kilolitres per household per month)	–	–	–	–
Sanitation (kilolitres per household per month)	–	–	–	–
Sanitation (Rand per household per month)	–	–	–	–
Electricity (kwh per household per month)	–	–	–	–
Refuse (average litres per week)	–	–	–	–
Revenue cost of subsidised services provided (R'000)				
Property rates **(tariff adjustment)** (**impermissible values per section 17 of MPRA**)	–	–	–	–
Property rates exemptions, reductions and rebates **and impermissible values in excess of section 17 of MPRA)**	17 793	–	–	–
Water **(in excess of 6 kilolitres per indigent household per month)**	–	–	–	–
Sanitation **(in excess of free sanitation service to indigent households)**	–	–	–	–
Electricity/other energy **(in excess of 50 kwh per indigent household per month)**	–	–	–	–
Refuse **(in excess of one removal a week for indigent households)**	–	–	–	–
Municipal Housing - rental rebates	–	–	–	–
Housing - top structure subsidies	–	–	–	–
Other	–	–	–	–
Total revenue cost of subsidised services provided	**17 793**	**–**	**–**	**–**

Explanatory notes to Table A10 - Basic Service Delivery Measurement

Table A10 provides an overview of service delivery levels, including backlogs (below minimum service level), for each of the main services.

PART 2 – SUPPORTING DOCUMENTATION

6.6 OVERVIEW OF ANNUAL BUDGET PROCESS

The Budget process started in September 2023 after the approval of a timetable to guide the preparation of the 2024/25 to 2026/27 Operating and Capital Budgets.

The timetable provides broad timeframes for the IDP and Budget preparation process. It allows for consultation with stakeholders, such as the elected public representatives, employees of the Municipality, Civil Society, State departments, business, and labour, during April/May 2024. The main aim of the timetable is to ensure that an IDP and a balanced Budget are tabled in March 2024. The Draft Budget and IDP will be tabled by the Executive Mayor at a Council meeting scheduled for 29 March 2024. After this meeting, it will be submitted to National and Provincial Treasury.

The budget consultation will take the form of series of public meetings in the various wards under the direction and leadership of the Executive Mayor and his Mayoral Committee. The inputs of the consultations will be considered, whilst the Executive Mayor will table the final IDP and Budget for consideration and approval at a Council meeting to be held on 31 May 2024.

The Service Delivery and Budget Implementation Plan is the mechanism that ensures that the IDP and the Budget is aligned.

6.6.1 IDP & Budget Timetable 2024/25 to 2026/27

The preparation of the 2024/25 to 2026/27 IDP and Budget were guided by the following schedule of key deadlines as approved by Council on 31 August 2023.

Activity	Date
IDP/Budget Schedule approved by Council	31 August 2023
Tabling of Draft IDP and Budget in Council	29 March 2024
Public Participation	During April and May 2024
Final adoption of IDP and Budget by Council	31 May 2024
Approval of SDBIP by Executive Mayor	26 June 2024

6.7 ALIGNMENT OF ANNUAL BUDGET WITH INTEGRATED DEVELOPMENT PLAN

The Integrated Development Plan (IDP) determines and prioritises the needs of the community.

The review of the IDP, in accordance with the Municipal Systems Act, was guided and informed by the following principles:

- Achievement of the five strategic priorities of the municipality.
- Focusing on service delivery backlogs and the maintenance of infrastructure.
- Addressing community priorities (needs) as identified in the IDP.

The review of the IDP focused on establishing measurable performance indicators and targets. These targets informed the preparation of the multi-year budget, as well as the Service Delivery and Budget Implementation Plan (SDBIP).

The 2024/25 to 2026/27 Operating and Capital Budgets were prepared in accordance with the IDP. The key strategic focus areas of the IDP are as follows:

- Municipal transformation and development
- Service delivery and infrastructure development.
- Local economic development
- Financial sustainability and viability
- Good governance and public participation

The budget consultation process will take the form of a series of meetings to be held throughout the municipal area with the elected public representatives, employees of the Municipality, Civil Society, business, labour, National and Provincial Governments on how the budget addresses the IDP priorities and objectives. The feedback flowing from these meetings will be referred to the relevant Directorates for their attention.

6.8 MEASURABLE PERFORMANCE OBJECTIVES AND INDICATORS

Description of financial indicator	Basis of calculation		2024/25 Medium Term Revenue & Expenditure Framework		
		Adjusted Budget 2023/24	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Borrowing Management					
Credit Rating					
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	1,2%	2,6%	2,5%	1,3%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	1,6%	3,4%	3,2%	1,6%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0,0%	100,0%	0,0%	0,0%
Safety of Capital					
Gearing	Long Term Borrowing/ Funds & Reserves	0,0%	0,0%	0,0%	0,0%
Liquidity					
Current Ratio	Current assets/current liabilities	0,9	0,9	0,9	1,2
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	0,9	0,9	0,9	1,2
Liquidity Ratio	Monetary Assets/Current Liabilities	0,1	0,1	0,1	0,3
Revenue Management					
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing	92,0%	95,0%	95,0%	95,0%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		153,2%	155,7%	153,1%	150,7%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	3,7%	3,4%	3,1%	2,9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old				
Creditors Management					
Creditors System Efficiency	% of Creditors Paid Within Terms (within`MFMA' s 65(e))				
Creditors to Cash and Investments		478,4%	476,9%	400,0%	182,2%

Description of financial indicator	Basis of calculation		2024/25 Medium Term Revenue & Expenditure Framework		
		Adjusted Budget 2023/24	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Other Indicators					
Electricity Distribution Losses (2)	Total Volume Losses (kW)				
	Total Volume Losses (kW) non-technical				
	Total Cost of Losses (Rand '000)				
	% Volume (units purchased and generated less units sold)/units purchased and generated				
Water Volumes :System input	Bulk Purchase				
	Water treatment works				
	Natural sources				
Water Distribution Losses (2)	Total Volume Losses (kℓ)				
	Total Cost of Losses (Rand '000)				
	% Volume (units purchased and generated less units sold)/units purchased and generated				
Employee costs	Employee costs/(Total Revenue - capital revenue)	34,0%	33,9%	33,2%	32,1%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	35,2%	35,0%	34,3%	33,1%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	4,6%	15,7%	15,4%	14,9%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	8,9%	9,7%	9,4%	8,5%
IDP regulation financial viability indicators					
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	0,02	0,03	0,03	0,01
ii.O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	7,7%	7,0%	6,3%	5,6%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	0,27	0,25	0,28	0,55

6.8.1 Performance indicators and benchmarks

6.8.1.1 Borrowing Management

Capital expenditure may be funded from capital grants, internal sources, and long-term borrowing. The ability of a municipality to raise long term borrowing is largely dependent on its creditworthiness and financial position. The following financial performance indicators formed part of the compilation of the 2024/25 MTREF:

- *Capital charges to operating expenditure* is a measure of the cost of borrowing, compared to the total operating expenditure. The cost of borrowing amounts to 2.6% of total operating expenditure over the 2024/25 MTREF.

6.8.1.2 Liquidity

- The *current ratio* is a measure of the current assets divided by the current liabilities. The Municipality has set a benchmark limit of 1. For the 2024/25 MTREF, the current ratio is 0.1 in the 2024/25, 0.1 in the 2025/26 and 0.3 in the 2026/27 financial years.

- *The liquidity ratio* is a measure of the municipality's ability to utilise cash and cash equivalents to meets its current liabilities. A liquidity ratio of 1 should be maintained. For the 2024/25 MTREF, the liquidity ratio is at 0,1:1. This represents a significant risk for the Municipality, as any under collection of revenue will result in financial challenges for the Municipality. As part of the medium-term financial planning objectives, this ratio must be maintained at a minimum of 1.

6.8.2 Basic social services package for indigent households

The Constitution stipulates that a municipality must structure and manage its administration, budgeting and planning to give priority to the basic needs of the community and to promote their social and economic development. The basic social package is an affirmation of the Municipality's commitment to push back the frontiers of poverty by providing social welfare to those residents who cannot afford to pay, because of adverse social and economic conditions.

6.9 OVERVIEW OF BUDGET RELATED POLICIES

The MFMA and the Budget and Reporting Regulations require budget-related policies to be reviewed, and where applicable, be updated on an annual basis.

6.9.1 Financial Management Policies

A number of policies have been adopted by the Council. The policies govern the financial management functions of the Municipality, such as supply chain management, budget virements, credit control and debt collection, etc.

6.9.2 Review of Customer Care, Credit Control and Debt Collection Policy

The Customer Care, Credit Control and Debt Collection Policy was reviewed and approved by Council on 31 May 2023.

The 2024/25 MTREF has been prepared on the basis of achieving an average revenue collection rate of 95% of current billings.

6.9.3 Supply Chain Management Policy

A revised Supply Chain Management Policy was adopted by Council on 31 May 2023.

6.9.4 Property Rates Policy

A revised Property Rates Policy was adopted by Council on 31 May 2023.

6.9.5 Funding and Reserves Policy

A revised Funding and Reserves Policy was adopted by Council on 31 May 2023.

6.9.6 Cost Containment Policy

The Cost Containment Policy was reviewed and adopted by Council on 31 May 2023.

6.9.7 Cash Management and Investment Policy

A revised Cash Management and Investment Policy was adopted by Council on 31 May 2023.

6.9.8 Borrowing Policy

A revised Borrowing Policy was adopted by Council on 31 May 2023.

6.9.9 Budget virement Policy

the current approved Budget Virement Policy was reviewed, and the following changes are proposed:

Ref 6. Virement Restrictions

a. If virement result in a mSCOA segment change, by adding a new project, changing the region, or funding source, it is not allowed. Such a shifting of budgetary allocations may only be done through an adjustments budget. (MFMA mSCOA Circular Nr. 8, page 2, last paragraph)

c. Virements between votes will only be allowed where the proposed shifts in funding facilitate sound risk and financial management (e.g., virements in fuel & oil, cell phones, vehicle registration, insurance premiums etc from separate votes).

l. No virements are permitted between operating budget line items that are funded by different sources of funding. (To be deleted)

o. In terms of Section 17 of the MFMA, a municipality's budget is divided into an operational and capital budget and consequently no virements are permitted between the operational and capital budgets. (To be deleted)

q. No virements are permitted in the first and last month of the financial year.

6.9.10 Budget Implementation and Management Policy

the current approved Budget Implementation and Management Policy was reviewed, and the following changes are proposed:

Ref 3. BUDGETING PRINCIPLES

g) The municipality will only budget for a deficit as a result of unfunded depreciation and amortization at this stage and should also ensure that revenue projections in the budget are realistic taking into account actual collection levels.

Ref 9. ADJUSTMENT BUDGET

(i) Council may revise its annual budget by means of an adjustments budget in terms of section 28 of the MFMA and according to the timeframes of the Municipal Budget and reporting regulations section 23.

(iii) The Accounting Officer shall appropriate additional revenues, which have become available but only to revise or accelerate spending programmes already budgeted for or any areas of critical importance identified by Council in compliance with the MFMA s28(b) and Municipal Budget and Reporting Regulations, regulation 23(2) and (3).

(vi) Only the Executive Mayor shall table an adjustments budget which shall be done at most three times during a financial year and be submitted to Council in the following months:

- In August – to adjust the annual budget for the spending of roll-overs from the previous financial year and to include additional funding that has become available from external sources.
- In January – to authorise unauthorised expenditure in terms of MBRR, regulation 23(6)(b).
- In February – to consider recommendations from the mid-year budget and performance report tabled to Council in January that affect the annual budget.

6.9.11 Indigent Policy

A revised Indigent Policy was adopted by the Council on 31 May 2023.

6.9.12 Unallocated Revenue and Building Deposit Policy

A revised Unallocated Revenue and Building Deposit Policy was adopted by the Council on 31 May 2023.

6.9.13 Tariff Policy

A revised Tariffs Policy was adopted by the Council on 31 May 2023.

6.9.14 Asset Management Policy

the current approved Asset Management Policy was reviewed, and the following changes are proposed:

Asset Management Duties:

a) Shall ensure that complete records of assets items, tangible and intangible assets, are kept, verified and balanced regularly.
b) Shall ensure that all movable assets are properly tagged and accounted for.
c) Shall ensure that all locations are identified and properly tagged.
d) Shall maintain a location key map indicating all locations where movable assets are held.
e) Shall conduct an annual inventory by verifying all movable assets and compare this inventory with the department asset verification.
f) The asset verification report shall:
    I. Reflect a complete list of all assets found during the verification;
    II. Reflect whether appropriate records have been maintained reflecting what articles should have been found during the verification;
    III. Reflect any discrepancies between the articles found during the verification and the complete record referred to the above.
g) Shall ensure that the Asset Management System is balanced monthly with the general ledger and with the financial statements.
h) Provide the Auditor- General or his personnel, on request, with the financial records relating to assets belonging to Council as recorded in the Fixed Asset Register.
i) Ensure that all audit queries are resolved in a timely manner.
j) Shall ensure that the relevant information relating to the calculation of depreciation is obtained from the Departments, including the estimated lifespan and residual value.
k) Shall ensure that depreciation calculations are provided to the Financial Department in the prescribed format.
l) Shall ensure that asset acquisition are allocated to the correct asset location, and all the mSCOA segments.
m) Shall ensure that, before accepting obsolete or damaged asset or asset inventory item, a completed asset disposal form, countersigned by the CFO is presented.
n) Shall ensure that a verifiable record is kept of all obsolete, damaged, and unused asset or asset inventory items received from Department.
o) Shall compile a list of items to be auctioned in accordance with their guidelines in the Supply Chain Management (SCM) Policy.
p) Shall compile and circulate a list of unused moveable assets to enable other Departments to obtain items that are of use to them.
q) Shall ensure that the SCM Unit is notified of any auctioning or disposing of written- off asset or asset inventory items.

CAPITAL ASSET MANAGEMENT PLANS

- managers shall budget for the executing of the approved maintenance plan.

6.9.15 Preferential Procurement Policy Framework

A revised Preferential Procurement Policy Framework was adopted by the Council on 31 May 2023.

6.10 OVERVIEW OF BUDGET ASSUMPTIONS

The municipal fiscal environment is influenced by a variety of macro-economic control measures. National Treasury provides guidelines on the ceiling of year-on-year increases in the total Operating Budget, whilst the National Electricity Regulator of South Africa (NERSA) regulates bulk electricity tariff increases. The Municipality's employee related costs are also influenced by collective agreements concluded in the South African Local Government Bargaining Council. Various government departments also affect municipal service delivery through the level of grants and subsidies.

The following principles and guidelines directly informed the compilation of the Budget:

- The priorities and targets, relating to the key strategic focus areas, as outlined in the IDP.
- The need to enhance the municipality's revenue base.
- The level of property rates and tariff increases to consider the need to address maintenance and infrastructural backlogs, including the expansion of services.
- The level of property rates and tariff increases to ensure the delivery of services on a financially sustainable basis.
- No loan funding is available to support the Capital Budget at this stage.
- No growth in revenue sources has been provided for in view of current consumption trends in municipal services.
- No growth in property rates income has been provided for, in view of the depressed property market.

The Municipality faced the following significant challenges in preparing the 2024/25 – 2026/27 Budget:

- Maintaining an acceptable employee related cost ratio.
- Increased costs associated with bulk electricity and water purchases, placing upward pressure on municipal tariff increases.
- Allocation of the required budget provision for the rehabilitation and maintenance of infrastructure.
- Maintaining electricity and water losses at acceptable levels.
- Maintaining revenue collection rates at the targeted levels; and
- Maintaining an acceptable cost coverage ratio.

The multi-year budget is therefore underpinned by the following assumptions:

	2024/25	2025/26	2026/27
Income	%	%	%
Tariff Increases for water	7.25	7.25	7.25

	2024/25	2025/26	2026/27
Income	%	%	%
Tariff Increases for sanitation	6.5	6.5	6.5
Tariff Increases for refuse	6.5	6.5	6.5
Property rates increase (decrease in cents in the rand for 2023/24)	5.5	5.5	5.5
Electricity tariff increase (on average)	12.7	15.7	15.7
Environmental Management Fee increase	6.5	6.5	6.5
Revenue collection rates (Property Rates and Service Charges)	95	95	95
Expenditure increases allowed	4.9	4.6	4.5
Salary increase	6	6	6
Increase in bulk purchase of electricity costs	12.7	15.7	15.7
Increase in bulk purchase of water costs	7.25	7.25	7.25

6.11 OVERVIEW OF BUDGET FUNDING

6.11.1 Medium-term outlook: operating revenue

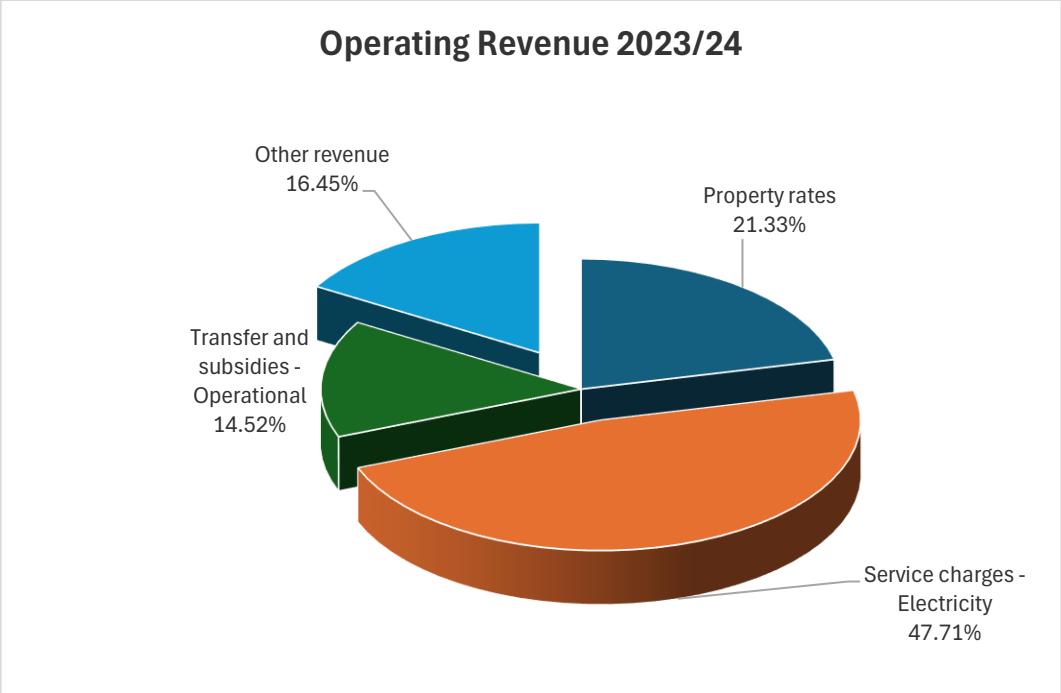
The following table provides a breakdown of operating revenue over the medium-term:

Table 59:(Breakdown of the operating revenue over the medium-term)

Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Revenue								
Exchange Revenue								
Property rates	281 488	21,70%	297 076	21,33%	313 303	20,72%	330 535	20,05%
Service charges	602 433	46,43%	664 354	47,71%	745 068	49,27%	836 841	50,77%
Transfer and subsidies - Operational	197 730	15,24%	202 153	14,52%	211 994	14,02%	223 454	13,56%
Other revenue	215 760	16,63%	229 038	16,45%	241 916	16,00%	257 505	15,62%
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**100,00%**	**1 392 621**	**100,00%**	**1 512 282**	**100,00%**	**1 648 335**	**100,00%**

The following graph is a breakdown of the operational revenue per main category for the 2024/25 financial year.

Figure 25:Breakdown of operating revenue over the 2024/25 MTRE



Tariff determination is important in ensuring appropriate levels of revenue, to achieve a credible and funded budget. Operating revenue is mainly derived from service charges, such as water, electricity, sanitation and refuse collection and disposal, property rates and operating grants.

The revenue management strategy includes the following key components:

- National Treasury's guidelines in this regard.
- The Property Rates Policy.
- The level of property rates and tariff increases must ensure financially sustainable service delivery.
- The level of property rates and tariff increases to consider maintenance and replacement of infrastructure, including the expansion of services.
- Determining fully cost reflective tariffs for trading services.
- Electricity bulk tariff increases as approved by the National Electricity Regulator of South Africa (NERSA).
- Water bulk tariff increases as approved by the Nelson Mandela Bay Metropolitan Municipality.
- Efficient revenue management, targeting an 95% annual collection rate for property rates and service charges.
- Growth in the revenue base.

The principles guided the annual increases in property rates and tariffs charged to the consumer.

Property rates amount to R 297,076 million in the 2024/25 financial year and increase to R 330,535 million in 2026/27, representing 21.33% of the total operating revenue for the 2024/25 budget.
Services charges relating to electricity, water, sanitation, environmental management and refuse collection constitute the largest component of the revenue base, amounting to R 664,354 million in the 2024/25 financial year and increasing to R 836,841 million in 2026/27. For the 2024/25 financial year, services charges amount to 47.71% of the total revenue base.

Operational grants and subsidies amount to R 202,153 million, R 211,994 million and R 223,454 million for each of the respective financial years of the MTREF, or 14.52% of total operating revenue for 2024/25.

The table below provides investment particulars by type.

Table 60:(SA15 – Detail Investment Information)

Investment type	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
R thousand				
Parent municipality				
Securities - National Government				
Listed Corporate Bonds				
Deposits - Bank	26 282	26 086	31 102	68 268
Deposits - Public Investment Commissioners				
Deposits - Corporation for Public Deposits				
Bankers' Acceptance Certificates				
Negotiable Certificates of Deposit - Banks				
Guaranteed Endowment Policies (sinking)				
Repurchase Agreements - Banks				
Municipal Bonds				
Municipality sub-total	**26 282**	**26 086**	**31 102**	**68 268**
Entities				
Securities - National Government				
Listed Corporate Bonds				
Deposits - Bank				
Deposits - Public Investment Commissioners				
Deposits - Corporation for Public Deposits				
Bankers' Acceptance Certificates				
Negotiable Certificates of Deposit - Banks				
Guaranteed Endowment Policies (sinking)				
Repurchase Agreements - Banks				
Entities sub-total	–	–	–	–
Consolidated total:	**26 282**	**26 086**	**31 102**	**68 268**

Investments are anticipated to increase from R 26,086 million in 2024/25 to R 68,268 million in 2026/27.

6.11.2 Medium-term outlook: capital revenue

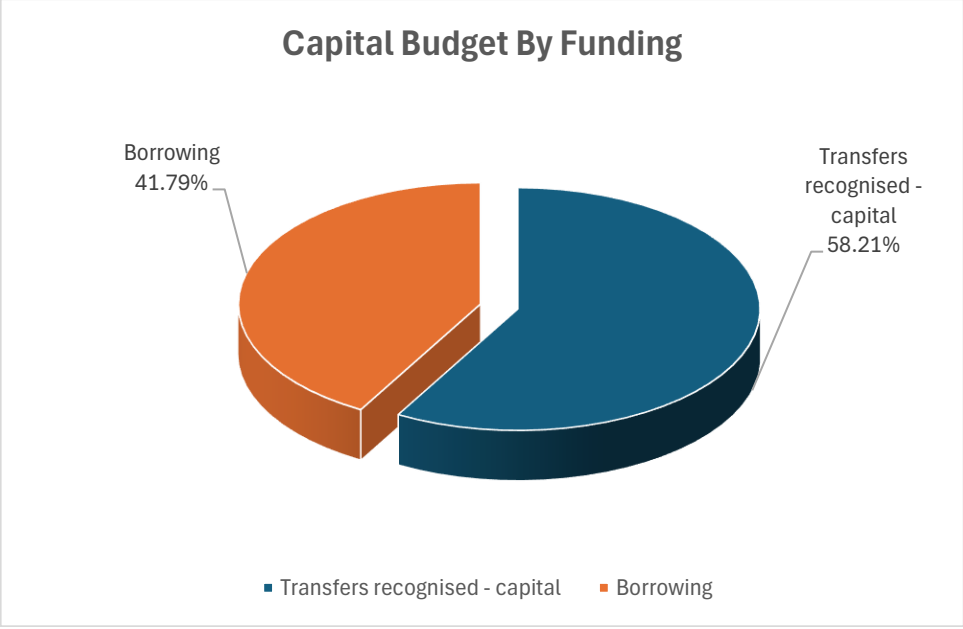
The following table provides a breakdown of the funding components of the 2024/25 medium-term capital programme:

Table 61: (Sources of capital revenue over the MTREF)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funded by:				
National Government	63 703	45 977	43 963	48 499
Provincial Government	19 841	–	–	–
District Municipality	3 000	1 391	1 391	1 391
Transfers recognised - capital	**86 544**	**47 369**	**45 354**	**49 890**
Public contributions & donations	–	–	–	–
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total Capital Funding	**121 690**	**81 369**	**45 354**	**49 890**

The above table is graphically represented as follows for the 2024/25 financial year.

Table 62: Sources of Capital Revenue for the 2024/25 financial year



Capital Grants constitute 58.21% of the total funding sources, amounting to R 47,369 million for the 2024/25 financial year and amounting to R 49,890 million or 100% in the 2026/27 financial year.

It is to be noted that no borrowing is planned for the 2024/25 MTREF, in view of financial affordability considerations.

The following table indicates the capital transfers and grant receipts:

Table 63: (Table SA 18 - Transfers and grant receipts)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

6.11.3 Cash Flow Management

Cash flow management and forecasting is a critical step in determining whether the budget is funded over the medium term. The table includes some specific features:

- Clear separation of receipts and payments within each cash flow category.
- Clear separation of capital and operating receipts from government; and
- Separation of borrowing and loan repayments (no set-off), to assist with MFMA compliance assessment regarding the use of long-term borrowing (debt).

Table 64: (Table A7 - Budgeted cash flow statement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Property rates	263 774	287 458	303 161	319 834
Service charges	672 771	761 922	853 251	956 982
Other revenue	89 140	84 168	78 479	81 248
Transfers and Subsidies - Operational	194 472	202 153	211 994	223 454
Transfers and Subsidies - Capital	68 726	54 474	52 158	57 374
Interest	11 674	13 998	12 809	13 385
Dividends	–	–	–	–
Payments				
Suppliers and employees	(1 237 615)	(1 319 188)	(1 422 176)	(1 545 322)
Interest	(6 612)	(14 934)	(15 340)	(8 167)
Transfers and Subsidies	(1 124)	(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**55 205**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(121 690)	(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(121 690)**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–
Payments				
Repayment of borrowing	(12 169)	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(12 169)**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD	**(78 653)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	104 935	**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	**26 282**	**26 086**	**31 102**	**68 268**

For the 2024/25 MTREF, the cash and cash equivalents over the medium-term is anticipated to increase from R 26,282 million in 2024/25 million to R 68,268 million in 2026/27.

Table 65: (Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash and investments available				
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Other current investments > 90 days	–	–	–	–
Non-current Investments	–	–	–	–
Cash and investments available:	**26 282**	**26 086**	**31 102**	**68 268**
Application of cash and investments				
Trade payables from non-exchange transactions: Unspent conditional Grants	(0)	–	–	–
Unspent borrowing	–	–	–	–
Statutory requirements	(45 422)	(45 422)	(45 422)	(45 422)
Other working capital requirements	18 369	18 368	18 368	18 368
Other provisions	47 914	48 355	48 795	49 235
Long term investments committed	–	–	–	–
Reserves to be backed by cash/investments	–	–	–	–
Total Application of cash and investments:	**20 861**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)	**5 420**	**4 785**	**9 361**	**46 086**

The purpose of Table A8 is to reflect the predicted cash and investments that are available at the end of a particular budget year and how these funds were used. A surplus would indicate that sufficient cash and investments were available to meet commitments, whilst a shortfall would indicate inadequate cash and investments were available to meet commitments.

The available cash and investments amount to R 26,086 million in the 2024/25 financial year and increases to R 68,268 million in 2026/27. The following is a breakdown of the application of this funding:

- Unspent conditional transfers (grants) – no unspent grant funding is anticipated over the 2024/25 MTREF.
- There is no unspent borrowing from previous financial years.
- The main purpose of the other working capital requirements is to ensure that sufficient funds are available to meet commitments as and when they fall due. A key challenge is often the mismatch between the timing of receipts from debtors and payments due to employees and creditors. High levels of non-payment by debtors will result in a greater requirement for working capital, ultimately causing cash flow challenges.
- The current provision relates to Post-retirement Medical Aid Benefits Liability which has been provided for.

It is concluded that the Municipality's cash backed, and accumulated surpluses reconciliation reflects surpluses of R 4,785 million, R 9,361 million and R 46,086 million for the 2024/25, 2025/26 and 2026/27 financial years, respectively.

It is to be noted that the 2024/25 MTREF is funded, when considering the funding requirements of section 18 and 19 of the MFMA. The cost coverage ratio is, however, 0.25 months, 0.28 months, and 0.55 months for the 2024/25, 2025/26 and 2026/27 financial years, respectively.

6.11.4 Funding Compliance Measurement

The National Treasury requires the Municipality to assess its financial sustainability against the different measures outlined below.

Description	MFMA section	Ref		2024/25 Medium Term Revenue & Expenditure Framework		
			Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funding measures						
Cash/cash equivalents at the year end - R'000	18(1)b	1	26 282	26 086	31 102	68 268
Cash + investments at the yr end less applications - R'000	18(1)b	2	5 420	4 785	9 361	46 086
Cash year end/monthly employee/supplier payments	18(1)b	3	0,27	0,25	0,28	0,55
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	–	–	–	–
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	(8,2%)	2,8%	4,1%	4,3%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	31,8%	32,9%	33,5%	34,4%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	11,7%	11,3%	10,8%	10,4%
Capital payments % of capital expenditure	18(1)c;19	8	100,0%	58,2%	100,0%	100,0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0,0%	0,0%	0,0%	0,0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10		100,0%	100,0%	100,0%
Current consumer debtors % change - incr(decr)	18(1)a	11	14,1%	0,0%	0,0%	0,0%
Long term receivables % change - incr(decr)	18(1)a	12	0,0%	0,0%	0,0%	0,0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	2,9%	10,8%	12,0%	13,1%
Asset renewal % of capital budget	20(1)(vi)	14	0,2%	0,3%	0,2%	0,0%

Below is a discussion of the different measures.

6.11.4.1 Cash/cash equivalent position.

The forecasted cash and cash equivalents for the 2024/25 MTREF amounts to R 26,086 million, R 31,102 million and R 68,268 million for the respective financial years.

6.11.4.2 Cash plus investments less application of funds

For the 2024/25, 2025/26 and 2026/27 budgets, the available cash and investments exceed the application of funds by an amount of R 4,785 million, R 9,361 million and R 46,086 million, respectively.

6.11.4.3 *Monthly average payments covered by cash or cash equivalents.*

As part of the 2024/25 MTREF, the projected cash position causes the ratio to increase from 0.25 months to 0.55 months.

6.11.4.4 Surplus/deficit excluding depreciation offsets

For the 2024/25 MTREF the indicative outcome is a deficit of R 58,574 million, R 66,923 million and R 49,490 million, respectively. This is made up as follows:

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Surplus/(Deficit)	**(139 380)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Total	(44 919)	(58 574)	(66 923)	(49 490)

It needs to be noted that a surplus does not necessarily mean that the budget is funded from a cash flow perspective, and therefore the first two measures in the table are critical.

6.11.4.5 Property Rates/services charge revenue as a percentage increase less macro inflation target

This is calculated by deducting the maximum macro-economic inflation target (which is currently 4.9%), to determine the real increase in revenue. The percentage growth totals 2.8%, 4.1% and 4.3% for the respective financial years of the 2024/25 MTREF.

6.11.4.6 Cash receipts as a percentage of ratepayer and other revenue

The outcome is approximately 95.0% for the 2024/25 and 95.0% for the 2025/26 and 95.0% for the 2026/27 financial years.

6.11.4.7 Debt impairment expense as a percentage of billable revenue

The provision has been set at 5% for property rates and services, for the 2024/25 and 5% for the 2025/26 and 5% for the 2026/27 financial years, in line with the revenue collection trends.

6.11.4.8 Capital payments percentage of capital expenditure.

The purpose of this measure is to determine whether the timing of payments has been considered in forecasting the cash position.

6.11.4.9 Borrowing as a percentage of capital expenditure (excluding transfers, grants, and contributions)

A budget provision of R 34 million for vehicles finance leases has been made for the 2024/25 financial year.

6.11.4.10 Transfers/grants revenue as a percentage of Government transfers/grants available

The purpose of this measurement is mainly to ensure that all available transfers from national and provincial government have been budgeted for. All transfers are included in the budget.

6.11.4.11 Repairs and maintenance expenditure levels

The expenditure constitutes 10.8%, 12.0% and 13.1% of Property, Plant and Equipment respectively, over the 2024/25 MTREF, whilst National Treasury has suggested an 8% level.

6.12 EXPENDITURE ON ALLOCATIONS AND GRANT PROGRAMMES

GRANTS RECEIVED

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

GRANTS EXPENDITURE

GRANTS RECONCILIATION

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
EXPENDITURE:				
Operating Expenditure				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Expenditure	**190 622**	**202 153**	**211 994**	**223 454**
Capital Expenditure				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Expenditure	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL	**263 197**	**256 627**	**264 152**	**280 828**

6.13 ALLOCATIONS AND GRANTS MADE BY THE MUNICIPALITY

The table below reflects the grants and allocations made by the Municipality. It includes grants-in-aid made in accordance with the Municipality's grants-in-aid policy and transfers to entities and other organisations to primarily support their operational expenditure.

ALLOCATIONS AND GRANTS MADE BY THE MUNICIPALITY

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash Transfers to Entities/Other External Mechanisms				
Various Organisations	*1,124*	*400*	*400*	*400*
Total Cash Transfers To Entities/Ems'	***1,124***	***400***	***400***	***400***
TOTAL CASH TRANSFERS AND GRANTS	***1,124***	***400***	***400***	***400***
TOTAL TRANSFERS AND GRANTS	***1,124***	***400***	***400***	***400***

6.14 COUNCILLORS AND EMPLOYEE BENEFITS

DISCLOSURE OF SALARIES, ALLOWANCES & BENEFITS

Summary of Employee and Councillor remuneration	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Councillors (Political Office Bearers plus Other)				
Basic Salaries and Wages	10 101	10 414	10 906	11 451
Motor Vehicle Allowance	3 407	3 503	3 678	3 862
Cellphone Allowance	1 632	1 678	1 762	1 850
Sub Total - Councillors	**15 140**	**15 594**	**16 345**	**17 163**
% increase	**–**	**3,0%**	**4,8%**	**5,0%**
Senior Managers of the Municipality				
Basic Salaries and Wages	8 210	9 681	10 165	10 674
Pension and UIF Contributions	117	123	130	136
Medical Aid Contributions	52	56	58	61
Performance Bonus	1 528	1 798	1 812	1 828
Motor Vehicle Allowance	1 922	2 196	2 306	2 421
Cellphone Allowance	10	11	11	12
Other benefits and allowances	5	5	5	6
Payments in lieu of leave	4 543	–	–	–
Sub Total - Senior Managers of Municipality	**16 387**	**13 870**	**14 488**	**15 137**
Other Municipal Staff				
Basic Salaries and Wages	267 361	295 283	313 565	329 243
Pension and UIF Contributions	37 186	38 993	40 942	42 989
Medical Aid Contributions	18 788	19 915	20 911	21 957
Overtime	19 932	20 000	23 186	24 345
Performance Bonus	18 363	19 464	20 438	21 459
Motor Vehicle Allowance	11 856	12 091	12 695	13 330
Cellphone Allowance	56	59	62	65
Housing Allowances	1 234	1 308	1 374	1 442
Other benefits and allowances	17 821	18 890	19 835	20 826
Payments in lieu of leave	1 686	–	–	–
Long service awards	1 445	–	–	–
Post-retirement benefit obligations	20 887	23 361	25 569	28 043
Acting and post related allowance	8 413	8 642	9 074	9 528
Sub Total - Other Municipal Staff	**425 028**	**458 007**	**487 652**	**513 229**
TOTAL SALARY, ALLOWANCES & BENEFITS	**456 555**	**487 471**	**518 485**	**545 529**
TOTAL MANAGERS AND STAFF	**441 415**	**471 877**	**502 140**	**528 366**

6.15 MONTHLY TARGETS FOR REVENUE EXPENDITURE AND CASH FLOW

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework
R thousand	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2024/25
Cash Receipts By Source													
Property rates	34 294	16 215	17 560	17 366	46 344	46 363	17 656	18 246	17 957	19 037	17 866	18 552	287 458
Service charges - electricity revenue	45 492	30 767	45 205	34 727	36 995	77 398	16 205	32 093	34 339	36 825	37 036	14 779	441 861
Service charges - water revenue	15 178	5 851	12 676	13 589	11 279	12 308	18 001	12 181	15 394	16 543	15 493	5 568	154 061
Service charges - sanitation revenue	7 745	6 495	6 169	6 079	6 317	6 046	7 139	6 295	8 172	6 855	8 526	4 328	80 167
Service charges - refuse revenue	9 020	6 983	7 080	6 989	7 001	6 969	6 987	6 968	6 965	6 982	6 963	6 925	85 833
Rental of facilities and equipment	202	173	172	215	199	714	591	276	364	307	261	190	3 665
Interest earned - external investments	345	413	562	534	749	524	2 368	1 039	1 512	2 225	1 984	1 742	13 998
Interest earned - outstanding debtors												–	–
Dividends received												–	–
Fines, penalties, and forfeits	48	58	66	55	234	309	216	43	311	178	283	118	1 919
Licences and permits	6 188	3 532	2 461	2 647	2 425	1 931	4 942	2 967	1 671	1 091	1 838	1 454	33 147
Agency services	360	–	783	–	–	–	–	–	–	2 212	751	450	4 554
Transfers and Subsidies - Operational	92 042	2 118			4 014	72 803		31 176				–	202 153
Other revenue	2 462	6 482	1 439	3 787	6 418	3 114	2 974	4 506	3 761	1 959	1 186	2 796	40 883
Cash Receipts by Source	**213 377**	**79 088**	**94 172**	**85 988**	**121 974**	**228 480**	**77 080**	**115 789**	**90 446**	**94 214**	**92 188**	**56903**	**1 349 699**
Cash Receipts By Source													
Other Cash Flows by Source													

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework
R thousand	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2024/25
Transfers and subsidies - capital (monetary allocations)	21 006			6 971	10 535	6 655		9 307				–	54 474
Total Cash Receipts by Source	**234 383**	**79 088**	**94 172**	**92 959**	**132 509**	**235 135**	**77 080**	**125 096**	**90 446**	**94 214**	**92 188**	**56 903**	**1 404 173**
Cash Payments by Type													
Employee related costs	(35 968)	(35 914)	(36 160)	(36 153)	(55 181)	(36 264)	(40 576)	(37 875)	(36 835)	(37 307)	(37 307)	(34 617)	(460 157)
Remuneration of councillors	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(15 594)
Finance charges	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(14 934)
Bulk purchases - Electricity	(50 342)	(50 210)	(41 766)	(33 161)	(32 562)	(32 530)	(34 372)	(32 574)	(29 588)	(32 081)	(30 256)	(46 820)	(446 262)
Other materials	(3 379)	(12 675)	(2 865)	(21 025)	(5 203)	(5 476)	(2 841)	(10 981)	(8 978)	(7 648)	(7 924)	(5 780)	(94 773)
Contracted services	(2 157)	(5 366)	8 292)	(12 475)	(12 924)	(11 684)	(7 494)	(9 365)	(10 168)	(15 579)	(18 074)	(27 320)	(140 899)
Transfers and grants - other												(400)	(400)
Other expenditure	(5 894)	(9 987)	(25 242)	(9 160)	(16 079)	(12 495)	(11 251)	(10 186)	(14 372)	(11 927)	(14 557)	(20 353)	(161 503)
Cash Payments by Type	**(100 284)**	**(116 697)**	**(116 868)**	**(114 519)**	**(124 493)**	**(100 992)**	**(99 078)**	**(103 525)**	**(102 485)**	**(107 086)**	**(110 661)**	**(137 834)**	**(1 334 522)**
Other Cash Flows/Payments by Type													
Capital assets	(586)	(3 017)	(3 103)	(1 031)	(8 303)	(1 086)	(2 238)	(6 693)	(10 592)	(7 858)	(6 475)	3 614	(47 369)
Repayment of borrowing	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(22 478)
Total Cash Payments by Type	**(102 743)**	**(121 587)**	**(121 844)**	**(117 423)**	**(134 669)**	**(103 951)**	**(103 189)**	**(112 092)**	**(114 950)**	**(116 818)**	**(119 009)**	**(136 093)**	**(1 404 368)**
NET INCREASE/(DECREASE) IN CASH HELD	**131 640**	**(42 499)**	**(27 672)**	**(24 465)**	**(2 160)**	**131 184**	**(26 109)**	**13 004**	**(24 504)**	**(22 603)**	**(26 821)**	**(79 190)**	**(196)**

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework
R thousand	July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2024/25
Cash/cash equivalents at the month/year begin:	26 282	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 282
Cash/cash equivalents at the month/year end:	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 086	26 086

Item Description	Medium Term Revenue and Expenditure Framework		
R thousand	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash Receipts By Source			
Property rates	287 458	303 161	319 834
Service charges - electricity revenue	441 861	511 233	591 496
Service charges - water revenue	154 061	165 228	177 205
Service charges - sanitation revenue	80 167	85 378	90 927
Service charges - refuse revenue	85 833	91 412	97 354
Rental of facilities and equipment	3 665	3 892	4 134
Interest earned - external investments	13 998	12 809	13 385
Interest earned - outstanding debtors	–	–	–
Dividends received	–	–	–
Fines, penalties and forfeits	1 919	2 041	2 171
Licences and permits	33 147	34 991	36 924
Agency services	4 554	4 850	5 166
Transfers and Subsidies - Operational	202 153	211 994	223 454
Other revenue	40 883	32 704	32 853
Cash Receipts by Source	**1 349 699**	**1 459 694**	**1 594 904**
Other Cash Flows by Source			
Transfers and subsidies - capital (monetary allocations)	54 474	52 158	57 374
Total Cash Receipts by Source	**1 404 173**	**1 511 852**	**1 652 278**
Cash Payments by Type			
Employee related costs	(460 157)	(488 959)	(513 508)
Remuneration of councillors	(15 594)	(16 345)	(17 163)
Finance charges	(14 934)	(15 340)	(8 167)
Bulk purchases - Electricity	(446 262)	(531 898)	(615 406)
Bulk purchases - Water & Sewer	–	–	–
Other materials	(94 773)	(100 094)	(107 171)

Item Description	Medium Term Revenue and Expenditure Framework		
R thousand	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Contracted services	(140 899)	(128 052)	(130 323)
Transfers and grants - other municipalities	–	–	–
Transfers and grants - other	(400)	(400)	(400)
Other expenditure	(161 503)	(156 829)	(161 751)
Cash Payments by Type	**(1 334 522)**	**(1 437 916)**	**(1 553 888)**
Other Cash Flows/Payments by Type			
Capital assets	(47 369)	(45 354)	(49 890)
Repayment of borrowing	(22 478)	(23 564)	(11 333)
Other Cash Flows/Payments	–	–	–
Total Cash Payments by Type	**(1 404 368)**	**(1 506 835)**	**(1 615 112)**
NET INCREASE/(DECREASE) IN CASH HELD	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the month/year begin:	26 282	26 086	31 102
Cash/cash equivalents at the month/year end:	26 086	31 102	68 268

6.16 ANNUAL BUDGETS AND SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLANS-DIRECTORATES

In terms of section 53 (1)(c)(ii) of the MFMA, the Service Delivery and Budget Implementation Plan (SDBIP) constitutes a detailed plan for implementing the Municipality's delivery of services and its annual budget, which must include the following:

(a) Monthly projections of

- Revenue to be collected, by source; and
- Operational and capital expenditure, by vote.

(b) Service delivery targets and performance indicators for each quarter.

In accordance with Section 53 of the MFMA, the Executive Mayor is required to approve the SDBIP within 28 days after the approval of the budget. Furthermore, the Executive Mayor must ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators, as set out in the SDBIP, are made public within 14 days after the approval of the SDBIP.

The SDBIP gives effect to the IDP and Budget of the Municipality. It includes the service delivery targets and performance indicators for each quarter, which forms the basis for the performance agreements of the Directors. It therefore facilitates oversight over the financial and non-financial performance of the Municipality and allows the Municipal Manager to monitor the performance of the Directors, the Executive Mayor/Council to monitor the performance of the Municipal Manager, and the Community to monitor the performance of the Municipality.

The SDBIP relating to the 2024/25 financial year will be approved by the Executive Mayor during July 2024, following the approval of the Budget.

6.17 LEGISLATION COMPLIANCE STATUS

The following reflects the status of implementation of some of the key MFMA areas:

IDP

A revised 2024/25 IDP has been developed, which will be considered at a Council meeting to be held on 29 March 2024. The IDP includes specific deliverables that form the basis for the Budget and SDBIP. The final version of the revised 2024/25 IDP will be considered at a Council meeting scheduled for 31 May 2024.

Budget

The draft annual budget document has been developed taking the MFMA and National Treasury (NT) requirements into account. Budgets are being tabled and approved within the required legislated timeframes.

Annual Report

The Annual Report has been developed taking the MFMA and NT requirements into account. The 2022/23 Annual Report will be considered at a Council meeting scheduled for 29 March 2024.

Oversight Report

The Municipal Public Accounts Committee has considered the 2022/23 Annual report. Its Oversight Report will be considered at a Council meeting scheduled for 29 March 2024.

In-Year Reporting

The municipality submits the various reports required to the Executive Mayor, Council, and NT on an ongoing basis, in accordance with the MFMA.

Supply Chain Management Policy (SCM)

A Supply Chain Management Policy has been adopted and implemented in accordance with the MFMA and NT requirements.

All the required committee structures are in place. Whilst the municipality is working at making these new processes operate more efficiently and effectively, it is considered that the municipality is currently complying with the MFMA and NT guidelines.

Budget and Treasury

A Budget and Treasury Office has been established in accordance with the MFMA and NT requirements, consisting of a CFO and municipal officials reporting to the CFO.

Audit Committee

An Audit Committee has been established and meets on a quarterly basis.

Internal Audit Function

The Municipality's Internal Audit Function reports to the Municipal Manager and is operating in accordance with an audit plan.

In relation to the 2024/25 financial year and beyond, the municipality plans to focus on the following high priority areas:

- Maintaining its unqualified audit status.
- Further strengthening of the integration and linkages between the IDP, Budget, SDBIP and Annual Report.

Internship Programme

The municipality has a total of five Interns on the Municipal Financial Management Internship programme, as approved by the National Treasury.

Municipal Standard Chart of Accounts (mSCOA)

In accordance with the Municipal Regulations relating to mSCOA, municipalities were required to be compliant with the mSCOA classification framework by 1 July 2017. It is to be noted that the Municipality has been transacting on the mSCOA compliant financial system since July 2017.

6.18 CAPITAL EXPENDITURE DETAILS

Below is the summary of the budgeted capital expenditure:

PROJECT DESCRIPTION	FUNDING	Draft Annual Budget 2024/25	Draft Annual Budget 2025/26	Draft Annual Budget 2026/27
COMMUNITY SERVICES				
Fire Vehicles	District	1 391 304	1 391 304	1 391 304
		1 391 304	**1 391 304**	**1 391 304**
ELECTRO/MECHANICAL SERVICES				
Vehicles	Finance Lease	34 000 000	-	-
Ocean View 1250 Electrification	INEP	3 654 783	6 313 043	6 572 174
Design High Mast Lights	MIG	100 000	1 000 000	2 500 000
		37 754 783	**7 313 043**	**9 072 174**
CIVIL AND WATER SERVICES				
Upgrade of Phillipsville Sportfield	MIG	500 000	7 000 000	2 407 126
Specialised Waste Management Vehicles	MIG	-	500 000	2 728 069
Upgrading Kouga Gravel Roads	MIG	150 000	20 000 000	8 709 360
Design: Upgrading of OceanView Sewer Pipe	MIG	80 500	2 055 151	5 000 000
Upgrading KwaNomzamo WWTW	MIG	29 169 586	1 007 978	-
Design: LA Mer New Sewer Rising Main	MIG	200 000	-	10 028 243
Upgrading of Sewer Pump Stations	MIG	-	-	2 728 069
Upgrading of Loerie Sewer Pump Station	WSIG	150 000	50 000	-
Beach Sewer Pump Station	WSIG	1 287 831	5 886 956	7 826 086
Water Supply Infrastructure	WSIG	3 478 260	-	-
Ageing Water Infrastructure St Francis Bay	WSIG	150 000	50 000	-
South Rivier Bridge Crossing - Main waterline	WSIG	100 000	50 000	-
St Francis Bay Boreholes	WSIG	6 956 517	50 000	-
		42 222 694	**36 650 085**	**39 426 953**
	TOTAL	**81 368 781**	**45 354 432**	**49 890 431**

CHAPTER 7: PERFORMANCE MANAGEMENT

7.1 Introduction

The PMS serves as a primary mechanism to monitor, review and improve the implementation of the Municipality is IDP and eventually the budget. The citizens of Kouga, like all other citizens in South Africa, have high expectations regarding service delivery by the Municipality. Elected representatives and the administration are continuously challenged to demonstrate that all levels of government are capable and committed to manage and utilise public resources in a way that will enhance economic growth and sustainability. This challenge is best illustrated through institutionalisation of mechanisms for performance management, monitoring and reporting.

7.2 Overview of Performance Management System

Performance management can be defined as a strategic approach to management that equips leaders, managers, employees and stakeholders at different levels with a set of tools and techniques for regular planning, continuous monitoring, regular measurement and evaluation using municipal performance indicators. efficiency, effectiveness and efficiency goals.

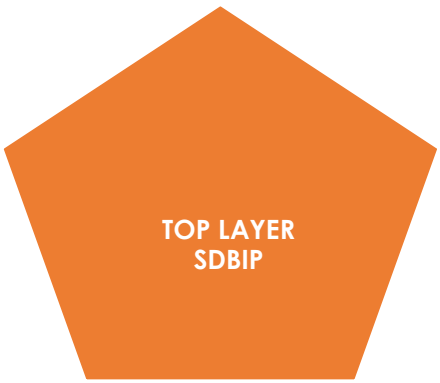
Performance indicators are measures of quantity, quality, time, durability and cost that are used to evaluate the production and delivery of products and the resulting effects. Therefore, efficiency is measured in terms of inputs, outputs, and outputs and outcomes of activities or processes.

Performance management is primarily guided by the relevant legislative frameworks and directed by top management and the council. The main legal framework for performance management is as follows:

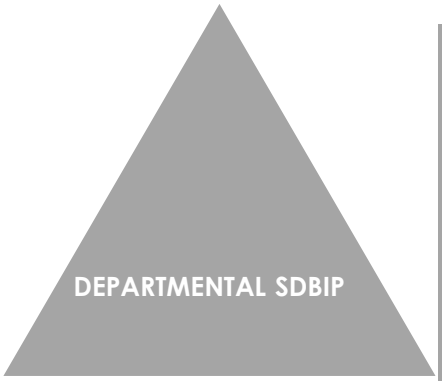
- The Constitution of South Africa 1996 (Act 108 of 1996) [Section 152 & 195 (1)].
- The Municipal Planning and Performance Management Regulations (No 796, 24 August 2001).
- The White Paper on Transforming Public Service Delivery (Batho Pele 1998).
- The Local Government: Municipal Structures Act, 1998 (No. 117 of 1998).
- Local Government: Municipal Systems Act, 2000 (No. 32 of 2000).
- The Municipal Financial Management Act (No. 56 of 2003).
- The Municipal Staff Regulations (No 890, 20 September 2021).

7.3 The SDBIP Concept: A Practical Perspective

Figure 26: The SDBIP Concept



- Consolidated service delivery targets set by top management.
- Approved by the Executive Mayor.
- Tabled in Council for information and monitoring.
- Include high level information per ward.
- Revised targets approved by Council following approval of the adjustment estimate.
- Final SDBIP 14 days after approval of the budget.
- Approve SDBIP with 28 days after budget approval.
- Multi-year municipal scorecard.



- Provides more detail of each output for which top management is responsible.
- How the departments will implement the Top Layer SDBIP.
- Municipal Manager has access, but senior manager will use to hold middle-level and junior managers responsible for components of the SDBIP and targets.

7.4 Role-players in Performance Management

The role-players that manage the performance management system of the municipality include the following:

Role Player	Role
Executive Mayor and Members of the Mayoral Committee	The Executive Mayor and the Members of the Mayoral Committee manage the development of the municipal PMS and oversee the performance of the Municipal Manager and the General Managers.
Council and Section 79 Committees	Section 79 Committees play an oversight role and consider reports from Council on the functioning of different portfolios and the impact on the overall objectives and performance of the municipality.
Internal Audit	The Internal Audit Services plays an internal performance auditing role, which includes monitoring the functioning of the PMS and compliance to legislative requirements. Its role is also to assist the municipality in validating the evidence provided by the General Managers in support of their performance achievements.
Performance Audit Committee	The committee monitors the quality and integrity of the Performance Management System, to ensure equity and consistency in the application of evaluation norms and standards. The committee further provides impartial recommendations on

Role Player	Role
	performance ratings to the Mayoral Committee, following the completion of objective appraisals.
Evaluation Panel	The Evaluation Panel evaluates the performance of Section 57 employees, including the Municipal Manager's performance, through approval of their final performance ratings
Community	The community plays a role in the PMS through the annual IDP consultation processes, which are managed by the Office of the Speaker, working in close collaboration with the IDP and Public Participation Unit.

7.5 Performance Reporting

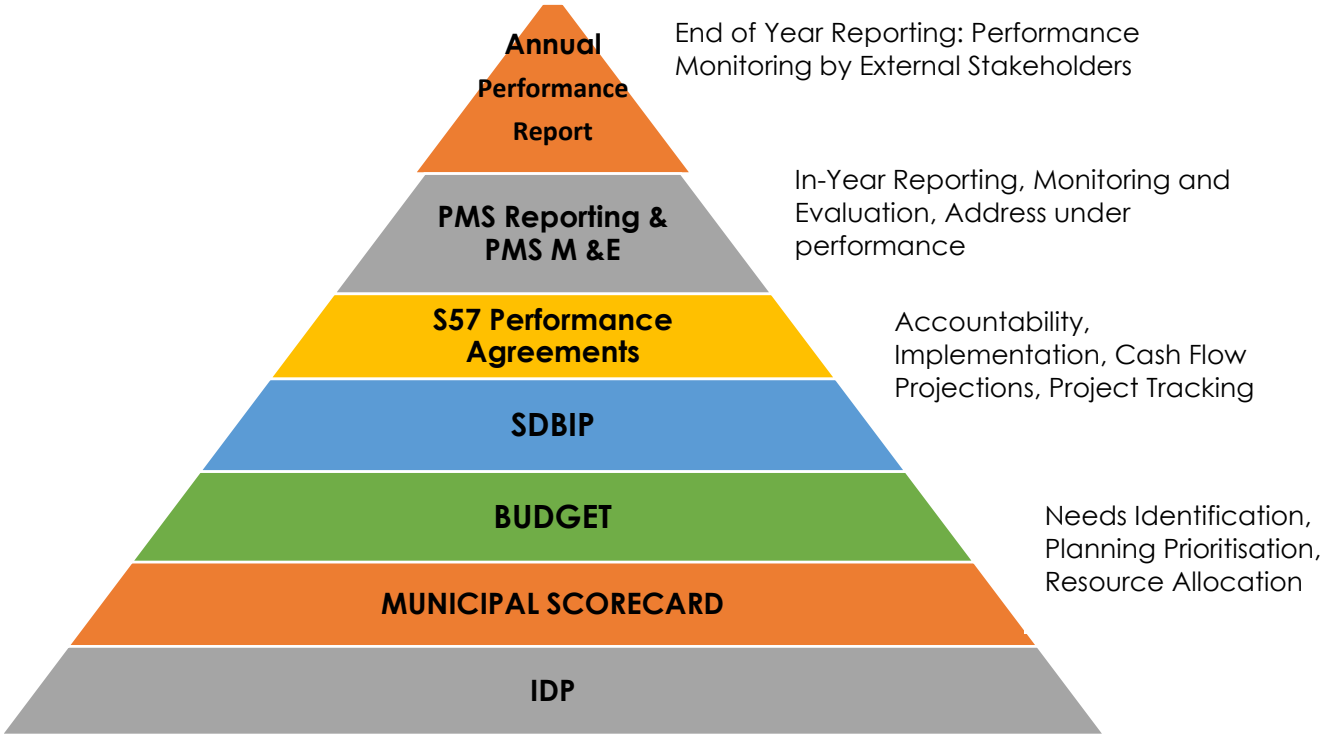
The legislative framework requires that the municipality should develop reports on particular intervals that must be submitted to various institutions for validation and monitoring. The table below outlines a summary of the reports that have been developed in the municipality.

REPORTS	DESCRIPTION
Monthly Reports	Monthly reports on the performance of the departments should be generated from the performance management system and submitted to the portfolio Councillor by the senior management team.
Quarterly Reports	Quarterly reports to report on the performance in terms of the TL SDBIP should be generated form the system and submitted to Council. This report should also be published on the municipal website
Mid-Year Assessment	The performance of the first 6 months of the financial year should be assessed and reported on in terms of section 72 of the MFMA. This assessment must include the measurement of performance, the identification of corrective actions and recommendations for the adjustments of KPI's, if necessary. The format of the report must comply with the section 72 requirements. This report must be submitted to the mayor for approval before 25 January of each year and published on the municipal website afterwards.
Annual Performance Report	The annual performance report must be completed by the end of August and submitted with the financial statements to the Auditor General (AG) of South Africa. This report must be based on the performance reported in the SDBIP. Reports should be generated from the system and reviewed and updated in the performance comments field for reporting purposes.
Annual Reporting	The annual report of a municipality must include the annual performance report and any recommendations of the municipality's audit committee. The accounting officer of a municipality must submit the performance report to the Auditor-General for auditing within

REPORTS	DESCRIPTION
	two months after the end of the financial year to which that report relate. The Auditor-General must audit the performance report and submit the report to the accounting officer within three months of receipt of the performance report. The Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality. The Auditor-General may submit the performance report and audit report of a municipality directly to the municipal council, the National Treasury, the relevant provincial treasury, the MEC responsible for local government in the province and any prescribed organ of the state. Immediately after an annual report is tabled in the council, the accounting officer of the municipality must submit the annual report to the Auditor- General, the relevant provincial treasury and the provincial department responsible for local government in the province. The council of the municipality must consider the annual report by no later than two months from the date on which the annual report was tabled, adopt an oversight report containing council's comments on the annual report. The meetings of a municipal council at which an annual report is to be discussed or at which decisions concerning an annual report are to be taken, must be open to the public and any organ of the state. The Cabinet member responsible for local government must annually report to Parliament on actions taken by the MECs for local government to address issues raised by the Auditor-General.
Oversight report	The Council of a municipality must consider the municipality's annual report (and that of any municipal entity under the municipality's control), and in terms of Section 129, within two months from the date of tabling of the annual report, must adopt an oversight report containing the Council's comments, which must include a statement whether the Council: a) has approved the annual report with or without reservations; b) has rejected the annual report; or c) has referred the annual report back for revision of those components that can be revised. In terms of Section 132, the following documents must be submitted by the Accounting Officer to the provincial legislature within seven days after the municipal council has adopted the relevant oversight report: a) the annual report (or any components thereof) of each municipality and each municipal entity in the

REPORTS	DESCRIPTION
	province; and all oversight reports adopted on those annual reports. It is important to note that the Oversight Committee working with these reports should be chaired by the opposition party.

Figure 27: Accountability Model



7.6 Audit Outcomes

The table below depicts Kouga Municipality's audit findings:

Financial Year	Outcome
2020/21	Unqualified
2021/22	Unqualified
2022/23	Unqualified

7.7 Audit Corrective Action Plan 2022-23

The table below outlines the findings on Performance Management and actions to be taken:

DETAILS OF THE FINDING	ACTION	RESPONSIBLE PERSON
A performance management system was not adopted, as required by municipal planning and performance management regulation 8. As the performance management system developed did not clarify the roles and responsibilities of each roleplayer in the system as required by the MSA sections 40 and 41, and municipal planning and performance regulations.	Implementation and monitoring over the controls should be actioned.	Performance Manager
The performance management system and related control over performance planning, monitoring, review, reporting and improvement processes were established; however those controls were not adequately implemented, as required by municipal planning and performance management regulation 7(1)	Implementation and monitoring over the controls should be actioned.	Performance Manager
The municipality did not adequately discharge its oversight responsibilities in relation to performance information, as material misstatements were identified on performance reporting, which were initially reported in financial year and management did not implement the recommendations provided to prevent the recurrence of the findings.	Implementation and monitoring over the controls should be actioned.	Performance Manager
Management did not establish and communicate policies and procedures to enable and support understanding and execution on Internal control objectives, processes and responsibilities as a result material misstatements were identified on the annual performance report due to lack of review and implementation of the performance management controls.	Implementation and monitoring over the controls should be actioned.	Performance Manager

APPENDICES

Appendix 1: Ward Based Plans

Ward Based Plan: Ward 1

Ward 1 consists of the following areas: Oyster Bay, Sea Vista, Umzamowethu, Leeubos, Lower Golf course and surrounding farm areas. The Ward is a very diverse area with different socio-economic characteristics.

Governance Structure

a) Ward Councillor



Cllr. N Ntshota

b) Ward Committee



Lindelwa Sibanga
Sport



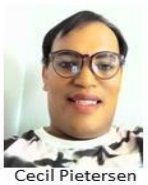
Siphosethu Skeyi
Tourism & Culture



Ntombovuyo Qubu
Environmental



Nomcoselelo Mhlambiso
Community Safety & Security



Cecil Pietersen
Education & Religion



Ntombekhaya Phezisa
Youth, Women, Elderly & People Living with Disabilities



Mariekie Smit
Ratepayers & Civic Association



Ziphozihle Makubalo
Health & Welfare



Florida Witbooi
Business, Informal Traders
& Formal Traders Association



Lumko Gqoboka
Agriculture
& Farmworkers

Ward 1 Vision

VISION: "***A Peaceful Ward that is free from poverty, unemployment & drugs"***

The Community of ward 1 identified current challenges that need to be addressed to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weaknesses
• Working hand in hand with community • Good listener • Problem solver	• No skills • Lack of knowledge • To make sure everyone is assisted. • Panic • Patience
Opportunities	**Threats**
• Training • Participation	• Budget • Communication plan • High expectations

In response to SWOT analysis, and action plan has been developed recommending projects and strategies over the next 5 years.

SOCIO ECONOMIC PROFILE



***Population** = 5864 (Census 2011)*
= 2839 (Voters Roll 2016)
= 3653 (Voters Roll 2021)



Households = 2001 (Census 2011)
24.1% Households fully owned and paid up
Average Annual Household Income = R29 400 (More than Double the Provincial and District Averages)



Access to Services:
Water – 74.3%
Refuse Collection – 67.6%
Sanitation (flush toilet) – 70.4%



Employment = 56.6% Employed

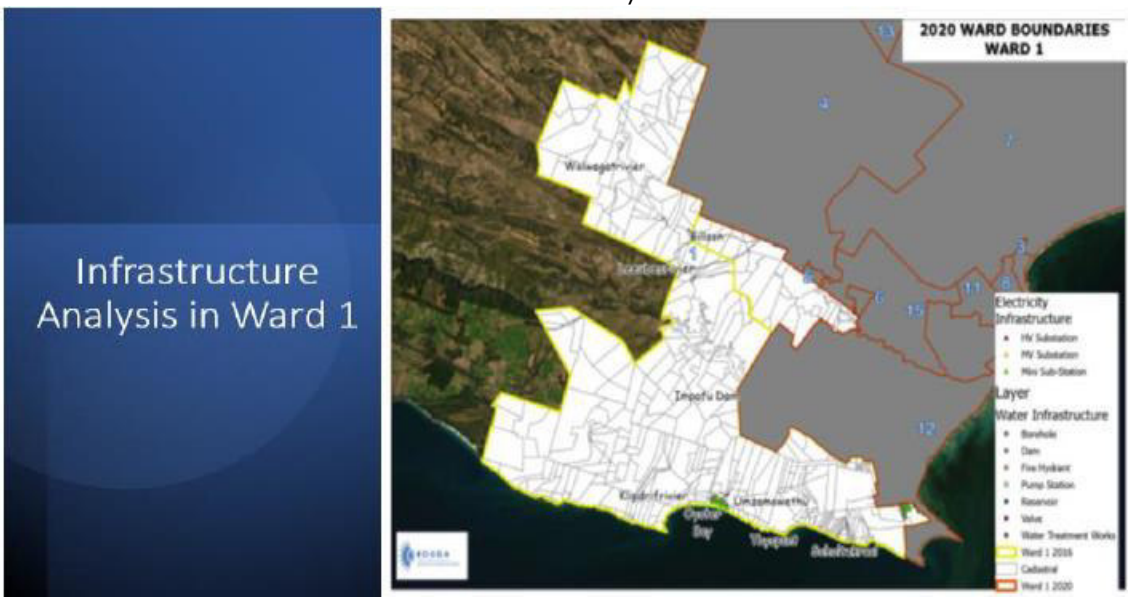


Education = 24% Completed Matric or higher
= 62.6% Completed Grade 9 or higher

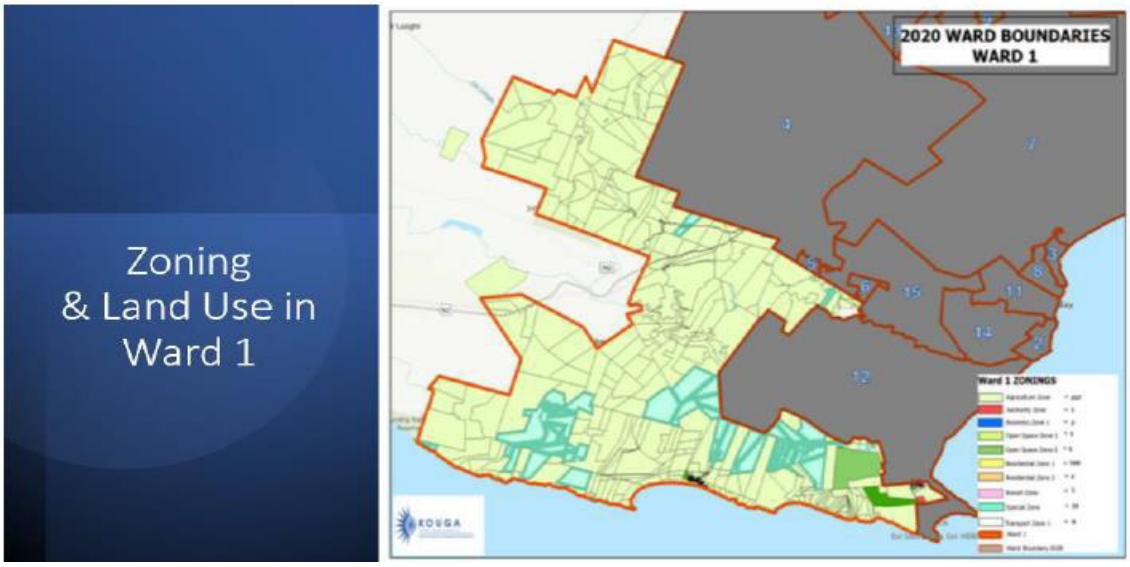
WARD INFRASTRUCTURE PROFILE

The Consitution directs that the municipalities must manage, budget and plan processes that would give priority to the basic needs of the community and promote

social and economic development of the community. Infrastructure development is an element of basic needs of the community.



LAND USE AND ZONING

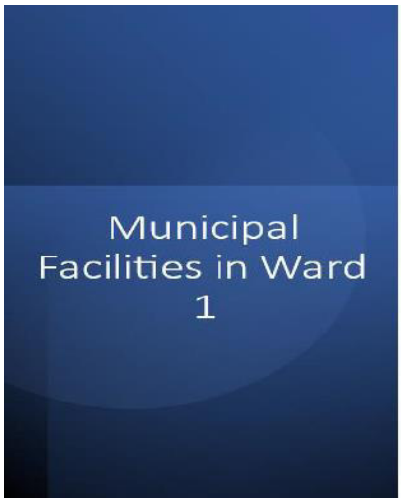


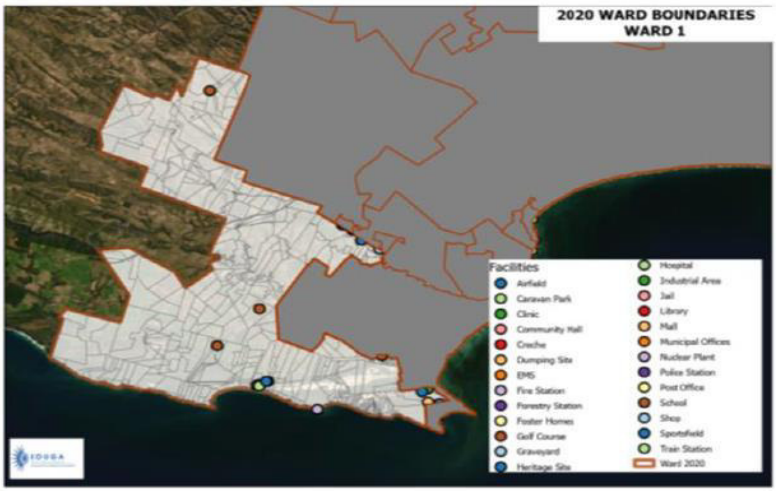
The Kouga Municipal Spatial Development Framework (SDF) sets out the spatial strategy within which the 2022/2027 IDP operates. The key spatial plan of the SDF and the short term (5year) spatial priorities are to be incorporated in the IDP.
The SDF covers the whole jurisdictional area of the municipality not only the towns and must strive to answer the following questions.

- How is the SDF going to develop Ward 1 over the next 5 to 10 years ?
- What kind of development should take place?
- Where is the best place for development ?
- Who will be responsible for what aspect of the development ?

FACILITIES IN WARD 1

Municipal facilities mean buildings and properties owned, leased, rented, allocated, programmed, operated, or managed by the Municipality intended for public use.





RESOURCES

This includes, but is not limited to parks and trails, recreation facilities, staff offices and workspaces, meeting rooms, community meeting spaces, Municipal Hall and spaces where the Municipal Services are provided but does not include facilities or proportions thereof that are occupied by any other sector.

No	Resources
1.	Windfarms
2.	DVG Community Support Centre
3.	Clinic
4.	Community Hall
5.	Library
6.	Beach
7.	Spar
8.	Foreign Registered Spaza Shops
9.	Dairy Farming
10.	Brakkeduine

WARD BASED NEEDS

Ward 1: Top 5 Priorities

Ward 1 Ward Councillor: Nozuko Ntshota						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Stormwater Drainage	Keep Kouga Serviced	Part of the municipality's ongoing operational programmes			
2.	Water borne sewer system	Keep Kouga Serviced	In process to conduct feasibility studies and technical reports.			

Ward 1 Ward Councillor: Nozuko Ntshota						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
3.	Formalization on informal settlement	Keep Kouga Safe	Sea Vista informal settlements (Cosovo, New Rest, and Zwelitsha) has been accommodated in the 2023/24 business plan. Lower Golf course is part of the current informal settlements upgrading program	Awaiting funding approval/allocation from ECDHS		
9.	Fixing of roads	Keep Kouga Serviced	To be investigated (specific location of roads)			
5	Stray animals	Keep Kouga Safe	A private pound in Loerie is currently in use with an animal holding pen at the Humansdorp Fire Station. Animal care By law to be reviewed by 2023 / 24	Opex		

Ward 1: Other Important Priorities

Ward 1 Ward Councillor: Nozuko Ntshota						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1	Youth Development Centre	Keep Kouga Caring	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
2	Rehab Centre for drug and substance abuse	Keep Kouga Caring	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
3	Fixing of Houses (leakage and water issues when raining	Keep Kouga services	New Priority			
4.	Skills Development for Youth and Career Expo	Keep Kouga Caring	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
5.	Rehabilitation of dunes	Keep Kouga Green	Oyster Bay – sand build up removal and planting of vegetation as part of annual rehabilitation (Yearly Programme) by 2023 / 24	Opex		
6.	CCTV Cameras	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified)			

Ward 1 Ward Councillor: Nozuko Ntshota Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage 2023/24	2024/25	2025/26
7.	Shelter for Scholars	Keep Kouga Smart	Referred to IGR			
8.	Promotion of SMME's	Keep Kouga Growing	SMME Policy in Review. Currently list of SMME's on database after roadshow in 2022.	No budget required		
9.	Disabled Centre	Keep Kouga Caring	In the process to investigate if there is suitable land. This process should be completed before June 2023. Referred to IGR.			
10.	Speed humps	Keep Kouga Serviced	To be investigated (specific location of speed humps)			
11.	Illegal dumping site	Keep Kouga Clean	Cleared on daily basis – war on waste (WoW)illegal dumping starting by 2023 / 24 – door to door education (EPWP Programme)	Grant Funding		
12.	RDP renovation	Keep Kouga Services	New Priority			
13.	Fire Station	Keep Kouga Services	New Priority			
14.	High mast light for Lower Golf Course	Keep Kouga Serviced	To be investigated (specific location of lights)			
15.	Overgrown erven	Keep Kouga Green	Notices send to owners when complaints are received - EPWP attending to overgrown erven and open spaces in Oyster Bay	Opex		

WARD BASED PLAN: WARD 2

WARD 2 PROFILE

Jeffrey's Bay is situated right near the tip of Southern-most Africa in the Eastern Cape province. It sits at the gateway of the beautiful Garden Route – the famous route between Port Elizabeth (Nelson Mandela Bay) and Cape Town. From Jeffreys Bay, this scenic road winds through the beautiful Tsitsikamma forest, Nature's Valley, and the seaside towns of Plettenberg Bay and Knysna. Due to this prime situation, Jeffrey's Bay provides travelers with an ideal base from which to explore the enchanting east coast of South Africa.

Ward 2 is one of the Jeffreys bay ward which includes ***Pelsrus, Madiba Bay, Marina Martinique, and Aston Bay.***

Governance Structure

a) Ward Councillor



Cllr. H Murray

b) Ward Committee


Mziyand Resha
Youth Woman Elderly Disabilities


Vedeliah Barendse
Education and Religion


Elvira Dolph
Health


Porcia Savage
Environmental


Christiaan De Klerk
Community Safety & Security


Sean Titus
Sport


Owen Piet
Agriculture & Farmworkers

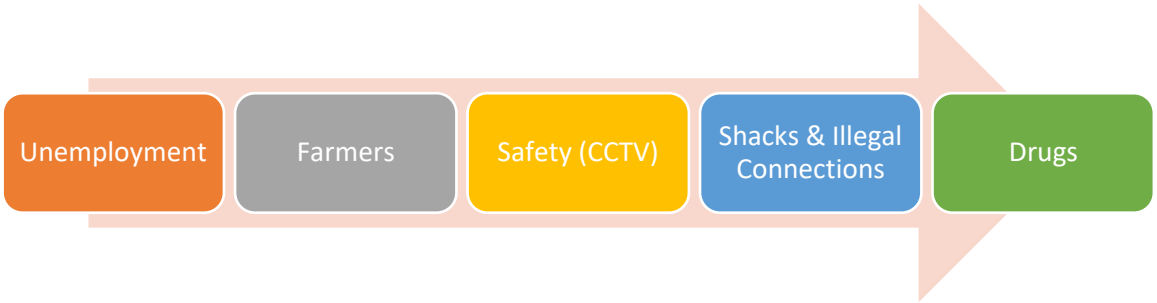

Donovan Perils
Business Informal Traders


Alwyn Kloppers
Ratepayers


Nikky Krugel
Tourism & Culture

WARD 2: VISION

The Community of ward 2 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

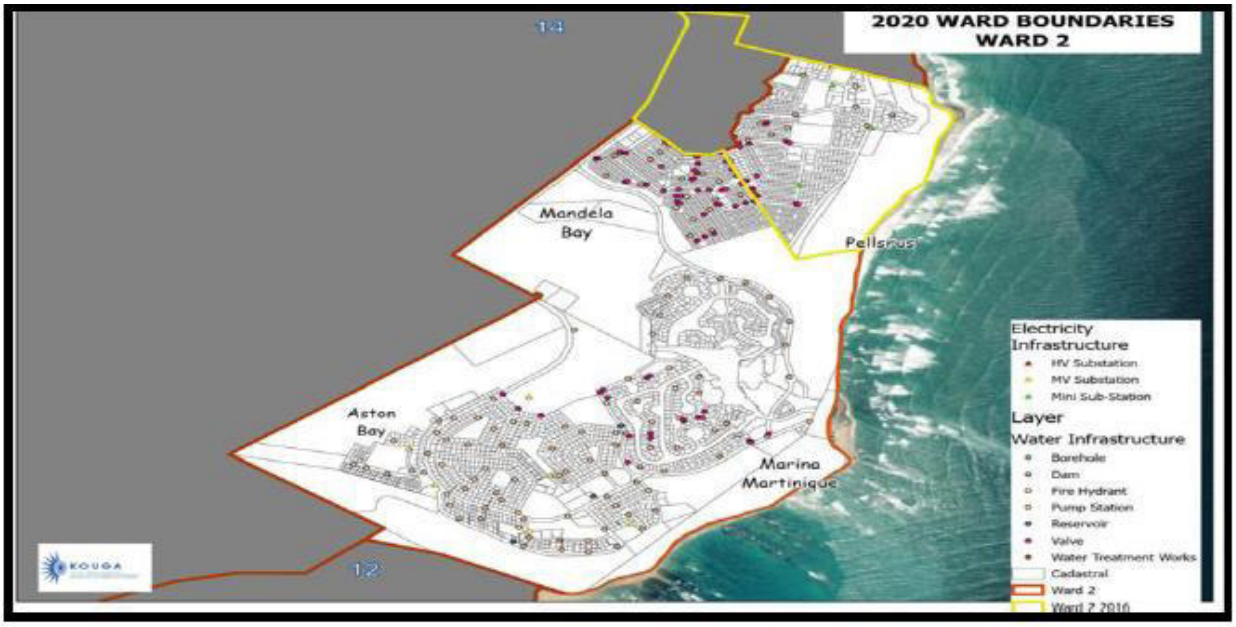
Strengths	Weakness
• Ocean /Beach Marina • Sports/ Sportfield • Vacant Space/ Land • Next to CBD • Tourism (Open water swim SA Marina) • Hospitality Industry • Seekoei Nature Reserve	• Criminal Activities • Lack of qualitied skills • Outsources SMMEs opportunities • Lack of SMME's capacity support • Marketing destination
Opportunities	**Threats**
• Ocean • Vacant Land / Business Opportunity • Neighborhood Watch / More Cameras • Safety Groups • Boreholes • Youth Development Centre /Skills • Sportfields • Informative Social Network • Seekoeie Nature Reserve	• Poor Infrastructure • Business restriction • Drought • Storms • Increase in population • No land for human settlement

In response to SWOT analysis, an action plan was developed recommending projects and strategies over the next 5 years.

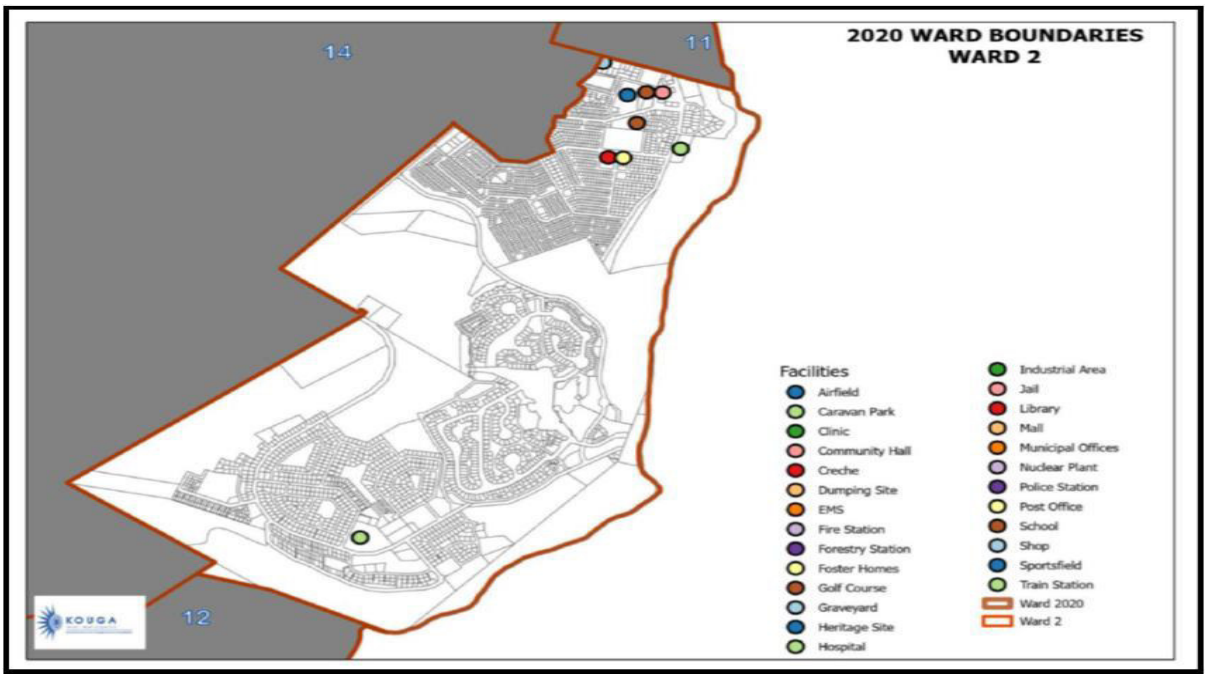
WARD 2: SOCIO-ECONOMIC PROFILE

	**Population** = 5016 (Census 2011) = 4212 (Voters Roll 2016) = 5299 (Voters Roll 2021)
	**Households** = 1591 (Census 2011) 43.6% Households fully owned and paid up Average Annual Household Income = R14 600 (More than Double the Provincial and District Averages)
	**Access to Services:** Water – 98.8% Refuse Collection – 97% Sanitation (flush toilet) – 73.7%
	**Employment** = 56.6% Employed
	**Education** = 24% Completed Matric or higher = 62.6% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS



FACILITIES IN THE WARD



WARD 2: RESOURCE MAPPING

No.	Description	Ownership
1.	Ocean	Natural Asset
2.	Seekoei nature reserve	Natural Asset
3.	Churches	Private churches
4.	Caravan Park	Kouga municipality
5.	Lagoon	Natural Asset
6.	NPO's and NPO's	Private
7.	Marina canals	Marina Martinique
8.	Sport field	Kouga municipality
9.	Aston Bay jetty	Marina Martinique
10.	Franchise	Private
11.	Clinic	Dept. of Health
12.	Community Hall	Kouga municipality
13.	School	Dept. of Education

WARD BASED NEEDS

Ward 2: Top 5 Priorities

Ward 2 Ward Councillor: Henry Murray						
No.	**Ward Priority**	**SFA**	**Departmental Response to Priorities**	**Budget Linkage**		
				2023/24	**2024/25**	**2025/26**
1.	Upgrading of storm water and sewer system	Keep Kouga Serviced	Part of the municipality's ongoing operational programmes			
2.	Youth development centre	Keep Kouga Growing	Referred to IGR			
3.	Upgrade of the Estuary	Keep Kouga Green	New Priority			
4.	Camera systems	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 (Specific location to be identified)			
5.	Upgrading of gravel roads (Phase 2)	Keep Kouga Serviced	The following gravel roads will be upgraded: Oliver Tambo Street Robert Dennis Street Sarah Baartman Street Siena Brown Street Steve Biko Street Steve Tshwete Street Elsie Jacobs Street	-	Implementation stage	-

Ward 2: Other Important Priorities

Ward 2 Ward Councillor: Henry Murray						
Nr.	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Streetlights (Solar)	Keep Kouga Smart	To be investigated (location of lights)			
2.	Improvement of existing health facilities	Keep Kouga Caring	Priority referred to Provincial Department of Health			
3.	Business Park for SMME's	Keep Kouga Growing	Needs Analysis must be done to determined specific intervention	No budget required		
4.	Athletic running track	Keep Kouga Growing	Referred to IGR			
5.	Neighbourhood watches	Keep Kouga Safe	Aston Bay, Madiba Bay and Oceanview has established neighbourhood watches. Pellsrus is busy establishing a neighbourhood watch and working with Madiba Bay.	No budget required		
6.	Beach boardwalk and disabled ramp	Keep Kouga Caring	To be investigated (indicate location)			
7.	Capacity workshop for existing SMME's	Keep Kouga Growing	Needs Analysis must be done to determined training intervention.	No budget required		
8.	Upgrading of sport field	Keep Kouga Caring	To investigate the upgrade needs			
9.	Safety committee forum	Keep Kouga Safe	To be established in 2023/24 FY	No budget required		
10.	Business partnership	Keep Kouga Growing	Needs Analysis must be done to determine intervention			
11.	Workshop training for vulnerable groups	Keep Kouga Growing	Needs Analysis must be done to determined intervention	No budget required		
12.	NPO's and NGO's development	Keep Koga Growing	Referred to IGR			
13.	Indoor sport centre	Keep Kouga Growing	Referred to IGR			

WARD BASED PLAN: WARD 3

WARD 3: PROFILE

The town of Jeffreys Bay is bordered on both sides by nature reserves and rivers. The Kabeljous Estuary in the Kabeljous Nature Reserve is known as one of the best-preserved estuaries in the Eastern Cape, and every year the flamingos return to spend the summer here. For the nature lovers, there are wonderful hiking trails in Kabeljous Nature Reserve as well as in the Noorsekloof Nature Reserve. Wavecrest is a rather large suburb in Jeffreys Bay, taking up a huge chunk of the area. Property investment in a holiday home in Wavecrest is a brilliant opportunity to make your investment work for you. When you are not enjoying the peace and tranquillity of a coastal getaway, rent out your holiday home to earn extra income or let the property pay for itself. This suburb was established in the mid-1970s and is almost 90% developed. The ward has a beach which encourages the following tourism or leisure activities: surf school, horse trials and it is also home to the Jeffreys Bay Golf Course.

6.3.1.1 WARD GOVERNANCE STRUCTURE

a) Ward Councillor



Cllr. W. Gertenbach

b) Ward Committee



Ronelle Ungerer
Ratepayers & Civic Assosiations



Ria Bestbier
Environment



Eddie Venter
Sports



Henda Thiart
Youth, Women, Elderly & Disabled



Margaret Rodrigues
Education & Religion



Leonard Rodrigues
Community Safety & Security



Johan Schamrel
Business, Informal &Formal Traders



Soria Swart
Tourism



Simon Lombard
Agriculture & Farmworkers



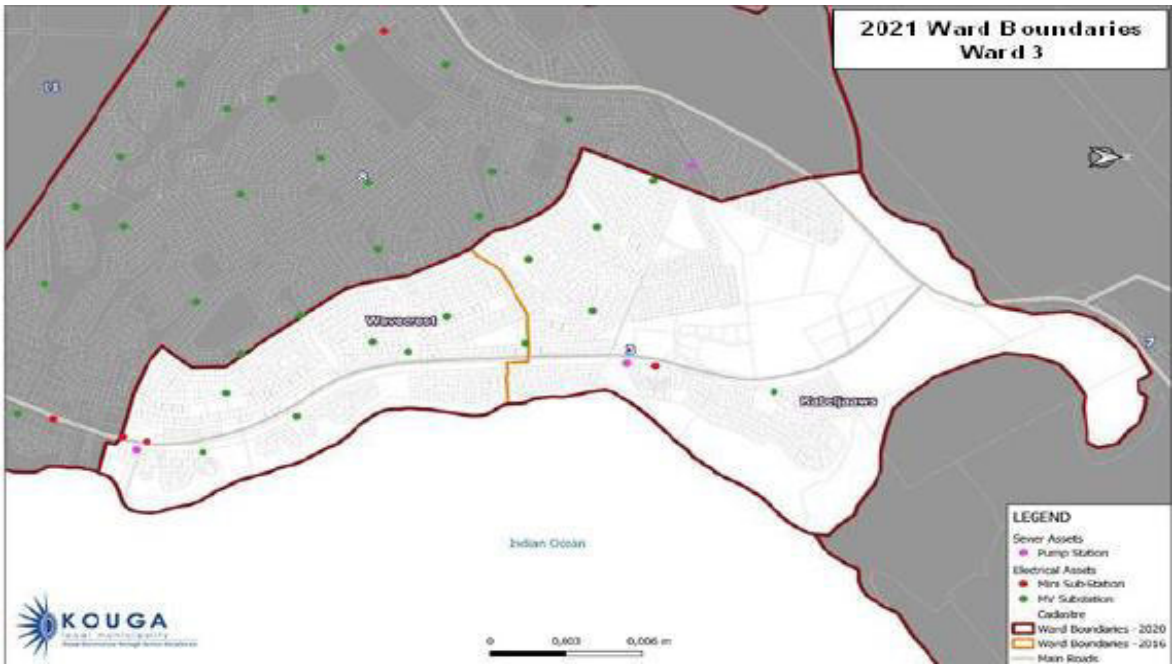
Kobus Ellis
Health and Welfare

WARD 3: SOCIO-ECONOMIC PROFILE

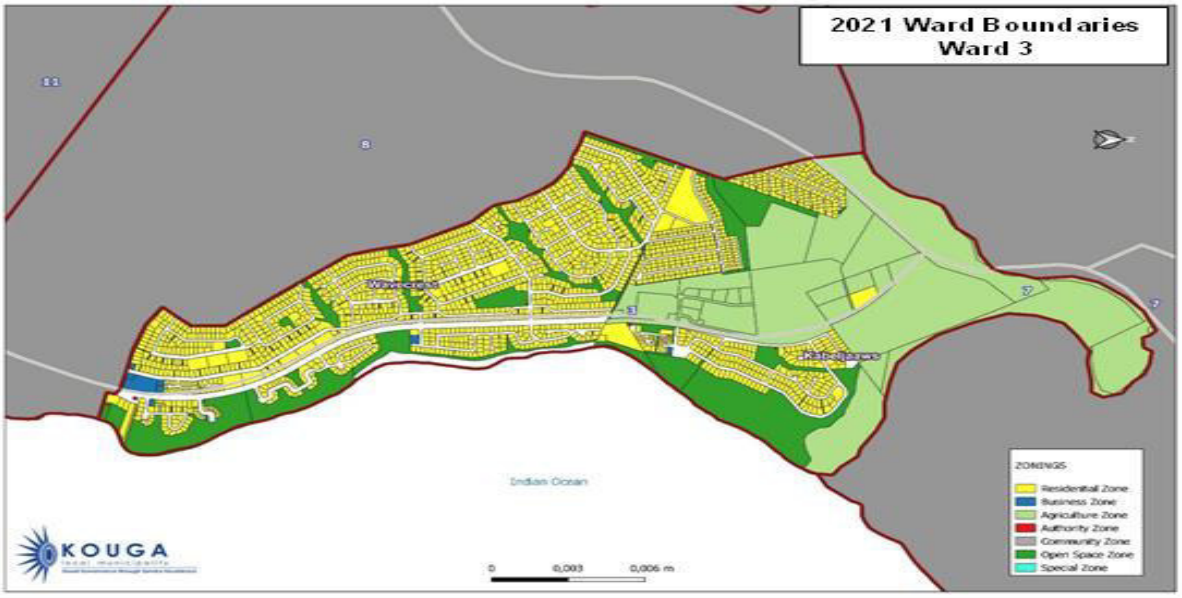
	**POPULATION** = 1 128 (census 2011) = 2 499 (voters 2016) = 3 124 (voters 2021)
	**HOUSEHOLDS** = 503 (Census 2011) 61% households fully owned and paid up Average Annual Household Income = R115 100 (More than Double the Provincial and District Averages)
	**ACCESS TO SERVICES:** Water – 98.5 % Refuse Collection 98.3% Sanitation (Flush toilet) 96,6 %
	**EDUCATION:** 74.5% Completed matric / higher 90.2% Completed Grade 9 / higher
	**EMPLOYMENT:** 50.2% Employed

INFRASTRUCTURE & ASSETS

Ageing infrastracture, especially electricity, water and sanitation infrastructure results in leakages, pipe bursts, blockages and electricity disruptions, all of which impede service delivery.

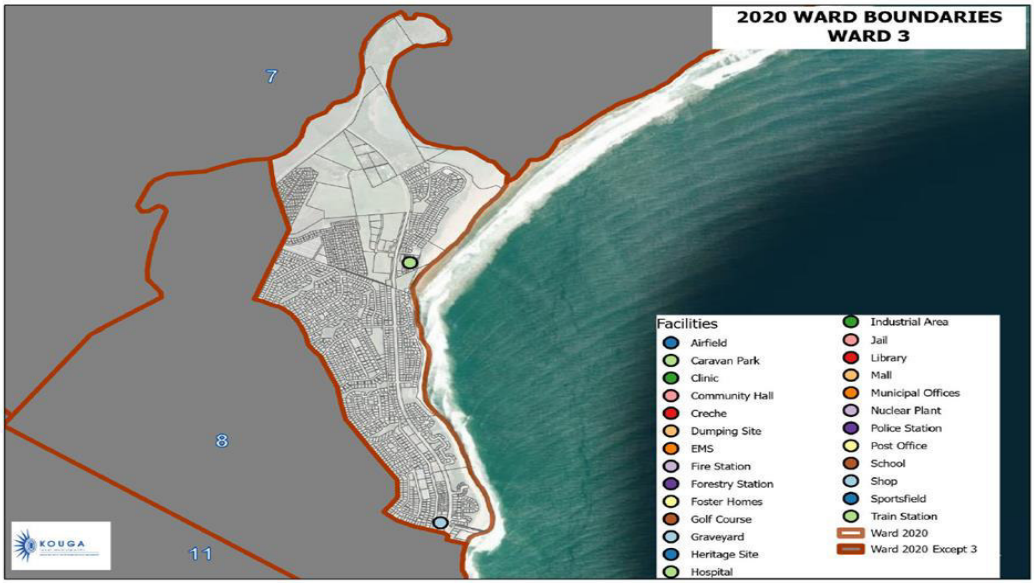


LAND USE AND ZONING



The Ward is largely zoned residential and has a fair number of open spaces, agricultural land and protected areas. There is a business zone mainly doing the Da Gama main road that transverses through the town of Jeffreys Bay (ward 8&11).

FACILITIES IN WARD



WARD 3: RESOURCE MAPPING

No.	Description
1.	Kabeljous lagoon & Nature Reserve
2.	Eedenglen Retirement Village
3.	Dutch Reformed Church
4.	Beach
5.	Engen
6.	Nina's Restaurant
7.	Supertubes
8.	SuperSpar
9.	Noorsekloof Local Authority Nature Reserve
10.	Whale Watching

WARD BASED NEEDS

Ward 3: Top 5 Priorities

Ward 3 Ward Councillor: Willem Gertenbach						
No	Ward Priority	SFA	Departmental Response to Prior	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Resealing of 1km of road: Kiepersol Street	Keep Kouga Services	Ongoing. Roads to be identified.			
2.	Providing of curbing for internal roads	Keep Kouga Serviced	Ongoing maintenance project.			
3.	Take over of Da Gama Road	Keep Kouga Serviced	Council Resolution has been taken for St Francis and Da Gama Road to be handed over to municipality. Waiting feedback from Roads and Transport Department			
4.	Maintenance of internal roads (potholes) and stormwater infrastructure	Keep Kouga Serviced	Roads master plan completed and available. Stormwater master plan to be reviewed.			
5.	Replacement of Mimosa water-pipe	Keep Kouga Serviced	Replacement of Pipeline in progress	R16.3m	R8.7m	R6.1m

Ward 3: Other Important Priorities

Ward 3 Ward Councillor: Willem Gertenbach						
No	Ward Priority	SFA	Departmental Response to Prior	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Street names for the new ward extension	Keep Kouga Serviced	In implementation through the Ward Development Fund process.			
2.	Boardwalks along beaches	Keep Kouga Serviced	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
3.	Walkways along da Gama Road	Keep Kouga Serviced	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
4.	Wi-fi	Keep Kouga Smart	KLM does not provide free Wi-Fi. Refer to windfarms.			
5.	Sustainable electrical bulk supply	Keep Kouga Serviced	Ongoing project in Jeffreys bay.			
6.	3 Safety Cameras in the Ward	Keep Kouga Safe	In process with the first one.			

WARD BASED PLAN: WARD 4

WARD 4: PROFILE

Ward 4 is located in the southwest part of Kouga Local Municipality. It consists of Kruisfontein, Jeugkamp, Die Berg, Ext 391-Northside, 7de Laan, Maak 'n Las, Gill Marcus, Mooi-uitsig, and Donkerhoek. The extent of the ward is 308.4 square kilometres. The oldest hand rung bell can be found at the historic United Congregational Church that was built in 1839. The surrounding beautiful mountains can offer day hikes, bike rides and unforgettable adventures. The community in Kruisfontein and Die Berg use to be small scale crop and cattle farmers.

6.3.1.2 Governance Structure

a) Ward Councillor



Cllr. J. Alexander

b) Ward Committee



Valerie Kriga
Youth, Women & Elderly



Bradley Stefaans
Education & Religion



Leonie Plaatjies
Health & Welfare



Frans Leander
Agricultural



Sharon Felix
Environmental



Bradley Stefaans
Sport



Arnold Koester
Safety & Security



Rudie Smith
Ratepayers & Civic Association

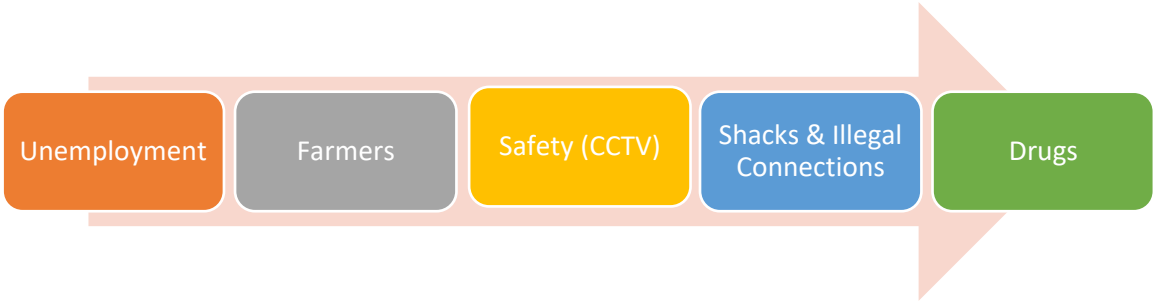


Priscilla Pockbass
Tourism & Culture

6.3.1.3 WARD 4: VISION

VISION: ***"A prosperious ward that promotes sustainable rural livelihood and food security through effective service excellence."***

The Community of ward 4 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



No.	Unemployment	Farmers	Safety	Shacks & Illegal Connections	Drugs
1.	Unemployment rate was 61.6% in 2011	There are a lot of live-stock farmers who are not registered	The ward is exposed to gangsterism of the highest order	Influx, land invasion and illegal informal settlement should be discouraged	This ward is one of the hotspots of the selling and use of drugs
2.	The population growth has increased significantly between	Live-stock animals are roaming in streets and CBD, due to land challenges	All the schools in the area are subjected to drug abuse and gangster groups	Proper measurements should be implemented to protect vacant land earmarked for IRDP housing	The community Police Forum should be re-vitalized to minimize the degrading of a once great community
3.	Residents are the owners of big portions of land with agricultural potential	Municipality to do an audit on live-stock and to empower farmers in line with available programs	All fraternities should join forces to address this evil urgently	Abnormal growth of informal settlement is a huge challenge and is giving birth to gangsterism	The SPU Section should take the lead in facilitating the development of a strategy to address the challenge

WARD 4: SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weakness
• Abundance of land • Agriculture, livestock and vegetables • Heritage (Old Klip Skool) • Water reserves • Tourism • Live stock farming	• Policy development for influx and migration • Internal monitoring and exspanding of informal settlements • Upgrading of roads • Mini skips • Buckets • Gansterism • Replacement of septic tanks
Opportunities	**Threats**
• Recycling • SMME Develeopment • Agri-school • Eradication of buckets • Processing plant • Boreholes • Restoration and Rehab Centre	• Drought • Influx and migration • Lack of access to N2, William and Felix Street • Population growth • Better Sector involvement of Legislature

INFRASTRUCTURE & ASSETS



LAND USE AND ZONING



WARD 4: RESOURCE MAPPING

No.	Description	Ownership
1.	Agriculture	Kouga municipality/Kruisfontein Emergency Farming Association
2.	Foundation phase education	Dept. of Social development
3.	Primary school	Dept. of Education
4.	Mining religion	Name to be provided
5.	Sport	Kouga municipality/Kruisfontein RFC
6.	Piggery	Name to be provided
7.	Water security	Kouga municipality
8.	Religion	United Congregation Church
9.	Land	Kouga municipality/Residents

WARD BASED PRIORITIES

Ward 4: Top 5 Priorities

Ward 4 Ward Councillor: Jaques Alexander						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	High Mast Lights	Keep Kouga Safe	High mast lights project has been registered with MIG. Project will commence in the 2024/25 FY.			
2.	Upgrading, tarring, or paving or roads	Keep Kouga Serviced	Freezia/Aalwyn Street, Tolbos, Aandblom, Besembos Street, Suiderkant, Bloulelie, Pendoring Street; Fynbos Street & Suikerbos.	R3.3m	R13.4m	R23.6m
3.	Containerize toilets	Keep Kouga Safe	Interim water and sanitation services to be installed at Donkerhoek under HDA contract			
4.	Land for livestock farming and agriculture	Keep Kouga Growing	The Municipality is going to establish a database of all the emerging farmers and livestock owners. The next step will be to engage the Department of Agriculture to host an Indaba on farming and agrarian matters for Kouga.			
5.	SMME Development	Keep Kouga Growing	SMME Policy is in process to be Reviewed. A SMME Database has been established in 2022. The SCM Policy is allowing 10% of any municipal project or contract to be awarded to Local SMME's.			

Ward 4: Other Important Priorities

Ward 4 Ward Councillor: Jaques Alexander						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Street names	Keep Kouga Serviced	Proposed street names for Jeugkamp, Sewende Laan and Kruisfontein 391 received no objection during public participation and will be tabled to Council for final approval. However, objections were received against street names and area name for Maak 'n Las as well as the proposed area name for Kruisfontein 391 which will be addressed in line with provisions made in the policy.			
2.	Land tenure ship	Keep Kouga Growing	The Municipality is going to engage the Department of Land Reform and Rural Development on assistance with registration of estates, re-pegging and new title deeds for die Berg, Kruisfontein Proper, Graslaagte and Moerasrivier.			
3	Animal Impoundment Centre	Keep Kouga Safe	Serviced by holding pen in Humansdorp and private animal pound in Loerie.			
4.	MPCC Community Hall Kruisfontein opposite graveyard	Keep Kouga Serviced	New Priority.			
5.	Community Hall	Keep Kouga Caring	New Priority.			
6.	Restoration and Rehab Centre	Keep Kouga Caring	Refer to IGR.			
7.	Access road (N2 and internal link roads)	Keep Kouga Serviced	The Access to the N2 will be referred to IGR for engagement.			

Ward 4 Ward Councillor: Jaques Alexander						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
8.	Clinic	Keep Kouga Caring	New Priority.			
9.	Agri-school	Keep Kouga Growing	The ward does not have sufficient agricultural land. The relevant Provincial Department/s will be engaged on the matter before end of April 2023.			
10.	Water connection for agriculture in Kruisfontein	Keep Kouga Serviced	New Priority.			
11.	Mini Skip Bins	Keep Kouga Clean	Funding has been secured for additional mini skip for 2023/2024			
12.	Jojo Tanks for households	Keep Kouga Serviced	New Priority.			
13.	Recycling	Keep Kouga Clean	Investigate partnership for buy back centre for recycling by 2023/24			

WARD BASED PLAN: WARD 5

WARD 5: PROFILE

Ward 5 is located in Humansdorp one of the 9 towns in Kouga Local Municipality. It consists of Arcadia, Bo-Blok, Van Lingen Park, Ext 391-South Side, Vaaldam and Johnson's Ridge. The extent of the Ward is 1.7 sqaure kilometers with a population of 6643.

WARD5: Governance Structure

a) Ward Councillor



Cllr. M. Biko

b) Ward Committee



Geraldine Miles
Environmental



Mark Booysen
Agriculture &
Religion



Edward Groenewald
Ratepayers & Civic
Associations



Danie Ruiters
Sports
.



Grace Stalmeester
Health, Welfare &
Elderly Living
With Disabilities



Gregory Jacobs
Business, Informal
Traders & Formal
Traders Ass.

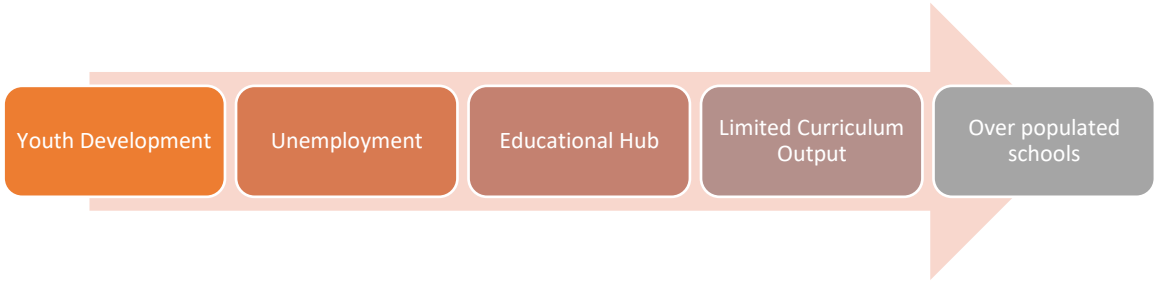


Donnevan Floors
Community Safety
& Security

6.3.1.4 WARD 5: VISION

VISION: "An Educational hub that promotes Youth Development"

The Community of ward 5 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

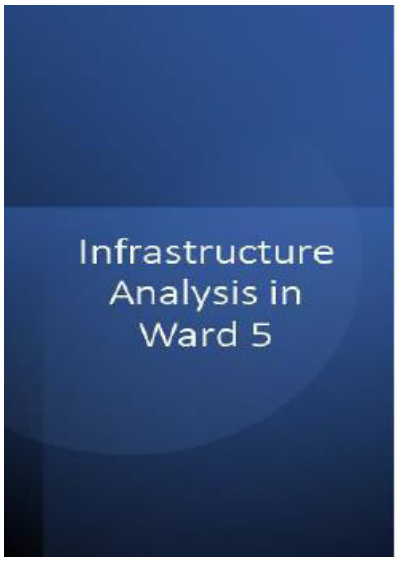
Strengths	Weakness
• Schools - Education • Experience • Leadership	• Overpopulated schools • Lack of land • Limited Curriculum output • Lack of opportunities for SMME's • Maintenance of sport grounds
Opportunities	**Threats**
• Empowerment of teachers (Better curriculum) • Township Tourism • Training SMME's • Sport Development - Exposure	• Peer Pressure • Poverty • Gender based violence • Vandalism of sport grounds

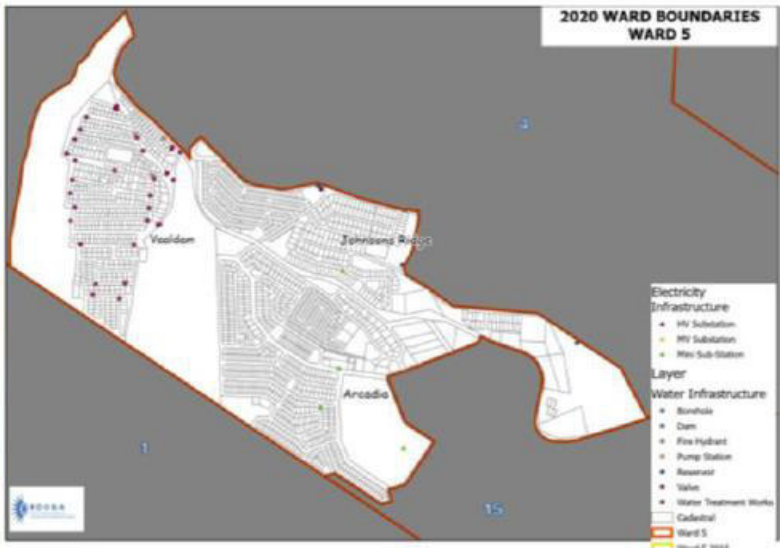
In response to the SWOT analysis an action plan has been developed recommending projects and strategies over the next 5 years.

WARD 5: SOCIO-ECONOMIC PROFILE

	**Population** = 6643(census 2011) = 3591 (voters 2016) = 3797 (voters 2021)
	**Households** = 1540 (Census 2011) 80.1% households fully owned and paid up. Average Annual Household Income = R29 400 (More than Double the Provincial and District Averages)
	**Access to Services:** Water – 95.1% Refuse Collection – 96.1% Sanitation (flush toilet) – 82%
	**Education** = 26.9 % completed Matric or higher 53.6% completed grade 9 or higher
	**Employment =** 31.2 % Employed

INFRASTRUCTURE & ASSETS





WARD BASED NEEDS

Ward 5: Top 5 Priorities

Ward 5 Ward Councillor: Melani Biko						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Stormwater	Keep Kouga Safe	The risk areas have been indicated in the Storm water master plan. It was recently re-assessed and included into Business plan that was submitted to MIG to funding to mitigate the risk of flooding			
2.	Safety and Security	Keep Kouga Serviced	CCTV pole with two cameras is planned for 2023/24 (Specific areas to be identified)			
3.	Paving sidewalks	Keep Kouga Safe	Feasibility & accessibility report is in progress and will be completed by 2023/24.			
4.	Restoration of Old age homes	Keep Kouga Caring	An application from NPOs interested in restoring the facility has been received and will be presented to Council for consideration in June 2023. Matter was also raised at IGR meeting on 3 March 2023.			
5.	Waterborne sewer system (Johnsons Ridge, Prins Str, Bo-Blok)	Keep Kouga Serviced	Assessment and feasibility study will be done, as well as the costing analysis, followed with a funding application for relevant Ministry in 2023/2024			

Ward 5: Other Important Priorities

Ward 5 Ward Councillor: Melani Biko						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Visible Policing	Keep Kouga Safe	Visible policing through daily patrols. Regular Patrols at night with assistance on SAPS when attending to complaints.			
2.	Streetlights	Keep Kouga Serviced	The area have lights. The areas of dark spots need to be specified. The department will investigate and prepare costing upon receipt of info.			
3.	Housing FLISP	Keep Kouga Growing	No suitable land for FLISP projects. Bulk infrastructure challenges.			

Ward 5 Ward Councillor: Melani Biko						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
4.	Multipurpose Centre	Keep Kouga Smart	In the process to investigate if there is suitable land and it is anticipated that it will be completed before end of April 2023.			
5.	Bulk Infrastructure Services	Keep Kouga Serviced	The Directorate of I&E will do a detail Bulk Infrastructure Assessment on water, sewer and electricity to unlock and to promote development.			
6.	Restoration of playgrounds	Keep Kouga Caring	An application has been submitted for funding to MIG for the 2024/25 FY.			
7.	Land (Kruisfontein Civic)	Keep Kouga Growing	Land at Civic is limited. A slide will give more detail on what is available			

WARD BASED PLAN: WARD 6

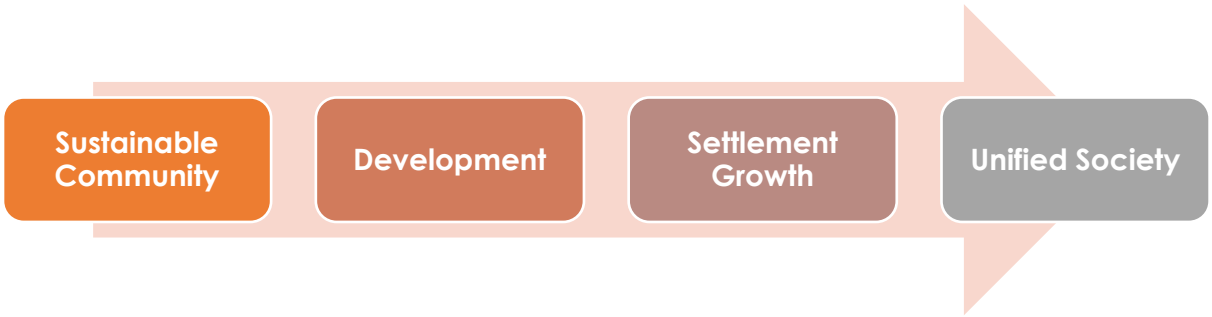
WARD PROFILE

Ward 6 is located in Humansdorop of Kouga Local Municipality. It consists of KwaNomzamo Eastside, Vergenoeg, Shukushukuma, Humansdorp Town, Boskloof and Phola Park. The extent of the Ward is 1.1 sqaure kilometers with a population of 7395.

6.3.1.5 WARD 6: VISION

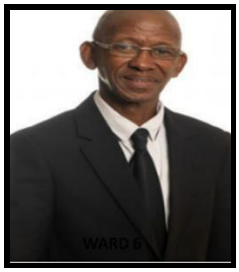
VISION: "A community that is sustainable, develop & unified".

The Community of ward 6 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



WARD 6: GOVERNANCE STRUCTURE

a) Ward Councillor



Cllr. K. Ndzelani

b) Ward Committee



Ntombikayise Bailey
Sports



Nomonde Nini
Safety & Security



Thembile Mabaso
Agricultural
Farmworkers



Phumeza Sibengile
Ratepayers



Nomthandazo Sotyelelwa
Health and Welfare



Hombakazi Hlela
Business Informal &
Formal Traders
Associations



Nomfusi Gedze
Tourism



Bulelani Gabula
Youth, Woemn,
Elderly and Disabilities



Mfundiso Oliphant
Environmental



Lonwabo Tanda
Education & Religion

SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities, and Threats:

Strengths	**Weakness**
• Communication • Talents / Sport • Prayerful /Churches • Small business	• Unemployment • Not exposed to technology • Knowledge Hub • Sport Ground
Opportunities	**Threats**
• Training • Skills Development • Neighborhood watch • Employment • Business SMME's Develop • Multi-purpose	• Crime • Drugs & Alcohol Abuse • Water Shortage /Drought • Land • Education • Health • Upgrading of Sewerage plant • Maintenance of Municipal Infrastructure

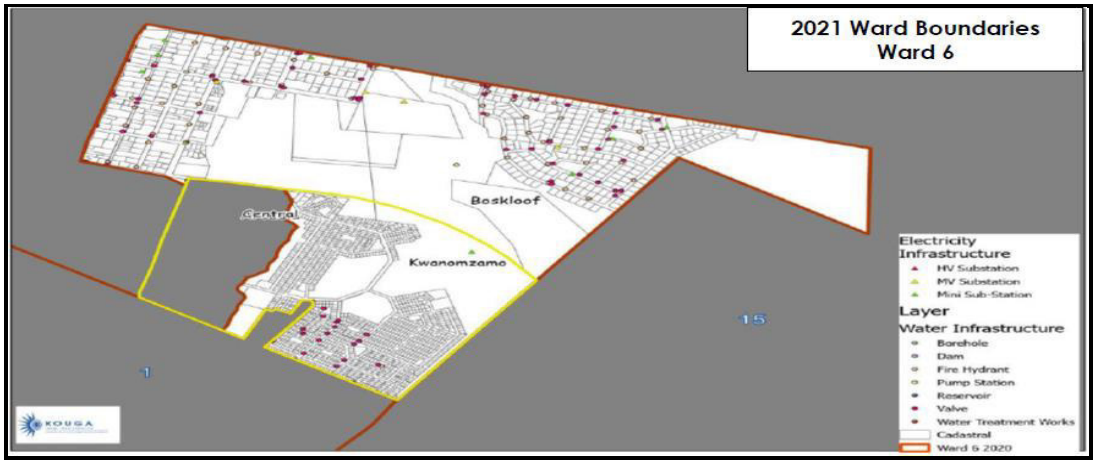
In response to SWOT analysis, an action plan was developed recommending projects and strategies over the next 5 years.

WARD 6: SOCIO-ECONOMIC PROFILE

	Households = 2621 (Census 2011) 29.% Households fully owned and paid up Average Annual Household Income = R15 000 (More than Double the Provincial and District Averages)
	Access to Services: Water – 98.3% Refuse Collection – 98.8% Sanitation (flush toilet) – 78.3%
	Employment = 40.6 % Employed
	Education = 30.9% Completed Matric or higher = 68.9% Completed Grade 9 or higher

INFRASTRUCTURE & ASSETS

The Consitution directs that the municipalities must manage, budget and plan processes that would give priority to the basic needs of the community and promote social and economic development of the community. Infrastructure development is the component if basic needs of the community and therefore infrastructure development may include upgrade, maintenance, refurbishment, funding mechanisms and revenue generation for such infrustructre. Ward 6 is currently equipped with adequate infrustructure to support any form of development.



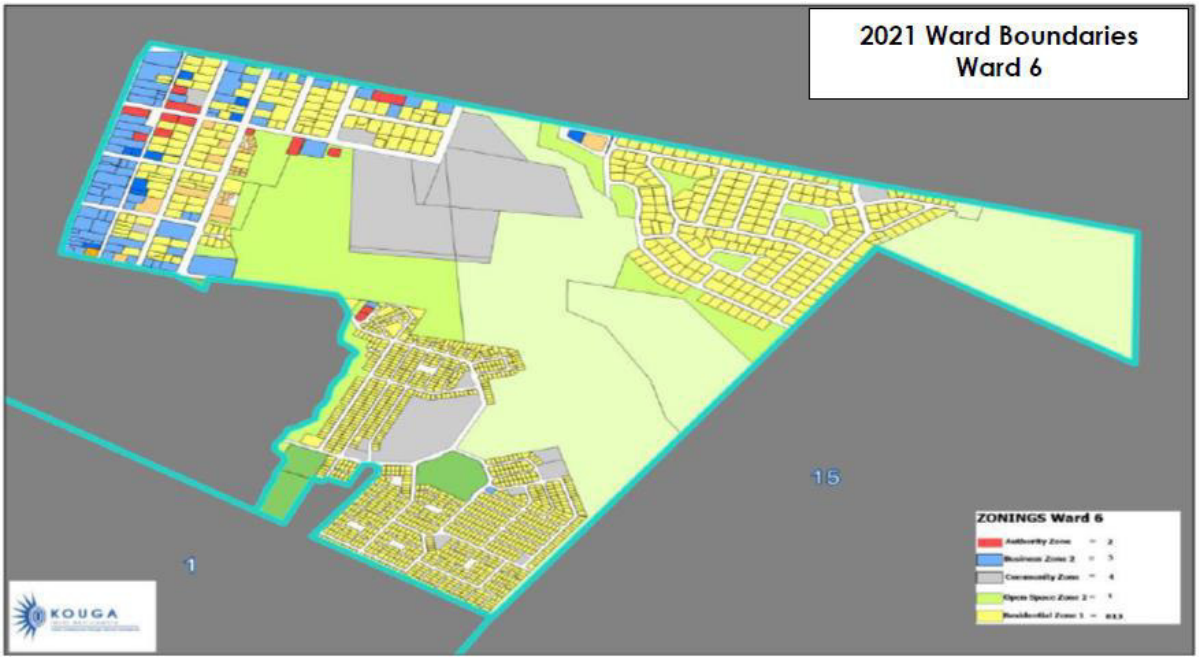
6.3.1.6 LAND USE AND ZONING

The Kouga Municipal Spatial Development Framework (SDF) is more than the spatial the representation of the sector plans of the IDP, it sets out the spatial strategy within which the 2022/2027 IDP operates. The key spatial plan of the SDF and the spatial perspective as well as the short term (5year) spatial priorities are to be incorporated in the IDP as the SDFsector plan. The SDF covers the whole jurisdictional area of the municipality not only the towns and must strive to answer the following questions.

- How is the SDF going to develop Ward 6 over the next 5 to 10 years ?
- What kind of development should take place?
- Where is the best place for development ?
- Who will be responsible for what aspect of the development ?

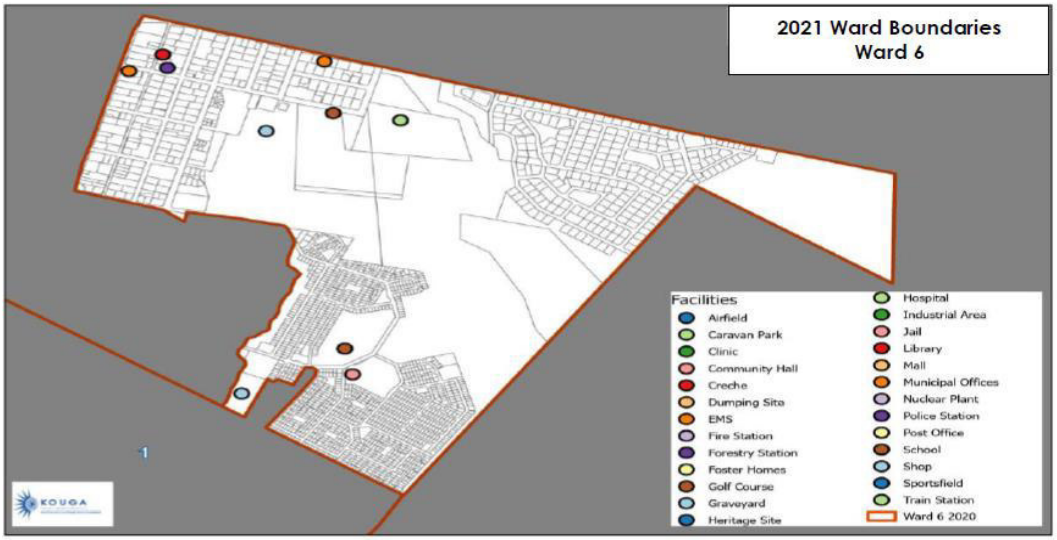
The SDF therefore has a longer-term focus to ensure the future growth and development does not result in unsustainable low density settlement sprawl and the destructiron of the ecosystem and agricultural resource on which the ward's economy depends on. The unsustainable and destructive development will also prevent equitable access to resource and will perpetuate the spatial divisions of the past.
The SDF aims to create the building block towards:

- A spatial vision for the future of the municipal
- Implementation plans together with the necessary public sector resources to deliver them
- A framework for private investments



FACILITIES IN THE WARD

Municipal facilities mean facilities owned, leased, rented, allocated, programmed, operated or managed by the Municipality intended for Public or Municipal staff use. This includes, but is not limited to parks and trails, recreation facilities, staff offices and workspaces, meeting rooms, community meeting spaces, Municipal Hall and spaces where the Municipal Services are provided but does not include facilities or proportions thereof that are occupied by any other sector.



WARD 6: RESOURCE MAPPING

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description
1.	Maskhathalelaneni
2.	One Village
3.	Kouga Arch Carriers Ministries Feternal

WARD BASED NEEDS

Ward 6: Top 5 Priorities

Ward 6 Ward Councillor: Kholisile Ndzelani						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	High Mast Lights	Keep Kouga Serviced	High mast lights project has been registered with MIG. Project to commence in 2024/25 FY. Hot spots to be identified			
2.	Street Names	Keep Kouga Smart	Un-named streets to be identified			
3.	Land	Keep Kouga Growing	Land procured for future Human Settlements Development. (R 2 950 000.00 was paid from internal funds in 2019). Municipality and ECDHS has extended scope with HAD for more land acquisition to augment the need to accommodate the backlog			
4	Beautification Entrance	Keep Kouga Caring	Beautification of entrances included in monthly program. (The Ward Cllr and Ward should advice if			

Ward 6 Ward Councillor: Kholisile Ndzelani						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage 2023/24	2024/25	2025/26
			specific designs are needed). Feasibility study to follow.			
5	CCTV Cameras	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified).			
6.	Stormwater Drainage	Keep Kouga Serviced	Roads and Stormwater Maintenance Plan Prioritized and is part of the Roads and stormwater master plan. Assessment plan will be done, which will be followed with a Business plan to MIG to secure funding.			
7.	Sport field development	Keep Kouga Caring	Business plan completed and is submitted to MIG for funding			
8	Upgrading of WWTP treatment plant	Keep Kouga Serviced	Project is on-going and funding is secured for 2-years	R10.6m	R17m	
9.	Clinic	Keep Kouga Caring	Refer to IGR			
10.	Convert Hall into Multi-purpose Centre	Keep Kouga Caring	Municipality in process to engage windfarms for CSI assistance			
11.	Upgrading of Gravel Road	Keep Kouga Serviced	Roads to be identified to form part of the future Road Upgrading Programme.			
12.	Eradication of Bucket System	Keep Kouga Serviced	Interim water and sewer services to be installed for Phola Park, Shukushukuma and Bungalows which forms part as the Human Settlements Informal Settlement projects funded by ECDHS			
13.	Development of informal settlements	Keep Kouga Growing	Baledi Engineering is the appointed contractor for the provision of interim services to 7 informal settlements (HDA)	R22 000 000 ISUP funding		
14.	Unfinished housing projects	Keep Kouga Growing	Be more specific under which projects.			

WARD BASED PLAN: WARD 7

WARD PROFILE

Ward 7 consists of Loerie, Thornhill & Gamtoos Mouth. **Loerie** Apart from hosting the annual Naartjie Festival which, obviously, naartjies are the main attraction, but visitors are also able to sample a variety of vegetables and food and enjoy music from the stage, the small town of Loerie has an interesting history.

Early Settlers were in the area as early as 1745 and the first farms were awarded in 1817. Floods, droughts and the big fire of 1869 took their toll on the pioneers of the area, but the community expanded rapidly and the first school was opened in 1890. The first bridge across the Gamtoos river opened the area and eased the lives of the farmers considerably.

The Loerie dam was built as part of the Kouga dam scheme with the purpose of supplying Port Elizabeth with water. The dam includes a filtration and pump system to

balance the pressure in the pipelines, controlled by one of the first computer systems in South Africa. Although the population of the area has shrunk considerably in recent years, the fertile soil and temperate climate ensure that vegetables of a high quality are produced here. In 1930, the Eastern Province Cement Company opened a limestone quarry and built a 14 km cableway to transport the stone to the railway station from where it was transhipped via the Avontuur Railway to be processed in a cement factory near Port Elizabeth.

The relatively unknown Stinkhout Berg Nature Reserve lies wedged between Loerie and Hankey, the Cockscomb Mountain is a major landmark thereof, and the beautiful, fertile valley is an awesome blend of nature, agriculture, beauty and wilderness that makes it a special place to escape to, especially for nature lovers, fisherman, mountain bikers and hikers.

WARD VISION

Vision: Desired Future

SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	**Weakness**
▪ Gamtoos River ▪ Young Population (Youth) ▪ Woodridge School / Crossway	▪ Water Buffer ▪ Age in some areas (Social Cohesion) ▪ Electricity ▪ No Waterborne (Infrastructure)
Opportunities	**Threats**
▪ Playparks ▪ Youth (Empowerment Programme) ▪ Recycling Projects ▪ Loerie agriculture trust fund ▪ Fishing Industry ▪ Project for Sanitation ▪ IGR (Windfarm)	▪ Communication ▪ Drought ▪ Veld Fires ▪ Flooding (Gamtoos/ Loerie) ▪ Graveyards

In response to SWOT analysis, they developed an action plan recommending projects and strategies over the next 5 years.

Governance Structure

a) Ward Councillor



Cllr. E Mbuqu

b) Ward Committee



Zoleka Eunice
Youth, Woman, Elderly & Disabled



Thembisile Mbenya
Business Informal & Formal Traders Associations



Zimkhitha Kilimani
Tourism & Culture



Zonwabele Mbovane
Agriculture & Farm Workers



Babalwa Khambi
Health & Welfare



Pieter Koert
Environmental



Vivian Stuurman
Safety & Security



Michelle Dietlof
Education &Religion

WARD 7: SOCIO-ECONOMIC PROFILE

	POPULATION = 10 261(census 2011) **= 4073 (voters 2016)** **= 4194(voters 2021)**
	Households = 2670 (Census 2011) 52% households fully owned and paid up Average Annual Household Income = R29400 (More than Double the Provincial and District Averages)
	Access to Services: Water – 70.1% Refuse Collection – 53% Sanitation (flush toilet) – 84.9%
	Education = 21.4 % completed Matric or higher 50% completed grade 9 or higher

	Employment 49.8 % Employed

WARD INFRASTRUCTURE AND ASSETS

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LAND USE AND ZONING

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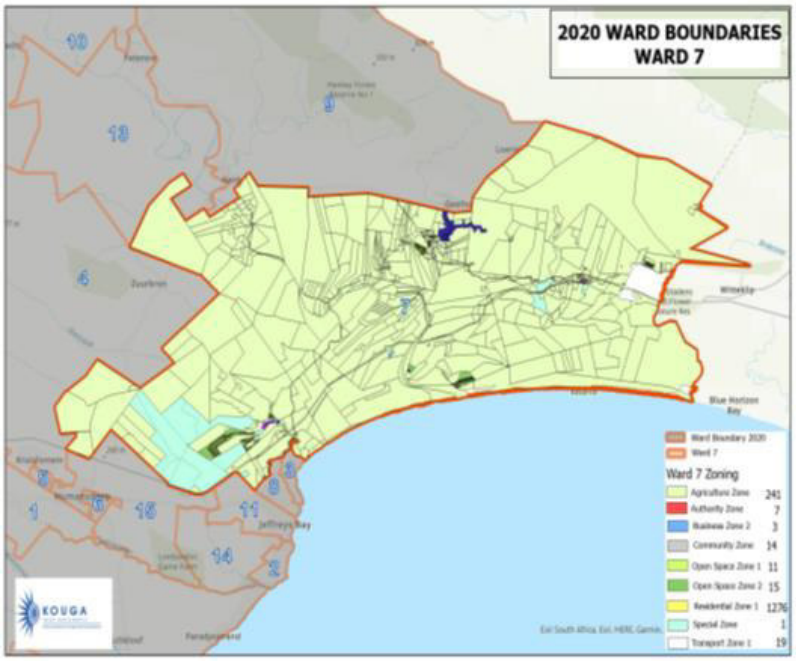
The SDF aims to create the building block towards:

- A spatial vision for the future of the municipal

- Implementation plans together with the necessary public sector resources to deliver them
- A framework for private investments

Zoning
& Land Use



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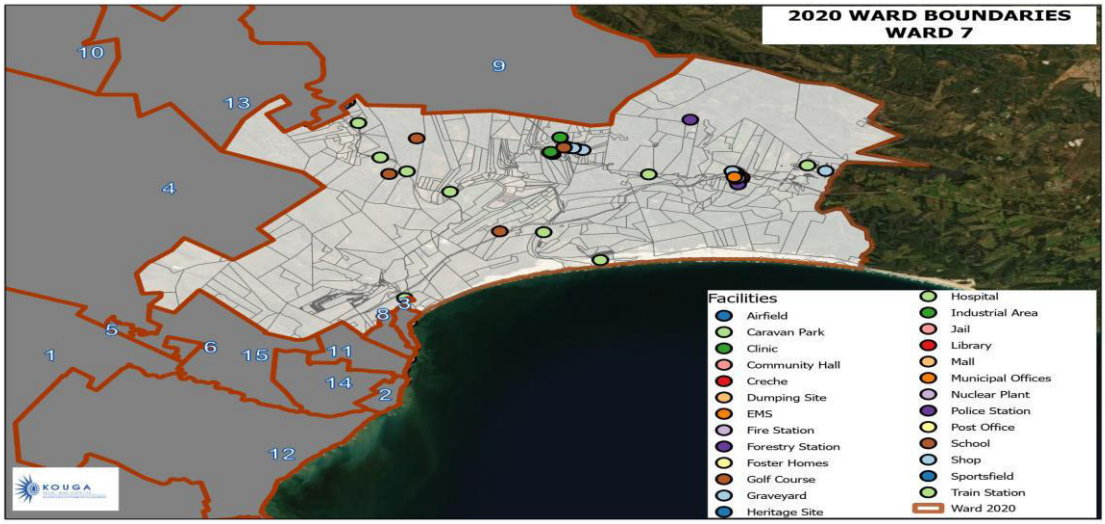


WARD 7 RESOURCE MAPPING

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big).
A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

1	Woodridge Preparatory School
2.	MTO Forestry Property Limited-
3.	Crossways Village
4.	Nulaid
5.	Gamtoos River Community • Rate Payers • Ferry Hotel • Intle Boutique Hotel • Zebra Lodge • Moorland • Wacky Woods Resort
6.	Longmore – Flower Growers
7.	PPC
8.	Allan Kitzman Dairy
9.	Fennell Guest Supliers

WARD BASED NEEDS

Ward 7: Top 5 Priorities

Ward 7 Ward Councillor: Eric Mbuqu						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Land for cemetery, commonage and housing	Keep Kouga Growing	The municipality is challenged with available land for the establishment of a cemetery, commonages, and housing. Land has been identified for the extension of the existing cemetery. The required EIA process will commence in the 2023/2024 financial year. There is a slide that will indicate an area where the next housing development will take place. Provision for suitable land to accommodate the backlog for housing will be catered for in the Review of the SDF, followed with discussions with owner on the Willing-buyer and Seller concept.			
2.	Job creation	Keep Kouga Growing	Job creation is not a municipal mandate. The Private Sector should be playing a more active role in job creation. It is the responsibility of the Municipality to provide services to promote and to encourage development to be in line with the Narrative of Keeping Kouga Growing.			
3.	Bulk Infrastructure	Keep Kouga Safe	A feasibility study is underway for bulk infrastructure for Thornhill. (Water, sewer and electricity) to unblock the non-implementation of old and new projects.			
4.	High School	Keep Kouga Growing	In the process to investigate if there is suitable land. This should be completed before June 2023 in consultation with Department of Education			

Ward 7 Ward Councillor: Eric Mbuqu						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
5.	Skills Development Programmes	Keep Kouga Growing	There are quite a number of ongoing Skills Development training programs. Community/stakeholders are requested to give clarity on skills required in Loerie and Thornhill.			

Ward 7: Other Important Priorities

Ward 7 Ward Councillor: Eric Mbuqu						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Construction and rectification of houses	Keep Kouga Growing	Detail of needs are on record. The Program was put on hold. The Housing section will however re-engage the MEC on how the historical projects as well as the dilapidated housing units can be completed and restored.			
2.	Upgrading of roads	Keep Kouga Serviced	Internal roads were upgraded in Thornhill and 3 roads has been earmarked for upgrading in Loerie for 2023/24. New roads to be identified.			
3.	Need for Sport field and playparks	Keep Kouga Caring	The 2nd Phase of MIG Funding for Loerie has been approved. It will be a state-of-the-Art project and there is a slide with an illustration of the facility. A New Playpark is part of the 2023/24 budget. (The Ward Cllr and the Parks section will soon identify the most suitable area)			
4.	Streetlights	Keep Kouga Serviced	NMMM supplies electricity for Thornhill. To log enquiries on behalf of the community the Municipality needs to be provided with the street names and dark spots where streetlights are required and non-working lights to be fixed			
5.	Night Clinic	Keep Kouga Caring	This priority was already brought to the attention of the applicable department through the IGR Forum.			
6.	Abet School for Adults	Keep Kouga Caring	This priority has been referred to referred to the IGR Forum.			
7.	Mobile Police Station	Keep Kouga Safe	This priority for Loerie has been referred to the IGR Forum.			
8.	Rehabilitation Centre	Keep Kouga Caring	This priority has been referred to the IGR Forum.			
9.	Fire Station	Keep Kouga Serviced	There is no budget available. The leading department has established a management unit that will deal any fire disaster in Ward 7. The need for a station will remain in the radar for investigation with SBDM.			

WARD BASED PLAN: WARD 8

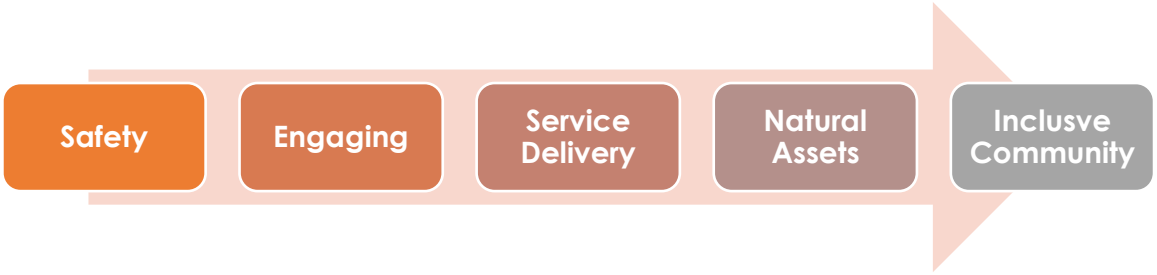
WARD PROFILE

Wavecrest is a rather large suburb in Jeffreys Bay, taking up a huge chunk of the area. Property investment in a holiday home in Wavecrest is a brilliant opportunity to make your investment work for you. When you are not enjoying the peace and tranquillity of a coastal getaway, rent out your holiday home to earn extra income or let the property pay for itself. The suburb was established in the mid-1970s and is almost 90% developed.
Ward 8 is located is centre of Kouga LM. It consists of Upper Wavecrest. 8 square kilometres and 799.1 people per square kilometre.

WARD VISION

VISION: "*Inclusive community with provision to infrastructure, safety and community services*"

The Community of ward 3 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weakness
• Noorsekloof Nature Reserve (Tours) • Victory church Gap Year • Non-Profit Organizations • Fiber (lot of technology) • Guest houses • World class surfing • Skills from retired people- Pay stipend for their know how	• Ward challenges – Environmental • Lack of parks and equipment • Lack of accessibility for the disabled • Lack of job opportunities • Lack of clinics • Lack of hawkers, stalls, and hawker licenses
Opportunities	**Threats**
• Wheelchair friendly playparks and walkways • Generation of renewable energy • Develop green open spaces • Infrastructure upgrade (sewerage, waterpipes and potholes) • Build more clinics • Thoroughfare – Ward 3 • Skateboard Park • Job opportunities for green police • Community vegetable gardens and nursery • Easy access to Noorsekloof Hiking Trail • Educational tours for public and schools in green belt • Provision of lifeguard policing Educational 'Sealife' board for tourist / children	• Influx of unemployed people • Not enough streetlights • Drug dealers in the community • Vagrants in our residential

In response to SWOT analysis, an action plan has been developed recommending projects and strategies over the next 5 years.

GOVERNANCE STRUCTURE

a) Ward Councillor



Cllr. Reinhardt Foley

b) Ward Committee

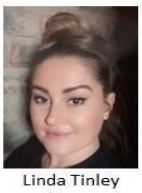

Corine Van Dyk
Tourism & Culture


Denise Moyles
Health and Welfare


Jakkie Pieters
Youth, Woman, Elderly & Disabled


James Andrews
Environmental


Jan Van Dyk
Informl & Formal Traders Associations


Linda Tinley
Sports


Steven Wilkinson
Agriculture & Farmworkers


Lourens Erasmus
Education & Religion


Terry Venter
Community Safety & Security

WARD 8: SOCIO-ECONOMIC PROFILE

	Population = 6425 (census 2011) **= 5196 (voters 2011)** **= 5269 (voters 2021)**
	Households = 2990 (Census 2011) 66.3% households fully owned and paid up Average Annual Household Income = R115 100 (More than double the Provincial and District Averages)
	Access to Services: Water - 96.2% Refuse Collection – 97.4% Sanitation (flush toilet) – 98.6%
	Education: 76.4% Completed Matric or higher 91.1% Completed Grade 9 or higher
	Employment: 55.8% Employed

WARD INFRASTRUCTURE AND ASSETS

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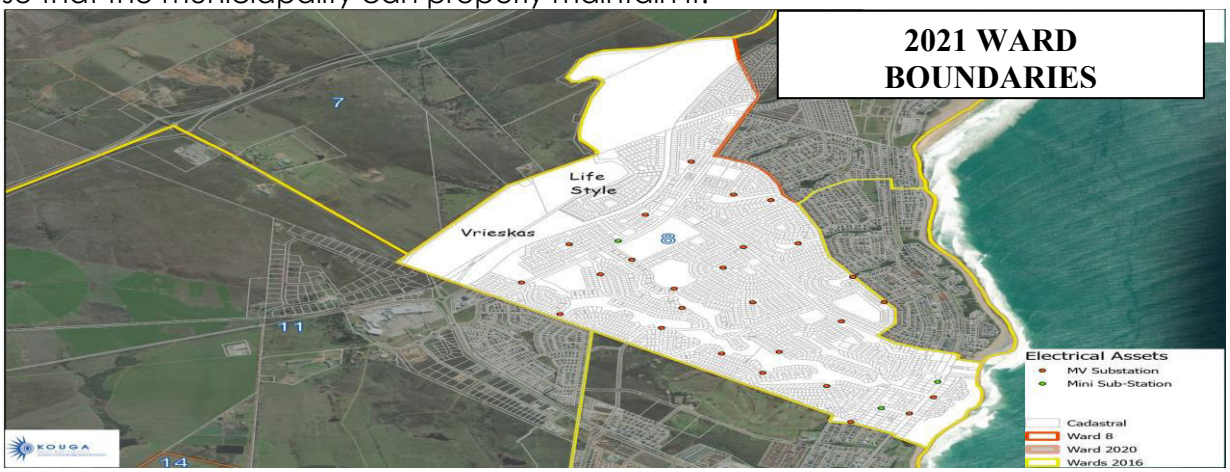
The backlog of road maintenance is owing to the fact that Da Gam road is owned by the Provincial Deparmtnet of Roads. Measures are in process to acquire the road so that the municiapality can properly maintain it.



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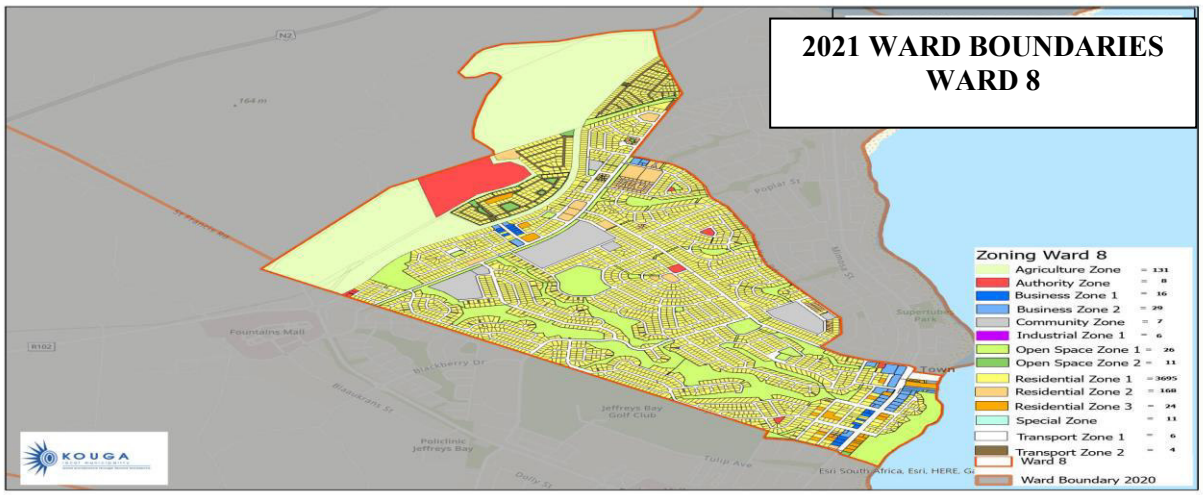

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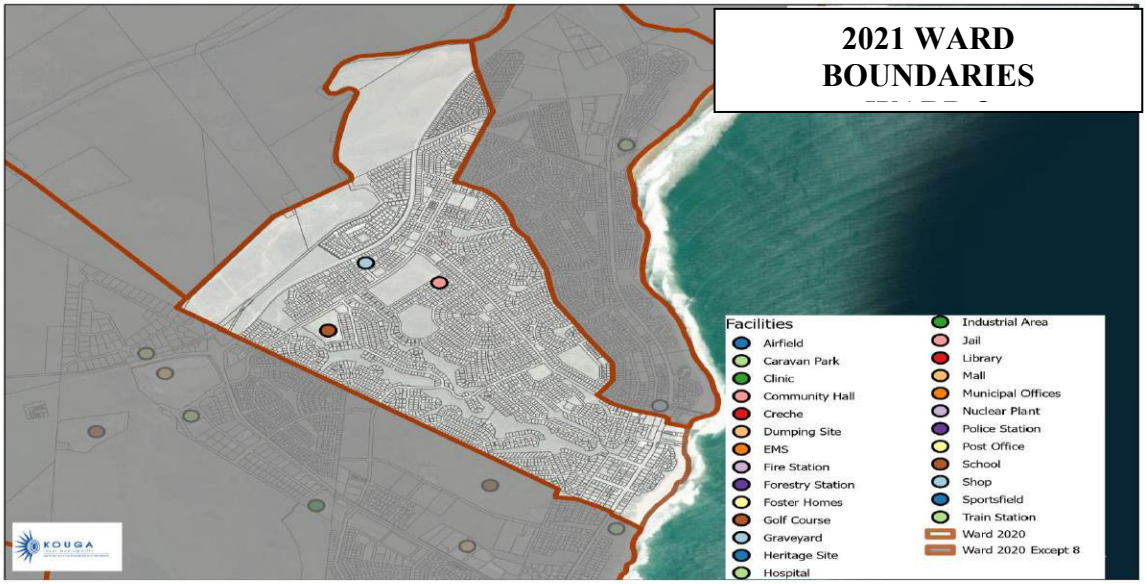

RESOURCE MAPPING

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A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description

1.	Victory Church
2.	Victory Primary school
3.	Kleuterzone Creche
4.	Montesory Pre-School
5.	B.P. Garage
6.	Kospot
7.	Checkers
8.	KFC
9.	Guest Houses
10.	Ozzies Builders Merchant

WARD BASED NEEDS

Ward 8: Top 5 Priorities

Ward8 Ward Councillor: Reinhardt Foley						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Replacement of old asbestos water pipes	Keep Kouga Serviced	No Budget.			
2.	Quality fixing of potholes	Keep Kouga Serviced	Ongoing. Service Provider to assist with capacity building / training of municipal staff.			
3.	Pedestrian walkways in Noorsekloof, Seetuin, Dogwood and Myrtle Street	Keep Kouga Safe	Feasibility and accessibility report to be completed by 2023/24.			
4.	Upgrading and resealing of Dogwood Street	Keep Kouga Serviced	Dogwood and Blombos to be resealed	R10m	R10m	R10m
5.	Newer and disabled friendly accessible playparks and walkways to beaches and municipal buildings	Keep Kouga Caring	New Playparks to be installed by 2023/24 (Specific areas to be identified). There are disabled friendly accessible walkways to beaches as well as ward offices. Playparks done at Kabeljauws, Poplar and Super tubes park.	Opex		

Ward 8: Other Important Priorities

Ward8 Ward Councillor: Reinhardt Foley						
No	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Influx control and enforcement of municipal by-laws	Keep Kouga Safe	Be more specific and indicate which by-law to be enforced.			
2.	Internal sewer reticulation of houses not connected to the sewer system	Keep Kouga Serviced	Assessment to be done to determine the needs before costing.			
3.	Entertainment for the youth (skatepark)	Keep Kouga Caring	Public, Private Partnership to be investigated for 2023/24. Identify area.			
4	Solar Street lights	Keep Kouga Serviced	The area has lights, please specify if we have certain specific areas to concentrate on and the Dept will investigate.			

Ward8 Ward Councillor: Reinhardt Foley						
No	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
5.	CCTV Cameras	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified).			
6.	Old Age retirement centre	Keep Kouga Caring	Refer to IGR			
7.	Job creation	Keep Kouga Growing	Not a function of KLM. Private Sector function The Municipality to unlock new investment opportunities which forms part of the Keep Kouga Growing Narrative.			
8.	New Clinic	Keep Kouga Caring	Refer to IGR.			
9.	Drug Abuse	Keep Kouga Safe	Referred to IGR.			
10.	Upgrade of Noorsekloof Nature Reserve (wooden walkways, bush clearing to open walkways, signs in Da Gama and in Dogwood Road)	Keep Kouga Green				

WARD BASED PLAN: WARD 9

WARD PROFILE

Ward 9 is located in the Northeast part of Kouga Local Municipality. It consists of Phillipsville, Hankey Town, Rosedale, Kleinfontein, Old Hankey, Stofwolk, Silvertown, Smartietown and Ext 3. The extent of the ward is 319.6 square kilometres.

WARD VISION

Vision: Baartman Wall of Rememberance that boost rich heritage and sustainable tourism.

The Community of ward 9 identified current challenges that need to be addressed to get to the desired state (vision) in the ward. These challenges are:



No.	Unemployment	Farmers	Safety	Shacks & Illegal Connections	Drugs
1.	Unemployment rate was 61.6% in 2011	There are a lot of live-stock farmers who are not registered	The ward is exposed to gangsterism of the highest order	Influx, land invasion and illegal informal settlement should be discouraged	This ward is one of the hotspots of the selling and use of drugs
2.	The population growth has increased significantly between	Live-stock animals are roaming in streets and CBD, due to land challenges	All the schools in the area are subjected to drug abuse and gangster groups	Proper measurements should be implemented to protect vacant land earmarked for IRDP housing	The community Police Forum should be re-vitalized to minimize the degrading of a once great community
3.	Residents are the owners of big portions of land with agricultural potential	Municipality to do an audit on live-stock and to empower farmers in line with available programs	All fraternities should join forces to address this evil urgently	Abnormal growth of informal settlement is a huge challenge and is giving birth to gangsterism	The SPU Section should take the lead in facilitating the development of a strategy to address the challenge

WARD GOVERNANCE

a) Ward Councillor



Cllr. C August

b) Ward Committee


Carmin Pieterse
Tourism & Culture


Maria Katoo
Health and Welfare


Bulelwa Dlova
Youth, Woman, Elderly & Disabled


Kerneels Winfvogel
Environmental


Aubrey Mintoor
Informl & Formal Traders Associations


Roger Serfontein
Sports


Simphiwe Kapa
Agriculture & Farmworkers


Cornelius Damons
Education & Religion


Cheslyn Plaatjies
Community Safety & Security

SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weakness
• Abundance of land for commonage and agriculture • Farming • Current tourism attactions • Hole in the Wall Tunnel • Khoi-san drawings • 990 Housing project	• Unemployment aggrevated by influx of job-seekers from outside Kouga • Drug abuse amongst young children • On-going sewer blockages • Eradication of bucket system
Opportunities	**Threats**
• Refurbishment of antique buildings (museum) • Vacant land anf plots • Promotion of tourism • Tourism Development agency • SMME development • Recycling • Renewable solar energy investment	• Curbing of "free for all' processes in granting of liqour licenses • Drought and water shedding • Poor clinic and health services • Standstill of Sarah Baartman Project • Ubgrading of Hankey-Patensie link road • Load shedding • Poor SAPS services

WARD CHALLENGES

Job creation, though a serious concern at the local government level, is not a municipal mandate, however, the Kouga Municipality continue to create an enabling environment for investment to contribute to job creation through economic development strategies and business development. The municipality will provide EPWP contracts for residents registered on the Municipal Jobseekers Database, and through the database, the municipality can accurately monitor the manner the contracts are allocated by each user department. Currently, all employment opportunities within the municipality are made available through the Human Resources Policy governing recruitment and selection. There are also other

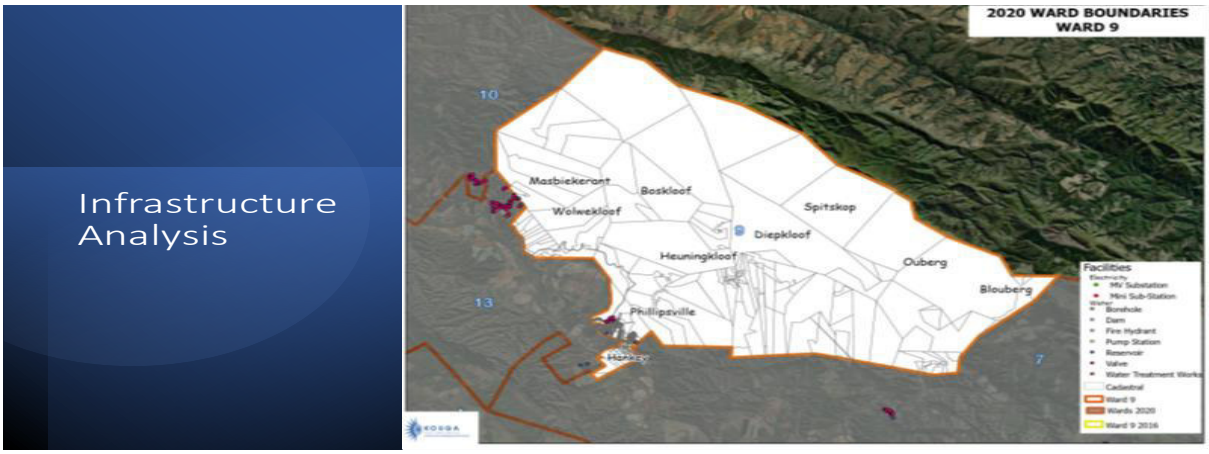
employment mechanisms that are implemented within the municipality through various funding resources, e.g. EPWP, Provincial and National Government funded internships, etc.

- Load shedding
- Land for stock farming
- Land for churches, cemeteries, creches and businesses
- Potholes
- Lack of employment opportunities
- Clinic and health services
- Poor condition of municipal and provincial roads
- Housing
- Influx

6.3.1.7 SOCIO-ECONOMIC PROFILE

	**Population = 4271 (Census 2011)** **= 4134 (Voters Roll 2016)** **= 3653 (Voters Roll 2021)**
	**Households** = 1008 (Census 2011) 55.6% Households fully owned and paid up Average Annual Household Income = R29 400 (More than Double the Provincial and District Averages)
	**Access to Services:** Water – 92.3% Refuse Collection – 84.2% Sanitation (flush toilet) – 82.4%
	**Employment** = 36.1% Employed
	**Education** = 30.6% Completed Matric or higher = 58.1% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS



LAND USE AND ZONING

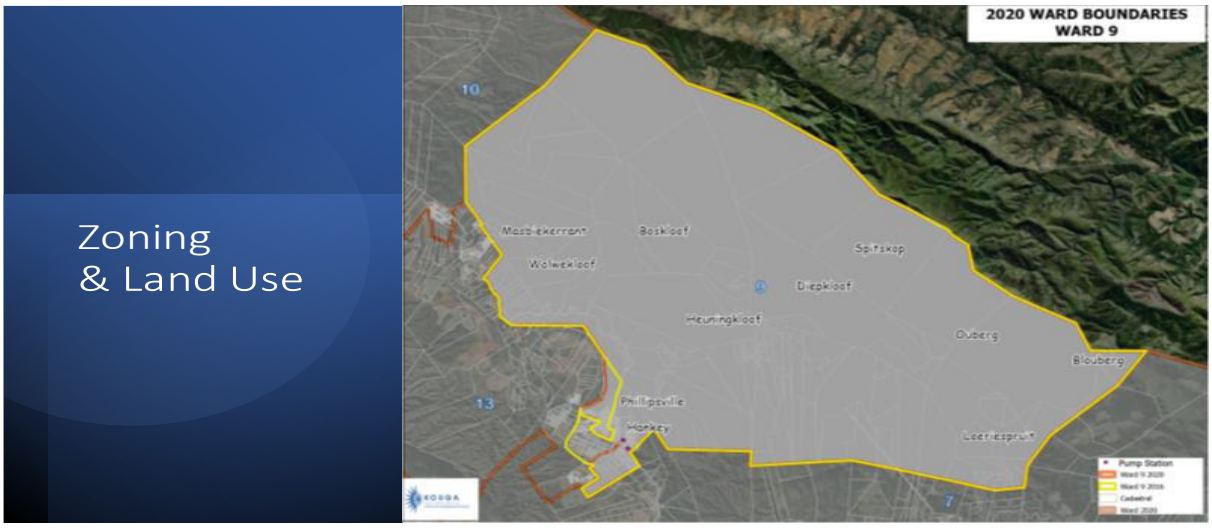
The Kouga Municipal Spatial Development Framework (SDF) is more than the spatial representation of the sector plans of the IDP, it sets out the spatial strategy within which the 2022/2027 IDP operates. The key spatial plan of the SDF and the spatial perspective as well as the short term (5 year) spatial priorities are to be incorporated in the IDP as the SDF sector plan. The SDF covers the whole jurisdictional area of the municipality not only the towns and must strive to answer the following questions:

- How is the SDF going to develop Ward 9 over the next 5 to ten years?
- What kind of development should take place?
- Where is the best place for development?
- Who will be responsible for what aspect of the development.

The SDF therefore has a longer-term focus to ensure the future growth and development does not result in unsustainable low density settlement sprawl and the destruction of the ecosystem and agricultural resources on which the ward's economy depends. The unsustainable and destructive development will also prevent equitable access to resources and will perpetuate the spatial divisions of the past.
The SDF aims to create the building block toward:

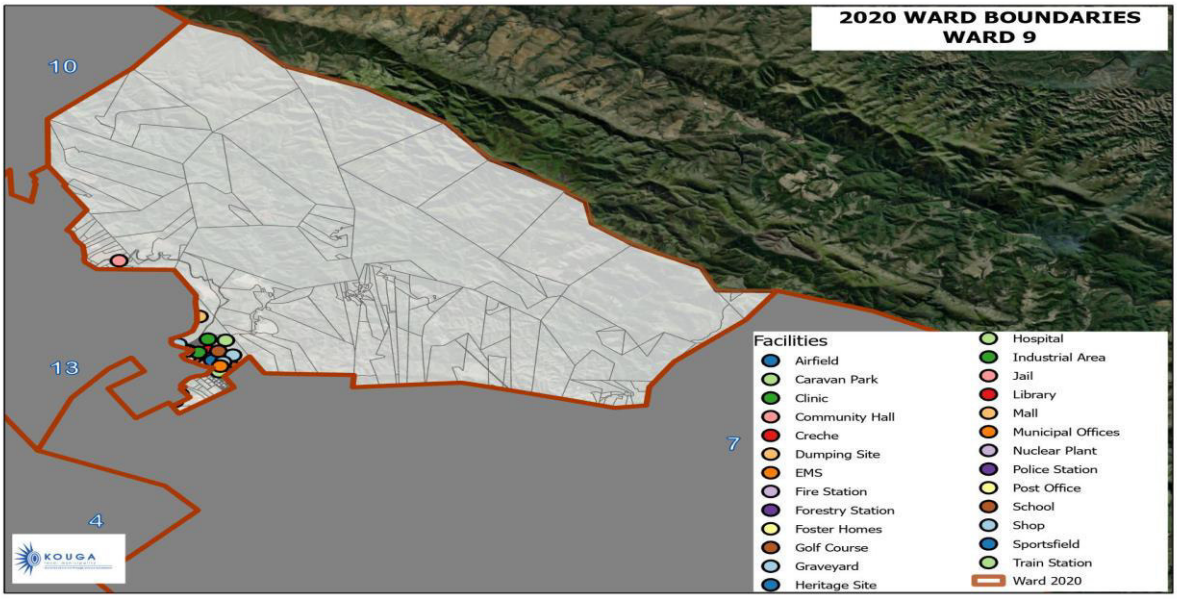
- A spatial vision for the future of the municipal.
- Implementation plans together with the necessary public sector resources to deliver them.

- A framework for private investment.



FACILITIES IN THE WARD

Municipal Facilities means facilities owned, leased, rented, allocated, programmed, operated, or managed by the Municipality, intended for public or Municipal Staff use. This includes, but is not limited to, parks and trails, recreation facilities, staff offices and workspaces, meeting rooms, community meeting spaces, Municipal Hall, and spaces where Municipal Services are provided, but does not include facilities or portions thereof that are occupied by any other sector.



WARD PRIORITIES

Ward 9: Top 5 Priorities

Ward 9 Ward Councillor: Cynthia August						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Water security	Keep Kouga Serviced	Package plant installed & Hankey WTW. Additional boreholes drilled.			
2.	Fencing of existing graveyards	Keep Kouga Safe	Insufficient budget. To secure funding			
3.	Clinic and ambulance service	Keep Kouga Caring	In the process to investigate if there is suitable land. This should be completed before June 2023. Refer to IGR.			
4	Safety and security	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 (Specific areas to be identified).			
5.	Land for livestock farming	Keep Kouga Serviced	The Municipality is going to establish a database of all the emerging farmers and livestock owners. The next step will be to engage the Department of Agriculture to host an Indaba on farming and agrarian matters for Kouga.			

Ward 9: Other Important Priorities

Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Upgrading of gravel roads	Keep Kouga Safe	Nzongo Street; Thangana Street McCabe Street	R3.3m	R13.4m	R23.6m
2.	Rehabilitation Centre	Keep Kouga Caring	In the process to investigate if there is suitable land. This should be completed before June 2023. Refer to IGR.			
3.	Land for churches	Keep Kouga Growing	In the process to investigate if there are Church sites available.			
4.	SMME Development for locals	Keep Kouga Growing	The municipality has developed a database. The section will embark on a roadshow to all towns for verification and needs assessment after 1 of July to aligned training and specific services to be rendered to database.			
5.	Need for Social and FLISP Housing	Keep Kouga Growing	Hankey is not declared as a Restructuring Zone for Social housing project.			
6.	Stormwater drainage system	Keep Kouga Serviced	Roads and stormwater master plan to be developed.			
7.	Redevelopment of Yellow Woods	Keep Kouga Growing	Maintenance work was done (refurbished ablutions, bush clearing, installing electricity and flood lights, December 2022. Ongoing R&M			
8.	Multipurpose Centre	Keep Kouga Growing	In process to identify land for Amenities. Refer to IGR.			
9.	Early Childhood Development Centre	Keep Kouga Safe	In the process to investigate if there is suitable land. This should be completed before June 2023. Refer to IGR.			

Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage 2023/24	2024/25	2025/26
10	Maintenance of R333 link road	Keep Kouga Growing	The upgrading of the was reported to the Provincial Department of Roads on 3 March 2023. I & E is waiting on feedback and any receipt thereof will be communicated.			
11.	Refurbishment of Old Stofwolk Hall	Keep Kouga Safe	A full assessment will be conducted to record all heritage building and sites in all towns. The outcome thereof will be discussed with DSRAC on how to declare and how to seek funding for such process			
12.	Refurbishment of heritage assets	Keep Kouga Growing	A full assessment will be conducted to record all heritage building and sites in all towns. The outcome thereof will be discussed with DSRAC on how to declare and how to seek funding for such process			
13	Upgrading of Old Sport field	Keep Kouga Growing	Applied for MIG funding for Hankey Sport field			
14.	Proper seating municipal facilities	Keep Kouga Growing	All sport fields have seating stands, stands not sufficient for big games. To secure Funding for additional grandstands by 2023/24.			

WARD BASED PLAN: WARD 10

WARD 10: PROFILE

Ward 10 is located in the northern point of Kouga. The extent of the ward is 478.5 square kilometres with a population of 6932. The Ward is surrounded by Citrus and host a striving Citrus Industry.

GOVERNANCE STRUCTURE

a) Ward Councillor



Cllr. M. Mbandana

b) Ward Committee


Lizan Kramer
Tourism


Mbulelo Go-
Education& Religious


Sivenathi Kama
Youth, Disability & Women


Gcobisa Bell
Sport& Recreation


Mzwandile Solilo
Agriculture


Geradine Swarts
Business


Henry Toois
Safety & Security


Magdelene Claassen
Environmental


Norman Galant
Health

WARD VISION

VISION: *"Contract building with Community to ensure a transformed Agricultural sector". The Community of ward 10 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:*



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

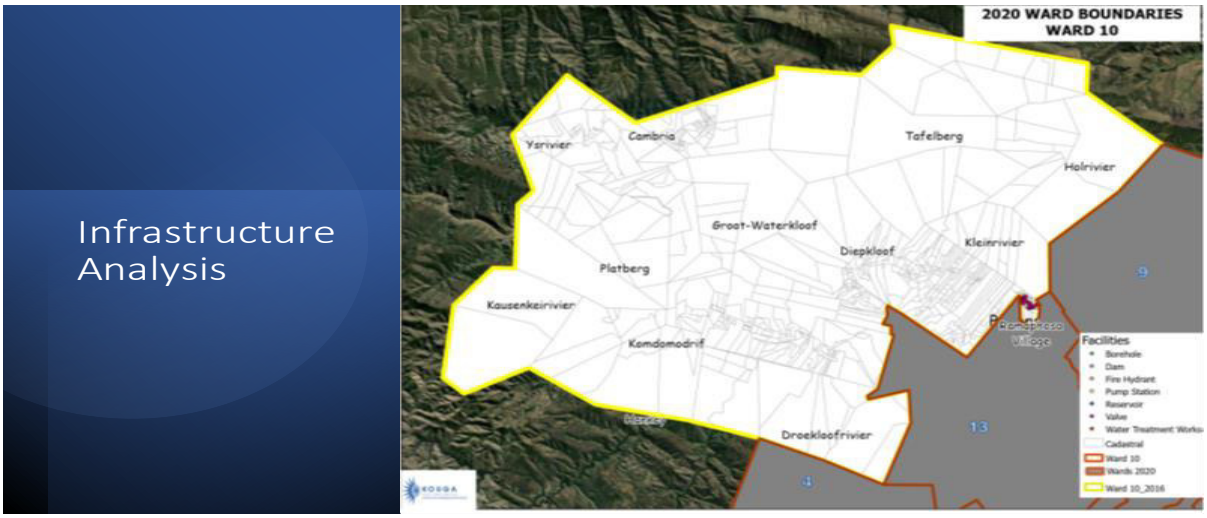
Strengths	Weaknesses
• Agricultural Land • Citrus Industry • Caring Community • Relationship with Commercial Farmers	• Job Opportunities • Safety & Security • Health System • Undeveloped Land
Opportunities	**Threats**
• Commercial Farmers - Land • State Land(Projects) • Youth Development (75%-80%) • Khoisan Culture & Historical Site • Tourism • Safety Committee • Linkage with	• Potholes • Water shortage • Public Road R331 • Bulk Infrastructure & Sewer Plant

In response to SWOT analysis, an action plan has been developed recommending projects and strategies over the next 5 years.

SOCIO-ECONOMIC PROFILE

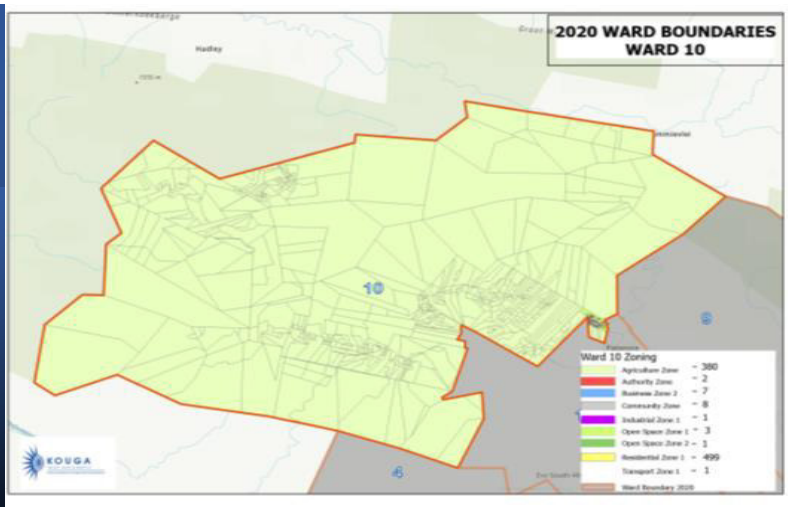
	**Population = 6932 (census 2011)** **= 4040 (voters 2016)** **= 3875 (voters 2021)**
	**Household**s = 1554 (Census 2011) 52% households fully owned and paid up Average Annual Household Income = R29 400 (More than Double the Provincial and District Averages)
	**Access to Services:** Water – 73.6% Refuse Collection – 50.6% Sanitation (flush toilet) – 51.7%
	**Education** = 12.1 % completed Matric or higher 40.9% completed grade 9 or higher
	**Employment** 52.1 % Employed

WARD 10: INFRASTRUCTURE AND ASSETS



LAND USE AND ZONING

Zoning & Land Use



RESOURCE MAPPING: WARD 10

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

Nr	Description
1	Citrus Land
2	Baviaans Mega Reserve
3	Youth / NYDA
4	Heritage Khoisan (David Stuurman)
5	R331
6	Churches
7	Commercial Farmers
8	Sun/Renewable Energy
9	Kouga Dam

WARD BASED NEEDS

Ward 10: Top 5 Priorities

Ward 10 Ward Councillor: Msingathi Mbandana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Upgrading of Human Settlements (IRDP, Housing 278, Informal Settlements upgrading (Electrification Shack Dwellers in Patensie & Agri-village) Andrieskraal and Patensie	Keep Kouga Growing	**Electrification:** Project run by Eskom, we provided the list of beneficiaries to supply the infills with an electrical point. This information was provided by the Human Settlements Department. **Housing 278:** V3 Consulting Engineers are finalising the permanent services upgrading plans and specialist studies for Stuurmanskop 278			
2.	Land- Cemetery & Agricultural School	Keep Kouga Growing	**Land for Cemetery:** Investigation for suitable land is in progress. A meeting was held with Ward Committee in March 2023 to look at the available pockets of land in Patensie and Andrieskraal that might be suitable for a cemetery. The land that was identified previously and investigated (EIA) was found not to be suitable. This is not an easy process as municipal land options are very limited. **Agricultural School:** Erf 300 was identified for an Agricultural School. There is a Council resolution in place to donate the land to Public Works to develop an Agricultural School. However, during meeting that was held with Ward Committee in March 2023 it was indicated that erf 300 is too small to accommodate an Agricultural School and an Experimental Farm, we then identified pockets of land belonging to Public Works that can be utilized for an Experimental Farm.			

Ward 10 Ward Councillor: Msingathi Mbandana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
3.	Fencing of 1st graveyard and Ramaphosa	Keep Kouga Services	New Priority			
4.	Sport field in Andrieskraal	Keep Kouga Caring	New Priority			
5.	Bulk Sewer Provision	Keep Kouga Serviced	Water and Sewer Master Plan to be developed to identify all bulk shortfalls in Ward 10.			

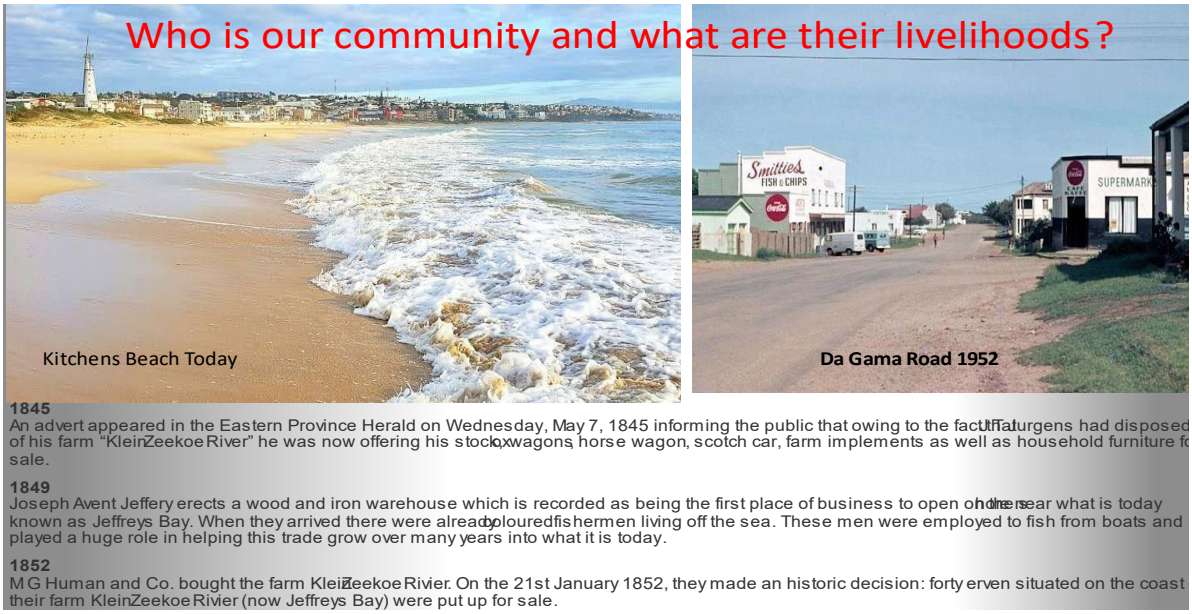
Ward 10: Other Important Priorities

Ward 10 Ward Councillor: Msingathi Mbandana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Upgrading ambulance building	Keep Kouga Caring	The matter has been relayed to the Building Control Department for a way forward in terms of the structural integrity of the building and whether it can be upgraded or if it needs to be demolished.			
2.	Creche: Andrieskraal	Keep Kouga Caring	New Priority			
3.	Streetlights	Keep Kouga Serviced	Eskom supplies electricity for Patensie and the entire Ward 10. To log enquiries on behalf of the community the Municipality needs to be provided with the street names and dark spots where streetlights are required and non-working lights to be fixed			
4.	Chemical Toilets	Keep Kouga Serviced	The maintenance of the toilets are ongoing. A need for more toilets must be communicated to ward office.			
5.	Mobile Clinic	Keep Kouga Caring	Refer to next IGR Meeting			
6.	Speedhumps	Keep Kouga Serviced	Speedhump requests to be forwarded to Area Coordinator.			
7.	Resealing of Roads	Keep Kouga Serviced	New Priority			
8.	Upgrade Kouga Dam	Keep Kouga Serviced	This priority was addressed in IGR Meeting - 3 March 2023 and we are waiting for feedback from Department of Water and Sanitation.			
9.	Water	Keep Kouga Serviced	Water Master Plan to be developed. No current Capital projects			
10.	Stormwater Drainage	Keep Kouga Serviced	Grading programme of the roads will re-address the storm water hot spots in townships. Maintenance thereof will be on-going.			
11.	Library between school and clinic: Patensie	Keep Kouga Growing	New Priority			
12.	Mobile Clinic	Keep Kouga Caring	New Priority			
13.	Upgrade Road 331	Keep Kouga Growing	This priority was addressed in IGR Meeting - 3 March 2023 and we are waiting for feedback from Department of Roads and Transport			
14.	Wastewater Treatment Plant	Keep Kouga Serviced	Patensie WWTW recently upgraded			

Ward 10 Ward Councillor: Msingathi Mbandana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
15.	Demarcation of areas for SMMEs (Support Centre)	Keep Kouga Growing	Re-engagement with the ward members on the topic for improved context is needed for LED to get more information.			
16	Township Tourism	Keep Kouga Growing	No plans currently for Ward 10.			
17.	Graveyard Andrieskraal	Keep Kouga Caring	New Priority			

WARD BASED PLAN: WARD 11

WARD PROFILE



Ward 11 is located in the Northeast part of Kouga Local Municipality. It consists of Jeffreys Bay Central, C-Place and The Sands Jeffreys Bay Central, C-Place and The Sands. The extent of the ward is 3.6 square kilometres.

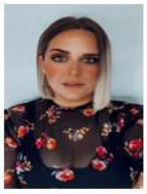
WARD GOVERNANCE

a) Ward Councillor



Cllr. F Heystek

b) Ward Committee


Marcia Booyens
Sports


Isabel Linde
Tourism & Culture


Gina Davel
Youth, Women, Elderly & Disabled


Maria Weber
Safety & Security


Anneke Mulder
Education & Religior


Frederik Mulder
Agriculture & Farmworkers


Myrtle Heystek
Environmental


Francois Pretorius
Business, Informal & Informal Traders Associations


Mercia Ungerer
Ratepayers & Civic Associtions


Gerhardt Fouché
Health & Welfare

WARD VISION

Vision: A community that ensure sustainability and protection of natural heritage through community collaboration.

The Community of ward 11 identified current challenges that need to be addressed to get to the desired state (vision) in the ward. These challenges are:



6.3.1.8 SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weakness
• Magic holiday atmosphere • Beach • Outdoor lifestyle • Tourism • New hospital • St Francis Street as an entrance to Ward 11 • Ourdoor lifestyle • Caravan park	• Sewer spilling's • Lack of entertainment • Overgrown erven • Undeveloped residential erven • Lack of beachfront retail shops • Misconduct of holiday makers • Criminal element • Pedestrian walkways • Poor disintegrated roads • Tolerance of homeless people
Opportunities	**Threats**

• Attraction potential of dolphin beach • Revitalization of CBD • Cycle lanes • Affordable housing opportunities • Economic Gateway for Municipality • Parking • Tram, train and hop on, hop off • Eco-footprint • Kids friendly facilities • Disable friendly facilities • No solicitation signage (by-law) • Night market for entrepreneurs	• Poor condition of CBD • Poor aesthetic appearances of CBD buildings • Safety and security • Poor water security and quality • Population explosion • Influx and lack of monitoring of informal settlements • Failing to realize economic investment opportunity

WARD CHALLENGES

Job creation, though a serious concern at the local government level, is not a municipal mandate, however, the Kouga Municipality continue to create an enabling environment for investment to contribute to job creation through economic development strategies and business development. The municipality will provide EPWP contracts for residents registered on the Municipal Jobseekers Database, and through the database, the municipality can accurately monitor the manner the contracts are allocated by each user department. Currently, all employment opportunities within the municipality are made available through the Human Resources Policy governing recruitment and selection. There are also other employment mechanisms that are implemented within the municipality through various funding resources, e.g. EPWP, Provincial and National Government funded internships, etc.

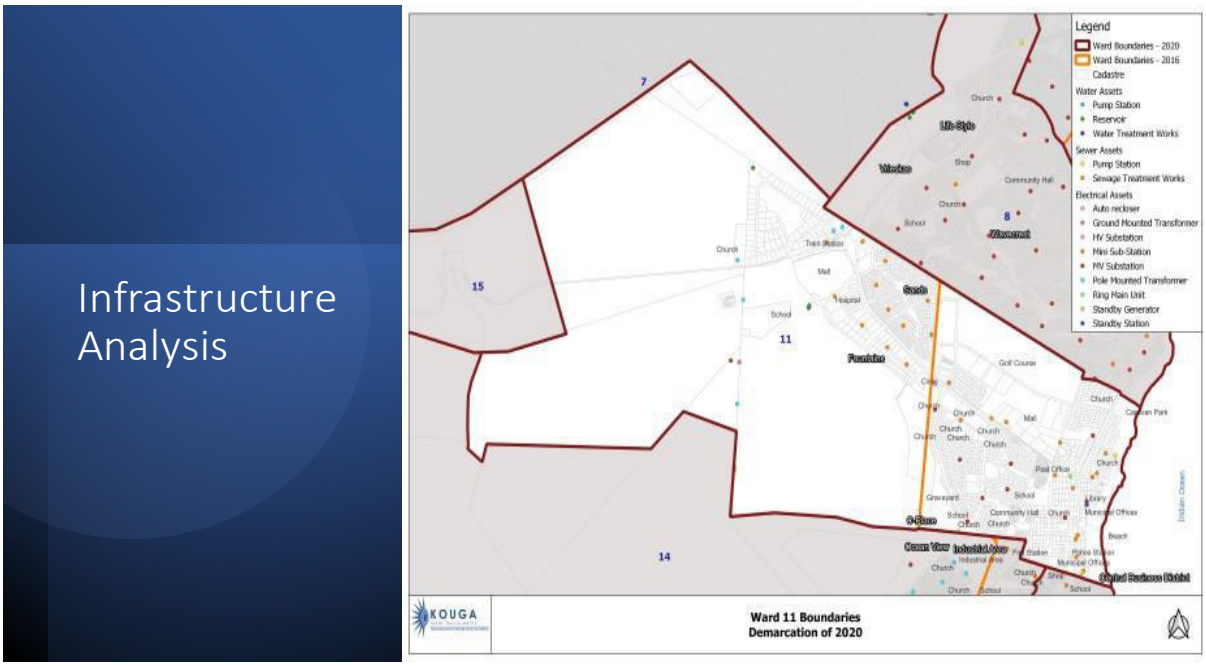
- Bush clearing
- Litter picking
- Beach clean-up operations
- Cleaning of road verges
- Construction projects of municipality
- Street venders

SOCIO-ECONOMIC PROFILE

	**Population= 2885 (Census 2011)** **= 2725 (Voters Roll 2016)** **= 3656 (Voters Roll 2021)**
	**Households** = 1288 (Census 2011) 45.3% Households fully owned and paid up Average Annual Household Income = R57 300 (More than Double the Provincial and District Averages)

	**Access to Services:** Water – 93% Refuse Collection – 94.5% Sanitation (flush toilet) – 98.1%%
	**Employment** = 54.4%% Employed
	**Education** = 67.9% Completed Matric or higher = 85.1% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS



LAND USE AND ZONING

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- Where is the best place for development?
- Who will be responsible for what aspect of the development?

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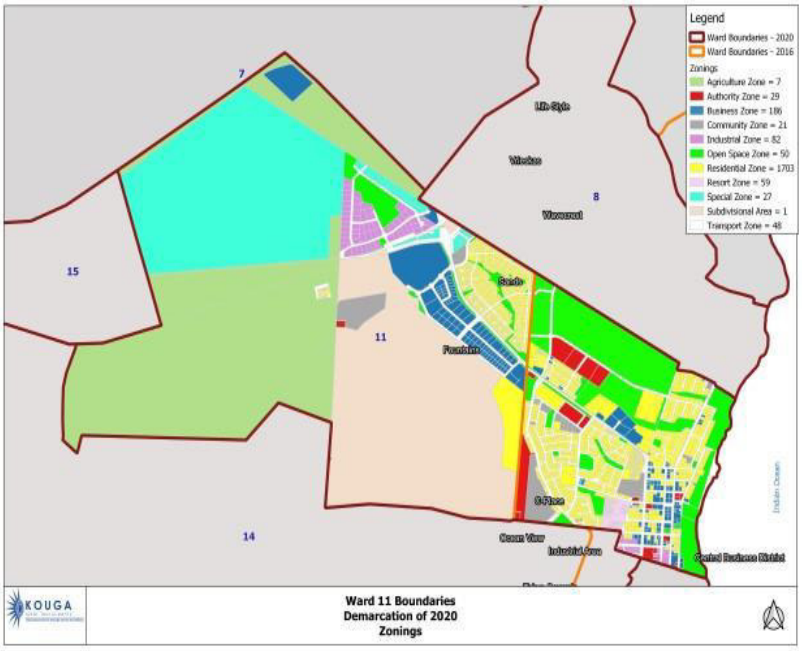
- Implementation plans together with the necessary public sector resources to deliver them.
- A framework for private investment.

Zoning
& LandUse



MUNICIPAL FACILITIES IN THE WARD

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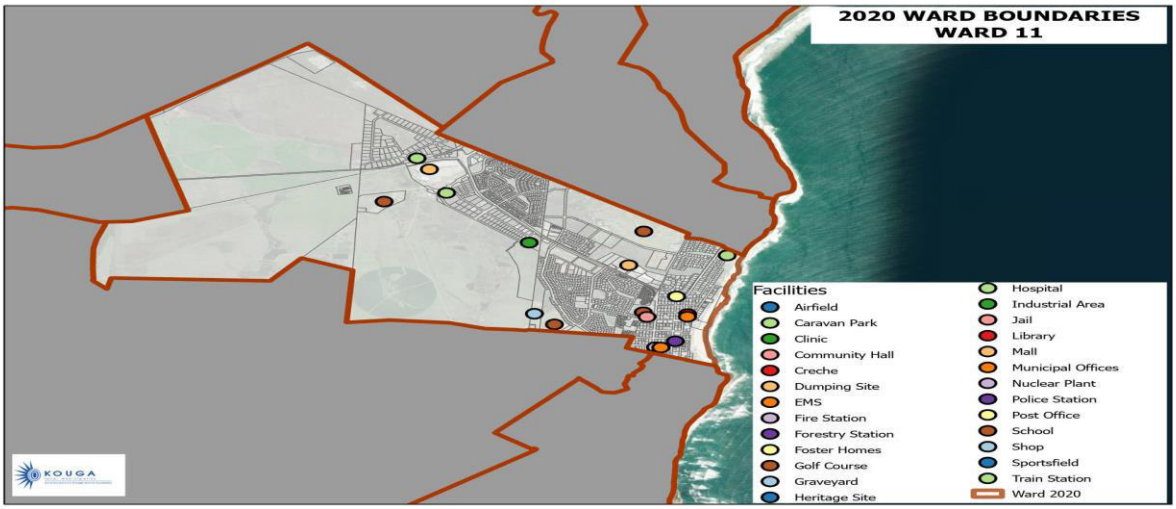

Summary of Municipal Assets

Jeffreys Bay WWTW
Jeffreys Bay Electrical Substation
Jeffreys Bay Waterworks
Municipal Stores and Fire station
Billabong

RESOURCE MAPPING

The following resources are in Ward 11:

- Fountains Mall
- Spur
- Steers
- Checkers
- Food lovers
- Built it
- Builders Express
- Dolphin Beach
- Savoy Hotel

WARD PRIORITIES

Ward 11: Top 5 Priorities

Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1	Tarring of Dolley Varden Street to be entered into the lists of streets for upgrading and tarring	Keep Kouga Serviced	Nerita, Angelwings and Omdraai to be resealed. Dolley Varden Street on the list for phase 2 subjected to budget availability.	R10m	R10m	R10m
2.	Link the whole CBD with a broad pedestrian pavement	Keep Kouga Growing	Part of the CBD Precinct plan.			
3.	Sewer oxidation dam at Koraal pumpstation to be re-assessed and fixed to minimise the smelling	Keep Kouga Serviced	To be done under La Mer Pipeline Upgrade - Planning	R208k	R347k	R730k
4.	Upgrading of St Croix Street	Keep Kouga Serviced	Not in current budget			
5.	CCTV Cameras for open spaces	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24. Specific location to be identified.			

Ward 11: Other Important Priorities

Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Circle at the Dogwood and Koraal Street inter-section	Keep Kouga Safe	Feasibility study done by traffic. Next step to get roads transferred.			
2.	General flow and future demand of sewer in Jeffreys Bay	Keep Kouga Serviced	La Mer Pipeline Upgrade – Implementation phase from July 2023.	R208k	R347k	R730k
3.	Urgent upgrading of Koraal and La Mer sewer pumpstation	Keep Kouga Serviced	Item submitted to Council to register O&M on MIG			
4.	Playpark for main beach	Keep Kouga Serviced	Completed: Playpark was installed in December 2022.			
5.	Widening of Da Gama, Woltemade and St Francis Street	Keep Kouga Growing	Da Gama is high on the priority list. Waiting feedback from Roads and Transport Dept.			
6.	Pavement of St Francis Street	Keep Kouga Serviced	No budget. KLM needs to partner with the private sector / NGOs. Area to be identified.			
7.	Prioritization of functioning and annual allocation of grant-in-aid to Kouga Sports Council	Keep Kouga Caring	The SPU section are in the process to arrange for a special meeting between DSRAC and Sports Council. In Progress.			
8.	Pedestrian traffic lights at Da Gama and Woltemade	Keep Kouga Safe	Completed.			

Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
9.	Ski-boat clubhouse and slipway	Keep Kouga Growing	Investigation was done in and completed 2022. Need to look at other alternatives 2023/24.			
10.	More attractive shops	Keep Kouga Growing	Implementation of the recommendations in the Precinct plan. Also, a responsibility of the private sector.			
11.	Give street air with the right indigenous trees and other plants who don't attract the birds or make damage to the pavement	Keep Kouga Clean	Tree Management Policy to be developed by 2023/24			
12.	Redirect traffic to Neptunes terrace	Keep Kouga Safe	Traffic assessment report by end 2023/24 Be more specific.			

WARD BASED PLAN: WARD 12

WARD PROFILE

Ward 12 is situated in St Francis Bay and extends to Cape St Francis and includes the Paradise Beach areas. It is generally characterized by the unique sense of an exclusive paradise as well as suburban bliss seaside retreat. The seaside village not only boasts glorious beaches, excellent water sports and a leisurely lifestyle, but also has safe, secluded homes, making it a uniquely styled town.

WARD GOVERNANCE

a) Ward Councillor



Cllr. L. Mareé

b) Ward Committee


Lois Fox
Health & Welfare


Nicholas Schoeman
Education &Religion


Alex Gotte
Environmental


Louis Fouche
Agriculture &
Farm workers


Hantie
Van der Westhuizen
Tourism & Culture


Lynette Aitken
Youth, Women
Elderly & Disabled


David Truter
Community
Safety & Security


Dane Shaw
Rate Payers &
Civic Associations


Keven Burger
Sports


Lieb Swieggers
Business Informal &
Formal Traders Association

SOCIO-ECONOMIC PROFILE

	Population = 3241 (Census 2011) = 3075 (Voters Roll 2016) = 3744 (Voters Roll 2021)
	Households = 1410 (Census 2011) 60.6% Households fully owned and paid up. Average Annual Household Income = R57 300 (More than Double the Provincial and District Averages)
	Access to Services: Water – 90.2% Refuse Collection – 80.2% Sanitation (flush toilet) – 84.9%
	Employment = 53.3% Employed
	Education = 81.7% Completed Matric or higher = 64.1% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS

The Consitution directs that the municipalities must manage, budget and plan processes that would give priority to the basic needs of the community and promote social and economic development of the community. Infrastructure development is the component if basic needs of the community and therefore infrastructure development may include upgrade, maintenance, refurbishment, funding mechanisms and revenue generation for such infrustructre.







FACILITIES IN THE WARD

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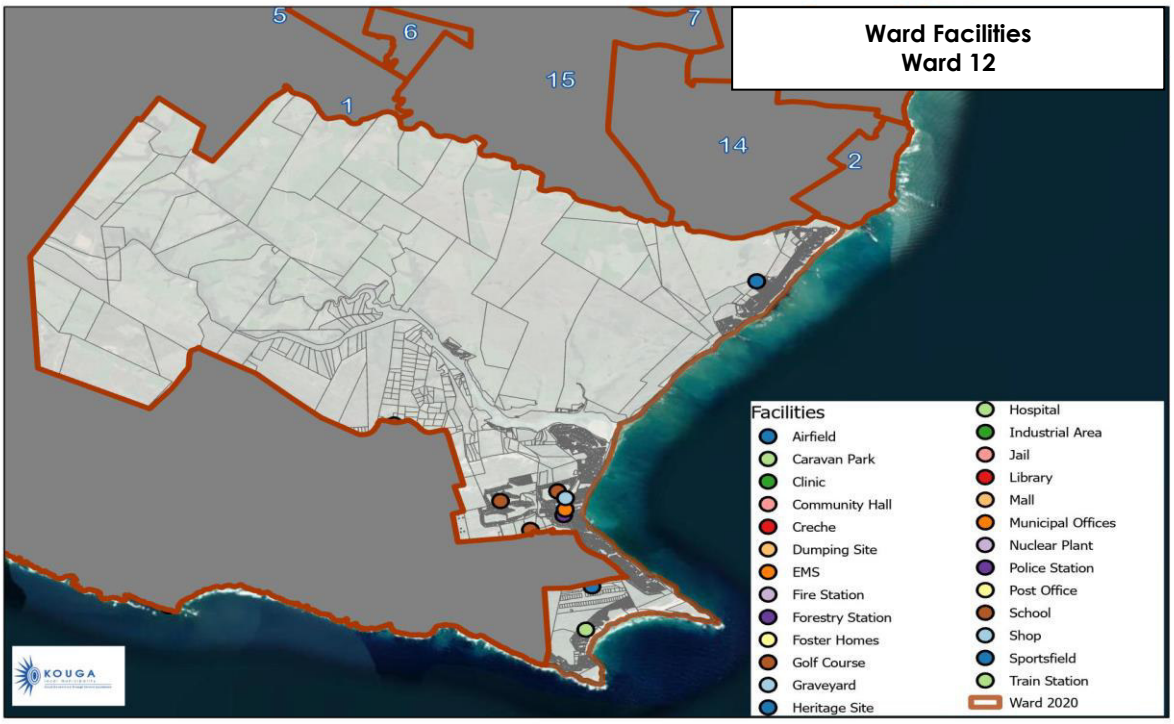


RESOURCE MAPPING

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). Resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description	Ownership

1.	Ocean	Natural Asset
2.	Seekoei nature reserve	Natural Asset
3.	Churches	Private churches
4.	Caravan Park	Kouga municipality
5.	Lagoon	Natural Asset
6.	NPO's and NPO's	Private
7.	Marina canals	Marina Martinique
8.	Sport field	Kouga municipality
9.	Aston Bay jetty	Marina Martinique
10.	Franchise	Private
11.	Clinic	Dept. of Health
12.	Community Hall	Kouga municipality
13.	School	Dept. of Education

WARD BASED NEEDS

Ward 12: Top 5 Priorities

Ward 12 Ward Councillor: Lorraine Maree						
Nr.	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Water security	Keep Kouga Serviced	The municipality is trying its upmost to ensure that the provision of potable water is secured			
2.	Fixing of Roads	Keep Kouga Safe	Replacement of ageing road infrastructure and fixing of potholes	CAPEX	CAPEX	CAPEX
3.	Seekoei Estuary and Causeway	Keep Kouga Growing	Seekoei Estuary management and maintenance plans to be reviewed by 2023/24.			
4.	Resealing of Johan Muller, Protea (Paradise Beach) Derek (Paradise Beach) & Grand Camore (SFB).	Keep Kouga Smart	St Francis Drive, Da Gama Road and Triton Street already done.	R10m	R10m	R10m
5.	Leaking reservoir in Paradise Beach (on-going project)	Keep Kouga Growing	Repair Water tower with WSIG funding			

Ward 12: Other Important Priorities

Ward 12 Ward Councillor: Lorraine Maree						
Nr.	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Rock revetment, spit and dune management	Keep Kouga Growing	Dune management plans been finalised, Rock revetment, impact on climate change repairs and maintenance plan to be reviewed by 2023/24.	No budget required		
2.	Law enforcement to curb stray animals, by-laws and crime	Keep Kouga Safe	SFB and surrounds serviced by Humansdorp holding pen and private pound in Loerie.	No budget required		
3.	Waterborne sewer system	Keep Kouga Growing	Install sewer reticulation for 64 erven – planning stage and budget to be confirmed.			
4.	Wastewater pump upgrading (on-going project)	Keep Kouga Serviced	A study has been done and the technical aspects are in process to be addressed. Regular maintenance is however on-going			
5.	Replacement of all old asbestos water pipelines (on-going project)	Keep Kouga Safe	Planning Stage Underway – budget to be finalized			
6.	Maintenance of V-Drains in Lyme Road south and north, Terragona Johan Muller Boulevard and Protea.	Keep Kouga Smart	Maintenance of V-drains are ongoing and will be monitored regularly			
7.	Installation of fire hydrants at braai areas in Paradise Beach	Keep Kouga Smart	Project completed.			
8.	Illegal shacks in Sea Vista	Keep Kouga Safe	Informal settlements are being monitored and illegal are demolished	No budget required		
9.	Cycle lanes	Keep Kouga Safe	Location where lanes are needed should be identified.			
10.	Upgrading of water pipeline in Canal Road	Keep Kouga Serviced	Planning Stage Underway – budget to be finalized			
11.	Faster reaction time from municipality on reported complaints	Keep Kouga Safe	The municipality will be trying to react more speedily to complaints that has been reported.			
12.	Dune Road Project (on-going project)	Keep Kouga Growing	Project has been stopped.	No budget required		

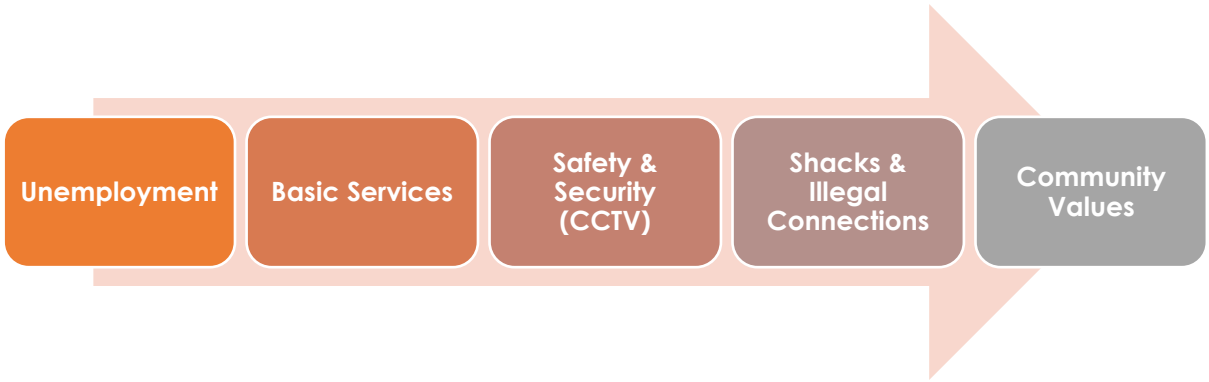
Ward 12 Ward Councillor: Lorraine Maree						
Nr.	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
13.	Upgrading of Canal bridges (on-going project)	Keep Kouga Safe	The condition of the bridge is monitored regularly, and any defects are attended too.			
14.	Prioritization of the Future use of Erf 554	Keep Kouga Growing	EIA appointed to conduct a full EIA study			
15.	Enforcement of plot clearing policy	Keep Kouga Growing	New by law to be aligned with policy for enforcement and developed by 2023/24			
16.	Fire breaks and bush clearing	Keep Kouga Safe	Project done			
17.	Upgrading and maintenance of storm water drainage	Keep Kouga Serviced	The critical storm water areas subjected to storm water challenges has been identified and is in process to be investigated			
18.	4-Day turnaround of sewerage trucks for septic tank services	Keep Kouga Growing	This is on-going and the municipality is indeed trying to improve on the time of re-action to deal with tank services			
19.	Maintenance of beach facilities (on-going project)	Keep Kouga Serviced	Ongoing R&M Plan and Budget	Opex		
20.	Illegal signage	Keep Kouga Serviced	Law-enforcement will investigate the placement of all illegal signage in all towns of the municipality			
21.	Upgrading of road to boat launching site at Kromme River Bridge (on-going project)	Keep Kouga Serviced	The upgrading of the road has been re-prioitised and the road maintenance section will attend to the works that requires attention, since the project is on-going			
22.	Street names and signage	Keep Kouga Growing	Areas to be identified and expenditure for signage will be determined			

WARD BASED PLAN: WARD 13

WARD 13: VISION

VISION: "Inclusive Constant Development to improve basic services"

The Community of ward 13 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



Governance Structure

Ward Councillor



Cllr. V. Zana

a) Ward Committee


Nomfundo Mbeki
Education & Skills Development


Vamazwi Maseti
Health & Welfare


Noxolo Elefu
Safety & Security


Nozuko Blouw
Business & Local Development


Ntsikelelo Mbele
Religious, CBO's & NGO's


Nelisa Grootboom
Youth, Sports & Culture


Nokonwaba Kota
Women, Children, Elderly & Disabled


Sipho Mantla
Infrastructure & Rural Development


Cliff Carrels
Agriculture & Farm Workers


Joyce Gxotiwe
Tourism, Infrastructure & Development

6.3.1.10 SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weaknesses
• Fencing of Municipal Infrustructure • Job Opportunities & Tourism (Surrounded by farms) • Graveyard that are operating	• Sewer not functioning- Overflow of dams • Seasonal Employment • Seasonal Employement • Lack of numbering& registry book • Lack of fencing / no caretaker
Opportunities	**Threats**
• Fencing of infrustructure with new technology • Job opportunities as more than 80% working there. • Employ a caretaker • Maintenance & Cleaning of cemetries	• Vandalising of Infrustructure Health and safety risk • Safety of transportation / overloading • Drought • Vandalism of graveyard

SOCIO-ECONOMIC PROFILE

	**Population** = 12740 (Census 2011) = 4451 (Voters Roll 2016) = 4196 (Voters Roll 2021)
	**Households** = 3198 (Census 2011) 45.4% households fully owned and paid up. Average Annual Household Income = R14 600 (More than Double the Provincial and District Averages)
	**Access to Services:** Water – 72.6% Refuse Collection – 63.8.% Sanitation (flush toilet) – 63.8%
	**Employment** = 44.7% Employed
	**Education** = 16.9% Completed Matric or higher = 64.1% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS

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LAND USE AND ZONING

The Kouga Municipal Spatial Development Framework (SDF) is more than the spatial the representation of the sector plans of the IDP, it sets out the spatial strategy within which the 2022/2027 IDP operates. The key spatial plan of the SDF and the spatial perspective as well as the short term (5year) spatial priorities are to be incorporated in the IDP as the SDFsector plan. The SDF covers the whole jurisdictional area of the municipality not only the towns and must strive to answer the following questions.

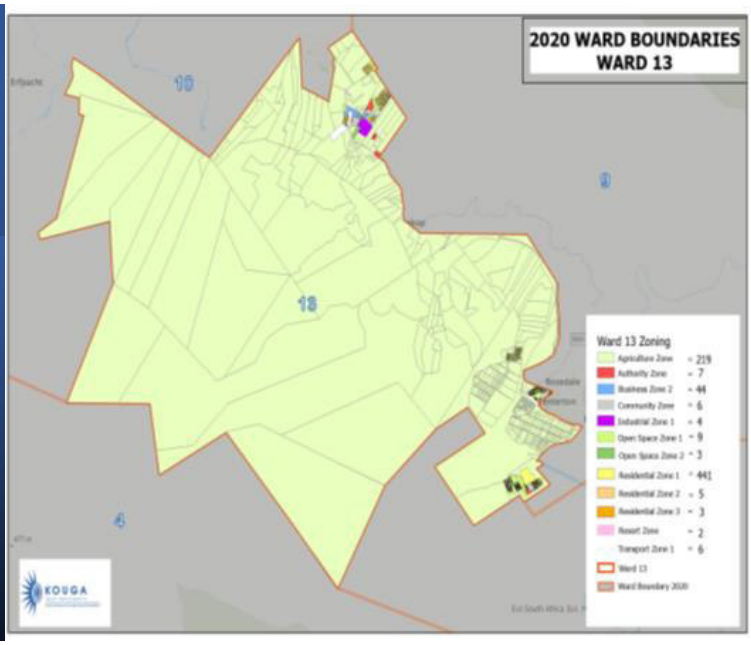
- How is the SDF going to develop Ward 13 over the next 5 to 10 years ?
- What kind of development should take place?
- Where is the best place for development ?
- Who will be responsible for what aspect of the development ?

The SDF therefore has a longer-term focus to ensure the future growth and development does not result in unsustainable low density settlement sprawl and the destructiron of the ecosystem and agricultural resource on which the ward's economy depends on. The unsustainable and destructive development will also prevent equitable access to resource and will perpetuate the spatial divisions of the past.

The SDF aims to create the building block towards:

- A spatial vision for the future of the municipal
- Implementation plans together with the necessary public sector resources to deliver them
- A framework for private investments

Zoning & Land Use



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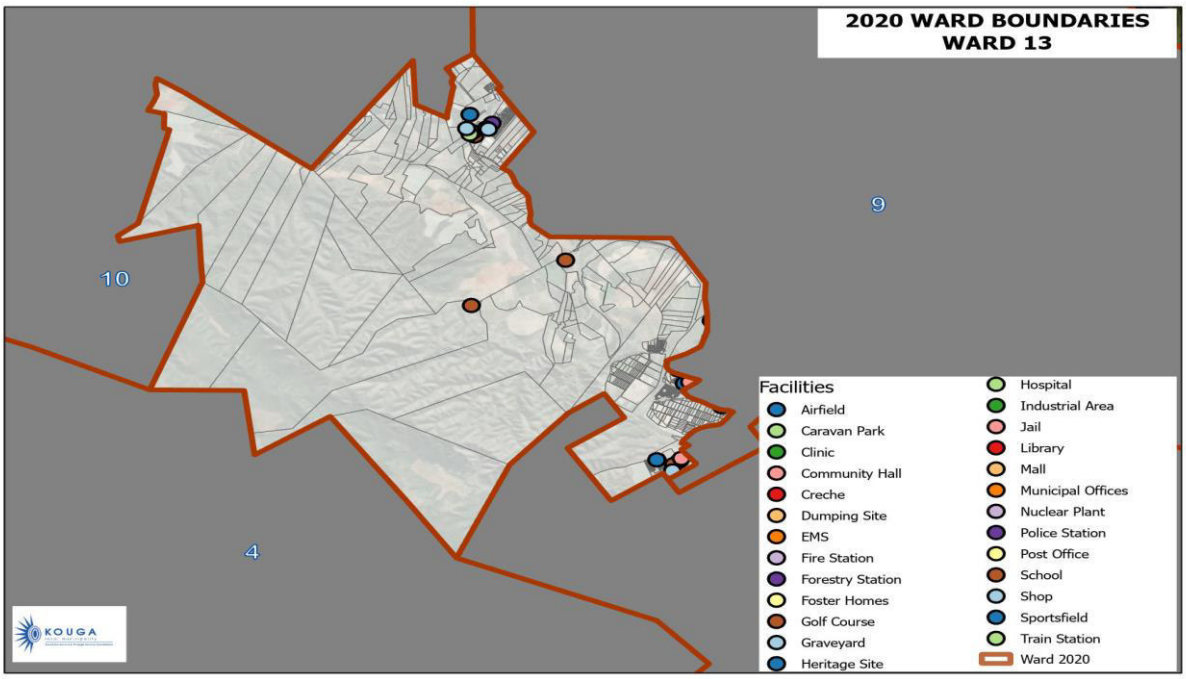


RESOURCE MAPPING

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description
1	Patensie / Hanley Citrus
2.	Commercial Farmers
3	Gamtoos Irrigation Board
4	Churches
5	Imbewu Yamadoda (NPO)
6	Windfarm
7	School
8	Masithethe MF2 (NPO)
9	Liphupha (NPO)
10	Simanyene Weston Farming
11	Quary
12	Thank you, Victim Centre,
13	Lubabalo (NPO)

WARD BASED NEEDS

Ward 13: Top 5 Priorities

Ward 13 Ward Councillor: Vuyani Zana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Sewerage (Weston)	Keep Kouga Serviced	Upgrade Weston WWTW and reticulation – planning stage MIG	R430k	R565k	
2.	Streetlights (1 x High mast Light for Weston and 1 for Vergenoeg)	Keep Kouga Serviced	Eskom supplies electricity for Weston and the entire Ward 13. To log enquiries on behalf of the community the Municipality needs to be provided with the street names and dark spots where streetlights are required and non-working lights to be fixed. (Weston – Matodlana Street and Thangana Street in Vergenoeg).			
3.	Eradication of mud houses	Keep Kouga Serviced	Funding application for the demolishing of mud houses and rebuild of new houses was submitted to ECDHS. Vandalized WWTW must be rectified before approval of project.			
4.	Sportfields	Keep Kouga Caring	Weston Sport field was upgraded through MIG. The Directorate will conduct an investigation on the overall condition of the facility with recommendations on how it can be refurbished.			
5.	Stormwater drainage system (Madlwabinga Street)	Keep Kouga Serviced	Grading programme of the roads will re-address the storm water hot spots in townships. Maintenance thereof will be on-going.			

Ward 13: Other Important Priorities

Ward 13 Ward Councillor: Vuyani Zana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Day Hospital	Keep Kouga Serviced	In the process to investigate if there is suitable land. This should be completed before June 2023. The vacant space at the Old Police Barracks and the Masakhane Clinic can be utilize for a Day Hospital to cater for the GV.			
2.	Land cemeteries (Identify new land)	Keep Kouga Growing	Municipal land identified that is available, Erf 1453HD, Kwanomzamo, Erf 1, Humansdorp and Erf 1626 Hankey/Weston. To apply for EIA 2023/24.			
3.	Paving/Tar (Thangana Str.)	Keep Kouga Safe	Main street to be resealed	R10m	R10m	R10m
4.	Indoor Sport Centre (Centerton)	Keep Kouga Caring	In the process to investigate if there is suitable land. This should be completed before June 2023. It is however important to note that there is sufficient vacant space at the Vusumzi Landu Hall for extension/conversion into a MPC Centre.			
5.	Soetkloof Farm (land for commonage & agriculture)	Keep Kouga Serviced	The land belongs to the municipality. The Land and Property Section of the Directorate of Planning and Development are busy with a feasibility study on how this farm can be utilised			

Ward 13 Ward Councillor: Vuyani Zana						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
			optimally to the benefit the farmers. The outcome thereof will be dealt with by Council.			
6.	Upgrading of RDP houses (Bad workmanship)	Keep Kouga Services	New Priority			
7.	Ambulance Depot	Keep Kouga Growing	In the process to investigate if there is suitable land. This should be completed before June 2023.			
8.	Internet for Libraries	Keep Kouga Safe	Internet requirements identified and will be implemented by 2023/24			
9.	Church Sites	Keep Kouga Growing	There are currently no vacant church sites available in Weston. All the church sites are occupied.			
10.	TVET College	Keep Kouga Serviced	In the process to investigate if there is suitable land. This should be completed before June 2023.			

WARD BASED PLAN: WARD 14

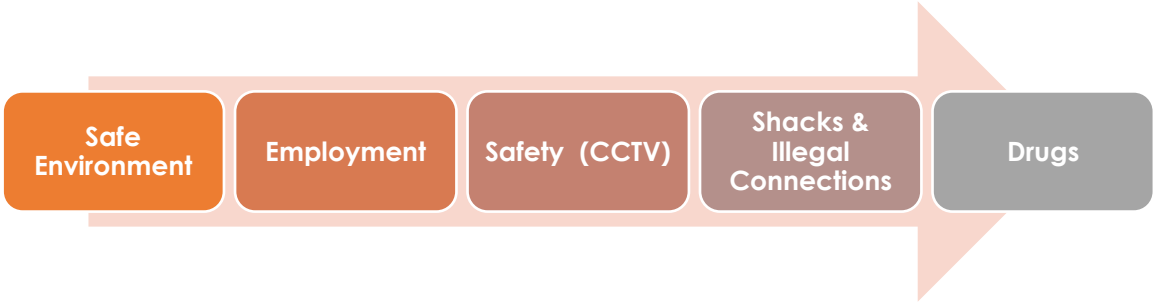
WARD 14: PROFILE

Ward 14 is located in Jeffreys Bay south side of Kouga Local Municipality. It consists of Tokyo Sexwale an d Ocean View. The extent of the Ward is 41.6 sqaure kilometers with a population of 11 182.

WARD 14: VISION

VISION: "Working towards a Social & Safe Economically conducive environment & society"

The Community of ward 14 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, opportunities, and threats:

Strengths	Weakness
• 1st Phase of RDP Construction • Social & Flip Construction • CCTV • Youth	• Bucket System • Illegal Dumping Site • Poor Roads • No Community Hall • Rehab Centre • High Unemployment • Social Amenities e.g art expression
Opportunities	**Threats**
• Bucket System • Zone/ Convert illegal dumping site to church land • Paving of gravel roads • Multi-purpose centre • Partner with Dept of Social Development for Rehab Centre • Skills Development NYDA	• MOB Justice • Roaming of stray animals • Health Hazard • Uncontrollable informal Settlement • Youth Gangsterism • Drug Abuse

In response to SWOT analysis, an action plan has been developed recommending projects and strategies over the next 5 years.

GOVERNANCE STRUCTURE

The Local Government: Municipal Structures Act, 1998 says: The objective of a ward committee is to enhance participatory democracy in local government. Ward committees are a part of local governance and an important way of achieving the aims of local governance and democracy mentioned in the Constitution, 1996. The Local Government: Municipal Structures Act, 1998 is the Act that makes provision for the establishment of ward committees as a possible way of encouraging community participation in municipal matters. A general understanding has emerged that a ward committee is an area-based committee whose boundaries coincide with ward boundaries.

a) Ward Councillor



Cllr: M. Yali

b) Ward Committee


Sipho Silangwe
Formal & Informal Traders


Hammond Kate
Elderly, Women and Disabled


Jonas Sivuyile
Agriculture


Tshuku Nomvuzo
Health & Welfare


Mpangele Nomantombi
Youth and Women


Nyathi Mziyanda
Sport


Mooi Makhanya
Community Safety & Security


Kapo Mazwi
Environmental


Shabane Thulani
Religious


Takane Bongani
Education

SOCIO-ECONOMIC PROFILE

	POPULATION = 11182 (Census 2011) = 5344 (Voters Roll 2016) = 4895 (Voters Roll 2021)
	Households = 4177 (Census 2011) 40.3% Households fully owned and paid up Average Annual Household Income = R14 600 (More than Double the Provincial and District Averages)
	Access to Services: Water – 98.4% Refuse Collection – 91.6% Sanitation (flush toilet) – 68.7%
	Employment = 49.8 % Employed
	Education = 30.9% Completed Matric or higher = 68.9% Completed Grade 9 or higher

WARD INFRASTRUCTURE AND ASSETS

The Consitution directs that the municipalities must manage, budget and plan processes that would give priority to the basic needs of the community and promote social and economic development of the community. Infrastructure development is the component if basic needs of the community and therefore infrastructure development may include upgrade, maintenance, refurbishment, funding mechanisms and revenue generation for such infrastructure. Ward 14 is currently equipped with adequate infrastructure to support any form of development



LAND USE AND ZONING

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- Who will be responsible for what aspect of the development ?

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- Implementation plans together with the necessary public sector resources to deliver them
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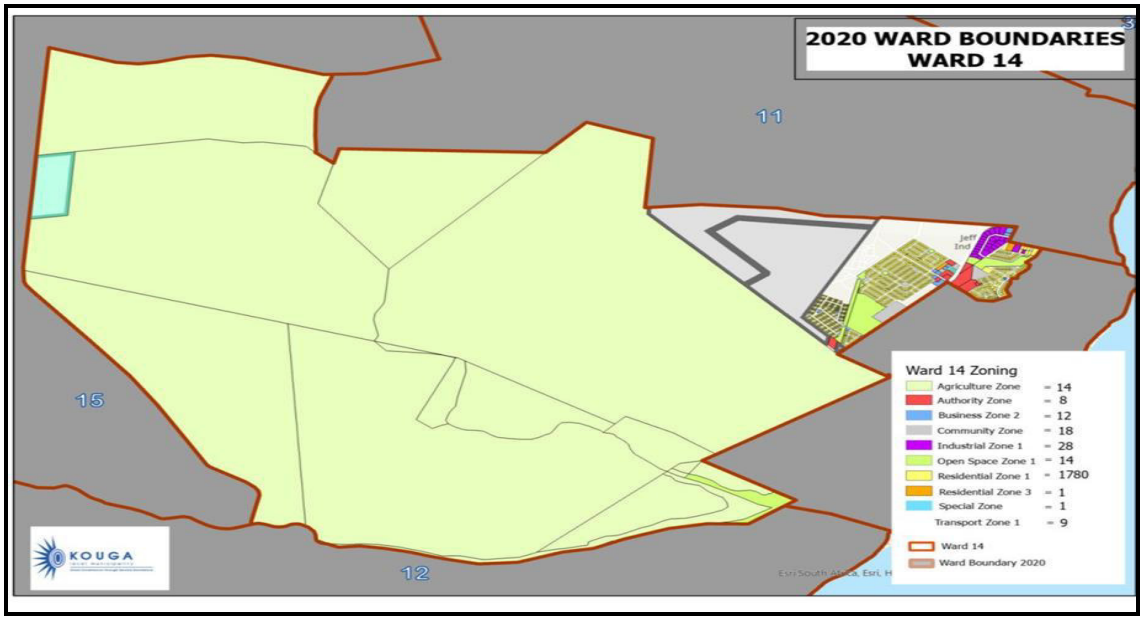

RESOURCE MAPPING

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A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description
1.	Masikhathalaneni
2.	One Village
3.	Kouga Arch Carriers Ministries Fraternal

WARD 14: PRIORITIES

Ward 14: Top 5 Priorities

Ward 14 Ward Councillor: Mzwandile Yali						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Land for Ocean View Clinic	Keep Kouga Growing	A portion of Erf 8783 has been identified for a new clinic to serve Ward 14 Erf 8783 is central to all in Ocean View and a portion thereof can be made available for a library.			
2.	New Housing Project	Keep Kouga Growing	Funding approval is for 668 top structures. Phase 1 of 200 is in progress. PSP is appointed for the remaining 468 top structures.	R28 594, 000.00		
3.	Converting illegal dumping	Keep Kouga Serviced	The leading department is aware of where the dumping sites are. They, in consultation with Land and Property of PDT conducted an on-stie verification exercise on all vacant and occupied municipal erven. An item will be			

Ward 14 Ward Councillor: Mzwandile Yali						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
	areas into church sites		presented to the Portfolio, Mayoral and Council for consideration.			
4.	Paving & Tarring of Roads	Keep Kouga Serviced	Griffiths Mxenge; Cyril Ramaphosa, Zwelinzima Vavi; Solomon Mahlangu; Sparrow Mkhonto; Blade Nzimande; Dulcie September; Vali Moosa; Beyers Naude & Jeff Radebe	R3.3m	R13.4m	R23.6
5.	Electrification of backyard dwellers	Keep Kouga Serviced	The Department of Energy (DMRE) indicated that they are looking at funding these projects, this means upgrading of existing networks to prevent a collapse of the network due to overloading. Final approval has not been granted for this upgrade to facilitate these developments.			

Ward 14: Other Important Priorities

Ward 14 Ward Councillor: Mzwandile Yali						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Multi-Purpose Centre	Keep Kouga Growing	In the process to investigate if there is suitable land. This should be completed before June 2023.			
2.	Land for Ocean View Library	Keep Kouga Growing	Erf 8783 is central to all in Ocean View and a portion thereof can be made available for a library. Such need will be discussed at next IGR meeting with DsRac			
3.	Electrification of Informal Area (Ocean View)	Keep Kouga Serviced	The Infrastructure Network Electrification Program (INEP) has granted approval for bulk upgrading and internal reticulation for Ocean over the next 3 years at a t total cost of R25.1M	4M	11.4M	9.5M
4.	Eradication of Bucket System	Keep Kouga Serviced	VIP toilets installed. Interim water and sanitation services to be installed at No R10 and Oceanview under HDA project.			
5.	Investigate transit camps	Keep Kouga Growing	Engagements with ECDHS to use a portion of the 80ha as a TRA for No. R10 and de-densification of Ebumnyameni is ongoing.			

WARD BASED PLAN: WARD 15

WARD PROFILE

Humansdorp is situated in the Eastern Cape province of South Africa and has grown from a small service centre for the flourishing farming area in 1849, to a busy town with every kind of business. Humansdorp is the entrance town to the Kromme River estuary and the resorts of St Francis Bay and Cape St Francis. It is the first economic centre on the route between Port Elizabeth and Cape Town.

Humansdorp lies at the foot of the Kouga Mountains, and it is here that the well-known Garden Route starts. It is 87 km West of Port Elizabeth, 3 km off the N2 highway, 16 km from Jeffreys Bay, 20 km from St Francis Bay and 26 km from Cape St Francis.
Humansdorp has the facilities of a city, but it maintains the small-town charm. There are hiking trails and forest walks in the vicinity, including the Boskloof Trail, boasting 46 bird species, indigenous trees, Fynbos and small antelope and monkeys.
A collection of farming implements and household items grace the charming Humansdorp Museum.

At the top of Main Street sits the impressive Cultural Centre, a fully eco-sustainable building, which guards over the town. Traditional Khoisan art is exhibited there. The Zwartenbosch Country & Golf Club is in the process of being developed as an 18-hole golf course.

Ward 15 is located is the centre of Kouga LM. It consists of Panorama, Arcadia, Graslaagte, Humansdorp Central, Westside, Moerasrivier, Boskloof and Upper Golf Course. 53 square kilometres and 126. 9 people per square kilometre.

WARD GOVERNANCE STRUCTURE

a) Ward Councillor



Cllr. T. Jantjes

b) Ward Committee



Mervyn Bekkies
Education & Religion
Farmworkers



Susan McLean
Health & Welfare



Jocelyn Fortuin
Agriculture &
Farmworkers



Michelle Carelse
Business



Freddie Sysaar
Sports



Jasmaine Groep
Ratepayers & Civic
Associations



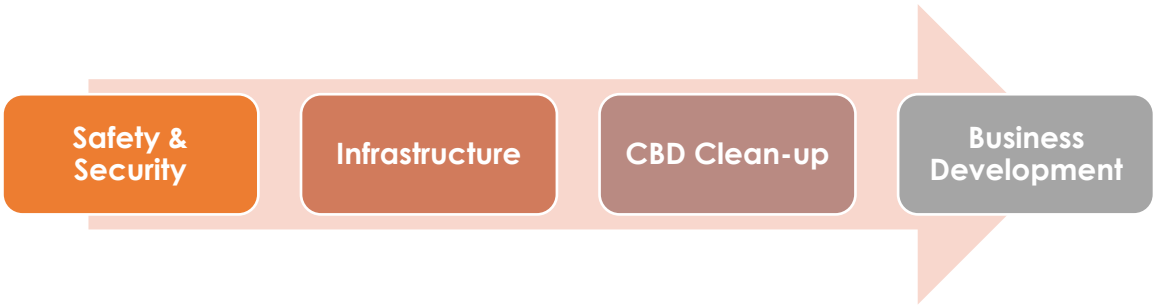
Rewaan Kriga
Tourism



Deon Lawack
Community Safety
& Security

VISION

VISION: "*A clean and safe ward which is well maintained where people and the economy will thrive*"
The Community of ward 15 identified current challenges that need to be addressed in order to get to the desired state (vision) in the ward. These challenges are:



SWOT ANALYSIS

As part of SWOT analysis, the ward committee members listed the following Strengths, Weaknesses, Opportunities and Threats:

Strengths	Weakness
• CBD (Business Hub) • Big Business i.e. Woodlands • NPOs & NGOs • Child welfare • Large youth Population • Old Age Home	• Too many foreign shops • Drugs & gangsterism • Safety & Security • Dirty / Illegal Dumping • Lack of municipal space for playparks • Illegal taverns & Spaza shops
Opportunities	**Threats**
• Partnership with big business • Encourage local ownership of shops / businesses • Enforced municipal by-laws to clamp down the pass-on of permit & licenses • Upgrade of spot fields • Development on private plots i.e Graslaagte • Drugs & gangsterism curb through youth upliftment projects / programs.	• Lack of maintenance • Bad roads in CBD • Poor & outdated infrastructure • Floods

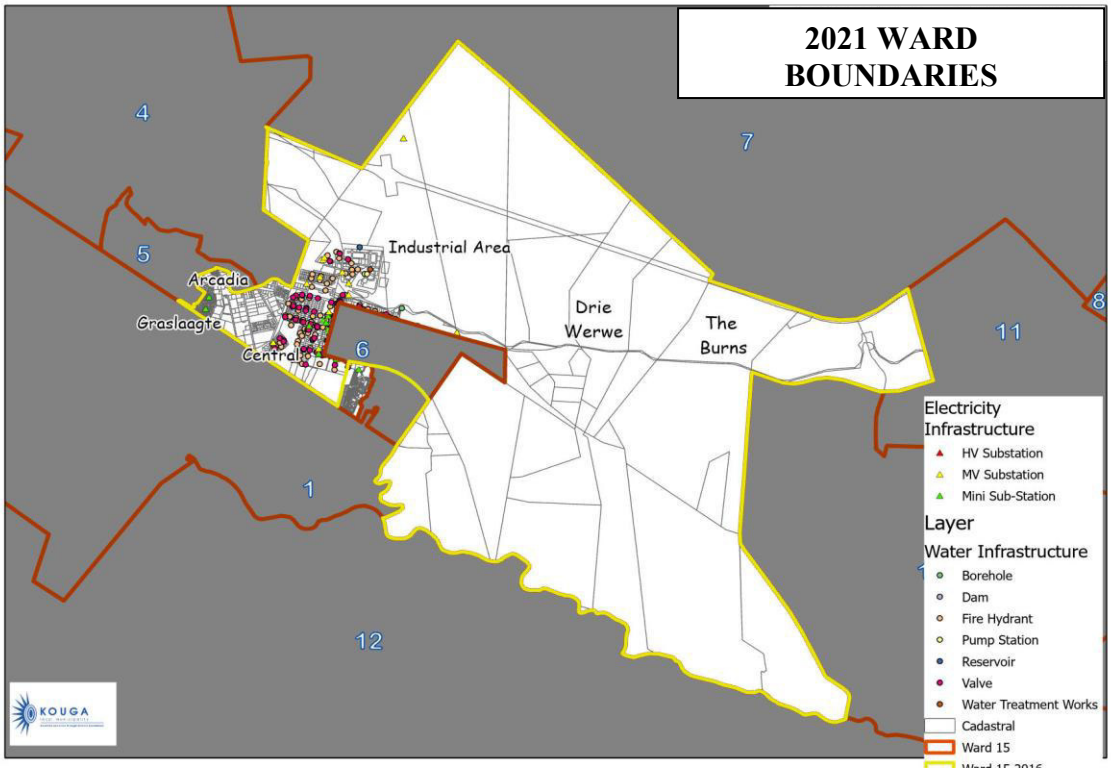
In response to SWOT analysis, an action plan was developed recommending projects and strategies over the next 5 years.

WARD SOCIO-ECONOMIC PROFILE

	POPULATION = 6 725 (census 2011) = 4 023 (voters 2016) = 2811 (voters 2021)
	HOUSEHOLDS = 2016 (Census 2011) 50.83% households fully owned and paid up Average Annual Household Income = R57 300 (More than Double the Provincial and District Averages)
	ACCESS TO SERVICES: Water – 92 % Refuse Collection 87.8% Sanitation (Flush toilet) 77,5 %
	EDUCATION: 74.5% Completed matric / higher 90.2% Completed Grade 9 / higher
	EMPLOYMENT: 50.2% Employed

WARD INFRASTRUCTURE AND ASSETS

The Consitution directs that the municipalities must manage, budget and plan processes that would give priority to the basic needs of the community and promote social and economic development of the community. Infrastructure development is the component if basic needs of the community and therefore infrastructure development may include upgrade, maintenance, refurbishment, funding mechanisms and revenue generation for such infrustructre. Ward 2 is currently equipped with adequate infrustructure to support any form of development.
In recently developed informal settlements, the Municipality is determining the degree of the backlog in water delivery, and standpipes are continuously erected in these locations.
Customers in Kouga Municipality are projected to rise as the population expands. However, the growing unemployment rate, supressed disposable income, and increased poverty, as well as the shift toward sustainable, renewable energy sources, are likely yo counterbalance some of the growth in energy demand.
Low economic growth prospects, increased electricity costs, the instability of electricity supply and load shedding are stifling economic activity anad depressing economic expansion, prompting commercial customers to implement new technologies and renewable energy optiona in an effort to reduce their reliance on KLM and ESKOM.
The existing municipal electricity network is a mixture of aged and relatively new infrastructure.



LAND USE AND ZONING

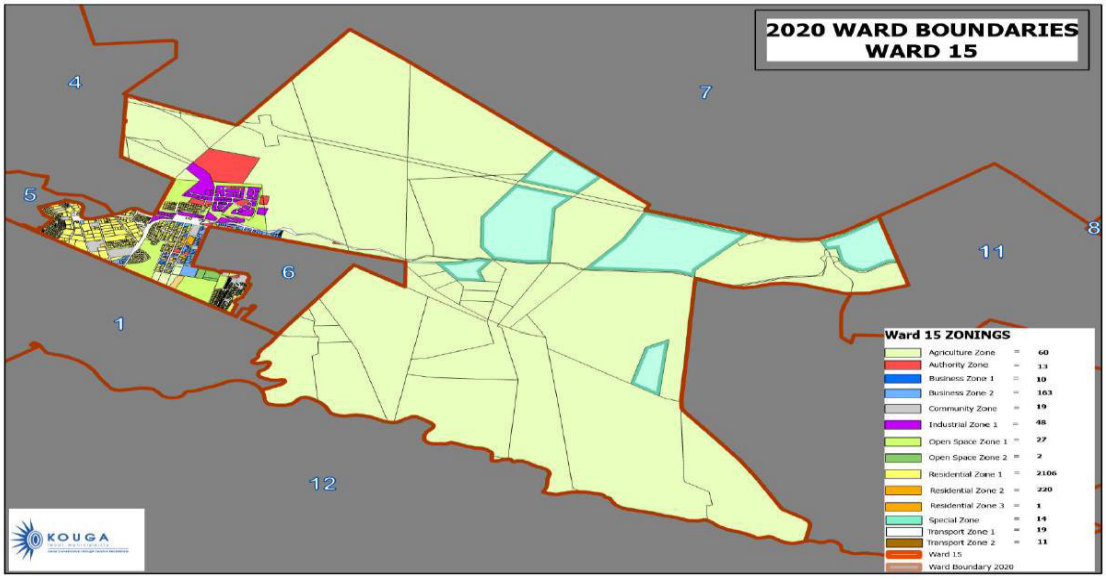
The Kouga Municipal Spatial Development Framework (SDF) is more than the spatial the representation of the sector plans of the IDP, it sets out the spatial strategy within which the 2022/2027 IDP operates. The key spatial plan of the SDF and the spatial perspective as well as the short term (5year) spatial priorities are to be incorporated in the IDP as the SDFsector plan. The SDF covers the whole jurisdictional area of the municipality not only the towns and must strive to answer the following questions.

- How is the SDF going to develop Ward 15 over the next 5 to 10 years ?
- What kind of development should take place?
- Where is the best place for development ?
- Who will be responsible for what aspect of the development ?

The SDF therefore has a longer-term focus to ensure the future growth and development does not result in unsustainable low density settlement sprawl and the destructiron of the ecosystem and agricultural resource on which the ward's economy depends on. The unsustainable and destructive development will also prevent equitable access to resource and will perpetuate the spatial divisions of the past.

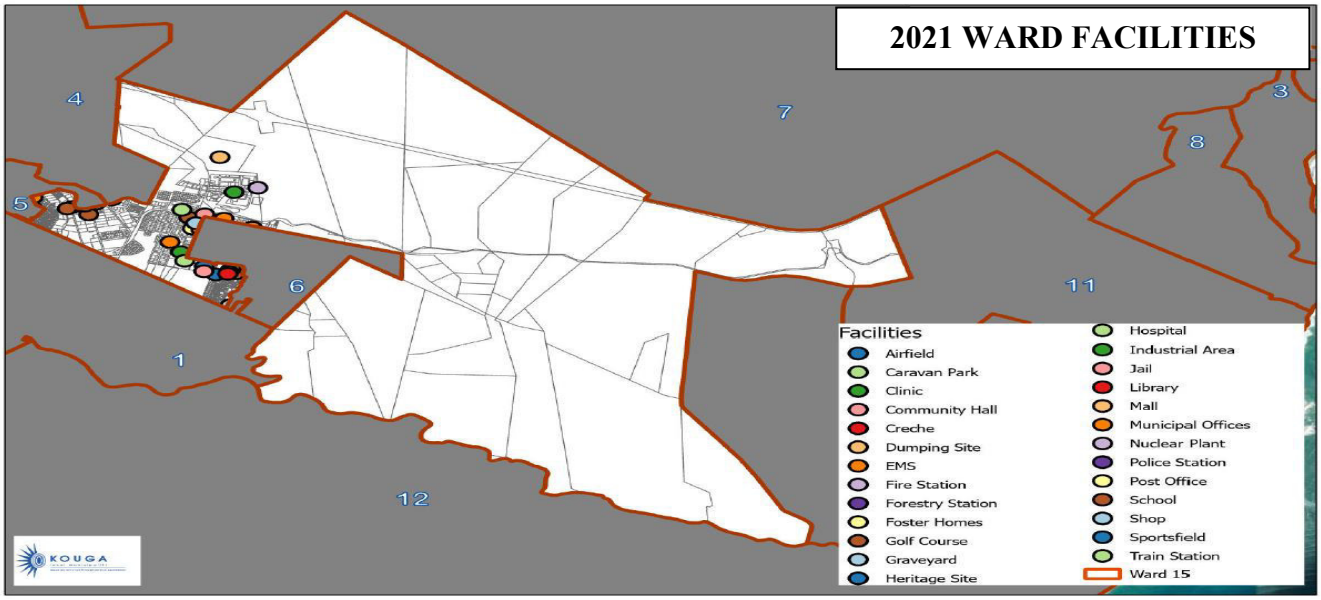
The SDF aims to create the building block towards:

- A spatial vision for the future of the municipal
- Implementation plans together with the necessary public sector resources to deliver them
- A framework for private investments



FACILITIES IN THE WARD

Municipal facilities means facilities owned, leased, rented, allocated, programmed, operated or managed by the Municipality intended for Public or Municipal staff use. This includes, but is not limited to parks and trails, recreation facilities, staff offices and workspaces, meeting rooms, community meeting spaces, Municipal Hall and spaces where the Municipal Services are provided but does not include facilities or proportions thereof that are occupied by any other sector.



RESOURCE MAPPING

Within a ward, there can be a wide variety of resources, including natural assets, infrastructure and NGOs and businesses (small /big). A resource mapping exercise was then

conducted in order to identify potential collaborations and funding.
A resource mapping exercise was then conducted in order to identify potential collaborations and funding.

No.	Description
1.	**Woodland Dairy (Job Creation)**
2.	**Co-op (Job Creation)**
3.	**Schools**
4.	**Religion ()**
5.	**Kwanomzamo Civic Hall**
6.	**Kwanomzamo Clinic**
7.	**Sport Clubs**
8.	**Post Office**
9.	**P2 Meyer Hospital**
10.	**NPOs & NGOs** 1. Child Welfare 2. Sakhe Family care 3. Home community-based care 4. Old age home 5. Hospice

WARD BASED NEEDS

Ward 15: Top 5 Priorities

Ward 15 Ward Councillor: Timothy Jantjes						
No	**Ward Priority**	**SFA**	**Departmental Response to Priorities**	**Budget Linkage**		
				2023/24	**2024/25**	**2025/26**
1.	Eradication of bucket system	keep Kouga Serviced	It is part of the Informal Settlements upgrading program.			
2.	Safety – establishing neighbourhood watch, street committees, CCTV Cameras	Keep Kouga Safe	CCTV pole with two cameras is being planned for 2023/24 for each ward. The established of a neighbourhood watch should be encouraged.			
3.	Upgrading of roads	Keep Kouga Serviced	Reseal Humansdorp Main Road. Upgrading ongoing process. Tarring of Gravel Roads in phase 2. Entrance of KwaNomzamo done.	R10m	R10m	R10m
4	Bush clearing	Keep Kouga Clean	Monthly clearing as per operational schedule			

Ward 15 Ward Councillor: Timothy Jantjes						
No	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
5.	Upgrading, cleaning and maintenance of sport field	Keep Kouga Caring	MIG Project. To go out on tender. Busy with consultant.			

Ward 15: Other Important Priorities

Ward 15 Ward Councillor: Timothy Jantjes						
Nr	Ward Priority	SFA	Departmental Response to Priorities	Budget Linkage		
				2023/24	2024/25	2025/26
1.	Streetlights	Keep Kouga Serviced	identify streets.			
2.	Storm water drainage and flooding of roads and houses during heavy rains	Keep Kouga Serviced	Part of the Roads and stormwater master plan. Assessment plan to be done. Business plan to MIG to address solutions.			
3.	Establish a business forum	Keep Kouga Growing	KLM already has an established LED Forum which convene quarterly for meetings.			
4.	Fixing of potholes	Keep Kouga Serviced	Ongoing maintenance project.			
5.	Local economic development	Keep Kouga Growing	Specify what is needed.			

Appendix 2: Litigation Register

LITIGATION REGISTER: KOUGA MUNICIPALITY												
	DATE OF INSTRUCTION	PLAINTIFF/ APPLICATION	APPLICANT / PLAINTIFF'S ATTORNEYS	DEFENDANT/ RESPONDENT	DEFENDANT/ RESPONDENT ATTORNEYS	COURT AND CASE NUMBER	NATURE OF CLAIM/CAUSE OF ACTION	TYPE OF COURT PROCESS, REFERRAL, SUMMONS OR NOTICE OF MOTION	STATUS OF CASE - ACTIVE, DORMANT, SETTLED	CAPITAL CLAIMED	ESTIMATED LEGAL COSTS	REMARKS
	MATTERS INSTITUTED AGAINST KLM											
1	2018 September	Nelson Mandela Bay Municipality	Liston, Brewis & Co	Kouga Local Municipality	CW Malan Jeffreys Bay Inc.	Port Elizabeth High Court	NMBM instituted action against Kouga Municipality in respect of an alleged claim of approximately R41 000 000 (Forty-One Million Rand) in respect of water consumption under High Court Case No 2986/18	Summons	Mediation is ongoing	41 000 000.00	Uncertain	Matter defended, large portion prescribed, mediation settlement offers: 10463374.20 or 6670539.39
2	2018 October	St Francis Bay (ward 12) Concerned Residents Association	CR Knoesen Attorneys	Kouga Local Municipality	McWilliams & Elliot	3251/18 Port Elizabeth High court	Application against Municipality to set the Kouga SRA aside.	Notice of Motion	Opposed application and court ordered in favour of the Applicant. Notice of intention to appeal the judgement has been filed and awaiting a court date.	Claim does not sound in money	Uncertain	High Court Judgement appealed - ongoing

LITIGATION REGISTER: KOUGA MUNICIPALITY												
	DATE OF INSTRUCTION	PLAINTIFF/ APPLICATION	APPLICANT / PLAINTIFF'S ATTORNEYS	DEFENDANT/ RESPONDENT	DEFENDANT/ RESPONDENT ATTORNEYS	COURT AND CASE NUMBER	NATURE OF CLAIM/CAUSE OF ACTION	TYPE OF COURT PROCESS, REFERRAL, SUMMONS OR NOTICE OF MOTION	STATUS OF CASE - ACTIVE, DORMANT, SETTLED	CAPITAL CLAIMED	ESTIMATED LEGAL COSTS	REMARKS
	MATTERS INSTITUTED AGAINST KLM											
3	2018 December	Peter John France & Gerald Jack Friedman Trustees of The Rental Company Trust	Friedman Schekter	Kouga Local Municipality	Spangenberg Attorneys	3919/18 Port Elizabeth High Court	Claim defended, Plaintiff sought to amend claim, Defendant objected and arguments to be heard on 21 July 2022, Plaintiff filed additional notice to amend -substitution of Plaintiff	Summons	the 14th of May 2021, the matter was set down for trial, but did not proceed. Not set down for trail as at date of this report.	4 000 000.00	Uncertain	Ongoing
4		Minister of Public Works	State Attorney	Kouga Local Municipality	Labuschagne van der Walt Inc	1471/18 Port Elizabeth High Court	Eviction – Farm Ongegunde Vryheid	Court order for Alternative Accommodation Report	Matter is stagnant and being kept in abeyance.	Action does not sound in money	Uncertain	Stale
5		Minister of Public Works	State Attorney	Kouga Local Municipality	Labuschagne van der Walt Inc	687/17 Port Elizabeth High Court	Aston Bay Caravan Park	Court order for Alternative Accommodation Report	Report for alternative accommodation filed, awaiting the final court order herein.	Action does not sound in money	Uncertain	Ongoing
6	2020 January	Tshepega Civil Engineering (Pty) Ltd	Albert Attorneys Inc.	Kouga Local Municipality	Labuschagne van der Walt Inc	High Court PE 279/2020	Claim for monies owed for professional services rendered	Summons	Ongoing - Possible settlement	R1 950 345.96	Uncertain	Ongoing
7	25/03/2021	H Goeda	Carol Geswint Attorneys	Kouga Local Municipality	C W Malan Jeffreys Bay Inc.	Regional Magistrate Court Humansdorp 16/2020C	Damages claim – unlawful and wrongful assault and arrest & detention	Summons	Ongoing, pre-trial proceedings	R250 000 against KLM as first defendant and R250 jointly and severely	Uncertain	Ongoing

LITIGATION REGISTER: KOUGA MUNICIPALITY												
	DATE OF INSTRUCTION	PLAINTIFF/ APPLICATION	APPLICANT / PLAINTIFF'S ATTORNEYS	DEFENDANT/ RESPONDENT	DEFENDANT/ RESPONDENT ATTORNEYS	COURT AND CASE NUMBER	NATURE OF CLAIM/CAUSE OF ACTION	TYPE OF COURT PROCESS, REFERRAL, SUMMONS OR NOTICE OF MOTION	STATUS OF CASE - ACTIVE, DORMANT, SETTLED	CAPITAL CLAIMED	ESTIMATED LEGAL COSTS	REMARKS
	MATTERS INSTITUTED AGAINST KLM											
										against KLM (first defendant) and SAPS (second		
8	19/10/2021	K Gaba & A Jantjies / KLM & Others	Siya Cokile Inc. Attorneys	Kouga Local Municipality	C W Malan Jeffreys Bay Inc.	Magistrates Court Case No. 134/2021	Application by way of Motion (October 2021) was brought against the Municipality for provision of alternative accommodation.	Notice of Motion	Notice of intention to defend issued and filed, matter ongoing	Action does not sound in monetary value	Uncertain	Ongoing
9	11-Aug	Lokotsch Financial Derivative Trading (Pty) Ltd & Siegfield Lokotsch vs Stokehouse Jbay Property & KLM	Minde Schapiro & Smith Attorneys	Kouga Local Municipality	Kuban Chetty Inc.	Port Elizabeth High Court Case No. 2235/2022	Notice of motion application against poperty owner of Erf 300 Cape St Francisn- request to cease operating of a camp site	Notice of Motion	Notice of intention to defend issued and filed, matter ongoing	Action does not sound in monetary value	Uncertain	Cost order granted in favour of KLM, Bill to be taxed
10	25-Apr	The State vs KLM & Others	N/A	Kouga Local Municipality	Kuban Chetty Inc.	128/02/2023 Warning Statement	Warning Statement for contravention of certain provisions of the National Environmental Management Act	Warning Statement	Ongoing	Action does not sound in monetary value, subject to legislative fines prescribed	Uncertain	N/A

LITIGATION REGISTER: KOUGA MUNICIPALITY												
	DATE OF INSTRUCTION	PLAINTIFF/ APPLICATION	APPLICANT / PLAINTIFF'S ATTORNEYS	DEFENDANT/ RESPONDENT	DEFENDANT/ RESPONDENT ATTORNEYS	COURT AND CASE NUMBER	NATURE OF CLAIM/CAUSE OF ACTION	TYPE OF COURT PROCESS, REFERRAL, SUMMONS OR NOTICE OF MOTION	STATUS OF CASE - ACTIVE, DORMANT, SETTLED	CAPITAL CLAIMED	ESTIMATED LEGAL COSTS	REMARKS
	MATTERS INSTITUTED AGAINST KLM											
11	10-Mar	Killarney Hotel CC & Delitrade CC	Friedman Schekter	Kouga Local Municipality	Labuschagne van der Walt Inc	Port Elizabeth High Court 688/2023	Notice of motion for the review of an MPT decision	Notice of Motion	Withdrew from matter	Action doen not sound in monetary value	Uncertain	Notice of intention to defend withdrawn, legal costs implaications to be determined

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM7**

ACTING APPOINTMENT APPROVAL: DIRECTOR PLANNING AND DEVELOPMENT

1. **Introduction**

The intention of this item is to seek approval to appoint an incumbent in the vacant Director Planning and Development position within the Kouga Local Municipality.

2. **Background**

The position of Director Planning and Development has been vacant since 2023. There have been numerous concerted efforts undertaken to attract and retain a suitably qualified incumbent to fulfil the role of Director Planning and Development, but the recruitment process has not yielded the desired results. The Council has appointed acting incumbents in line with the legislative prescripts of the Local Government Municipal Systems Act and Regulations governing the appointment and conditions of Senior Managers. The last such acting appointment being that of Mr. Lawrence Ramakuwela initially for the period October 2023 to December 2023 and thereafter January 2024 till March 2024. This equates to the allowable six (6) months in total.

3. **Discussion**

The current recruitment process which is the fourth (4) round of applications have commenced and the Council will therefore not be able to finalise the recruitment process before the conclusion of Mr. Ramakuwela's current acting appointment period. The Council has during January 2024 requested concurrence from the MEC: CoGTA for the extension of the acting appointment where approval was obtained in correspondence from the MEC: COGTA dated 19 February 2024 (Attached to this report). This request for concurrence was preceded by a request for waiver of the requirements as previously resolved by Council, however, the request was never responded to. The report seeks approval to appoint Mr. Ramakuwela as acting Director Planning and Development for a period of three months effective 01st of April 2024 until the 30th of June 2024, noting that this acting appointment will be for a period on the conclusion of the current recruitment process.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	

Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Local Government: Municipal Systems Act 32 of 2000, as amended.

6. **Legal Implications**

Local Government: Municipal Systems Act 32 of 2000, as amended during 2022 and promulgated on the 1st of November 2022 must be strictly complied with and non-compliance can lead to the process being declared null and void.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Municipal Manager**

That the acting appointment be supported.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Council approve the acting appointment of Mr. Lawrence Ramakuwela for the period April 2024 to June 2024.

10.2 That a request for concurrence be directed at the MEC: CoGTA.

Item prepared by the: The Manager: Human Resources

Item approved by the: Deputy Municipal Manager

Item endorsed by the: Municipal Manager

Province of the
EASTERN CAPE
COOPERATIVE GOVERNANCE
& TRADITIONAL AFFAIRS

Office of the Member of the Executive Council
Tyamzashe Building | Civic Square | Bisho | 5605
P/Bag X0035 | Civic Square | Bisho | 5605
Tel: +27 (0)40 940 7246

The Executive Mayor
Kouga Local Municipality
P. O. Box 21
JEFFREYS BAY
6330

Dear Hon. Cllr. C. H. Bornman

ACTING APPOINTMENT OF MR LAWRENCE RAMAKUWELA AS THE ACTING DIRECTOR: PLANNING, DEVELOPMENT AND TOURISM AT KOUGA LOCAL MUNICIPALITY

The above matter has reference.

Receipt of your correspondence is hereby acknowledged, which in essence is requesting the Acting Appointment of Mr Lawrence Ramakuwela as the Acting Director: Planning, Development and Tourism at Kouga Local Municipality.

Your municipality have to take the following into account that:

- I do confirm the Acting Appointment for Mr Lawrence Ramakuwela as the Acting Director: Planning, Development and Tourism as he meets the relevant minimum academic qualifications and experience requirements of the position of Director: Planning, Development and Tourism as stated in the Local Government: Municipal Systems Act: Regulations: Appointment and Conditions of employment of Senior Managers of 2014, (Annexure B).

Hope you will find this in order.

Kind Regards

MR. Z. A. WILLIAMS
MEMBER OF THE EXECUTIVE COUNCIL
COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

DATE: 19/02/2024

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
OFFICE OF THE MUNICIPAL MANAGER
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/MM8**

DRAFT 2024/25 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

1. **Introduction**

The Draft 2024/25 Service Delivery and Budget Implementation Plan is herewith submitted to Council in accordance with the provisions of the Local Government Municipal System Act and MTREF Circulars which requires the Draft SDBIP to be submitted to National Treasury. The Draft 2024/25 Service Delivery and Budget Implementation Plan is attached hereto as Annexure "A".

2. **Background**

Ignite Consult was appointed to assist with Strategic Planning for the 2024/25 year and the remainder of the Integrated Development Plan period which expires on 30 June 2027.

The Strategic Planning sessions resulted in a Draft Institutional Scorecard for the period 1 July 2024 to 30 June 2027.

3. **Discussion**

The Draft 2024/25 SDBIP is based on the Draft Institutional Scorecard for the period 1 July 2024 to 30 June 2027 specifically setting out implementation targets to be achieved during the 2024/25 year.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	

5. **Applicable Legislation**

National Treasury Budget Circulars require the submission of a draft SDBIP to National Treasury with the submission of the draft budget. The submission of the

draft SDBIP is thus made to ensure that no submission if made to National Treasury prior to submitting the draft SDBIP to Council.

In terms of Section 53(1)(c)(ii) of the Municipal Financial Management Act (MFMA), the SDBIP is defined as a detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services, and its annual budget, and must indicate the following:

(a) Projections for each month of:
    (i) revenue to be collected, by source; and
    (ii) operational and capital expenditure, by vote
(b) Service delivery targets and performance indicators for each quarter.
(c) Other matters prescribed.

In terms of the provisions of Section 53 of the MFMA, the Executive Mayor of the Municipality must approve the SDBIP within 28 days of the approval of the budget.

The content of the Service Delivery and Budget Implementation Plan forms the basis of the Performance Agreements of Section 57 Employees.

6. **Legal Implications**

The approval of the Institutional SDBIP lies with the legislative competence of the Executive Mayor. The submission to the Council is only to note the Draft SDBIP, and the final approval must be done so by the Executive Mayor, within 28 days from date of approval of the Annual Budget.

7. **Other Implications**

No other implications are foreseen

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Noted

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Item noted.

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

In terms of the provisions of Section 53(1)(c)(ii) of the Municipal Financial Management Act, the Executive Mayor must approve the SDBIP within 28 days from the date of the approval of the budget.

10. **Recommendations**

10.1 That the Draft 2024/25 Service Delivery and Budget Implementation Plan be noted.

10.2 That in terms of the provisions of National Treasury MTREF Circular 126, Annexure "B", the Draft 2024/25 Service Delivery and Budget Implementation Plan be submitted to National Treasury.

Item prepared by the: Manager PMS



Item endorsed by the Municipal Manager:



ANNEXURE "A"

KOUGA
local municipality
Good Governance through Service Excellence

DRAFT

Service Delivery & Budget Implementation Plan

Year: 2024/2025

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FOREWORD BY EXECUTIVE MAYOR ONLY TO BE INCLUDED ON APPROVAL BY THE EXECUTIVE MAYOR

1. INTRODUCTION

The Service Delivery and Budget Implementation Plan (SDBIP) gives effect to the IDP and the budget of the municipality. It is an expression of the objectives of the Municipality in quantifiable outcomes that will be implemented by the administration for the financial period from 1 July 2024 to 30 June 2025 (the Municipal financial year).

It includes the service delivery targets and performance indicators for each quarter which is linked to the performance agreements of senior management. It therefore facilitates oversight over financial and non-financial performance of the municipality and allows the Municipal Manager to monitor the performance of the Directors, the Mayor/Council to monitor the performance of the Municipal Manager, and the Community to monitor the performance of the Municipality as a whole.

In terms of Section 53(1)(c)(ii) of the Local Government: Municipal Finance Management Act (MFMA), the SDBIP is defined as a detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate the following –

(a) projections for each month of –

(i) revenue to be collected, by source; and

(ii) operational and capital expenditure, by vote

(b) service delivery targets and performance indicators for each quarter, and

(c) other matters prescribed

The primary objective of the Service Delivery and Budget implementation Plan thus to detail the implementation of the IDP and budget of Kouga Municipality by setting in year quarterly targets for each of the annual targets as set out in the Integrated Development Plan.

The secondary objective is to reduce to writing the objectives of the organization and in doing so, clarifying the required performance levels and allocating accountability to officials which in turn allows oversight of overall institutional performance.

The layers of this document will see the objectives reported by the following listed components as well as the comparisons to the Organizational Performance and in turn linked to the individual Directors and their activities within their votes.

The major components of the SDBIP are:

- Quarterly projections of budgeted income and actual income per vote and per activity
- Quarterly projections of budgeted expenditure, both operating and capital, against actual per vote and per activity;
- Quarterly projections of the service levels (KPA) achieved against budget spending and comment;
- Quarterly projections of service levels in non-financial targets.

2. IMPLEMENTATION

The Service Delivery and Budget Implementation Plan (SDBIP) gives effect to the implementation of the IDP and the budget and as such it calls for stringent oversight to ensure that the objectives of Council for the year is achieved and corrective actions can be implemented in good time where required.

2.1 Reporting and Oversight

In order to enable and facilitate oversight over the performance of the Institution and the Directorates, the following reporting requirements shall be adhered to:

- Monthly progress reports on the implementation of the SDBIP shall be submitted as follows:
- The Municipal Manager to the Executive Mayoral Committee in so far as it relates to those Key Performance Indicators where the Municipal Manager is listed as the project Driver;
- Directors to the relevant Portfolio Committee in so far as it relates to those Key Performance Indicators assigned to the Director as Program Driver, provided that where any Portfolio Committee does not meet on a monthly basis, reports shall be submitted on a bi-monthly basis;

- Submissions on monthly performance progress reports shall also be submitted to the Office of the Municipal Manager by the Directors within five (5) working days of the end of each month;
- The Portfolio Councillor shall after the submission of the Departmental SDBIP Implementation Performance Report to the Portfolio Committee make a submission to the Executive Mayor on the performance of the Directorate on the implementation of the SDBIP.
- Quarterly progress reports on the overall implementation of the SDBIP shall be submitted to Council and the Performance Audit Committee;
- Quarterly progress reports on the overall implementation of the SDBIP shall be published on the Municipal Web Site to ensure the communities can scrutinize and is made aware of institutional performance;
- The quarterly Institutional SDBIP Implementation Reports must be submitted by Ward Councillors at Ward Committee level for discussion on a quarterly basis.

2024/25: SDBIP FINANCIAL PERFORMANCE INFORMATION

FINANCIAL INFORMATION SHALL ONLY BE INCLUDED ON FINAL ADOPTION OF THE 2024/25 BUDGET

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
TL 1	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Operating expenditure against total budget	Output	*Percentage of operating expenditure against total budget (excluding non cash items)*	89.5%	90%	90%	22.5%	45%	67.5%	90%	MM
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Capital expenditure against capital budget provisions	Output	*Percentage of capital expenditure against capital budget for internally funded projects*	81.0%	90%	90%	10%	40%	60%	90%	MM
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	Capital grant expenditure		*Percentage of capital expenditure against Capital grant funding received*	100%	100%	100%	20%	60%	80%	100%	MM

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*cash and cash equivalent*	Outcome	*Percentage change in cash and cash equivalent (short term) between approved budget versus actual (Annual Target)*	New	100%	30%	-	-	-	30%	FED
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*expenditure on remuneration*	Output	*Percentage of total operating expenditure on remuneration (Excluding Councillors and non-cash items)(Annual Target)*	34%	35%	35%	-	-	-	35%	DMM
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*change in Gross Consumer Debtors'*	Output	*Percentage reduction in opening Gross Consumer Debtors Balance (Annual Target)*	New	2%	2%	-	-	-	2%	FED

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization	*Revenue Growth excluding capital grants*	Output	*Percentage of Revenue Growth excluding capital grants (Annual Target)*	New	CPIX + 1%	CPIX + 1%				CPIX + 1%	FED
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Cash/Cost coverage ratio (Annual Target)*	0.06:1	0.75:1	0.25:1	-	-	-	0.25:1	FED
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Current ratio (current assets/current liabilities) (Annual Target)*	0.95:1	1.5:1	1:1	-	-	-	1:1	FED

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*Liquidity ratio (Annual Target)*	0.04:1	0.6:1	0.2:1				0.2:1	FED
	MFVM	Enhance financial management and the effective utilization of resources, thereby ensuring the long-term viability and sustainability of the organization		Output	*% Revenue collected against revenue raised on municipal service accounts*		95%	95%	95%	95%	95%	95%	FED
	IBSD	Provide excellent, sustainable service delivery to all residents	*residential properties for which refuse is removed once per week*	Output	*Number of formal residential properties for which refuse is removed once per week*	24 488	25 712	24 500	24 500	24 500	24 500	24 500	CS
	IBSD	Provide excellent, sustainable service delivery to all residents	*drinking water samples complying to SANS241*	Output	*Percentage of drinking water samples complying to SANS241 (Annual Target)*		95%	95%	-	-	-	95%	CWS
	IBSD	Provide excellent, sustainable service delivery to all residents	*water losses*	Output	*Total water losses*		28%	30%	30%	30%	30%	30%	CWS

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	IBSD	Provide excellent, sustainable service delivery to all residents	*households with access to electricity*	Output	*% of households with access to electricity (Areas provided with electricity by KLM)*								ETM
	IBSD	Provide excellent, sustainable service delivery to all residents	*total electricity losses*	Output	*Percentage total electricity losses*		15%	-	-	-	-	15%	ETM
	IBSD	Provide excellent, sustainable service delivery to all residents	*Green Drop compliance*	Output	*% Green Drop compliance*	19%	70%	50%				50%	CWS
	IBSD	Provide excellent, sustainable service delivery to all residents	*wastewater samples compliant to water use license conditions*	Output	*Percentage of wastewater samples compliant to water use license conditions*		90%	80%	80%	80%	80%	80%	CWS
	IBSD	Establish and maintain a robust safety and security framework for municipal assets, protecting critical infrastructure, resources and information	*Ensure 75% of emergency response time is within 15min from when called received to areas where service are available*	Output	*% Response time for fire and emergency incidents*	75%	75%	75%	75%	75%	75%	75%	CS

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	IBSD	Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community	*Establish a Kouga Community Safety Forum*	Output	*Number of Kouga Community Safety Forums established by 31 December 2024*	New	1	1	-	1	-	-	CS
	LED	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive local economies, sustainable and decent employment		Output	*Number of work opportunities created through Public Employment Programmes (incl. EPWP, CWP and other related employment programmes)*		3000	1 000	250	500	750	1000	FED
	LED	Create and facilitate a conducive environment, with core focus on tourism, that builds inclusive local economies, sustainable and decent employment	*Days from the point of advertising to the letter of award per 80/20 procurement process*	Output	*Average number of days from the point of advertising to the letter of award per 80/20 procurement process*	New	90	90	90	90	90	90	FED

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	GGPP	Adherence to and implementation of effective and efficient governance processes	*Obtain and maintain a clean audit opinion*	Output	*Number of Clean Unqualified Audits Achieved*	Unqualified	1	-	-	-	-	-	MM
	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Percentage of municipal skills development levy recovered*	Output	*% Expenditure of LGSETA grant funding for Skills Development*	86%	90%	90%	90%	90%	90%	90%	DMM

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Limit the vacancy rate to less then 10% of funded posts*	Output	*Staff Vacancy Rate*	2.4%	10%	10%	10%	10%	10%	10%	DMM
	MTID	Attract, develop, and retain a highly skilled and motivated workforce for the municipality, ensuring effective talent management practices that align with its objectives, promote innovation, and enhance overall municipal performance	*Compliance with the Employment Equity Plan*		*Number of appointments made in the top three layers of employment in compliance with the Employment Equity Plan*	4	4	4	-	-	-	4	

IDP REF	National KPA	Predetermined Objective		Indicator Type	Key Performance Indicator	Baseline 2022/23	Medium Term Target 2024 - 2027	2024 – 25 Target	2024/25 TARGETS				Directorate
									Q1	Q2	Q3	Q4	
	IBSD	Establish and maintain a robust safety and security framework fostering a resilient and secure environment for the community	*Spatial Development*		*Number of reviews of the Spatial Development Framework completed by 30 June 2025*	1	1	1	-	-	-	1	

REPORTS BY THE EXECUTIVE MAYOR

KOUGA
local municipality
Good Governance through Service Excellence

REPORTS BY THE PORTFOLIO CHAIRPERSON: FINANCE AND ECONOMIC DEVELOPMENT

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED4**

COUNCIL AUTHORISATION FOR 3-YEAR SPONSORSHIP TO JEFFREYS BAY PRIMARY SCHOOL: ALOE-CUP

1. Introduction

The purpose of this item is to submit sponsorship agreement for 2024 Aloe Cup Rugby & Netball Tournament hosted in Jeffreys Bay from 13 – 15 June 2024 and request Council's continued support to fund the 2024 Aloe Cup Rugby & Netball Tournament and to extend the 3-year sponsorship.

2. Background

The Aloe Cup is a prestigious rugby and netball tournament that draws schools from across the country, and this year, they are excited to host approximately 30 teams from various regions.

The Aloe Cup is scheduled to take place from 13-15 June 2024, and with Council's support, they can make this event more successful.

3. Discussion

Hosting such a tournament not only brings recognition to the school but also has several positive impacts on the community. Sports are crucial for youth in our communities as they foster physical health, teamwork, discipline, and resilience.

It provides a positive outlet for energy, promote social skills, and contribute to overall personal development. Some of the benefits include:

- Tourism and economic impact
- Promotion of local sports
- Exposure for the Municipality
- Community engagement

Annexure A: Sponsorship proposal

4. Financial Implications

Completed by BTO -	
Project Description	Destination Marketing & Promotion
Ukey no.	20210710001472
Budgeted Amount	R 500 000.00

BTO Signature	KOUGA MUNICIPALITY 2024-02-20 BUDGET &TREASURY
DATE	20-02-2024
Amount spent and committed to date	R144 965.06
Amount Available	R355 034.94
Comment	

5. **Applicable Legislation**

Funds transferred to external organisations or bodies must comply with section 67 of the MFMA, Act 56 of 2003:

Funds transferred to organisations and bodies outside government 67.

(1) Before transferring funds of the municipality to an organisation outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body-

(a) has the capacity and has agreed-

(i) to comply with any agreement with the municipality;

(ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;

(iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and

(iv) to submit its audited financial statements for its financial year to the accounting officer promptly;

(b) implements effective, efficient, and transparent financial management and 15 internal control systems to guard against fraud. theft and financial mismanagement; and

(c) has in respect of previous similar transfers complied with all the requirements of this section.

(2) If there has been a failure by an organisation or body to comply with the 20 requirements of subsection (1) in respect of a previous transfer, the municipality may
(I)(c) make a further transfer to that organisation or body provided that-

(a) subsection (I)(a) and (b) is complied with, and

(b) the relevant provincial treasury has approved the transfer.

(1) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

6. **Legal Implications**

The Municipality must ensure that beneficiaries have complied with their contractual duties, as required by the MFMA. Failure to comply with the MFMA may result in the transaction being classified as authorized, irregular, or fruitless and wasteful expenditure, and which may pose a risk to the financial audit qualifications of the Municipality.

7. **Other Implications**

A close –out report on the expenditure of the funds so transferred must be provided to the Municipality after the event and in line with the intended Sponsorship Agreement to be concluded.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendations supported.

8.2 **Acting Director: Planning & Development**

Noted.

8.3 **Director: Civil & Water Services**

Item supported.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council approves the allocation of R 78 300.00 (Seventy-eight thousand three hundred rand) all inclusive, to support the Jeffreys Bay Primary – Aloe Cup for the 2023/24 financial year.

10.2 That Council approves a sponsorship for the Aloe Cup for the following 2 outer years as follows;

2024/2025: R80 000-00 (all inclusive)
2025/2026: R80 000-00 (all inclusive)

10.3 That Council authorises the Accounting Officer to conclude a three-year Sponsorship Agreement with Jeffreys Bay Primary School in accordance with the funding allocated in recommendation 10.1 and 10.2 above.

Item prepared by the Acting Manager EDT: A Jonck

Item approved by the: Chief Financial Officer:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Jeffreys Bay Primary

Kouga Municipality:

Funding support request

Date: 13-15 June 2024

Aloe Cup Rugby and Netball Tournament

RE: REQUEST FOR FINANCIAL ASSISTANCE FOR THE ALOE CUP TO BE HELD AT JEFFREYS BAY PRIMARY SCHOOL

Firstly, I wanted to express my sincere gratitude for the financial assistance that the Kouga Municipality has provided us with in the past. Your generosity has been a lifeline and offers hope during challenging times. Your kindness has made a significant impact, and we are truly thankful for your support. Thank you for making a meaningful difference in the lives of the youth.

I am writing to request financial assistance from the Kouga Municipality to support the hosting of the Aloe Cup at Jeffreys Bay Primary School. We are in the last year of our three-year funding agreement, and I would also therefore like to request that the agreement be extended following the massive success of the event.

The Aloe Cup is a prestigious rugby and netball tournament that draws schools from across the country, and this year, we are excited to host approximately 30 teams from various regions.

The Aloe Cup is scheduled to take place from 13-15 June 2024, and we believe that with your support, we can make this event even more successful. Hosting such a tournament not only brings recognition to our school but also has several positive impacts on the local community. We kindly request financial assistance of R70,000 to help cover the costs associated with organizing this event, including facilities, equipment, and logistics.

Sports are crucial for youth in our community as they foster physical health, teamwork, discipline, and resilience. They provide a positive outlet for energy, promote social skills, and contribute to overall personal development. It is very important for the future of our country that we get youth involved in sports.

Hoof/Principal: Herman Vogel | St Francisstraat/Street, Jeffreysbaai, 6330 | Posbus / PO Box 110, Jeffreys Bay, 6330
042 293 1343 | 042 293 2177 | jbayschool@epweb.co.za | www.jeffreysbayprimary.co.za

Laerskool Jeffreysbaai
Jeffreys Bay Primary

The benefits to the Kouga Municipality by supporting the Aloe Cup at Jeffreys Bay Primary School are manifold. Some of these benefits include:

Tourism and Economic Impact: The tournament will attract a large number of visiting parents, spectators, and participants to our beautiful town of Jeffreys Bay. This influx of visitors will contribute to the local economy through increased spending on accommodation, food, and other amenities.

Promotion of Local Sports: By supporting the Aloe Cup, the municipality will play a vital role in promoting and encouraging sports activities within the community. This not only enhances the physical well-being of our learners but also fosters a sense of camaraderie and sportsmanship.

Exposure for the Municipality: The Aloe Cup attracts media coverage, both local and national, providing an excellent opportunity for the municipality to showcase its support for education and sports. This exposure can contribute to the positive image and reputation of the Kouga Municipality.

Community Engagement: The municipality's involvement in such events fosters community engagement and solidarity. It demonstrates a commitment to the development and well-being of our youth, creating a positive impact that resonates throughout the community.

We understand the challenges faced by the municipality, and we genuinely appreciate your consideration of our request. Your support will not only benefit Jeffreys Bay Primary School but will also have a lasting positive impact on the wider community.

Laerskool Jeffreysbaai
Jeffreys Bay Primary

To host a successful tournament, we would need an amount of R70,000.
(Please find below a breakdown of how these funds will be used)

The Aloe Cup is well known amongst most primary school rugby-loving parents in South Africa. We have an amazing following and schools from all over South Africa keep an eye on the results of the Aloe Cup. This is a great advertisement for our beautiful town. Not only the players and coaches, but the parents also enjoy and embrace the Aloe Cup, hosted in Jeffreys Bay. They enjoy our beautiful beaches, and town, and make a holiday of the event. Many parents seem to stay on after the event. These families support local accommodations, restaurants and clothing shops.

I hope that you will consider our request and find it favourable. Please contact me should you have any questions about the tournament.

We look forward to the possibility of working together again and to make the Aloe Cup a memorable and successful event. Should you require any additional information or clarification, please do not hesitate to contact us.

Expenses covered by Kouga Municipality (R70 000)	**pp**	**Total persons**	**Total (Rand)**
Accommodation x 3 nights	R540	102	R55 080
Supper x 3 nights	R270	86	R23 220
Total			**R78 300**

Thank you for your time and consideration.

Sincerely,

Heinrich Crouse

Email: sport@jeffreysbayprimary.co.za

Jeffreys Bay Primary School

KOUGA MUNICIPALITY
2024-02-20
BUDGET &TREASURY

VS-F03RS - Cost allocation

Local Authority	KOUGA	KOUGA MUNICIPALITY	
Financial Year	2023		
Unique internal key	20210710001472	Cost allocation	10173200270000

Opening Balance		VAT Indicator (V02)	N	(V03)	N
Actual Balance	28331.26	Locked onto			
Shadow Balance	116633.80	Asset ID			
Balance Total	144965.06				
Provisional Costs		Job-costing type			
Amended Budget	500000.00	Unallocated Job Budget			
Available	355034.94				

Function 301
Planning and Development
Economic
N.T.Item 4200 NT Cashflow Item
Contracted Services
UKey Closed? N
Associated Cost Code Closed? N

Vote/Subvote	PLANNING & DEVELOPMENT:TOURISM	
Item	Business and Advisory:Project Management	Expenditure:Contracted Services:Outsourced Services:Business and Advisory:Project Management
		IE0030010050080000000000000000000000000
Function	Core Function:Tourism	Function:Other:Core Function:Tourism
		FX0090010060000000000000000000000000000
Project	Destination Marketing & Promotion	Operational:Typical Work Streams:Communication and Public Participation:Awareness Campaign
		PO0030060010000000000000000000000000835
Fund	Property Rates:Levies	Fund:Operational:Revenue:General Revenue:Taxes:Property Rates:Levies
		FD0010010010090010020000000000000000000
Region	EC108 Kouga:Whole of the Municipality	Regional:Regional Identifier:Local Government by Province:Eastern Cape:District Municipalities:DC10 Sarah
		RX0020030010020010040090030000000000000
Costing	Default	Costing:Default
		CO0030000000000000000000000000000000000
Own	TOURISM	OV000006000401

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED5**

SPONSORSHIP AGREEMENT BETWEEN KOUGA LOCAL MUNICIPALITY AND THE WORLD SURF LEAGUE (WSL) FOR THE WSL LEGENDS J-BAY AND J-BAY SURF MUSIC FESTIVAL 2024

1. **Introduction**

The purpose of this item is to seek support from the Council for the approval to enter into a sponsorship agreement with the World Surf League (WSL) for the staging of the WSL Legends J-Bay and the J'Bay Surf Music Festival from 14-23 June 2024.

2. **Background**

Each year since 1976, the World Surf League presents the World Title trophy to the undisputed best male and female surfers in the world. Every year in July, the WSL stage the renowned J-Bay Open at the legendary Supertubes Park. The waves in Jeffreys Bay are universally recognized as one of the best sites on the planet. In 2024, in large part due to the stress that the Olympics is putting on the schedule, the WSL Championship Tour will not be able to bring the CT to Jeffreys Bay. The local WSL team in partnership with the WSL Regional Office in South Africa, is in full support of hosting an event inviting certain legends, including past world champions, Olympic medalists, and past champions.

3. **Discussion**

A specialty event will be designed that works for all parties in 2024 with an eye to return to Jeffreys bay in 2025 as a CT. The event will be exciting, and the surfers will compete on different boards, and create teams with the international and local surfers. This event will not have such pressure as the CT event, and it will allow the athletes to engage more with the fans and attend evening functions. The local surfing community will also be included and be able to compete against the international stars.

Recommended invitees:

Mick Fanning, Joel Parkinson, Taj Burrow, Kelly Slater, Adriano de Souza, Mark Occhilupo, Jordy Smith, Mat McGillivray, Sean Holmes, Michael February, Bianca Buitendag, Stephanie Gilmore, Lakey Peterson, Sally Fitzgibbons, Coco Ho and Bethany Hamilton.

Socio-economic impact:

- Increased tourism: increased sales, event attracts large numbers of attendees, many of whom are customers for local businesses, retailers, accommodation, food establishments and service providers.
- Provides a platform for local businesses to promote their product services and brands.
- Opportunities: it allows for partnerships between organizers and local businesses to strengthen the local economy.
- Local job creations: Setup of infrastructure, General services, Security, catering and other roles.
- Building community cohesion: building relationships, celebrating diversity, creating a sense of pride, encouraging collaboration, and strengthening social bonds.
- Cultural enrichments: this event provides a platform for the community to showcase their traditional customs through music, dance, and cuisine. Local artists on site through vendor stores, which is part of the J-Bay music festival.
- Philanthropy: The event will host a fundraiser that will support local charitable causes and community development projects.

Budget and funding request – J-Bay WSL Legends 2024:

Breakdown of Total Expenses:

QUOTE/INV NO	ORDER NO	CATEGORY	DESCRIPTION	SUPPLIER	BUDGET 2024	PROJECTED ACTUAL 2024	PROJECTED inc vat 204
		INFRUSTRUCTURE			R 3 385 714,640	R 3 385 714,640	R 3 876 838,630
		EQUIPMENT & SERVICES			R 1 696 354,510	R 1 696 354,510	R 1 911 561,170
		EVENT SITE BRANDING			R 401 641,250	R 401 641,250	R 440 998,450
		MEDICAL/SAFETY EXPENSES			R 894 106,650	R 894 106,650	R 903 320,460
		MEDIA & COMMUNICATIONS			R 189 874,900	R 189 874,900	R 212 716,150
		EVENT STAFF AND LABOUR			R 871 000,000	R 871 000,000	R 871 000,000
		ACCOMMODATION and flights	International & Local Officals Accommodation		R 2 014 970,860	R 2 014 970,860	R 2 285 669,000
		TRANSPORT AND TRAVEL			R 154 000,000	R 154 000,000	R 154 000,000
		MERCHANDISE			R 104 225,000	R 104 225,000	R 119 858,750
		FUNCTIONS AND CATERING			R 518 519,770	R 518 519,770	R 592 585,280
		GRAND TOTAL			R 10 230 407,580	R 10 230 407,580	R 11 368 547,890

Breakdown of Expenses for Kouga Local Municipality Funding requested.

QUOTE/INV NO	ORDER NO	CATEGORY	DESCRIPTION	SUPPLIER	BUDGET 2024	PROJECTED ACTUAL 2024	PROJECTED inc vat 204
			Container (incl transport, set up and breakdown	Newport	R 940 000,00	R 940 000,00	R 1 081 000,00
			Stretch Tents	Stretch Inc	R 55 735,00	R 55 735,00	R 55 735,00
			Onsite Handyman Services including materials	Jacques	R 22 319,70	R 22 319,70	R 22 319,70
			Hiring of Tables , chairs and Fencing	MTE	R 31 000,00	R 31 000,00	R 35 650,00
		INFRUSTRUCTURE			R 1 049 054,700	R 1 049 054,700	R 1 194 704,700
			Security Services	Exec Ops P	R 368 500,00	R 368 500,00	R 423 775,00
			Access Accreditation control wristbands	Secbands	R 11 426,00	R 11 426,00	R 13 139,90
			Hardware Site Connectivity & IT Specalist	Advance Tec	R 94 760,87	R 94 760,87	R 108 975,00
			Radio Rental	Halo Comm	R 11 950,00	R 11 950,00	R 13 742,50
		EQUIPMENT & SERVICES			R 486 636,870	R 486 636,870	R 559 632,400
			Ambulance/Paramedic Hire - event days	Gardmed	R 52 000,00	R 52 000,00	R 52 000,00
			pre event -Ambulance/Paramedic onsite	Gardmed	R 27 000,00	R 27 000,00	R 27 000,00
			post event - Ambulance/Paramedic onsite	Gardmed	R 12 150,00	R 12 150,00	R 12 150,00
		MEDICAL/SAFETY EXPENSES			R 91 150,000	R 91 150,000	R 91 150,000
			Shuttle hire		R 24 000,000	R 24 000,00	R 24 000,00
		TRANSPORT AND TRAVEL			R 24 000,000	R 24 000,000	R 24 000,000
		GRAND TOTAL			R 1 650 841,570	R 1 650 841,570	R 1 869 487,100

EXPENCES			
JBAY SURF FEST		**R**	**1,230,500.00**
	ALEX NEAVE GRAPHIC ARTIST	R	25,000.00
	Music Fest - public liability	R	22,000.00
	PARK MANAGER	R	30,000.00
	Event guide content features - writing - Gina	R	5,500.00
QU059-23	WEBSITE	R	2,500.00
	SIGNARAMA DOLPHIN FLAGS	R	20,000.00
	LOGO,BANNER DESIGN AND ARTWORK -RICHARD COWAN		
	DRIVER, DISTRIBUSTION OF THE EVENT GUIDE	R	5,500.00
	Infrastructure hire	R	150,000.00
	MEALS , ACCOM, TRAVEL EXPENSES		
	GO SOCIAL - MARKETING/ MEDIA	R	45,000.00
	PHOTOGRAPHER	R	30,000.00
	MUSIC FESTIVAL	R	750,000.00
	FISHING	R	20,000.00
	FUNDURO	R	15,000.00
	Netball / Touch rugby	R	15,000.00
	CADAR guide print and poster (10000) printed books & distribution]	R	95,000.00
	Fundraiser - Fabulous Functions -glasses,plates ect	R	2,000.00
	Fundraiser - Catering / commedian	R	22,000.00
	Fundraiser - Table decor - Pieter Kok	R	5,500.00
	Mountain bike / Trail Run - 24k venue hire/ branding rest	R	125,000.00
	Press releases	R	20,000.00
	Jijitsu	R	350,000.00
	Staff x 3	R	21,000.00
media for WSL...	control A	R	30,000.00
GRAND TOTAL		**R**	**1,806,000.00**

List of confirmed and potential Sponsors:

- WSL and Kouga Local Municipality.

<u>Kouga Local Municipality: Benefits & Rights</u>:

KOUGA MUNICIPALITY: BENEFITS & INVESTMENT

- **Partnership**
  - Official partnership into the J-Bay Open Event
- **Event Site Branding / On-Site Activations**
  - Share of voice on event onsite signage
  - Kouga Municipality marks shall appear at all places at the event where other sponsor grouping appears
  - PA announcements shall mention the sponsor at event site as well as in broadcast of events
- **Event Footage & Database**
  - Kouga Municipality shall have access to use event highlights and customized content for own promotional use and digital distribution
- **Broadcast Integration**
  - The WSL will collaborate to create a mutually agreed upon broadcast integration of Jeffreys Bay and the surrounding town
  - Share of voice in broadcast graphic pack
- **Event Pre- Party/Closing Ceremony**
  - Pre-Event Party & Closing Ceremony Mayor to attend and be involved in the trophy awards
- **Event Marketing & PR**
  - Kouga Municipality to be included (and tagged) in all domestic Marketing for the event
  - Inclusion in domestic event Press Releases & Media Outreach
- **Event Merchandise /Booth Activations**
  - On site info booth, and opportunities to promote Jeffreys Bay and other activities in the town and surrounding area
  - Allocation of official event merchandise for Kouga Municipality give aways
- **Digital & Social Media**
  - WSL will tag the social media account nominated by the Kouga Municipality when referring to the J-Bay Open
- **VIP & Hospitality**
  - Select amount of VIP tickets will be provided to Kouga Municipality for the duration of the event as well as pre & post event parties
- **Dedicated WSL Account Manager**
- **Detailed Post Event & Full Series Reporting**
  - Includes Third-Party Valuation by Nielsen Sports & Hookit

<u>Funding Requests</u>:

- WSL J-Bay Legends J-Bay: R1.7 million
- J-Bay Surf Festival: R400000.00

For reference of the above item please see attached Annexure A and B as follow:

Annexure A – WSL Legends J-Bay: 14-23 June 2024

Annexure B – J-bay Surf Festival: 14-23 June 2024

4. **Financial Implications**

Completed by BTO -	
Project Description	Winterfest (WSL J'Bay Legends): R1,5m J'Bay Music Festival: R200000-00
Ukey no.	20200711023703 – Winterfest 20210710001472 – J'Bay Music festival
Budgeted Amount	R1 725 461-Winter Fest 20210710001472-R500 000
BTO Signature	
DATE	08-03-2024
Amount spent and committed to date	R225 000-Winterfest R219 965.06-20210710001472
Amount Available	R1500 461.00-Winterfest R280 034.94-2021071001472
Comment	

5. **Applicable Legislation**

Funds transferred to external organisations or bodies must comply with section 67 of the MFMA, Act 56 of 2003:

Funds transferred to organisations and bodies outside government 67.

(3) Before transferring funds of the municipality to an organisation outside

any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body-
(d) has the capacity and has agreed-

(i) to comply with any agreement with the municipality;

(ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;

(iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and

(iv) to submit its audited financial statements for its financial year to the accounting officer promptly;

(e) implements effective, efficient, and transparent financial management and 15 internal control systems to guard against fraud. theft and financial mismanagement; and

(f) has in respect of previous similar transfers complied with all the requirements of this section.

(4) If there has been a failure by an organisation or body to comply with the 21 requirements of subsection (1)in respect of a previous transfer, the municipality may
(I)(c) make a further transfer to that organisation or body provided that-

(c) subsection (I)(a) and (b) is complied with, and

(d) the relevant provincial treasury has approved the transfer.

(2) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

6. **Legal Implications**

The Municipality must ensure that beneficiaries have complied with their contractual duties, as required by the MFMA. Failure to comply with the MFMA may result in the transaction being classified as unauthorized, irregular, or fruitless and wasteful expenditure, and which may pose a risk to the financial audit qualifications of the Municipality.

It is further required that the Sponsorship agreement to be entered into be monitored to ensure that the sponsored entity complies with the terms to be set out therein as well as to ensure that the municipality, as sponsor, reaps the intended benefits for the sponsor granted.

7. **Other Implications**

A full report is to be provided in respect of the intended local economic benefits that such an event would add to the Kouga municipal area.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendation supported.

8.2 **Acting Director: Planning & Development**

Report noted.

8.3 **Director: Civil & Water Services**

Report noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Report noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the event be noted, and the Event Organizer be advised to apply for approval of the event in line with the Council-approved Events Policy.

10.2 That Council approves the funding of R1 700 000 (one million seven hundred thousand rand) for J-Bay WSL Legends, VAT-inclusive.

10.3 That Council authorizes the Accounting Officer to conclude a Sponsorship Agreement with World Surf League (WSL) for staging the WSL Legends J-Bay and Music Festival from 14 – 23 June 2024 from in respect of funding contemplated in 10.2 above.

Item prepared by the Acting Manager EDT: A Jonck

Item approved by the: Chief Financial Officer:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

ANNEXURE A



Attention: Mr. R Lorgat
Department of Finance & Economic Development

Background

South Africa's Jeffreys Bay has been a fixture on the World Tour since 1984, with a few notable gap years. The righthander is universally recognized as one of the best waves on the planet.

In 2024, in large part due to the stress that the Olympics is putting on the schedule, the WSL Championship Tour will not bring the CT to Jeffreys Bay. However, working with our local team and the WSL Regional Office in South Africa it is our intention to support a specialty event inviting certain legends, including past world champions, Olympic medalists, and past event champions to the event in 2024.

The current proposal is for a combination of non-CT international surfers and combine with non-CT South African surfers (Sean Holmes, Joshe Faulkner, Michael February, Bianca Buitendag, etc.) for an exhibition event that is very different to the current CT format but has the necessary high-profile surfers that will be a key drawcard for the fans.

Our current guidance is that we wish to return to Jeffreys Bay in 2025, and it's very important that we participate in some version of a specialty event in 2024 to retain continuity and the ongoing support from the Kouga Municipality and the community and in doing so stabilize the permit allocation.

Recommended Invitees:

- Mick Fanning
- Joel Parkinson
- Taj Burrow
- Kelly Slater (if he doesn't make the cut)
- Adriano de Souza
- Mark Occhilupo
- Jordy Smith / Mat McGillivray (if either don't make the cut)
- Sean Holmes
- Michael February
- Bianca Buitendag
- Stephanie Gilmore / Lakey Peterson/Sally Fitzgibbons (if either don't make the cut)
- Coco Ho
- Bethany Hamilton

Proposal:

Based on the above information, we will design a specialty event that works for all parties in 2024 with an eye to return to Jeffreys Bay in 2025 as a CT. The event will be exciting but fun at the same time allowing the surfers to compete on different boards, create teams with the international and local surfers. The goal is to create great entertainment over 3 to 4 days for the fans. As this event won't have the same pressure
as the CT event, it will allow the athletes to engage more with the fans and attend evening functions. It will also be important to include the local surf community and we plan to come up with a format to allow the top local surfers to team up and compete against the international stars.

Event Overview:

Event Name: **WSL All Stars Legend Series**

Event Date: 15th to 23rd June 2024
Event Location: Supertubes, Jeffreys Bay
Event Attendees: Local and International surfers, Country wide spectators, Local communities and VIP's
Event Category: Global national and Local
Event Type Sports
Event Objectives: As event hosts, we believe, it's very important that we participate in some version of a specialty event in 2024 to retain continuity during the winter season for the Kouga region.

Socio-Economic Impact:

Economic Benefits:

- Increased Tourism leads to increased Sales, as the event attracts large numbers of attendees, many of whom are customers for local businesses, retailers, accommodation, food establishments and service providers.
- Provides an excellent platform for local businesses to promote their products services and brands.
- Opportunities, the event allows for partnerships between organizers and local businesses, by working together both parties can leverage each other's resources, expand their reach, and create mutually beneficial partnerships that strengthen the local economy.
- By hosting this event there will be a need for additional staff and services, which leads to job creation within the local community. Local workers will be needed for event setup, general services, security, catering and other roles.
- Infrastructure Investment, the event requires development and improvement to local infrastructure, these investments support the successful execution of the event, but also leave a long-standing legacy that benefits community and attracts future events.

Community Building:

The event plays a significant role in promoting community cohesion by bringing people together, and creating shared experiences, by:

Building relationships
Celebrating Diversity
Creating a sense of
Pride Encouraging
Collaboration
Increasing awareness
Strengthening Social
Bonds
By creating opportunities for social interaction, celebrating diversity, and promoting collaboration.

Cultural Enrichment:

- This event provides a platform for the community to showcase their traditional customs through music, dance, and cuisine, we have local artists on site through Vendor stores, which is part of the J-Bay music festival.
- Our Local surfers will get the opportunity to share our ocean with Legends of surfing and showcase their talents for all.

Philanthropy

The festival event which goes hand in hand with this event will host a fundraiser, that will support local charitable causes and community development projects.

Budget and Funding Request:

Total Estimated Budget for the Event: The World Surf League's investment is $500 000 (currently 9.2 million rand)

Breakdown of Total Expenses:

-

QUOTE/INV NO	CATEGORY ORDER NO	DESCRIPTION	SUPPLIER	BUDGET 2024	PROJECTED ACTUAL 2024	PROJECTED inc vat 204
	INFRUSTRUCTURE			R 3 385 714,640	R 3 385 714,640	R 3 876 838,630
	EQUIPMENT & SERVICES			R 1 696 354,510	R 1 696 354,510	R 1 911 561,170
	EVENT SITE BRANDING			R 401 641,250	R 401 641,250	R 440 998,450
	MEDICAL/SAFETY EXPENSES			R 894 106,650	R 894 106,650	R 903 320,460
	MEDIA & COMMUNICATIONS			R 189 874,900	R 189 874,900	R 212 716,150
	EVENT STAFF AND LABOUR			R 871 000,000	R 871 000,000	R 871 000,000
	ACCOMMODATION and flights	International & Local Officals Accommodation		R 2 014 970,860	R 2 014 970,860	R 2 285 669,000
	TRANSPORT AND TRAVEL			R 154 000,000	R 154 000,000	R 154 000,000
	MERCHANDISE			R 104 225,000	R 104 225,000	R 119 858,750
	FUNCTIONS AND CATERING			R 518 519,770	R 518 519,770	R 592 585,280
	GRAND TOTAL			R 10 230 407,580	R 10 230 407,580	R 11 368 547,890

List of Confirmed and Potential Sponsors:

- WSL as mentioned above.

Funding Request:

- We request an amount of 1.7 million from the Kouga Municipality

List of Confirmed and Potential Sponsors:

- WSL as mentioned above.

Funding Request:

- We request an amount of 1.7 million from the Kouga Municipality

Breakdown of Expenses for Kouga Local Municipality Funding requested.

CATEGORY	QUOTE/INV NO	ORDER NO	DESCRIPTION	SUPPLIER	BUDGET 2024	PROJECTED ACTUAL 2024	PROJECTED inc vat 204
			Container (incl transport, set up and breakdown	Newport	R 940 000,00	R 940 000,00	R 1 081 000,00
			Stretch Tents	Stretch Inc	R 55 735,00	R 55 735,00	R 55 735,00
			Onsite Handyman Services including materials	Jacques	R 22 319,70	R 22 319,70	R 22 319,70
			Hiring of Tables , chairs and Fencing	MTE	R 31 000,00	R 31 000,00	R 35 650,00
INFRUSTRUCTURE					**R 1 049 054,700**	**R 1 049 054,700**	**R 1 194 704,700**
			Security Services	Exec Ops P	R 368 500,00	R 368 500,00	R 423 775,00
			Access Accreditation control wristbands	Secbands	R 11 426,00	R 11 426,00	R 13 139,90
			Hardware Site Connectivity & IT Specalist	Advance Tec	R 94 760,87	R 94 760,87	R 108 975,00
			Radio Rental	Halo Comm	R 11 950,00	R 11 950,00	R 13 742,50
EQUIPMENT & SERVICES					**R 486 636,870**	**R 486 636,870**	**R 559 632,400**
			Ambulance/Paramedic Hire - event days	Gardmed	R 52 000,00	R 52 000,00	R 52 000,00
			pre event -Ambulance/Paramedic onsite	Gardmed	R 27 000,00	R 27 000,00	R 27 000,00
			post event - Ambulance/Paramedic onsite	Gardmed	R 12 150,00	R 12 150,00	R 12 150,00
MEDICAL/SAFETY EXPENSES					**R 91 150,000**	**R 91 150,000**	**R 91 150,000**
			Shuttle hire		R 24 000,000	R 24 000,00	R 24 000,00
TRANSPORT AND TRAVEL					**R 24 000,000**	**R 24 000,000**	**R 24 000,000**
GRAND TOTAL					**R 1 650 841,570**	**R 1 650 841,570**	**R 1 869 487,100**

Sponsorship Benefits:

Recognition in
Event Materials:

-Event materials, such as banners,
programs, signage
- Event guide advertising, full page advertising
-Event Booth activations x2 Vendor stores
- On site Branding
- Event opening and closing ceremonies.
- Digital and social media.
- VIP and Hospitality
- Music festival tickets
- Partnership
- Event marketing and footage

KOUGA MUNICIPALITY: BENEFITS & INVESTMENT

- **Partnership**
  - Official partnership into the J-Bay Open Event
- **Event Site Branding / On-Site Activations**
  - Share of voice on event onsite signage
  - Kouga Municipality marks shall appear at all places at the event where other sponsor grouping appears
  - PA announcements shall mention the sponsor at event site as well as in broadcast of events
- **Event Footage & Database**
  - Kouga Municipality shall have access to use event highlights and customized content for own promotional use and digital distribution
- **Broadcast Integration**
  - The WSL will collaborate to create a mutually agreed upon broadcast integration of Jeffreys Bay and the surrounding town
  - Share of voice in broadcast graphic pack
- **Event Pre- Party/Closing Ceremony**
  - Pre-Event Party & Closing Ceremony Mayor to attend and be involved in the trophy awards
- **Event Marketing & PR**
  - Kouga Municipality to be included (and tagged) in all domestic Marketing for the event
  - Inclusion in domestic event Press Releases & Media Outreach
- **Event Merchandise /Booth Activations**
  - On site info booth, and opportunities to promote Jeffreys Bay and other activities in the town and surrounding area
  - Allocation of official event merchandise for Kouga Municipality give aways
- **Digital & Social Media**
  - WSL will tag the social media account nominated by the Kouga Municipality when referring to the J-Bay Open
- **VIP & Hospitality**
  - Select amount of VIP tickets will be provided to Kouga Municipality for the duration of the event as well as pre & post event parties
- **Dedicated WSL Account Manager**
- **Detailed Post Event & Full Series Reporting**
  - Includes Third-Party Valuation by Nielsen Sports & Hookit

Logo Use:

- The Kouga Logo will appear as outlined above.

Compliance and Requirements:

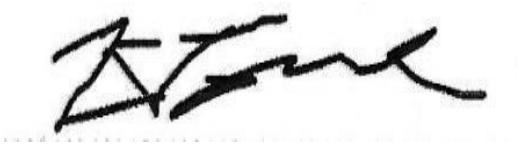
As event organizers we will ensure that all permits, Licenses, legal requirements, and safety measures will be adhered to as required by the Kouga Municipality Events and planning committee.

Reporting and Accountability:

Post event reporting is a crucial aspect of management, a detailed post report communicating performance of the event will be supplied to Kouga Municipality with financial records of expenditure, event performance and data.

Pre event and duration meetings are carried out every morning, with all stakeholders attending to ensure event monitoring, progress towards goals, performance improvements and corrective action are discussed, to ensure a successful event for all.

Thank you.




J-BAY SURF FESTIVAL
14-23 JUNE
FREE OFFICIAL EVENT GUIDE
CORONA OPEN JBAY 14-23 JUNE
JIU-JITSU
MOUNTAIN BIKING
FISHING SKINS
FUNDURO
TRAIL RUNNING
PARKOFF MUSIC FESTIVAL JBAY 2024
KOUGA local municipality
Good Governance through Service Excellence
WSL
© Kody McGregor

Attention: Mr. R Lorgat

Department of Finance & Economic Development

It gives me great pleasure to present our proposal for sponsorship of the 2024 Jeffreys Bay Surf Festival.

Jeffreys Bay is world-renowned for the famous right-hander called Super Tubes, an iconic surfing wave.
regarded by most as the "world's best wave". Each year thousands of local and international tourists set their sights on Jeffreys Bay to watch the world's best surfers compete at this prestigious venue.

Our aim and ambitions are to increase the number of tourists, visitors, and spectators of the event by hosting an array of secondary events within the Kouga area.

Kouga has a wide variety of world-class accommodation, restaurants, sights, and attractions. Our goal is to use this platform - the international surf event - to increase the overall number of visitors to the area. We will do this by hosting attractive social and sporting events to showcase Kouga and what it has to offer.

We firmly believe by offering our Surf Festival events during the Corona Open Jeffreys Bay 2024 surf contest, the Kouga region will host the biggest festival in South Africa over the winter period.

Offering a vast array of events attracts families and children instead of individual competitors as there is something daily for the family.

The festival structure will benefit the following markets during an ordinarily quiet winter:

- Local food and beverage
- Accommodation
- Sights, attractions, and shopping
- Local development

We thank you for taking the time to review the below document.

Event Overview:

Event Name:

Jeffreys Bay Surf Festival

Event Date:

14 June 2024 – 23 June 2024

Event Location:

Super Tubes Park

Event Attendees: (participants, spectators, event team, etc.)

Athletes, spectators, tourists.

Event Category: e.g, global, national, provincial, regional, local)

Global Event

Event Type (e.g., cultural, sports, educational, charity, etc.):

The J-Bay Surf Festival will be a sports and music event.

Event Objectives:

- For 8000 people to attend the festival
- For 55000 people to attend the market over the event period
- For over 600 people to enter the mountain biking event
- For between 350 and 400 people to enter the trail run event
- For 200 people to enter the Funduro event
- For 500 people to enter the fishing Skins competition
- For over 800 entries and 5000 spectators to be present at the Jiu Jitsu tournament

Socio-Economic Impact:

Economic Benefits:

The J-Bay Surf Festival aims to benefit the following markets during an ordinarily quiet winter:

- Local food and beverage
- Accommodation
- Sights, Attractions and Shopping
- Local development

Describe any anticipated employment opportunities created by the event.

The J-Bay Surf Festival anticipates the creation of employment opportunities in the hospitality sector as well as in the tourism sector. Not only does it anticipate the creation of employment opportunities in these two sectors but also in the security, public relations and build departments.

Community Building:

Over the past two years the J-Bay Surf Fest team & community have witnessed how the festival fosters the promotion of community cohesion, inclusiveness, and engagement. This has been achieved through the
food, music, and sporting events bringing people from different backgrounds together and helping them feel like a united community. The variety of activities at the festival make everyone feel included and provide opportunities for everyone to participate and enjoy themselves, encouraging people to connect, interact, and engage with one another.

Cultural Enrichment:

The J-Bay Surf Festival will have our local artists showcasing their talent as they open for the headlining acts of the evening for the duration of the Surf Festival. During the non-surfing days, we will also have local artists take the stage, ensuring that there is entertainment for visitors each day.

Philanthropy:

The J-Bay Surf Festival holds a fundraising auction each year, raising funds for the Jeffreys Bay Surfing Foundation. This foundation helps young surfers in the community who may not be exposed to many opportunities through providing them with coaches, and the resources they need. Aside from assisting the youth of the community, the foundation also focuses on improving the environment of Jeffreys Bay. The J-Bay Surf Foundation is involved in the Jeffreys Bay Recycling Project and the J-Bay Surf Alliance whose collective goal is to protect and care for our coastal environment through education.

Budget and Funding Request:

Total Estimated Budget for the Event:

R1,806,000.00

Breakdown of Total Expenses:

Below is a breakdown of how the J-Bay Surf Festival will support each event monetarily. These funds go into infrastructure, media for each event, prizes, and staffing.

LOCAL INFRASTRUCTURE, LABOUR & MARKETING EVENT BUDGET			
CATEGORY	DESCRIPTION	Budget 2024	
EXPENCES			
JBAY SURF FEST		R	1,230,500.00
	ALEX NEAVE GRAPHIC ARTIST	R	25,000.00
	Music Fest - public liability	R	22,000.00
	PARK MANAGER	R	30,000.00
	Event guide content features - writing - Gina	R	5,500.00
QU059-23	WEBSITE	R	2,500.00
	SIGNARAMA DOLPHIN FLAGS	R	20,000.00
	LOGO,BANNER DESIGN AND ARTWORK -RICHARD COWAN		
	DRIVER, DISTRIBUSTION OF THE EVENT GUIDE	R	5,500.00
	Infrastructure hire	R	150,000.00
	MEALS , ACCOM, TRAVEL EXPENSES		
	GO SOCIAL - MARKETING/ MEDIA	R	45,000.00
	PHOTOGRAPHER	R	30,000.00
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	Press releases	R	20,000.00
	Jijitsu	R	350,000.00
	Staff x 3	R	21,000.00
media for WSL...	control A	R	30,000.00
GRAND TOTAL		R	1,806,000.00

Funding Request:

We respectfully ask for Four hundred-thousand-rand sponsorship excluding VAT (R400 000) to be able to support and activate these events.

Breakdown of Expenses for Kouga Local Municipality Funding requested.

-Included are all anticipated expenses such as venue rental, entertainment, marketing, security, permits, and other relevant costs.

Recognition in Event Materials:

The J-Bay Surf Festival is a growing brand. It promises to attract many athletes, spectators, and tourists to Kouga. Therefore, it is only fitting that the event's main sponsor is Kouga Municipality. The support from the local municipality shows the community and visitors the commitment to grow and promote our community and region.

In exchange for the funding support, the J'Bay Surf Festival is offering the following:

- Named sponsor.
- 1x stand at the Music Festival/ WSL event to promote Kouga Municipality.
- Branding on the front page of the event guide
- 1x Half page advert in the event guide • Branding at all the events and special thank you mention at the prize giving's.
- Media releases (detailed below)
- Detailed article about local surf foundations and initiatives
- A platform for local artists at the Music Festival.
- A platform for local craft stores at the event market.

The J'Bay Surf Festival aims to put back into the community by raising funds for the J-bay Surf foundation. The NPO raises money to uplift local surfing areas as well as support underprivileged surf clubs and or individuals.

We feel it's a wonderful opportunity to showcase how surfing can change lives with the community's support.

A % of all the entry fees from the events will go towards the above causes. A % of our market vendors will go towards the above causes.

The funds raised at our VIP fundraising will go towards the above causes.

Participation Opportunities:

- One stand at the Music Festival/ WSL event to promote Kouga Municipality
- Special thank you mention at the prize giving's.
- A platform for local artists at the music festival
- A platform for local craft stores at the event market

Logo Use:

- Kouga Local Municipality is allowed to use its logo on promotional material.

Compliance and Requirements:

Reporting and Accountability:

Outline how you will provide post-event reporting, including financial summaries and evaluations of the event's impact on the local community.

Thank you.

Ari

Kraak

February 8th, 2024

Att: Kouga Municipality

It is with great pleasure that we, the World Surf League (WSL), confirm the much-anticipated J-Bay Classic event to our esteemed line up of global surfing competitions.

J-Bay, renowned for its iconic waves and breath-taking coastal setting, has consistently provided an unparalleled platform for the worlds' surfers to showcase their exceptional talent and athleticism.

The World Surf League is committed to promoting and celebrating the sport of surfing at its highest level, and the J-Bay Classic will exemplify this.

We are confident that the 2024 J-Bay Classic will deliver an unforgettable experience for competitors, spectators, and partners alike. The event has been so well received by former world champions and current CT athletes on tour, and there will be an exciting mix of incredible talent on display for all the fans attending the event.

We extend our sincere gratitude to the Kouga Municipality, for their unwavering support, collaboration and dedication, which will be instrumental in elevating this event to its expected esteemed status .

As the governing body for Professional surfing, the World Surf League proudly endorses the J-Bay Classic and eagerly anticipates the excitement that this event will undoubtedly deliver. We look forward to witnessing the worlds surfers carve through the legendary waves of J-Bay, inspiring audiences and sustaining the local growth of our beloved sport.

Sincerely

Graham Stapelberg
President – North America + Africa
World Surf League

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED6**

COUNCIL AUTHORISATION FOR 3-YEAR SPONSORSHIP TO THE NON-PROFIT ORGANIZATION: KOUGA BUSINESS FORUM

1. **Introduction**

The purpose of this item is to seek Council's approval for the allocation of funds for a 3-year sponsorship to Kouga Business Forum.

2. **Background**

Kouga Business Forum has a longstanding working relationship with the municipality continuously assisting in the implementation of its mandate related in and around the Kouga Municipal Area.

The organization previously applied for and received funding under the Grant-In-Aid Policy, as approved by the Council.

3. **Discussion**

The Kouga Business Forum is committed to fostering economic growth and development within the region, and believe that collaboration with local businesses are essential to achieving this goal.

It is however the intention of the sponsorship to assist in achieving the organization's goals, and as the Municipality also benefits from the services rendered by the organization in and around the Kouga Municipal Area. The funding availed will be subject to budget availability.

A request is submitted for a 3-year sponsorship agreement with Kouga Local Municipality. Funds are allocated to various projects for implementation.

Attached documentation:

- Financial statement and close-out report for R100 000 sponsorship for 2022/2023 financial year.
- Budget plan of the KBF for the 2024/2025 financial year.
- Proof of banking details of the Kouga Business Forum

4. **Financial Implications**

Completed by BTO -	
Project Description	Destination & Marketing Promotion
Ukey no.	20210710001472
Budgeted Amount	R500 000.00
BTO Signature	KOUGA MUNICIPALITY 2024-02-20 BUDGET &TREASURY
DATE	
Amount spent and committed to date	R144 965.06
Amount Available	R355 034.94
Comment	

5. **Applicable Legislation**

Funds transferred to external organisations or bodies must comply with section 67 of the MFMA, Act 56 of 2003:

Funds transferred to organisations and bodies outside government 67.

(5) Before transferring funds of the municipality to an organisation outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organisation or body-

(g) has the capacity and has agreed-

(i) to comply with any agreement with the municipality;

(ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;

(iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and

(iv) to submit its audited financial statements for its financial year to the accounting officer promptly;

(h) implements effective, efficient, and transparent financial management and 15 internal control systems to guard against fraud. theft and financial mismanagement; and

(i) has in respect of previous similar transfers complied with all the requirements of this section.

(6) If there has been a failure by an organisation or body to comply with the 22 requirements of subsection (1) in respect of a previous transfer, the municipality may
(I)(c) make a further transfer to that organisation or body provided that-

(e) subsection (I)(a) and (b) is complied with, and

(f) the relevant provincial treasury has approved the transfer.

(3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

6. **Legal Implications**

The Municipality must ensure that beneficiaries have complied with their contractual duties, as required by the MFMA. Failure to comply with the MFMA may result in the transaction being classified as authorized, irregular, or fruitless and wasteful expenditure, and which may pose a risk to the financial audit qualifications of the Municipality.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendations supported.

8.2 **Acting Director: Planning & Development**

Noted.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council approves the allocation of R 100 000-00 (one hundred thousand rand) all inclusive, to support the Kouga Business Forum for the 2023/24 financial year.

10.2 That Council approves the allocation for the 2 outer financial years as follows –

2024/2025 – R100 000 (all inclusive)
2025/2026 – R100 000 (all inclusive)

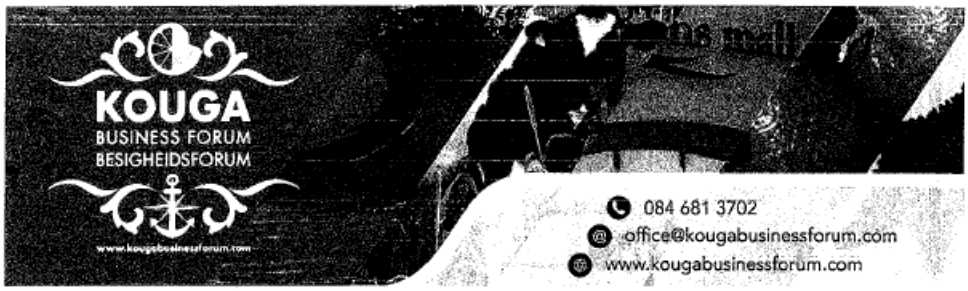
10.3 That Council authorises the Accounting Officer to conclude a three-year Sponsorship Agreement with Kouga Business Forum in accordance with the funding allocated in recommendation 10.1 and 10.2 above.

Item prepared by the Acting Manager EDT: A Jonck

Item approved by the: Chief Financial Officer:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:



19 February 2024

The Mayor and Municipal Manager
Kouga Municipality
Jeffreys Bay
6330

Dear Mr Bomman and Mr Du Plessis

REQUEST FOR A DONATION TO KOUGA BUSINESS FORUM

I refer to your email of 7 February 2024 regarding the above.

I hope this letter finds you well. As Chairman of the Kouga Business Forum, I am reaching out to you on behalf of the Kouga Business Forum to request from the Kouga Municipality a Donation for the Municipality's 23/24 financial year.

The Kouga Business Forum is committed to fostering economic growth and development within our region, and we believe that collaboration with local businesses is essential to achieving this goal. As such, we kindly request a donation form the Kouga Municipality to support our initiatives for the upcoming financial year. The financial year of the forum runs from 1 March 2024 to 28 February 2025.

Enclosed, please find a budget breakdown for the 24/25 financial year, detailing the specific areas where your contribution would be utilized. We have carefully allocated funds to various projects and programs that align with the key objectives of the Kouga Business Forum, as set out in our Objective Development Plan, given to you in previous communication. In our budget we have a deficit of R360 844. Based on that we ask the Kouga Municipality to help and assist us with a donation of R350 000 to fund this deficit.

It is our sincere belief that a partnership between the Kouga Municipality and the Kouga Business Forum will not only benefit our respective organizations, but also contribute to the overall prosperity and well-being of the Business



Community of the Kouga area.

Attached hereto you find the following documents as requested:

1. Financial statements and close-out report for the R100000 sponsorship for the 2022/2023 financial year.
2. Budget plan of the Kouga Business Forum for the 2024/2025 financial year
3. Proof of banking details of the Kouga Business Forum.

We appreciate your consideration of this request and are available to discuss any questions or concerns you may have. Thank you for your ongoing support of the Kouga Business Forum.

Kindest regards.

AGI du Preez
Chairman

Kouga Business Forum
Financial statements
for the year ended 31 December 2023

These financial statements were prepared by:
J Barnard
Chartered Accountants (SA)
These financial statements have not been audited or independently reviewed.
Issued 16 February 2024

Kouga Business Forum

Financial Statements for the year ended 31 December 2023

Index

The reports and statements set out below comprise the financial statements presented to the members:

	Page
Practitioner's Compilation Report	2
Statement of Financial Position	3
Statement of Comprehensive Income	4
Accounting Policies	5
Notes to the Financial Statements	6

The financial statements set out on page 3, which have been prepared on the going concern basis, were approved by the members on 16 February 2024 and were signed on its behalf by:

Chairman **Vice-chairman**

Jeffreys Bay

Friday, 16 February 2024

MOORE

Moore Humansdorp

54 Voortrekker Road
Humansdorp
6300

T +27 (0)42 295 1107
F +27 (0)86 668 6473
E info@moorehd.co.za

www.moore-southafrica.com

Practitioner's Compilation Report

To Kouga Business Forum

We have compiled the financial statements of Kouga Business Forum, as set out on pages 3 - 6, based on information you have provided. These financial statements comprise the statement of financial position of Kouga Business Forum as at 31 December 2023, the statement of comprehensive income for the year then ended, and a summary of significant accounting policies and other explanatory information.

We performed this compilation engagement in accordance with International Standard on Related Services 4410 (Revised), Compilation Engagements.

We have applied our expertise in accounting and financial reporting to assist you in the preparation and presentation of these financial statements on the basis of accounting described in Note 1 to the financial statements. We have complied with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

These financial statements and the accuracy and completeness of the information used to compile them are your responsibility.

Since a compilation engagement is not an assurance engagement, we are not required to verify the accuracy or completeness of the information you provided to us to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on whether these financial statements are prepared in accordance with the basis of accounting described in Note 1 to the financial statements.

Moore
J Barnard
Partner
Chartered Accountants (SA)

16 February 2024
Humansdorp

Moore VFK Inc. | Trading as Moore | Reg No. 1998 008810 21 | Registered Auditors
Directors: WS Melville JMW Viviers G Friend P Koop J Verwey J van Zyl J Barnard

Member firms in principal cities throughout the world

Kouga Business Forum
Financial Statements for the year ended 31 December 2023

Statement of Financial Position as at 31 December 2023

	Notes	2023 R	2022 R
Assets			
Current Assets			
Cash and cash equivalents	2	49 794	8 765
Total Assets		**49 794**	**8 765**
Equity and Liabilities			
Members' interest and reserves			
Retained income		49 794	(19 085)
Liabilities			
Current Liabilities			
Trade and other payables	3	-	27 850
Total Equity and Liabilities		**49 794**	**8 765**

Kouga Business Forum
Financial Statements for the year ended 31 December 2023

Statement of Comprehensive Income

	Notes	2023 R	2022 R
Revenue			
Kouga Municipality - grant		100 000	-
Membership fees		34 960	49 722
Gala dinner		96 000	-
Network functions		6 161	-
Festival income		-	17 450
		237 121	**67 172**
Operating expenses			
AGM expenses		252	-
Bank charges		2 055	1 189
Computer expenses		5 735	-
Festival expenses		-	1 454
Function expenses		10 945	9 968
Gala dinner expenses		59 600	-
General expenses		541	-
Meeting expenses		350	-
Printing and stationery		1 100	-
Salary - manager		72 000	72 000
Telephone and internet - manager		7 650	3 600
Travel cost - manager		3 215	2 472
Website costs		2 249	10 790
Year-end function		2 550	-
		168 242	**101 473**
Profit (loss) for the year		**68 879**	**(34 301)**
Other comprehensive income		-	-
Total comprehensive income (loss) for the year		**68 879**	**(34 301)**

Kouga Business Forum
Financial Statements for the year ended 31 December 2023

Accounting Policies

1. Basis of preparation and summary of significant accounting policies

The financial statements have been prepared on a going concern basis in accordance with the accounting policies as set out below. The financial statements have been prepared on the historical cost basis.. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

1.1 Significant judgements and sources of estimation uncertainty

Critical judgements in applying accounting policies

Management did not make critical judgements in the application of accounting policies, apart from those involving estimations, which would significantly affect the financial statements.

Key sources of estimation uncertainty

The financial statements do not include assets or liabilities whose carrying amounts were determined based on estimations for which there is a significant risk of material adjustments in the following financial year as a result of the key estimation assumptions.

1.2 Financial instruments

Initial measurement

Financial instruments are initially measured at the transaction price (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through profit or loss) unless the arrangement constitutes, in effect, a financing transaction in which case it is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial instruments at amortised cost

These include cash and cash equivalents, loans, trade receivables and trade payables. Those debt instruments which meet the criteria in section 11.8(b) of the standard, are subsequently measured at amortised cost using the effective interest method. Debt instruments which are classified as current assets or current liabilities are measured at the undiscounted amount of the cash expected to be received or paid, unless the arrangement effectively constitutes a financing transaction.

At each reporting date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If there is objective evidence, the recoverable amount is estimated and compared with the carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

1.3 Employee benefits

Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as leave pay and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

1.4 Revenue

Revenue is recognised to the extent that the entity has transferred the significant risks and rewards of ownership of goods to the buyer, or has rendered services under an agreement provided the amount of revenue can be measured reliably and it is probable that economic benefits associated with the transaction will flow to the entity. Revenue is measured at the fair value of the consideration received or receivable, excluding sales taxes and discounts.

Kouga Business Forum
Financial Statements for the year ended 31 December 2023

Notes to the Financial Statements

	2023 R	2022 R
2. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Bank balances	49 794	8 765
3. Trade and other payables		
Salary accrual - manager	-	27 850

FIRST NATIONAL BANK – A DIVISION OF FIRSTRAND BANK LIMITED REG. NO. 1929/001225/06
An Authorised Financial Services and Credit Provider (NCRCP20)
6th Floor, 1 First Place, Simmonds Street, Johannesburg, 2001, South Africa
For general banking enquiries – Tel: 0860 11 22 44 International +27(0)11 369 1111
Card Cancellations – Tel: 0800 110 132 International +27(0)11 369 1159
Website: www.fnb.co.za

Dear Valued Client,

We would like to introduce to you our new FNB Letter Generation functionality.

The physical stamp was replaced by an electronic stamp with a unique number which offers a more secure validation/authentication process of the letter by third parties. The electronic stamp deems the letter to be an original letter.

This is a 'First-to-Market' fraud prevention method offered by FNB.

To validate/authenticate the received letter, the 3rd party should follow the steps below on FNB Digital Channels;

Online banking

1. Log onto the FNB website www.fnb.co.za
2. Click on 'Contact Us + Tools'
3. Click on 'Verify Account Confirmation/Visa Application Letters'
4. Enter in the requested information which includes the unique number found on the electronic stamp
5. Click on 'Verify'

FNB Application

1. Launch the FNB App
2. Select the information icon
3. And then select 'Letter verification'

The letter handed to the third party must match the image of the letter which appears on the above channels exactly. Should there be any discrepancies, the letter should be deemed to be fraudulent and cannot be relied upon by the third party.

The letter will appear on the above website or FNB App for validation/authentication for a period of 3 (three) months from the date of issue, and can be validated multiple times during this period.

The validation/authentication process has been presented to third parties, including SARS, and they subscribe to the enhanced process, to combat fraud.

Yours truly,
FNB Team

KOUGA BUSINESS FORUM

2024 ANNUAL BUDGET

	R		
Revenue	330 000		
Membership fees	120 000		
Fundraising and functions	35 000		
Gala event income	90 000		
Sponsorships	85 000		
Operating expenses	690 884		
AGM expenses	350		
Bank charges	2 200		
Branding	6 000		
Computer expenses	3 000		
Facilitation fees	36 000	3 000	per month
Functions and networking	72 000	12 000	per function (6)
Gala event expenses (Note 1)	135 000		
Marketing	100 000	8 333	per month
Meeting expenses	400		
Office expenses	3 600	300	per month
Office furniture	9 000		
Office rental	64 800	5 400	per month
Printing and stationery	1 250		
Salary - manager	120 000	10 000	per month
Telephone and internet	7 684	640	per month
Training	75 000	6 250	per month
Travel costs	3 600	300	per month
Website costs	48 000	4 000	per month
Year-end function	3 000		
Profit / (Loss)	**- 360 884**		

Notes:

1) Gala event expenses:	135 000	
Guest speaker	20 000	
Venue	30 000	
Catering	62 500	
Sound/Lighting/Flowers	10 000	
Travel - airline tickets	8 000	
Accommodation	4 500	

	R		
Revenue	330 000		
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Website costs	48 000	4 000	per month
Year-end function	3 000		
Profit / (Loss)	**- 360 884**		

Notes:

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	Venue	30 000
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	Travel - airline tickets	8 000
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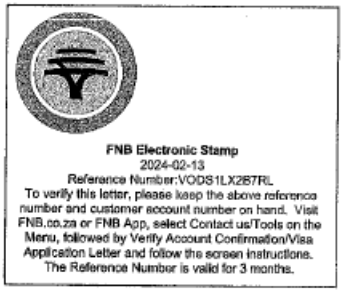


Date: 2024-02-13

To whom it may concern

ACCOUNT CONFIRMATION LETTER

We confirm that **"KOUGA SAKEFORUM** holds the following account with First National Bank, a division of FirstRand Bank Limited (**"FNB"**):

Account Type	FRANCHISE BUSINESS ACCOUNT	**Account Number**	62051994947
Account Status	Active Account - The account is currently open and transacting		
Branch Code	210515	**Branch Name**	JEFFREYS 670
Swift Code	FIRNZAJJ	**Date Opened**	2003-04-02

FNB issues this letter at the specific request of the account holder and for informational purposes only. This letter serves only to confirm that the above information is, according to the records available to FNB, factually correct as at the date of this letter.

Accordingly, FNB provides no warranties, guarantees, assurances or undertakings of any nature in connection with the above information, the account and/or the account holder, cannot be held responsible for any reliance which may be placed on this letter.

Without limiting the above in any way:

(i) This letter does not constitute a letter of guarantee or a letter of credit.

(ii) This letter does not imply or infer in any way that FNB has reserved the funds held in the account in favour of any person, nor that FNB has placed a hold on or limited the amount available in the account. The amount available in the account may change at any time without prior notice to you; and

(iii) FNB will not be held responsible for any change in the information contained in this letter.

This letter is issued to you without any liability for FNB or its employees. You are to treat this letter as confidential.

Should you have any queries, please visit our website www.fnb.co.za or feel free to contact us on.



084 681 3702
office@kougabusinessforum.com
www.kougabusinessforum.com

Executive Mayor
Cllr Hattingh Bornman
Jeffreys Bay
6330

Dear Mayor Hattingh Bornman

MOU / GRANT AND AID – KOUGA BESIGHEIDS FORUM

We as the Kouga Business Forum are very pleased regarding your positive response to my letter of 9 November 2023.

Below you find our Business Objective Plan for 2024. Our Financial year runs from 1st of Januarie to 31st of December.

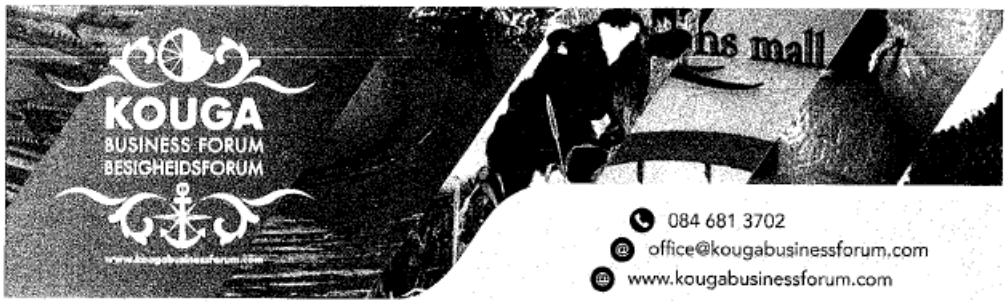
INTRODUCTION

The Kouga Business Forum is the preeminent Chamber of Commerce in Kouga for the past 30 odd years. Below you find a short summery of Who we are, What we stand for and what role we play to be recognized as the mouthpiece of Business in the Kouga area.

MISSION AND VISION:

Mission: The Kouga Business Forum is dedicated to fostering a vibrant and prosperous business community by providing advocacy, networking, and educational opportunities for our members. We strive to be the leading catalyst for economic growth, innovation, and collaboration, working tirelessly to create a business-friendly environment that enhances the quality of life for our residents. Our mission is to empower businesses, drive economic development, and build a strong foundation for a sustainable and thriving community."

Vision: To be the preeminent Chamber of Commerce, recognized for excellence in fostering a dynamic business environment. Our vision is to be the driving force behind a prosperous and interconnected business community, where innovation, collaboration, and sustainable practices lead to economic vitality. We envision a future where our members thrive, local businesses flourish, and our community is a hub of opportunity and growth, making Kouga a destination for business success and quality of life.



084 681 3702
office@kougabusinessforum.com
www.kougabusinessforum.com

OBJECTIVE PLAN FOR THE KOUGA BUSINESS FORUM

The Objective Plan of the Kouga Business Forum is focussed on the following key Objectives.

1. **COMMUNITY GROWTH**
   - 1.1. Foster networking an collaboration among local businesses.
   - 1.2. Facilitate knowledge-sharing sessions to enhance skills and expertise within the community.
   - 1.3. Encourage the formation of partnerships and joint ventures among loca entrepreneurs.

2. **LOCAL ECONOMIC DEVELOPMENT PLAN**
   - 2.1. We have created the basis of sound information through the PACA prosess done by Dr Emil Nothnagel and handed to KLM. It is important that these information be used to write a sound LED Stratplan. The KBF sincerely want to assist KLM in this prosess because we have within our Forum Expertise to assist on this important matter.
   - 2.2. Conduct workshops and seminars on economic trends and opportunities.
   - 2.3. Collaborate with local government and organizations to formulate a comprehensive economic development plan for Kouga, based on the information gathered in the PACA process done by Dr Nothnagel.
   - 2.4. Act as a platform to discuss and implement inititives taht stimulate economic growth.

3. **BUSINESS ENVIRONMENT ENHANCEMENT**
   - 3.1. Establish a feedback mechanism for businesses to voice concerns and suggest improvements.
   - 3.2. Advocate the policies that create a conducive envrionment for business development.
   - 3.3. Provide support for startups and small businesses to thrive.

4. **SKILL DEVELOPMENT PROGRAMS**
   - 4.1. Organise training programs and workshops to enhance the skills of local workforce.
   - 4.2. Partner with educational institutions to align curriculum with industry needs.
   - 4.3. Partner with educational institutions to align curriculum with industry needs
   - 4.4. Promote continuous lerning and professional development among community members.
   - 4.5. Stiving to ficilitate mentorship programs to connect experienced entrepreneurs with newcomers.

Executive Committee Members:
A.G.I du Preez, G.J.H Swiegers, J Barnard, L.E. Coetsee
REGISTRATION NUMBER: NPO 250-595



5. **NETWORKING OPPORTUNITIES**
   - 5.1. Host regular conferences and networking events
   - 5.2. Host a yearly Gala Evening where top Business Leaders address the local business community
   - 5.3. Host regular networking functions where delegates from local government can address the residents of Kouga municiplaity.

6. **SUSTAINABLE BUSINESS PRACTICES:**
   - 6.1. Promote environmentally friendly and sustainable business practices
   - 6.2. Encourage businesses to adopt responsible and ethical strategies
   - 6.3. Oraganise awareness campaigns on the benefits of sustainablitlity for long-term community growth.

7. **TECHNOLOGY ADOPTION**
   - 7.1. Foster innovation by showcasing success stories of businesses that have leveraged technoglogy
   - 7.2. Collaborate with tech experts to offer guidence on implemting digital solutions.

8. **MEASUREMENT AND EVALUATION:**
   - 8.1. Establish key performance indicators to measure the success of community and local government growth initiatives and service delivery
   - 8.2. Gather feedback from participants to continuously improve the KBF's effectiveness.

By focussing on these objectives, the Kouga Business Forum aims to create a dynamic and supportive ecosystem that fosters growth, economic development, and a thriving business environment within the community.

It is important that we get financial support from Local Government to create a strong platform that support the above Ojective Plan of the KBF.

Below please find our Anticipated Goals Key Performance Indicators budget for 2024 to finance our Objective Plan.



Anticipated Goals Key Performance Indicators - BUDGET 2024		
Nature of activity	**Goal / objective**	**Amount**
Physical presence: Office	To establish a permanent presence in Kouga with an office with Wifi, boardroom and deskspace for Office Manager	90 000
Permanent Staff Member Salary		120 000
Facilitating investor / stakeholder relations	To attract new investors, businesses to Kouga. Dealing with stakeholders and ratepayer's problems	36 000
KM Strategic Plan and LED	Assist KM with developing a Strategic Plan and assisting LED in general	-
Marketing of Kouga for potential investors and tourism	To attract investors for development and to attract tourists	100 000
Website	Improve website and keep it up to date and relevant	48 000
Training	Facilitate training to SMMEs, members and interested parties on economic developments, legislation in general, new developments and compliance matters	75 000
Networking	Offer at least a bi-monthly network event aimed at business for information transfer	72 000
Gale Evening	Hosting a gala evening for Businesses in Kouga with a prominent speaker to the likes of Mr Dawie Roodt of Efficient Wealth	135 000
Total		**676 000**

If there is any more questions or information needed, please feel free to contact me



and I will do my best to assist to the best of my ability.
Kindest regards.

Lieb Swiegers
Ondervoorsitter KBF

KOUGA MUNICIPALITY
2024-02-20
BUDGET &TREASURY

VS-F03RS - Cost allocation

Local Authority	KOUGA	KOUGA MUNICIPALITY	
Financial Year	2023		
Unique internal key	20210710001472	Cost allocation	10173200270000

Opening Balance		VAT Indicator (V02)	N	(V03)	N
Actual Balance	28331.26	Locked onto			
Shadow Balance	116633.80	Asset ID			
Balance Total	144965.06				
Provisional Costs		Job-costing type			
Amended Budget	500000.00	Unallocated Job Budget			
Available	355034.94				

Function	301
	Planning and Development
	Economic
N.T.Item	4200
NT Cashflow Item	
	Contracted Services
UKey Closed?	N
Associated Cost Code Closed?	N

Vote/Subvote	PLANNING & DEVELOPMENT:TOURISM	
Item	Business and Advisory:Project Management	Expenditure:Contracted Services:Outsourced Services:Business and Advisory:Project Management
		IE0030010050080000000000000000000000
Function	Core Function:Tourism	Function:Other:Core Function:Tourism
		FX0090010060000000000000000000000000
Project	Destination Marketing & Promotion	Operational:Typical Work Streams:Communication and Public Participation:Awareness Campaign
		PO0030060010000000000000000000000835
Fund	Property Rates:Levies	Fund:Operational:Revenue:General Revenue:Taxes:Property Rates:Levies
		FD0010010010090010020000000000000000
Region	EC108 Kouga:Whole of the Municipality	Regional:Regional Identifier:Local Government by Province:Eastern Cape:District Municipalities:DC10 Sarah
		RX0020030010020010040090030000000000
Costing	Default	Costing:Default
		CO0030000000000000000000000000000000
Own	TOURISM	OV000006000401

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED9**

DEBTORS BOOK REDUCTION PLAN

1. Introduction

The purpose of the item is to submit a Debtors Book Reduction Plan to Council for approval.

2. Background

The Auditor General has highlighted in the 2022_23 Audit Report that the debtors book of the municipality is increasing and that measures need to be taken to limit the increase in the debtors balance.

3. Discussion

The debtors book has been increasing year on year due to municipality not achieving a collection rate of 100% or more. Achieving a collection rate of 100% would result in the debtors book remaining the same as the previous year, which is highly unlikely taking into consideration all factors that influences the ability or willingness of customers to pay their account timeously.

It is also important to note that National Treasury norms for the collection rate is 95% which implies that 5% of the revenue billed will not be collected thus resulting in the debtors balance of the municipality increasing by 5%.

To limit the increase in the debtors balance and with a aim to reduce the debtors balance, a debtors book reduction plan was prepared. The plan details various actions that must be undertaken to ensure that the municipality achieves at least a 95% collection rate or higher.

4. Financial Implications

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	

Comment	
BTO Signature	

5. **Applicable Legislation**

Section 64 of the MFMA states –

(1) The accounting officer of a municipality is responsible for the management of the revenue of the municipality.
(2) The accounting officer must for the purposes of subsection (1) take all reasonable steps to ensure—

(a) that the municipality has effective revenue collection systems consistent with section 95 of the Municipal Systems Act and the municipality's credit control and debt collection policy;
(b) that revenue due to the municipality is calculated on a monthly basis;
(c) that accounts for municipal tax and charges for municipal services are prepared on a monthly basis, or less often as may be prescribed where monthly accounts are uneconomical;
(d) that all money received is promptly deposited in accordance with this Act into the municipality's primary and other bank accounts;
(e) that the municipality has and maintains a management, accounting and information system which—

(i) recognises revenue when it is earned;
(ii) accounts for debtors; and
(iii) accounts for receipts of revenue;

(f) that the municipality has and maintains a system of internal control in respect of debtors and revenue, as may be prescribed;
(g) that the municipality charges interest on arrears, except where the council has granted exemptions in accordance with its budget-related policies and within a prescribed framework; and
(h) that all revenue received by the municipality, including revenue received by any collecting agent on its behalf, is reconciled at least on a weekly basis.

The Municipal Customer Care Credit Control and Debt Collection Policy is also applicable in the implementation of the plan.

6. **Legal Implications**

None.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendation supported.

8.2 **Acting Director: Planning & Development**

Noted.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Debtor Book Reduction Plan be noted; and

10.2 That Council approve the Debtors Book Reduction Plan.

Item prepared by the Chief Financial Officer:

Item approved by the Chief Financial Officer:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

DEBTORS BOOK REDUCTION PLAN

#	Problem	Action required	Department	Responsible Official	Timeframe	Output
1	Accounts information not accurate	All Water Amnesty application to be processed (period 1 November 2023 to 29 February 2024)	Finance	N Mate	31-Mar-24	Report submitted to FED Portfolio Committee
		95% of electricity meter readings to be performed on Electronic Device	Finance	N Mate	31-May-24	Report submitted to FED Portfolio Committee
		95% of water meter readings to be performed on Electronic Device	Finance	N Mate	31-May-24	Report submitted to FED Portfolio Committee
		All Electricity meter issues submitted to Department to resolve	Finance / Electro-Mechanical	N Mate / Director: Madatt	Monthly	Progress Report submitted to FED Portfolio Committee
		All Water meter issues submitted to Department to resolve	Finance / CWS	N Mate / A Botha	Monthly	Progress Report submitted to FED Portfolio Committee
		Electricty new meter installation / replacement process developed and implemented	Finance / Electro-Mechanical	N Mate / Director: Madatt	31-Mar-24	Report submitted to FED Portfolio Committee
		Water new meter installation / replacement process developed and implemented	Finance / CWS	N Mate / A Botha	31-Mar-24	Report submitted to FED Portfolio Committee
2	Accounts / Notices not received by Customers	Assessment of contact details on SAMRUS System to be performed for all =/- 65 000 account #s	Finance	CFO	29-Feb-24	Report submitted to FED Portfolio Committee
		Active SMS / MMS functionality on the SAMRUS System	Finance	CFO	31-Mar-24	Signed SLA with SAMRUS Service Provider
		Obtain email addresses for all account where there are only cellphone numbers	Finance	L Juwele	31-May-24	Report submitted to FED Portfolio Committee
		Obtain cellphone numbers for all accounts where there are only email addresses	Finance	L Juwele	31-May-24	
		Public participation process to obatin contact details where accounts have no contact details	Finance / ODMM	L Juwele / E Goliath	31-May-24	
		Upload all contact details onto SAMRUS System	Finance	L Juwele	30-Jun-24	
		Determine and implement a process for delivery of accounts to Customers where no email address / cellphone numbers are available (replace Post Office services)	Finance	L Juwele	30-Jun-24	
3	Debt in Debtors Book considered irrecoverable	Obtain a status update on all handed over accounts from Attorneys	Finance / ODMM	L Juwele / L Opperman	30-Apr-24	Report from Attorneys
		Request all Handed-over files with no progress on collections to be returned by the Attorneys to the Municipality	Finance / ODMM	L Juwele / L Opperman	31-May-24	Closed files retuned to Municipality
		Appoint Service Provider and perform an affordability assessment on all Customers in the Debtors Book	Finance	CFO	30-Apr-24	Report on affordability of Customers from Service Provider
		Based on assessment above, determine the cost of installing prepaid electricity and water Meters for all Customers who's debt is considered irrecoverable	Finance	N Mate	10-May-24	Report submitted to Bad Debt Committee
		Prepare a prepaid electricity / water meter rollout plan based on quantity, costing and availble resources	Finance	N Mate	17-May-24	Report submitted to Bad Debt Committee
		Prepare and submit a report to Bad Debt Committee recommending write-offs where debt is considered irrecoverable with a condition that prepaid electricity / water meters be installed	Finance	N Mate	24-May-24	Report submitted to Bad Debt Committee
		Report on Bad Debts to be written off submitted to Council	Finance	CFO	30-Jun-24	Report submitted to Council

#	Problem	Action required	Department	Responsible Official	Timeframe	Output
4	Credit Control Policy not implemented effectively	All CURRENT arrangement entered into with Customers must be effected on the SAMRUS System	Finance	L Juwele	31-Mar-24	Report submitted to FED Portfolio Committee
		Notice letters to be submitted to all Councillors in arears and Credit Control process to be implemented	Finance	L Juwele	31-Mar-24	Report submitted to FED Portfolio Committee
		Notice letters to be submitted to all Officials in arears and Credit Control process to be implemented	Finance	L Juwele	31-Mar-24	Report submitted to FED Portfolio Committee
		Notice letters to be submitted to all Government Departments in arears and Credit Control process to be implemented	Finance	L Juwele	31-Mar-24	Report submitted to FED Portfolio Committee
		Perform an assessment on all other debtors in arears (based on 80/20 principle) and identify all customers in arears that fall within the 20% of the highest debtors	Finance	L Juwele	30-Apr-24	Report submitted to FED Portfolio Committee
		Based on the assessment above, implement strict Credit Control processes	Finance	L Juwele	30-Jun-24	Report submitted to FED Portfolio Committee
		Prepare a report on all new arrangement entered into with Customers indicating total debt amount, affordability and arrangement amount	Finance	L Juwele	Monthly	Report submitted to FED Portfolio Committee

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED12**

CAPITAL ITEMS TO BE DISPOSED (MOVABLE ASSETS)

1. **Introduction**

The purpose of this report is to obtain Council approval for disposal of all obsolete and redundant equipment identified by the different departments through a public auction.

2. **Background**

In term Sec 63 of the MFMA: Asset and liability management

(1) The accounting officer of a municipality is responsible for the management of

(a) the assets of the municipality, including the safeguarding and the maintenance of those assets; and

(b) the liabilities of the municipality

(2) The accounting officer of a municipality must take all reasonable steps, in terms of section 63(2) of the Municipal Finance Management Act (Act 56 of 2003), to ensure that:

a) The municipality has and maintains a management, accounting and information system that accounts for the assets of the municipality.
b) The municipality's assets are valued in accordance with standards of generally recognized accounting practice; and
c) The municipality has and maintains a system of internal control of assets, including an asset register, as may be prescribed municipality.

3. **Discussion**

The yearly asset count was performed in the 2022/23 financial year and various items of Property Plant and Equipment (PPE) were identified that were broken/condemn and not financially viable to repair.

The fixed assets register, which indicated these assets as obsolete / condemned, was audited by the Auditor-General. The report for disposal **Annexure A** is presented to Council annually upon the completion of the audit for approval.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Section 40 (4)(c) of the Kouga Municipality Supply Chain Management Policy, as approved by Council provides that the Accounting Officer must ensure that movable assets are sold either by way of written price quotations, a competitive bidding process or by public auction at the highest offered price, provided such price is market related.

Section 40(4)(h) provides that that the Accounting Officer in the case of the free disposal of computer equipment, the provincial department of education is first approached to indicate, within 30 days, whether or not any of the local schools are interested in such equipment.

6. **Legal Implications**

Should Council approve the item, the assets listed herein shall be declared redundant and the municipality will be authorized to dispose of the assets by way of a public auction or donation. Once the assets are declared redundant, it must be removed from the Kouga Municipality's Asset Register.

7. **Other Implications**

Not applicable.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendations supported.

8.2 **Acting Director: Planning & Development**

Noted.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the disposal of the condemned/redundant assets listed above be approved.

10.2 That the condemned/redundant assets listed above be removed from the Asset Register.

10.3 That the condemn/redundant assets listed above be disposed of in terms of the Supply Chain Management Policy through a public auction/donation in line with the provisions of section 40(4)(c) and Section 40(4)(h) of the said Policy.

Item prepared by the Manager Assets and Investments:

Item approved by the CFO:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure A

List of obsolete equipment:

Asset No	Asset Type	Facility	Description	No. years utilised	Condition	Carrying Value
'08065	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR	7	Condemn	1.00
'08059	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR	7	Condemn	1.00
'06626	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR VISITORS	7	Condemn	1.00
'06627	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR	7	Condemn	1.00
'01126	FURNITURE & FITTINGS	DaGama 33 - Human Resources Building	BUDDI SYSTEM	7	Condemn	1.00
'01283	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR VISITORS	7	Condemn	1.00
'01396	FURNITURE & FITTINGS	DaGama 33 - Admin Building	CHAIR VISITORS	7	Condemn	1.00
'01463	FURNITURE & FITTINGS	St Croix St - Yard	TABLE WOODEN TRAPEZOID	5	Poor	13.17
'01517	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR VISITORS	4	Poor	7.90
'01541	FURNITURE & FITTINGS	DaGama 33 - Admin Building	CHAIR VISITORS	7	Condemn	1.00
'01552	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR TYPIST	5	Very Poor	6.41
'01650	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR VISITORS	5	Very Poor	14.25
'01652	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR VISITORS	5	Very Poor	14.25
'01809	FURNITURE & FITTINGS	DaGama 33 - Human Resources Building	TABLE/DESK OFFICE	7	Condemn	1.00
'03315	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	TABLE/DESK OFFICE	7	Condemn	-
'03667	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR VISITORS	7	Condemn	1.00
'04251	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR STACKABLE	7	Condemn	0.00

'04258	FURNITURE & FITTINGS	Heugh Street 42 - Traffic & Technical Offices	TABLE KITCHEN	7	Condemn	1.00
'05453	FURNITURE & FITTINGS	Paul Ferreira Street - Admin Building	DESK RECEPTION	7	Condemn	1.00
'05468	FURNITURE & FITTINGS	Paul Ferreira Street - Admin Building	COUNTER DESK	7	Condemn	1.00
'05471	FURNITURE & FITTINGS	Paul Ferreira Street - Admin Building	CHAIR SWIVEL HIGH BACK	7	Condemn	1.00
'05478	FURNITURE & FITTINGS	Paul Ferreira Street - Admin Building	KITCHEN CUPBOARD	7	Condemn	1.00
'05479	FURNITURE & FITTINGS	Paul Ferreira Street - Admin Building	CUPBOARD	7	Condemn	1.00
'05497	FURNITURE & FITTINGS	Woltemade Street - IDP Offices	TROLLEY	7	Condemn	-
'05508	FURNITURE & FITTINGS	Woltemade Street - IDP Offices	CHAIR VISITORS	7	Condemn	-
'05522	FURNITURE & FITTINGS	Woltemade Street - IDP Offices	BOOKSHELF	7	Condemn	-
'05562	FURNITURE & FITTINGS	Woltemade Street - IDP Offices	TABLE/DESK OFFICE	7	Condemn	-
'05573	FURNITURE & FITTINGS	Suikerkan Street - Councillors Office: Ward 4	CHAIR VISITORS	7	Condemn	1.00
'05576	FURNITURE & FITTINGS	Rooikloof Street - Ramaphosa Library	CHAIR VISITORS	7	Condemn	1.00
'00910	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	TABLE WOODEN	7	Condemn	1.00
'00930	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'00931	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'00932	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'00933	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00

'00949	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'00950	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	BOOKSHELF	7	Condemn	1.00
'00964	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'00965	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR TYPIST	7	Condemn	1.00
'01482	FURNITURE & FITTINGS	St Croix St - Yard	TABLE - TRAPEZOID	5	Very Poor	2.39
'01704	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR SWIVEL HIGH BACK	5	Very Poor	21.39
'01729	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR SWIVEL HIGH BACK	5	Fair	24.07
'06316	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR HIGH BACK	7	Condemn	1.00
'06317	FURNITURE & FITTINGS	St Croix St - Yard	CHAIR HIGH BACK	7	Condemn	1.00
'07219	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR VISITORS	7	Condemn	1.00
'07220	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR VISITORS	7	Condemn	1.00
'07518	FURNITURE & FITTINGS	St Croix St - Yard	SUITCASE	7	Condemn	1.00
'07658	FURNITURE & FITTINGS	St Croix St - Yard	CABINET HUB	5	Fair	13.59
'10075	FURNITURE & FITTINGS	Weston Library	CHAIR VISITORS	7	Condemn	1.00
'09929	FURNITURE & FITTINGS	Diaz Street - Library	RICKSTACKER SIDE CHAIRS (JEFFREYS BAY)	7	Condemn	1.00
'09913	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	TYPIST CHAIR (HUMANSDORP)	7	Condemn	1.00
'10610	FURNITURE & FITTINGS	St Croix St - Yard	MANHATTAN MESH MID BACK CHAIR	7	Condemn	1.00
'11249	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	VISITORS CHAIR	7	Condemn	1.00
'11231	FURNITURE & FITTINGS	R102 Rd - Fire Brigade & Testing Station	CHAIR VISITORS	7	Condemn	1.00
'05839	IT EQUIPMENT	St Croix St - Yard	MONITOR COMPUTER	5	Condemn	1.00

'09253	IT EQUIPMENT	St Croix St - Yard	ACER EXTENZA E720	5	Condemn	1.00
'08407	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	5	Condemn	0.90
'08410	OFFICE EQUIPMENT	DaGama 33 - Admin Building	CALCULATOR	4	Condemn	12.84
'08446	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	5	Condemn	1.65
'08515	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	7	Condemn	1.00
'06911	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	1	Condemn	30.12
'04905	OFFICE EQUIPMENT	Assisi Drive - Admin Building	URN ELECIRIC	5	Condemn	1.00
'01515	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER UPS	5	Condemn	1.00
'06268	OFFICE EQUIPMENT	DaGama 33 - Admin Building	AIR CONDITIONER	1	Condemn	58.31
'07128	OFFICE EQUIPMENT	Woltemade Street - IDP Offices	CALCULATOR	5	Condemn	1.00
'08246	OFFICE EQUIPMENT	DaGama 33 - Admin Building	OVEN MICROWAVE	5	Condemn	1.00
'08276	IT EQUIPMENT	DaGama 33 - Admin Building	SWITCH	5	Condemn	1.00
'05350	OFFICE EQUIPMENT	Main Street/Hankey - Admin Building	AIR CONDITIONER	5	Condemn	1.00
'06900	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	5	Condemn	1.00
'05952	IT EQUIPMENT	St Croix St - Yard	LAPTOP	5	Condemn	1.00
'06968	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	5	Condemn	1.00
'06966	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	5	Condemn	1.00
'06259	OFFICE EQUIPMENT	St Croix St - Yard	REFRIGIRATOR	1	Condemn	11.98
'06449	OFFICE EQUIPMENT	St Croix St - Yard	REFRIGIRATOR	5	Condemn	1.00
'06497	OFFICE EQUIPMENT	Heugh Street 42 - Traffic & Technical Offices	AIR CONDITIONER	5	Condemn	1.00
'00793	OFFICE EQUIPMENT	Heugh Street 42 - Die Huis	PRINTER COMPUTER	5	Condemn	1.00
'06388	IT EQUIPMENT	Du Plessis St/Main St - Admin Building (Erf197)	COMPUTER CPU	5	Condemn	1.00
'00940	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	5	Condemn	1.00

'00941	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	5	Condemn	1.00
'00946	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	5	Condemn	1.00
'00953	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	5	Condemn	1.00
'00956	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	5	Condemn	1.00
'00960	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	5	Condemn	1.00
'00961	OFFICE EQUIPMENT	DaGama 33 - Admin Building	PRINTER COMPUTER	5	Condemn	1.00
'06071	IT EQUIPMENT	St Croix St - Yard	MONITOR COMPUTER	5	Condemn	1.00
'06264	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU	5	Condemn	1.00
'06737	IT EQUIPMENT	Heugh Street 42 - Die Huis	COMPUTER CPU	5	Condemn	1.00
'06775	IT EQUIPMENT	St Croix St - Yard	LAPTOP	5	Condemn	1.00
'06614	IT EQUIPMENT	St Croix St - Yard	LAPTOP	1	Fair	35.10
'07332	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	5	Condemn	1.00
'07845	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER	5	Condemn	- 0.00
'07676	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER MONITOR	4	Condemn	14.40
'07710	OFFICE EQUIPMENT	St Croix St - Yard	REFRIGIRATOR	1	Condemn	6.66
'07936	OFFICE EQUIPMENT	Main Street/Hankey - Admin Building	AIR CONDITIONER	5	Condemn	1.00
'07988	OFFICE EQUIPMENT	Tiger Street - Councillors Office: Ward 10	TELEPHONE	7	Condemn	1.00
'07993	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU	5	Condemn	1.00
'06387	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU	5	Condemn	1.00
'08335	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU	5	Condemn	1.00
'05344	IT EQUIPMENT	Main Street/Hankey - Admin Building	MONITOR COMPUTER	5	Condemn	1.00
'08282	IT EQUIPMENT	St Croix St - Yard	SWITCH COMPUTER	1	Fair	15.36
'06962	OFFICE EQUIPMENT	DaGama 33 - Admin Building	AIR CONDITIONER	5	Condemn	1.00
'08815	OFFICE EQUIPMENT	Du Plessis St/Main St -	TELEPHONE	7	Condemn	1.00

		Admin Building (Erf197)				
'09108	OFFICE EQUIPMENT	St Francis Drive - Fire Brigade Building	TELEPHONE	7	Condemn	1.00
'09644	IT EQUIPMENT	Main Street/Hankey - Admin Building	COMPUTER UPS	5	Condemn	1.00
'10168	OFFICE EQUIPMENT	Weston Library	TELEPHONE	7	Condemn	1.00
'10177	OFFICE EQUIPMENT	Weston Library	TELEVISION	10	Condemn	1.00
'10557	IT EQUIPMENT	St Croix St - Yard	COMPUTER MONITOR	2	Condemn	20.64
'10576	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Condemn	1.00
'11005	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU	5	Condemn	1.00
'11304	IT EQUIPMENT	St Croix St - Yard	LAPTOP DELL VOSTRO V2521	5	Condemn	1.00
'11377	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL VOSTRO V2521	5	Condemn	1.00
'11644	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL LATITUDE E5550	5	Condemn	1.00
'09919	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	397.30
'10877	OFFICE EQUIPMENT	Main Street/Hankey - Phillipsville Library	TELEPHONE	7	Condemn	1.00
'10800	OFFICE EQUIPMENT	Main Street/Hankey - Admin Building	TELEPHONE-ETEL	7	Condemn	1.00
'12601	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	7	Condemn	1.00
'10625	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	7	Condemn	1.00
'12634	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	5	Condemn	1.00
'12659	OFFICE EQUIPMENT	DaGama 33 - Admin Building	AIR CONDITIONER	5	Condemn	1.00
'05720	IT EQUIPMENT	St Croix St - Yard	COMPUTER CPU ; ACER	5	Condemn	1.00
'10712	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU - ACER	5	Condemn	1.00
'12043	IT EQUIPMENT	St Croix St - Yard	DELL LATITUDE 3460 I3 LAPTOP	5	Condemn	1.00
'12528	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	2	Condemn	1 252.32
'06925	PLANT & EQUIPMENT	St Croix St - Yard	AIRCON	10	Condemn	1.00

'07889	PLANT & EQUIPMENT	DaGama 33 - Admin Building	AIRCON	10	Condemn	1.00
'07042	MOTOR VEHICLES	R102 Rd - Fire Brigade & Testing Station	CHEVROLET CRUZE LS 1.8	7	Condemn	1.00
'08305	EMERGENCY EQUIPMENT	R102 Rd - Fire Brigade & Testing Station	EXTINGUISHER FIRE	7	Condemn	1.00
'14829	OFFICE EQUIPMENT	DaGama 33 - Admin Building	TELEPHONE	3	Condemn	1.00
'12366	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'12055	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'07812	OFFICE EQUIPMENT	DaGama 33 - Admin Building	DISPENSER	3	Condemn	1.00
'07808	OFFICE EQUIPMENT	DaGama 33 - Admin Building	AIR FRESHNER	3	Condemn	1.00
'13723	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	7	Condemn	1.00
'11323	IT EQUIPMENT	St Croix St - Yard	LAPTOP	3	Condemn	1.00
'12031	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13798	FURNITURE & FITTINGS	DaGama 33 - Admin Building	CHAIR - HIGH BACK BLACK LEATHER	4	Condemn	147.92
'10927	OFFICE EQUIPMENT	St Croix St - Yard	PRINTER LEXMARK FORMS	3	Condemn	1.00
'04367	OFFICE EQUIPMENT	Heugh Street 42 - Die Huis	PRINTER	3	Condemn	1.00
'11167	IT EQUIPMENT	Heugh Street 42 - Traffic & Technical Offices	MONITOR	3	Condemn	1.00
'10628	IT EQUIPMENT	St Croix St - Yard	LAPTOP	3	Condemn	1.00
'05029	PLANT & EQUIPMENT	St Francis Drive - Stores & Workshops	BELT SANDER	5	Condemn	1.00
'13765	FURNITURE & FITTINGS	St Croix St - Yard	HIGH-BACK OFFICE CHAIR	7	Condemn	1.00
'12099	IT EQUIPMENT	DaGama 33 - Admin Building	DELL VOSTRO 3558 LAPTOP	3	Condemn	1.00
'13721	OFFICE EQUIPMENT	St Croix St - Yard	AIRCONDITIONER 9000BTU	4	Condemn	1 014.10
'13098	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13862	OFFICE EQUIPMENT	DaGama 33 - Human Resources Building	STAND FAN	3	Condemn	1.00

'13874	OFFICE EQUIPMENT	DaGama 33 - Human Resources Building	STAND FAN	3	Condemn	51.08
'13947	OFFICE EQUIPMENT	DaGama 33 - Admin Building	NOTE COUNTER	3	Condemn	1.00
'13302	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13320	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13048	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'14556	OFFICE EQUIPMENT	DaGama 33 - Human Resources Building	STAND FAN	7	Condemn	1.00
'13046	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1 234.72
'13114	IT EQUIPMENT	DaGama 33 - Admin Building	DESKTOP	3	Condemn	1 154.64
'13037	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13065	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13634	FURNITURE & FITTINGS	DaGama 33 - Admin Building	TYPIST CHAIR	5	Condemn	509.57
'13398	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13476	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'16426	FURNITURE & FITTINGS	Woltemade Street - IDP Offices	VISITORS CHAIRS	5	Condemn	317.57
'13522	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'13515	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'14509	OFFICE EQUIPMENT	St Croix St - Yard	AIR CONDITIONER	7	Condemn	1.00
'16285	OFFICE EQUIPMENT	St Croix St - Yard	AIRCONDITIONER	7	Condemn	1.00
'13564	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'16541	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Condemn	1.00
'17369	FURNITURE & FITTINGS	St Croix St - Yard	VISITORS CHAIR	3	Condemn	1 848.70
'08003	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	13	Poor	25.81
'07850	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	14	Poor	0.39

'00880	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	15	Poor	23.04
'08248	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	15	Poor	17.28
'08246	OFFICE EQUIPMENT	DaGama 33 - Admin Building	OVEN MICROWAVE	15	Condemn	1.00
'06643	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	15	Poor	25.60
'02303	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	23	Poor	3.07
'00942	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	15	Poor	19.20
'06240	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	15	Poor	3.58
'07332	IT EQUIPMENT	DaGama 33 - Admin Building	MONITOR COMPUTER	15	Condemn	1.00
'08093	IT EQUIPMENT	DaGama 33 - Admin Building	HARD DRIVE	13	Poor	8.90
'08295	IT EQUIPMENT	DaGama 33 - Admin Building	SERVER	15	Poor	76.80
'06613	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	14	Very Poor	21.67
'06865	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	15	Poor	23.04
'10508	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	11	Poor	177.28
'10576	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	11	Condemn	1.00
'10756	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	11	Poor	218.01
'10917	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER LAPTOP	10	Poor	431.69
'10697	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	10	Poor	214.44
'10864	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	10	Poor	249.72
'10923	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER LAPTOP	10	Poor	212.49
'10818	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER LAPTOP	10	Poor	236.16
'11159	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER LAPTOP	10	Poor	455.22
'11384	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL VOSTRO V2521	9	Poor	145.20
'11563	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	9	Poor	45.32
'11377	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL VOSTRO V2521	9	Condemn	1.00
'11652	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL LATTITUDE 3440	9	Poor	612.85

'11644	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP DELL LATITUDE E5550	9	Condemn	1.00
'09919	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	9	Condemn	397.30
'12593	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER LAPTOP	10	Poor	328.72
'12032	IT EQUIPMENT	DaGama 33 - Admin Building	DELL INSPIRON PRO 3542 BLACK	8	Poor	370.20
'12042	IT EQUIPMENT	DaGama 33 - Admin Building	DELL INSPIRON 15 I3 LAPTOP	8	Poor	460.87
'12076	IT EQUIPMENT	DaGama 33 - Admin Building	DELL LATITUDE I7 LAPTOP	8	Poor	1 239.90
'12051	OFFICE EQUIPMENT	DaGama 33 - Admin Building	DELL 4220 PROJECTOR	8	Poor	797.95
'12050	OFFICE EQUIPMENT	DaGama 33 - Admin Building	DELL 4220 PROJECTOR	8	Poor	797.95
'12049	IT EQUIPMENT	DaGama 33 - Admin Building	DELL LATITUDE 3460 I3 LAPTOP	8	Poor	1 376.98
'12359	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Poor	1 258.17
'12366	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Condemn	1.00
'12065	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Poor	904.06
'12031	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Condemn	1.00
'12069	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	7	Poor	534.46
'12361	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	7	Poor	945.10
'12792	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP HP	7	Poor	505.43
'12038	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Poor	772.46
'12795	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	7	Poor	606.51
'06250	OFFICE EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	15	Poor	116.00
'11310	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	15	Poor	121.29
'12318	IT EQUIPMENT	DaGama 33 - Admin Building	DELL LAPTOP	7	Poor	720.71
'13098	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1.00
'13072	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13304	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13039	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.73

'13302	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1.00
'13038	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.73
'13308	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13332	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	6	Poor	1 728.52
'13359	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	6	Poor	1 728.52
'13320	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1.00
'13312	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 491.76
'13313	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 491.76
'13319	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 591.21
'13328	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 491.76
'13048	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1.00
'13036	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 317.04
'13044	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13042	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Very Poor	677.49
'13045	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13046	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1 234.72
'13061	IT EQUIPMENT	DaGama 33 - Admin Building	DESKTOP	6	Poor	1 154.64
'13053	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	6	Poor	1 154.64
'13132	IT EQUIPMENT	DaGama 33 - Admin Building	DESKTOP	6	Poor	1 154.64
'13065	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Condemn	1.00
'13041	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13030	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13052	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72
'13115	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 097.53
'13032	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	1 234.72

'13249	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	6	Poor	1 566.85
'13375	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	6	Poor	2 002.55
'13506	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Poor	2 018.61
'13398	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Condemn	1.00
'13395	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Poor	1 151.98
'13475	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Poor	2 097.39
'13417	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Poor	1 331.54
'13476	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Condemn	1.00
'13397	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP - DELL VOSTRO	5	Poor	1 151.98
'13390	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP - DELL VOSTRO	5	Poor	1 151.98
'13510	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Poor	2 148.55
'13522	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Condemn	1.00
'13515	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	5	Condemn	1.00
'13557	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	1 819.04
'13551	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	1 515.87
'13555	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	1 515.87
'13559	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	1 515.87
'16518	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	2 931.47
'16539	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	2 931.47
'16542	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	2 931.47
'13564	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Condemn	1.00
'13580	IT EQUIPMENT	DaGama 33 - Admin Building	COMPUTER CPU	4	Poor	2 275.09
'16541	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Condemn	1.00
'16056	OFFICE EQUIPMENT	DaGama 33 - Admin Building	AIRCONDITIONER	4	Poor	2 240.81
'16512	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	2 843.25

'16552	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	4	Poor	2 931.47
'16578	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Poor	3 727.30
'16565	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Poor	4 302.55
'16566	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	3	Poor	4 302.55
'16596	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP - DELL VOSTRO 3591	3	Poor	3 590.44
'16564	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP -DELL VOSTRO	3	Poor	4 320.37
'18143	IT EQUIPMENT	DaGama 33 - Admin Building	LAPTOP	2	Poor	14 551.46

List of Motor Vehicles

Asset No	Facility	Description	Reg. no.	In use	Condition	Carrying Value (23/24)
'05693	R102 Rd - Fire Brigade & Testing Station	MERCEDES BENZ COMPACTOR	BCX587EC	14	Very Poor	0.00
'08070	St Croix St – Yard	ISUZU 4 TON (BHD154EC)	BHD154EC	19	Very Poor	320.00
'03107	Douglas Street/Hankey - Stores & Workshops	ISUZU KB250 - BZJ791EC	BZJ791EC	14	Very Poor	357.11
'10080	Douglas Street/Hankey - Stores & Workshops	CANOPY	BZJ791EC	15	Very Poor	293.10
'08069	St Croix St – Yard	ISUZU 2.2 (BZR308EC)	BZR308EC	14	Very Poor	338.74
'08054	R102 Rd - Fire Brigade & Testing Station	FORD LASER TRACER 1.3 (CBY566EC)	CBY566EC	17	Very Poor	76.06
'03102	St Croix St – Yard	TOYOTA LDV	JGL065EC	19	Very Poor	0.00
'05112	St Croix St – Yard	NISSAN (CXP548EC)	CXP548EC	14	Very Poor	819.24
'05722	St Croix St – Yard	FORD RANGER	CXR878EC	14	Very Poor	855.98
'08012	Stores & Workshops	FORD BANTAM	DCT009EC	14	Very Poor	874.74

'04339	Hazel Street - Loerie Hall	NISSAN HARDBODY (DNZ484EC)	DNZ484EC	14	Very Poor	337.18
'05686	Stores & Workshops	FORD BANTAM 1.6 (DTB653EC)	DTB653EC	14	Very Poor	2 087.05
'05678	St Croix St – Yard	FORD RANGER 2.5D X LN DBSA WAT	DTB656EC	14	Very Poor	3 193.92
'09067	St Croix St – Yard	CANOPY CRESTRIDER	DTB656EC	20	Very Poor	121.52
'02349	St Croix St – Yard	FORD RANGER (DTB657EC)	DTB657EC	14	Very Poor	1475.09
'08767	St Croix St - Technical Services	CRESTRIDER CANOPY	DTB657EC	20	Very Poor	121.52
'05065	Electrical Department (ST.CROIX)	FORD RANGER (DTB659EC)	DTB659EC	14	Very Poor	3 193.92
'09176	Electrical Department (ST.CROIX)	CANOPY CRESTRIDER	DTB659EC	15	Very Poor	260.54
'05684	R102 Rd - Fire Brigade & Testing Station	FORD RANGER	DTB662EC	14	Very Poor	1 475.09
'10024	R102 Rd - Fire Brigade & Testing Station	CANOPY	DTB662EC	15	Very Poor	293.10
'05688	Du Plessis St/Main St - Admin Building (Erf197)	FORD RANGER (DTB668EC)	DTB668EC	14	Very Poor	3 922.36
'04360	R102 Rd - Fire Brigade & Testing Station	TOYOTA CORLOLLA 160I X DBSA LO	DTD511EC	14	Very Poor	3 188.24
'04358	St Croix St – Yard	TOYOTA CORLOLLA 160I X DBSA LO	DTD512EC	14	Very Poor	2 361.66
'02745	St Croix St – Yard	TOYOTA CORLOLLA 140I	DTD514EC	14	Very Poor	2 718.82
'09089	St Croix St – Yard	NISSAN HARDBODY 2.7D	DYH590EC	14	Very Poor	2 786.31
'09090	St Croix St – Yard	CANOPY	DYH590EC	15	Very Poor	195.40
'06086	St Croix St – Yard	NISSAN 2.7D LDV LWB	DYH591EC	14	Very Poor	3 134.60
'06084	R102 Rd - Fire Brigade &	NISSAN 2.7D LDV LWB	DYH595EC	14	Very Poor	3 134.60

	Testing Station					
'06081	St Francis Drive - Stores & Workshops	NISSAN 2.7D LDV LWB	DYH597EC	14	Very Poor	3 134.60
'09497	R102 Rd - Fire Brigade & Testing Station	NISSAN HARDBODY	DYH599EC	14	Very Poor	360.89
'06082	R102 Rd - Fire Brigade & Testing Station	NISSAN 2.7D LDV LWB	DYH603EC	14	Very Poor	3 134.60
'09115	St Francis Drive - Stores & Workshops	SA CANOPY	DYH603EC	15	Very Poor	195.40
'06077	Electrical Department (ST.CROIX)	NISSAN 2.7D LDV LWB	DYH607EC	14	Very Poor	3 134.60
'09098	Electrical Department (ST.CROIX)	CANOPY	DYH607EC	15	Very Poor	293.10
'07052	R102 Rd - Fire Brigade & Testing Station	ISUZU KB 250 (FHY 439 EC)	FHY439EC	13	Very Poor	8 287.64
'07060	St Croix St – Yard	ISUZU KB 250 (FHY 441 EC)	FHY441EC	13	Very Poor	3 035.88
'09539	St Croix St – Yard	BEEKMAN CANOPY	FHY441EC	15	Very Poor	195.40
'07042	R102 Rd - Fire Brigade & Testing Station	CHEVROLET CRUZE LS 1.8	FKB689EC	13	Condemn	1.00
'07066	St Croix St – Yard	NISSAN HBODY (FKD104EC)	FKD104EC	13	Very Poor	5 218.20
'07059	St Francis Drive - Stores & Workshops	NISSAN H/BODY (FKD117EC)	FKD117EC	13	Very Poor	4 892.06
'09119	St Francis Drive - Stores & Workshops	SA CANOPY SA CANOPY	FKD117EC	15	Very Poor	410.35
'07061	R102 Rd - Fire Brigade & Testing Station	NISSAN HBODY (FKD 121 EC)	FKD121EC	13	Very Poor	3 896.38
'07057	Stores & Workshops	NISSAN HBODY (FKD 124 EC)	FKD124EC	13	Very Poor	4 892.06
'10044	R102 Rd - Fire Brigade &	CANOPY	FKD124EC	15	Very Poor	260.54

	Testing Station					
'07054	R102 Rd - Fire Brigade & Testing Station	NISSAN HBODY (FKD 126 EC)	FKD126EC	13	Very Poor	4 892.06
'07053	St Croix St – Yard	NISSAN HBODY (FKD 135 EC)	FKD135EC	13	Very Poor	4 892.06
'07058	R102 Rd - Fire Brigade & Testing Station	NISSAN HBODY (FKD 173 EC)	FKD173EC	13	Very Poor	4 892.06
'07067	R102 Rd - Fire Brigade & Testing Station	NISSAN H/BODY (FKD176EC)	FKD176EC	13	Very Poor	4 892.06
'07094	R102 Rd - Fire Brigade & Testing Station	NISSAN HBODY (FKD 179 EC)	FKD179EC	13	Very Poor	4892.06
'09165	R102 Rd - Fire Brigade & Testing Station	BEEKMAN BEEKMAN	FKD179EC	15	Very Poor	195.40
'07112	St Croix St – Yard	ISUZU 461SU24526	FKM543EC	13	Very Poor	3 896.20
'07113	Douglas Street/Hankey - Stores & Workshops	ISUZU 461SU21268 (FKM 549 EC)	FKM549EC	13	Very Poor	5 610.53
'10837	St Croix St – Yard	CANOPY	DTB656EC	14	Very Poor	208.43
'10894	St Croix St – Yard	TRUCK LDV FORD RANGER	DTB668EC	14	Very Poor	920.14
'10856	St Croix St – Yard	DROPSIDE TRUCK	BHD154EC	14	Very Poor	3 213.31
'10355	St Croix St – Yard	EXCAVATOR DXC534EC	DXC534EC	16	Very Poor	10 030.17
'05864	St Croix St – Yard	EXCAVATOR DXC534EC	DXC531EC	16	Very Poor	0.00

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED15**

SUPPLY CHAIN MANAGEMENT: POLICY AMENDMENTS AND ADOPTION WITHIN KOUGA LOCAL MUNICIPALITY

1. **Introduction**

The purpose of this item to request Kouga local Municipality Council to adopt and implement the revised Supply Chain Management Policy.

2. **Background**

On 14 December 2023, the Minister of Finance made amendments to the regulations regarding supply chain management. This regulation took effect 14 December 2023 under Gazette No:49863. The Policy was workshopped with Councillors on 20 February 2024.

3. **Discussion**

The report below reflects the policy with the legislative changes incorporated.

Refer to:
Annexure A- Amended SCM Policy

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Local Government: Municipal Finance Management Act No. 56 of 2003 - Amendment to Regulations Regarding Supply Chain Management as proclaimed in Gazette No: 49863 dated 14 December 2024

6. **Legal Implications**

The previous threshold for procurement for goods and services on a formal written price quotation, has been increased from R200 000 to R300 000.

All requirements in excess of R30 000 (VAT included) that are to be procured by means of formal written price quotations must, in addition to the requirements of paragraph 17, be advertised for at least seven days on the website of KLM and on the official notice board of the municipality; such requirements would be approved by CFO as per the delegations. The SCM Manager would then make recommendation to the CFO for approval. Thereafter, seven-day notices would be advertised on the regulated medial platforms.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendations supported.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Supported.

8.7 **Municipal Manager**

Recommendation supported.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council approve the Supply Chain Management Policy, as amended.

10.2 That the amended Supply Chain Management Policy be published on the Kouga Website.

10.3 That the previous approved version be replaced with this version.

Item prepared by the Acting Manager SCM:

Item approved by the CFO:

Item endorsed by the Municipal Manager:

Item Noted by the Portfolio Councillor:

Annexure A

REVISED
SUPPLY CHAIN MANAGEMENT POLICY
FOR KOUGA LOCAL MUNICIPALITY

KOUGA
local municipality
Good Governance through Service Excellence

REVISED
SUPPLY CHAIN MANAGEMENT POLICY FOR KOUGA LOCAL MUNICIPALITY

Contact details: **scm@kouga.gov.za** or **tenders@kouga.gov.za**

Approved by council on the: 29 March 2018(Item No: 18/03/F1)

Amendment and approved by council on the: 28 August 2020(Item No:20/08/F3)

Last approved by council on the: 31 May 2023(Item No:23/05/F2)

Amended and approved by Council on the …March 2024(Item No:…/../..)

KOUGA MUNICIPALITY
REVISED MUNICIPAL SUPPLY CHAIN MANAGEMENT POLICY
LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003

Date of adoption:

Council resolves in terms of section 111 of the Local Government Municipal Finance Management Act (No. 56 of 2003), to adopt the under-mentioned revised policy as the Supply Chain Management Policy of the municipality.

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1. Definitions

In this policy and any bid documentation or directive issued in terms thereof, the singular includes the plural and vice versa, any one gender includes both genders and, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Municipal Finance Management Act has the same meaning as in this Act and -

Words importing the singular shall include the plural and vice versa and words importing the masculine gender shall include females and words importing persons shall include companies, close corporations and firms, unless the context clearly indicates otherwise.

Unless otherwise indicated, all amounts/limits stated in this document shall be deemed to be inclusive of all applicable taxes.

"Accounting Officer" means the manager of the municipal administration and accounting officer of the municipality appointed by the council in terms of section 54A of the Local Government: Municipal Systems Act No. 32 of 2000 and includes any employee of the municipality who acts in his stead and, in the event of the municipality being subject to an intervention in terms of section 139 of the Constitution or any other applicable law, includes the "Administrator" appointed as a consequence of such intervention or in terms of the conditions pertaining thereto;

"KLM" means Kouga Local Municipality, a municipality established in terms of the Municipal Structures Act, 1998, (Act 117 of 1998), any employee of KLM is acting in terms of the delegated authority.

"All applicable taxes" includes value-added tax, pay as you earn, income tax, skills development levies and unemployment insurance fund contributions.

"B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act.

"B-BBEE status level of contributor" means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment.

"Bid" means a written offer in a prescribed or stipulated form in response to an invitation to bid issued by the municipality for the procurement of goods, services or works through price quotations, advertised competitive bidding processes, limited bids or proposals or for the disposal of assets and **"tender**" has a corresponding meaning.

"Bid Committees" means the committees established in terms of this policy to prepare bid specifications, bid documentation, evaluate responsive bids and, where so authorized, to adjudicate responsive bids and any reference in section 117 of the Municipal Finance Management Act to municipal tender committees shall be construed as a reference to the aforesaid committees.

"Bid documentation" means all documentation relating to or necessary in order to complete a procurement or disposal including but not limited to such specification, bidding, certification and contractual documentation as may be prescribed by National Treasury or the Construction Industry Development Board, as the case may be, for municipal supply chain management purposes and the implementation of this policy.

"Bidder" means any person who submits a bid or quotation to the municipality in response to an invitation to bid or quote and includes a **"tenderer'**.

"Bid rigging" means a prohibited collusive bidding practice in terms of which bidders that would normally be expected to compete in a procurement process either singularly or by association with other persons or firms in a horizontal relationship, secretly conspire to raise prices or lower the quality of goods and/or services or agree not to compete against each other in such process.

"Black people" is a generic term which means Africans, Colored's and Indians.

"Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act No. 53 of 2003.

"Chief Financial Officer" means the official of the municipality designated as such in terms of section 80(2)(a) of the Municipal Finance Management Act.

"CIDB" means the Construction Industry Development Board.

"CIDB regulations" means any regulations issued in terms of the Construction Industry

Development Board Act No. 38 of 2000.

"Codes of Good Practice" means the Codes of Good Practice on Black Economic Empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act and contained in General Notice 12 of 9 February 2007.

"Comparative price" means the price after the factors of a non-firm price and all unconditional discounts that can be utilized, have been taken into consideration.

"Competitive bidding process" means a transparent procurement method in which bids from competing contractors, suppliers or vendors are invited by openly advertising the scope, specifications, terms and conditions of the proposed contract as well as the criteria by which responsive bids received will be evaluated.

"Competitive bid" means a bid in terms of a competitive bidding process.

"Consortium or joint venture" means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

"Construction works" or **"works'** means the provision of a combination of goods and services arranged for the development, extension, installation, repair, maintenance, renewal, removal, renovation, alteration, dismantling or demolition of a fixed asset including building and engineering infrastructure.

"Contractor" means a person or body of persons who undertakes to execute and complete procured construction works for or on behalf of the municipality.

"Contract" means the agreement that results from the acceptance of a bid by the municipality in accordance with this policy.

"Council" means the council of Kouga Local Municipality.

"Day" unless expressly otherwise provided in this policy, means a calendar day, provided that when any particular number of days is prescribed for the doing of any act, or for any other purpose, the same shall be reckoned exclusively of the first and inclusively of the last day, unless the last day happens to fall on a Sunday or on any public holiday, in which case the time shall be reckoned exclusively of the first day and exclusively also of every such Sunday or public holiday;

"Delegating authority" means the council, a duly authorized political structure or office bearer thereof, the Accounting Officer or other employee to whom original powers are assigned in terms of legislation and, in relation to a sub-delegation of a power, that delegated body.

"Delegation" means the issuing of a written authorization by a delegating authority to a delegated body to act in his stead and, in relation to a duty, includes an instruction or request to perform or to assist in performing the duty and "delegate" and sub-delegate has a corresponding meaning.

"Delegated body" in relation to the delegation of a power means the person to whom a power has been delegated by the delegating authority in writing.

"Designated Official" means the official of the municipality to whom the accounting

officer or the chief financial officer, as the case may be, have, in accordance with sections 79 and 82 of the Municipal Finance Management Act No. 56 of 2003 delegated or sub-delegated powers, functions and duties in connection with the application and implementation of this policy provided that a sub-delegation by the chief financial officer to an official that has not been allocated to him by the accounting officer or to a person contracted by the municipality for the work of its budget and treasury office may only be so authorized with the concurrence of the accounting officer and provided further that the said chief financial officer is satisfied that effective systems and procedures are in place to ensure control and accountability by the person concerned.

"Designated sector" means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content.

"Disposal" means a process of preparing, negotiating and concluding a written contract relating to the alienation or a capital asset whether movable or immovable owned by or under the control of the municipality or rights in respect thereof, by means of a sale, lease, donation or cession and **"dispose of"** has a similar meaning.

"Final award" in relation to bids or quotations submitted for a contract, means the final decision on which a bid or quote was accepted.

"Firm price" means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or
excise duty and any other duty, levy or tax which, in terms of any applicable law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies or the rendering costs of any service, for the execution of a contract.

"Formal written price quotations" means quotations referred to in paragraph 12 (1) (c) of this policy.

"Fronting" means a deliberate circumvention or attempted circumvention of the "Broad-Based Black Economic Empowerment Act and the Codes of Good Practice.

"Head of Department or Director" means a senior manager as defined in the Municipal Finance Management Act and who is responsible for a vote as assigned by the accounting officer.

"Imported content" means that portion of the bid or tender price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its sub-contractors) and which costs are inclusive of the costs abroad, plus freight.
and other direct importation costs, such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African port of entry.

"In the service of the state" means to be -

(a) A member of -
(i) any municipal council.

(ii) any provincial legislature; or

(iii) the National Assembly or the National Council of Provinces.

(b) A member of the board of directors of any municipal entity.

(c) An official of any municipality or municipal entity.

(d) An employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Act and the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(e) A member of the accounting authority of any national or provincial public entity; or

(f) An employee of Parliament or a provincial legislature.

"Line manager" means a manager reporting directly to a senior manager and who is responsible for a cost centre as assigned by the relevant senior manager.

"Local content" means that portion of the bid or tender price, which is not included in the imported content, provided that local manufacture does take place.

"Long term contract" means a contract with a duration period exceeding one year.

"List of accredited prospective providers" means the list of accredited prospective providers which the municipality must keep in terms of paragraph 15 of this policy.

"Mayor" means the councillor elected by the council as Mayor in terms of section 48 of the Local Government: Municipal Structures Act No. 117 of 1998 read with section 58 of the Municipal Finance Management Act.

"**Municipality"** means the Kouga Municipality, a local municipality established in terms of section 12 of the Local Government: Municipal Structures Act No. 117 of 1998 and includes any employee entitled to or duly authorized to perform any function or duty in terms of this policy and/or is responsible for the implementation of this policy or any part thereof.

"Municipal Finance Management Act" means the Local Government: Municipal Finance Management Act No. 56 of 2003 and, unless otherwise stated in this policy, any reference to "the Act" shall mean a reference to this Act.

"Municipal Systems Act" means the Local Government: Municipal Systems Act No. 32 of 2000 and includes the regulations under this Act.
"Non-firm prices" means all prices other than "firm" prices.

"Other applicable legislation" means any other legislation applicable to municipal supply chain management, including but not limited to –

a) the Preferential Procurement Policy Framework Act No. 5 of 2000.

b) the Broad-Based Black Economic Empowerment Act No. 53 of 2003.

c) the Construction Industry Development Board Act No. 38 of 2000.

d) the Local Government: Municipal Systems Act No. 32 of 2000 (Municipal Systems Act).

e) the Promotion of Administrative Justice Act No. 3 of 2000.

f) the Promotion of Access to Information Act No. 2 of 2000.

g) the Protected Disclosures Act No. 26 of 2000.

h) the Competition Act No. 89 of 1998.

i) the Prevention and Combating of Corrupt Activities Act No. 12 of 2004.

j) the Updated Preferential Procurement Regulation dated 16 January 2022

"Person" includes an enterprise, partnership, trust, association, consortium, joint venture or a juristic person.

"Petty cash" means a relatively small amount of cash kept at hand for making immediate payment for miscellaneous small expenses incurred the municipality.

"Preferential Procurement Regulations" means the Preferential Procurement Regulations, 2011 contained in Government Notice R 502 of 8 June 2011 promulgated in Government Gazette No. 34350 of this date; as well as the updated Preferential Procurement Regulations of 2022 dated 16 January 2023.

"Procurement" means the processes leading to the negotiation and conclusion of contracts whether in writing or verbally for the acquisition of goods, services or construction works or any combination thereof or the disposal of assets whether movable or immovable or any rights in such assets by means of purchase, sale, lease or donation and includes the preparation of all associated bid and contractual documentation and **"procured"** or **"procuring"** has a similar meaning.

"Quotation" means a stated price that a supplier expects to receive for the provision of specified services, goods or works.

"Responsive bid" means a bid that complies in all material aspects with the requirements set out in or contained in an invitation to bid including the applicable specification.

"Small enterprise" means a separate and distinct business entity, together with its branches or subsidiaries, if any, including cooperative enterprises, managed by one owner or more predominantly carried on in any sector or sub-sector of the economy mentioned in column 1 of the Schedule to the National Small Business Act No. 102 of 1996 which is contained in Annexure B to this policy and classified as a micro-, a very small, a small or a medium enterprise by satisfying the criteria mentioned in columns 3, 4 and 5 of the said schedule;

"Stipulated minimum threshold" means that portion of local production and content as determined by the Department of Trade and Industry from time to time.

"Sub-contract" means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of a contract.

"Rand value" means the total estimated value of a contract in South African currency calculated at the time of bid invitations and includes all applicable taxes and excise duties.

"SANAS" means the South African National Accreditation System.

"Total revenue" bears the same meaning assigned to this expression in the Codes of Good Practice.

"Trust" means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.

"Trustee" means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

"Treasury guidelines" means any guidelines on supply chain management issued by the Minister of Finance in terms of section 168 of the Municipal Finance Management Act.

"The Regulations" means the Local Government: Municipal Finance Management Act, 2003: Municipal Supply Chain Management Regulations published by Government Notice 868 of 2005.

"Verbal Quotations" means a verbal process of inviting quotations from an identified limited number of potential suppliers for the supply goods, services and/or works.

"Verification Certificate" means a B-BBEE certificate issued in compliance with the B-BBEE Codes of Good Practice and all Sector Codes issued in terms of Section 9(1) of the Broad-Based Black Economic Empowerment Act.

"Written quotations" means quotations referred to in paragraph 12(1)(c) of this policy.

"Community Based Supplier" means a supplier of goods, services and/or construction works who resides and operates in a specific area or community, who meets the criteria for Community Based Suppliers as determined by the Director: Supply Chain Management from time to time, and who is registered as such on the KLM's Supplier Database and at its respective Sub-Council.

"Abuse" in terms of the Kouga's Supply Chain Management System means conduct by an official or person that is tantamount to:

a. fraud.
b. corruption.
    - favoritism.
    - unfair, irregular and unlawful practices.
    - misrepresentation on information submitted for the purposes of procuring a contract with the municipality misrepresentation regarding the supplier's B-BEE status level of contributor, expertise and capacity to perform in terms of a contract procured via the supply chain management system.
    - breach of a contract procured via the supply chain management system.
    - failure to comply with the supply chain management system; or
    - and any other conduct referred to under the heading of" Combatting Abuse of the Supply Chain Management System".

"Formal Written Price Quotation" means a written or electronic offer to the KLM in response to an invitation to submit a quotation. "Formal Written Price Quotation",

"Written Price Quotation", "Quotation" or " shall have a similar meaning. Also referred to as "Bids";

"Framework Agreement Bid/ Term Bid / Panels / Rates Based Bid" means a bid for the supply of goods, services or construction works, which are of an ad-hoc or repetitive nature on an "as instructed basis" where the terms are approved for use over a predetermined period of time without guaranteeing any quantum of expenditure utilizing the contract;

"Fronting Practice (Also referred to as Tokenism or Window dressing)" means a transaction, arrangement or other act or conduct that directly or indirectly undermines or frustrates the achievement of the objectives of the B-BBEE Act or the implementation of any of the provisions of the B-BBEE Act, including but not limited to practices in connection with a B-BBEE initiative:

- in terms of which black persons who are appointed to an
- enterprise are discouraged or prohibited from substantially participating in the core activities of that enterprise;
- in terms of which the economic benefits received as a result of the broad-based black economic empowerment status of an enterprise do not flow to black people in the ratio specified in the relevant legal documentation.
- involving the conclusion of a legal relationship with a black person for the purpose of that enterprise achieving a certain level of broad-based black economic empowerment compliance without granting that black person the economic benefits that would reasonably be expected to be associated with the status or position held by that black person; or
- involving the conclusion of an agreement with another enterprise in order to achieve or enhance broad-based black economic empowerment status in circumstances in which:
- there are significant limitations, whether implicit or
- explicit, on the identity of suppliers, service providers, clients or customers; the maintenance of business operations is reasonably considered to be improbable, having regard to the resources available; the terms and conditions were not negotiated at arm's length and on a fair and reasonable basis.

"Functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents. This is determined by the measurement according to predetermined norms, as set out in the bid documents, of the totality of features and characteristics of the goods or services that bears on the ability of thereof to satisfy the stated or implied needs. "Functionality" is also referred to as "Quality";

"Granting of Rights" means the granting by the KLM of the right to use, control or manage capital assets in circumstances where sections 14 and 90 of the MFMA and Chapters 2 and 3 of the Municipal Asset Transfer Regulations do not apply. In other words, where the granting of such rights does not amount to "transfer" or "disposal" of the asset and which includes leasing, letting, hiring out, etc., of the capital asset.

"Green Procurement" is defined as taking into account environmental criteria for goods and services to be purchased in order to ensure that the related environmental impact is minimized.

"Influencing the Bid Process" means directly, indirectly or tacitly influencing or interfering with the work of relevant KLM Officials involved in the bid process in order to influence the process in order to inter alia:

- influence the process and/or outcome of a bid.
- incite breach of confidentiality and/or the offering of bribes.
- cause over and under invoicing.
- influence the choice of procurement method or technical standards; or
- influence any KLM Official in any way which may secure an
- unfair advantage during or at any stage of the procurement process.

"Joint Venture or Consortium" means an association of persons, formalised by agreement between such persons, formed for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;

"Military Veteran" has the meaning assigned to it in section 1 of the Military Veterans Act, 2011 (Act No. 18 of 2011);

"Municipal Asset Transfer Regulations" means the Municipal Asset Transfer Regulations published in Government Gazette 31346 of 22 August 2008;

"Municipal Council (Council)" means the council referred to in Section 18 of the Local Government Municipal Structures Act 117 of 1998;

"Municipal Entity" means an entity as defined in the Municipal Systems Act;

"Municipal Finance Management Act" (MFMA): means the Local Government: Municipal Finance Management Act, 2003, (Act 56 of 2003);

"Municipal Structures Act" means Local Government Municipal Structures Act, 1998 (Act 117 of 1998);

"Municipal Systems Act" means Local Government Municipal Systems Act, 2000 (Act 32 of 2000)

"National Treasury" has the meaning has the meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999;

"Non-compliant Contributor" means a person who does not meet the minimum score to qualify as a status level 8 B-BBEE Contributor, or a person who is not verified in terms of the applicable codes of good practice;

"Non-exempted Capital Asset" means a municipal capital asset which is not exempted by section 14(6) or 90(6) of the MFMA, from the other provisions of that section;

"Non-firm Prices" means all prices other than "firm" prices;

"People with Disabilities" has the meaning assigned to it in section 1 of the Employment Equity Act, 1998 (Act No. 55 of 1998);

"Preferred Bidder" means a bidder with whom negotiations may be entered into to conclude the final terms of a contract

"Preferential Procurement Policy Framework Act" (PPPFA) means the Preferential Procurement Policy Framework Act, 2000, (Act 5 of 2000);

"Preferential Procurement Regulations" means the regulations pertaining to the PPPFA;

"Price" includes all applicable taxes less unconditional discounts;

"Prime Supplier" shall have the same meaning as "Contractor" (see also Supplier);

"Promotion of Access to Information Act (PAIA)" means Promotion of Access to Information Act, 2000 (Act 2 of 2000);

"Proof of B-BBEE Status Level of Contributor" means the B-BBEE status level certificate issued by an authorized body or person, a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice or any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act;

"Policy" means this Supply Chain Management Policy as amended from time to time;

"Promotion of Administrative Justice Act (PAJA)" means the Promotion of Administrative Justice Act, 2000, (Act 3 of 2000);

" Qualifying Small Enterprise (QSE)" means a qualifying small enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

"Quality" also referred to as "Functionality" (see clause 1.49 above);

"Rand Value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation;

"Representative" means any representative of a supplier in relation to the relevant tender, whether authorized or not, including but not limited to directors, members, employees and agents and include Legal Representatives.

"Republic" means the Republic of South Africa.

"Responsible Agent" means either an internal project manager (being an employee of the KLM) or an external consultant (appointed by the KLM), as the case may be, who is responsible for the implementation of a project or part thereof;

"Rural Area" means a sparsely populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area or an area including a large settlement which depends on migratory labour and remittances and government social grants for survival, and may have a traditional land tenure system;

"SARS" means the South African Revenue Services;

"Stipulated Minimum Threshold" means the minimum threshold stipulated in terms of any relevant regulation of the Preferential Procurement Regulations, 2017;

"Sub-contract" means the prime supplier's assigning, leasing, making out work to, or employing, another person to support such prime supplier in the execution of part of a contract;

"Sub-contractor" means any person that is assigned, leased, employed or contracted by the prime supplier to carry out work in support of the prime supplier in the execution of a contract;

"Supplier/Vendor" are generic terms which may include suppliers of goods and services, contractors and/or consultants and must be applied as the context requires;

"Supply Chain Management (SCM) Regulations" means the Municipal Supply Chain Management Regulations published in terms of the Municipal Finance Management Act, 2003, (Act 56 of 2003);

"Targeted Labour" means those individuals employed by a supplier, or sub-contractor, in the performance of a contract, who are defined in the contract as the target group, and who permanently reside in the defined target area;

"Targeted Enterprises" means those enterprises (suppliers, manufacturers, service providers or construction works contractors) that own, operate or maintain premises within the target area defined in the contract, for the purposes of carrying out their normal business operations;

"Tender/Tenderer" means "bid/bidder";

"Township" means an urban living area that at any time from the late 19th century until 27 April 1994, was reserved for black people, including areas developed for historically disadvantaged individuals post 27 April 1994;

"Transaction Value" means the actual contract value (the bid sum or price) in South African currency, inclusive of all applicable taxes in respect of the goods, services or construction works that are contracted for;
"Treasury" has the meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999);

"Treasury Guidelines" means any guidelines on supply chain management issued by the Minister in terms of section 168 of the MFMA;

"Unsolicited Bid" means an offer submitted by any person at its own initiative without having been invited by the KLM to do so;

"Youth" has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

"Director" in terms of this policy means a director of a company as defined in the Companies Act, 1973 and 2008 (Act No. 61 of 1973 and Act No. 71 of 2008); a member of a close corporation as defined in the Close Corporations Act, 1984 (Act No. 69 of 1984); a trustee of a trust or a person holding an equivalent position in a firm.

"Comparative price" means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration.

"Designated group" means-

(a) black designated groups;
(b) black people;
(c) women;
(d) people with disabilities; or
(e) small enterprises, as defined in section 1 of the National Small Enterprise Act, 1996 (Act No. 102 of 1996);

"Historically disadvantaged individual (HDI)"; means a South African citizen –

(1) who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa,1983 (Act No 110 of 1983); and
/ or
(2) who is a female; and / or
(3) who has a disability:

Provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be an HDI.

"Objective Criteria" for the purpose of section of 2(1)f of the procurement Act must be criteria other than the additional to criteria relating to equity ownership by HDI's or whether or not a bidder was located in a particular province or municipal area

"QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

"Region" means the district and/or Sarah Baartman District Municipality.

"Rural area" means-

(a) a sparsely populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area; or
(b) an area including a large settlement which depends on migratory labour and remittances and government social grants for survival, and may have a
traditional land tenure system;

"Specific goals" means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender

and disability including the implementation of programs of the Reconstruction and Development Programe as published in Government Gazette No. 16085 dated 23 November 1994;

"Youth" has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

1.SUPPLY CHAIN MANAGEMENT POLICY:POLICY STATEMENT AND OBJECTIVES

a) Section 111 of the Municipal Finance Management Act 56 of 2003 ("the Act") stipulates that each municipality and each municipal entity must have and must implement a Supply Chain Management (SCM) Policy which gives effect to the requirements of the Act.

b) Furthermore, the Preferential Procurement Policy Framework Act prescribes that an organ of state must determine its Preferential Procurement Policy for implementation within the prescribed framework. In this Policy, such is articulated in the Preferential Procurement section of this Policy.

c) **APPLICATION AND DESIRED OUTCOMES BY KOUGA LOCAL MUNICIPALITY (KLM) FROM THE SCM MANAGEMENT POLICY:**

1) The desired outcome of this Policy is to provide a mechanism to ensure sound, sustainable and accountable supply chain management within the KLM, whilst promoting black economic empowerment, which includes general principles for achieving the following socio-economic objectives:

a) The purpose of this Policy is to regulate all Supply Chain Management practices within the KLM and its municipal entity. This Policy implements the Supply Chain Management practices as envisaged in terms of Section 217 of the Constitution of the Republic of South Africa, and by the Act and its Regulations.

b) The Policy, as far as possible sets out a system of procurement that is fair, transparent, equitable, competitive and cost-effective. All KLM employees shall adhere, implement and observe the provisions and requirements of this Policy.

c) The Policy also strives to align the KLM's procurement practices with its strategic goals, as identified in the five outcomes of the Growth and Development Strategy. In particular, the Policy aims to promote quality, sustainable services and honest, transparent and responsive local government.

d) Further to the above, the Policy seeks to address the following socio-economic objectives:

I. Stimulation and promotion of local economic development and facilitating job creation and business growth opportunities, especially focused on previously disadvantaged groups.

II. Promoting resource efficiency and reducing the negative environmental impact of the daily operations of the KLM, through

taking a green approach to procurement.

III. Improving the KLMs ability to fulfil its service delivery mandate through efficient and cost-effective procurement practices that holds service providers to account and ensures delivery against contractual obligations.

IV. Actively fighting fraud and corruption in procurement practices through a system of checks and balances.

V. Modernization of the KLM's procurement practices through the use of e-Procurement system and other measures aimed at increasing efficiency; and

VI. Improving the KLM's financial sustainability through measures that ensure that the KLM derives maximum value for money.

e) To stimulate and promote local economic development in a targeted and focused manner.

f) To promote resource efficiency and reduce the negative environmental impact of daily operations of the KLM.

g) To facilitate creation of employment and business opportunities for the people of KLM with particular reference to specific goals.

h) To promote the competitiveness of local businesses.

i) To increase the small business sector access, in general, to procurement business opportunities created by Council.

2) This Policy will also strive to ensure that the objectives for uniformity in supply chain management systems between organs of state, in all spheres, is not undermined and that consistency with national economic policy on the promotion of investments and doing business with the public sector is maintained.

CHAPTER 1
IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT POLICY

2. SUPPLY CHAIN MANAGEMENT POLICY

(1) All officials and other role players in the supply chain management system of the municipality must implement this policy in a way that -

(a) gives effect to Section 217 of the Constitution and Part 1 of Chapter 11 and other applicable provisions of the Act;

(b) is fair, equitable, transparent, competitive and cost effective;

(c) complies with the Regulations and any minimum norms and standards that may be prescribed in terms of section 168 of the Act;

(d) is consistent with other applicable legislation;

(e) does not undermine the objective for uniformity in supply chain management systems between organs of state in all spheres; and

(f) is consistent with national economic policy concerning the promotion of investments and the conduct of business with the public sector.

(2) This policy applies when the municipality –

(a) procures goods or services.

(b) disposes of goods no longer needed;

(c) selects contractors to provide assistance with the provision of municipal services otherwise than in circumstances where Chapter 8 of the Municipal Systems Act applies; or

(d) selects external mechanisms referred to in section 80 (1) (b) of the Municipal Systems Act for the provision of municipal services in circumstances contemplated in section 83 of that Act.

(3) This policy, except where provided otherwise, does not apply in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including, but not limited to -

(a) water from the Department of Water Affairs or a public entity, another municipality or a municipal entity; and

(b) electricity from Eskom or another public entity, another municipality or a municipal entity.

(c) the provision of goods or services to KLM by entities that have been preapproved by Provincial Department and National Department

(d) the provision of a municipal service or assistance in the provision of a municipal service

(e) any other contractual agreements between organs of state for whatever reasons

(4) Notwithstanding anything to the contrary in this policy, the municipality shall not award a contract to a contractor in respect of the undertaking, carrying out or completion of any construction works or a portion thereof in terms of a competitive bidding or quotation process provided for in this policy unless such contractor is registered with the Construction Industry Development Board established by section 2 of the Construction Industry Development Board Act No. 32 of 2000 and holds a valid registration certificate issued by such Board or is exempted from such registration either in terms of this Act or the "CIDB Regulations".

(5) A report must be submitted to the accounting officer or delegated authority seeking authority to contract with another organ of state.

3. AMENDMENT AND ADOPTION OF THE SUPPLY CHAIN MANAGEMENT POLICY

(1) The accounting officer must at least annually review the implementation of this policy and, when necessary, submit proposals for the amendment thereof to the council through the Mayor acting in conjunction with the mayoral committee.

(2) If the accounting officer submits proposed amendments to this policy to the council, he must ensure that same comply with the Regulations and Treasury guideline standards determining standards for municipal supply chain

management policies.

(3) The accounting officer must report any deviation from the Regulations and Treasury guideline standards determining standards for municipal supply chain management policies to the National and Eastern Cape Provincial Treasuries.

(4) When amending this policy, the need for uniformity in supply chain practices, procedures and forms between all spheres of organs of state particularly to promote accessibility of supply chain management systems for small businesses, must be taken into account.

4. DELEGATION OF SUPPLY CHAIN MANAGEMENT POWERS AND DUTIES

1) The council hereby delegates all powers and duties to the accounting officer which are necessary to enable him –

(a) to discharge the supply chain management responsibilities conferred on accounting officers in terms of -

(i) chapters 8 or 10 of the Act; and

(ii) this policy; and

(b) to maximize administrative and operational efficiency in the implementation of this policy; and

(c) to enforce reasonable cost-effective measures for the prevention of fraud, corruption, favoritism and unfair and irregular practices in the implementation of this policy; and

(d) to comply with his responsibilities in terms of section 115 and other applicable provisions of the Act.

(2) Sections 79 and 106 of the Act apply to the sub-delegation of powers and duties delegated to an accounting officer in terms of subparagraph (1).

(3) The accounting officer may not sub-delegate any supply chain management powers or duties to a person who is not an official of the municipality or to a committee which is not exclusively composed of officials of the municipality.

(4) This paragraph may not be read as permitting an official to whom the power to make final awards has been delegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 27 of this policy.

5. SUB-DELEGATIONS

(1) The accounting officer may, in terms of section 79 of the Act, sub-delegate any supply chain management powers and duties, including those vested in him in terms of legislation or delegated to him in terms of this policy or by resolution of the council, but any such sub-delegation must be consistent with subparagraph (2) and paragraph 4 of this policy.

(2) The power to make a final award -

(a) above R10 million (VAT included) may not be sub-delegated by the accounting officer;

(b) above R2 million (VAT included), but not exceeding R10 million (VAT included), may be sub-delegated by the accounting officer but only to -

(i) the chief financial officer;

(ii) a senior manager; or

(iii) a bid adjudication committee of which the chief financial officer or a senior manager is a member;

(c) not exceeding R2 million (VAT included) may be sub-delegated by the accounting officer but only to -

(i) the chief financial officer;

(ii) a senior manager;

(iii) a manager directly accountable to the chief financial officer or a senior manager; or

(iv) a bid adjudication committee.

(3) An official or bid adjudication committee to whom or which the power to make final awards has been sub-delegated in accordance with subparagraph (2) must, within five days of the end of each month, submit to the official referred to in subparagraph (4) a written report containing particulars of each final award made by such official or committee during that month, including -

(i) the amount of the award;

(ii) the name of the person to whom the award was made; and

(iii) the reason why the award was made to that person.

(4) A written report referred to in subparagraph (3) must be submitted-

(a) to the accounting officer, in the case of an award by -

(i) the chief financial officer;

(ii) a senior manager; or

(iii) a bid adjudication committee of which the chief financial officer or a senior manager was a member;

(b) to the chief financial officer or the senior manager responsible for the relevant bid, in the case of an award by -

(i) a manager referred to in subparagraph (2)(c)(iii); or

(ii) a bid adjudication committee of which the chief financial officer or a senior manager was not a member.

(5) Subparagraphs (3) and (4) do not apply to procurements out of petty cash.

(6) This paragraph may not be interpreted as permitting an official to whom the

power to make final awards has been sub-delegated, to make a final award in a competitive bidding process otherwise than through the committee system provided for in paragraph 26 of this policy.

(7) No supply chain management decision-making powers may be delegated to an advisor or consultant.

6. OVERSIGHT ROLE OF THE COUNCIL

(1) No councilor may be a member of a bid committee or any other committee evaluating or approving quotations or bids nor attend any meeting of such committees as an observer.

(2) The council must maintain oversight over the implementation of this policy to ensure that the accounting officer implements all supply chain management activities in accordance therewith.

(3) For the purposes of such oversight, the accounting officer must -

(a) within 30 days of the end of each financial year, submit a report on the implementation of this policy to the council through its mayor;

(b) whenever there are serious and material problems in the implementation of this policy, immediately submit a report thereon to the council through its mayor.

(4) The accounting officer must, within 10 days of the end of each quarter, submit a report on the implementation of this policy to the mayor.

(5) The aforesaid reports must be made public in accordance with section 21A of the Municipal Systems Act.

7. SUPPLY CHAIN MANAGEMENT UNIT

(1) A supply chain management unit is hereby established to implement this policy.

(2) Subject to subparagraph (3), the supply chain management unit shall operate under the direct supervision of the chief financial officer to whom this duty is hereby delegated by the accounting officer in terms of section 79 of the Act.

(3) All correspondence about this Policy shall be addressed to Manager: Supply Chain Management.

(4) A copy of this Policy and other relevant documentation is available on the
KLM's website and a copy can be requested from the SCM Office.

8. TRAINING OF SUPPLY CHAIN MANAGEMENT OFFICIALS

(a) The training of officials involved in implementing this policy should be in accordance with any Treasury guidelines on supply chain management training and applicable prescribed competency level requirements.

(b) The municipal manager or delegated staff member shall ensure that all persons involved in the implementation of this Policy meet the prescribed competency levels, and where necessary, shall provide relevant training.

CHAPTER 2
SUPPLY CHAIN MANAGEMENT SYSTEM

9. FORMAT OF SUPPLY CHAIN MANAGEMENT SYSTEM

This policy provides systems for -

(i) Demand management;

(ii) Acquisition management;

(iii) Logistics management;

(iv) Disposal management;

(v) Risk management; and

(vi) Performance management.

Part 1: Demand management

10. SYSTEM OF DEMAND MANAGEMENT

(1) The accounting officer must establish and implement an appropriate demand management system in order to ensure that the resources required by the municipality supports its operational commitments and its strategic goals as outlined in the municipality's Integrated Development Plan.

(2) The demand management system must -

(a) include timely planning and management processes to ensure that all goods, services and works required by the municipality are quantified, budgeted for and timely and effectively delivered at the right locations and at the critical delivery dates and are of the appropriate quality and quantity procured at a fair cost;

(b) take into account any benefits of economies of scale that may be derived in the case of procurements of a repetitive nature;

(c) provide for the compilation of the required specifications to ensure that municipal needs are met;

(d) allow for the undertaking of appropriate industry analysis and research to ensure that innovations and technological benefits are maximized.

(e) be able to do a forecasting of future needs, identifying of critical delivery days, identifying the frequency of the need, be able to determine requirements (including the internal capacity to implement projects)

(3) The accounting officer must, prior to issuing an invitation to bid-

(a) properly plan for, and, as far as possible, accurately estimate the costs for the provision of goods, services and/or works for which an invitation

to bid is to be issued;

(b) determine the appropriate preference point system to be utilized in the evaluation and adjudication of bids to be received in response to the contemplated invitation to bid; and

(c) determine whether the goods, services and/or works for which an invitation to bid is to be issued has been designated for local production and content in terms of the Preferential Procurement Regulations

(4) The accounting officer must indicate in an invitation to submit a bid and in the applicable bid specification or terms of reference-

(a) that such bid will be evaluated on functionality and, in such event, the following shall be clearly stated:

(i) the evaluation criteria for measuring functionality which criteria must be objective;

(ii) the weight of each criterion which should not be generic but be determined separately for each bid on a case by case basis;

(iii) the applicable values that will be utilized when scoring each criterion which values must be objective;

(iv) the minimum qualifying score for functionality in order to enable the bid concerned to be further evaluated in terms of this policy provided that the aforesaid qualifying score:

(a) should not be generic but be determined separately for each bid on a case by case basis; and

(b) should not be prescribed so low that it may jeopardize the quality of the service or works required nor be so high that it may be restrictive to the extent that it jeopardizes the fairness of the supply chain management system;

(c) the fact that no bid will be regarded as an acceptable bid if the bidder or the goods, services and/or works to be procured, as the case may be, fails to achieve the minimum qualifying score for functionality as indicated in the invitation to bid and the relevant bid specification or terms of reference; and

(d) that bids that have achieved the minimum qualification score for functionality will be evaluated further in terms of the preference point systems.

(5) Any system designed in terms of this paragraph shall take cognizance of the provisions
of this policy.

Part 2: Acquisition management

11. SYSTEM OF ACQUISITION MANAGEMENT

(1) The accounting officer must implement an efficient system of acquisition

management in order to ensure -

(a) that goods, services and works are procured by the municipality in accordance with authorized processes only;

(b) that expenditure on goods, services and works is incurred in terms of an approved budget in terms of section 15 of the Act;

(c) that the threshold values for the different procurement processes are complied with;

(d) that bid documentation, evaluation and adjudication criteria and the general conditions of a contract, are in accordance with any applicable legislation; and

(e) that any Treasury guidelines on acquisition management are properly taken into account.

(2) When procuring goods or services from an organ of state as contemplated in section 110 (2) of the Act, the accounting officer must make public the fact that such goods or services are procured otherwise than through the municipality's supply chain management system, including -

(a) the kind of goods or services; and

(b) the name of the supplier.

12. RANGE OF PROCUREMENT PROCESSES

(1) Goods and services may only be procured by way of -

(a) petty cash purchases up to a transaction value of R2,000 (VAT included) at such locations as may be determined by the accounting officer;

(b) at least one written quotation for procurements of a transaction value up to R2, 000 (VAT included);

(c) formal written quotations for procurements of a transaction value over R2,000 up to R300 000 (VAT included);

(d) All quotes ranging from R0.00 to R 30 000(Vat Inclusive) for goods or services **MUST** be sourced from service providers or suppliers who resides within Kouga Area *(that would be covering all the 15 Wards of Kouga Local Municipality)*. If services providers or suppliers of Kouga Area are unable to provide such service or good, proof indicating such must be provided to SCM Unit. Thereafter an invite to request quotations will be extended to service providers or suppliers who are coming outside of the boundaries of Kouga Local Municipality. This application is in line with Local Economic Development and the Ward Development Fund Policy of KLM. The following must however be considered for the preferred quote:

(i) Value for money.

(ii) Price/s offered must be market related.
(iii) Where SCM Unit has found the prices to be not market related, the Supply Chain Manager or person subdelegated is entitled to negotiate with the preferred service provider up to and including the third service provider who quoted. Where the quoted price remains to be not market related, the SCM Manager must report such to the Chief Financial Officer for adjudication. That must be concluded in three (3) days from the date assessing quotes received.

(e) Formal written price quotations for procurements of a transaction value over R30,000 up to R300,000 provided that, in addition to any other relevant requirements contained in this policy, procurement invitations shall be advertised for at least seven days on the website and also on official notice board of the municipality. Proper written specification for advertisement of a transaction value over R30,000 up to R300,000 (Vat Included) is/ are approved by the Chief Financial Officer.

(f) a competitive bidding process for -

(i) procurements above a transaction value of R300 000 (VAT included); and
(ii) the procurement of long-term contracts.

(2) The accounting officer may, in writing:

(a) lower but not increase, the different threshold values specified in subparagraph (1) above; or

(b) direct that written quotations be obtained for any specific procurement of a transaction value lower than R2000;

(c) direct that formal written price quotations be obtained for any specific procurement of a transaction value lower than R30 000; or

(d) direct that a competitive bidding process be followed for any specific procurement of a transaction value lower than R300 000.

(3) Procurement invitations may not deliberately be split into parts or items of a lesser value than the threshold amounts referred to in subparagraph (1) merely to avoid compliance with the requirements of this policy or any applicable legislation. When determining transaction values, a requirement for goods, services or works consisting of different parts or items must, as far as possible, be treated and dealt with as a single transaction.

13. GENERAL PRECONDITIONS FOR CONSIDERATION OF WRITTEN QUOTATIONS OR BIDS

(1) A written quotation or bid may not be considered unless the bidder who submitted the quotation or bid concerned -

(a) has furnished his -

(i) full name or names including trading name;

(ii) identification number or company or other registration number;

(iii) tax reference number and VAT registration number, if any;

(b) has provided the municipality with a valid tax clearance certificate from the South African Revenue Services stating that his tax matters are in order;

(c) has, where applicable, provided the municipality with a clearance certificate from the Construction Industry Development Board to the effect that he holds a valid registration certificate issued by the Board;

(d) has provided the municipality with a "Certificate of Independent Bid Determination" on Form MBD 9 or a similar form;

(e) has provided a certificate issued by the municipality or any other municipality to which he may be indebted to the effect that he and, in the event of the bidder being a company, also any of its directors, is not indebted to the municipality or to any other municipality or municipal entity for rates, taxes and/or municipal service charges which are in arrear for a period of more than three months and that no dispute exists between such bidder and municipality or municipal entity concerned in respect of any such arrear amounts;

(f) has submitted an affidavit certifying -

(i) that he is not in the service of the state or has been in the service of the state in the previous twelve months;

(ii) that, in the event of the bidder not being a natural person, none of its directors, managers, principal shareholders or stakeholders are in the service of the state nor have they been in the service of the state in the previous twelve months;

(iii) that neither his spouse, child or parent nor a director, manager, shareholder or stakeholder referred to in subparagraph (ii) is in the service of the state or has been in the service of the state in the previous twelve months;

(iv) that he is not an advisor or consultant contracted by the municipality to advise it on the procurement under consideration;

(2) This paragraph must be read in conjunction with paragraph 21 of this policy.

14. LISTS OF ACCREDITED PROSPECTIVE PROVIDERS OF KLM

(1) The accounting officer through the office the SCM Manager must -

a. keep a list of accredited prospective providers who is also registered on the Centralized Supplier Database of goods and services that must be used for procurements through written quotations and formal written price quotations; and

b. at least once a year through newspapers commonly circulating

locally, the municipal website and any other appropriate ways, invite prospective providers of goods or services to apply for evaluation and listing as accredited prospective providers;

c. specify the listing criteria for accredited prospective providers; and

d. disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.

e. the accounting officer shall disallow the registration of any prospective supplier on the KLM's Supplier Database who does not comply with the requirements of the Supplier Registration Application.

f. the accounting officer shall disallow the registration of any prospective supplier whose name appears on the National Treasury's Database of Restricted Suppliers and/or Register for Tender Defaulters and who is therefore prohibited from doing business with the public sector.

g. bidders who are not registered on the KLM's Supplier Database are not precluded from submitting bids but must however register when called upon to do so.

h. all persons forming part of a Joint Venture or Consortium must comply with the requirements of KLM database form.

i. in addition to the requirements of the KLM's Supplier Database, it is a requirement for all Suppliers to be registered on the National Treasury Web Based Central Supplier Database (CSD) that can be accessed at **https://secure.csd.gov.za**.

j. the CSD is the national standardized and centralized electronic supplier database administered by the National Treasury which provides information to an organ of state.

k. bidders who are not registered on the CSD are not precluded from submitting bids but must however register with CSD and get the CSD Number prior to submitting or the closing date, this must be taken under the good spirit of service deliver. Therefore, waiting for a CSD registration from a prospective bidder after the closing date of a quote or bid is not ideal for operational requirements. Therefore, a quoter that meets all the minimum requirements will be considered provided that such quote/bidder is registered on CSD. This is inline with Treasury Instruction Note 4A of 216/2017, paragraph 3.4 and 3.5

l. prospective suppliers or service provider's database will be accepted by KLM if the prospective bidder is not registered with CSD.

(2) The aforesaid list must be updated at least quarterly to include any additional prospective providers and any new commodities or types of services. Prospective providers must be allowed to submit applications

for listing at any time.

15. PETTY CASH PURCHASES

(a) The transactional value of an individual petty cash purchase is R2,000 VAT included. That the total petty cash float is R10, 000 VAT included.

(b) Petty cash purchases may only be made in accordance with the Standard Operating Procedures for Petty Cash of the municipality.

(c) The accounting officer may delegate responsibility for the management of petty cash to an official directly or indirectly reporting to the chief financial officer.

(d) No item that is an approved stores item may be purchased by means of a petty cash transaction.

(e) No fixed asset regardless of value may be purchased through petty cash.

(f) The council must, from time to time, determine the maximum amount of the permissible petty cash expenditure per month;

16. A weekly reconciliation report must be provided to the chief financial officer within five days of the end of each month by the official authorized to make petty cash purchases and such report shall contain particulars of each final award made by such official during that month, including:

(i) the total amount of petty cash purchases for that month; and

(ii) receipts and supporting documents for each purchase.

17. FORMAL WRITTEN PRICE QUOTATIONS

The conditions for the procurement of goods or services through formal written price quotations, are as follows:

(a) Quotations must be obtained in writing from at least three different providers whose names appear on the Centralised Supplier Database and the accredited list of prospective providers of the municipality;

(b) In the event of it not being possible to obtain quotations from at least three different providers whose names appear on the list of accredited prospective providers of the municipality, quotations may be obtained from providers who are not so listed, provided that such providers meet the listing criteria determined by the accounting officer in terms of paragraph 14(1)(c) of this policy and, provided further, that the reasons for obtaining such quotations from the providers concerned must be recorded on the invitation to submit quotations and be brought to the attention of the chief financial officer and eventually for approval by the accounting officer. That must be read in line or in terms paragraph 16(c).

18. PROCEDURES FOR PROCURING GOODS OR SERVICES THROUGH FORMAL WRITTEN PRICE QUOTATIONS.

The procedure for the procurement of goods or services through formal written price quotations is as follows:

(a) When using the list of accredited prospective providers who is listed on the Centralised Supplier Database, the accounting officer must promote ongoing competition amongst providers by inviting providers to submit quotations on a rotation basis;

(b) All requirements in excess of R30 000 (VAT included) that are to be procured by means of formal written price quotations must, in addition to the requirements of paragraph 17, be advertised for at least seven days on the website of KLM and on the official notice board of the municipality; such requirements would be approved by CFO as per the delegations. The SCM Manager would then make recommendation to the CFO for approval. Thereafter, seven-day notices would be advertised on the regulated medial platforms.

(c) The Accounting Officer must take all reasonable steps to ensure that the procurement of goods and services through formal written price quotation is not abused;

(d) Offers below R30 000 (all taxes included) must be awarded based on compliance with specifications, conditions of contract, ability, capacity and capability to deliver the required goods and/or services and lowest comparative based price taking into account unconditional discounts; provided that the accounting officer may direct, in appropriate cases, that the applicable provisions of the Preferential Procurement Regulations be applied in respect of the calculation of preference points for price;

(e) Offers above R30 000 (all applicable taxes included) must be awarded based on compliance with specifications, conditions of contract, ability, capacity and capability to deliver the required goods and/or services and lowest comparative based price taking into account unconditional discounts provided that the accounting officer may direct, in appropriate cases, that the applicable provisions of the Preferential Procurement Regulations be applied in respect of the calculation of preference points for price and specific goals;

(f) Prior to the award of a contract , the designated official must verify the status of recommended bidders (including their directors(s), owners(s) or trustee(s) by checking the Data Base of Restricted Suppliers maintained by National Treasury in order to ensure that no recommended bidder or any of its directors/owners/trustees are listed as companies or persons prohibited from doing business with the public sector;

(g) A call for quotations in terms of the preceding paragraphs must be in writing and contain a specification for the goods and/or services to be procured as well as details of the preference points system to be used in evaluation and adjudicating quotations;

(h) The designated official must, in writing, notify the chief financial officer on a monthly basis of all formal written price quotations accepted or approvals given in terms of this paragraph;

(i) The chief financial officer must ensure that adequate systems are in place to meet the requirements for proper record keeping;

(j) Upon finalization of the evaluation and the bidder who scored the highest total number of points is identified in price, the preferred bidder must be assessed to determine if the preferred bidder is complying with specific goals as set out in the tender document.

(k) The procurement contract must be awarded to the bidder who scored the combined highest points(price and specific goals) in accordance with the stipulated requirements. Further than that, *paragraph* ***27. 8(1), must be applied.***

19. COMPETITIVE BIDDING PROCESS

(1) Subject to paragraph 11 (2) of this policy, goods, services or works above a transaction value of R300 000 (VAT included) and long-term contracts may only be procured through a competitive bidding process.

(2) Subject to subparagraph (3), no requirement for goods or services above an estimated transaction value of R300 000 (VAT included) may deliberately be split into parts or items of lesser value merely for the sake of procuring the goods or services otherwise than through a competitive bidding process.

(3) The accounting officer may split unduly large quantities of work into smaller contracts (units) to promote manageability and provide opportunities for emerging entrepreneurs. This procedure may only be followed when technically, logistically and financially feasible.

(4) A senior manager responsible for a vote must submit the under-mentioned information to the chief financial officer prior to the publication of any public invitation of bids in respect of procurements estimated to exceed R10m (all taxes included):

(i) proof that budgetary provision exists for the procurement concerned;

(ii) details of any ancillary budgetary implications related to the bid concerned;

(iii) details of any multi-year budgetary implications associated with a project which will be undertaken over a period of more than one year as well as details of the anticipated expenditure per financial year.

(5) A procurement referred to in subparagraph (4) may only be advertised for competitive bids after the chief financial officer has verified in writing that budgetary provisions exists to enable the relevant project to commence.

(6) Procurement requirements referred to in subparagraph (4) may not be deliberately split into parts or items of lesser value merely to avoid the information being submitted.

20. PROCESS FOR COMPETITIVE BIDDING

The procedures for the following stages of a competitive bidding process are as

follows:

(a) Compilation of bidding documentation as detailed in paragraph 21;

(b) Public invitation of bids as detailed in paragraph 22;

(c) Site meetings or briefing sessions as detailed in paragraph 22;

(d) Handling of bids submitted in response to public invitation as detailed in paragraph 23;

(e) Evaluation of bids as detailed in paragraph 28;

(f) Award of contracts as detailed in paragraph 29;

(g) Administration of contracts - after the award of a bid, the accounting officer and the bidder must enter into a written agreement.

(h) Proper record keeping;

(i) Original/legal copies of written contracts agreements should be kept in a secure place for reference and audit purposes.

21. BID DOCUMENTATION FOR COMPETITIVE BIDS

Bid documentation for a competitive bidding process must, in addition to compliance with the requirements listed in paragraph 14, comply with the following requirements:

(a) Take into account -

(i) the general conditions of contract and any special conditions of contract, if specified;

(ii) any Treasury guidelines on bid documentation;

(iii) the requirements of the Construction Industry Development Board, in the case of a bid relating to construction works;

(iv) relevant B-BBEE verification and certification requirements;

(v) relevant local content or production requirements.

(b) Include the preference points system to be used in adjudicating bids, namely 80/20 or 90/10 as prescribed in the Preferential Procurement Regulations;

(c) Compel bidders to declare, by means of an affidavit, any conflict of interest they may have in the transaction for which the bid is submitted;

(d) If the value of the transaction is expected to exceed R10 million (VAT included), require bidders to furnish -

(i) if the bidder is required by law to prepare annual financial statements for auditing, his audited annual financial statements -

(a) for the past three years; or

(b) since establishment, if established during the past three years;

(ii) a certificate signed by the bidder certifying that he has no undisputed commitments for municipal services towards a municipality or other

service provider in respect of which payment is overdue for more than 30 days;

(iii) particulars of any contracts awarded to the bidder by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contracts;

(iv) a statement indicating whether or not any portion of the goods or services required by the municipality are expected to be sourced from outside the Republic, and, if so, what portion and also whether or not any portion of the payment to be made by the municipality is expected to be transferred out of the Republic; and

(e) Stipulate that disputes must be settled by means of mutual consultation, mediation (with or without legal representation), or, when unsuccessful, in a South African court of law.

22. PUBLIC INVITATION FOR COMPETITIVE BIDS

(1) The procedure for the invitation of competitive bids is as follows:

(a) any invitation to prospective providers to submit bids must be by means of a public advertisement in newspapers commonly circulating locally, the National Treasury E-tender Portal, website of the municipality and in any other appropriate manner (which may include an advertisement in the Government Tender Bulletin); and

(b) the information contained in such public advertisement, must include -

(i) subject to subparagraph 2, the closure date for the submission of bids, which may not be less than 30 days in the case of transactions over R10 million (VAT included) or which are of a long term nature or 14 days in any other case, reckoned from the date on which the advertisement is first placed in the aforesaid newspapers;

(ii) a statement that bids may only be submitted on the bid documentation provided by the municipality; and

(iii) the date, time and venue of any compulsory site meeting or briefing session if applicable;

(iv) a statement to the effect that a bid from a prospective bidder who did not attend a prescribed compulsory site meeting or briefing session referred to in subparagraph (iii) will not be considered.

(2) The accounting officer may determine a closure date for the submission of bids which is less than the 30 or 14 days requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or in any exceptional case where it is impractical or impossible to follow the official procurement process and such fact shall, for auditing purposes, be recorded in the authority to invite bids.

(3) Bids submitted must be sealed and marked in a manner stipulated in the invitation to bid.

(4) Where bids are requested in electronic format, such bids must be supplemented by sealed hard copies or soft copies such a CD/ USB which must reach the accounting officer before the closing time for the receipt of bids on the bid closing date as stipulated in the invitation to bids. Time to time the advert would stipulate that supplementing electronic format is necessary.

(5) Communication with bidders, the SCM Manager shall authorize communication with bidders, such would include extension of closing date, addendums and all that requires communication prior to the closing date.

(6) Any communication authorized by the Bid Specification Committee, which has implications or consequence for all tenderers, shall be in the form of a written notice be issued to all bidders by Manager: Supply Chain Management, or his nominee, by either e-mail, facsimile, or registered post as appropriate. A copy of the notice together with a transmission verification report/proof of posting shall be kept for record purposes. Notices should be issued at least one week prior to the bid closing date, where possible. That is also regulated by CIDB for construction related projects.

(e) Notwithstanding a request for acknowledgement of receipt of any notice issued, the bidder will be deemed to have received such notice if the procedures in clause 22(6) have been complied with.

23. PROCEDURE FOR HANDLING, OPENING AND RECORDING OF BIDS

The procedures for the handling, opening and recording of bids, are as follows:

(a) Bids -

(i) must be opened only in public;

(ii) must be opened at the same time and as soon as possible after the published closing time or period for the submission of bids; and

(iii) received after the published closing time or period should not be considered and be immediately returned to the bidder, unopened;

(b) Any bidder or member of the public has the right to request that the names of the bidders who submitted bids before the closing time or period be read out and, if practical, also each bidder's total bidding price;

(c) No information, except the information referred to in subparagraph (b), relating to a bid should be disclosed to bidders or other persons until the successful bidder is notified of the award of the relevant bid; and

(d) The designated official opening received bids must -record in a register to be provided for this purposes, all bids received before the closing time or period for the submission of same and such register shall contain as least the following information in addition to such information as may be prescribed in terms of section 75 of the Act:

I. the reference number of the bid concerned;

II. the description of the relevant goods, services or works project to be procured;

III. the names of all bidders;

IV. where practical, the total price submitted by all bidders that submitted bids in relation to the relevant bid invitation;

V. make the aforesaid register available for public inspection during the normal office hours of the municipality; and

VI. publish the entries in the aforesaid register including the B-BBEE Status level of Contribution of all bidders, where applicable, available on the website of the municipality within ten (10) working days from the date referred to in subparagraph 221b(i) and ensure that such entries remain on the website for a period of at least thirty (30) days from date of publication.

(e) Where possible submission and handling of all requirements more than R30 000, but less than R300 000(VAT included) may be handled through **tenders@kouga.gov.za**. The opening and recording of bids would be done by the delegated official. The requirements of the abovementioned paragraph would still be applicable. That requirement would be approved the delegated official being the **Chief Financial Officer.**

24. NEGOTIATIONS WITH PREFERRED BIDDERS

(1) The accounting officer may negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation -

(a) does not allow any preferred bidder a second or unfair opportunity;

(b) is not to the detriment of any other bidder; and

(c) does not lead to a higher price than the bid as submitted; and

(d) will not be contrary to any legal requirement or amount to a prohibited practice.

(2) Minutes of such negotiations must be kept for record for audit purposes.

25. TWO-STAGE BIDDING PROCESS

(1) A two-stage bidding process is permissible for -

(a) large complex projects;

(b) projects where it may be undesirable to prepare complete detailed technical specifications; or

(c) long term projects with a duration period exceeding three years.

(2) In the first stage, technical proposals on conceptual design or performance

specifications should be invited, subject to technical as well as commercial clarifications and adjustments.

(3) In the second stage, final technical proposals and priced bids should be invited.

26. COMMITTEE SYSTEM FOR COMPETITIVE BIDS

(1) The accounting officer shall establish a procurement committee system for competitive bids consisting of at least the following committees:

(a) a bid specification committee;

(b) a bid evaluation committee; and

(c) a bid adjudication committee;

(2) The accounting officer shall, in writing, appoint the members of each committee in respect of each competitive bid invitation, taking into account the provisions of section 117 of the Act in terms of which no councilor may be a member of any such committee nor attend any of its meetings as an observer. As for BSC and BEC a pool of members would be appointed which would constitute senior managers, managers, chief/superintendent or chief accountants to serve in those two committees on an ADHOC basis. Formulation of those mini committees would be approved/ authorized by the accounting officer.

(3) A neutral or independent observer, appointed by the accounting officer, may attend or oversee a committee when this is appropriate for ensuring fairness and promoting transparency.

(4) The committee system must be consistent with -

(a) paragraphs 27, 28 and 29 of this policy; and

(b) any other applicable legislation.

The accounting officer may, in appropriate cases and in his sole discretion, apply the committee system to formal written price quotations.

(7) That members of the public be allowed to attend Bid Adjudication Committee Meetings.

(8) To give effect to subsection (7) above, the Director: Corporate Services & Special Projects must place notices in the local newspapers, on the municipal website and notice boards, inviting the members of the public to attend.

27. BID SPECIFICATION COMMITTEES

(a) A bid specification committee must compile the specifications or, where applicable, the terms of reference for the procurement of goods, services or

works by the municipality.

(b) The Bid Specification Committee shall be comprised of at least two KLM officials as members, consisting of an appointed Chairperson and a responsible technical official. The Supply Chain Management Practitioner serving a member of that committee and also on advisory capacity, relating to SCM matters. No bid committee meeting shall proceed without an SCM practitioner. Disagreements on the advice provided by the Supply Chain Management Practitioner must be dealt with in terms of the Rule of Order for Bid Committees and be recorded accordingly.

(c) No person, advisor or corporate entity involved with the bid specification committee or director of such a corporate entity may bid for any resulting contracts.

(d) Where a bid specification or terms of reference are compiled with due regard to the findings and recommendations contained in a prior, associated feasibility study, the person, advisor or corporate entity who or which prepared the said feasibility study may be prohibited from bidding for the resulting contracts in circumstances where such person, advisor or corporate entity may or is likely to obtain an unfair advantage or where a conflict of interest may arise.

(e) A specification or terms of reference referred to in this paragraph must be approved by the accounting officer in writing prior to publication of the invitation for bids in terms of paragraph 22.

(f) The Municipal Manager, or his delegated authority, shall, taking into account section 117 of the MFMA, appoint the members of the Bid Specification Committees

(g) Where appropriate a representative of Internal Audit and/or Legal Services and/or other specialist advisors (internal or external) may form part of this committee.

27.A Bid Specifications or Terms of Reference

27.1 General Requirements

Bid Specifications or terms of reference, as the case may be -

(a) must be drafted in an unbiased manner to allow all potential suppliers to offer their goods or services to the municipality;

(b) must take account of any accepted standards such as those issued by Standards South Africa, the International Standards Organization or an authority accredited or recognized by the South African National Accreditation System with which the equipment or material or workmanship should comply;

(c) must, where possible, be described in terms of performance required rather than in terms of descriptive characteristics for design;

(d) may not create trade barriers in contract requirements in the forms of specifications, plans, drawings, designs, testing and test methods,

packaging, marking or labelling of conformity certification;

(e) may not make reference to any particular trade mark, name, patent, design, type, specific origin or producer unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the word **"equivalent"**

(f) If the bid relates to construction works as contemplated by the Construction Industry Development Board Act, then the requirements of that Act must be taken into account in the bid documentation together with any Circulars published by National Treasury and the National Treasury Standard for Infrastructure Delivery Management System (SIPDMS) to the extent adopted by Council.

(g) The bid documentation and evaluation criteria shall not be aimed at hampering competition, but rather to ensure fair, equitable, transparent, competitive and cost effective bidding, as well as the protection or advancement of persons, or categories of persons, as embodied in the preferential procurement section of this Policy.

27.2 Identification of preference point system, designated sector, objective criteria and subcontracting

27.2.1. The Municipality must;

a) determine and stipulate in the tender documents(i) the preference point system applicable to the tender as envisaged in regulation 6 or 7; or(ii) if it is unclear which preference point system will be applicable, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system;
b) determine whether pre-qualification criteria are applicable to the tender as envisaged in regulation 4;
c) determine whether the goods or services for which a tender is to be invited, are in a designated sector for local production and content as envisaged in regulation 8;
d) determine whether compulsory subcontracting is applicable to the tender as envisaged in regulation 9; and
e) determine whether objective criteria are applicable to the tender as envisaged in regulation 11.

27.3 Functionality

Where functionality is utilized as an evaluation criterion, bid specifications or terms of reference, as the case may be, must clearly specify:

(i) if the tender will be evaluated on functionality
(ii) The evaluation criteria for measuring functionality must be objective.
(iii) The tender documents must specify
  a) the evaluation criteria for measuring functionality;
  b) the points for each criteria and, if any, each sub-criterion; and

the minimum qualifying score for functionality.

(iv) the minimum qualifying score for functionality for a tender to be considered further

a) must be determined separately for each tender; and

b) may not be so(i) low that it may jeopardize the quality of the required goods or services; or (ii) high that it is unreasonably restrictive.

(v) Points scored for functionality must be rounded off to the nearest two decimal places.

(iv) A tender that fails to obtain the minimum qualifying score for functionality as indicated in the tender documents is not an acceptable tender.

(v) Each tender that obtained the minimum qualifying score for functionality must be evaluated further in terms of price and the preference point system and any objective criteria.

27.4 80/20 Preference Points System

(4.1) Where applicable, bid documentation must include the following preference points evaluation system for the procurement of goods, services or works up to a Rand value of R50 million (all applicable taxes included):

(i) the following formula will be used to calculate the points for price in respect of bids (including price quotations) with a Rand value equal to, or above R 30 000 and up to a Rand value of R50 million (all applicable taxes included):

$$Ps = 80\left(1 - \frac{(Pt - Pmin)}{Pmin}\right)$$

Where;

Ps = Points scored for price of tender under consideration. Pt = Price of tender under consideration; and Pmin = Price of lowest acceptable tender.

1) *A maximum of 20 points may be awarded to a tenderer for the specified goals for the tender.*

2) *The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.*

3) *Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.*

(4.2) 80/20 preference points system for tenders for income-generating contracts with Rand value equal to or below R50 million

1. The following formula must be used to calculate the points for price in respect of an invitation for tender for income-generating contracts, with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

a) $$Ps = 80\left(1 + \frac{Pt - Pmax}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration. Pt = Price of tender under consideration; and
Pmax = Price of highest acceptable tender

1) *A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender.*
2) *The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.*

I. As indicated by the table depicted below; a 50% of the 20/10 points will be allocated to promote this goal and points will be allocated in terms of the B-BBEE scorecard as follows.

B-BBEE Status Level of Contributor	Number of Points for Preference (80/20)	Number of Points for Preference (90/10)
1	10	5
2	8	4
3	6	3
4	4	2
5	3	1
6	2	1
7	2	1
8	2	1
Non-compliant contributor	0	0

II. a maximum of 20 points on an 80/20 point system may be allocated for specific goals

III. the points scored by a bidder in respect of B-BBEE contribution contemplated in subparagraph (ii) must be added to the points scored for price as calculated in accordance with subparagraph (i); and those of specific goals.

(4.3) A tenderer must submit proof of its B-BBEE Status level of contributor.

(4.3.1) A tender failing to submit proof of B-BBEE status level of contributor or is a non-compliant contributor to B-BBEE may not be disqualified, but –
(a) May only score points out of 80 for price
(b) Scores 0 for non submission of B-BBEE or required documents for specific goals.

(4.3.2) A tenderer may not be awarded points for B-BBEE Status level of contributor if the tender documents indicate that the tenderer intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.

(4.3.3) The points scored must be rounded off to the nearest two decimal places.

(4.3.4) Subject to sub regulation (3.7) , the contract must be awarded to the Tenderer scoring the highest points.

(4.3.5) (a) If the price offered by the tenderer scoring the highest points is not market related, the organ of state may not award the contract to that tenderer.

(b) the organ of state may-

(i) negotiate a market related price with the tenderer scoring the highest points or cancel the tender.

(ii) if the tender does not agree to a market related prices, negotiate a market-related price with the tenderer scoring the second highest scoring points or cancel the tender;

(iii) if the tender scoring the second highest points does not agree to a Market related prices, negotiate a market- related price with the Tenderer scoring the third highest scoring points or cancel the tender;

(c) If the market- related price is not agreed as envisaged in paragraph 5.

(d) the organ of state must cancel the tender.

27.5 90/10 Preference Points System

(5.1(a))

1) Where applicable, bid documentation must include the following preference points evaluation system for the procurement of goods, services or works with a Rand value above R50 million (all applicable taxes included): the following formula will be used to calculate the points for price in respect of bids with a Rand value above R50 million (all applicable taxes included):

$$Ps = 90\left(1 - \frac{(Pt - Pmin)}{Pmin}\right)$$

Where;

Ps = Points scored for price of tender under consideration; Pt = Price of tender under consideration; and Pmin = Price of lowest acceptable tender.

2) *A maximum of 10 points may be awarded to a tenderer for the specified goals for the tender.*

3) *The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.*

(5.1(b) 90/10 preference point system for tenders for income-generating contracts with Rand value above R50 million

1. The following formula must be used to calculate the points for price in respect of a tender for income-generating contracts, with a Rand value above R50 million, inclusive of all applicable taxes:

a) $$Ps = 90\left(1 + \frac{Pt - Pmax}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration; Pt = Price of tender under consideration; and
Pmax = Price of highest acceptable tender

1) *A maximum of 10 points may be awarded to a tenderer for the specific goal specified for the tender.*
2) *The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.*
3) *Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.*

I. As indicated by the table depicted below; a 50% of the 20/10 points will be allocated to promote this goal and points will be allocated in terms of the B-BBEE scorecard as follows.

B-BBEE Status Level of Contributor	**Number of Points for Preference (80/20)**	**Number of Points for Preference (90/10)**
1	10	5
2	8	4
3	6	3
4	4	2
5	3	1
6	2	1
7	2	1
8	2	1
Non-compliant contributor	0	0

II. a maximum of 10 points out of 90/10-point system may be allocated for specific goals.

III. the points scored by a bidder in respect of B-BBEE contribution contemplated in subparagraph (ii) must be added to the points scored for price as calculated in accordance with subparagraph (i); and those of specific goals.

(5.2) **A tenderer must submit proof of its B-BBEE Status level of contributor.**

(5.3) A tender failing to submit proof of B-BBEE status level of contributor or is a non-compliant contributor to B-BBEE may not be disqualified, but –
(c) May only score points out of 90 for price
(a) Scores 0 for non submission of B-BBEE or zero(0) for none submission of specific goals.

(5.4) A tenderer may not be awarded points for B-BBEE Status level of contributor if
the tender documents indicate that the tenderer intends subcontracting more
than 25% of the value of the contract to any other person not qualifying for at least the points the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.

(5.5) The points scored must be rounded off to the nearest two decimal places.

(5.6) Subject to sub regulation (4.7), the contract must be awarded to the tenderer scoring the highest points.

(a) If the price offered by the tenderer scoring the highest points is not Market related, the organ of state may not award the contract to that tenderer.

(b) the organ of state may-

(i) negotiate a market related price with the tenderer scoring the Highest points or cancel the tender

(ii) if the tender does not agree to a market related prices, negotiate a market- related price with the tenderer scoring the second highest scoring points or cancel the tender;

(iii) if the tender scoring the second highest points does not agree to market related prices, negotiate a market- related price with the tenderer scoring the third highest scoring points or cancel the tender;

(c) If the market- related price is not agreed as envisaged in paragraph 6.7 (b), the organ of state must cancel the tender.

27.6 Local Production

(6.1) Where, in the case of bids in designated sectors, local production and content is of critical importance, the relevant bid documentation must clearly state, as a bid condition, that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content, will be considered.

(6.2) The relevant bid documentation must also stipulate:

(a) that the exchange rate to be used for the calculation of local content or local production will be the exchange rate published by the South African Reserve Bank at 12:00 on the date, one week (7 calendar days) prior to the closing date of the invited bid;

(b) that only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:201x will be used to calculate local content in accordance with the following formula:

$$LC = 1 - \frac{X}{Y} \times 100$$

Where

x imported content

y bid price excluding value added tax (VAT)

and that the prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid;

(c) that Form MBD 6.2 (Declaration Certificate for Local Content) issued by National Treasury, duly completed and signed, must form part of the bid documentation;

(d) that the municipality reserves the right to verify the accuracy of the rates of exchange quoted by the bidder in paragraph 4.1 of the aforesaid Certificate.

(6.3) The accounting officer may decide to include in any bid documentation a specific bidding condition that only locally produced goods, services or works or locally manufactured goods with a stipulated minimum threshold for local production and content will be considered on condition that such prescript and threshold(s) are in accordance with the specific directives issued for this purpose by National Treasury in consultation with the Department of Trade and Industry and, in such event, the requirements stipulated in subparagraph 5.2 shall be inserted in the relevant bid documentation.

(6.4) Where necessary, bid documentation for bids referred to in subparagraph 5.1 may state that a two- stage bidding process will be followed, where the first stage will involve functionality and minimum threshold for local production and content and the second stage price and B-BBEE status with the possibility of price negotiations only with the short listed bidders with a view to effecting cost savings in circumstances where the tendered prices are obviously inflated or to ensure the award of the bid concerned within budgetary constraints provided that, where such negotiations take place, the principles contained in paragraph 25.1 of this policy shall be applied.

(6.5) Any bid specification issued in terms of this subparagraph must be capable of being measured and audited.

(6.6) A tender that fails to meet the minimum stipulated threshold for local production and content is an unacceptable tender.

(6.7) Preference in terms of the specific goals

a) Specific Goals Categories, the weighting below can be changed or vary from project to project. Please note that specific goals might not be feasible to be applied in some project. The SCM Manager must advise the user department prior to the project being presented and approved by BSC.
The table below depicts the allocation of points:

NO	Specific Goals Categories	Max points allocation Number of Points for Preference (80-Price/20 Specific Goals);	Max points allocation Number of Points for Preference (90-Price/10 Specific Goals);
1	BBBE	10	5
2	Local area of supplier or contractors	10	5
3	The promotion of SMMEs.	10	5
4	The creation of new jobs or the intensification of labour absorption.	10	5
5	The empowerment of the work force by standardizing the level of skill and knowledge of workers.	10	5
6	The development of human resources, including by assisting in tertiary and other advanced training programmes, in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills; and	10	5
7	The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organizations.	10	5
8	The promotion of export orientated production to create jobs.	10	5
9	An EME or QSE which is at least 51% owned by black people who are youth;	10	5
10	An EME or QSE which is at least 51% owned by black people who are women;	10	5
11	An EME or QSE which is at least 51% owned by black people with disabilities;	10	5

(7.8) Preference in terms of locality of the service provider/contractor rendering services to Kouga Local Municipality.

Local area of supplier	Number of Points for Preference	
	80/20	90/10
Within the boundaries of the Kouga Local Municipality	10	5
Within the boundaries of Sarah Baartman District Municipality	6	3
Within the boundaries of the Eastern Cape	4	2
Outside of the boundaries of the Eastern Cape	1	1

This can be used as a criterion for specific goal.

27.7 Additional Conditions

Bid documentation must include a reference to the following additional conditions, where applicable:

27. 7.1 Award of contracts to tenderers not scoring highest points

a) If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.

b) If two or more tenderers score an equal total number of points, the objective criteria in addition to those contemplated justify the award to the tenderer that scored the highest points in terms in accordance with section 2(1)(f) of the Act.

c) If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

27.7.2 Sub-contracting as condition of tender

I. If the municipality applies subcontracting as contemplated in sub-regulation (1), the municipality **must** advertise the tender with a specific tendering condition that the successful tenderer must subcontract a minimum of 30% of the value of the contract, ***where possible of feasible*** to:

a) an EME or QSE
b) an EME or QSE which is at least 51% owned by black people;
c) an EME or QSE which is at least 51% owned by black people who are youth;
d) an EME or QSE which is at least 51% owned by black people who are women;
e) an EME or QSE which is at least 51% owned by black people with disabilities;
f) an EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships;
g) a cooperative which is at least 51% owned by black people;
h) an EME or QSE which is at least 51% owned by black people who are military veterans; or more than one of the categories referred to in paragraphs (a) to (h).

II. The municipality must make available the list of all suppliers registered on a database approved by the National Treasury to provide the required goods or services in respect of the applicable designated groups mentioned in sub regulation (iv) from which the tenderer must select a supplier (that being

applicable for deviation and emergency projects.

III. As for projects that have been publicly advertised by KLM, the appointed main contractor would be expected to undertake a process of appointing subcontractors. The appointed contractor being assisted by the PSP managing the project MUST publicly prepare an advert to solicit SMME's from KLM Area. First preference in appointing the SMM's MUST be give the SMME's of the Ward where the works is taking place. Where SMME's could not be found in the that Ward the main contractor must extend the invite to the neighboring Ward/s.

IV. The sub-contracting of work is required for all construction and non-construction related project, **and their thresholds stated below MUST be adhered by all directorates:**

a) For any project < R2.5 M the Bidder may sub-contract what might be feasible.
b) R2.5M >, but <R5M requires Bidder to sub-contract 5% of the value of the project
c) R 5M>, but < R 10M requires Bidder to sub-contract 10% of the value of the project
d) R 10M >, but < R 15M requires Bidder to sub-contract 15% of the value of the project
e) R 15M>, but < R20 requires Bidder to sub-contract 20% of the value of the project
f) R 20M >, but < R 30M requires Bidder to sub-contract 25% of the value of the project
g) R 30M> requires Bidder to sub-contract 30% of the value of the project to EME's QSE. The feasible work-packages for subcontracting must be identified by the Project Manager or appointed PSP prior to advertisement.

V. The sub-contracting value will be based on the estimated value of the project either determined by the director or project manager. Where the successful bidder's price falls within any other range, the sub-contracting range included in the Bid Document will be applied.

VI. The municipality may include sub-contracting for any other none CIDB related project as may be requested by the Director of the Department to promote local development.

VII. Community based Suppliers or service providers/ward-based suppliers or service providers must be considered for subcontracting by the main contractor. The first preference for subcontracting must be given to community or ward-based suppliers of that ward where the project is taking place. If the required skill or expertise is not available from the ward / area where the project is taking place, the main contractor is permitted to accept service providers/contractors/suppliers within the KLM jurisdiction. Those service provider or suppliers would then contract directly with the main contractor.

27.7.3 Subcontracting after award of tender

a) A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
b) A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

c) A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

27.8 Miscellaneous Special Conditions of Contract

Bid documentation must, inter alia, include the following conditions as Special Conditions of Contract:

27.8.1 General

(a) Only a bidder who has completed and signed the declaration part of a bid may be considered;

(b) When comparative prices must be calculated, any discounts which have been offered unconditionally will be taken into account;

(c) A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment to a bidder in respect of an accepted bid is effected;

(d) Points scored in any applicable scoring system will be rounded off to the nearest 2 decimal places.

(e) **(i)** If two or more tenderers score an equal total number of points, the Contract must be awarded to the tenderer that scored the highest points for specific goals.

(iii) Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

27.8.2 Declarations

(a) A bidder must -

I. declare that the information provided in any bid document is true and correct;

II. declare that the signatory to a bid document is duly authorized; and

III. undertake to submit documentary proof regarding any bidding issue when required to the satisfaction of the municipality.

27.9 Remedies

1. Upon detecting that a tenderer submitted false information regarding its BBBEE status level of contributor, local production and content, or any other matter required in terms of these Regulations which will affect or has affected the evaluation of a tender, or where a tenderer has failed to declare any subcontracting arrangements, the organ of state must:

1. inform the tenderer accordingly.

2. give the tenderer an opportunity to make representations within 14 days as to why:
(i) the tender submitted should not be disqualified or, if the tender has already been awarded to the tenderer, the contract should not be terminated in whole or in part;
(ii) if the successful tenderer subcontracted a portion of the tender to another person without disclosing it, the tenderer should not be penalized up to 10 percent of the value of the contract; and
(iii) the tenderer should not be restricted by the National Treasury from conducting any business for a period not exceeding 10 years with any organ of state; and

3. if it concludes, after considering the representations referred to in sub regulation;
(1)(b), that
(i) such false information was submitted by the tenderer(a) disqualify the tenderer or terminate the contract in whole or in part; and (bb) if applicable, claim damages from the tenderer; or
(ii) the successful tenderer subcontracted a portion of the tender to another person without disclosing, penalize the tenderer up to 10 percent of the value of the contract.

(2) (a) The Municipality must;

I. inform the National Treasury, in writing, of any actions taken in terms of sub regulation (1);
II. provide written submissions as to whether the tenderer should be restricted from conducting business with any organ of state; and
III. submit written representations from the tenderer as to why that tenderer should not be restricted from conducting business with any organ of state.

1. The National Treasury may request an organ of state to submit further information pertaining to sub regulation (1) within a specified period.

(3) The National Treasury must:
a. after considering the representations of the tenderer and any other relevant information, decide whether to restrict the tenderer from doing business with any organ of state for a period not exceeding 10 years; and
b. maintain and publish on its official website a list of restricted suppliers.

27.10 Cancellation of Tender

1. The Municipality may, before the award of a tender, cancel a tender invitation if-

a) due to changed circumstances, there is no longer a need for the goods, services or construction works requested;

b) funds are no longer available to cover the total envisaged expenditure;

c) no acceptable bids are received;

d) there is a material irregularity in the tender process; or the validity period expired prior to award of tender.

e) negotiations have failed with the preferred tenderer up to and including the tenderer who scoring the third highest points where the prices offered is not market related.

2. If it becomes necessary to cancel or re-advertise formal bids, then a report to this effect shall be submitted to the Bid Adjudication Committee for decision. A tender may only be cancelled for a second time with the prior approval of the relevant treasury. Such approval must be attached to the report submitted to the Bid Adjudication Committee.

3. If a bid has been cancelled, then all bidders must be notified in writing.

4. A decision to cancel a bid in terms of clause 27.10(a) to (e) above must be published in the media in which the original bid invitation was advertised.

5. It is not necessary to notify original bidders when calling for new bids, which will be advertised.

6. Unless no acceptable bids have been received, no bid may be re-advertised before the Bid Adjudication Committee has resolved to cancel the original bid, and all bidders have been notified accordingly.

27.11 Procurement from tertiary institutions

(a) Where the municipality is in need of a service provided by only tertiary institutions, such services must be procured through a bidding process with the identified tertiary institutions.

(b) Should the municipality require a service that can be provided by one or more tertiary institutions or public entities and enterprises from the private sector, the appointment of a contractor will be done by means of a bidding process.

(c) For purposes of this paragraph, a bidding process includes a written offer in a prescribed or stipulated form in response to an invitation by the municipality for the provision of services, through price quotations, advertised competitive bidding processes or proposals.

27.12 Alternative Bids

a) Alternative bids can be submitted provided that an acceptable bid, which complies with the bid conditions and specifications and submitted strictly in accordance with the bid documents, is also submitted.

b) An alternative bid shall be submitted on a separate complete set of bid

documents or in accordance with such conditions as may be set out in the bid document and shall be clearly marked "Alternative Bid" to distinguish it from the acceptable bid referred to above.

c) All acceptable bids (excluding alternative bids) shall first be evaluated in accordance with the bid conditions and ranked in terms of the preference point system described in the Preferential Procurement section of this policy. Only the alternative of the highest ranked acceptable bid (that is, submitted by the same bidder) may be considered, and if appropriate, recommended for award.

d) Alternative bids of any but the highest ranked acceptable bid, shall not be considered.

e) If the alternative bid of the highest ranked acceptable bid is considered to have merit, then the alternative bid shall be ranked along with all of the acceptable bids received.

f) An alternative of the highest ranked acceptable bid that is priced higher than the first ranked bid may be recommended for award, provided that the ranking of the alternative bid is higher than the ranking of the next ranked acceptable bid.

g) KLM will not be bound to consider alternative bids.

27.13 Samples

a) Where samples are called for in the bid documents, samples (marked with the bid and item number as well as the bidder's name and address) shall be delivered separately (to the bid) to the addressee mentioned in the bid documents.

b) Bids may not be included in parcels containing samples.

c) If samples are not submitted as required in the bid documents or within any further time stipulated by the KLM in writing, then the bid concerned may be declared non-responsive.

d) Samples shall be supplied by a bidder at his/her own expense and risk. KLM shall not be obliged to pay for such samples or compensate for the loss thereof, unless otherwise specified in the bid documents, and shall reserve the right not to return such samples and to dispose of them at its own discretion.

e) If a bid is accepted for the supply of goods according to a sample submitted by the bidder, that sample will become the contract sample. All goods/materials supplied shall comply in all respects to that contract sample.

28. BID EVALUATION COMMITTEES

(1) A bid evaluation committee must, as far as possible, be composed of-

(a) officials from departments requiring the goods, services or works; and

(b) at least one supply chain management practitioner of the municipality.

(2) A bid evaluation committee must -

(a) evaluate bids in accordance with the relevant bid specification or terms of reference, as the case may be, inclusive of unconditional discounts, sub-contracting and this policy; and

(b) evaluate each bidder's ability to execute the contract provided that, where bids are invited on the basis of functionality as a criterion, they must be evaluated in the following two stages:

I. First stage - evaluation of functionality

(a) bids must be evaluated in terms of the evaluation criteria embodied in the bid specification or terms of reference, as the case may be. The amendment of evaluation criteria, weights, applicable values and/or the minimum qualifying score for functionality after the closure of bids is not allowed as this may jeopardize the fairness of the process;

(b) a bid will be considered further if it achieves the prescribed minimum qualifying score for functionality;

(c) bids that fail to achieve the minimum qualifying score for functionality must be disqualified;

(d) score sheets should be prepared and provided to panel members to evaluate the bids;

(e) a score sheet should contain all the criteria and the weight for each criterion as well as the values to be applied for evaluation as indicated in the bid specification or terms of reference concerned;

(f) each panel member should, after thorough evaluation, independently award his own value to each individual criterion;

(g) score sheets should be signed by panel members and if necessary, a written motivation may be requested from panel members where vast discrepancies in the values awarded for each criterion exist, provided that if the minimum qualifying score for functionality is indicated as a percentage in the bid specification or terms of reference, as the case may be, the percentage scored for functionality may be calculated;

(h) the value awarded for each criterion should be multiplied by the weight for the relevant criterion to obtain the score for the various criteria;

(i) the scores for each criterion should be added to obtain the total score; and

(j) the following formula should be used to convert the total score to percentage for functionality:

$$Ps = \frac{So}{Ms} X\ 100$$

Where:

Ps = percentage scored for functionality by bid under consideration

So = total score of bid under consideration

Ms = maximum possible score

(k) the percentage of each panel member should be added and divided by the number of panel members to establish the average percentage obtained by each bidder for functionality.

(ii) Second stage - Evaluation in terms of the 80/20 or 90/10 preference point systems

Only bids that achieve the minimum qualifying score / percentage for functionality must be evaluated further in accordance with the bid specification or terms of reference for the bid concerned, as the case may be;

Evaluate bids based on a stipulated minimum threshold for local production and content as required in the relevant bid specification in the following two stages:

(iii) First stage - Evaluation in terms of the stipulated minimum threshold for local production and content

(a) bids must be evaluated in terms of the evaluation criteria stipulated in the bid specification. The amendment of the stipulated minimum threshold for local production and content after the closure of bids is not allowed as this may jeopardize the fairness of the process;

(b) a bid must be disqualified if:

- the bidder fails to achieve the stipulated minimum threshold for local production and content; and
- the Declaration Certificate for Local Content (Form MBD 6.2) is not submitted as part of the bid;

(c) calculate the local content (LC) as a percentage of the

bid price in accordance with the SABS approved technical specification number SATS 1286: 201x;

(d) verify the accuracy of the rates of exchange quoted by the bidder in paragraph 4.1 of the Declaration Certificate for Local Content (Form MBD 6.2);

(iv) Second stage - Evaluation in terms of the 80/20 or 90/10 preference point systems

a) check in respect of the recommended bidder whether or not such bidder's municipal rates and taxes and municipal service charges are not in arrears;

b) verify the status of recommended bidders (including their directors(s), owners(s) or trustee(s)) by checking the Data Base of Restricted Suppliers maintained by National Treasury in order to ensure that no recommended bidder or any of its directors/owners/trustees are listed as companies or persons prohibited from doing business with the public sector;

c) submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter provided that:

I. a contract must be awarded to the bidder who scored the highest total number of points in terms of the preference points systems referred to in paragraphs 29(3.3) and 29(4.3) as may be applicable; and

II. in exceptional circumstances and as provided in paragraph 29.9 of this policy, a contract may be awarded to a bidder that did not score the highest number of points provided that the reasons for such a recommendation must be recorded for audit purposes and be defendable in a court of law.

29. BID ADJUDICATION COMMITTEES

(1) A bid adjudication committee must consist of at least four senior managers of the municipality which must include -

(a) the chief financial officer or, if the chief financial officer is not available, another manager in the budget and treasury office reporting directly to the chief financial officer and designated by the chief financial officer; and

(b) at least one senior supply chain management practitioner who is an official of the municipality; and

(c) a technical expert in the relevant field who is an official of the municipality if the municipality has such an expert.

(3) The accounting officer must appoint the chairperson of the committee who shall preferably be the chief financial officer. If the chairperson is absent from

a meeting, the members of the committee who are present must elect one of them to preside at the meeting and such election must be recorded in the minutes of the meeting concerned.

(3) Only with the consent of the accounting officer and upon request by the bid adjudication committee, a member of a bid specification, bid evaluation committee and/or an advisor or person assisting these committees may attend a meeting of a bid adjudication committee only for the purpose of providing clarity and an explanation of difficult technical aspects relating to the bid being adjudicated and without having any right to vote on the said bid being adjudicated.

(4) A bid adjudication committee must -

(a) consider the report and recommendations of the bid evaluation committee submitted in terms of paragraph 28; and

(b) either -

(i) depending on its delegations, make a final award or a recommendation to the accounting officer to make the final award; or

(ii) make another recommendation to the accounting officer on how to proceed with the relevant procurement.

(5) If the bid adjudication committee decides to award a bid other than the one recommended by the bid evaluation committee, the bid adjudication committee must, prior to awarding the bid -

(a) check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and

(b) notify the accounting officer.

(6) The accounting officer may -

(a) after due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in subparagraph 5; and

(b) if the decision of the bid adjudication committee is rejected, refer the decision of the adjudication committee back to that committee for reconsideration.

(7) The accounting officer may, at any stage of a bidding process, refer any recommendation made by the evaluation committee or the adjudication committee back to that committee for reconsideration of the recommendation.

(8) If a bid other than the one recommended in the normal course of implementing this policy is approved, the accounting officer must, in writing

and within 10 working days, notify the Auditor-General and the National and Provincial Treasuries of the reasons for deviating from such recommendation.

(9) Subparagraph 8 does not apply if a different bid was approved in order to rectify an irregularity.

(10) Notwithstanding any provision to the contrary in this paragraph or any other provision in this policy:

(a) contracts above a value of R10m (all applicable taxes included) may only be awarded to the preferred bidder after the chief financial officer has verified in writing that budgetary provision exists for the procurement concerned and that it is consistent with the Integrated Development Plan of the municipality.

(b) during a competitive bidding and adjudication process or before the award of a contract, the accounting officer may, at his/her discretion, specifically request the internal audit function of the municipality or, when so required, an independent external audit service provider (including an organ of state) to carry out audit procedures and provide an opinion on compliance of the bidding process with supply chain management legislation applicable to the municipality.

(11) The accounting officer shall cause details of all bids awarded through a competitive bidding process to be advertised on the website of the municipality and such notification shall include at least the following information:

(a) Contract numbers and description of goods, service or works projects procured;
(b) Names of the successful bidder(s) and the total point scored for specific goals.

(c) The contract prices(s);

(d) Brand names and dates for completion of contracts.

(12) Notification of the decision made by accounting officer based on BAC recommendations;

a) The successful and unsuccessful bidders shall be notified in writing once a Final Award has been made.

b) The successful bidder shall, in addition, be advised of the 14-day appeal period, and be notified that no rights accrue to him/her until the bid is formally accepted in writing.

c) Where a preferred bidder has been identified and is referred to the accounting officer by the Bid Adjudication Committee in order to authorize the negotiation of the final terms of a contract, the preferred bidder shall be notified of its preferred bidder status.

d) Every notification of decision shall be faxed or sent via electronic mail to

the address chosen by the bidder, with a copy of proof of transmission kept for record purposes, or shall be delivered by hand, in which case acknowledgement of receipt must be signed and dated on a copy of such notification and kept for record purposes.

30. PROCUREMENT OF BANKING SERVICES

(1) A contract for banking services -

(a) must be procured through competitive bidding;

(b) must be consistent with section 7 or 85 of the Act; and

(c) may not be for a period of more than five years at a time.

(2) The process for procuring a contract for banking services must commence at least nine months before the end of an existing contract.

(3) The closure date for the submission of bids may not be less than 60 days from the date on which the advertisement is placed in a newspaper in terms of paragraph 23 (1).

(4) Bids must be restricted to banks registered in terms of the Banks Act, 1990 (Act No. 94 of 1990).

31. PROCUREMENT OF IT RELATED GOODS OR SERVICES

(1) The accounting officer may request the State Information Technology Agency (SITA) to assist with the acquisition of IT related goods or services through a competitive bidding process.

(2) Both parties must enter into a written agreement to regulate the services rendered by, and the payments to be made to, SITA.

(3) The accounting officer must notify SITA together with a motivation of the IT needs if -

(a) the transaction value of IT related goods or services required in any financial year will exceed R50 million (VAT included); or

(b) the transaction value of a contract to be procured, whether for one or more years, exceeds R50 million (VAT included).

(4) If SITA comments on the submission and the municipality does not agree with such comments, the comments and the reasons for rejecting or not following such comments must be submitted to the council, the National and Provincial Treasuries and the Auditor-General.

32. PROCUREMENT OF GOODS AND SERVICES UNDER CONTRACTS SECURED BY OTHER ORGANS OF STATE

(1) The accounting officer may procure goods or services under a contract secured by another organ of state, but only if -

(a) the contract has been secured by that other organ of state by means of a competitive bidding process applicable to that organ of state;

(b) there is no reason to believe that such contract was not validly procured;

(c) there are demonstrable discounts or benefits to do so; and

(d) that other organ of state and the provider concerned have consented to such procurement in writing.

(2) Subparagraphs (1) (c) and (d) do not apply if -

(a) a municipal entity procures goods or services through a contract secured by its parent municipality; or

(b) a municipality procures goods or services through a contract secured by a municipal entity of which it is the parent municipality.

33. PROCUREMENT OF GOODS NECESSITATING SPECIAL SAFETY ARRANGEMENTS

(1) The acquisition and storage of goods in bulk (other than water), which necessitate special safety arrangements, including gasses and fuel, should be avoided wherever possible.

(2) Where the storage of goods in bulk is justified, such justification must be based on sound reasons, including the total cost of ownership, cost advantages and environmental impact and must be approved by the accounting officer.

34. PROUDLY SA CAMPAIGN

(1) The Municipality supports the Proudly SA Campaign to the extent that, as far as possible, preference is given to procuring local goods and services in line with the Updated Preferential Procurement Regulation of 2017.

35. APPOINTMENT OF CONSULTANTS

(1) The accounting officer may procure consulting services provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made.

(2) Consultancy services must be procured through competitive bids if -

(a) the value of the contract exceeds R300 000 (VAT included); or

(b) the duration period of the contract exceeds one year.

(3) In addition to any requirements prescribed by this policy for competitive bids, bidders must furnish particulars of -

(a) all consultancy services provided to an organ of state in the last five years; and

(b) any similar consultancy services provided to an organ of state in the last five years.

(4) The accounting officer must ensure that copyright in any document produced and the patent rights or ownership in any plant, machinery, thing, system or

process designed or devised by a consultant in the course of the consultancy service is vested in the municipality.

36. DEVIATION, AND RATIFICATION OF MINOR BREACHES OF, PROCUREMENT PROCESSES

1. The accounting officer may –dispense with the official procurement processes established by this policy and procure any required goods or services through any convenient process, which may include direct negotiations, but only -

1) in an emergency; the conditions warranting *emergency dispensation* should include the existence of one or more of the following:

a. the possibility of human injury or death;

b. the prevalence of human suffering or deprivation of rights;

c. the possibility of damage to property, or suffering and death of livestock and animals;

d. the interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the KLM as a whole;

e. the possibility of serious damage occurring to the natural environment;

f. the possibility that failure to take necessary action may result in the KLM not being able to render an essential community service; and the possibility that the security of the state could be compromised.

2) if such goods or services are produced or available from a single or sole provider only in circumstances where such supplier:

3) there is a requirement for compatibility, continuity and alignment;

4) for the acquisition of special works of art or historical objects where specifications are difficult to compile;

5) acquisition of animals for zoos and/or nature and game reserves; or

6) in any other exceptional case where it is impractical or impossible to follow the official procurement processes; and

(2) Ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

(3) The accounting officer must record the reasons for any deviations in terms of subparagraphs (1) (a)(1) to (6) of this policy and report them to the next meeting of the council and also include such reasons as a note to the annual financial statements of the municipality.

(4) Subparagraph (2) does not apply to the procurement of goods and services contemplated in paragraph 11(2) of this policy.

(5) For all Deviations, the standard Deviation Form (**Attached as Annexure A**) must be completed appropriately, with the necessary reviews and recommendations prior to the Municipal Manager's approval

(6) **Single Source Selection;** National Treasury Guidelines provide for single-source selection in exceptional cases for consulting services. The justification for single-source selection must be examined in the context of the overall interests of the KLM and the project. Single-source selection may be appropriate only if it presents a clear advantage over competition: the following requirements must be met or covered in the motivation;

a) for services that represent a natural continuation of previous work carried out by the consultant, and continuity of downstream work is considered essential;

b) where rapid selection is essential;

c) for very small appointments;
d) when only one consultant is qualified or has experience of exceptional worth for the project.

(7) The reasons for single-source selection must be fully motivated in a report and approved by the Bid Adjudication Committee prior to conclusion of a contract, provided that if the award is for an amount of R200 000 or less, such award shall be approved by the Chief Financial Officer.

(8) Consultant appointments approved in terms of a single-source selection Process must be formalized in a written contract which describes the terms and conditions of contract, as well as the scope of services required.

37. UNSOLICITED BIDS

(1) An unsolicited bid is a bid that is submitted by a prospective supplier to the municipality without any procurement requirement first having been identified and advertised. This situation arises when a supplier identifies an opportunity to render services or supply products not ordinarily required by the municipality.

(2) In accordance with section 113 of the Act, there is no obligation upon the municipality to consider unsolicited bids received outside a normal bidding process.

(3) The accounting officer may decide in terms of section 113(2) of the Act to consider an unsolicited bid but only if -

(a) the product or service offered in terms of the bid is a demonstrably or proven unique innovative concept;

(b) the product or service will be exceptionally beneficial to the municipality or have exceptional cost advantages;

(c) the person who made the bid is the sole provider of the product or service concerned; and

(d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.

(4) If the accounting officer decides to consider an unsolicited bid that complies with sub-paragraph (3), his decision must be made public in accordance with section 21A of the Municipal Systems Act, together with -

(a) reasons as to why the bid should not be open to other competitors;

(b) an explanation of the potential benefits if the unsolicited bid were accepted; and

(c) an invitation to the public or other potential suppliers to submit their comments on the proposal within 30 days of the publication of the relevant notice.

(5) The accounting officer must submit all written comments received pursuant to subparagraph (4), including any responses from the unsolicited bidder, to the National and Provincial Treasuries for comment.

(6) Subject to subparagraphs (7) and (8) below, the adjudication committee must consider the unsolicited bid and may, depending on its delegations, award the bid or make a recommendation to the accounting officer.

(7) A meeting of the adjudication committee to consider an unsolicited bid must be open to the public.

(8) When considering the matter, the adjudication committee must take into account -

(a) any comments submitted by the public; and

(b) any written comments and recommendations of the National and Provincial Treasuries.

(9) If any recommendations of the National and Provincial Treasuries are rejected or not followed, the accounting officer must submit to the Auditor-General and the National and Provincial Treasuries the reasons for rejecting or not following those recommendations.

(10) Such submission must be made within seven days after the decision on the award of the unsolicited bid is taken, but no contract committing the municipality to the bid may be entered into or signed within 30 days of the submission.

(11) The processes to be followed by the municipality with regard to the acceptance or rejection of an unsolicited bid shall clearly be made known to the bidder who submits the unsolicited bid concerned.

(12) The council shall exercise caution when interviewing a potential supplier or a

person who may wish to offer services to the municipality in circumstance which may be tantamount to the submission of or negotiation with regard to an unsolicited bid and shall not do anything or cause anything to be done which may be contrary to this policy.

38. COMBATING OF ABUSE OF SUPPLY CHAIN MANAGEMENT SYSTEM

(1) The accounting officer must-

(a) take all reasonable steps to prevent abuse of the supply chain management system;

(b) investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or a failure to comply with this policy, and when justified -

(i) take appropriate steps against such official or other role player;

or

(ii) report any alleged criminal conduct to the South African Police Service;

(c) check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder or any of its directors, is listed as a person prohibited from doing business with the public sector;

(d) reject any bid from a bidder -

(i) if any municipal rates and taxes or municipal service charges owed by that bidder or any of its directors to the municipality or to any other municipality or municipal entity, are in arrears for more than three months; or

(ii) who, during the last five years, has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory;

(e) reject a recommendation for the award of a contract if the recommended bidder or any of its directors has committed a corrupt or fraudulent act in competing for the particular contract;

(f) cancel a contract awarded to a person if -

(i) such person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or

(ii) an official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person; and

(g) Reject the bid of any bidder if that bidder or any of its directors -

(i) has abused the supply chain management system of the

municipality or has committed any improper conduct in relation to such system;

(ii) has been convicted for fraud or corruption during the past five years;

(iii) has willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or

(iv) has been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004).

(2) The accounting officer must inform the National and Provincial Treasuries in writing of any actions taken in terms of subparagraphs (1)(b)(ii), (e) or (f) above.

(3) If the accounting officer, on reasonable grounds, believes that a bidder or a contractor has engaged in bid rigging, he shall refer the matter to the Competition Tribunal for investigation and the taking of action against the bidder or contractor concerned in a manner contemplated in the Competition Act No. 89 of 1998.

Part 3: Logistics, Disposal, Risk and Performance Management

39. LOGISTICS MANAGEMENT SYSTEM

1) The accounting officer must establish and implement an effective system of logistics management, which must include -

(a) the monitoring of spending patterns on types or classes of goods and services incorporating, where practical, the coding of items to ensure that each item has a unique number;

(b) the setting of inventory levels that includes minimum and maximum levels and lead times wherever goods are placed in stock;

(c) the placing of manual or electronic orders for all acquisitions other than those from petty cash; the following process must be adhered to;

i. Purchase orders will be created with reference to requisitions where the supply source is either bids or quotations.

ii. All purchase orders will be captured on the KLM SAMRAS system exclusive of VAT.

iii. Standing/Planned Purchase Orders may be used in cases where longer term arrangements, necessitating interim payments, are required.

iv. Purchase order approvals will be systems based and shall be authorized by the Stores Section through the office of Manager: SCM. That will happen after all the requisition have been approved by the duly delegated officials.

v. In respect of goods and services no work shall commence, or goods be delivered before an official order has been placed with the supplier.

vi. KLM shall not be liable for payment for any goods delivered or services rendered in contravention of clause 39(c)(v) above.

(d) before payment is approved, certification by the responsible officer that the goods and services are received or rendered on time and is in accordance with the order, the general conditions of contract and specifications where applicable and that the price charged is as quoted in terms of a contract;

(e) appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased;

(f) regular checking to ensure that all assets including official vehicles are properly managed, appropriately maintained and only used for official purposes; and

(g) monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

2) Receiving of Orders; Goods received will be captured on the SAMRAS system via a *Goods Received Note* with reference to the relevant purchase order. Where applicable, the Budget and Treasury Office or the Assets Section (for asset creation) and Insurance Section (for claims) will be informed of the purchase. It must be noted that requisitions for the acquisition of assets must be verified by the assets section and the requisition must be stamped to confirm the process the be followed. The asset section must keep records of those requisition for asset register and insurance purpose.

3) Deliveries of goods may not exceed the order quantity. Short deliveries will keep the purchase order open until the balance of the order is received or cancelled.

4) Valuation of stock; Stock is valued on the weighted average costing method per stock item and is VAT exclusive. Stock is valued in terms of the generally recognized accounting procedures as adopted by the KLM.

5) Stock items shall be systematically replenished using the re-order point planning strategy. Open reservations shall be taken into account during the replenishment run.

6) Goods will be issued from stock with reference to reservations. Goods can be issued for consumption against internal orders, cost centres, projects and assets under construction.

7) Purchase orders will be created, where applicable, with reference to replenishment requisitions in respect of term supply contracts for goods. Replenishment requisition approvals will be systems based. All replenishment will be processed via the Acquisition Management System.

8) Stores Management; The stores function shall be centralized and will operate under the jurisdiction of the Supply Chain Management Department. The Supply Chain Manager must ensure proper financial, budgetary control; uphold the principle of effective administration, proper stock holding and control, product standardization, quality of products and a high standard of service levels. The Manager: Supply Chain Management will develop and implement appropriate stock management procedures. The Chief Financial Officer is the only delegated authority to write off stock.

40. DISPOSAL MANAGEMENT SYSTEM

(1) In terms of section 14 of the Act, the municipality may not transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset needed to provide the minimum level of basic municipal services.

(2) A municipality may transfer ownership or otherwise dispose of capital asset other than one contemplated in subsection (1), but only after the council, in a meeting open to the public-

(a) has decided on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and

(b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset.

(3) An asset may be disposed of by -

(i) transferring the asset concerned to another organ of state in terms of a provision of the Act enabling the transfer of assets;

(ii) transferring the asset concerned to another organ of state at market related value or, when appropriate, free of charge;

(iii) selling the asset concerned; or

(iv) destroying such asset.

(4) The accounting officer must ensure that -

(a) when immovable property is sold by means of a competitive bidding process, the highest price offered shall be accepted, provided such price is equal to or higher than the market related price for the relevant immovable property;

(b) in other cases, only at a market related price except when the public interest or the plight of the poor demands otherwise in which event the sale price shall be determined in accordance with the applicable land disposal or indigent policy adopted by the council;

(c) movable assets are sold either by way of written price quotations, a competitive bidding process or by public auction at the highest offered price, provided such price is market related;

(d) firearms are not sold or donated to any person or institution within or

outside the Republic unless approved by the National Conventional Arms Control Committee;

(e) immovable property is let at market related rentals except when the public interest or the plight of the poor demands otherwise in which event the rental shall be determined in accordance with the applicable land disposal or indigent support policy adopted by the council;

(f) all fees, charges, rates, tariffs, scales of fees or other charges relating to the letting of immovable property are annually reviewed;

(g) where assets are traded in for other assets, the highest possible trade-in price is negotiated; and

(h) in the case of the free disposal of computer equipment, the provincial department of education is first approached to indicate, within 30 days, whether or not any of the local schools are interested in such equipment.

(5) This paragraph must be read with and applied in conjunction with the Municipal Asset Transfer Regulations contained in Government Notice R. 878 of 22 August 2008 and the associated policies adopted by the council. In the event of conflict, the provisions of the aforesaid Regulations shall be applied.

41. RISK MANAGEMENT

(1) The accounting officer must establish and implement an effective system of risk management for the identification, consideration and avoidance of potential risks in the supply chain management system.

(2) Risk management must include -

(a) the identification of risks on a case-by-case basis;

(b) the allocation of risks to the party best suited to manage such risks;

(c) acceptance of the cost of the risk where the cost of transferring the risk is greater than that of retaining it;

(d) the management of risks in a pro-active manner and the provision of adequate cover for residual risks; and

(e) the assignment of relative risks to the contracting parties through clear and unambiguous contract documentation.

42. PERFORMANCE MANAGEMENT

The accounting officer must establish and implement an internal monitoring system in order to determine, on the basis of a retrospective analysis, whether the authorized supply chain management processes were followed and whether the objectives of this policy were achieved.

1) Performance management shall accordingly be characterized by a monitoring process and retrospective analysis to determine whether:

a. value for money has been attained;

b. proper processes have been followed;
c. desired objectives have been achieved;
d. there is an opportunity to improve the process;
e. suppliers have been assessed and what that assessment is; and
f. there has been deviation from procedures and, if so, what the reasons for that deviation are.

2) The performance management system shall accordingly focus on, amongst others:
a. achievement of goals;
b. compliance to norms and standards;
c. savings generated;
d. cost variances per item;
e. non-compliance with contractual conditions and requirements; and
f. the cost efficiency of the procurement process itself.

Part 4: Other matters

43. TAX MATTERS

1) In terms of the Act municipalities are prohibited from awarding bids to persons whose tax matters have not been cleared by SARS.

2) Before making an award to a person, the Supply Chain Management Unit, must verify the tax compliance status of a taxpayer on the SARS e-Filling system.

3) The National Treasury's Centralized Supplier Database and the Tax Compliance Pin are the approved methods to be used to prove tax compliance.

4) Where goods and services are procured from foreign supplier with tax obligations in South Africa, proof of tax compliance status should be obtained from supplier.

5) Foreign Suppliers with neither South African tax obligations nor history of doing business in South should complete a pre-award questionnaire on the 2018 revised MBD 1 for their tax obligation categorization. The Accounting Officer must submit a copy of this completed MBD 1 received from the awarded bidder to SARS. SARS will issue a letter to the procuring entity confirming whether or not foreign supplier has tax obligations in South Africa.

6) Where the recommended bidder is not tax compliant, the bidder should be notified of their non – compliant status and the bidder must be requested to submit to the municipality within seven (7) working days, proof from SARS that they have remediate their tax compliance status. The proof of tax compliance status submitted by the bidder must be verified in terms of section 43(3) or via CSD or e-Filling.

7) The Accounting Officer should reject a bid submitted by the bidder if such bidder fails to provide proof of tax compliance status within the specified timeframe as stated in section 43(6) above.

8) If a bidder was tax compliant at the time of award, purchase order and thereafter, and the goods and services has been delivered satisfactorily without any dispute, the Accounting Officer should not delay processing

payment of invoices due to outstanding tax matters. This only applies where bidder was tax compliant on the date of tender award or the processing of official purchase order.

9) The tax status of all bidders procured through formal quotes which are less than R 30 000 **MUST** be Tax Compliant prior to the generation of purchase order/s. If the recommended bidder is Tax Non-Compliant, then the second highest scorer on points should be considered and so on, provided that the Tax Status is **Tax Compliant.**

44. PROHIBITION ON AWARDS TO PERSONS IN THE SERVICE OF THE STATE

Irrespective of the procurement process followed, no award may be made to a person in terms of this policy -

(a) who is in the service of the state;

(b) if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or

(c) who is an advisor or consultant contracted with the municipality.

45. AWARDS TO CLOSE FAMILY MEMBERS OF PERSONS IN THE SERVICE OF THE STATE

The accounting officer must ensure that the notes to the annual financial statements disclose particulars of any award of more than R2 000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including -

(a) the name of that person;

(b) the capacity in which that person is in the service of the state; and

(c) the amount of the award.

46. ETHICAL STANDARDS

(1) The code of ethical standards annexed to this policy as Annexure A shall apply to all officials and other role players in the supply chain management system of the municipality in order to promote -

(a) mutual trust and respect; and

(b) an environment where business can be conducted with integrity and in a fair and reasonable manner.

(2) A breach of the aforesaid code of ethics must be dealt with as follows -

(a) in the case of an employee, in terms of the disciplinary procedures of the municipality envisaged in section 67(1)(h) of the Municipal Systems Act;

(b) in the case of a role player who is not an employee, through other appropriate means with due regard to the severity of the breach;

(c) in all cases, financial misconduct must be dealt with in terms of chapter 15 of the Act and for applicable regulations pertaining to financial misconduct by officials.

47. INDUCEMENTS, REWARDS, GIFTS AND FAVOURS TO MUNICIPALITIES, OFFICIALS AND OTHER ROLE PLAYERS

(1) No person who is a provider or prospective provider of goods or services or a recipient or prospective recipient of goods disposed of or to be disposed of may either directly or through a representative or intermediary promise, offer or grant -

(a) any inducement or reward to the municipality for or in connection with the award of a contract; or

(b) any reward, gift, favour or hospitality to -

(i) any official; or

(2) The accounting officer must promptly report any alleged contravention of sub-paragraph 1 to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.

(3) Subparagraph (1) does not apply to gifts less than R350 in value.

48. SPONSORSHIPS

The accounting officer must promptly disclose to the National and Eastern Cape Provincial Treasury any sponsorship promised, offered or granted, whether directly or through a representative or intermediary by any person who is -

(a) a provider or prospective provider of goods or services to the municipality; or

(b) a recipient or prospective recipient of goods disposed of or to be disposed of by the municipality.

49. OBJECTIONS AND COMPLAINTS

a) In terms of Section 62 of the Municipal Systems Act, a person whose rights are affected by a decision taken by the KLM may appeal against that decision by giving written notice of the appeal, the service provider or contractor that is aggrieved must write and state the reasons to the accounting officer within 14 days of the date of receipt of the notification of the decision.

b) Bid documents must state that any appeal must be submitted to the accounting officer at the address stated, and must contain the following:

(i) must be in writing;
(ii) reasons for the appeal;

(iii) the way in which the appellant's rights have been affected;

(iv) the remedy sought by the appellant; and

(v) a copy of the notification advising the person of the decision.

50. RESOLUTION OF DISPUTES, OBJECTIONS, COMPLAINTS AND QUERIES

(1) The accounting officer must appoint an independent and impartial person who is not directly involved in the supply chain management processes -

(a) to assist in the resolution of disputes between the municipality and other persons regarding -

(i) any decisions or actions taken in the implementation of the supply chain management system; or

(ii) any matter arising from a contract awarded in the course of the supply chain management system; or

(b) to deal with objections, complaints or queries regarding any such decisions or actions or any matters arising from such contract.

(2) The accounting officer or another official designated by the accounting officer is responsible for assisting the appointed person to perform his or her functions effectively.

(3) The person appointed must -

(a) strive to resolve promptly all disputes, objections, complaints or queries received; and

(b) submit monthly reports to the accounting officer on all disputes, objections, complaints or queries received, attended to or resolved.

(4) A dispute, objection, complaint or query may be referred to the Eastern Cape Provincial Treasury if -

(a) if it is not resolved within 60 days of lodgment; or

(b) no response is forthcoming within 60 days of lodgment.

(5) If the Eastern Cape Provincial Treasury does not or cannot resolve the matter, the dispute, objection, complaint or query concerned may be referred to the National Treasury for resolution.

(6) This paragraph must not be read as affecting a person's rights to approach a competent court, at any time, for such order as may be just and necessary in the circumstances.

51. CONTRACTS PROVIDING FOR COMPENSATION BASED ON TURNOVER

If a service provider acts on behalf of the municipality to provide any service

or act as a collector of fees, service charges or taxes and the compensation payable to him is fixed as an agreed percentage of turnover for the service concerned or the amount collected, the contract between such service provider and the municipality must stipulate -

(a) a cap on the compensation payable to him; and

(b) that such compensation must be performance based.

52. CONTRACT MANAGEMENT:

(1) Issue of expansion and variation orders

(a) The accounting officer or nominee may, subject to the provisos to this subparagraph and subparagraphs (b) to (d) authorize the issue of expansion or variation orders (herein referred to as "variations orders") in respect of contract specifications or conditions of contract in order to accommodate costs for additional work either unforeseen when contracts were awarded for , essential or necessary additional work or in instances where factors beyond the control of an appointed contractor has led to or will lead to a delay in a contract completion date provided that:

(i) 15% for goods and/or services; and, provided further –
(ii) 20% for construction related project, that is informed by CIDB prescripts and Standard for Uniformity.
(iii) that any expansion or variation order issued in excess of the aforesaid thresholds shall be dealt with in a manner provided in section 116 (3) of the MFM Act.

(b) A variation order may only be issued after -

(i) the need for such order has been fully motivated by the responsible project manager and supported by the head of department concerned; and

(ii) the chief financial officer has certified that funds are available to cover the cost the required additional work.

(c) A request for the issue of a variation order in an amount exceeding R200 000 shall first be referred to the Bid Adjudication Committee which considered the initial bid for approval provided that the accounting officer may constitute a new Bid Adjudication Committee for this purpose.

(d) No request for a variation order may be approved in circumstance where new bids may be invited for the additional work concerned.

(e) The line manager responsible for the implementation of a project undertaken either departmentally or through an appointed contractor must keep a proper record of all variation orders issued in respect of a project.

(f) The original copy of an issued variation order must be filed with the original bid and contract documents.

(g) The responsible line manager must, upon completion of additional work or the expiry of any extended contract period authorized by a variation order, certify that the terms and conditions of such variation order have been complied with.

(2) Application of contract management by the responsible officials:

a) Contract management includes all activities and administrative duties associated with a contract that has arisen through one of the acquisition/procurement processes described in this policy.

b) Line departments are fully responsible for contract management and administration. Departmental Heads (Directors) shall be responsible to ensure that a contract manager who will be an internal official and is assigned to ensure the effective management of the contract. The contract manager will typically be the internal project manager assigned to the contract as a whole but may also be a cost centre owner or other responsible official.

c) The contract manager's duties and powers shall be governed by the applicable conditions of contract, this Supply Chain Management Policy, any Policies, Frameworks and Procedures relating to contract management adopted by the KLM and the general law.

d) Departmental Heads (Directors) shall ensure that contract managers are assigned to each contract within the Department Head's area of responsibility and, where possible, should ensure that such contract manager be involved from the earliest stages of the acquisition process.

e) Departmental Heads (Directors) shall further be responsible for ensuring that contract managers:

i. take all reasonable steps to ensure that a contract procured through the provisions of this policy is properly enforced;

ii. are adequately trained so that they can exercise the necessary level of responsibility in the performance of their duties;

iii. in administering a contract, adhere to applicable legislation and legal precedent, regulations, policy and formalised guidelines.

f) In discharging his duties, the contract manager shall:

I. ensure that all the necessary formalities in signing up the contract and/or issuing the purchase order(s) are adhered to;

II. ensure that contracts related to the procurement of goods and services are captured on the KLM's SAMRAS system in the form of a price schedule when appropriate;

III. ensure that all original contract documentation is lodged with the Supply Chain Management Department for record purposes;

IV. monitor, update and report, on a monthly basis, the cost status and delivery forecast of the contract and the performance of the supplier in order to ensure that all of the terms and conditions of

the contract are met, including the supplier's obligations as regards preferential procurement, targeted labour and/or resources and local production and content, as applicable;

V. where necessary, take appropriate action where a supplier is

VI. underperforming or is in default or breach of the contract;

VII. where appropriate, authorize payments due in terms of the contract by processing payment certificates (if applicable), and ensuring that the necessary Service Entry Sheets or Goods Received Notes are captured on the KLM's SAMRAS system;

VIII. manage contract variation or amendment procedures in compliance with the latest directive in this regard as issued by the municipal manager and approved by the applicable delegated authority;

IX. administer disputes where necessary, in terms of this policy and the applicable Conditions of Contract;

X. maintain adequate records in sufficient detail on an appropriate contract file to provide an audit trail;

XI. ensure that contractual actions relating to supplier liquidation proceedings are correctly and timeously taken to ensure the KLM's rights are protected and any negative impact on service delivery is mitigated, such options should include inter alia:

1) supplier proposal (via the liquidator) is deemed acceptable, by the relevant Director, to the KLM utilizing the appropriate contractual mechanisms; or

a. cancelling the contract, as the liquidator proposed supplier is deemed unacceptable to the KLM, and the KLM appointing an alternate supplier via appropriate procurement mechanisms); act with care and diligence and observe all accounting and legal requirements; and

b. for construction contracts, ensure that all contract administrative requirements of the CIDB is complied with.

53. APPLICATION OF POLICY TO MUNICIPAL ENTITIES

(a) The provisions of this policy generally do not apply to municipal entities.

(c) The supply chain management system of a municipal entity shall be applied with due regard to the provisions of this policy and the Regulations and, in the event of conflict, the provisions of the Regulations shall enjoy preference.

54. FRONTING

(a) For purposes of this paragraph, "fronting" shall include the under-mentioned acts on the part of a bidder or any person or party associated with a bidder:

(i) **Window-dressing:** This includes cases in which black people are appointed or introduced to an enterprise on the basis of tokenism and may subsequently be discouraged or inhibited from substantially participating in the core activities of the enterprise concerned and/or

be discouraged or inhibited from substantially participating in the declared areas and/or levels of their participation;

(ii) **Benefit Diversion:** This includes initiatives where the economic benefits received by an organization for having B-BBEE Status do not flow to black people in the ratio specified by law;

(iii) **Opportunistic Intermediaries:** This includes enterprises that have concluded agreements with other enterprises in order to leverage the opportunistic intermediary's favorable B-BBEE status in circumstances where the agreement involves:

(a) Significant limitations or restrictions on the identity of the opportunistic intermediary's suppliers, service providers, clients or customers;
(b) The maintenance of their business operations in a context reasonably considered improbable having regard to resources; and
(c) Terms and conditions that are not negotiated at arms-length on a fair and reasonable basis.

(b) Where the accounting office detects fronting, he must act against the bidder concerned in terms of paragraph 27(9.3) and, in addition, report such fronting to the Department of Trade and Industry.

55 CONDITIONS RELATING TO THE GRANTING OF PREFERENCE:

(1) Local Production and Content,

a) The Department of Trade and Industry may, in consultation with the National Treasury designate a sector, sub-sector or industry or product in accordance with the national development and industrial policies for local production and content, where only locally produced services or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content taking into account economic and other relevant factors and stipulate a minimum threshold for local production and content. The National Treasury must inform KLM of any designations made through the issue of a circular.

b) In the case of designated sectors, such bids must be advertised with a specific condition of bidding that only locally produced goods or locally manufactured goods, meeting the stipulated minimum threshold for local production and content will be considered.
c) any instructions, circulars and guidelines issued by National Treasury in the above regard must be complied with.
d) Where there is no designated sector, bids may include, as a specific condition of bidding, that only locally produced goods or locally manufactured goods with a stipulated minimum threshold for local production and content, will be considered, on condition that such prescript and threshold(s) are in accordance with the specific directives issued for this purpose by the National Treasury in consultation with the Department of Trade and Industry.

e) A person awarded a contract in relation to a designated sector, may not

subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

f) A bid that fails to meet the minimum stipulated threshold for local production and content is an unacceptable bid.

(2) Subcontracting as a condition of tender/bid:

Subcontracting as condition of a bid:

a. If feasible to subcontract for a contract above R30 million, the KLM must apply subcontracting to advance designated groups.

b. If KLM applies subcontracting as a condition of a bid, the KLM must advertise the bid with a specific bid condition that the successful bidder must subcontract a minimum of 30% of the value of the contract to:

1) an EME or QSE;
2) an EME or QSE which is at least 51% owned by black people;
3) an EME or QSE which is at least 51% owned by black people who are youth;
4) an EME or QSE which is at least 51% owned by black people who are women;
5) an EME or QSE which is at least 51% owned by black people with disabilities;
6) an EME or QSE which is at least 51% owned by black people living in rural or undeveloped areas or townships;
7) a co-operative which is at least 51% owned by black people;
8) an EME or QSE which is at least 51% owned by black people who are military veterans; or
9) more than one of the categories referred to in this clause.

c. The KLM must make available the list of all suppliers registered on a database approved by the National Treasury to provide the required goods or services in respect of the applicable designated groups mentioned in the preceding clause from which the bidder must select a supplier.

(3) Unbundling Strategies:

a) In order to encourage increased participation and the sustainable growth of the small business sector, the unbundling of larger projects into smaller, more manageable, contracts is encouraged. Unbundling must however be considered in the context of:

1. economies of scale being lost;
2. abortive work becoming necessary;
3. additional demands (not only financial) being placed on the KLM's resources; and
4. the risk of later phases not being completed as a result of

budget cuts becoming necessary in the future.

b) Unbundling, and all of its associated implications, must therefore be carefully considered at the planning stage of any project and the budgets for, and design thereof, should be structured accordingly.

c) It is important to note that while it is the KLM policy to procure goods, services or construction works in the smallest practicable quantities, the practice of parceling such procurement in order to avoid complying with the requirements of the different range of procurement processes described in this policy is not permitted.

(4) Increasing Employment Opportunities:

a) One of the KLM key socio-economic objectives is to facilitate the creation of employment for the people of KLM.

b) Increasing employment opportunities through procurement may be achieved by specifying labour intensive technologies and/or methods of construction in the bid documents.

c) It is up to Responsible Agents to thoroughly investigate the options available in the above regard, to evaluate the positive versus negative impact of any proposals, and to specify labour intensive technologies and/or methods where appropriate.

d) All labour earning less than a threshold wage, determined in accordance with National Guidelines, that is employed for the provision of services or construction works for KLM, shall be reported in the prescribed format, on a monthly basis, to the Directorate responsible for Extended Public Works Programme (EPWP).

(5) Targeted Labour and or Targeted Enterprises:

a) The targeting of labour and/or enterprises from specific areas within the boundaries of the KLM area may be achieved, where appropriate, by specifying in the bid documents, a minimum level of participation (a contract participation goal) that must be achieved in respect of targeted labour and/or targeted enterprises in the performance of the contract.

b) Specified contract participation goals must be measurable and achievable, and the performance in respect of which must be monitored by the Responsible Agents during the execution of the contract.

c) Where a minimum contract participation goal has been specified in respect of targeted labour and/or enterprises, the supplier is obliged to meet that goal, and must be penalized if he or she does not.

d) Contract participation goals in respect of targeted labour and/or enterprises may not be introduced into the preference point system

used for the evaluation of bids.

56 ARCHIVE OF BIDDING DOCUMENTS

(1) Bidding documents have to be kept in a safe.

(2) The following will be applicable before the destruction of any documents:

a) Formal written quotation documents have to be kept for a minimum of five (5) years.
b) The documents for tenders that were awarded for a period of less than one (1) year must be kept for a minimum of five (5) years.
c) The documents for tenders that were awarded for a period of more than one (1) year must be kept for a minimum of six (6) years or for a period of six (6) years after the completion of the project.
d) No documents can be destroyed without the written permission of the relevant director; and
e) No documents of successful bidders may be destroyed.

57 CONSTRUCTION INDUSTRY DEVELOPMENT BOARD

1) The Construction Industry Development Board (CIDB) has been established by government to promote the uniform application of policy to the construction industry.

a) When calling for construction related bids:
   i. the prescribed CIDB (uniformity standard bid documents) may be utilized.
   ii. only Contractors registered with the CIDB may be used.
   iii. all tenders must be advertised on the CIDB i-tender system.
   iv. consultants used in the procurement process must adhere to the CIDB legislation.
   v. consultants used in the procurement process are prohibited to provide goods,
   vi. works or services related to the project; and (vii) subcontract arrangements and joint venture initiatives must be aligned to CIDB guidelines and requirements.
   vii. the same Bid Committee system as for all other bids will be applicable.

b) When evaluating construction related bids - (i) the registration and grading on the CIDB website must be verified; (ii) the contractor and has to be valid on the day the Bid Evaluation Committee evaluates the bid; (iii) the CIDB contractor requirements; and (iv) calculations for joint venture gradings must be done according to the CIDB prescriptions.

2) Other matters - (a) all projects approved by the Municipality must be registered with the CIDB; (b) contracts registered on the i-tender systems must be updated and completed; (c) non-performance and non-compliance of contractors must be reported to the CIDB as per the CIDB guidelines; and (d) Sub-contracting arrangements and joint-venture initiatives must be aligned to the CIDB guidelines and requirements.

58 PUBLIC-PRIVATE PARTNERSHIPS

Public-Private Partnerships will be procured in terms of Part 2 of Chapter 11 of the Act.

59 TRANSVERSAL CONTRACTS

All commodities, services and products covered by a transversal contract concluded by the National Treasury must be considered before approaching the market, to benefit from savings where lower prices or rates have been negotiated.

60 FRAMEWORKS FOR INFRASTRUCTURE DELIVERY

1) **The Infrastructure Delivery Management**

Project Processes

The project process of infrastructure delivery management contains control stage deliverables at the end of each stage. Table 1 outlines the stage deliverables that must be approved. The control stages are specific to project management processes; and outline and describe the stages in the life of a project from start to end. The specific stages are determined by the specific project's governance and control needs. The stages follow a logical sequence with a specified start and end. The deliverable is considered to have passed through the relevant stage when it is approved and signed off. The project then moves on to the next sequential stage. It is expected that the municipality's process reflects an engagement between the Budget & Treasury Office, Engineers and Planners when developing and approving projects. It is also expected that there should be engagements with the National and Provincial Treasury where appropriate or where projects dictate so.

Table 1: Project stage deliverables

Stage		**Project Stage Deliverables**
No	**Name**	**End of Stage Deliverables**
1	**Initiation**	**Initiation Report or Pre-feasibility Report** **(i)** The Initiation Report defines project objectives, needs, acceptance criteria, organization's priorities and aspirations, and procurement strategies, which set out the basis for the development of the Concept Report. Or I. A Pre-feasibility Report is required on Mega Capital Projects, to determine whether to proceed to the Feasibility Stage; where sufficient information is presented to enable a final project implementation decision to be made. Mega capital projects should be determined in the municipality's policy approved by the Municipal Council. **Stage 1 is complete when the Initiation Report or Pre-feasibility Report is approved.**
2	**Concept**	**Concept Report or Feasibility Report** I. The Concept Stage presents an opportunity for the development of different design concepts to satisfy the project requirements developed in Stage 1. This stage

		presents alternative approaches and an opportunity to select a particular conceptual approach. The objective of this stage is to determine whether it is viable to proceed with the project, premised on available budget, technical solutions, time frame and other information that may be required. II. The Concept Report should provide the following minimum information: **(a)** Document the initial design criteria, cost plan, design options and the selection of the preferred design option; or the methods and procedures required to maintain the condition of infrastructure, or the project. Establish the detailed brief, scope, scale, form and cost plan for the project, including, where necessary, the obtaining of site studies and construction and specialist advice. **(b)** Provide an indicative schedule for documentation and construction, or maintenance services, associated with the project. **(c)** Include a site development plan, or other suitable schematic layouts, of the works. **(d)** Describe the statutory permissions, funding approvals and utility approvals required to proceed with the works associated with the project. **(e)** Include a baseline risk assessment for the project and a health and safety plan, which is a requirement of the Construction Regulations issued in terms of the Occupational Health and Safety Act. **(f)** Contain a risk report, need for further surveys, tests, investigations, con-sents and approvals, if any, during subsequent stages.

		(iii) A Feasibility Report must provide the following minimum information: a) Details regarding the preparatory work covering: • A needs and demand analysis with output specifications. • An options analysis. b) A viability evaluation covering: • A financial analysis. • An economic analysis, if necessary. c) A risk assessment and sensitivity analysis; d) A professional analysis covering: • A technology options assessment. • An environmental impact assessment. • A regulatory due diligence. e) An implementation readiness assessment covering: • Institutional capacity. • A procurement plan.

		Stage 2 is complete when the Concept Report or the Feasibility Report is approved.
3	**Design Development**	**Design Development Report** (i) The Design Development Report must, as necessary: a) Develop, in detail, the approved concept to finalize the design and definition criteria. b) Establish the detailed form, character, function and costings. c) Define the overall size, typical detail, performance and outline specification for all components. d) Describe how infrastructure, or elements or components thereof, are to function; and how they are to be safely constructed, be commissioned and be maintained. e) Confirm that the project scope can be completed within the budget or propose a revision to the budget. **Stage 3 is complete when the Design Development Report is approved.**
4	**Design Documentation**	**Design Documentation** (i) Design documentation provides: a) the production information that details performance definition, specification, sizing and positioning of all systems and components b) that will enable construction; c) the manufacture, fabrication and construction information for specific components of the work, informed by the production information. **Stage 4 is complete when the Design Documentation Report is approved.**
5	**Works**	**Completed Works capable of being used or occupied (**i) Completion of the Works Stage requires: a) Certification of the completion of the works in accordance with the provisions of the contract; or b) Certification of the delivery of the goods and associated services in accordance with the provisions of the contract. **Stage 5 is complete when the Works Completion Report is approved.**
6	**Handover**	**Works which have been taken over by the user or owner; Completed** **Training; Record Information** (i) The handover stage requires the following activities to be undertaken:

		(a) Finalize and assemble record information which accurately reflects the infrastructure that is acquired, rehabilitated, refurbished or maintained; **(b)** Hand over the works and record information to the user organization and, if necessary, train end user staff in the operation of the works. **Stage 6 is complete when the Handover/Record Information Report is approved.**
7	**Close-Out**	**Defects Certificate or Certificate of Final Completion; Final Account; Close-Out Report** (i) The Close-Out Stage commences when the end user accepts liability for the works. It is complete when: a) Record information is archived; b) Defects certificates and certificates of final completion are issued in terms of the contract; c) Final amount due to the contractor is certified in terms of the contract; d) Close-Out Report is prepared by the Implementer and approved by the Municipality. **Stage 7 is complete when the Close-out Report is approved.**

61 FRAMEWORKS FOR INFRASTRUCTURE PROCUREMENT

1) **Introduction**

The framework for infrastructure procurement outlines the minimum infrastructure procurement policy requirements for municipal planning and implementation. The strategic direction set in the Integrated Development Plan (IDP) informs the framework for infrastructure procurement. For example, procurement strategies must be aligned to the municipality's developmental and internal transformational needs, as specified in the IDP.

2) **Minimum requirements for infrastructure procurement**

a) Infrastructure procurement must be undertaken in accordance with the Local Government Framework for Infrastructure Delivery and Procurement Management and all applicable infrastructure procurement related legislation.

b) Infrastructure procurement must be implemented in accordance with the institutional Supply Chain Management System, which promotes differentiated procurement for infrastructure.

c) Infrastructure procurement must be implemented in accordance with the procurement gates prescribed in paragraph 56 below.

d) The accounting officer must ensure that a budget is available for the duration of the project, in line with MFMA provisions for capital and operating budgets.

e) The accounting officer must ensure that cash flow management processes are in place to meet payment obligations within the time periods specified in the contract.

f) Procurement gates provided in paragraph 56 below must be used as

appropriate, to:

(i) Authorize commencement of activities that lead to the next control gate;

(ii) Confirm conformity with requirements; and/or

(iii) Provide information to eliminate any cause of non-conformity and to prevent reoccurrence.

1) The authorization to proceed to the next procurement gate must be given by a delegated person or body. The delegated person or body must be able to apply relevant built environment knowledge and skill to achieve the intended results required at the relevant procurement gate. The level of detail contained in the documentation on which a decision to proceed to the next procurement gate is made, must be sufficient to enable an informed decision.

2) The accounting officer must develop and implement effective and efficient emergency procurement procedures, including relevant approval delegation, in compliance with relevant legislation.

a) The accounting officer must develop and implement an effective and efficient infrastructure disposal policy in line with the Municipal Asset Transfer Regulations. The institution may consider disposal strategies aligned to their internal disposal policy, prior to continuing with the procurement strategy.

b) The accounting officer must keep records of Procurement Gate Approvals, in a manual or electronic format, with the following minimum requirements:

(i) Procurement gate;

(ii) Delegated person/s or body;

(iii) Date on which the approval request was received;

(iv) Date on which the approval was actioned; and (v) Signature of the delegated person or body.

c) All assets must be recorded in the municipal asset register as required by the GRAP standards.

62 INFRASTRUCTURE PROCUREMENT GATES (PG)

1) **Procurement Gate 1**

a) Initiate a procurement process

b) Minimum Requirement for Gate 1

(i) Establish and clarify the procurement need, aligned to the municipality's development and transformation priorities specified in the IDP.

(ii) Determine a suitable title for the procurement, to be applied as the project description.

(iii) Prepare the broad scope of work for the procurement.

(iv) Perform market analysis.

(v) Estimate the financial value of proposed procurement and contract for budgetary purposes, based on the broad scope work.

(vi) Confirm the budget.

(vii) Compliance with section 33 of the MFMA with respect to community and stakeholder participation.

c) PG 1 is complete when a designated person or body makes the decision to proceed/not to proceed, with the procurement of the infrastructure.

2) **Procurement Gate 2**

a) Approve procurement strategy to be adopted.

b) Minimum Requirement for Gate 2

(i) Develop a procurement strategy aligned to the institutional procurement strategy.

(ii) Establish contracting and pricing strategy comprising of an appropriate allocation of responsibilities and risks; and the methodology for contractor payments.

(iii) Identify service required for works.

(iv) Decide on contracting strategy.

(v) Decide on form of contract.

(vi) Establish opportunities for promoting preferential procurement in compliance with legislative provisions and the Construction Sector Code.

c) PG 2 is complete when a delegated person or body approves the procurement strategy that is to be adopted.

3) **Procurement Gate 3**

a) Approve procurement documents

b) Minimum Requirements for Gate 3

(i) Prepare procurement documents that are compatible with:

(ii) Approved procurement strategies

(iii) Project management design documentation.

c) PG 3 is complete when the bid specification committee approves the procurement document.

4) **Procurement Gate 4**

a) Confirm that cash flow processes are in place to meet projected contractual obligations.

b) Minimum Requirement for Gate 4:

(i) Confirm that cash flow processes are in place to meet Contractual obligations.

(ii) Establish control measures for settlement of payment within the Time period specified in the contract.

c) PG 4 is complete when a delegated person or body confirms in writing that cash flow processes are in place; and control measures are established for the procurement to take place.

5) **Procurement Gate 5**

a) Solicit tender offers.

b) Minimum Requirements for Gate 5

(i) Invite contractors to submit tender offers.

(ii) Receive tender offers.

(iii) Record tender offers.

(iv) Safeguard tender offers.

c) PG 5 is complete when tender offers received are recorded and safeguarded by a delegated person from the SCM unit.

6) **Procurement Gate 6**

a) Evaluate tender offers premised on undertakings and parameters established in procurement documents.

b) Minimum Requirement for Gate 6

(i) Determine whether tender offers are complete.

(ii) Determine whether tender offers are responsive.

(iii) Evaluate tender submissions.

(iv) Review minimum compliance requirements for each tender.

(v) Perform a risk analysis.

(vi) Prepare a report on tender offers received, and on their achievement of minimum compliance.

PG 6 is complete when the chairperson of the Bid Evaluation Committee approves the BEC report.

7) **Procurement Gate 7**

a) Award the contract.

b) Minimum Requirement for Gate 7

(i) Bid adjudication committee review of the BEC evaluation report.

(ii) Bid adjudication committee makes a recommendation of an award.

(iii) Accounting Officer approval of the tender process.

(iv) Notify successful tenderer and unsuccessful tenderers of the outcome.

(v) Sign contract document.

(vi) Formally accept tender offer.

c) PG 7 is complete when the Accounting Officer, or the Bid Adjudication

d) Committee, where delegated, confirms that the tenderer has provided evidence of complying with all the requirements as stated in the tender data and formally accepts the tender offer in writing, and issues the contractor with a signed copy of the contract.

8) Procurement Gate 8

a) Administer and monitor the contract.

b) Minimum Requirements for Gate 8:

(i) Contract Management to:

(a) Capture contract award data.

(b) Administer contract in accordance with the terms and provisions of the contract.

(ii) Financial Services to:

(a) Manage cash flow projection.

(iii) User Department to:

(a) Ensure compliance with contractual requirements.

c) PG 8 is complete when a delegated person captures the contract completion/termination data (close out reports and relevant documents), including payment certificates due.

63 GATEWAY REVIEWS

1) Gateway reviews for mega capital projects

a) The MFMA (Act 56 of 2003), section 19 (2) states: "Before approving a capital project in terms of subsection (1)(b), the council of a municipality must consider the projected cost covering all financial years from the start until the project is operational; and the future operational costs and revenue on the project, including municipal tax and tariff implications."

b) The LGFIDPM prescribes the Gateway Review at the end of stage 2, as the minimum requirement to comply with section (i) above.

c) The focus of such a review must be on the quality of the documentation in the first instance, and thereafter on:

(i) Deliverability: the extent to which a project is deemed likely to deliver;

(ii) Expected benefits: within the declared cost, time and performance area;

(iii) Affordability: the extent to which the project's level of expenditure and financial risk can be accepted, given the organization's overall financial position, both singly, and when

considering its other current and projected commitments; and

(iv) Value for money: The optimum combination of whole life costs and quality (or fitness of purpose), to meet the user's requirements.

d) A gateway review team must comprise of not less than three persons who are neither involved, nor associated with the project, but have a broad understanding of the subject matter.

e) A gateway review must be led by a person who has experience in the planning of infrastructure projects and is registered as a professional with a statutory council under the built environment professions. The members of the team must, as relevant, have expertise in the key technical areas, cost estimating, scheduling and implementation of similar projects.

f) It is the duty of the institution's Accounting Officer or Authority to appoint a team responsible for the gateway review of his or her institution.

g) The gateway review team must base its findings primarily on:

(i) The information contained in the end-of-stage deliverable;

(ii) Supplementary documentation, if any, provided by key staff and obtained during an interview process; and

(iii) Interviews with key staff members and stakeholders.

h) The gateway review team must issue a report at the conclusion of a gateway review, which reflects the team's assessment of the information at the end of a stage; and provides findings or recommendations on areas where further work should be undertaken to improve such information.

i) The gateway review findings must be classified by the gateway review team as:

1) Critical: Findings that pose adverse effect to the project or package. Critical findings are findings related to the stage deliverable that are wholly unacceptable.

2) Major: Findings that pose a potentially adverse effect to the project or package. Major findings are serious findings and are in direct violation of key legislation, e.g. The Constitution of the Republic of South Africa, the MFMA or the PPPFA.

3) Minor: Findings that do not pose any adverse effect to the project or package. Minor findings indicate the need for improvement of practices and processes.

j) A Stage 2 deliverable must not be approved until such time that all findings have been resolved.

64 COMMENCEMENTS

This policy takes effect on the date of its adoption by the council.

ANNEXURE A

KOUGA LOCAL MUNICIPALITY

CODE OF CONDUCT FOR SUPPLY CHAIN MANAGEMENT PRACTITIONERS AND OTHER ROLE PLAYERS

The purpose of this Code of Conduct is to promote mutual trust and respect and an environment where business can be conducted with integrity and in a fair and reasonable manner.

1. General Principles

The municipality commits itself to a policy of fair dealing and integrity in the conducting of its business. Officials and other role players involved in supply chain management (SCM) are in a position of trust which implies a duty to act in the public interest. Officials and other role players should not perform their duties to unlawfully gain any form of compensation, payment or gratuity from any person or provider / contractor either for themselves, their family, their friends and business associates.

Officials and other role players involved in SCM should ensure that they perform their duties efficiently, effectively, with integrity and in accordance with applicable legislation, policies and guidelines. They should ensure that public resources are administered responsibly.

Officials and other role players involved in SCM should be fair and impartial in the performance of their functions. They should, at no time, afford any undue preferential treatment to any group or individual or unfairly discriminate against any group or individual and they should also not abuse the power and authority vested in them.

2. Conflict of interest

An official or other role player involved with supply chain management -

(a) must treat all providers and potential providers equitably and fairly;

(b) may not use his/her position for private gain or to improperly benefit another person;

(c) may not accept any reward, gift, favour, hospitality or other benefit directly or indirectly, including to any close family member, partner or associate of that person, of a value more than R350;

(d) must declare to the accounting officer details of any reward, gift, favour, hospitality or other benefit promised, offered or granted to that person or to any close family member, partner or associate of that person;

(e) must declare to the accounting officer details of any private or business interest which that person or any close family member, partner or associate, may have in any proposed procurement or disposal process or in any award of a contract by the municipality;

(f) must immediately withdraw from participating in any manner whatsoever in a procurement or disposal process or in the award of a contract in which that

person or any close family member, partner or associate has any private or business interest;

(g) must declare any business, commercial and financial interests or activities undertaken for financial gain that may give rise to a possible conflict of interest;

(h) should not place him/herself under any financial or other obligation to outside individuals or organizations that might seek to influence him/her in the performance of his/her official duties; and

(i) should not take improper advantage of his/her previous office after leaving his/her official position.

3. Accountability

3.1 Practitioners are accountable to the public for their decisions and actions.

3.2 Practitioners should use public property scrupulously.

3.3 Only accounting officers or their delegates have the authority to commit the municipality to any transaction for the procurement of goods, services or works.

3.4 All transactions conducted by a practitioner should be recorded and accounted for in an appropriate accounting system. Practitioners should not make any false or misleading entries in such a system for any reason whatsoever.

3.5 Practitioners must assist the accounting officer in combating fraud, corruption, favoritism, unfair and irregular practices in the supply chain management system.

3.6 Practitioners must report to the accounting officer any alleged irregular conduct in the supply chain management system which they may become aware of, including but not limited to -

(i) any alleged fraud, corruption, favoritism or unfair conduct;

(ii) any alleged contravention of the policy on inducements, rewards, gifts and favours to municipalities or municipal entities, officials or other role players; and

(iii) any alleged breach of this code of conduct.

3.7 Any declarations made must be recorded in a register which the accounting officer must keep for this purpose. Any declarations made by the accounting officer must be made to the mayor who must ensure that such declaration is recorded in the register.

4. Openness

Practitioners should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict the supply of information only if it is in the public interest to do so.

5. Confidentiality

5.1 Any information that is the property of the municipality or its providers should be protected at all times. No information regarding any bid/contract/bidder/contractor may be revealed if such an action will infringe the relevant bidder's/contractors' personal rights.

5.2 Matters of confidential nature in the possession of officials and other role players involved in SCM should be kept confidential unless legislation, the performance of duty or the provisions of law requires otherwise. Such restrictions also apply to officials and other role players involved in SCM after they have left the service of the municipality.

6. Bid Specification / Evaluation / Adjudication Committees

6.1 Bid specification, evaluation and adjudication committees should implement supply chain management on behalf of the municipality in an honest, fair, impartial, transparent, cost-effective and accountable manner.

6.2 Bid evaluation / adjudication committees should be familiar with and adhere to the prescribed legislation, directives and procedures in respect of supply chain management in order to perform effectively and efficiently.

6.3 All members of bid adjudication committees should be cleared by the accounting officer at the level of "CONFIDENTIAL" and should be required to declare their financial interest annually.

6.4 No person should-

6.4.1 interfere with the supply chain management system of the municipality; or

6.4.2 amend or tamper with any price quotation / bid after its submission.

7. Combative Practices

Combative practices are unethical and illegal and should be avoided at all cost. They include but are not limited to:

(i) suggestions to fictitious lower quotations.

(ii) reference to non-existent competition.

(iii) exploiting errors in price quotations / bids.

(iv) soliciting price quotations / bids from bidders / contractors whose names appear on the Register for Tender Defaulters.

Annexure B

DELEGATION OF POWERS AND DUTIES PARAGRAPH 4.1
As far as contractual obligations are concerned: Personnel to be nominated in writing by the Municipal Manager, and Directors, subject to the undermentioned criteria, and further subject to the municipality's Supply Chain Management Policy, financial regulations and council resolutions where applicable.

4.2.1	***APPROVAL / AWARD / CANCELLATION* OF QUOTATIONS, FORMAL QUOTATIONS AND TENDERS**	
RAND VALUE (VAT inclusive)	**LEVEL OF APPROVAL** (With due regard to proper segregation of duties)	**QUOTATIONS / TENDERS PROCESS FOLLOWED**
Up to R2 000	Level of approval as delegated by relevant director	Petty cash Purchases in terms of the Petty Cash Policy AND / OR One (1) written quotation
R2 000.01 – R200 000.00	Chief Financial Officer (As for approval of requisition the CFO would delegate, and such would be in writing for each manager.	Make recommendation to the CFO for formal written price quotations in terms of Paragraph 18(b) of the SCM Policy
R200 000.01 – R10 million	Bid Adjudication Committee	Competitive Bidding – committee system
> R10 million	Municipal Manager after recommendation from the Bid Adjudication Committee	Competitive Bidding – committee system
36.1	***APPROVAL OF DEVIATIONS***	
All deviations regardless of the amount.	Accounting Officer	
39	***APPROVAL OF REQUESTS* FOR PURCHASE MUNICIPAL STORE ISSUES**	
All orders	Level of approval as delegated to SCM Manager, that has been further delegated to Senior Account ant Acquisition.	
4.2.81.4	***CERTIFICATION AND AUTHORISATION OF ALL PAYMENTS* inclusive of where an official order has been issued in terms of subparagraph 4.2.1 above**	
RAND VALUE (VAT inclusive)	**LEVEL OF APPROVAL (With due regard to proper segregation of duties)**	
All ranges	The recipient of the service or good from the user department is expected to sign the good receive note is provided. If not, the recipient will append his/her signature as an acknowledgement that a service or good was delivered. Thereafter the delegated PM by the director of each directorate will sign or authorize the invoice for payment.	
4.2.81.5	***APPROVAL OF SPECIFICATIONS* FOR COMPETITIVE BIDS, in terms of Paragraph 27(2)(g) of the SCM Policy**	
Cryptic description of Power or Duty	**Sub-delegated to**	**Remarks, Limitations or Conditions**
Specifications for Competitive Bids must be approved prior to the publication of the invitation for bids in terms of **[clause]**	All Directors	This delegation applies in so far as each director's responsibility for managing the respective votes of the municipality and to whom powers and duties for this purpose

paragraph 22 of the SCM Policy.		have been delegated in terms of Section 79 of the MFMA (Act 56 of 2003).
4.2.81.6	***APPROVAL OF COMMUNICATION* WITH PROSPECTIVE BIDDERS**	
Cryptic description of Power or Duty	**Sub-delegated to**	**Remarks, Limitations or Conditions**
The budget holder must approach the bid specification committee to consider authorizing communication with bidders prior to the closing date of tenders in terms of paragraph 22(6)(a) of the SCM Policy	Bid Specification Committee	This delegation applies in so far as the tender to which the communication relates and the members of the committee as appointed by the accounting officer
The budget holder must approach the bid evaluation committee to consider authorizing communication with bidders after the closing of tenders in terms of paragraph 24(3)(c) of the SCM Policy	Bid Evaluation Committee	This delegation applies in so far as the tender to which the communication relates and the members of the committee as appointed by the accounting officer
52.1	**APPROVAL OF EXPANSIONS / VARIATIONS / AMENDMENTS IN THE CONTRACT SUM OR PERIOD**	
/RAND VLUE (VAT inclusive)	**LEVEL OF APPROVAL**	**PROCESS FOLLOWED**
R0 – R200 000.00 (total inclusive of Vat)	Manager: SCM reviews those submission and makes recommendation to CFO for approval.	Circular 62 Expansion / Variation
R200 000.01 – R10 million (total inclusive of amendment)	Bid Adjudication Committee	Circular 62 Expansion / Variation
R0 - unlimited	Municipal Manager with consent from Council	S116(3) Amendments

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED16**

2023/24 SPECIAL ADJUSTMENTS BUDGET

1. Introduction

The purpose of the report is to table the 2023/24 Special Adjustments Budget at the Ordinary Council Meeting, in accordance with Section 28(2)(b) of the Municipal Finance Management Act and Regulation 23 (3) of the Municipal Budget and Reporting Regulations.

2. Background

Section 28 of the Municipal Finance Management Act (MFMA), stipulates the following:

28. (1) A municipality may revise an approved annual budget through an adjustments budget. (2) An adjustments budget-

a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year;
b) may appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality;
d) may authorise the utilisation of projected savings in one vote towards spending under another vote;
e) may authorise the spending of funds that were unspent at the end of the past financial year where the under spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;
f) may correct any errors in the annual budget; and
g) may provide for any other expenditure within a prescribed framework.

Section 28(3) states that an adjustments budget must be in a prescribed form. Regulation 23 (3) of the Municipal Budget and Reporting Regulations, states that if a national or provincial adjustments budget allocates or transfers additional revenues to a municipality, the mayor of the municipality must, at the next available council meeting, but within 60 days of the approval of the relevant national or provincial adjustments budget, table an adjustments budget referred to in section 28(2)(b) of the Act in the municipal council to appropriate these additional revenues.

3. **Discussion**

The 2023/24 Special Adjustments Budget has been prepared in line with the Municipal Finance Management Act, Municipal Budget and Reporting Regulations and Municipal Regulations on a Standard Chart of Accounts (mSCOA) requirements.

The 2023/24 Special Adjustments Budget Documents are attached as follows:

- 2023/24 Special Adjustments Budget Report - **Annexure "A"**
- Conditional Grants Funded Capital Projects – **Annexure "B"**
- 2023/24 Special Adjustments Budget Schedule B **– Annexure "C"**

4. **Financial Implications**

Completed by BTO -	As stipulated in the report. Refer to Annexure "A"
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable legislation**

- Municipal Finance Management Act No. 56 of 2003.
- Municipal Budget and Reporting Regulations
- Municipal Regulations on a Standard Chart of Accounts (mSCOA)

6. **Legal Implications**

Compliance with the Section 28 of the Municipal Finance Management Act No. 56 of 2003 and Regulation 23 of the Municipal Budget and Reporting Regulations.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendation supported.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item supported.

8.5 **Director: Community Services**

Item supported.

8.6 **Deputy Municipal Manager**

Supported.

8.7 **Municipal Manager**

Item supported.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Executive Mayor recommends that the 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: Municipal Finance Management Act, Act 56 of 2003, approves the 2023/24 Special Adjustments Budget as set out in the **Annexure "A"** on the following tables:

- Table 7 - B1 Adjustments Budget Summary.
- Table 8 - B2 Adjustments Budget Financial Performance (revenue and expenditure by standard classification).
- Table 9 - B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote).
- Table 10 - B4 Adjustments Financial Performance (revenue and expenditure by type).
- Table 11 - B5 Adjustments Budget Capital Expenditure by vote and standard classification and funding source.

- Table 12 - B6 Adjustments Budget Financial Position.
- Table 13 - B7 Adjustments Budget Cash Flows.
- Table 14 - B8 Cash backed reserves/accumulated surplus reconciliation.
- Table 15 - B9 Asset Management, and
- Table 16 - B10 Basic service delivery measurement.

10.2 That Council notes **Annexure B** - Conditional Grants Funded Capital Projects.

10.3 That Council notes **Annexure "C"** which regulates the format of the budget documentation as set out in Schedule B of the Municipal Budget and Reporting Regulations. This includes the main Tables B1 - B10 as well as the supporting tables SB1 – SB38.

Item prepared by the Manager: Budget & Treasury: 

Item approved by the Chief Financial Officer: 

Item endorsed by the Municipal Manager: 

Item noted by Portfolio Chairperson: 

ANNEXURE "A"

2023/24 SPECIAL ADJUSTMENTS BUDGET OF

KOUGA LOCAL MUNICIPALITY

KOUGA
local municipality
Good Governance through Service Excellence

Copies of this document can be viewed:

- At www.kouga.gov.za

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PART 1 – 2023/24 SPECIAL ADJUSTMENTS BUDGET

1.1. Executive Mayor's Report

1.1.1. Summary of reasons for the 2023/24 Special Adjustments Budget

In accordance with Section 28 of the Municipal Finance Management Act, Act No 56 of 2003 (MFMA), a municipality must revise its approved annual budget through an adjustments budget, in the following circumstances:

i. To adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue.
ii. To appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for.
iii. To authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected rollovers when the annual budget for the current year was approved by the Council.
iv. To authorise the utilisation of projected savings in one vote towards spending under another vote.
v. To correct any errors in the annual budget.

Regulation 23 (3) of the Municipal Budget and Reporting Regulations, states that if a national or provincial adjustments budget allocates or transfers additional revenues to a municipality, the mayor of the municipality must, at the next available council meeting, but within 60 days of the approval of the relevant national or provincial adjustments budget, table an adjustments budget referred to in section 28(2)(b) of the Act in the municipal council to appropriate these additional revenues.

In line with the MFMA and the Municipal Budget and Reporting Regulations, the 2023/24 approved Adjusted Budget has been revised. The adjustment has mainly been necessitated as result of Government Gazette dated 16 February 2024.

1.1.2. The Executive Mayor recommends that the Council approves the 2023/24 Special Adjustments Budget.

1.2. 2023/24 Special Adjustments Budget Resolutions

1.2.1. Approval of the Special Adjustments Budget

10.1 That the Executive Mayor recommends that the 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: Municipal Finance Management Act, Act 56 of 2003, approves the 2023/24 Special Adjustments Budget as set out in the **Annexure "A"** on the following tables:

- Table 7 - B1 Adjustments Budget Summary.
- Table 8 - B2 Adjustments Budget Financial Performance (revenue and expenditure by standard classification).
- Table 9 - B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote).
- Table 10 - B4 Adjustments Financial Performance (revenue and expenditure by type).
- Table 11 - B5 Adjustments Budget Capital Expenditure by vote and standard classification and funding source.
- Table 12 - B6 Adjustments Budget Financial Position.
- Table 13 - B7 Adjustments Budget Cash Flows.
- Table 14 - B8 Cash backed reserves/accumulated surplus reconciliation.
- Table 15 - B9 Asset Management, and
- Table 16 - B10 Basic service delivery measurement.

10.2 That Council notes **Annexure B** - Conditional Grants Funded Capital Projects.

10.3 That Council notes **Annexure "C"** which regulates the format of the budget documentation as set out in Schedule B of the Municipal Budget and Reporting Regulations. This includes the main Tables B1 - B10 as well as the supporting tables SB1 – SB38.

1.3. Executive Summary

The following conditional grants were reduced in terms of the Government Gazette dated 16 February 2024, as follows:

Table 1 (Conditional Grants Summary)

Conditional Grants	2023/24 Main Allocation	2023/24 Adjusted Allocation	Variances
Municipal Infrastructure Grant	37,367,000	34,868,000	2,499,000
Integrated National Electrification Programme	4,700,000	4,089,000	611,000
Expanded Public Works Programme	2,458,000	2,321,000	137,000
Total	**44,525,000**	**41,278,000**	**3,247,000**

It must be noted that the R 0,611 million adjustments for the integrated national electrification grant was considered during the 2023/24 mid-year adjustments budget.

Table 2 (Capital Expenditure by Funding Source)

	Approved Adjusted Budget 2023/24	Special Adjusted Budget 2023/24	Variance
	R	R	R
Total Capital Budget			
Funded as follows:			
National Government	69 115 299	63 703 086	5 412 213
Provincial Government	19 840 733	19 840 733	
District Municipality	3 000 277	3 000 277	
Internally generated funds	35 145 546	35 145 546	
Total	**127 101 855**	**121 689 642**	**5 412 213**

The decrease in national government grant capital funding is broken-down as follows:

Table 3 (Capital Expenditure Adjustments Summary)

Conditional Grant	Narration	Amount
Energy Efficiency and Demand Side Management	Budget re-allocated to operating budget as per grant conditions.	-3,478,261
Municipal Infrastructure Grant	Budget was reduced as per Government Gazette.	-2,064,391
Financial Management Grant	Budget re-allocated from operating to capital budget for Interns' laptops.	130,439
Total		**-5,412,213**

It must be noted that the national government capital funding grants amount exclude value added tax (V.A.T).

Table 4 (Operating revenue by source)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Revenue					
Exchange Revenue					
Service charges - Electricity	390 731	352 780	-	-	352 780
Service charges - Water	101 425	118 603	-	-	118 603
Service charges - Waste Water Management	63 314	64 268	-	-	64 268
Service charges - Waste Management	66 396	66 782	-	-	66 782
Sale of Goods and Rendering of Services	7 790	9 000	-	-	9 000
Agency services	1 000	4 276	-	-	4 276
Interest earned from Receivables	18 595	30 145	-	-	30 145
Interest earned from Current and Non-Current Assets	4 598	11 674	-	-	11 674
Rental from Fixed Assets	3 295	2 999	-	-	2 999
Licence and permits	3 021	2 677	-	-	2 677
Operational Revenue	2 174	4 116	-	-	4 116
Non-Exchange Revenue			–	–	
Property rates	281 488	281 488	-	-	281 488
Fines, penalties and forfeits	10 334	134 597	-	-	134 597
Licences or permits	10 668	11 053	-	-	11 053
Transfer and subsidies - Operational	190 883	194 142	3 588	3 588	197 730
Interest	3 244	5 223	-	-	5 223
Total Revenue (excluding capital transfers and contributions)	**1 158 957**	**1 293 823**	**3 588**	**3 588**	**1 297 411**

Transfers and subsidies – operational were affected by the reduction on conditional grants and the reallocation of EEDSM grant, please refer to table 5 for the breakdown.

Table 5 (Transfer and subsidies – Operational Summary)

Conditional Grants	Narration	Amount
MIG Admin	Reduction in terms of the Government Gazette.	-124,950
EEDSM	Re-allocation from capital transfers to operational transfers.	4,000,000
EPWP	Reduction in terms of the Government Gazette.	-137,000
FMG	Re-allocation from operational transfers to capital transfers	-150,000
Total		**3,588,050**

Table 6 (Expenditure by Type)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Expenditure					
Employee related costs	447 813	441 415	(159)	(159)	441 256
Remuneration of councillors	15 140	15 140	-	-	15 140
Bulk purchases - electricity	364 280	354 710	-	-	354 710
Inventory consumed	94 345	101 395	1 761	1 761	103 156
Debt impairment	28 314	173 540	-	-	173 540
Depreciation and amortisation	109 663	109 663	-	-	109 663
Interest	2 090	5 750	-	-	5 750
Contracted services	104 476	125 781	2 366	2 366	128 147
Transfers and subsidies	924	1 124	-	-	1 124
Irrecoverable debts written off	7 305	13 835	-	-	13 835
Operational costs	93 964	90 041	429	429	90 470
Total Expenditure	**1 268 316**	**1 432 393**	**4 398**	**4 398**	**1 436 791**

the operational expenditure budget was revised as follows:

- EEDSM operational expenditure (re-allocation) R 3,523,478
- EPWP operational expenditure (reduced per DoRA) – R 137,000
- Skills Development Levy expenditure R 653,650
- FMG operating expenditure R 357,619

Total **R 4,397,747**

1.4. Adjustments Budget Tables

The ten main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section. These tables set out the Municipality's 2023/24 Special Adjustments Budget to be considered for approval by Council. Each table is accompanied by explanatory notes.

Table 7 (B1- Adjustments Budget Summary)

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Financial Performance					
Property rates	281 488	281 488	–	–	281 488
Service charges	621 867	602 433	–	–	602 433
Investment revenue	4 598	11 674	–	–	11 674
Transfers recognised - operational	190 883	194 142	3 588	3 588	197 730
Other own revenue	60 121	204 086	–	–	204 086
Total Revenue (excluding capital transfers and contributions)	**1 158 957**	**1 293 823**	**3 588**	**3 588**	**1 297 411**
Employee costs	447 813	441 415	(159)	(159)	441 256
Remuneration of councillors	15 140	15 140	–	–	15 140
Depreciation & asset impairment	109 663	109 663	–	–	109 663
Interest	2 090	5 750	–	–	5 750
Inventory consumed and bulk purchases	458 626	127 943	1 329	1 329	129 271
Transfers and subsidies	924	1 124	–	–	1 124
Other expenditure	234 060	732 012	2 574	2 574	734 586
Total Expenditure	**1 268 316**	**1 433 047**	**3 744**	**3 744**	**1 436 791**
Surplus/(Deficit)	(109 359)	(139 224)	(156)	(156)	(139 380)
Transfers and subsidies - capital (monetary allocations)	75 561	100 686	(6 224)	(6 224)	94 462
Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**(33 798)**	**(38 539)**	**(6 380)**	**(6 380)**	**(44 919)**
Share of surplus/ (deficit) of associate	–	–	–	–	–
Surplus/ (Deficit) for the year	**(33 798)**	**(38 539)**	**(6 380)**	**(6 380)**	**(44 919)**
Capital expenditure & funds sources					
Capital expenditure	79 343	127 102	(5 412)	(5 412)	121 690
Transfers recognised - capital	65 883	91 956	(5 412)	(5 412)	86 544
Borrowing	–	–	–	–	–
Internally generated funds	13 460	35 146	–	–	35 146
Total sources of capital funds	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Financial position					
Total current assets	154 622	198 743	(2 287)	(2 287)	196 456
Total non current assets	2 302 442	2 334 326	(5 412)	(5 412)	2 328 913
Total current liabilities	154 259	214 875	(1 319)	(1 319)	213 556
Total non current liabilities	255 035	255 754	–	–	255 754
Community wealth/Equity	**2 047 771**	**2 062 439**	**(6 380)**	**(6 380)**	**2 056 059**
Cash flows					
Net cash from (used) operating	86 487	62 239	(7 034)	(7 034)	55 205
Net cash from (used) investing	(79 343)	(127 102)	5 412	5 412	(121 690)
Net cash from (used) financing	(10 091)	(12 169)	–	–	(12 169)
Cash/cash equivalents at the year end	**5 596**	**27 903**	**(1 622)**	**(1 622)**	**26 282**
Cash backing/surplus reconciliation					
Cash and investments available	5 596	27 903	(1 622)	(1 622)	26 282
Application of cash and investments	(9 200)	20 861	–	–	20 861
Balance - surplus (shortfall)	**14 795**	**7 042**	**(1 622)**	**(1 622)**	**5 420**
Asset Management					
Asset register summary (WDV)	2 302 442	2 334 326	(5 412)	(5 412)	2 328 913
Depreciation	109 663	109 663	–	–	109 663
Renewal and Upgrading of Existing Assets	53 225	91 885	(1 890)	(1 890)	89 996
Repairs and Maintenance	60 689	59 605	–	–	59 605
Free services					
Cost of Free Basic Services provided	37 089	38 098	–	–	38 098
Revenue cost of free services provided	29 261	17 793	–	–	17 793
Households below minimum service level					
Water:	–	–	–	–	–
Sanitation/sewerage:	–	–	–	–	–
Energy:	–	–	–	–	–
Refuse:	–	–	–	–	–

Explanatory notes to Table 7 B1 – Adjustments Budget Summary

1. The aim of the Adjustments Budget Summary is to provide a concise overview of the proposed Adjustments Budget from all of the major financial perspectives (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance). The table provides an overview of the amounts to be approved by Council within the context of operating performance, resources utilised for capital expenditure, financial position, cash and funding compliance, as well as the Municipality's commitment to eliminating basic service delivery backlogs.

Table 8 (B2 - Adjustments Budget Financial Performance (revenue and expenditure by standard classification))

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Revenue - Functional					
Municipal governance and administration	**422 639**	**558 024**	**1**	**1**	**558 025**
Executive and council	106	135	-	-	135
Finance and administration	422 533	557 889	1	1	557 890
Internal audit		-	-	-	
Community and public safety	**16 716**	**37 059**	**-**	**-**	**37 059**
Community and social services	2 437	2 435	-	-	2 435
Sport and recreation	10 338	10 802	-	-	10 802
Public safety	1 378	1 604	-	-	1 604
Housing		19 841	-	-	19 841
Health	2 563	2 378	-	-	2 378
Economic and environmental services	**37 432**	**50 695**	**(263)**	**(263)**	**50 432**
Planning and development	8 083	9 817	(126)	(126)	9 690
Road transport	6 910	13 140	(137)	(137)	13 003
Environmental protection	22 439	27 739	-	-	27 739
Trading services	**757 731**	**748 730**	**(2 374)**	**(2 374)**	**746 356**
Energy sources	408 372	370 684	-	-	370 684
Water management	161 300	182 887	-	-	182 887
Waste water management	113 711	118 439	(2 374)	(2 374)	116 065
Waste management	74 347	76 720	-	-	76 720
Other		**-**	**-**	**-**	
Total Revenue - Functional	**1 234 518**	**1 394 508**	**(2 636)**	**(2 636)**	**1 391 872**
			-	-	
Expenditure - Functional			-	-	
Municipal governance and administration	**306 226**	**322 619**	**1 027**	**1 027**	**323 646**
Executive and council	64 558	60 324	(212)	(212)	60 112
Finance and administration	241 417	262 002	1 072	1 072	263 075
Internal audit	251	293	167	167	460
Community and public safety	**121 818**	**119 108**	**78**	**78**	**119 186**
Community and social services	12 897	13 558	-	-	13 558
Sport and recreation	63 813	60 831	78	78	60 909
Public safety	30 247	30 280	-	-	30 280
Housing	7 037	6 606	-	-	6 606
Health	7 824	7 832	-	-	7 832

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Economic and environmental services	**158 670**	**303 363**	**175**	**175**	**303 538**
Planning and development	31 432	36 017	(46)	(46)	35 970
Road transport	118 681	254 903	(137)	(137)	254 766
Environmental protection	8 556	12 444	358	358	12 802
Trading services	**674 375**	**679 301**	**3 110**	**3 110**	**682 411**
Energy sources	424 020	423 974	3 483	3 483	427 457
Water management	103 892	107 011	-	-	107 011
Waste water management	85 015	84 300	-	-	84 300
Waste management	61 449	64 016	(373)	(373)	63 643
Other	**7 227**	**8 003**	**7**	**7**	**8 010**
Total Expenditure - Functional	**1 268 316**	**1 432 393**	**4 398**	**4 398**	**1 436 791**
Surplus/(Deficit)	**(33 798)**	**(37 885)**	**(7 034)**	**(7 034)**	**(44 919)**

Explanatory notes to Table 8 B2 – Adjustments Budget Financial Performance (revenue and expenditure by standard classification)

1. 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 approve a budget in one common format, to facilitate comparison across all municipalities.

Table 9 (B3 - Adjustments Budget Financial Performance (revenue and expenditure by municipal vote))

Vote Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Revenue by Vote					
Vote 1 - EXECUTIVE COUNCIL	–	–	–	–	–
Vote 2 - FINANCIAL SERVICES	410 736	422 753	–	–	422 753
Vote 3 - CORPORATE SERVICES	1 194	789	–	–	789
Vote 4 - COMMUNITY SERVICES	127 808	263 317	–	–	263 317
Vote 5 - INFRASTRUCTURE AND ENGINEERING	688 565	679 862	(2 636)	(2 636)	677 226
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	6 215	27 788	–	–	27 788
Total Revenue by Vote	**1 234 518**	**1 394 508**	**(2 636)**	**(2 636)**	**1 391 872**
Expenditure by Vote					
Vote 1 - EXECUTIVE COUNCIL	70 802	68 421	–	–	68 421
Vote 2 - FINANCIAL SERVICES	115 941	132 685	335	335	133 019
Vote 3 - CORPORATE SERVICES	62 930	62 232	–	–	62 232
Vote 4 - COMMUNITY SERVICES	240 505	369 494	63	63	369 557
Vote 5 - INFRASTRUCTURE AND ENGINEERING	739 091	758 248	3 346	3 346	761 594
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	38 427	41 967	–	–	41 967
Total Expenditure by Vote	**1 267 696**	**1 433 047**	**3 744**	**3 744**	**1 436 791**
Surplus/ (Deficit) for the year	**(33 178)**	**(38 539)**	**(6 380)**	**(6 380)**	**(44 919)**

Explanatory notes to Table 9 B3 – Adjustments Budget Financial Performance (revenue and expenditure by municipal vote)

1. The purpose of the format in which the Adjustments Budget is presented, 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 10 (B4 - Adjustments Budget Financial Performance (revenue and expenditure))

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Revenue					
Exchange Revenue					
Service charges - Electricity	390 731	352 780	-	-	352 780
Service charges - Water	101 425	118 603	-	-	118 603
Service charges - Waste Water Management	63 314	64 268	-	-	64 268
Service charges - Waste Management	66 396	66 782	-	-	66 782
Sale of Goods and Rendering of Services	7 790	9 000	-	-	9 000
Agency services	1 000	4 276	-	-	4 276
Interest earned from Receivables	18 595	30 145	-	-	30 145
Interest earned from Current and Non-Current Assets	4 598	11 674	-	-	11 674
Rental from Fixed Assets	3 295	2 999	-	-	2 999
Licence and permits	3 021	2 677	-	-	2 677
Operational Revenue	2 174	4 116	-	-	4 116
Non-Exchange Revenue			–	–	
Property rates	281 488	281 488	-	-	281 488
Fines, penalties and forfeits	10 334	134 597	0	0	134 597
Licences or permits	10 668	11 053	-	-	11 053
Transfer and subsidies - Operational	190 883	194 142	3 588	3 588	197 730
Interest	3 244	5 223	-	-	5 223
Total Revenue (excluding capital transfers and contributions)	**1 158 957**	**1 293 823**	**3 588**	**3 588**	**1 297 411**
Expenditure					
Employee related costs	447 813	441 415	(159)	(159)	441 256
Remuneration of councillors	15 140	15 140	-	-	15 140
Bulk purchases - electricity	364 280	354 710	-	-	354 710
Inventory consumed	94 345	101 395	1 761	1 761	103 156
Debt impairment	28 314	173 540	-	-	173 540
Depreciation and amortisation	109 663	109 663	-	-	109 663
Interest	2 090	5 750	-	-	5 750
Contracted services	104 476	125 781	2 366	2 366	128 147
Transfers and subsidies	924	1 124	-	-	1 124
Irrecoverable debts written off	7 305	13 835	-	-	13 835
Operational costs	93 964	90 041	429	429	90 470
Total Expenditure	**1 268 316**	**1 432 393**	**4 398**	**4 398**	**1 436 791**
Surplus/(Deficit)	**(109 359)**	**(138 571)**	**(810)**	**(810)**	**(139 380)**

Description	Current year 2023/24				
R thousands	**Original Budget**	**Prior Adjusted**	**Other Adjusts.**	**Total Adjusts.**	**Adjusted Budget**
Transfers and subsidies - capital (monetary allocations)	75 561	100 686	(6 224)	(6 224)	94 462
Transfers and subsidies - capital (in-kind)	-	-	-	-	-
Surplus/(Deficit) after capital transfers and contributions	**(33 798)**	**(37 885)**	**(7 034)**	**(7 034)**	**(44 919)**
Income Tax	-	-	-	-	-
Surplus/(Deficit) after income tax	**(33 798)**	**(37 885)**	**(7 034)**	**(7 034)**	**(44 919)**
Share of Surplus/Deficit attributable to Joint Venture	-	-	-	-	-
Share of Surplus/Deficit attributable to Minorities	-	-	-	-	-
Surplus/(Deficit) attributable to municipality	**(33 798)**	**(37 885)**	**(7 034)**	**(7 034)**	**(44 919)**
Share of Surplus/Deficit attributable to Associate	-	-	-	-	-
Intercompany/Parent subsidiary transactions	-	-	-	-	-
Surplus/(Deficit) for the year	**(33 798)**	**(37 885)**	**(7 034)**	**(7 034)**	**(44 919)**

Explanatory notes to Table 10 B4 – Adjustments Budget Financial Performance (revenue and expenditure)

1. The Financial Performance Adjustments Budget is required to be approved concurrently by revenue source and expenditure type, to ensure consistency with annual reporting format requirements. A key aim is to facilitate comparison between the annual results and the Adjustments Budget, to assess performance.

Table 11 (B5 - Adjustments Capital Expenditure Budget by vote, standard classification, and funding source)

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Capital expenditure - Vote					
Multi-year expenditure *to be adjusted*					
Vote 1 - EXECUTIVE COUNCIL	760	1 077	–	–	1 077
Vote 2 - FINANCIAL SERVICES	–	2 827	130	130	2 957
Vote 3 - CORPORATE SERVICES	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES	1 362	4 199	–	–	4 199
Vote 5 - INFRASTRUCTURE AND ENGINEERING	76 521	95 776	(5 543)	(5 543)	90 233
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	700	19 941	–	–	19 941
Capital multi-year expenditure sub-total	**79 343**	**123 819**	**(5 412)**	**(5 412)**	**118 407**
Single-year expenditure *to be adjusted*					
Vote 1 - EXECUTIVE COUNCIL	–	55	–	–	55
Vote 2 - FINANCIAL SERVICES	–	15	–	–	15
Vote 3 - CORPORATE SERVICES	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES	–	1 800	–	–	1 800
Vote 5 - INFRASTRUCTURE AND ENGINEERING	–	1 413	–	–	1 413
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	–	–	–	–	–
Capital single-year expenditure sub-total	**–**	**3 283**	**–**	**–**	**3 283**
Total Capital Expenditure - Vote	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**
Capital Expenditure - Functional					
Governance and administration	**760**	**4 829**	**130**	**130**	**4 960**
Executive and council	760	1 096	–	–	1 096
Finance and administration	–	3 678	130	130	3 808
Internal audit	–	55	–	–	55
Community and public safety	**1 362**	**23 041**	**–**	**–**	**23 041**

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands					
Community and social services	–	–	–	–	–
Sport and recreation	–	200	–	–	200
Public safety	1 362	3 000	–	–	3 000
Housing	–	19 841	–	–	19 841
Health	–	–	–	–	–
Economic and environmental services	**6 497**	**16 297**	**–**	**–**	**16 297**
Planning and development	3 157	9 127	–	–	9 127
Road transport	3 339	6 771	–	–	6 771
Environmental protection	–	400	–	–	400
Trading services	**70 124**	**82 934**	**(5 543)**	**(5 543)**	**77 392**
Energy sources	19 652	9 682	(3 565)	(3 565)	6 117
Water management	26 087	32 608	–	–	32 608
Waste water management	24 385	38 844	(1 977)	(1 977)	36 867
Waste management	–	1 800	–	–	1 800
Other	600	–	–	–	–
Total Capital Expenditure - Functional	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**
Funded by:					
National Government	64 521	69 115	(5 412)	(5 412)	63 703
Provincial Government	–	19 841	–	–	19 841
District Municipality	1 362	3 000	–	–	3 000
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educational Institutions)	–	–	–	–	–
Transfers recognised - capital	**65 883**	**91 956**	**(5 412)**	**(5 412)**	**86 544**
Borrowing	–	–	–	–	–
Internally generated funds	13 460	35 146	–	–	35 146
Total Capital Funding	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**

Explanatory notes to Table 11 B5 – Adjustments Capital Expenditure Budget by vote, standard classification and funding source

1. Table A5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

Table 12 (B6 - Adjustments Budget Financial Position)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
ASSETS					
Current assets					
Cash and cash equivalents	5 596	27 903	(1 622)	(1 622)	26 282
Trade and other receivables from exchange transactions	55 239	77 030	-	-	77 030
Receivables from non-exchange transactions	24 619	29 014	-	-	29 014
Inventory	17 110	18 598	-	-	18 598
VAT	50 443	45 422	(0)	(0)	45 422
Other current assets	1 616	109	-	-	109
Total current assets	**154 622**	**198 077**	**(1 622)**	**(1 622)**	**196 456**
Non-current assets			-	-	
Investment property	262 608	262 608	-	-	262 608
Property, plant and equipment	2 039 424	2 071 115	(5 412)	(5 412)	2 065 702
Intangible assets	410	603	-	-	603
Total non-current assets	**2 302 442**	**2 334 326**	**(5 412)**	**(5 412)**	**2 328 913**
TOTAL ASSETS	**2 457 064**	**2 532 403**	**(7 034)**	**(7 034)**	**2 525 369**
LIABILITIES			-	-	
Current liabilities			-	-	
Bank overdraft	-	-	-	-	-
Financial liabilities	9 484	12 169	-	-	12 169
Consumer deposits	23 673	29 060	-	-	29 060
Trade and other payables from exchange transactions	77 412	124 413	0	0	124 413
Trade and other payables from non-exchange transactions	-	(0)	-	-	(0)
Provision	43 689	47 914	-	-	47 914
VAT	-	(0)	-	-	(0)
Other current liabilities	-	-	-	-	-
Total current liabilities	**154 259**	**213 556**	**0**	**0**	**213 556**
Non current liabilities			-	-	
Financial liabilities	8 637	11 207	-	-	11 207
Provision	126 686	137 116	-	-	137 116
Long term portion of trade payables	-	-	-	-	-
Other non-current liabilities	119 711	107 431	-	-	107 431
Total non current liabilities	**255 035**	**255 754**	**-**	**-**	**255 754**
TOTAL LIABILITIES	**409 293**	**469 310**	**0**	**0**	**469 310**
NET ASSETS	**2 047 771**	**2 063 093**	**(7 034)**	**(7 034)**	**2 056 059**
COMMUNITY WEALTH/EQUITY			-	-	
Accumulated surplus/(deficit)	2 047 771	2 063 093	(7 034)	(7 034)	2 056 059
Reserves and funds	-	-	-	-	-
Other	-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	**2 047 771**	**2 063 093**	**(7 034)**	**(7 034)**	**2 056 059**

Explanatory notes to Table 12 B6 – Adjustments Budget Financial Position

1 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, e.g., assets readily converted to cash or liabilities immediately required to be met from cash appear first.

2 Any movement on the Adjustments Budgeted Financial Performance or the Capital Adjustments Budget will invariably impact on the Adjustments 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 debt impairment, which in turn impacts on the provision for bad debts. These budgets and planning assumptions form a critical link in determining the applicability and relevance of the budget as well as the determination of ratios and financial indicators. In addition, the funding compliance assessment is directly informed by forecasting the statement of financial position.

3 The cash flow position requires close and ongoing monitoring.

Table 13 (B7 - Adjustments Budgeted Cash Flow Statement)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts					
Property rates	270 495	263 776	(1)	(1)	263 774
Service charges	697 055	672 771	-	-	672 771
Other revenue	67 422	70 420	18 721	18 721	89 140
Transfers and Subsidies - Operational	190 883	190 883	3 588	3 588	194 472
Transfers and Subsidies - Capital	75 561	74 950	(6 224)	(6 224)	68 726
Interest	4 598	11 674	-	-	11 674
Dividends	-	-	-	-	-
Payments			-	-	
Suppliers and employees	(1 219 527)	(1 214 498)	(23 117)	(23 117)	(1 237 615)
Finance charges	-	(6 612)	-	-	(6 612)
Transfers and Subsidies	-	(1 124)	-	-	(1 124)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**86 487**	**62 239**	**(7 034)**	**(7 034)**	**55 205**
			-	-	
CASH FLOWS FROM INVESTING ACTIVITIES			-	-	
Receipts			**-**	**-**	
Proceeds on disposal of PPE	-	-	-	-	-
Decrease (Increase) in non-current debtors (not used)	-	-	-	-	-
Decrease (increase) in non-current receivables	-	-	-	-	-
Decrease (increase) in non-current investments	-	-	-	-	-
Payments			-	-	
Capital assets	(79 343)	(127 102)	5 412	5 412	(121 690)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(79 343)**	**(127 102)**	**5 412**	**5 412**	**(121 690)**
			-	-	
CASH FLOWS FROM FINANCING ACTIVITIES			-	-	
Receipts			-	-	
Short term loans	-	-	-	-	-
Borrowing long term/refinancing	-	-	-	-	-
Increase (decrease) in consumer deposits	-	-	-	-	-
Payments			-	-	
Repayment of borrowing	(10 091)	(12 169)	-	-	(12 169)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(10 091)**	**(12 169)**	**-**	**-**	**(12 169)**
			-	-	
NET INCREASE/ (DECREASE) IN CASH HELD	**(2 947)**	**(77 032)**	**(1 622)**	**(1 622)**	**(78 653)**
Cash/cash equivalents at the year begin:	**8 542**	**104 935**	**-**	**-**	**104 935**
Cash/cash equivalents at the year-end:	**5 596**	**27 903**	**(1 622)**	**(1 622)**	**26 282**

Explanatory notes to Table 13 B7 – Adjustments Budgeted Cash Flow Statement

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

2. It reflects the expected cash in-flows versus the cash out-flows that is likely to result from the implementation of the Budget.

3. The municipality will have to maintain its efforts of enforcing strict cash flow management and monitoring on an ongoing basis.

Table 14 (B8 - Cash backed reserves/accumulated surplus reconciliation)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Cash and investments available					
Cash/cash equivalents at the year end	5 596	27 903	(1 622)	(1 622)	26 282
Other current investments > 90 days	-	-			-
Non-current assets - Investments	-	-			-
Cash and investments available:	5 596	27 903	(1 622)	(1 622)	26 282
Application of cash and investments					
Unspent conditional transfers	-	(0)			(0)
Unspent borrowing	-	-			-
Statutory requirements	(50 443)	(45 422)	-	-	(45 422)
Other working capital requirements	(10 670)	18 369	-	-	18 369
Other provisions	43 689	47 914	–	–	47 914
Long term investments committed	-	-			-
Reserves to be backed by cash/investments	-	-			-
Total Application of cash and investments:	(17 423)	20 861	-	-	20 861
Surplus(shortfall)	**23 019**	**7 042**	**(1 622)**	**(1 622)**	**5 420**

Explanatory notes to Table 14 B8 – Cash Backed Reserves/Accumulated Surplus Reconciliation

1. The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.

2. The table assesses the funding levels of the budget by firstly forecasting the cash and investments at year end and secondly reconciling the available funding to the liabilities/commitments that exist.

3. As part of the budgeting and planning guidelines that informed the compilation of the 2023/24 Budget, the end objective was to ensure that the budget is funded as required in accordance with section 18 of the MFMA.

Table 15 (B9 - Asset Management)

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
CAPITAL EXPENDITURE					
Total New Assets	**26 118**	**35 217**	**(3 523)**	**(3 523)**	**31 694**
Roads Infrastructure	3 339	5 939	-	-	5 939
Electrical Infrastructure	19 652	8 267	(3 565)	(3 565)	4 702
Water Supply Infrastructure		9 778	-	-	9 778
Sanitation Infrastructure	304	654	(88)	(88)	566
Solid Waste Infrastructure		172	-	-	172
Infrastructure	**23 296**	**24 811**	**(3 653)**	**(3 653)**	**21 158**
Community Facilities	750	750	-	-	750
Community Assets	**750**	**750**	**-**	**-**	**750**
Computer Equipment		2 494	130	130	2 625
Furniture and Office Equipment	610	1 372	-	-	1 372
Machinery and Equipment	100	989	-	-	989
Transport Assets	1 362	4 800	-	-	4 800
			-	-	
Total Renewal of Existing Assets	**-**	**221**	**-**	**-**	**221**
Water Supply Infrastructure		221	-	-	221
Infrastructure	**-**	**221**	**-**	**-**	**221**
			-	-	
Total Upgrading of Existing Assets	**53 225**	**91 664**	**(1 890)**	**(1 890)**	**89 774**
Roads Infrastructure		2 609	-	-	2 609
Electrical Infrastructure		1 371	-	-	1 371
Water Supply Infrastructure	26 087	42 449	-	-	42 449
Sanitation Infrastructure	24 080	38 018	(1 890)	(1 890)	36 128
Infrastructure	**50 167**	**84 447**	**(1 890)**	**(1 890)**	**82 558**
Sport and Recreation Facilities	3 057	7 217	-	-	7 217
Community Assets	**3 057**	**7 217**	**-**	**-**	**7 217**
			-	-	
Total Capital Expenditure	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**
Roads Infrastructure	3 339	8 548	-	-	8 548
Electrical Infrastructure	19 652	9 638	(3 565)	(3 565)	6 073
Water Supply Infrastructure	26 087	52 449	-	-	52 449
Sanitation Infrastructure	24 385	38 672	(1 977)	(1 977)	36 695
Solid Waste Infrastructure		172	-	-	172
Infrastructure	**73 463**	**109 479**	**(5 543)**	**(5 543)**	**103 937**
Community Facilities	750	750	-	-	750
Sport and Recreation Facilities	3 057	7 217	-	-	7 217

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Community Assets	**3 807**	**7 967**	**-**	**-**	**7 967**
Computer Equipment		2 494	130	130	2 625
Furniture and Office Equipment	610	1 372	-	-	1 372
Machinery and Equipment	100	989	-	-	989
Transport Assets	1 362	4 800	-	-	4 800
TOTAL CAPITAL EXPENDITURE - Asset Class	**79 343**	**127 102**	**(5 412)**	**(5 412)**	**121 690**
			-	-	
ASSET REGISTER SUMMARY - PPE (WDV)	**2 179 768**	**2 252 287**	**(5 412)**	**(5 412)**	**2 246 875**
Roads Infrastructure	556 676	551 217	-	-	551 217
Storm water Infrastructure	8 914	29 724	-	-	29 724
Electrical Infrastructure	204 212	173 863	(3 565)	(3 565)	170 298
Water Supply Infrastructure	359 616	407 098	-	-	407 098
Sanitation Infrastructure	517 807	487 524	(1 977)	(1 977)	485 547
Solid Waste Infrastructure	(51 865)	(15 087)	-	-	(15 087)
Information and Communication Infrastructure	72	72	-	-	72
Infrastructure	1 595 431	1 634 412	(5 543)	(5 543)	1 628 869
	52 093	56 844	-	-	56 844
			-	-	
Community Assets	52 093	56 844	-	-	56 844
	262 608	262 608	-	-	262 608
			-	-	
Investment properties	262 608	262 608	-	-	262 608
	20 444	32 094	-	-	32 094
			-	-	
Other Assets	20 444	32 094	-	-	32 094
	410	603	-	-	603
			-	-	
Intangible Assets	410	603	-	-	603
Computer Equipment	2 941	5 566	130	130	5 696
Furniture and Office Equipment	6 594	2 139	17	17	2 156
Machinery and Equipment	3 058	7 798	-	-	7 798
Transport Assets	8 584	38 886	(17)	(17)	38 870
Land	227 605	211 337	-	-	211 337
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	**2 179 768**	**2 252 287**	**(5 412)**	**(5 412)**	**2 246 875**

Description	Current year 2023/24				
R thousands	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
EXPENDITURE OTHER ITEMS			**-**	**-**	
Depreciation	109 663	109 663	-	-	109 663
Repairs and Maintenance by Asset Class	**60 689**	**60 250**	**(645)**	**(645)**	**59 605**
Roads Infrastructure	14 206	10 487	(743)	(743)	9 744
Storm water Infrastructure	1 075	989	-	-	989
Electrical Infrastructure	10 827	10 827	-	-	10 827
Water Supply Infrastructure	7 442	6 055	-	-	6 055
Sanitation Infrastructure	8 969	11 990	-	-	11 990
Infrastructure	**42 518**	**40 348**	**(743)**	**(743)**	**39 605**
Community Facilities	1 696	2 911	-	-	2 911
Sport and Recreation Facilities	1 347	1 347	98	98	1 445
Community Assets	**3 043**	**4 258**	**98**	**98**	**4 356**
Operational Buildings	3 545	4 061	-	-	4 061
Other Assets	**3 545**	**4 061**	**-**	**-**	**4 061**
Machinery and Equipment	727	727	-	-	727
Transport Assets	10 856	10 856	-	-	10 856
			-	-	
TOTAL EXPENDITURE OTHER ITEMS	**170 352**	**169 913**	**(645)**	**(645)**	**169 268**
Renewal and upgrading of Existing Assets as % of total capex	*67,1%*				*74,0%*
Renewal and upgrading of Existing Assets as % of deprecn	*48,5%*				*82,1%*
R&M as a % of PPE & Investment Property	*2,8%*				*2,7%*
Renewal and upgrading and R&M as a % of PPE and Investment Property	*5,2%*				*6,7%*

Explanatory notes to Table 15 B9 – Asset Management

1. The table provides a summarised version of the capital programme divided into new assets and renewal of existing assets; and reflects the relevant asset categories. The associated repairs and maintenance and depreciation are also reflected. It also provides an indication of the resources deployed for maintaining and renewing existing assets, as well as the extent of asset expansion.

Table 16 (B10 - Basic service delivery measurement)

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Household service targets					
Water:					
Piped water inside dwelling	–	–	–	–	–
Piped water inside yard (but not in dwelling)	–	–	–	–	–
Using public tap (at least min.service level)	–	–	–	–	–
Other water supply (at least min.service level)	–	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–	–
Using public tap (< min.service level)	–	–	–	–	–
Other water supply (< min.service level)	–	–	–	–	–
No water supply	–	–	–	–	–
Below Minimum Servic Level sub-total	–	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**	**–**
Sanitation/sewerage:					
Flush toilet (connected to sewerage)	–	–	–	–	–
Flush toilet (with septic tank)	–	–	–	–	–
Chemical toilet	–	–	–	–	–
Pit toilet (ventilated)	–	–	–	–	–
Other toilet provisions (> min.service level)	–	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–	–
Bucket toilet	–	–	–	–	–
Other toilet provisions (< min.service level)	–	–	–	–	–
No toilet provisions	–	–	–	–	–
Below Minimum Servic Level sub-total	–	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**	**–**
Energy:					
Electricity (at least min. service level)	–	–	–	–	–
Electricity - prepaid (> min.service level)	–	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–	–
Electricity (< min.service level)	–	–	–	–	–
Electricity - prepaid (< min. service level)	–	–	–	–	–
Other energy sources	–	–	–	–	–
Below Minimum Servic Level sub-total	–	–	–	–	–
Total number of households	–	–	–	–	–

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Refuse:					
Removed at least once a week (min.service)	–	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–	–
Removed less frequently than once a week	–	–	–	–	–
Using communal refuse dump	–	–	–	–	–
Using own refuse dump	–	–	–	–	–
Other rubbish disposal	–	–	–	–	–
No rubbish disposal	–	–	–	–	–
Below Minimum Servic Level sub-total	–	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**	**–**
Households receiving Free Basic Service					
Water (6 kilolitres per household per month)	19 498 541	19 498 541	298 649	298 649	19 797 190
Sanitation (free minimum level service)	12 635 128	12 635 128	710 155	710 155	13 345 283
Electricity/other energy (50kwh per household per month)	4 955 229	4 955 229	–	–	4 955 229
Refuse (removed at least once a week)	–	–	–	–	–
Informal Settlements	–	–	–	–	–
Cost of Free Basic Services provided (R'000)					
Water (6 kilolitres per indigent household per month)	19 499	19 499	299	299	19 797
Sanitation (free sanitation service to indigent households)	12 635	12 635	710	710	13 345
Electricity/other energy (50kwh per indigent household per month)	4 955	4 955	–	–	4 955
Refuse (removed once a week for indigent households)	–	–	–	–	–
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)	–	–	–	–	–
Total cost of FBS provided	37 089	37 089	1 009	1 009	38 098
Highest level of free service provided					
Property rates (R'000 value threshold)	–	–	–	–	–
Water (kilolitres per household per month)	–	–	–	–	–
Sanitation (kilolitres per household per month)	–	–	–	–	–
Sanitation (Rand per household per month)	–	–	–	–	–
Electricity (kw per household per month)	–	–	–	–	–
Refuse (average litres per week)	–	–	–	–	–

Description	Budget Year 2023/24				
	Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
Revenue cost of free services provided (R'000)					
Property rates (tariff adjustment) (impermissable values per section 17 of MPRA)	–	–	–	–	–
Property rates exemptions, reductions and rebates and impermissable values in excess of section 17 of MPRA)	29 261	29 261	(11 468)	(11 468)	17 793
Water (in excess of 6 kilolitres per indigent household per month)	–	–	–	–	–
Sanitation (in excess of free sanitation service to indigent households)	–	–	–	–	–
Electricity/other energy (in excess of 50 kwh per indigent household per month)	–	–	–	–	–
Refuse (in excess of one removal a week for indigent households)	–	–	–	–	–
Municipal Housing - rental rebates	–	–	–	–	–
Housing - top structure subsidies	–	–	–	–	–
Other	–	–	–	–	–
Total revenue cost of subsidised services provided	**29 261**	**29 261**	**(11 468)**	**(11 468)**	**17 793**

Explanatory notes to Table 16 B10 – Basic Service Delivery Measurement

1. Table B10 provides an overview of service delivery levels, including backlogs (below minimum service level), for each of the main services.

PART 2 – SUPPORTING DOCUMENTATION

2.1 Adjustments to expenditure on allocations and grant programmes

2.3.1 The adjustments made to planned capital expenditure of allocations and grants received.

The adjustments made to planned capital expenditure, including the capital projects in question, are reflected in Annexure "B".

2.2 Adjustments to Service Delivery and Budget Implementation Plan (SDBIP)

In accordance with the MFMA, it should be noted that adjustments to the service delivery targets and performance indicators in the 2023/24 SDBIP will be considered, following the approval by Council of the 2023/24 Special Adjustments Budget.

2.3 Municipal Manager's Quality Certification

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

Print Name __Charl Du Plessis_____

Municipal Manager of Kouga Local Municipality EC108



Signature:…… …… ……..

Date:……29 February 2024……

ANNEXURE "B"

PROJECT DESCRIPTION	Budget Year 2023/24 Original Budget	Prior Adjusted	Other Adjusts.	Total Adjusts.	Adjusted Budget
DISTRICT SUBSIDY					
Fire vehicles	1 362 277	3 000 277	-	-	3 000 277
	1 362 277	**3 000 277**	**-**	**-**	**3 000 277**
ENERGY EFFICIENCY AND DEMAND SIDE MANAGEMENT GRANT					
ENERGY EFFICIENCY PROJECTS	3 478 260	3 478 260	(3 478 260)	(3 478 260)	-
	3 478 260	**3 478 260**	**(3 478 260)**	**(3 478 260)**	**-**
FINANCIAL MANAGEMENT GRANT					
INTERNS' LAPTOPS	-	-	130 435	130 435	130 435
	3 478 260	**3 478 260**	**130 435**	**130 435**	**130 435**
HUMAN SETTLEMENT GRANT					
WATER INFRASTRUCTURE SUPPLY	-	15 330 180	-	-	15 330 180
WATER INFRASTRUCTURE SUPPLY - CONSULTANT FEES	-	4 510 553	-	-	4 510 553
	-	**19 840 733**	**-**	**-**	**19 840 733**
INTEGRATED NATIONAL ELECTRIFICATION PROGRAMME GRANT					
OCEAN VIEW 1250 ELECTRIFICATION	4 086 956	3 555 651	**-**	**-**	3 555 651
Bulk 66kv Overhead lines	-	1 371 165	-	-	1 371 165
Electrification of Oceanview	-	1 146 184	-	-	1 146 184
	4 086 956	**6 073 000**	**-**	**-**	**6 073 000**
MUNICIPAL DISASTER RESPONSE GRANT					
ST FRANCIS CANAL BRIDGE	-	2 608 696	-	-	2 608 696
	-	**2 608 696**	**-**	**-**	**2 608 696**
MUNICIPAL INFRASTRUCTURE GRANT					
DESIGN: UPGRADING WESTON WWTW OUTFALL AND RETICULA	430 645	430 645	-	-	430 645
DESIGN: UGRADING JEFFREYS BAY SEWER PIPE IN OCEANV	304 347	207 805	(87 805)	(87 805)	120 000
UPGRADING KWANOMZAMO WWTW	10 632 672	8 403 632	(1 745 931)	(1 745 931)	6 657 701
DESIGN: LA MER NEW SEWER RISING MAIN	208 695	208 695	(143 695)	(143 695)	65 000
UPGRADING HANKEY SEWERAGE INFRASTRUCTURE	12 808 470	12 894 619	-	-	12 894 619
UPGRADING KOUGA GRAVEL ROADS	3 339 130	3 339 130	-	-	3 339 130
UPGRADING LOERIE SPORTS FACILITIES	3 057 474	5 296 905	-	-	5 296 905
DESIGN: HIGH MAST LIGHTS	86 957	86 957	(86 957)	(86 957)	-
	30 868 390	**30 868 388**	**(2 064 388)**	**(2 064 388)**	**28 804 000**
WATER SERVICES INFRASTRUCTURE GRANT					
PARADISE BEACH WATER TOWER	9 772 639	9 772 639	-	-	9 772 639
MIMOSA STREET PIPELINE REPLACEMENT	16 314 317	12 836 056	-	-	12 836 056
Consultants Services Groundwater Development (WSIG)	-	869 565	-	-	869 565
New Boreholes St Francis (WSIG)	-	2 608 695	-	-	2 608 695
	26 086 956	**26 086 955**	**-**	**-**	**26 086 955**
TOTAL	**65 882 839**	**91 956 309**	**(5 412 213)**	**(5 412 213)**	**86 544 096**

Municipal adjustments budgets & supporting tables

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National Treasury
REPUBLIC OF SOUTH AFRICA

Contact details:

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LG Upload Portal

Preparation Instructions

Municipality Name:	EC108 Kouga
CFO Name:	Riaaz Naziem Lorgat
Tel:	042 200 2200
Fax:	042 200 8606
E-Mail:	rlorgat@kouga.gov.za
Date of Adjustments Budget (dd/mm/yyyy):	29/03/2024
MTREF:	2023
Budget Year:	2023/24

Does this municipality have Entities?

If YES: Identify type of report: Consolidated Information

Name Votes & Sub-Votes

Printing Instructions

Showing / Hiding Columns

Hide Reference columns on all sheets

Hide Pre-audit columns on all sheets

Showing / Clearing Highlights

Clear Highlights on all sheets

Important documents which provide essential assistance

MFMA Budget Circulars	Click to view
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Dummy Budget Guide	Click to view
Funding Compliance Guide	Click to view
MFMA Return Forms	Click to view

Organisational Structure Votes	Complete Votes & Sub-Votes		Select Org. Structure
Vote 1 - EXECUTIVE COUNCIL	**Vote 1**	**EXECUTIVE COUNCIL**	
Vote 2 - FINANCIAL SERVICES	1.1	Mayor and Council	1.1 - Mayor and Council
Vote 3 - CORPORATE SERVICES	1.2	Municipal Manager	1.2 - Municipal Manager
Vote 4 - COMMUNITY SERVICES	1.3	Risk and Internal Audit Unit	1.3 - Risk and Internal Audit Unit
Vote 5 - INFRASTRUCTURE AND ENGINEERING	1.4	Legal Services	1.4 - Legal Services
Vote 6 - PLANNING DEVELOPMENT AND TOURISM	1.5	[Name of sub-vote]	
Vote 7 - [NAME OF VOTE 7]	1.6	[Name of sub-vote]	
Vote 8 - [NAME OF VOTE 8]	1.7	[Name of sub-vote]	
Vote 9 - [NAME OF VOTE 9]	1.8	[Name of sub-vote]	
Vote 10 - [NAME OF VOTE 10]	1.9	[Name of sub-vote]	
Vote 11 - [NAME OF VOTE 11]	1.10	[Name of sub-vote]	
Vote 12 - [NAME OF VOTE 12]	**Vote 2**	**FINANCIAL SERVICES**	
Vote 13 - [NAME OF VOTE 13]	2.1	Financial Services: CFO	2.1 - Financial Services: CFO
Vote 14 - [NAME OF VOTE 14]	2.2	ASSESSMENT RATES LEVIES	2.2 - ASSESSMENT RATES LEVIES
Vote 15 - [NAME OF VOTE 15]	2.3	Expenditure	2.3 - Expenditure
	2.4	Budget and Financial Reporting	2.4 - Budget and Financial Reporting
	2.5	Revenue	2.5 - Revenue
	2.6	Information Communication Technology (ICT)	2.6 - Information Communication Technology (ICT)
	2.7	Assets Management	2.7 - Assets Management
	2.8	SCM Stores: Logistics and Disposal Management	2.8 - SCM Stores: Logistics and Disposal Management
	2.9	SCM: Demand Management, Risk; Performance & Contract Manage	2.9 - SCM: Demand Management, Risk; Performance & Contra
	2.10	[Name of sub-vote]	
	Vote 3	**CORPORATE SERVICES**	
	3.1	Corporate Services: Director	3.1 - Corporate Services: Director
	3.2	Administration	3.2 - Administration
	3.3	Human Resources	3.3 - Human Resources
	3.4	[Name of sub-vote]	
	3.5	[Name of sub-vote]	
	3.6	[Name of sub-vote]	
	3.7	[Name of sub-vote]	
	3.8	[Name of sub-vote]	
	3.9	[Name of sub-vote]	
	3.10	[Name of sub-vote]	
	Vote 4	**COMMUNITY SERVICES**	
	4.1	Community Services: Director	4.1 - Community Services: Director
	4.2	Community Services	4.2 - Community Services
	4.3	Disaster Management	4.3 - Disaster Management
	4.4	Environmental Health	4.4 - Environmental Health
	4.5	Public Safety	4.5 - Public Safety
	4.6	Sport and Recreation	4.6 - Sport and Recreation
	4.7	WasteManagement	4.7 - WasteManagement
	4.8	[Name of sub-vote]	
	4.9	[Name of sub-vote]	
	4.10	[Name of sub-vote]	
	Vote 5	**INFRASTRUCTURE AND ENGINEERING**	
	5.1	Infrastructure and Engineering: Director	5.1 - Infrastructure and Engineering: Director
	5.2	Engineering	5.2 - Engineering
	5.3	Energy Sources	5.3 - Energy Sources
	5.4	Waste Water Management	5.4 - Waste Water Management
	5.5	Water Management	5.5 - Water Management
	5.6	[Name of sub-vote]	
	5.7	[Name of sub-vote]	
	5.8	[Name of sub-vote]	
	5.9	[Name of sub-vote]	
	5.10	[Name of sub-vote]	
	Vote 6	**PLANNING DEVELOPMENT AND TOURISM**	
	6.1	Planning Development and Tourism: Director	6.1 - Planning Development and Tourism: Director
	6.2	Housing Services	6.2 - Housing Services
	6.3	Planning and Development	6.3 - Planning and Development
	6.4	[Name of sub-vote]	
	6.5	[Name of sub-vote]	
	6.6	[Name of sub-vote]	
	6.7	[Name of sub-vote]	
	6.8	[Name of sub-vote]	
	6.9	[Name of sub-vote]	
	6.10	[Name of sub-vote]	
	Vote 7	**[NAME OF VOTE 7]**	
	7.1	[Name of sub-vote]	
	7.2	[Name of sub-vote]	
	7.3	[Name of sub-vote]	
	7.4	[Name of sub-vote]	
	7.5	[Name of sub-vote]	
	7.6	[Name of sub-vote]	
	7.7	[Name of sub-vote]	
	7.8	[Name of sub-vote]	
	7.9	[Name of sub-vote]	
	7.10	[Name of sub-vote]	
	Vote 8	**[NAME OF VOTE 8]**	
	8.1	[Name of sub-vote]	
	8.2	[Name of sub-vote]	
	8.3	[Name of sub-vote]	
	8.4	[Name of sub-vote]	
	8.5	[Name of sub-vote]	
	8.6	[Name of sub-vote]	
	8.7	[Name of sub-vote]	
	8.8	[Name of sub-vote]	
	8.9	[Name of sub-vote]	
	8.10	[Name of sub-vote]	
	Vote 9	**[NAME OF VOTE 9]**	
	9.1	[Name of sub-vote]	
	9.2	[Name of sub-vote]	
	9.3	[Name of sub-vote]	
	9.4	[Name of sub-vote]	
	9.5	[Name of sub-vote]	
	9.6	[Name of sub-vote]	
	9.7	[Name of sub-vote]	
	9.8	[Name of sub-vote]	
	9.9	[Name of sub-vote]	
	9.10	[Name of sub-vote]	
	Vote 10	**[NAME OF VOTE 10]**	
	10.1	[Name of sub-vote]	
	10.2	[Name of sub-vote]	
	10.3	[Name of sub-vote]	

Organisational Structure Votes	Complete Votes & Sub-Votes	Select Org. Structure
10.4	[Name of sub-vote]	
10.5	[Name of sub-vote]	
10.6	[Name of sub-vote]	
10.7	[Name of sub-vote]	
10.8	[Name of sub-vote]	
10.9	[Name of sub-vote]	
10.10	[Name of sub-vote]	
Vote 11	**[NAME OF VOTE 11]**	
11.1	[Name of sub-vote]	
11.2	[Name of sub-vote]	
11.3	[Name of sub-vote]	
11.4	[Name of sub-vote]	
11.5	[Name of sub-vote]	
11.6	[Name of sub-vote]	
11.7	[Name of sub-vote]	
11.8	[Name of sub-vote]	
11.9	[Name of sub-vote]	
11.10	[Name of sub-vote]	
Vote 12	**[NAME OF VOTE 12]**	
12.1	[Name of sub-vote]	
12.2	[Name of sub-vote]	
12.3	[Name of sub-vote]	
12.4	[Name of sub-vote]	
12.5	[Name of sub-vote]	
12.6	[Name of sub-vote]	
12.7	[Name of sub-vote]	
12.8	[Name of sub-vote]	
12.9	[Name of sub-vote]	
12.10	[Name of sub-vote]	
Vote 13	**[NAME OF VOTE 13]**	
13.1	[Name of sub-vote]	
13.2	[Name of sub-vote]	
13.3	[Name of sub-vote]	
13.4	[Name of sub-vote]	
13.5	[Name of sub-vote]	
13.6	[Name of sub-vote]	
13.7	[Name of sub-vote]	
13.8	[Name of sub-vote]	
13.9	[Name of sub-vote]	
13.10	[Name of sub-vote]	
Vote 14	**[NAME OF VOTE 14]**	
14.1	[Name of sub-vote]	
14.2	[Name of sub-vote]	
14.3	[Name of sub-vote]	
14.4	[Name of sub-vote]	
14.5	[Name of sub-vote]	
14.6	[Name of sub-vote]	
14.7	[Name of sub-vote]	
14.8	[Name of sub-vote]	
14.9	[Name of sub-vote]	
14.10	[Name of sub-vote]	
Vote 15	**[NAME OF VOTE 15]**	
15.1	[Name of sub-vote]	
15.2	[Name of sub-vote]	
15.3	[Name of sub-vote]	
15.4	[Name of sub-vote]	
15.5	[Name of sub-vote]	
15.6	[Name of sub-vote]	
15.7	[Name of sub-vote]	
15.8	[Name of sub-vote]	
15.9	[Name of sub-vote]	
15.10	[Name of sub-vote]	

EC108 Kouga - Contact Information

A. GENERAL INFORMATION

Municipality	EC108 Kouga	Set name on 'Instructions' sheet
Grade	0	*1 Grade in terms of the Remuneration of Public Office Bearers Act.*
Province	EC EASTERN CAPE	
Web Address	www.kouga.gov.za	
E-mail Address	0	

B. CONTACT INFORMATION

Postal address:	
P.O. Box	P O Box 21
City / Town	JEFFREYS BAY
Postal Code	6330
Street address	
Building	Kouga Municipality
Street No. & Name	33 Da Gama Road
City / Town	JEFFREYS BAY
Postal Code	6330
General Contacts	
Telephone number	042 200 2200
Fax number	042 200 8606

C. POLITICAL LEADERSHIP

Speaker:		**Secretary/PA to the Speaker:**	
ID Number	820209 5010 082	ID Number	730525 0153 083
Title	Mr	Title	Ms
Name	Chris Hattingh Bornman	Name	Yvonne Herbst
Telephone number	042 200 2021	Telephone number	042 200 2021
Cell number	084 240 5226	Cell number	081 723-1807
Fax number	086 529 7923	Fax number	086 529 7923
E-mail address	paspeaker@kouga.gov.za	E-mail address	paspeaker@kouga.gov.za

Mayor/Executive Mayor:		**Secretary/PA to the Mayor/Executive Mayor:**	
ID Number	711118 5289 087	ID Number	850102 0271 085
Title	Mr	Title	Ms
Name	Horatio Mario Hendricks	Name	Elvina Felix
Telephone number	042 200 2057	Telephone number	042 200 2021
Cell number	083 795 0200	Cell number	073 333 9989
Fax number	086 529 7923	Fax number	086 529 7923
E-mail address	pamayor@kouga.gov.za	E-mail address	pamayor@kouga.gov.za

Deputy Mayor/Executive Mayor:		**Secretary/PA to the Deputy Mayor/Executive Mayor:**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

D. MANAGEMENT LEADERSHIP

Municipal Manager:		**Secretary/PA to the Municipal Manager:**	
ID Number	671015 5014 085	ID Number	830923 0220 086
Title	Mr	Title	Mrs
Name	Charl du Plessis	Name	Joezay Reed
Telephone number	042 200 2046	Telephone number	042 200 2046
Cell number	083 300 0126	Cell number	067 106-2225
Fax number	086 521 4099	Fax number	086 521 4099
E-mail address	cduplessis@kouga.gov.za	E-mail address	jreed@kouga.gov.za

Chief Financial Officer		**Secretary/PA to the Chief Financial Officer**	
ID Number	8202175222086	ID Number	6812270093083
Title	Mr	Title	Ms
Name	Riaaz Naziem Lorgat	Name	Avis Meyer
Telephone number	042 200 2045	Telephone number	042 200 2045

Cell number	084 845 4470	Cell number	081 339 6465
Fax number	0	Fax number	0
E-mail address	rlorgat@kouga.gov.za	E-mail address	ameyer@kouga.gov.za

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	830303 5059 088	ID Number	800520 5376 081
Title	Mr	Title	Mr
Name	Shukree Abrahams	Name	Zandisile Gongqoba
Telephone number	042 200 2122	Telephone number	042 200 2055
Cell number	083 265 4372	Cell number	073 456 7742
Fax number	0	Fax number	0
E-mail address	sabrahams@kouga.gov.za	E-mail address	zgongqoba@kouga.gov.za

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	9308025326081	ID Number	0
Title	Mr	Title	0
Name	Shane Burger	Name	0
Telephone number	042 200 2055	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	sburger@kouga.gov.za	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

EC108 Kouga - Table B1 Adjustments Budget Summary - 29/03/2024

Description	Budget Year 2023/24								
R thousands	Original Budget A	Prior Adjusted 1 A1	Accum. Funds 2 B	Multi-year capital 3 C	Unfore. Unavoid. 4 D	Nat. or Prov. Govt 5 E	Other Adjusts. 6 F	Total Adjusts. 7 G	Adjusted Budget 8 H
Financial Performance									
Property rates	281 488	281 488	–	–	–	–	–	–	281 488
Service charges	621 867	602 433	–	–	–	–	–	–	602 433
Investment revenue	4 598	11 674	–	–	–	–	–	–	11 674
Transfers recognised - operational	190 883	194 142	–	–	–	–	3 588	3 588	197 730
Other own revenue	60 121	204 086	–	–	–	–	–	–	204 086
Total Revenue (excluding capital transfers and contributions)	**1 158 957**	**1 293 823**	**–**	**–**	**–**	**–**	**3 588**	**3 588**	**1 297 411**
Employee costs	447 813	441 415	–	–	–	–	(159)	(159)	441 256
Remuneration of councillors	15 140	15 140	–	–	–	–	–	–	15 140
Depreciation & asset impairment	109 663	109 663	–	–	–	–	–	–	109 663
Interest	2 090	5 750	–	–	–	–	–	–	5 750
Inventory consumed and bulk purchases	458 626	127 943	–	–	–	–	1 329	1 329	129 271
Transfers and subsidies	924	1 124	–	–	–	–	–	–	1 124
Other expenditure	234 060	732 012	–	–	–	–	2 574	2 574	734 586
Total Expenditure	**1 268 316**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	**3 744**	**1 436 791**
Surplus/(Deficit)	(109 359)	(139 224)	–	–	–	–	(156)	(156)	(139 380)
Transfers and subsidies - capital (monetary allocations	75 561	100 686	–	–	–	–	(6 224)	(6 224)	94 462
Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year	**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**
Capital expenditure & funds sources									
Capital expenditure	79 343	127 102	–	–	–	–	(5 412)	(5 412)	121 690
Transfers recognised - capital	65 883	91 956	–	–	–	–	(5 412)	(5 412)	86 544
Borrowing	–	–	–	–	–	–	–	–	–
Internally generated funds	13 460	35 146	–	–	–	–	–	–	35 146
Total sources of capital funds	**79 343**	**127 102**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**121 690**
Financial position									
Total current assets	154 622	198 743	–	–	–	–	(2 287)	(2 287)	196 456
Total non current assets	2 302 442	2 334 326	–	–	–	–	(5 412)	(5 412)	2 328 913
Total current liabilities	154 259	214 875	–	–	–	–	(1 319)	(1 319)	213 556
Total non current liabilities	255 035	255 754	–	–	–	–	–	–	255 754
Community wealth/Equity	**2 047 771**	**2 062 439**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**2 056 059**
Cash flows									
Net cash from (used) operating	86 487	62 239	–	–	–	–	(7 034)	(7 034)	55 205
Net cash from (used) investing	(79 343)	(127 102)	–	–	–	–	5 412	5 412	(121 690)
Net cash from (used) financing	(10 091)	(12 169)	–	–	–	–	–	–	(12 169)
Cash/cash equivalents at the year end	**5 596**	**27 903**	**–**	**–**	**–**	**–**	**(1 622)**	**(1 622)**	**26 282**
Cash backing/surplus reconciliation									
Cash and investments available	5 596	27 903	–	–	–	–	(1 622)	(1 622)	26 282
Application of cash and investments	(9 200)	20 861	–	–	–	–	–	–	20 861
Balance - surplus (shortfall)	**14 795**	**7 042**	**–**	**–**	**–**	**–**	**(1 622)**	**(1 622)**	**5 420**
Asset Management									
Asset register summary (WDV)	2 302 442	2 334 326	–	–	–	–	(5 412)	(5 412)	2 328 913
Depreciation	109 663	109 663	–	–	–	–	–	–	109 663
Renewal and Upgrading of Existing Assets	53 225	91 885	–	–	–	–	(1 890)	(1 890)	89 996
Repairs and Maintenance	60 689	59 605	–	–	–	–	–	–	59 605
Free services									
Cost of Free Basic Services provided	37 089	38 098	–	–	–	–	–	–	38 098
Revenue cost of free services provided	29 261	17 793	–	–	–	–	–	–	17 793
Households below minimum service level									
Water:	–	–	–	–	–	–	–	–	–
Sanitation/sewerage:	–	–	–	–	–	–	–	–	–
Energy:	–	–	–	–	–	–	–	–	–
Refuse:	–	–	–	–	–	–	–	–	–

EC108 Kouga - Table B2 Adjustments Budget Financial Performance (functional classification) - 29/03/2024

Standard Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			5	6	7	8	9	10	11	12
R thousands	1, 4	A	A1	B	C	D	E	F	G	H
Revenue - Functional										
Governance and administration		**422 639**	**558 025**	**–**	**–**	**–**	**–**	**–**	**–**	**558 025**
Executive and council		106	135	–	–	–	–	–	–	135
Finance and administration		422 533	557 890	–	–	–	–	–	–	557 890
Internal audit		–	–	–	–	–	–	–	–	–
Community and public safety		**16 716**	**37 059**	**–**	**–**	**–**	**–**	**–**	**–**	**37 059**
Community and social services		2 437	2 435	–	–	–	–	–	–	2 435
Sport and recreation		10 338	10 802	–	–	–	–	–	–	10 802
Public safety		1 378	1 604	–	–	–	–	–	–	1 604
Housing		–	19 841	–	–	–	–	–	–	19 841
Health		2 563	2 378	–	–	–	–	–	–	2 378
Economic and environmental services		**37 432**	**50 694**	**–**	**–**	**–**	**–**	**(262)**	**(262)**	**50 432**
Planning and development		8 083	9 815	–	–	–	–	(125)	(125)	9 690
Road transport		6 910	13 140	–	–	–	–	(137)	(137)	13 003
Environmental protection		22 439	27 739	–	–	–	–	–	–	27 739
Trading services		**757 731**	**748 730**	**–**	**–**	**–**	**–**	**(2 374)**	**(2 374)**	**746 356**
Energy sources		408 372	370 684	–	–	–	–	–	–	370 684
Water management		161 300	182 887	–	–	–	–	–	–	182 887
Waste water management		113 711	118 439	–	–	–	–	(2 374)	(2 374)	116 065
Waste management		74 347	76 720	–	–	–	–	–	–	76 720
Other		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Revenue - Functional	2	**1 234 518**	**1 394 508**	**–**	**–**	**–**	**–**	**(2 636)**	**(2 636)**	**1 391 872**
Expenditure - Functional										
Governance and administration		**306 226**	**323 312**	**–**	**–**	**–**	**–**	**335**	**335**	**323 646**
Executive and council		64 558	60 112	–	–	–	–	–	–	60 112
Finance and administration		241 417	262 740	–	–	–	–	335	335	263 075
Internal audit		251	460	–	–	–	–	–	–	460
Community and public safety		**121 818**	**119 123**	**–**	**–**	**–**	**–**	**63**	**63**	**119 186**
Community and social services		12 897	13 558	–	–	–	–	–	–	13 558
Sport and recreation		63 813	60 846	–	–	–	–	63	63	60 909
Public safety		30 247	30 280	–	–	–	–	–	–	30 280
Housing		7 037	6 606	–	–	–	–	–	–	6 606
Health		7 824	7 832	–	–	–	–	–	–	7 832
Economic and environmental services		**158 670**	**303 675**	**–**	**–**	**–**	**–**	**(137)**	**(137)**	**303 538**
Planning and development		31 432	35 970	–	–	–	–	–	–	35 970
Road transport		118 681	254 903	–	–	–	–	(137)	(137)	254 766
Environmental protection		8 556	12 802	–	–	–	–	–	–	12 802
Trading services		**674 375**	**678 927**	**–**	**–**	**–**	**–**	**3 483**	**3 483**	**682 411**
Energy sources		424 020	423 974	–	–	–	–	3 483	3 483	427 457
Water management		103 892	107 011	–	–	–	–	–	–	107 011
Waste water management		85 015	84 300	–	–	–	–	–	–	84 300
Waste management		61 449	63 643	–	–	–	–	–	–	63 643
Other		**7 227**	**8 010**	**–**	**–**	**–**	**–**	**–**	**–**	**8 010**
Total Expenditure - Functional	3	**1 268 316**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	**3 744**	**1 436 791**
Surplus/ (Deficit) for the year		**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**

EC108 Kouga - Table B2 Adjustments Budget Financial Performance (functional classification) - B - 29/03/2024

Standard Classification Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			5	6	7	8	9	10	11	12
R thousand	1	A	A1	B	C	D	E	F	G	H
Revenue - Functional										
Municipal governance and administration		**422 639**	**558 025**	**–**	**–**	**–**	**–**	**–**	**–**	**558 025**
Executive and council		106	135	–	–	–	–	–	–	135
Mayor and Council		–	–	–	–	–	–	–	–	–
Municipal Manager, Town Secretary and Chief		106	135	–	–	–	–	–	–	135
Finance and administration		422 533	557 890	–	–	–	–	–	–	557 890
Administrative and Corporate Support		1 290	451	–	–	–	–	–	–	451
Asset Management		1 000	1 000	–	–	–	–	–	–	1 000
Finance		409 736	421 753	–	–	–	–	–	–	421 753
Fleet Management		–	1	–	–	–	–	–	–	1
Human Resources		654	654	–	–	–	–	–	–	654
Information Technology		–	–	–	–	–	–	–	–	–
Legal Services		–	–	–	–	–	–	–	–	–
Marketing, Customer Relations, Publicity and Media Co-		–	–	–	–	–	–	–	–	–
Property Services		–	–	–	–	–	–	–	–	–
Risk Management		–	–	–	–	–	–	–	–	–
Security Services		9 853	134 031	–	–	–	–	–	–	134 031
Supply Chain Management		–	–	–	–	–	–	–	–	–
Valuation Service		–	–	–	–	–	–	–	–	–
Internal audit		–	–	–	–	–	–	–	–	–
Governance Function		–	–	–	–	–	–	–	–	–
Community and public safety		**16 716**	**37 059**	**–**	**–**	**–**	**–**	**–**	**–**	**37 059**
Community and social services		**2 437**	**2 435**	**–**	**–**	**–**	**–**	**–**	**–**	**2 435**
Aged Care		–	–	–	–	–	–	–	–	–
Agricultural		–	–	–	–	–	–	–	–	–
Animal Care and Diseases		–	–	–	–	–	–	–	–	–
Cemeteries, Funeral Parlours and Crematoriums		387	384	–	–	–	–	–	–	384
Child Care Facilities		–	–	–	–	–	–	–	–	–
Community Halls and Facilities		–	–	–	–	–	–	–	–	–
Consumer Protection		–	–	–	–	–	–	–	–	–
Cultural Matters		–	–	–	–	–	–	–	–	–
Disaster Management		–	–	–	–	–	–	–	–	–
Education		–	–	–	–	–	–	–	–	–
Indigenous and Customary Law		–	–	–	–	–	–	–	–	–
Industrial Promotion		–	–	–	–	–	–	–	–	–
Language Policy		–	–	–	–	–	–	–	–	–
Libraries and Archives		2 050	2 051	–	–	–	–	–	–	2 051
Literacy Programmes		–	–	–	–	–	–	–	–	–
Media Services		–	–	–	–	–	–	–	–	–
Museums and Art Galleries		–	–	–	–	–	–	–	–	–
Population Development		–	–	–	–	–	–	–	–	–
Provincial Cultural Matters		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Zoo's		–	–	–	–	–	–	–	–	–
Sport and recreation		**10 338**	**10 802**	**–**	**–**	**–**	**–**	**–**	**–**	**10 802**
Beaches and Jetties		7 858	8 254	–	–	–	–	–	–	8 254
Casinos, Racing, Gambling, Wagering		–	–	–	–	–	–	–	–	–
Community Parks (including Nurseries)		–	(0)	–	–	–	–	–	–	(0)
Recreational Facilities		2 479	2 548	–	–	–	–	–	–	2 548
Sports Grounds and Stadiums		–	–	–	–	–	–	–	–	–
Public safety		**1 378**	**1 604**	**–**	**–**	**–**	**–**	**–**	**–**	**1 604**
Civil Defence		–	–	–	–	–	–	–	–	–
Cleansing		–	–	–	–	–	–	–	–	–
Control of Public Nuisances		–	–	–	–	–	–	–	–	–
Fencing and Fences		–	–	–	–	–	–	–	–	–
Fire Fighting and Protection		1 378	1 604	–	–	–	–	–	–	1 604
Licensing and Control of Animals		–	–	–	–	–	–	–	–	–
Police Forces, Traffic and Street Parking Control		–	–	–	–	–	–	–	–	–
Pounds		–	–	–	–	–	–	–	–	–
Housing		**–**	**19 841**	**–**	**–**	**–**	**–**	**–**	**–**	**19 841**
Housing		–	19 841	–	–	–	–	–	–	19 841
Informal Settlements		–	–	–	–	–	–	–	–	–
Health		**2 563**	**2 378**	**–**	**–**	**–**	**–**	**–**	**–**	**2 378**
Ambulance		–	–	–	–	–	–	–	–	–
Health Services		2 563	2 378	–	–	–	–	–	–	2 378
Laboratory Services		–	–	–	–	–	–	–	–	–
Food Control		–	–	–	–	–	–	–	–	–
Health Surveillance and Prevention of Communicable		–	–	–	–	–	–	–	–	–
Vector Control		–	–	–	–	–	–	–	–	–

Standard Classification Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			5	6	7	8	9	10	11	12
R thousand	1	A	A1	B	C	D	E	F	G	H
Chemical Safety		–	–	–	–	–	–	–	–	–
Economic and environmental services		**37 432**	**50 694**	**–**	**–**	**–**	**–**	**(262)**	**(262)**	**50 432**
Planning and development		**8 083**	**9 815**	**–**	**–**	**–**	**–**	**(125)**	**(125)**	**9 690**
Billboards		–	–	–	–	–	–	–	–	–
Corporate Wide Strategic Planning (IDPs, LEDs)		–	–	–	–	–	–	–	–	–
Central City Improvement District		–	–	–	–	–	–	–	–	–
Development Facilitation		–	–	–	–	–	–	–	–	–
Economic Development/Planning		–	–	–	–	–	–	–	–	–
Regional Planning and Development		–	–	–	–	–	–	–	–	–
Town Planning, Building Regulations and Enforcement,		6 215	7 947	–	–	–	–	–	–	7 947
Project Management Unit		1 868	1 868	–	–	–	–	(125)	(125)	1 743
Provincial Planning		–	–	–	–	–	–	–	–	–
Support to Local Municipalities		–	–	–	–	–	–	–	–	–
Road transport		**6 910**	**13 140**	**–**	**–**	**–**	**–**	**(137)**	**(137)**	**13 003**
Public Transport		–	–	–	–	–	–	–	–	–
Road and Traffic Regulation		4 452	7 609	–	–	–	–	–	–	7 609
Roads		2 458	5 531	–	–	–	–	(137)	(137)	5 394
Taxi Ranks		–	–	–	–	–	–	–	–	–
Environmental protection		**22 439**	**27 739**	**–**	**–**	**–**	**–**	**–**	**–**	**27 739**
Biodiversity and Landscape		–	–	–	–	–	–	–	–	–
Coastal Protection		–	–	–	–	–	–	–	–	–
Indigenous Forests		–	–	–	–	–	–	–	–	–
Nature Conservation		2 116	2 101	–	–	–	–	–	–	2 101
Pollution Control		20 324	25 638	–	–	–	–	–	–	25 638
Soil Conservation		–	–	–	–	–	–	–	–	–
Trading services		**757 731**	**748 730**	**–**	**–**	**–**	**–**	**(2 374)**	**(2 374)**	**746 356**
Energy sources		**408 372**	**370 684**	**–**	**–**	**–**	**–**	**–**	**–**	**370 684**
Electricity		408 372	370 684	–	–	–	–	–	–	370 684
Street Lighting and Signal Systems		–	–	–	–	–	–	–	–	–
Nonelectric Energy		–	–	–	–	–	–	–	–	–
Water management		**161 300**	**182 887**	**–**	**–**	**–**	**–**	**–**	**–**	**182 887**
Water Treatment		–	–	–	–	–	–	–	–	–
Water Distribution		161 300	182 887	–	–	–	–	–	–	182 887
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		**113 711**	**118 439**	**–**	**–**	**–**	**–**	**(2 374)**	**(2 374)**	**116 065**
Public Toilets		–	–	–	–	–	–	–	–	–
Sewerage		113 711	118 439	–	–	–	–	(2 374)	(2 374)	116 065
Storm Water Management		–	–	–	–	–	–	–	–	–
Waste Water Treatment		–	–	–	–	–	–	–	–	–
Waste management		**74 347**	**76 720**	**–**	**–**	**–**	**–**	**–**	**–**	**76 720**
Recycling		–	–	–	–	–	–	–	–	–
Solid Waste Disposal (Landfill Sites)		74 347	76 720	–	–	–	–	–	–	76 720
Solid Waste Removal		–	–	–	–	–	–	–	–	–
Street Cleaning		–	–	–	–	–	–	–	–	–
Other		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Abattoirs		–	–	–	–	–	–	–	–	–
Air Transport		–	–	–	–	–	–	–	–	–
Forestry		–	–	–	–	–	–	–	–	–
Licensing and Regulation		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Tourism		–	–	–	–	–	–	–	–	–
Total Revenue - Functional	2	**1 234 518**	**1 394 508**	**–**	**–**	**–**	**–**	**(2 636)**	**(2 636)**	**1 391 872**

Standard Classification Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			5	6	7	8	9	10	11	12
R thousand	1	A	A1	B	C	D	E	F	G	H
Expenditure - Functional										
Municipal governance and administration		**306 226**	**323 312**	**–**	**–**	**–**	**–**	**335**	**335**	**323 646**
Executive and council		64 558	60 112	–	–	–	–	–	–	60 112
Mayor and Council		30 961	29 715	–	–	–	–	–	–	29 715
Municipal Manager, Town Secretary and Chief		33 598	30 397	–	–	–	–	–	–	30 397
Finance and administration		241 417	262 740	–	–	–	–	335	335	263 075
Administrative and Corporate Support		47 720	48 124	–	–	–	–	–	–	48 124
Asset Management		9 432	9 647	–	–	–	–	–	–	9 647
Finance		76 395	92 308	–	–	–	–	335	335	92 643
Fleet Management		10 589	11 882	–	–	–	–	–	–	11 882
Human Resources		17 791	18 125	–	–	–	–	–	–	18 125
Information Technology		19 397	19 889	–	–	–	–	–	–	19 889
Legal Services		5 500	5 511	–	–	–	–	–	–	5 511
Marketing, Customer Relations, Publicity and Media Co-		4 314	3 134	–	–	–	–	–	–	3 134
Property Services		–	–	–	–	–	–	–	–	–
Risk Management		167	–	–	–	–	–	–	–	–
Security Services		39 608	43 279	–	–	–	–	–	–	43 279
Supply Chain Management		10 504	10 841	–	–	–	–	–	–	10 841
Valuation Service		–	–	–	–	–	–	–	–	–
Internal audit		251	460	–	–	–	–	–	–	460
Governance Function		251	460	–	–	–	–	–	–	460
Community and public safety		**121 818**	**119 123**	**–**	**–**	**–**	**–**	**63**	**63**	**119 186**
Community and social services		**12 897**	**13 558**	**–**	**–**	**–**	**–**	**–**	**–**	**13 558**
Aged Care		–	–	–	–	–	–	–	–	–
Agricultural		–	–	–	–	–	–	–	–	–
Animal Care and Diseases		–	–	–	–	–	–	–	–	–
Cemeteries, Funeral Parlours and Crematoriums		3 451	3 451	–	–	–	–	–	–	3 451
Child Care Facilities		–	–	–	–	–	–	–	–	–
Community Halls and Facilities		–	–	–	–	–	–	–	–	–
Consumer Protection		–	–	–	–	–	–	–	–	–
Cultural Matters		–	–	–	–	–	–	–	–	–
Disaster Management		1 185	1 784	–	–	–	–	–	–	1 784
Education		–	–	–	–	–	–	–	–	–
Indigenous and Customary Law		–	–	–	–	–	–	–	–	–
Industrial Promotion		–	–	–	–	–	–	–	–	–
Language Policy		–	–	–	–	–	–	–	–	–
Libraries and Archives		8 261	8 322	–	–	–	–	–	–	8 322
Literacy Programmes		–	–	–	–	–	–	–	–	–
Media Services		–	–	–	–	–	–	–	–	–
Museums and Art Galleries		–	–	–	–	–	–	–	–	–
Population Development		–	–	–	–	–	–	–	–	–
Provincial Cultural Matters		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Zoo's		–	–	–	–	–	–	–	–	–
Sport and recreation		**63 813**	**60 846**	**–**	**–**	**–**	**–**	**63**	**63**	**60 909**
Beaches and Jetties		15 890	13 950	–	–	–	–	40	40	13 990
Casinos, Racing, Gambling, Wagering		–	–	–	–	–	–	–	–	–
Community Parks (including Nurseries)		36 809	35 434	–	–	–	–	–	–	35 434
Recreational Facilities		3 824	3 804	–	–	–	–	–	–	3 804
Sports Grounds and Stadiums		7 290	7 658	–	–	–	–	23	23	7 682
Public safety		**30 247**	**30 280**	**–**	**–**	**–**	**–**	**–**	**–**	**30 280**
Civil Defence		–	–	–	–	–	–	–	–	–
Cleansing		–	–	–	–	–	–	–	–	–
Control of Public Nuisances		–	–	–	–	–	–	–	–	–
Fencing and Fences		–	–	–	–	–	–	–	–	–
Fire Fighting and Protection		30 247	30 280	–	–	–	–	–	–	30 280
Licensing and Control of Animals		–	–	–	–	–	–	–	–	–
Police Forces, Traffic and Street Parking Control		–	–	–	–	–	–	–	–	–
Pounds		–	–	–	–	–	–	–	–	–
Housing		**7 037**	**6 606**	**–**	**–**	**–**	**–**	**–**	**–**	**6 606**
Housing		7 037	6 606	–	–	–	–	–	–	6 606
Informal Settlements		–	–	–	–	–	–	–	–	–
Health		**7 824**	**7 832**	**–**	**–**	**–**	**–**	**–**	**–**	**7 832**
Ambulance		–	–	–	–	–	–	–	–	–
Health Services		7 824	7 832	–	–	–	–	–	–	7 832
Laboratory Services		–	–	–	–	–	–	–	–	–
Food Control		–	–	–	–	–	–	–	–	–
Health Surveillance and Prevention of Communicable		–	–	–	–	–	–	–	–	–
Vector Control		–	–	–	–	–	–	–	–	–
Chemical Safety		–	–	–	–	–	–	–	–	–
Economic and environmental services		**158 670**	**303 675**	**–**	**–**	**–**	**–**	**(137)**	**(137)**	**303 538**

Standard Classification Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			5	6	7	8	9	10	11	12
R thousand	1	A	A1	B	C	D	E	F	G	H
Planning and development		**31 432**	**35 970**	**–**	**–**	**–**	**–**	**–**	**–**	**35 970**
Billboards		–	–	–	–	–	–	–	–	–
Corporate Wide Strategic Planning (IDPs, LEDs)		2 412	2 328	–	–	–	–	–	–	2 328
Central City Improvement District		–	–	–	–	–	–	–	–	–
Development Facilitation		–	–	–	–	–	–	–	–	–
Economic Development/Planning		6 368	7 707	–	–	–	–	–	–	7 707
Regional Planning and Development		–	–	–	–	–	–	–	–	–
Town Planning, Building Regulations and Enforcement, and City Engineer		18 518	21 711	–	–	–	–	–	–	21 711
Project Management Unit		4 134	4 224	–	–	–	–	–	–	4 224
Provincial Planning		–	–	–	–	–	–	–	–	–
Support to Local Municipalities		–	–	–	–	–	–	–	–	–
Road transport		**118 681**	**254 903**	**–**	**–**	**–**	**–**	**(137)**	**(137)**	**254 766**
Public Transport		–	–	–	–	–	–	–	–	–
Road and Traffic Regulation		13 288	134 414	–	–	–	–	–	–	134 414
Roads		105 393	120 488	–	–	–	–	(137)	(137)	120 351
Taxi Ranks		–	–	–	–	–	–	–	–	–
Environmental protection		**8 556**	**12 802**	**–**	**–**	**–**	**–**	**–**	**–**	**12 802**
Biodiversity and Landscape		–	–	–	–	–	–	–	–	–
Coastal Protection		–	–	–	–	–	–	–	–	–
Indigenous Forests		–	–	–	–	–	–	–	–	–
Nature Conservation		23	8	–	–	–	–	–	–	8
Pollution Control		8 534	12 794	–	–	–	–	–	–	12 794
Soil Conservation		–	–	–	–	–	–	–	–	–
Trading services		**674 375**	**678 927**	**–**	**–**	**–**	**–**	**3 483**	**3 483**	**682 411**
Energy sources		**424 020**	**423 974**	**–**	**–**	**–**	**–**	**3 483**	**3 483**	**427 457**
Electricity		424 020	423 974	–	–	–	–	3 483	3 483	427 457
Street Lighting and Signal Systems		–	–	–	–	–	–	–	–	–
Nonelectric Energy		–	–	–	–	–	–	–	–	–
Water management		**103 892**	**107 011**	**–**	**–**	**–**	**–**	**–**	**–**	**107 011**
Water Treatment		–	–	–	–	–	–	–	–	–
Water Distribution		103 892	107 011	–	–	–	–	–	–	107 011
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		**85 015**	**84 300**	**–**	**–**	**–**	**–**	**–**	**–**	**84 300**
Public Toilets		–	–	–	–	–	–	–	–	–
Sewerage		85 015	84 300	–	–	–	–	–	–	84 300
Storm Water Management		–	–	–	–	–	–	–	–	–
Waste Water Treatment		–	–	–	–	–	–	–	–	–
Waste management		**61 449**	**63 643**	**–**	**–**	**–**	**–**	**–**	**–**	**63 643**
Recycling		–	–	–	–	–	–	–	–	–
Solid Waste Disposal (Landfill Sites)		61 449	63 643	–	–	–	–	–	–	63 643
Solid Waste Removal		–	–	–	–	–	–	–	–	–
Street Cleaning		–	–	–	–	–	–	–	–	–
Other		**7 227**	**8 010**	**–**	**–**	**–**	**–**	**–**	**–**	**8 010**
Abattoirs		–	–	–	–	–	–	–	–	–
Air Transport		–	–	–	–	–	–	–	–	–
Forestry		–	–	–	–	–	–	–	–	–
Licensing and Regulation		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Tourism		7 227	8 010	–	–	–	–	–	–	8 010
Total Expenditure - Functional	3	**1 268 316**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	**3 744**	**1 436 791**
Surplus/ (Deficit) for the year		**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**

EC108 Kouga - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - 29/03/2024

Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
[Insert departmental structure etc]			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
Revenue by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		–	–	–	–	–	–	–	–	–
Vote 2 - FINANCIAL SERVICES		410 736	422 753	–	–	–	–	–	–	422 753
Vote 3 - CORPORATE SERVICES		1 194	789	–	–	–	–	–	–	789
Vote 4 - COMMUNITY SERVICES		127 808	263 317	–	–	–	–	–	–	263 317
Vote 5 - INFRASTRUCTURE AND ENGINEERING		688 565	679 862	–	–	–	–	(2 636)	(2 636)	677 226
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		6 215	27 788	–	–	–	–	–	–	27 788
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	**1 234 518**	**1 394 508**	**–**	**–**	**–**	**–**	**(2 636)**	**(2 636)**	**1 391 872**
Expenditure by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		70 802	68 421	–	–	–	–	–	–	68 421
Vote 2 - FINANCIAL SERVICES		115 941	132 685	–	–	–	–	335	335	133 019
Vote 3 - CORPORATE SERVICES		62 930	62 232	–	–	–	–	–	–	62 232
Vote 4 - COMMUNITY SERVICES		240 505	369 494	–	–	–	–	63	63	369 557
Vote 5 - INFRASTRUCTURE AND ENGINEERING		739 091	758 248	–	–	–	–	3 346	3 346	761 594
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		38 427	41 967	–	–	–	–	–	–	41 967
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	**1 267 696**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	**3 744**	**1 436 791**
Surplus/ (Deficit) for the year	2	**(33 178)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**

EC108 Kouga - Table B3 Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) - B - 29/03/2024

Vote Description [Insert departmental structure etc] R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
Revenue by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		–	–	–	–	–	–	–	–	–
1.1 - Mayor and Council		–	–	–	–	–	–	–	–	–
1.2 - Municipal Manager		–	–	–	–	–	–	–	–	–
1.3 - Risk and Internal Audit Unit		–	–	–	–	–	–	–	–	–
1.4 - Legal Services		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 2 - FINANCIAL SERVICES		**410 736**	**422 753**	**–**	**–**	**–**	**–**	**–**	–	422 753
2.1 - Financial Services: CFO		113 737	111 415	–	–	–	–	–	–	111 415
2.2 - ASSESSMENT RATES LEVIES		288 195	293 654	–	–	–	–	–	–	293 654
2.3 - Expenditure		6 318	13 394	–	–	–	–	–	–	13 394
2.4 - Budget and Financial Reporting		414	298	–	–	–	–	–	–	298
2.5 - Revenue		1 073	2 992	–	–	–	–	–	–	2 992
2.6 - Information Communication Technology (ICT)		–	–	–	–	–	–	–	–	–
2.7 - Assets Management		1 000	1 000	–	–	–	–	–	–	1 000
2.8 - SCM Stores: Logistics and Disposal Management		–	–	–	–	–	–	–	–	–
2.9 - SCM: Demand Management, Risk; Performance & Contract Management and A		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 3 - CORPORATE SERVICES		**1 194**	**789**	**–**	**–**	**–**	**–**	**–**	–	789
3.1 - Corporate Services: Director		106	135	–	–	–	–	–	–	135
3.2 - Administration		435	–	–	–	–	–	–	–	–
3.3 - Human Resources		654	654	–	–	–	–	–	–	654
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Vote 4 - COMMUNITY SERVICES		**127 808**	**263 317**	**–**	**–**	**–**	**–**	**–**	–	263 317
4.1 - Community Services: Director		–	–	–	–	–	–	–	–	–
4.2 - Community Services		4 553	4 535	–	–	–	–	–	–	4 535
4.3 - Disaster Management		–	–	–	–	–	–	–	–	–
4.4 - Environmental Health		2 563	2 378	–	–	–	–	–	–	2 378

Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24 Original Budget A	Prior Adjusted 3 A1	Accum. Funds 4 B	Multi-year capital 5 C	Unfore. Unavoid. 6 D	Nat. or Prov. Govt 7 E	Other Adjusts. 8 F	Total Adjusts. 9 G	Adjusted Budget 10 H
4.5 - Public Safety		15 683	143 244	–	–	–	–	–	–	143 244
4.6 - Sport and Recreation		10 338	10 802	–	–	–	–	–	–	10 802
4.7 - WasteManagement		94 671	102 358	–	–	–	–	–	–	102 358
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Vote 5 - INFRASTRUCTURE AND ENGINEERING		**688 565**	**679 862**	**–**	**–**	**–**	**–**	**(2 636)**	(2 636)	677 226
5.1 - Infrastructure and Engineering: Director		1 868	1 868	–	–	–	–	(125)	(125)	1 743
5.2 - Engineering		3 313	5 983	–	–	–	–	(137)	(137)	5 846
5.3 - Energy Sources		408 372	370 684	–	–	–	–	–	–	370 684
5.4 - Waste Water Management		113 711	118 439	–	–	–	–	(2 374)	(2 374)	116 065
5.5 - Water Management		161 300	182 887	–	–	–	–	–	–	182 887
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Vote 6 - PLANNING DEVELOPMENT AND TOURISM		**6 215**	**27 788**	**–**	**–**	**–**	**–**	**–**	–	27 788
6.1 - Planning Development and Tourism: Director		–	–	–	–	–	–	–	–	–
6.2 - Housing Services		–	19 841	–	–	–	–	–	–	19 841
6.3 - Planning and Development		6 215	7 947	–	–	–	–	–	–	7 947
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Vote 7 - [NAME OF VOTE 7]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–
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Vote 8 - [NAME OF VOTE 8]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–

Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
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Total Revenue by Vote	2	**1 234 518**	**1 394 508**	**–**	**–**	**–**	**–**	**(2 636)**	(2 636)	1 391 872
Expenditure by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		**70 802**	**68 421**	**–**	**–**	**–**	**–**	**–**	–	68 421
1.1 - Mayor and Council		30 961	29 715	–	–	–	–	–	–	29 715
1.2 - Municipal Manager		34 080	32 362	–	–	–	–	–	–	32 362
1.3 - Risk and Internal Audit Unit		5 762	5 803	–	–	–	–	–	–	5 803
1.4 - Legal Services		–	540	–	–	–	–	–	–	540
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Vote 2 - FINANCIAL SERVICES		**115 941**	**132 685**	**–**	**–**	**–**	**–**	**335**	335	133 019
2.1 - Financial Services: CFO		2 686	2 698	–	–	–	–	448	448	3 146
2.2 - ASSESSMENT RATES LEVIES		23 835	36 679	–	–	–	–	–	–	36 679
2.3 - Expenditure		12 772	16 449	–	–	–	–	(113)	(113)	16 335
2.4 - Budget and Financial Reporting		7 243	6 598	–	–	–	–	–	–	6 598
2.5 - Revenue		30 068	29 885	–	–	–	–	–	–	29 885
2.6 - Information Communication Technology (ICT)		19 397	19 889	–	–	–	–	–	–	19 889
2.7 - Assets Management		9 437	9 647	–	–	–	–	–	–	9 647
2.8 - SCM Stores: Logistics and Disposal Management		3 776	3 778	–	–	–	–	–	–	3 778
2.9 - SCM: Demand Management, Risk; Performance & Contract Management and A		6 727	7 063	–	–	–	–	–	–	7 063
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Vote 3 - CORPORATE SERVICES		**62 930**	**62 232**	**–**	**–**	**–**	**–**	**–**	–	62 232
3.1 - Corporate Services: Director		2 067	501	–	–	–	–	–	–	501
3.2 - Administration		43 152	43 607	–	–	–	–	–	–	43 607
3.3 - Human Resources		17 711	18 125	–	–	–	–	–	–	18 125
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
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Vote 4 - COMMUNITY SERVICES		**240 505**	**369 494**	**–**	**–**	**–**	**–**	**63**	63	369 557
4.1 - Community Services: Director		2 843	2 840	–	–	–	–	–	–	2 840
4.2 - Community Services		12 066	12 113	–	–	–	–	–	–	12 113
4.3 - Disaster Management		1 600	2 199	–	–	–	–	–	–	2 199
4.4 - Environmental Health		7 824	7 832	–	–	–	–	–	–	7 832
4.5 - Public Safety		83 123	207 974	–	–	–	–	–	–	207 974
4.6 - Sport and Recreation		63 066	60 100	–	–	–	–	63	63	60 163
4.7 - WasteManagement		69 983	76 437	–	–	–	–	–	–	76 437
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Vote 5 - INFRASTRUCTURE AND ENGINEERING		**739 091**	**758 248**	**–**	**–**	**–**	**–**	**3 346**	3 346	761 594
5.1 - Infrastructure and Engineering: Director		6 273	6 426	–	–	–	–	–	–	6 426
5.2 - Engineering		119 892	136 537	–	–	–	–	(137)	(137)	136 400
5.3 - Energy Sources		424 020	423 974	–	–	–	–	3 483	3 483	427 457
5.4 - Waste Water Management		85 015	84 300	–	–	–	–	–	–	84 300
5.5 - Water Management		103 892	107 011	–	–	–	–	–	–	107 011
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Vote 6 - PLANNING DEVELOPMENT AND TOURISM		**38 427**	**41 967**	**–**	**–**	**–**	**–**	**–**	–	41 967
6.1 - Planning Development and Tourism: Director		2 107	769	–	–	–	–	–	–	769
6.2 - Housing Services		7 037	6 606	–	–	–	–	–	–	6 606
6.3 - Planning and Development		29 283	34 591	–	–	–	–	–	–	34 591
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Vote 7 - [NAME OF VOTE 7]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
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Vote 8 - [NAME OF VOTE 8]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–
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Vote 9 - [NAME OF VOTE 9]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–
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Vote 10 - [NAME OF VOTE 10]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	–	–
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–
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Vote Description *[Insert departmental structure etc]* R thousands	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
		A	A1	B	C	D	E	F	G	H
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–
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Total Expenditure by Vote	2	**1 267 696**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	3 744	1 436 791
Surplus/ (Deficit) for the year	2	**(33 178)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	(6 380)	(44 919)

EC108 Kouga - Table B4 Adjustments Budget Financial Performance (revenue and expenditure) - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands	1	A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H
Revenue										
Exchange Revenue										
Service charges - Electricity	2	390 731	352 780	–	–	–	–	–	–	352 780
Service charges - Water	2	101 425	118 603	–	–	–	–	–	–	118 603
Service charges - Waste Water Management	2	63 314	64 268	–	–	–	–	–	–	64 268
Service charges - Waste Management	2	66 396	66 782	–	–	–	–	–	–	66 782
Sale of Goods and Rendering of Services		7 790	9 000	–	–	–	–	–	–	9 000
Agency services		1 000	4 276	–	–	–	–	–	–	4 276
Interest		–	–	–	–	–	–	–	–	–
Interest earned from Receivables		18 595	30 145	–	–	–	–	–	–	30 145
Interest earned from Current and Non Current Assets		4 598	11 674	–	–	–	–	–	–	11 674
Dividends		–	–	–	–	–	–	–	–	–
Rent on Land		–	–	–	–	–	–	–	–	–
Rental from Fixed Assets		3 295	2 999	–	–	–	–	–	–	2 999
Licence and permits		3 021	2 677	–	–	–	–	–	–	2 677
Operational Revenue		2 174	4 116	–	–	–	–	–	–	4 116
Non-Exchange Revenue										
Property rates		281 488	281 488	–	–	–	–	–	–	281 488
Surcharges and Taxes		–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		10 334	134 597	–	–	–	–	–	–	134 597
Licences or permits		10 668	11 053	–	–	–	–	–	–	11 053
Transfer and subsidies - Operational		190 883	194 142	–	–	–	–	3 588	3 588	197 730
Interest		3 244	5 223	–	–	–	–	–	–	5 223
Fuel Levy		–	–	–	–	–	–	–	–	–
Operational Revenue		–	–	–	–	–	–	–	–	–
Gains on disposal of Assets		–	(0)	–	–	–	–	–	–	(0)
Other Gains		–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)		**1 158 957**	**1 293 823**	**–**	**–**	**–**	**–**	**3 588**	**3 588**	**1 297 411**
Expenditure By Type										
Employee related costs		447 813	441 415	–	–	–	–	(159)	(159)	441 256
Remuneration of councillors		15 140	15 140	–	–	–	–	–	–	15 140
Bulk purchases - electricity		364 280	354 710	–	–	–	–	–	–	354 710
Inventory consumed		94 345	100 679	–	–	–	–	2 476	2 476	103 156
Debt impairment		28 314	173 540	–	–	–	–	–	–	173 540
Depreciation and amortisation		109 663	109 663	–	–	–	–	–	–	109 663
Interest		2 090	5 750	–	–	–	–	–	–	5 750
Contracted services		104 476	126 818	–	–	–	–	1 329	1 329	128 147
Transfers and subsidies		924	1 124	–	–	–	–	–	–	1 124
Irrecoverable debts written off		7 305	13 835	–	–	–	–	–	–	13 835
Operational costs		93 964	90 372	–	–	–	–	98	98	90 470
Losses on disposal of Assets		–	–	–	–	–	–	–	–	–
Other Losses		–	–	–	–	–	–	–	–	–
Total Expenditure		**1 268 316**	**1 433 047**	**–**	**–**	**–**	**–**	**3 744**	**3 744**	**1 436 791**
Surplus/(Deficit)		**(109 359)**	**(139 224)**	**–**	**–**	**–**	**–**	**(156)**	**(156)**	**(139 380)**
Transfers and subsidies - capital (monetary allocations)		75 561	100 686	–	–	–	–	(6 224)	(6 224)	94 462
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**
Income Tax		–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after income tax		(33 798)	(38 539)	–	–	–	–	(6 380)	(6 380)	(44 919)
Share of Surplus/Deficit attributable to Joint Venture		–	–	–	–	–	–	–	–	–
Share of Surplus/Deficit attributable to Minorities		–	–	–	–	–	–	–	–	–
Surplus/(Deficit) attributable to municipality		(33 798)	(38 539)	–	–	–	–	(6 380)	(6 380)	(44 919)
Share of Surplus/Deficit attributable to Associate		–	–	–	–	–	–	–	–	–
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year		**(33 798)**	**(38 539)**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**(44 919)**

EC108 Kouga - Table B5 Adjustments Capital Expenditure Budget by vote and funding - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H
Capital expenditure - Vote										
Multi-year expenditure *to be adjusted*	2									
Vote 1 - EXECUTIVE COUNCIL		760	1 077	–	–	–	–	–	–	1 077
Vote 2 - FINANCIAL SERVICES		–	2 827	–	–	–	–	130	130	2 957
Vote 3 - CORPORATE SERVICES		–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		1 362	4 199	–	–	–	–	–	–	4 199
Vote 5 - INFRASTRUCTURE AND ENGINEERING		76 521	95 776	–	–	–	–	(5 543)	(5 543)	90 233
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		700	19 941	–	–	–	–	–	–	19 941
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]		–	–	–	–	–	–	–	–	–
Capital multi-year expenditure sub-total	3	**79 343**	**123 819**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**118 407**
Single-year expenditure *to be adjusted*	2									
Vote 1 - EXECUTIVE COUNCIL		–	55	–	–	–	–	–	–	55
Vote 2 - FINANCIAL SERVICES		–	15	–	–	–	–	–	–	15
Vote 3 - CORPORATE SERVICES		–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		–	1 800	–	–	–	–	–	–	1 800
Vote 5 - INFRASTRUCTURE AND ENGINEERING		–	1 413	–	–	–	–	–	–	1 413
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		–	–	–	–	–	–	–	–	–
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]		–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total		**–**	**3 283**	**–**	**–**	**–**	**–**	**–**	**–**	**3 283**
Total Capital Expenditure - Vote		**79 343**	**127 102**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**121 690**
Capital Expenditure - Functional										
Governance and administration		**760**	**4 829**	**–**	**–**	**–**	**–**	**130**	**130**	**4 960**
Executive and council		760	1 096	–	–	–	–	–	–	1 096
Finance and administration		–	3 678	–	–	–	–	130	130	3 808
Internal audit		–	55	–	–	–	–	–	–	55
Community and public safety		**1 362**	**23 041**	**–**	**–**	**–**	**–**	**–**	**–**	**23 041**
Community and social services		–	–	–	–	–	–	–	–	–
Sport and recreation		–	200	–	–	–	–	–	–	200
Public safety		1 362	3 000	–	–	–	–	–	–	3 000
Housing		–	19 841	–	–	–	–	–	–	19 841
Health		–	–	–	–	–	–	–	–	–
Economic and environmental services		**6 497**	**16 297**	**–**	**–**	**–**	**–**	**–**	**–**	**16 297**
Planning and development		3 157	9 127	–	–	–	–	–	–	9 127
Road transport		3 339	6 771	–	–	–	–	–	–	6 771
Environmental protection		–	400	–	–	–	–	–	–	400
Trading services		**70 124**	**82 934**	**–**	**–**	**–**	**–**	**(5 543)**	**(5 543)**	**77 392**
Energy sources		19 652	9 682	–	–	–	–	(3 565)	(3 565)	6 117
Water management		26 087	32 608	–	–	–	–	–	–	32 608
Waste water management		24 385	38 844	–	–	–	–	(1 977)	(1 977)	36 867
Waste management		–	1 800	–	–	–	–	–	–	1 800
Other		600	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional	3	**79 343**	**127 102**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**121 690**
Funded by:										
National Government		64 521	69 115	–	–	–	–	(5 412)	(5 412)	63 703
Provincial Government		–	19 841	–	–	–	–	–	–	19 841
District Municipality		1 362	3 000	–	–	–	–	–	–	3 000
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educational Institutions)		–	–	–	–	–	–	–	–	–
Transfers recognised - capital	4	**65 883**	**91 956**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**86 544**
Borrowing		–	–	–	–	–	–	–	–	–
Internally generated funds		13 460	35 146	–	–	–	–	–	–	35 146
Total Capital Funding		**79 343**	**127 102**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**121 690**

EC108 Kouga - Table B5 Adjustments Capital Expenditure Budget by vote and funding - B - 29/03/2024

Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
Capital expenditure - Municipal Vote										
Multi-year expenditure appropriation	2									
Vote 1 - EXECUTIVE COUNCIL		**760**	**1 077**	–	–	–	–	–	–	1 077
1.1 - Mayor and Council		750	1 029	–	–	–	–	–	–	1 029
1.2 - Municipal Manager		10	48	–	–	–	–	–	–	48
1.3 - Risk and Internal Audit Unit		–	–	–	–	–	–	–	–	–
1.4 - Legal Services		–	–	–	–	–	–	–	–	–
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Vote 2 - FINANCIAL SERVICES		**–**	**2 827**	–	–	–	–	**130**	130	2 957
2.1 - Financial Services: CFO		–	–	–	–	–	–	–	–	–
2.2 - ASSESSMENT RATES LEVIES		–	–	–	–	–	–	–	–	–
2.3 - Expenditure		–	10	–	–	–	–	130	130	140
2.4 - Budget and Financial Reporting		–	–	–	–	–	–	–	–	–
2.5 - Revenue		–	170	–	–	–	–	–	–	170
2.6 - Information Communication Technology (ICT)		–	1 635	–	–	–	–	–	–	1 635
2.7 - Assets Management		–	902	–	–	–	–	–	–	902
2.8 - SCM Stores: Logistics and Disposal Management		–	–	–	–	–	–	–	–	–
2.9 - SCM: Demand Management, Risk; Performance & C		–	110	–	–	–	–	–	–	110
		–	–	–	–	–	–	–	–	–
Vote 3 - CORPORATE SERVICES		**–**	**–**	–	–	–	–	–	–	–
3.1 - Corporate Services: Director		–	–	–	–	–	–	–	–	–
3.2 - Administration		–	–	–	–	–	–	–	–	–
3.3 - Human Resources		–	–	–	–	–	–	–	–	–
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Vote 4 - COMMUNITY SERVICES		**1 362**	**4 199**	–	–	–	–	–	–	4 199
4.1 - Community Services: Director		–	29	–	–	–	–	–	–	29
4.2 - Community Services		–	–	–	–	–	–	–	–	–
4.3 - Disaster Management		–	–	–	–	–	–	–	–	–
4.4 - Environmental Health		–	–	–	–	–	–	–	–	–
4.5 - Public Safety		1 362	3 570	–	–	–	–	–	–	3 570
4.6 - Sport and Recreation		–	200	–	–	–	–	–	–	200
4.7 - WasteManagement		–	400	–	–	–	–	–	–	400
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		–	–	–	–	–	–	–	–	–
Vote 5 - INFRASTRUCTURE AND ENGINEERING		**76 521**	**95 776**	–	–	–	–	**(5 543)**	(5 543)	90 233
5.1 - Infrastructure and Engineering: Director		3 057	9 017	–	–	–	–	–	–	9 017
5.2 - Engineering		3 339	6 771	–	–	–	–	–	–	6 771
5.3 - Energy Sources		19 652	8 536	–	–	–	–	(3 565)	(3 565)	4 970
5.4 - Waste Water Management		24 385	38 844	–	–	–	–	(1 977)	(1 977)	36 867
5.5 - Water Management		26 087	32 608	–	–	–	–	–	–	32 608
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Vote 6 - PLANNING DEVELOPMENT AND TOURISM		**700**	**19 941**	–	–	–	–	–	–	19 941
6.1 - Planning Development and Tourism: Director		–	–	–	–	–	–	–	–	–
6.2 - Housing Services		–	19 841	–	–	–	–	–	–	19 841
6.3 - Planning and Development		700	100	–	–	–	–	–	–	100
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Vote 7 - [NAME OF VOTE 7]		**–**	**–**	–	–	–	–	–	–	–

Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
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Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–	–	–
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–
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Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–
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Capital multi-year expenditure sub-total		**79 343**	**123 819**	**–**	**–**	**–**	**–**	**(5 412)**	(5 412)	118 407
Capital expenditure - Municipal Vote	2									
Single-year expenditure appropriation										
Vote 1 - EXECUTIVE COUNCIL		–	**55**	–	–	–	–	–	–	55
1.1 - Mayor and Council		–	–	–	–	–	–	–	–	–
1.2 - Municipal Manager		–	–	–	–	–	–	–	–	–
1.3 - Risk and Internal Audit Unit		–	55	–	–	–	–	–	–	55
1.4 - Legal Services		–	–	–	–	–	–	–	–	–
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Vote 2 - FINANCIAL SERVICES		–	**15**	–	–	–	–	–	–	15
2.1 - Financial Services: CFO		–	–	–	–	–	–	–	–	–
2.2 - ASSESSMENT RATES LEVIES		–	–	–	–	–	–	–	–	–
2.3 - Expenditure		–	–	–	–	–	–	–	–	–
2.4 - Budget and Financial Reporting		–	–	–	–	–	–	–	–	–
2.5 - Revenue		–	–	–	–	–	–	–	–	–
2.6 - Information Communication Technology (ICT)		–	–	–	–	–	–	–	–	–
2.7 - Assets Management		–	15	–	–	–	–	–	–	15
2.8 - SCM Stores: Logistics and Disposal Management		–	–	–	–	–	–	–	–	–
2.9 - SCM: Demand Management, Risk; Performance & C		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 3 - CORPORATE SERVICES		–	–	–	–	–	–	–	–	–
3.1 - Corporate Services: Director		–	–	–	–	–	–	–	–	–
3.2 - Administration		–	–	–	–	–	–	–	–	–
3.3 - Human Resources		–	–	–	–	–	–	–	–	–
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Vote 4 - COMMUNITY SERVICES		–	**1 800**	–	–	–	–	–	–	1 800
4.1 - Community Services: Director		–	–	–	–	–	–	–	–	–
4.2 - Community Services		–	–	–	–	–	–	–	–	–
4.3 - Disaster Management		–	–	–	–	–	–	–	–	–
4.4 - Environmental Health		–	–	–	–	–	–	–	–	–

Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
4.5 - Public Safety		–	–	–	–	–	–	–	–	–
4.6 - Sport and Recreation		–	–	–	–	–	–	–	–	–
4.7 - WasteManagement		–	1 800	–	–	–	–	–	–	1 800
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Vote 5 - INFRASTRUCTURE AND ENGINEERING		–	1 413	–	–	–	–	–	–	1 413
5.1 - Infrastructure and Engineering: Director		–	–	–	–	–	–	–	–	–
5.2 - Engineering		–	266	–	–	–	–	–	–	266
5.3 - Energy Sources		–	1 146	–	–	–	–	–	–	1 146
5.4 - Waste Water Management		–	–	–	–	–	–	–	–	–
5.5 - Water Management		–	–	–	–	–	–	–	–	–
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Vote 6 - PLANNING DEVELOPMENT AND TOURISM		–	–	–	–	–	–	–	–	–
6.1 - Planning Development and Tourism: Director		–	–	–	–	–	–	–	–	–
6.2 - Housing Services		–	–	–	–	–	–	–	–	–
6.3 - Planning and Development		–	–	–	–	–	–	–	–	–
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Vote 7 - [NAME OF VOTE 7]		–	–	–	–	–	–	–	–	–
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Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–	–	–
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–
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Vote Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–
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Capital single-year expenditure sub-total		–	3 283	–	–	–	–	–	–	3 283
Total Capital Expenditure		79 343	127 102	–	–	–	–	(5 412)	(5 412)	121 690

EC108 Kouga - Table B6 Adjustments Budget Financial Position - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H
ASSETS										
Current assets										
Cash and cash equivalents		5 596	27 854	–	–	–	–	(1 572)	(1 572)	26 282
Trade and other receivables from exchange transactio	1	55 239	77 030	–	–	–	–	–	–	77 030
Receivables from non-exchange transactions	1	24 619	29 014	–	–	–	–	–	–	29 014
Current portion of non-current receivables		–	–	–	–	–	–	–	–	–
Inventory		17 110	19 313	–	–	–	–	(715)	(715)	18 598
VAT		50 443	45 422	–	–	–	–	(0)	(0)	45 422
Other current assets		1 616	109	–	–	–	–	–	–	109
Total current assets		**154 622**	**198 743**	**–**	**–**	**–**	**–**	**(2 287)**	**(2 287)**	**196 456**
Non current assets										
Investments		–	–	–	–	–	–	–	–	–
Investment property		262 608	262 608	–	–	–	–	–	–	262 608
Property, plant and equipment		2 039 424	2 071 115	–	–	–	–	(5 412)	(5 412)	2 065 702
Biological assets		–	–	–	–	–	–	–	–	–
Living and non-living resources	1	–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Intangible assets		410	603	–	–	–	–	–	–	603
Trade and other receivables from exchange transactio		–	–	–	–	–	–	–	–	–
Non-current receivables from non-exchange transactio		–	–	–	–	–	–	–	–	–
Other non-current assets		–	–	–	–	–	–	–	–	–
Total non current assets		**2 302 442**	**2 334 326**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**2 328 913**
TOTAL ASSETS		**2 457 064**	**2 533 068**	**–**	**–**	**–**	**–**	**(7 699)**	**(7 699)**	**2 525 369**
LIABILITIES										
Current liabilities										
Bank overdraft		–	–	–	–	–	–	–	–	–
Financial liabilities		9 484	12 169	–	–	–	–	–	–	12 169
Consumer deposits		23 673	29 060	–	–	–	–	–	–	29 060
Trade and other payables from exchange transactions		77 412	125 733	–	–	–	–	(1 319)	(1 319)	124 413
Trade and other payables from non-exchange transact		–	(0)	–	–	–	–	–	–	(0)
Provisions		43 689	47 914	–	–	–	–	–	–	47 914
VAT		–	(0)	–	–	–	–	–	–	(0)
Other current liabilities		–	–	–	–	–	–	–	–	–
Total current liabilities		**154 259**	**214 875**	**–**	**–**	**–**	**–**	**(1 319)**	**(1 319)**	**213 556**
Non current liabilities										
Financial Liabilities	1	8 637	11 207	–	–	–	–	–	–	11 207
Provisions	1	246 398	137 116	–	–	–	–	–	–	137 116
Long term portion of trade payables		–	–	–	–	–	–	–	–	–
Other non-current liabilities		–	107 431	–	–	–	–	–	–	107 431

Total non current liabilities		**255 035**	**255 754**	**–**	**–**	**–**	**–**	**–**	**–**	**255 754**
TOTAL LIABILITIES		**409 293**	**470 629**	**–**	**–**	**–**	**–**	**(1 319)**	**(1 319)**	**469 310**
NET ASSETS	2	**2 047 771**	**2 062 439**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**2 056 059**
COMMUNITY WEALTH/EQUITY										
Accumulated Surplus/(Deficit)		2 047 771	2 062 439	–	–	–	–	(6 380)	(6 380)	2 056 059
Funds and Reserves		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY		**2 047 771**	**2 062 439**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**2 056 059**

EC108 Kouga - Table B7 Adjustments Budget Cash Flows - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	3 A1	4 B	5 C	6 D	7 E	8 F	9 G	10 H
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		270 495	263 776	–	–	–	–	(1)	(1)	263 774
Service charges		697 055	672 771	–	–	–	–	–	–	672 771
Other revenue		67 422	70 420	–	–	–	–	18 721	18 721	89 140
Transfers and Subsidies - Operational	1	190 883	190 883	–	–	–	–	3 588	3 588	194 472
Transfers and Subsidies - Capital	1	75 561	74 950	–	–	–	–	(6 224)	(6 224)	68 726
Interest		4 598	11 674	–	–	–	–	–	–	11 674
Dividends			–	–	–	–	–	–	–	–
Payments										
Suppliers and employees		(1 219 527)	(1 214 498)	–	–	–	–	(23 117)	(23 117)	(1 237 615)
Finance charges		–	(6 612)	–	–	–	–	–	–	(6 612)
Transfers and Grants	1	–	(1 124)	–	–	–	–	–	–	(1 124)
NET CASH FROM/(USED) OPERATING ACTIVITIES		**86 487**	**62 239**	**–**	**–**	**–**	**–**	**(7 034)**	**(7 034)**	**55 205**
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–	–	–
Payments										
Capital assets		(79 343)	(127 102)	–	–	–	–	5 412	5 412	(121 690)
NET CASH FROM/(USED) INVESTING ACTIVITIES		**(79 343)**	**(127 102)**	**–**	**–**	**–**	**–**	**5 412**	**5 412**	**(121 690)**
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits		–	–	–	–	–	–	–	–	–
Payments										
Repayment of borrowing		(10 091)	(12 169)	–	–	–	–	–	–	(12 169)
NET CASH FROM/(USED) FINANCING ACTIVITIES		**(10 091)**	**(12 169)**	**–**	**–**	**–**	**–**	**–**	**–**	**(12 169)**
NET INCREASE/ (DECREASE) IN CASH HELD		**(2 947)**	**(77 032)**	**–**	**–**	**–**	**–**	**(1 622)**	**(1 622)**	**(78 653)**
Cash/cash equivalents at the year begin:	2	8 542	104 935	–	–	–	–	–	–	104 935
Cash/cash equivalents at the year end:	2	5 596	27 903	–	–	–	–	(1 622)	(1 622)	26 282

EC108 Kouga - Table B8 Cash backed reserves/accumulated surplus reconciliation - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			3	4	5	6	7	8	9	10
R thousands		A	A1	B	C	D	E	F	G	H
Cash and investments available										
Cash/cash equivalents at the year end	1	5 596	27 903	–	–	–	–	(1 622)	(1 622)	26 282
Other current investments > 90 days		–	–	–	–	–	–	–	–	–
Non current assets - Investments	1	–	–	–	–	–	–	–	–	–
Cash and investments available:		**5 596**	**27 903**	**–**	**–**	**–**	**–**	**(1 622)**	**(1 622)**	**26 282**
Applications of cash and investments										
Unspent conditional transfers		–	(0)	–	–	–	–	–	–	(0)
Unspent borrowing		–	–	–	–	–	–	–	–	–
Statutory requirements		(50 443)	(45 422)	–	–	–	–	–	–	(45 422)
Other working capital requirements	2	(2 446)	18 369					–	–	18 369
Other provisions		43 689	47 914	–	–	–	–	–	–	47 914
Long term investments committed		–	–					–	–	–
Reserves to be backed by cash/investments		–	–					–	–	–
Total Application of cash and investments:		**(9 200)**	**20 861**	**–**	**–**	**–**	**–**	**–**	**–**	**20 861**
Surplus(shortfall)		**14 795**	**7 042**	**–**	**–**	**–**	**–**	**(1 622)**	**(1 622)**	**5 420**

EC108 Kouga - Table B9 Asset Management - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			7	8	9	10	11	12	13	14
R thousands		A	A1	B	C	D	E	F	G	H
CAPITAL EXPENDITURE										
Total New Assets *to be adjusted*	1	**26 118**	**35 217**	**–**	**–**	**–**	**–**	**(3 523)**	**(3 523)**	**31 694**
Roads Infrastructure		3 339	5 939	–	–	–	–	–	–	5 939
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		19 652	8 267	–	–	–	–	(3 565)	(3 565)	4 702
Water Supply Infrastructure		–	9 778	–	–	–	–	–	–	9 778
Sanitation Infrastructure		304	654	–	–	–	–	(88)	(88)	566
Solid Waste Infrastructure		–	172	–	–	–	–	–	–	172
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure		**23 296**	**24 811**	**–**	**–**	**–**	**–**	**(3 653)**	**(3 653)**	**21 158**
Community Facilities		750	750	–	–	–	–	–	–	750
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Community Assets		**750**	**750**	**–**	**–**	**–**	**–**	**–**	**–**	**750**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets	6	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**–**	**2 494**	**–**	**–**	**–**	**–**	**130**	**130**	**2 625**
Furniture and Office Equipment		**610**	**1 372**	**–**	**–**	**–**	**–**	**–**	**–**	**1 372**
Machinery and Equipment		**100**	**989**	**–**	**–**	**–**	**–**	**–**	**–**	**989**
Transport Assets		**1 362**	**4 800**	**–**	**–**	**–**	**–**	**–**	**–**	**4 800**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Renewal of Existing Assets *to be adjusted*	2	**–**	**221**	**–**	**–**	**–**	**–**	**–**	**–**	**221**
Roads Infrastructure		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		–	221	–	–	–	–	–	–	221
Sanitation Infrastructure		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure		**–**	**221**	**–**	**–**	**–**	**–**	**–**	**–**	**221**
Community Facilities		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Community Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets	6	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Upgrading of Existing Assets *to be adjusted*	2a	**53 225**	**91 664**	**–**	**–**	**–**	**–**	**(1 890)**	**(1 890)**	**89 774**
Roads Infrastructure		–	2 609	–	–	–	–	–	–	2 609
Storm water Infrastructure		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			7	8	9	10	11	12	13	14
R thousands		A	A1	B	C	D	E	F	G	H
Electrical Infrastructure		–	1 371	–	–	–	–	–	–	1 371
Water Supply Infrastructure		26 087	42 449	–	–	–	–	–	–	42 449
Sanitation Infrastructure		24 080	38 018	–	–	–	–	(1 890)	(1 890)	36 128
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure		**50 167**	**84 447**	**–**	**–**	**–**	**–**	**(1 890)**	**(1 890)**	**82 558**
Community Facilities		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		3 057	7 217	–	–	–	–	–	–	7 217
Community Assets		**3 057**	**7 217**	**–**	**–**	**–**	**–**	**–**	**–**	**7 217**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets	6	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Capital Expenditure *to be adjusted*	4									
Roads Infrastructure		3 339	8 548	–	–	–	–	–	–	8 548
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		19 652	9 638	–	–	–	–	(3 565)	(3 565)	6 073
Water Supply Infrastructure		26 087	52 449	–	–	–	–	–	–	52 449
Sanitation Infrastructure		24 385	38 672	–	–	–	–	(1 977)	(1 977)	36 695
Solid Waste Infrastructure		–	172	–	–	–	–	–	–	172
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure		**73 463**	**109 479**	**–**	**–**	**–**	**–**	**(5 543)**	**(5 543)**	**103 937**
Community Facilities		750	750	–	–	–	–	–	–	750
Sport and Recreation Facilities		3 057	7 217	–	–	–	–	–	–	7 217
Community Assets		**3 807**	**7 967**	**–**	**–**	**–**	**–**	**–**	**–**	**7 967**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**–**	**2 494**	**–**	**–**	**–**	**–**	**130**	**130**	**2 625**
Furniture and Office Equipment		**610**	**1 372**	**–**	**–**	**–**	**–**	**–**	**–**	**1 372**
Machinery and Equipment		**100**	**989**	**–**	**–**	**–**	**–**	**–**	**–**	**989**
Transport Assets		**1 362**	**4 800**	**–**	**–**	**–**	**–**	**–**	**–**	**4 800**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
TOTAL CAPITAL EXPENDITURE *to be adjusted*	4	**79 343**	**127 102**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**121 690**
ASSET REGISTER SUMMARY - PPE (WDV)	5									
Roads Infrastructure		556 676	551 217	–	–	–	–	–	–	551 217
Storm water Infrastructure		8 914	29 724	–	–	–	–	–	–	29 724
Electrical Infrastructure		204 212	173 863	–	–	–	–	(3 565)	(3 565)	170 298
Water Supply Infrastructure		359 616	407 098	–	–	–	–	–	–	407 098
Sanitation Infrastructure		517 807	487 524	–	–	–	–	(1 977)	(1 977)	485 547
Solid Waste Infrastructure		(51 865)	(15 087)	–	–	–	–	–	–	(15 087)
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			7	8	9	10	11	12	13	14
R thousands		A	A1	B	C	D	E	F	G	H
Information and Communication Infrastructure		72	72	–	–	–	–	–	–	72
Infrastructure		1 595 431	1 634 412	–	–	–	–	(5 543)	(5 543)	1 628 869
Community Assets		52 093	56 844	–	–	–	–	–	–	56 844
Heritage Assets		–	–	–	–	–	–	–	–	–
Investment properties		262 608	262 608	–	–	–	–	–	–	262 608
Other Assets		143 118	114 133	–	–	–	–	–	–	114 133
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		410	603	–	–	–	–	–	–	603
Computer Equipment		2 941	5 566	–	–	–	–	130	130	5 696
Furniture and Office Equipment		6 594	2 156	–	–	–	–	–	–	2 156
Machinery and Equipment		3 058	7 798	–	–	–	–	–	–	7 798
Transport Assets		8 584	38 870	–	–	–	–	–	–	38 870
Land		227 605	211 337	–	–	–	–	–	–	211 337
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living Resources		–	–	–	–	–	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	**2 302 442**	**2 334 326**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**2 328 913**
EXPENDITURE OTHER ITEMS										
Depreciation & asset impairment		109 663	109 663	–	–	–	–	–	–	109 663
Repairs and Maintenance by asset class	3	**60 689**	**59 605**	**–**	**–**	**–**	**–**	**–**	**–**	**59 605**
Roads Infrastructure		14 206	9 744	–	–	–	–	–	–	9 744
Storm water Infrastructure		1 075	989	–	–	–	–	–	–	989
Electrical Infrastructure		10 827	10 827	–	–	–	–	–	–	10 827
Water Supply Infrastructure		7 442	6 055	–	–	–	–	–	–	6 055
Sanitation Infrastructure		8 969	11 990	–	–	–	–	–	–	11 990
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Infrastructure		42 518	39 605	–	–	–	–	–	–	39 605
Community Facilities		1 696	2 911	–	–	–	–	–	–	2 911
Sport and Recreation Facilities		1 347	1 445	–	–	–	–	–	–	1 445
Community Assets		3 043	4 356	–	–	–	–	–	–	4 356
Heritage Assets		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Operational Buildings		3 545	4 061	–	–	–	–	–	–	4 061
Housing		–	–	–	–	–	–	–	–	–
Other Assets		3 545	4 061	–	–	–	–	–	–	4 061
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		727	727	–	–	–	–	–	–	727
Transport Assets		10 856	10 856	–	–	–	–	–	–	10 856
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Living Resources	6	–	–	–	–	–	–	–	–	–
TOTAL EXPENDITURE OTHER ITEMS to be adjusted		**170 352**	**169 268**	**–**	**–**	**–**	**–**	**–**	**–**	**169 268**
Renewal and upgrading of Existing Assets as % of total capex		*67,1%*	*72,3%*							*74,0%*
Renewal and upgrading of Existing Assets as % of deprecn"		*48,5%*	*83,8%*							*82,1%*
R&M as a % of PPE		*2,6%*	*2,6%*							*2,6%*
Renewal and upgrading and R&M as a % of PPE		*4,9%*	*6,5%*							*6,4%*

EC108 Kouga - Table B10 Basic service delivery measurement - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			7	8	9	10	11	12	13	14
		A	A1	B	C	D	E	F	G	H
Household service targets	1									
Water:										
Piped water inside dwelling		–	–	–	–	–	–	–	–	–
Piped water inside yard (but not in dwelling)		–	–	–	–	–	–	–	–	–
Using public tap (at least min.service level)	2	–	–	–	–	–	–	–	–	–
Other water supply (at least min.service level)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Using public tap (< min.service level)	3	–	–	–	–	–	–	–	–	–
Other water supply (< min.service level)	3,4	–	–	–	–	–	–	–	–	–
No water supply		–	–	–	–	–	–	–	–	–
Below Minimum Servic Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Sanitation/sewerage:										
Flush toilet (connected to sewerage)		–	–	–	–	–	–	–	–	–
Flush toilet (with septic tank)		–	–	–	–	–	–	–	–	–
Chemical toilet		–	–	–	–	–	–	–	–	–
Pit toilet (ventilated)		–	–	–	–	–	–	–	–	–
Other toilet provisions (> min.service level)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Bucket toilet		–	–	–	–	–	–	–	–	–
Other toilet provisions (< min.service level)		–	–	–	–	–	–	–	–	–
No toilet provisions		–	–	–	–	–	–	–	–	–
Below Minimum Servic Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Energy:										
Electricity (at least min. service level)		–	–	–	–	–	–	–	–	–
Electricity - prepaid (> min.service level)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Electricity (< min.service level)		–	–	–	–	–	–	–	–	–
Electricity - prepaid (< min. service level)		–	–	–	–	–	–	–	–	–
Other energy sources		–	–	–	–	–	–	–	–	–
Below Minimum Servic Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Refuse:										
Removed at least once a week (min.service)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Removed less frequently than once a week		–	–	–	–	–	–	–	–	–
Using communal refuse dump		–	–	–	–	–	–	–	–	–
Using own refuse dump		–	–	–	–	–	–	–	–	–
Other rubbish disposal		–	–	–	–	–	–	–	–	–
No rubbish disposal		–	–	–	–	–	–	–	–	–
Below Minimum Servic Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Households receiving Free Basic Service	15									
Water (6 kilolitres per household per month)		19 498 541	19 797 190	–	–	–	–	–	–	19 797 190
Sanitation (free minimum level service)		12 635 128	13 345 283	–	–	–	–	–	–	13 345 283
Electricity/other energy (50kwh per household per month)		4 955 229	4 955 229	–	–	–	–	–	–	4 955 229
Refuse (removed at least once a week)		–	–	–	–	–	–	–	–	–
Informal Settlements		–	–	–	–	–	–	–	–	–
Cost of Free Basic Services provided (R'000)	16									
Water (6 kilolitres per indigent household per month)		19 499	19 797	–	–	–	–	–	–	19 797
Sanitation (free sanitation service to indigent households)		12 635	13 345	–	–	–	–	–	–	13 345
Electricity/other energy (50kwh per indigent household per month)		4 955	4 955	–	–	–	–	–	–	4 955
Refuse (removed once a week for indigent households)		–	–	–	–	–	–	–	–	–
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)		–	–	–	–	–	–	–	–	–
Total cost of FBS provided		37 089	38 098	–	–	–	–	–	–	38 098
Highest level of free service provided										
Property rates (R'000 value threshold)		–	–	–	–	–	–	–	–	–
Water (kilolitres per household per month)		–	–	–	–	–	–	–	–	–
Sanitation (kilolitres per household per month)		–	–	–	–	–	–	–	–	–
Sanitation (Rand per household per month)		–	–	–	–	–	–	–	–	–
Electricity (kw per household per month)		–	–	–	–	–	–	–	–	–
Refuse (average litres per week)		–	–	–	–	–	–	–	–	–
Revenue cost of free services provided (R'000)	17									
Property rates (tariff adjustment) (impermissable values per section 17 of MPRA)		–	–	–	–	–	–	–	–	–
Property rates exemptions, reductions and rebates and impermissable values in excess of section 17 of MPRA)		29 261	17 793	–	–	–	–	–	–	17 793
Water (in excess of 6 kilolitres per indigent household per month)		–	–	–	–	–	–	–	–	–
Sanitation (in excess of free sanitation service to indigent households)		–	–	–	–	–	–	–	–	–
Electricity/other energy (in excess of 50 kwh per indigent household per month)		–	–	–	–	–	–	–	–	–
Refuse (in excess of one removal a week for indigent households)		–	–	–	–	–	–	–	–	–
Municipal Housing - rental rebates		–	–	–	–	–	–	–	–	–
Housing - top structure subsidies	6	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Total revenue cost of subsidised services provided		**29 261**	**17 793**	**–**	**–**	**–**	**–**	**–**	**–**	**17 793**

EC108 Kouga - Supporting Table SB1 Supporting detail to 'Budgeted Financial Performance' - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	6 A1	7 B	8 C	9 D	10 E	11 F	12 G	13 H
REVENUE ITEMS:										
Non-exchange revenue by source										
Property rates										
Total Property Rates		310 749	299 281	–	–	–	–	–	–	299 281
less Revenue Foregone (exemptions, reductions and rebates and impermissable values in excess of section 17 of MPRA)		29 261	17 793	–	–	–	–	–	–	17 793
Net Property Rates		**281 488**	**281 488**	**–**	**–**	**–**	**–**	**–**	**–**	**281 488**
Exchange revenue service charges										
Service charges - Electricity										
Total Service charges - Electricity		395 687	357 735	–	–	–	–	–	–	357 735
less Revenue Foregone (in excess of 50 kwh per indigent household per month)		–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (50 kwh per indigent household per month)		4 955	4 955	–	–	–	–	–	–	4 955
Net Service charges - Electricity		**390 731**	**352 780**	**–**	**–**	**–**	**–**	**–**	**–**	**352 780**
Service charges - Water										
Total Service charges - Water		120 923	138 401	–	–	–	–	–	–	138 401
less Revenue Foregone (in excess of 6 kilolitres per indigent household per month)		–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (6 kilolitres per indigent household per month)		19 499	19 797	–	–	–	–	–	–	19 797
Net Service charges - Water		**101 425**	**118 603**	**–**	**–**	**–**	**–**	**–**	**–**	**118 603**
Service charges - Waste Water Management										
Total Service charges - Waste Water Management		75 950	77 614	–	–	–	–	–	–	77 614
less Revenue Foregone (in excess of free sanitation service to indigent households)		–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (free sanitation service to indigent households)		12 635	13 345	–	–	–	–	–	–	13 345
Net Service charges - Waste Water Management		**63 314**	**64 268**	**–**	**–**	**–**	**–**	**–**	**–**	**64 268**
Service charges - Waste Management										
Total refuse removal revenue		49 403	48 553	–	–	–	–	–	–	48 553
Total landfill revenue		16 993	18 229	–	–	–	–	–	–	18 229
less Revenue Foregone (in excess of one removal a week to indigent households)		–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (removed once a week to indigent households)		–	–	–	–	–	–	–	–	–
Net Service charges - Waste Management		**66 396**	**66 782**	**–**	**–**	**–**	**–**	**–**	**–**	**66 782**
EXPENDITURE ITEMS										
Employee related costs										
Basic Salaries and Wages		283 419	275 831	–	–	–	–	(151)	(151)	275 679
Pension and UIF Contributions		37 052	37 302	–	–	–	–	(8)	(8)	37 295
Medical Aid Contributions		18 641	18 841	–	–	–	–	–	–	18 841
Overtime		20 282	19 932	–	–	–	–	–	–	19 932
Performance Bonus		19 811	19 891	–	–	–	–	–	–	19 891
Motor Vehicle Allowance		13 428	13 778	–	–	–	–	–	–	13 778
Cellphone Allowance		66	66	–	–	–	–	–	–	66
Housing Allowances		1 234	1 234	–	–	–	–	–	–	1 234
Other benefits and allowances		17 765	17 825	–	–	–	–	–	–	17 825
Payments in lieu of leave		6 429	6 229	–	–	–	–	–	–	6 229
Long service awards		5 028	5 128	–	–	–	–	–	–	5 128
Post-retirement benefit obligations		17 205	17 205	–	–	–	–	–	–	17 205
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		7 453	8 153	–	–	–	–	–	–	8 153
In kind benefits	4	–	–	–	–	–	–	–	–	–
sub-total		**447 813**	**441 415**	**–**	**–**	**–**	**–**	**(159)**	**(159)**	**441 256**
Less: Employees costs capitalised to PPE		–	–	–	–	–	–	–	–	–
Total Employee related costs	**1**	**447 813**	**441 415**	**–**	**–**	**–**	**–**	**(159)**	**(159)**	**441 256**
Depreciation & asset impairment										
Depreciation of Property, Plant & Equipment		109 077	109 077	–	–	–	–	–	–	109 077
Lease amortisation		586	586	–	–	–	–	–	–	586
Capital asset impairment		–	–	–	–	–	–	–	–	–
Total Depreciation & asset impairment	**1**	**109 663**	**109 663**	**–**	**–**	**–**	**–**	**–**	**–**	**109 663**
Bulk purchases										
Electricity Bulk Purchases		364 280	354 710	–	–	–	–	–	–	354 710
Total bulk purchases	**1**	**364 280**	**354 710**	**–**	**–**	**–**	**–**	**–**	**–**	**354 710**
Transfers and grants										
Cash transfers and grants		600	800	–	–	–	–	–	–	800
Non-cash transfers and grants		324	324	–	–	–	–	–	–	324
Total transfers and grants		**924**	**1 124**	**–**	**–**	**–**	**–**	**–**	**–**	**1 124**
Contracted services										
Outsourced Services		32 131	41 833	–	–	–	–	(97)	(97)	41 736

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			6	7	8	9	10	11	12	13
R thousands		A	A1	B	C	D	E	F	G	H
Consultants and Professional Services		31 152	33 806	–	–	–	–	1 426	1 426	35 231
Contractors		41 193	51 180	–	–	–	–	–	–	51 180
Total contracted services		**104 476**	**126 818**	**–**	**–**	**–**	**–**	**1 329**	**1 329**	**128 147**
Operational Costs										
Collection costs		5 340	3 780	–	–	–	–	–	–	3 780
Contributions to 'other' provisions		523	523	–	–	–	–	–	–	523
Audit fees		4 500	4 500	–	–	–	–	–	–	4 500
Other Operational Costs										
Operating Leases		7 092	7 842	–	–	–	–	–	–	7 842
Operational Cost		76 509	73 726	–	–	–	–	98	98	73 824
Statutory Payments other than Income Taxes		–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–
Total Operational Costs	**1**	**93 964**	**90 372**	**–**	**–**	**–**	**–**	**98**	**98**	**90 470**
Repairs and Maintenance by Expenditure Item	14									
Employee related costs		–	–	–	–	–	–	–	–	–
Inventory Consumed (Project Maintenance)		17 926	24 498	–	–	–	–	–	–	24 498
Contracted Services		38 455	30 355	–	–	–	–	–	–	30 355
Other Expenditure		4 308	4 751	–	–	–	–	–	–	4 751
Total Repairs and Maintenance Expenditure	**15**	**60 689**	**59 605**	**–**	**–**	**–**	**–**	**–**	**–**	**59 605**
Inventory Consumed										
Inventory Consumed - Water		39 548	39 548	–	–	–	–	–	–	39 548
Inventory Consumed - Other		54 797	61 131	–	–	–	–	2 476	2 476	63 608
Total Inventory Consumed & Other Material		**94 345**	**100 679**	**–**	**–**	**–**	**–**	**2 476**	**2 476**	**103 156**

EC108 Kouga - Supporting Table SB2 Supporting detail to 'Financial Position Budget' - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
		4	5	6	7	8	9	10	11	
R thousands		A	A1	B	C	D	E	F	G	H
ASSETS										
Trade and other receivables from exchange transactions										
Electricity		93 570	80 528	–	–	–	–	–	–	80 528
Water		91 189	171 455	–	–	–	–	–	–	171 455
Waste		77 012	97 276	–	–	–	–	–	–	97 276
Waste Water		51 136	65 649	–	–	–	–	–	–	65 649
Other trade receivables from exchange transactions		10 971	16 360	–	–	–	–	–	–	16 360
Gross: Trade and other receivables from exchange transact		**323 878**	**431 267**	**-**	**-**	**-**	**-**	**-**	**-**	**431 267**
Less: Impairment for debt	1	**(268 640)**	**(354 237)**	**-**	**-**	**-**	**-**	**-**	**-**	**(354 237)**
Impairment for Electricity		(53 816)	(48 065)	–	–	–	–	–	–	(48 065)
Impairment for Water		(92 214)	(147 810)	–	–	–	–	–	–	(147 810)
Impairment for Waste		(71 996)	(92 274)	–	–	–	–	–	–	(92 274)
Impairment for Waste Water		(44 390)	(60 346)	–	–	–	–	–	–	(60 346)
Impairment for other trade receivalbes from exchange transa		(6 224)	(5 742)	–	–	–	–	–	–	(5 742)
Total net Trade and other receivables from Exchange Trans		**55 239**	**77 030**	**-**	**-**	**-**	**-**	**-**	**-**	**77 030**
Receivables from non-exchange transactions										
Property rates		28 593	82 098	–	–	–	–	–	–	82 098
Less: Impairment of Property rates		(8 843)	(69 422)	–	–	–	–	–	–	(69 422)
Net Property rates		**19 750**	**12 676**	**-**	**-**	**-**	**-**	**-**	**-**	**12 676**
Other receivables from non-exchange transactions		4 332	241 850	–	–	–	–	–	–	241 850
Impairment for other receivalbes from non-exchange transac		538	(225 512)	–	–	–	–	–	–	(225 512)
Net other receivables from non-exchange transactions		**4 869**	**16 339**	**-**	**-**	**-**	**-**	**-**	**-**	**16 339**
Total net Receivables from non-exchange transactions	1	**24 619**	**29 014**	**–**	**–**	**–**	**–**	**–**	**–**	**29 014**
Inventory										
Water										
Opening Balance		799	1 194	–	–	–	–	–	–	1 194
System Input Volume		**39 548**	**39 548**	**–**	**–**	**–**	**–**	**–**	**–**	**39 548**
Water Treatment Works		–	–	–	–	–	–	–	–	–
Bulk Purchases		39 548	39 548	–	–	–	–	–	–	39 548
Natural Sources		–	–	–	–	–	–	–	–	–
Authorised Consumption	12	**(39 548)**	**(39 548)**	**–**	**–**	**–**	**–**	**–**	**–**	**(39 548)**
Billed Authorised Consumption		**(39 548)**	**(39 548)**	**–**	**–**	**–**	**–**	**–**	**–**	**(39 548)**
Billed Metered Consumption		**(39 548)**	**(39 548)**	**–**	**–**	**–**	**–**	**–**	**–**	**(39 548)**
Free Basic Water		–	–	–	–	–	–	–	–	–
Subsidised Water		–	–	–	–	–	–	–	–	–
Revenue Water		(39 548)	(39 548)	–	–	–	–	–	–	(39 548)
Billed Unmetered Consumption		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Free Basic Water		–	–	–	–	–	–	–	–	–
Subsidised Water		–	–	–	–	–	–	–	–	–
Revenue Water		–	–	–	–	–	–	–	–	–
UnBilled Authorised Consumption		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Unbilled Metered Consumption		–	–	–	–	–	–	–	–	–
Unbilled Unmetered Consumption		–	–	–	–	–	–	–	–	–
Water Losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Apparent losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Unauthorised Consumption		–	–	–	–	–	–	–	–	–
Customer Meter Inaccuracies		–	–	–	–	–	–	–	–	–
Real losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Leakage on Transmission and Distribution Mains		–	–	–	–	–	–	–	–	–
Leakage and Overflows at Storage Tanks/Reservoirs		–	–	–	–	–	–	–	–	–
Leakage on Service Connections up to the point of Customer M		–	–	–	–	–	–	–	–	–
Data Transfer and Management Errors		–	–	–	–	–	–	–	–	–
Unavoidable Annual Real Losses		–	–	–	–	–	–	–	–	–
Non-revenue Water		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Closing Balance Water		**799**	**1 194**	**–**	**–**	**–**	**–**	**–**	**–**	**1 194**
Agricultural										
Opening Balance		–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–
Issues	13	–	–	–	–	–	–	–	–	–
Adjustments	14	–	–	–	–	–	–	–	–	–
Write-offs	15	–	–	–	–	–	–	–	–	–
Closing balance - Agricultural		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Consumables										
Standard Rated										
Opening Balance		–	(225)	–	–	–	–	–	–	(225)
Acquisitions		3 645	3 462	–	–	–	–	(70)	(70)	3 392
Issues	13	(3 645)	(3 392)	–	–	–	–	–	–	(3 392)
Adjustments	14	–	–	–	–	–	–	–	–	–
Write-offs	15	–	–	–	–	–	–	–	–	–
Closing balance - Consumables Standard Rated		**–**	**(155)**	**–**	**–**	**–**	**–**	**(70)**	**(70)**	**(225)**
Zero Rated										
Opening Balance		–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–
Issues	13	–	–	–	–	–	–	–	–	–
Adjustments	14	–	–	–	–	–	–	–	–	–
Write-offs	15	–	–	–	–	–	–	–	–	–
Closing balance - Consumables Zero Rated		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Finished Goods										

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			4	5	6	7	8	9	10	11
R thousands		A	A1	B	C	D	E	F	G	H
Opening Balance		–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–
Issues	13	–	–	–	–	–	–	–	–	–
Adjustments	14	–	–	–	–	–	–	–	–	–
Write-offs	15	–	–	–	–	–	–	–	–	–
Closing balance - Finished Goods		–	–	–	–	–	–	–	–	–
Materials and Supplies										
Opening Balance		16 311	17 630	–	–	–	–	–	–	17 630
Acquisitions		25 026	32 208	–	–	–	–	1 831	1 831	34 039
Issues	13	(25 026)	(31 563)	–	–	–	–	(2 476)	(2 476)	(34 039)
Adjustments	14	–	–	–	–	–	–	–	–	–
Write-offs	15	–	–	–	–	–	–	–	–	–
Closing balance - Materials and Supplies		**16 311**	**18 275**	**–**	**–**	**–**	**–**	**(645)**	**(645)**	**17 630**
Work-in-progress										
Opening Balance		–	–	–	–	–	–	–	–	–
Materials		–	–	–	–	–	–	–	–	–
Transfers		–	–	–	–	–	–	–	–	–
Closing balance - Work-in-progress		–	–	–	–	–	–	–	–	–
Housing Stock										
Opening Balance		–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–
Transfers		–	–	–	–	–	–	–	–	–
Sales		–	–	–	–	–	–	–	–	–
Closing Balance - Housing Stock		–	–	–	–	–	–	–	–	–
Land										
Opening Balance		–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–
Sales		–	–	–	–	–	–	–	–	–
Adjustments		–	–	–	–	–	–	–	–	–
Correction of Prior period errors		–	–	–	–	–	–	–	–	–
Closing Balance - Land		–	–	–	–	–	–	–	–	–
Closing Balance - Inventory & Consumables		**17 110**	**19 313**	**–**	**–**	**–**	**–**	**(715)**	**(715)**	**18 598**
Property, plant & equipment										
PPE at cost/valuation (excl. finance leases)		3 182 580	3 207 442	–	–	–	–	(5 412)	(5 412)	3 202 030
Leases recognised as PPE	2	5 075	(146)	–	–	–	–	–	–	(146)
Less: Accumulated depreciation		(1 148 231)	(1 136 182)	–	–	–	–	–	–	(1 136 182)
Total Property, plant & equipment	1	**2 039 424**	**2 071 115**	**–**	**–**	**–**	**–**	**(5 412)**	**(5 412)**	**2 065 702**
LIABILITIES										
Current liabilities - Borrowing										
Short term loans (other than bank overdraft)		–	–	–	–	–	–	–	–	–
Current portion of long-term liabilities		9 484	12 169	–	–	–	–	–	–	12 169
Total Current liabilities - Borrowing		**9 484**	**12 169**	**–**	**–**	**–**	**–**	**–**	**–**	**12 169**
Trade and other payables										
Trade and other payables from exchange transactions		77 412	125 733	–	–	–	–	(1 319)	(1 319)	124 413
Other trade payables from exchange transactions		–	–	–	–	–	–	–	–	–
Trade payables from Non-exchange transactions: Unspent conditio		–	(0)	–	–	–	–	–	–	(0)
Trade payables from Non-exchange transactions: Other		–	–	–	–	–	–	–	–	–
VAT		–	(0)	–	–	–	–	–	–	(0)
Total Trade and other payables	1	**77 412**	**125 733**	**–**	**–**	**–**	**–**	**(1 319)**	**(1 319)**	**124 413**
Non current liabilities - Financial liabilities										
Borrowing	3	8 637	11 207	–	–	–	–	–	–	11 207
Other financial liabilities		–	–	–	–	–	–	–	–	–
Total Non current liabilities - Financial liabilities		**8 637**	**11 207**	**–**	**–**	**–**	**–**	**–**	**–**	**11 207**
Provisions - non current										
Retirement benefits		119 711	107 431	–	–	–	–	–	–	107 431
List other major items										
Refuse landfill site rehabilitation		106 420	118 827	–	–	–	–	–	–	118 827
Other		20 266	18 289	–	–	–	–	–	–	18 289
Total Provisions - non current		**246 398**	**244 547**	**–**	**–**	**–**	**–**	**–**	**–**	**244 547**
CHANGES IN NET ASSETS										
Accumulated surplus/(Deficit)										
Accumulated surplus/(Deficit) - opening balance		2 081 569	2 100 978	–	–	–	–	–	–	2 100 978
GRAP adjustments		–	–	–	–	–	–	–	–	–
Restated balance		2 081 569	2 100 978	–	–	–	–	–	–	2 100 978
Surplus/(Deficit)		(33 798)	(38 539)	–	–	–	–	(6 380)	(6 380)	(44 919)
Transfers to/from Reserves		–	–	–	–	–	–	–	–	–
Depreciation offsets		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			4	5	6	7	8	9	10	11
R thousands		A	A1	B	C	D	E	F	G	H
Other adjustments		–	–	–	–	–	–	–	–	–
Accumulated Surplus/(Deficit)	1	**2 047 771**	**2 062 439**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**2 056 059**
Reserves										
Housing Development Fund		–	–	–	–	–	–	–	–	–
Capital replacement		–	–	–	–	–	–	–	–	–
Self-insurance		–	–	–	–	–	–	–	–	–
Other reserves		–	–	–	–	–	–	–	–	–
Revaluation		–	–	–	–	–	–	–	–	–
Total Reserves	2	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
TOTAL COMMUNITY WEALTH/EQUITY	2	**2 047 771**	**2 062 439**	**–**	**–**	**–**	**–**	**(6 380)**	**(6 380)**	**2 056 059**

EC108 Kouga - Supporting Table SB3 Adjustments to the SDBIP - performance objectives - 29/03/2024

Description	Unit of measurement	Budget Year 2023/24								
		Original Budget A	Prior Adjusted A1	Accum. Funds B	Multi-year capital C	Unfore. Unavoid. D	Nat. or Prov. Govt E	Other Adjusts. F	Total Adjusts. G	Adjusted Budget H
Vote 1 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description									–	–
Sub-function 2 - (name)										
Insert measure/s description									–	–
Sub-function 3 - (name)										
Insert measure/s description										
									–	–
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
									–	–
Sub-function 2 - (name)										
Insert measure/s description									–	–
Sub-function 3 - (name)									–	–
Insert measure/s description										
									–	–
Vote 2 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description									–	–
Sub-function 2 - (name)									–	–
Insert measure/s description										
									–	–
Sub-function 3 - (name)										
Insert measure/s description									–	–
Function 2 - (name)										
Sub-function 1 - (name)									–	–
Insert measure/s description										
									–	–
Sub-function 2 - (name)										
Insert measure/s description									–	–
Sub-function 3 - (name)										
Insert measure/s description										
									–	–
Vote 3 - vote name										
Function 1 - (name)									–	–
Sub-function 1 - (name)										
Insert measure/s description										
									–	–
Sub-function 2 - (name)										
Insert measure/s description									–	–
Sub-function 3 - (name)									–	–
Insert measure/s description										
									–	–
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description									–	–
Sub-function 2 - (name)									–	–
Insert measure/s description										
									–	–
Sub-function 3 - (name)										
Insert measure/s description									–	–
And so on for the rest of the Votes									–	–

EC108 Kouga - Supporting Table SB4 Adjustments to budgeted performance indicators and benchmarks - 29/03/2024

Description of financial indicator	Basis of calculation	2020/21	2021/22	2022/23	Budget Year 2023/24		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget
Borrowing Management							
Credit Rating	Short term/long term rating						
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure				1,0%	1,3%	1,2%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue				0,0%	0,0%	0,0%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants				0,0%	0,0%	0,0%
Safety of Capital							
Gearing	Long Term Borrowing/ Funds & Reserves				0,0%	0,0%	0,0%
Liquidity							
Current Ratio	Current assets/current liabilities				100,2%	92,5%	92,0%
Current Ratio adjusted for aged debtors	Current assets/current liabilities less debtors > 90 days/current liabilities				100,2%	92,5%	0,0%
Liquidity Ratio	Monetary Assets/Current Liabilities				0,4	0,5	0,5
Revenue Management							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)							
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue				3,6%	3,7%	3,7%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old				0,0%	0,0%	0,0%
Creditors Management							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))						
Creditors to Cash and Investments					1383,5%	450,6%	473,4%
Other Indicators							
Electricity Distribution Losses (2)	Total Volume Losses (kW)						
	Total Cost of Losses (Rand '000)						
	% Volume (units purchased and generated less units sold)/units purchased and generated						
Water Distribution Losses (2)	Total Volume Losses (kℓ)						
	Total Cost of Losses (Rand '000)						
	% Volume (units purchased and generated less units sold)/units purchased and generated						
Employee costs	Employee costs/(Total Revenue - capital revenue)				38,6%	34,1%	34,0%
Remuneration	Total remuneration/(Total Revenue - capital revenue)						
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)				5,2%	4,6%	4,6%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)				8,3%	8,2%	8,4%
IDP regulation financial viability indicators							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)				0,0%	0,0%	0,0%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services				2,1%	2,2%	2,2%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure				0,0	0,0	0,0

EC108 Kouga - Supporting Table SB5 Adjustments Budget - social, economic and demographic statistics and assumptions - 29/03/2024

Description of economic indicator	Ref.	Basis of calculation	2001 Census	2007 Survey	2011 Census	2020/21	2021/22	2022/23
						Outcome	Outcome	Outcome
Demographics								
Population			–	–	–	–	–	–
Females aged 5 - 14			–	–	–	–	–	–
Males aged 5 - 14			–	–	–	–	–	–
Females aged 15 - 34			–	–	–	–	–	–
Males aged 15 - 34			–	–	–	–	–	–
Unemployment			–	–	–	–	–	–
Monthly household income (no. of households)	1, 12							
No income			–	–	–	–	–	–
R1 - R1 600			–	–	–	–	–	–
R1 601 - R3 200			–	–	–	–	–	–
R3 201 - R6 400			–	–	–	–	–	–
R6 401 - R12 800			–	–	–	–	–	–
R12 801 - R25 600			–	–	–	–	–	–
R25 601 - R51 200			–	–	–	–	–	–
R52 201 - R102 400			–	–	–	–	–	–
R102 401 - R204 800			–	–	–	–	–	–
R204 801 - R409 600			–	–	–	–	–	–
R409 601 - R819 200			–	–	–	–	–	–
> R819 200			–	–	–	–	–	–
Poverty profiles (no. of households)								
< R2 060 per household per month	13		–	–	–	–	–	–
	2		–	–	–	–	–	–
Household/demographics (000)								
Number of people in municipal area			–	–	–	–	–	–
Number of poor people in municipal area			–	–	–	–	–	–
Number of households in municipal area			–	–	–	–	–	–
Number of poor households in municipal area			–	–	–	–	–	–
Definition of poor household (R per month)			–	–	–	-	-	-
Housing statistics	3							
Formal			–	–	–	-	-	-
Informal			–	–	–	-	-	-
Total number of households			-	-	-	-	-	-
Dwellings provided by municipality	4		–	–	–	-	-	-
Dwellings provided by province/s			–	–	–	-	-	-
Dwellings provided by private sector	5		–	–	–	-	-	-
Total new housing dwellings			-	-	-	-	-	-

Economic	6							
Inflation/inflation outlook (CPIX)						0,0%	0,0%	0,0%
Interest rate - borrowing						0,0%	0,0%	0,0%
Interest rate - investment						0,0%	0,0%	0,0%
Remuneration increases						0,0%	0,0%	0,0%
Consumption growth (electricity)						0,0%	0,0%	0,0%
Consumption growth (water)						0,0%	0,0%	0,0%
Collection rates	7							
Property tax/service charges						0,0%	0,0%	0,0%
Rental of facilities & equipment						0,0%	0,0%	0,0%
Interest - external investments						0,0%	0,0%	0,0%
Interest - debtors						0,0%	0,0%	0,0%
Revenue from agency services						0,0%	0,0%	0,0%

Detail on the provision of municipal services for A10

Total municipal services	Ref.		2020/21	2021/22	2022/23	Budget Year 2023/	
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget
		Household service targets (000)					
		Water:					
		Piped water inside dwelling	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–
		No water supply	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	–	–	–	–	–
		Sanitation/sewerage:					
		Flush toilet (connected to sewerage)	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–
		Chemical toilet	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Bucket toilet	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–
		No toilet provisions	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	–	–	–	–	–
		Energy:					
		Electricity (at least min.service level)	–	–	–	–	–
		Electricity - prepaid (min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–

		Electricity (< min.service level)	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–
		Other energy sources	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
		Refuse:					
		Removed at least once a week	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Municipal in-house services	Ref.		**2020/21**	**2021/22**	**2022/23**	**Budget Year 2023/**	
			Outcome	**Outcome**	**Outcome**	**Original Budget**	**Adjusted Budget**
		Household service targets (000)					
		Water:					
		Piped water inside dwelling	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–
		No water supply	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
		Sanitation/sewerage:					
		Flush toilet (connected to sewerage)	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–
		Chemical toilet	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Bucket toilet	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–
		No toilet provisions	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
		Energy:					
		Electricity (at least min.service level)	–	–	–	–	–
		Electricity - prepaid (min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–

		Electricity - prepaid (< min. service level)	–	–	–	–	–
		Other energy sources	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
		Refuse:					
		Removed at least once a week	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Municipal entity services	Ref.		**2020/21**	**2021/22**	**2022/23**	**Budget Year 2023/**	
			Outcome	**Outcome**	**Outcome**	**Original Budget**	**Adjusted Budget**
		Household service targets (000)					
Name of municipal entity		***Water:***					
		Piped water inside dwelling	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–
		No water supply	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Name of municipal entity		***Sanitation/sewerage:***					
		Flush toilet (connected to sewerage)	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–
		Chemical toilet	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Bucket toilet	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–
		No toilet provisions	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Name of municipal entity		***Energy:***					
		Electricity (at least min.service level)	–	–	–	–	–
		Electricity - prepaid (min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–

		Other energy sources	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Name of municipal entity		***Refuse:***					
		Removed at least once a week	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**

Services provided by 'external mechanisms'	Ref.		2020/21	2021/22	2022/23	Budget Year 2023/	
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget
		Household service targets (000)					
Names of service providers		***Water:***					
		Piped water inside dwelling	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–
		No water supply	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Names of service providers		***Sanitation/sewerage:***					
		Flush toilet (connected to sewerage)	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–
		Chemical toilet	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Bucket toilet	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–
		No toilet provisions	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	**–**	**–**	**–**	**–**	**–**
Names of service providers		***Energy:***					
		Electricity (at least min.service level)	–	–	–	–	–
		Electricity - prepaid (min.service level)	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–
		Other energy sources	–	–	–	–	–

		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	–	–	–	–	–
Names of service providers		***Refuse:***					
		Removed at least once a week	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–
		Total number of households	–	–	–	–	–

Detail of Free Basic Services (FBS) provided			**Budget Year 2023/**				
			Original Budget	**Prior Adjusted**	**Accum. Funds**	**Multi-year capital**	**Unfore. Unavoid.**
Electricity	Ref.	***Location of households for each type of FBS***					
List type of FBS service		**Formal settlements - (50 kwh per indigent household per month Rands)**	4 955 229	4 955 229	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Other (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Total cost of FBS - Electricity for informal settlements	–	–	–	–	–
Water	Ref.	***Location of households for each type of FBS***					
List type of FBS service		**Formal settlements - (6 kilolitre per indigent household per month Rands)**	19 498 541	19 797 190	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Other (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Total cost of FBS - Water for informal settlements	–	–	–	–	–
Sanitation	Ref.	***Location of households for each type of FBS***					
List type of FBS service		**Formal settlements - (free sanitation service to indigent households)**	12 635 128	13 345 283	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–

		Number of HH receiving this type of FBS	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Other (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Total cost of FBS - Sanitation for informal settlements	–	–	–	–	–
Refuse Removal	Ref.	***Location of households for each type of FBS***					
List type of FBS service		**Formal settlements - (removed once a week to indigent households)**	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Other (Rands)	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–
		Total cost of FBS - Refuse Removal for informal settlements	–	–	–	–	–

EC108 Kouga - Supporting Table SB6 Adjustments Budget - funding measurement - 29/03/2024

Description	Ref	MFMA section	2020/21	2021/22	2022/23	Medium Term Revenue and Expenditure Framewo				
R thousands			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Prior Adjusted	Adjusted Budget	Budget Year +1 2024/25	Budget Year +2 2025/26
Funding measures										
Cash/cash equivalents at the year end - R'000	1	18(1)b	–	–	–	5 596	27 903	26 282	(2 233 874)	(2 400 706)
Cash + investments at the yr end less applications - R'000	2	18(1)b	–	–	–	14 795	7 042	5 420	(181 994)	(189 851)
Cash year end/monthly employee/supplier payments	3	18(1)b	–	–	–	–	–	–	–	–
Surplus/(Deficit) excluding depreciation offsets: R'000	4	18(1)	–	–	–	(33 798)	(38 539)	–	–	–
Service charge rev % change - macro CPIX target exclusive	5	18(1)a,(2)				0,0%	0,0%	0,0%	0,0%	0,0%
Cash receipts % of Ratepayer & Other revenue	6	18(1)a,(2)	0,0%	0,0%	0,0%	90,4%	78,8%	0,0%	0,0%	0,0%
Debt impairment expense as a % of total billable revenue	7	18(1)a,(2)				57,8%	57,6%	57,6%	59,4%	62,2%
Capital payments % of capital expenditure	8	18(1)c;19				100,0%	100,0%	0,0%	0,0%	0,0%
Borrowing receipts % of capital expenditure (excl. transfers)	9	18(1)c				0,0%	0,0%	0,0%	0,0%	0,0%
Grants % of Govt. legislated/gazetted allocations	10	18(1)a				0,0%	0,0%	0,0%	0,0%	0,0%
Current consumer debtors % change - incr(decr)	11	18(1)a							7,0%	8,9%
Long term receivables % change - incr(decr)	12	18(1)a							0,0%	0,0%
R&M % of Property Plant & Equipment	13	20(1)(vi)				2,6%	2,6%	2,6%	2,8%	3,0%
Asset renewal % of capital budget	14	20(1)(vi)				0,0%	0,2%	0,2%	0,0%	0,0%

References

1. Positive cash balances indicative of minimum compliance - subject to 2

2. Deduct applications (defined) from cash balances

3. Indicative of sufficient liquidity to meet average monthly operating payments

4. Indicative of funded operational requirements

5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)

6. Realistic average cash collection forecasts as % of annual billed revenue

7. Realistic average increase in doubtful debt provision

8. Indicative of planned capital expenditure level & cash payment timing

9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing

10. Substantiation of National/Province allocations included in budget

11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high cap municipalities and later for other capacity classifications)

12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high cap municipalities and later for other capacity classifications)

13. Indicative of a credible allowance for repairs & maintenance of assets

14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan)

Macro CPIX target						6%	6%	6%	6%	6%
Total service charge revenue						943 827	948 808	–	–	–
Total service charge revenue - previous year								–	–	–
Provincial government gazetted allocations	–	–	–			2 050	25 149	25 149	2 050	2 050
National government DoRA allocations	–	–	–			260 751	266 035	263 399	266 201	275 179
Cash receipts from ratepayers						1 034 971	1 006 966	1 025 685	(1 004 963)	(1 094 431)
Ratepayer & Other revenue						1 145 045	1 277 546	–	–	–
Change in debtors									(3 703)	15 302

EC108 Kouga - Supporting Table SB7 Adjustments Budget - transfers and grant receipts - 29/03/2024

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F
RECEIPTS:	1, 2							
Operating Transfers and Grants								
National Government:		**180 506**	**180 506**	**–**	**–**	**–**	**–**	**180 506**
Operational Revenue:General Revenue:Equitable Share		180 506	180 506	–	–	–	–	180 506
Operational:Revenue:General Revenue:Fuel Levy	3	–	–	–	–	–	–	–
2014 African Nations Championship Host City Operating Grant [Schedule 5B]		–	–	–	–	–	–	–
Agriculture Research and Technology		–	–	–	–	–	–	–
Agriculture, Conservation and Environmental		–	–	–	–	–	–	–
Arts and Culture Sustainable Resource Management		–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–
Department of Environmental Affairs		–	–	–	–	–	–	–
Department of Tourism		–	–	–	–	–	–	–
Department of Water Affairs and Sanitation Masibambane		–	–	–	–	–	–	–
Emergency Medical Service		–	–	–	–	–	–	–
Energy Efficiency and Demand-side [Schedule 5B]		–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	–	–	–
HIV and Aids		–	–	–	–	–	–	–
Housing Accreditation		–	–	–	–	–	–	–
Housing Top structure		–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–
Integrated City Development Grant		–	–	–	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	–	–	–	–	–	–
Mitchell's Plain Urban Renewal		–	–	–	–	–	–	–
Municipal Demarcation and Transition Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Human Settlement Capacity Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Systems Improvement Grant		–	–	–	–	–	–	–
Natural Resource Management Project		–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant		–	–	–	–	–	–	–
Operation Clean Audit		–	–	–	–	–	–	–
Municipal Disaster Recovery Grant		–	–	–	–	–	–	–
Public Service Improvement Facility		–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–
Restructuring - Seed Funding		–	–	–	–	–	–	–
Revenue Enhancement Grant Debtors Book		–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant		–	–	–	–	–	–	–
Sport and Recreation		–	–	–	–	–	–	–
Terrestrial Invasive Alien Plants		–	–	–	–	–	–	–
Water Services Operating Subsidy Grant [Schedule 5B]		–	–	–	–	–	–	–
Health Hygiene in Informal Settlements		–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Water Services Infrastructure Grant		–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–
Smart Connect Grant		–	–	–	–	–	–	–
Urban Settlement Development Grant		–	–	–	–	–	–	–
WiFi Grant [Department of Telecommunications and Postal Services		–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–
Traditional Leaders - Imbizion		–	–	–	–	–	–	–
Department of Water and Sanitation Smart Living Handbook		–	–	–	–	–	–	–
Integrated National Electrification Programme Grant		–	–	–	–	–	–	–
Municipal Restructuring Grant		–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant		–	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–
Programme and Project Preparation Support Grant		–	–	–	–	–	–	–
Provincial Government:		**–**	**–**	**–**	**–**	**–**	**–**	**–**
Capacity Building		–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–
Infrastructure		–	–	–	–	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–
Road Infrastructure - Maintenance	4	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–
Waste Water Infrastructure - Maintenance		–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F
Water Supply Infrastructure - Maintenance	5	–	–	–	–	–	–	–
District Municipality:		–	–	–	–	–	–	–
All Grants		–	–	–	–	–	–	–
Other grant providers:		–	–	–	–	–	–	–
Departmental Agencies and Accounts		–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–
Total Operating Transfers and Grants	6	**180 506**	**180 506**	**–**	**–**	**–**	**–**	**180 506**
Capital Transfers and Grants								
National Government:		–	–	–	–	–	–	–
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Water Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Rural Household Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant [Schedule 5B]		–	–	–	–	–	–	–
Urban Settlement Development Grant [Schedule 4B]		–	–	–	–	–	–	–
Municipal Human Settlement		–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–
Integrated City Development Grant [Schedule 4B]		–	–	–	–	–	–	–
Municipal Disaster Recovery Grant [Schedule 4B]		–	–	–	–	–	–	–
Energy Efficiency and Demand Side Management Grant		–	–	–	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Systems Improvement Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant (Schedule 5B)		–	–	–	–	–	–	–
Water Services Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
WIFI Connectivity		–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	–	–	–
Aquaponic Project		–	–	–	–	–	–	–
Restition Settlement		–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–
Restructuring Seed Funding		–	–	–	–	–	–	–
Municipal Disaster Relief Grant		–	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–
Provincial Government:		–	–	–	–	–	–	–
Capacity Building		–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–
Infrastructure		–	–	–	–	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–
Road Infrastructure		–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–
Waste Water Infrastructure		–	–	–	–	–	–	–
Water Supply Infrastructure		–	–	–	–	–	–	–
District Municipality:		–	–	–	–	–	–	–
All Grants		–	–	–	–	–	–	–
Other grant providers:		–	–	–	–	–	–	–
Departmental Agencies and Accounts		–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–
Transfer from Operational Revenue		–	–	–	–	–	–	–
Total Capital Transfers and Grants	6	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F
TOTAL RECEIPTS OF TRANSFERS & GRANTS		180 506	180 506	–	–	–	–	180 506

EC108 Kouga - Supporting Table SB8 Adjustments Budget - expenditure on transfers and grant programme - 29/03/2024

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	2 A1	3 B	4 C	5 D	6 E	7 F
EXPENDITURE ON TRANSFERS AND GRANT PROGRAM:	1							
Operating expenditure of Transfers and Grants								
National Government:		**114 661**	**110 783**	**–**	**–**	**2 056**	**2 056**	**112 839**
Operational Revenue:General Revenue:Equitable Share		107 725	103 848	–	–	–	–	103 848
Operational:Revenue:General Revenue:Fuel Levy	3	–	–	–	–	–	–	–
2014 African Nations Championship Host City Operating Grant [Schedule 5B]		–	–	–	–	–	–	–
Agriculture Research and Technology		–	–	–	–	–	–	–
Agriculture, Conservation and Environmental		–	–	–	–	–	–	–
Arts and Culture Sustainable Resource Management		–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–
Department of Environmental Affairs		–	–	–	–	–	–	–
Department of Tourism		–	–	–	–	–	–	–
Department of Water Affairs and Sanitation Masibambane		–	–	–	–	–	–	–
Emergency Medical Service		–	–	–	–	–	–	–
Energy Efficiency and Demand-side [Schedule 5B]		–	–	–	–	3 483	3 483	3 483
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		2 458	2 458	–	–	(137)	(137)	2 321
HIV and Aids		–	–	–	–	–	–	–
Housing Accreditation		–	–	–	–	–	–	–
Housing Top structure		–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–
Integrated City Development Grant		–	–	–	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		1 109	1 109	–	–	335	335	1 443
Mitchell's Plain Urban Renewal		–	–	–	–	–	–	–
Municipal Demarcation and Transition Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Human Settlement Capacity Grant [Schedule 5B]		–	–	–	–	–	–	–
Municipal Systems Improvement Grant		–	–	–	–	–	–	–
Natural Resource Management Project		–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant		–	–	–	–	–	–	–
Operation Clean Audit		–	–	–	–	–	–	–
Municipal Disaster Recovery Grant		–	–	–	–	–	–	–
Public Service Improvement Facility		–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–
Restructuring - Seed Funding		–	–	–	–	–	–	–
Revenue Enhancement Grant Debtors Book		–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant		–	–	–	–	–	–	–
Sport and Recreation		–	–	–	–	–	–	–
Terrestrial Invasive Alien Plants		–	–	–	–	–	–	–
Water Services Operating Subsidy Grant [Schedule 5B]		–	–	–	–	–	–	–
Health Hygiene in Informal Settlements		–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		3 368	3 368	–	–	(1 625)	(1 625)	1 743
Water Services Infrastructure Grant		–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–
Smart Connect Grant		–	–	–	–	–	–	–
Urban Settlement Development Grant		–	–	–	–	–	–	–
WiFi Grant [Department of Telecommunications and Postal Services		–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–
Traditional Leaders - Imbizion		–	–	–	–	–	–	–
Department of Water and Sanitation Smart Living Handbook		–	–	–	–	–	–	–
Integrated National Electrification Programme Grant		–	–	–	–	–	–	–
Municipal Restructuring Grant		–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant		–	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–
Programme and Project Preparation Support Grant		–	–	–	–	–	–	–
Provincial Government:		**–**	**3 187**	**–**	**–**	**–**	**–**	**3 187**
Capacity Building		–	–	–	–	–	–	–
Capacity Building and Other		–	3 187	–	–	–	–	3 187
Disaster and Emergency Services		–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–
Infrastructure		–	0	–	–	–	–	0
Libraries, Archives and Museums		–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–
Road Infrastructure - Maintenance	4	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	2 A1	3 B	4 C	5 D	6 E	7 F
Sports and Recreation		–	–	–	–	–	–	–
Waste Water Infrastructure - Maintenance		–	–	–	–	–	–	–
Water Supply Infrastructure - Maintenance	5	–	–	–	–	–	–	–
District Municipality:		**4 331**	**4 331**	**–**	**–**	**–**	**–**	**4 331**
All Grants		4 331	4 331	–	–	–	–	4 331
Other grant providers:		–	–	–	–	–	–	–
Departmental Agencies and Accounts		–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–
Total Operating Transfers and Grants	6	**118 992**	**118 302**	**–**	**–**	**2 056**	**2 056**	**120 358**
Capital Transfers and Grants								
National Government:		**64 521**	**69 115**	**–**	**–**	**(5 412)**	**(5 412)**	**63 703**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		4 087	6 073	–	–	–	–	6 073
Municipal Infrastructure Grant [Schedule 5B]		30 868	30 868	–	–	(2 064)	(2 064)	28 804
Municipal Water Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Rural Household Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant [Schedule 5B]		–	–	–	–	–	–	–
Urban Settlement Development Grant [Schedule 4B]		–	–	–	–	–	–	–
Municipal Human Settlement		–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–
Integrated City Development Grant [Schedule 4B]		–	–	–	–	–	–	–
Municipal Disaster Recovery Grant [Schedule 4B]		–	–	–	–	–	–	–
Energy Efficiency and Demand Side Management Grant		3 478	3 478	–	–	(3 478)	(3 478)	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	–	–	–	130	130	130
Municipal Systems Improvement Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant (Schedule 5B)		–	–	–	–	–	–	–
Water Services Infrastructure Grant [Schedule 5B]		26 087	26 087	–	–	–	–	26 087
WIFI Connectivity		–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	–	–	–
Aquaponic Project		–	–	–	–	–	–	–
Restition Settlement		–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–
Restructuring Seed Funding		–	–	–	–	–	–	–
Municipal Disaster Relief Grant		–	2 609	–	–	–	–	2 609
Municipal Emergency Housing Grant		–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–
Provincial Government:		**–**	**19 841**	**–**	**–**	**–**	**–**	**19 841**
Capacity Building		–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–
Infrastructure		–	19 841	–	–	–	–	19 841
Libraries, Archives and Museums		–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–
Road Infrastructure		–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–
Waste Water Infrastructure		–	–	–	–	–	–	–
Water Supply Infrastructure		–	–	–	–	–	–	–
District Municipality:		**1 362**	**3 000**	**–**	**–**	**–**	**–**	**3 000**
All Grants		1 362	3 000	–	–	–	–	3 000
Other grant providers:		**–**	**–**	**–**	**–**	**–**	**–**	**–**
Departmental Agencies and Accounts		–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	2 A1	3 B	4 C	5 D	6 E	7 F
Public Corporations		–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–
Total Capital Transfers and Grants	6	**65 883**	**91 956**	**–**	**–**	**(5 412)**	**(5 412)**	**86 544**
TOTAL EXPENDITURE OF TRANSFERS & GRANTS		**184 875**	**210 258**	**–**	**–**	**(3 356)**	**(3 356)**	**206 902**

EC108 Kouga - Supporting Table SB9 Adjustments Budget - reconciliation of transfers, grant receipts, and unspent funds - 29/03/2024

Description	Ref	Budget Year 2023/24						
		Original Budget	Prior Adjusted	Multi-year capital	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
			2	3	4	5	6	7
R thousands		A	A1	B	C	D	E	F
Operating transfers and grants:								
National Government								
Balance unspent at beginning of the year		–	–	–	–	–	–	–
Current year receipts		–	–	–	–	(3 588)	(3 588)	(3 588)
Conditions met - transferred to revenue		6 046	6 046	–	–	3 588	3 588	9 634
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		6 046	6 046	–	–	–	–	6 046
Provincial Government:								
Balance unspent at beginning of the year		–	(3 258)	–	–	–	–	(3 258)
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	3 258	–	–	–	–	3 258
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	(0)	–	–	–	–	(0)
District Municipality:								
Balance unspent at beginning of the year		–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–
Other grant providers:								
Balance unspent at beginning of the year		–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–
Total operating transfers and grants revenue		**6 046**	**9 304**	**–**	**–**	**3 588**	**3 588**	**12 893**
Total operating transfers and grants - CTBM	2	**6 046**	**6 046**	**–**	**–**	**–**	**–**	**6 046**
Capital transfers and grants:								
National Government								
Balance unspent at beginning of the year		–	(5 895)	–	–	–	–	(5 895)
Current year receipts		–	–	–	–	6 224	6 224	6 224
Conditions met - transferred to revenue		74 199	79 483	–	–	(6 224)	(6 224)	73 259
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		74 199	73 588	–	–	–	–	73 588
Provincial Government:								
Balance unspent at beginning of the year		–	(19 841)	–	–	–	–	(19 841)
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	19 841	–	–	–	–	19 841
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	0	–	–	–	–	0
District Municipality:								
Balance unspent at beginning of the year		–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–
Other grant providers:								
Balance unspent at beginning of the year		–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–
Total capital transfers and grants revenue		**74 199**	**99 323**	**–**	**–**	**(6 224)**	**(6 224)**	**93 099**
Total capital transfers and grants - CTBM		**74 199**	**73 588**	**–**	**–**	**–**	**–**	**73 588**
TOTAL TRANSFERS AND GRANTS REVENUE		**80 245**	**108 628**	**–**	**–**	**(2 636)**	**(2 636)**	**105 992**
TOTAL TRANSFERS AND GRANTS - CTBM		**80 245**	**79 634**	**–**	**–**	**–**	**–**	**79 634**

EC108 Kouga - Supporting Table SB10 Adjustments Budget - transfers and grants made by the municipality - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
		6	7	8	9	10	11	12	13	
R thousands		A	A1	B	C	D	E	F	G	H
Cash transfers to other municipalities										
Operational	1	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Cash Transfers To Municipalities:		–	–	–	–	–	–	–	–	–
Cash transfers to Entities/Other External Mechanisms										
Operational	2	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Cash Transfers To Entities/Ems'		–	–	–	–	–	–	–	–	–
Cash transfers to other Organs of State										
Operational	3	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Cash Transfers To Other Organs Of State:		–	–	–	–	–	–	–	–	–
Cash transfers to other Organisations										
Operational	4	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Cash Transfers To Organisations		–	–	–	–	–	–	–	–	–
Cash Transfers to Groups of Individuals										
Operational	4	600	800	–	–	–	–	–	–	800
Capital		–	–	–	–	–	–	–	–	–
Total Cash Transfers To Groups Of Individuals:		**600**	**800**	–	–	–	–	–	–	**800**
TOTAL CASH TRANSFERS AND GRANTS	5	**600**	**800**	–	–	–	–	–	–	**800**
Non-cash transfers to other municipalities										
Operational	1	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Municipalities:		–	–	–	–	–	–	–	–	–
Non-cash transfers to Entities/Other External Mechanisms										
Operational	2	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Entities/Ems'		–	–	–	–	–	–	–	–	–
Non-cash transfers to other Organs of State										
Operational	3	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Other Organs Of State:		–	–	–	–	–	–	–	–	–
Non-cash transfers to other Organisations										
Operational	4	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–
TOTAL NON-CASH TRANSFERS TO OTHER ORGANISATIONS:		–	–	–	–	–	–	–	–	–
Non-cash transfers to Groups of Individuals										
Operational	4	324	324	–	–	–	–	–	–	324
Capital		–	–	–	–	–	–	–	–	–
Total Non-Cash Grants To Groups Of Individuals:		**324**	**324**	–	–	–	–	–	–	**324**
TOTAL NON-CASH TRANSFERS AND GRANTS	5	**324**	**324**	–	–	–	–	–	–	**324**
TOTAL TRANSFERS AND GRANTS		**924**	**1 124**	–	–	–	–	–	–	**1 124**

EC108 Kouga - Supporting Table SB11 Adjustments Budget - councillor and staff benefits - 29/03/2024

Summary of remuneration	Ref	Budget Year 2023/24									% change
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	
R thousands		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H	
Councillors (Political Office Bearers plus Other)											
Basic Salaries and Wages		10 101	10 101			–		–	–	10 101	0,0%
Pension and UIF Contributions		–	–			–		–	–	–	0,0%
Medical Aid Contributions		–	–			–		–	–	–	0,0%
Motor Vehicle Allowance		3 407	3 407			–		–	–	3 407	0,0%
Cellphone Allowance		1 632	1 632			–		–	–	1 632	0,0%
Housing Allowances		–	–			–		–	–	–	0,0%
Other benefits and allowances		–	–			–		–	–	–	0,0%
Sub Total - Councillors		**15 140**	**15 140**			**–**		**–**	**–**	**15 140**	
% increase			**0,0%**								**0,0%**
Senior Managers of the Municipality											
Basic Salaries and Wages		7 675	8 210	–		–		–	–	8 210	7,0%
Pension and UIF Contributions		117	117	–		–		–	–	117	0,0%
Medical Aid Contributions		52	52	–		–		–	–	52	0,0%
Overtime		–	–	–		–		–	–	–	0,0%
Performance Bonus		1 528	1 528	–		–		–	–	1 528	0,0%
Motor Vehicle Allowance		2 072	1 922	–		–		–	–	1 922	-7,2%
Cellphone Allowance		10	10	–		–		–	–	10	0,0%
Housing Allowances		–	–	–		–		–	–	–	0,0%
Other benefits and allowances		5	5	–		–		–	–	5	0,0%
Payments in lieu of leave		4 743	4 543	–		–		–	–	4 543	-4,2%
Long service awards		–	–	–		–		–	–	–	0,0%
Post-retirement benefit obligations		–	–	–		–		–	–	–	0,0%
Entertainment		–	–	–		–		–	–	–	0,0%
Scarcity		–	–	–		–		–	–	–	0,0%
Acting and post related allowance		–	–	–		–		–	–	–	0,0%
In kind benefits	5	–	–	–		–		–	–	–	0,0%
Sub Total - Senior Managers of Municipality		**16 202**	**16 387**	**–**		**–**		**–**	**–**	**16 387**	
% increase			**1,1%**								**1,1%**
Other Municipal Staff											
Basic Salaries and Wages		275 744	267 621	–		–		(151)	(151)	267 470	-3,0%
Pension and UIF Contributions		36 936	37 186	–		–		(8)	(8)	37 178	0,7%
Medical Aid Contributions		18 588	18 788	–		–		–	–	18 788	1,1%
Overtime		20 282	19 932	–		–		–	–	19 932	-1,7%
Performance Bonus		18 283	18 363	–		–		–	–	18 363	0,4%
Motor Vehicle Allowance		11 356	11 856	–		–		–	–	11 856	4,4%
Cellphone Allowance		56	56	–		–		–	–	56	0,0%
Housing Allowances		1 234	1 234	–		–		–	–	1 234	0,0%
Other benefits and allowances		17 761	17 821	–		–		–	–	17 821	0,3%
Payments in lieu of leave		1 686	1 686	–		–		–	–	1 686	0,0%
Long service awards		1 345	1 445	–		–		–	–	1 445	7,4%
Post-retirement benefit obligations	5	20 887	20 887	–		–		–	–	20 887	0,0%
Entertainment		–	–	–		–		–	–	–	0,0%
Scarcity		–	–	–		–		–	–	–	0,0%
Acting and post related allowance		7 453	8 153	–		–		–	–	8 153	9,4%
In kind benefits		–	–	–		–		–	–	–	0,0%
Sub Total - Other Municipal Staff		**431 612**	**425 028**	**–**		**–**		**(159)**	**(159)**	**424 869**	
% increase			**-1,5%**								**-1,6%**
Total Parent Municipality		**462 953**	**456 555**	**–**		**–**		**(159)**	**(159)**	**456 396**	**-1,4%**
Board Members of Entities											
Basic Salaries and Wages		–	–	–		–		–	–	–	0,0%
Pension and UIF Contributions		–	–	–		–		–	–	–	0,0%
Medical Aid Contributions		–	–	–		–		–	–	–	0,0%
Overtime		–	–	–		–		–	–	–	0,0%
Performance Bonus		–	–	–		–		–	–	–	0,0%
Motor Vehicle Allowance		–	–	–		–		–	–	–	0,0%
Cellphone Allowance		–	–	–		–		–	–	–	0,0%
Housing Allowances		–	–	–		–		–	–	–	0,0%
Other benefits and allowances		–	–	–		–		–	–	–	0,0%
Board Fees		–	–	–		–		–	–	–	0,0%
Payments in lieu of leave		–	–	–		–		–	–	–	0,0%
Long service awards		–	–	–		–		–	–	–	0,0%
Post-retirement benefit obligations	5	–	–	–		–		–	–	–	0,0%
Entertainment		–	–	–		–		–	–	–	0,0%
Scarcity		–	–	–		–		–	–	–	0,0%
Acting and post related allowance		–	–	–		–		–	–	–	0,0%
In kind benefits		–	–	–		–		–	–	–	0,0%
Sub Total - Board Members of Entities		**–**	**–**	**–**		**–**		**–**	**–**	**–**	
% increase			**0,0%**								**0,0%**
Senior Managers of Entities											
Basic Salaries and Wages		–	–	–		–		–	–	–	0,0%

Summary of remuneration	Ref	Budget Year 2023/24									% change
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget	
R thousands		A	5 A1	6 B	7 C	8 D	9 E	10 F	11 G	12 H	
Pension and UIF Contributions		–	–	–		–		–	–	–	0,0%
Medical Aid Contributions		–	–	–		–		–	–	–	0,0%
Overtime		–	–	–		–		–	–	–	0,0%
Performance Bonus		–	–	–		–		–	–	–	0,0%
Motor Vehicle Allowance		–	–	–		–		–	–	–	0,0%
Cellphone Allowance		–	–	–		–		–	–	–	0,0%
Housing Allowances		–	–	–		–		–	–	–	0,0%
Other benefits and allowances		–	–	–		–		–	–	–	0,0%
Payments in lieu of leave		–	–	–		–		–	–	–	0,0%
Long service awards		–	–	–		–		–	–	–	0,0%
Post-retirement benefit obligations	5	–	–	–		–		–	–	–	0,0%
Entertainment		–	–	–		–		–	–	–	0,0%
Scarcity		–	–	–		–		–	–	–	0,0%
Acting and post related allowance		–	–	–		–		–	–	–	0,0%
In kind benefits		–	–	–		–		–	–	–	0,0%
Sub Total - Senior Managers of Entities		–	–	–		–		–	–	–	
% increase			**0,0%**								**0,0%**
Other Staff of Entities											
Basic Salaries and Wages		–	–	–		–		–	–	–	0,0%
Pension and UIF Contributions		–	–	–		–		–	–	–	0,0%
Medical Aid Contributions		–	–	–		–		–	–	–	0,0%
Overtime		–	–	–		–		–	–	–	0,0%
Performance Bonus		–	–	–		–		–	–	–	0,0%
Motor Vehicle Allowance		–	–	–		–		–	–	–	0,0%
Cellphone Allowance		–	–	–		–		–	–	–	0,0%
Housing Allowances		–	–	–		–		–	–	–	0,0%
Other benefits and allowances		–	–	–		–		–	–	–	0,0%
Payments in lieu of leave		–	–	–		–		–	–	–	0,0%
Long service awards		–	–	–		–		–	–	–	0,0%
Post-retirement benefit obligations	5	–	–	–		–		–	–	–	0,0%
Entertainment		–	–	–		–		–	–	–	0,0%
Scarcity		–	–	–		–		–	–	–	0,0%
Acting and post related allowance		–	–	–		–		–	–	–	0,0%
In kind benefits		–	–	–		–		–	–	–	0,0%
Sub Total - Other Staff of Entities		–	–	–		–		–	–	–	
% increase			**0,0%**								**0,0%**
Total Municipal Entities		–	–	–		–		–	–	–	**0,0%**
TOTAL SALARY, ALLOWANCES & BENEFITS		**462 953**	**456 555**	**–**		**–**		**(159)**	**(159)**	**456 396**	
% increase			**-1,4%**								**-1,4%**
TOTAL MANAGERS AND STAFF		**447 813**	**441 415**	**–**		**–**		**(159)**	**(159)**	**441 256**	**-1,5%**

EC108 Kouga - Supporting Table SB12 Adjustments Budget - monthly revenue and expenditure (municipal vote) - 29/03/2024

Description	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue by Vote														
Vote 1 - EXECUTIVE COUNCIL		–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - FINANCIAL SERVICES		35 229	35 229	35 229	35 229	35 229	35 229	35 229	35 229	35 229	35 229	35 229	35 230	422 753
Vote 3 - CORPORATE SERVICES		66	66	66	66	66	66	66	66	66	66	66	66	789
Vote 4 - COMMUNITY SERVICES		21 943	21 943	21 943	21 943	21 943	21 943	21 943	21 943	21 943	21 943	21 943	21 943	263 317
Vote 5 - INFRASTRUCTURE AND ENGINEERING		56 435	56 435	56 435	56 435	56 435	56 435	56 435	56 435	56 435	56 435	56 435	56 436	677 226
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		2 316	2 316	2 316	2 316	2 316	2 316	2 316	2 316	2 316	2 316	2 316	2 316	27 788
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		**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 990**	**1 391 872**
Expenditure by Vote														
Vote 1 - EXECUTIVE COUNCIL		5 656	5 656	5 656	5 657	5 657	5 657	5 657	5 657	5 657	5 658	5 657	6 198	68 421
Vote 2 - FINANCIAL SERVICES		11 081	11 082	11 082	11 083	11 090	11 081	11 084	11 084	11 086	11 084	11 078	11 106	133 019
Vote 3 - CORPORATE SERVICES		5 096	5 135	5 112	5 209	5 341	5 004	5 156	5 016	5 223	5 127	5 228	5 586	62 232
Vote 4 - COMMUNITY SERVICES		30 796	30 796	30 796	30 796	30 796	30 796	30 796	30 796	30 796	30 796	30 796	30 799	369 557
Vote 5 - INFRASTRUCTURE AND ENGINEERING		63 466	63 466	63 466	63 466	63 466	63 466	63 466	63 466	63 466	63 466	63 466	63 468	761 594
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		3 497	3 497	3 497	3 497	3 497	3 497	3 497	3 497	3 497	3 497	3 497	3 498	41 967
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		**119 592**	**119 632**	**119 610**	**119 708**	**119 848**	**119 501**	**119 656**	**119 516**	**119 725**	**119 627**	**119 722**	**120 655**	**1 436 791**
Surplus/ (Deficit)		**(3 603)**	**(3 643)**	**(3 621)**	**(3 718)**	**(3 858)**	**(3 512)**	**(3 666)**	**(3 527)**	**(3 736)**	**(3 638)**	**(3 732)**	**(4 665)**	**(44 919)**

EC108 Kouga - Supporting Table SB13 Adjustments Budget - monthly revenue and expenditure (functional classification) - 29/03/2024

Description - Standard classification	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue - Functional														
Governance and administration		**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**46 502**	**558 025**
Executive and council		11	11	11	11	11	11	11	11	11	11	11	11	135
Finance and administration		46 491	46 491	46 491	46 491	46 491	46 491	46 491	46 491	46 491	46 491	46 491	46 491	557 890
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**3 088**	**37 059**
Community and social services		203	203	203	203	203	203	203	203	203	203	203	203	2 435
Sport and recreation		900	900	900	900	900	900	900	900	900	900	900	900	10 802
Public safety		134	134	134	134	134	134	134	134	134	134	134	134	1 604
Housing		1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	19 841
Health		198	198	198	198	198	198	198	198	198	198	198	198	2 378
Economic and environmental services		**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**4 203**	**50 432**
Planning and development		808	808	808	808	808	808	808	808	808	808	808	808	9 690
Road transport		1 084	1 084	1 084	1 084	1 084	1 084	1 084	1 084	1 084	1 084	1 084	1 084	13 003
Environmental protection		2 312	2 312	2 312	2 312	2 312	2 312	2 312	2 312	2 312	2 312	2 312	2 312	27 739
Trading services		**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**62 196**	**746 356**
Energy sources		30 890	30 890	30 890	30 890	30 890	30 890	30 890	30 890	30 890	30 890	30 890	30 890	370 684
Water management		15 241	15 241	15 241	15 241	15 241	15 241	15 241	15 241	15 241	15 241	15 241	15 241	182 887
Waste water management		9 672	9 672	9 672	9 672	9 672	9 672	9 672	9 672	9 672	9 672	9 672	9 672	116 065
Waste management		6 393	6 393	6 393	6 393	6 393	6 393	6 393	6 393	6 393	6 393	6 393	6 393	76 720
Other		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue - Functional		**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 989**	**115 990**	**1 391 872**
Expenditure - Functional														
Governance and administration		**26 875**	**26 916**	**26 893**	**26 991**	**27 131**	**26 784**	**26 939**	**26 799**	**27 009**	**26 910**	**27 005**	**27 393**	**323 646**
Executive and council		5 009	5 009	5 009	5 009	5 009	5 009	5 009	5 009	5 009	5 010	5 009	5 010	60 112
Finance and administration		21 828	21 869	21 846	21 944	22 083	21 737	21 891	21 752	21 961	21 862	21 957	22 344	263 075
Internal audit		38	38	38	38	38	38	38	38	38	38	38	38	460
Community and public safety		**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 932**	**9 934**	**119 186**
Community and social services		1 130	1 130	1 130	1 130	1 130	1 130	1 130	1 130	1 130	1 130	1 130	1 130	13 558
Sport and recreation		5 076	5 076	5 076	5 076	5 076	5 076	5 076	5 076	5 076	5 076	5 076	5 077	60 909
Public safety		2 523	2 523	2 523	2 523	2 523	2 523	2 523	2 523	2 523	2 523	2 523	2 524	30 280
Housing		551	551	551	551	551	551	551	551	551	551	551	551	6 606
Health		653	653	653	653	653	653	653	653	653	653	653	653	7 832
Economic and environmental services		**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 295**	**25 296**	**303 538**
Planning and development		2 997	2 997	2 997	2 997	2 997	2 997	2 997	2 997	2 997	2 997	2 997	2 998	35 970
Road transport		21 230	21 230	21 230	21 230	21 230	21 230	21 230	21 230	21 230	21 230	21 230	21 231	254 766
Environmental protection		1 067	1 067	1 067	1 067	1 067	1 067	1 067	1 067	1 067	1 067	1 067	1 067	12 802
Trading services		**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 867**	**56 869**	**682 411**
Energy sources		35 621	35 621	35 621	35 621	35 621	35 621	35 621	35 621	35 621	35 621	35 621	35 622	427 457
Water management		8 918	8 918	8 918	8 918	8 918	8 918	8 918	8 918	8 918	8 918	8 918	8 918	107 011
Waste water management		7 025	7 025	7 025	7 025	7 025	7 025	7 025	7 025	7 025	7 025	7 025	7 025	84 300
Waste management		5 304	5 304	5 304	5 304	5 304	5 304	5 304	5 304	5 304	5 304	5 304	5 304	63 643

Description - Standard classification	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Other		667	667	667	667	667	667	667	667	667	667	667	668	8 010
Total Expenditure - Functional		**119 637**	**119 677**	**119 655**	**119 753**	**119 893**	**119 546**	**119 701**	**119 561**	**119 770**	**119 672**	**119 767**	**120 160**	**1 436 791**
Surplus/ (Deficit) 1.		**(3 648)**	**(3 688)**	**(3 666)**	**(3 763)**	**(3 903)**	**(3 557)**	**(3 711)**	**(3 572)**	**(3 781)**	**(3 683)**	**(3 777)**	**(4 170)**	**(44 919)**

EC108 Kouga - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure - 29/03/2024

Description	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue By Source														
Exchange Revenue														
Service charges - Electricity		29 398	29 398	29 398	29 398	29 398	29 398	29 398	29 398	29 398	29 398	29 398	29 398	352 780
Service charges - Water		9 884	9 884	9 884	9 884	9 884	9 884	9 884	9 884	9 884	9 884	9 884	9 884	118 603
Service charges - Waste Water Management		5 356	5 356	5 356	5 356	5 356	5 356	5 356	5 356	5 356	5 356	5 356	5 356	64 268
Service charges - Waste Management		5 565	5 565	5 565	5 565	5 565	5 565	5 565	5 565	5 565	5 565	5 565	5 565	66 782
Sale of Goods and Rendering of Services		750	750	750	750	750	750	750	750	750	750	750	750	9 000
Agency services		356	356	356	356	356	356	356	356	356	356	356	356	4 276
Interest		–	–	–	–	–	–	–	–	–	–	–	–	–
Interest earned from Receivables		2 512	2 512	2 512	2 512	2 512	2 512	2 512	2 512	2 512	2 512	2 512	2 512	30 145
Interest earned from Current and Non Current Assets		973	973	973	973	973	973	973	973	973	973	973	973	11 674
Dividends		–	–	–	–	–	–	–	–	–	–	–	–	–
Rent on Land		–	–	–	–	–	–	–	–	–	–	–	–	–
Rental from Fixed Assets		250	250	250	250	250	250	250	250	250	250	250	250	2 999
Licence and permits		223	223	223	223	223	223	223	223	223	223	223	223	2 677
Operational Revenue		343	343	343	343	343	343	343	343	343	343	343	343	4 116
Non-Exchange Revenue														
Property rates		23 457	23 457	23 457	23 457	23 457	23 457	23 457	23 457	23 457	23 457	23 457	23 457	281 488
Surcharges and Taxes		–	–	–	–	–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		11 216	11 216	11 216	11 216	11 216	11 216	11 216	11 216	11 216	11 216	11 216	11 216	134 597
Licences or permits		921	921	921	921	921	921	921	921	921	921	921	921	11 053
Transfer and subsidies - Operational		16 477	16 477	16 477	16 477	16 477	16 477	16 477	16 477	16 477	16 477	16 477	16 478	197 730
Interest		435	435	435	435	435	435	435	435	435	435	435	435	5 223
Fuel Levy		–	–	–	–	–	–	–	–	–	–	–	–	–
Operational Revenue		–	–	–	–	–	–	–	–	–	–	–	–	–
Gains on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	(0)	(0)
Other Gains		–	–	–	–	–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue		**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**108 118**	**1 297 411**
Expenditure By Type														
Employee related costs		36 771	36 771	36 771	36 771	36 771	36 771	36 771	36 771	36 771	36 771	36 771	36 774	441 256
Remuneration of councillors		1 262	1 262	1 262	1 262	1 262	1 262	1 262	1 262	1 262	1 262	1 262	1 262	15 140
Bulk purchases - electricity		29 559	29 559	29 559	29 559	29 559	29 559	29 559	29 559	29 559	29 559	29 559	29 559	354 710
Inventory consumed		8 596	8 596	8 596	8 596	8 596	8 596	8 596	8 596	8 596	8 596	8 596	8 597	103 156
Debt impairment		–	–	–	–	–	–	–	–	–	–	–	173 540	173 540
Depreciation and amortisation		9 138	9 138	9 138	9 138	9 138	9 138	9 138	9 138	9 138	9 138	9 138	9 140	109 663
Interest		479	479	479	479	479	479	479	479	479	479	479	479	5 750
Contracted services		10 675	10 676	10 676	10 678	10 683	10 675	10 678	10 677	10 680	10 678	10 675	10 696	128 147
Transfers and subsidies		94	94	94	94	94	94	94	94	94	94	94	94	1 124
Irrecoverable debts written off		1 153	1 153	1 153	1 153	1 153	1 153	1 153	1 153	1 153	1 153	1 153	1 153	13 835
Operational costs		7 448	7 487	7 465	7 561	7 695	7 357	7 508	7 370	7 576	7 480	7 578	7 945	90 470
Losses on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–
Other Losses		14 462	14 462	14 462	14 462	14 462	14 462	14 462	14 462	14 462	14 462	14 462	(159 079)	–
Total Expenditure		**119 637**	**119 677**	**119 655**	**119 753**	**119 893**	**119 546**	**119 701**	**119 561**	**119 770**	**119 672**	**119 767**	**120 160**	**1 436 791**
Surplus/(Deficit)		**(11 520)**	**(11 560)**	**(11 538)**	**(11 635)**	**(11 775)**	**(11 429)**	**(11 583)**	**(11 444)**	**(11 653)**	**(11 555)**	**(11 649)**	**(12 042)**	**(139 380)**

Description	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Transfers and subsidies - capital (monetary allocations)		(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	(7 872)	181 051	94 462
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		**(19 391)**	**(19 432)**	(19 409)	**(19 507)**	**(19 647)**	**(19 300)**	**(19 455)**	**(19 315)**	**(19 524)**	**(19 426)**	**(19 521)**	**169 010**	**(44 919)**
Income Tax		–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after income tax		**(19 391)**	**(19 432)**	**(19 409)**	**(19 507)**	**(19 647)**	**(19 300)**	**(19 455)**	**(19 315)**	**(19 524)**	**(19 426)**	**(19 521)**	**169 010**	**(44 919)**
Share of Surplus/Deficit attributable to Joint Venture		–	–	–	–	–	–	–	–	–	–	–	–	–
Share of Surplus/Deficit attributable to Minorities		–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) attributable to municipality		**(19 391)**	**(19 432)**	(19 409)	**(19 507)**	**(19 647)**	**(19 300)**	**(19 455)**	**(19 315)**	**(19 524)**	**(19 426)**	**(19 521)**	**169 010**	**(44 919)**
Share of Surplus/Deficit attributable to Associate		–	–	–	–	–	–	–	–	–	–	–	–	–
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		**(19 391)**	**(19 432)**	**(19 409)**	**(19 507)**	**(19 647)**	**(19 300)**	**(19 455)**	**(19 315)**	**(19 524)**	**(19 426)**	**(19 521)**	**169 010**	**(44 919)**

EC108 Kouga - Supporting Table SB15 Adjustments Budget - monthly cash flow - 29/03/2024

Monthly cash flows	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Cash Receipts By Source	1													
Property rates													–	
Service charges - electricity revenue													–	
Service charges - water revenue													–	
Service charges - sanitation revenue													–	
Service charges - refuse													–	
Service charges - other													–	
Rental of facilities and equipment													–	
Interest earned - external investments													–	
Interest earned - outstanding debtors													–	
Dividends received													–	
Fines, penalties and forfeits													–	
Licences and permits													–	
Agency services													–	
Transfer receipts - operational													–	
Other revenue													–	
Cash Receipts by Source		–	–	–	–	–	–	–	–	–	–	–	–	–
Other Cash Flows by Source														
Transfers receipts - capital													–	
Contributions & Contributed assets													–	–
Proceeds on disposal of PPE													–	–
Short term loans													–	–
Borrowing long term/refinancing													–	–
Increase (decrease) in consumer deposits													–	–
Decrease (increase) other non-current receivables													–	–
Decrease (increase) in non-current investments													–	–
Total Cash Receipts by Source		–	–	–	–	–	–	–	–	–	–	–	–	–
Cash Payments by Type														
Employee related costs													–	
Remuneration of councillors													–	
Finance charges													–	
Bulk purchases - Electricity													–	
Acquisitions - water & other inventory													–	
Contracted services													–	
Transfers and grants - other municipalities													–	
Transfers and grants - other													–	
Other expenditure													–	
Cash Payments by Type		–	–	–	–	–	–	–	–	–	–	–	–	–
Other Cash Flows/Payments by Type														
Capital assets													–	
Repayment of borrowing													–	
Other Cash Flows/Payments													–	–
Total Cash Payments by Type		–	–	–	–	–	–	–	–	–	–	–	–	–

Monthly cash flows	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
NET INCREASE/(DECREASE) IN CASH HELD		–	–	–	–	–	–	–	–	–	–	–	–	–
Cash/cash equivalents at the month/year beginning:		104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935
Cash/cash equivalents at the month/year end:		104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935	104 935

EC108 Kouga - Supporting Table SB16 Adjustments Budget - monthly capital expenditure (municipal vote) - 29/03/2024

Description - Municipal Vote	Ref	Budget Year 2023/24												Medium Ter
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Multi-year expenditure appropriation	1													
Vote 1 - EXECUTIVE COUNCIL		90	90	90	90	90	90	90	90	90	90	90	90	1 077
Vote 2 - FINANCIAL SERVICES		246	246	246	246	246	246	246	246	246	246	246	246	2 957
Vote 3 - CORPORATE SERVICES		–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		350	350	350	350	350	350	350	350	350	350	350	350	4 199
Vote 5 - INFRASTRUCTURE AND ENGINEERING		7 519	7 519	7 519	7 519	7 519	7 519	7 519	7 519	7 519	7 519	7 519	7 520	90 233
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		1 662	1 662	1 662	1 662	1 662	1 662	1 662	1 662	1 662	1 662	1 662	1 662	19 941
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]		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital Multi-year expenditure sub-total	3	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	**9 867**	9 867	118 407
Single-year expenditure appropriation														
Vote 1 - EXECUTIVE COUNCIL		5	5	5	5	5	5	5	5	5	5	5	5	55
Vote 2 - FINANCIAL SERVICES		1	1	1	1	1	1	1	1	1	1	1	1	15
Vote 3 - CORPORATE SERVICES		–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		150	150	150	150	150	150	150	150	150	150	150	150	1 800
Vote 5 - INFRASTRUCTURE AND ENGINEERING		118	118	118	118	118	118	118	118	118	118	118	118	1 413
Vote 6 - PLANNING DEVELOPMENT AND TOURISM		–	–	–	–	–	–	–	–	–	–	–	–	–
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]		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total	3	**274**	**274**	**274**	**274**	**274**	**274**	**274**	**274**	**274**	**274**	**274**	274	3 283
Total Capital Expenditure	2	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**121 690**

EC108 Kouga - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) - 29/03/2024

Description	Ref	Budget Year 2023/24												Medium Terr
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2023/24
R thousands		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
Capital Expenditure - Functional														
Governance and administration		**413**	**413**	**413**	**413**	**413**	**413**	**413**	**413**	**413**	**413**	**413**	**413**	**4 960**
Executive and council		91	91	91	91	91	91	91	91	91	91	91	91	1 096
Finance and administration		317	317	317	317	317	317	317	317	317	317	317	317	3 808
Internal audit		5	5	5	5	5	5	5	5	5	5	5	5	55
Community and public safety		**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**1 920**	**23 041**
Community and social services		–	–	–	–	–	–	–	–	–	–	–	–	–
Sport and recreation		17	17	17	17	17	17	17	17	17	17	17	17	200
Public safety		250	250	250	250	250	250	250	250	250	250	250	250	3 000
Housing		1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	1 653	19 841
Health		–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**1 358**	**16 297**
Planning and development		761	761	761	761	761	761	761	761	761	761	761	761	9 127
Road transport		564	564	564	564	564	564	564	564	564	564	564	564	6 771
Environmental protection		33	33	33	33	33	33	33	33	33	33	33	33	400
Trading services		**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**6 449**	**77 392**
Energy sources		510	510	510	510	510	510	510	510	510	510	510	510	6 117
Water management		2 717	2 717	2 717	2 717	2 717	2 717	2 717	2 717	2 717	2 717	2 717	2 717	32 608
Waste water management		3 072	3 072	3 072	3 072	3 072	3 072	3 072	3 072	3 072	3 072	3 072	3 072	36 867
Waste management		150	150	150	150	150	150	150	150	150	150	150	150	1 800
Other		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional		**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**10 141**	**121 690**

EC108 Kouga - Supporting Table SB18a Adjustments Budget - capital expenditure on new assets by asset class - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		**23 296**	**24 811**	**–**	**–**	**–**	**–**	**(3 653)**	**(3 653)**	**21 158**
Roads Infrastructure		3 339	5 939	–	–	–	–	–	–	5 939
Roads		3 339	5 939	–	–	–	–	–	–	5 939
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		19 652	8 267	–	–	–	–	(3 565)	(3 565)	4 702
Power Plants		12 000	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		4 087	3 556	–	–	–	–	–	–	3 556
LV Networks		87	1 233	–	–	–	–	(87)	(87)	1 146
Capital Spares		3 478	3 478	–	–	–	–	(3 478)	(3 478)	–
Water Supply Infrastructure		–	9 778	–	–	–	–	–	–	9 778
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	9 778	–	–	–	–	–	–	9 778
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	–	–	–	–	–	–	–	–
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		–	–	–	–	–	–	–	–	–
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		304	654	–	–	–	–	(88)	(88)	566
Pump Station		–	323	–	–	–	–	–	–	323
Reticulation		304	330	–	–	–	–	(88)	(88)	243
Waste Water Treatment Works		–	–	–	–	–	–	–	–	–
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	172	–	–	–	–	–	–	172
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	172	–	–	–	–	–	–	172
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**750**	**750**	**–**	**–**	**–**	**–**	**–**	**–**	750
Community Facilities		750	750	–	–	–	–	–	–	750
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		750	750	–	–	–	–	–	–	750
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		–	–	–	–	–	–	–	–	–
Operational Buildings		–	–	–	–	–	–	–	–	–
Municipal Offices		–	–	–	–	–	–	–	–	–
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	**2 494**	–	–	–	–	**130**	**130**	**2 625**
Computer Equipment		–	2 494	–	–	–	–	130	130	2 625
Furniture and Office Equipment		**610**	**1 372**	–	–	–	–	–	–	**1 372**
Furniture and Office Equipment		610	1 372	–	–	–	–	–	–	1 372
Machinery and Equipment		**100**	**989**	–	–	–	–	–	–	**989**
Machinery and Equipment		100	989	–	–	–	–	–	–	989
Transport Assets		**1 362**	**4 800**	–	–	–	–	–	–	**4 800**
Transport Assets		1 362	4 800	–	–	–	–	–	–	4 800
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–

Description R thousands	Ref	Budget Year 2023/24 Original Budget A	Prior Adjusted 7 A1	Accum. Funds 8 B	Multi-year capital 9 C	Unfore. Unavoid. 10 D	Nat. or Prov. Govt 11 E	Other Adjusts. 12 F	Total Adjusts. 13 G	Adjusted Budget 14 H
Living resources		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on new assets *to be adjusted*	1	**26 118**	**35 217**	**–**	**–**	**–**	**–**	**(3 523)**	**(3 523)**	**31 694**

EC108 Kouga - Supporting Table SB18b Adjustments Budget - capital expenditure on renewal of existing assets by asset class - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		–	221	–	–	–	–	–	–	221
Roads Infrastructure		–	–	–	–	–	–	–	–	–
Roads		–	–	–	–	–	–	–	–	–
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		–	–	–	–	–	–	–	–	–
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		–	221	–	–	–	–	–	–	221
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	–	–	–	–	–	–	–	–
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		–	221	–	–	–	–	–	–	221
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		–	–	–	–	–	–	–	–	–
Pump Station		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Waste Water Treatment Works		–	–	–	–	–	–	–	–	–
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		–	–	–	–	–	–	–	–	–
Community Facilities		–	–	–	–	–	–	–	–	–
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		–	–	–	–	–	–	–	–	–
Operational Buildings		–	–	–	–	–	–	–	–	–
Municipal Offices		–	–	–	–	–	–	–	–	–
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Transport Assets		–	–	–	–	–	–	–	–	–
Transport Assets		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Living resources		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on renewal of existing assets *to be adjusted*	1	**–**	**221**	**–**	**–**	**–**	**–**	**–**	**–**	**221**

EC108 Kouga - Supporting Table SB18c Adjustments Budget - expenditure on repairs and maintenance by asset class - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		**42 518**	**39 605**	**–**	**–**	**–**	**–**	**–**	**–**	**39 605**
Roads Infrastructure		14 206	9 744	–	–	–	–	–	–	9 744
Roads		14 206	9 744	–	–	–	–	–	–	9 744
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		1 075	989	–	–	–	–	–	–	989
Drainage Collection		773	773	–	–	–	–	–	–	773
Storm water Conveyance		302	216	–	–	–	–	–	–	216
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		10 827	10 827	–	–	–	–	–	–	10 827
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		2 134	2 134	–	–	–	–	–	–	2 134
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		5 283	5 283	–	–	–	–	–	–	5 283
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		1 000	1 000	–	–	–	–	–	–	1 000
LV Networks		2 411	2 411	–	–	–	–	–	–	2 411
Capital Spares		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		7 442	6 055	–	–	–	–	–	–	6 055
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		134	155	–	–	–	–	–	–	155
Water Treatment Works		–	1 800	–	–	–	–	–	–	1 800
Bulk Mains		6 365	3 417	–	–	–	–	–	–	3 417
Distribution		942	682	–	–	–	–	–	–	682
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		8 969	11 990	–	–	–	–	–	–	11 990
Pump Station		7 752	6 874	–	–	–	–	–	–	6 874
Reticulation		892	1 682	–	–	–	–	–	–	1 682
Waste Water Treatment Works		209	209	–	–	–	–	–	–	209
Outfall Sewers		115	115	–	–	–	–	–	–	115
Toilet Facilities		–	3 110	–	–	–	–	–	–	3 110
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**3 043**	**4 356**	**–**	**–**	**–**	**–**	**–**	**–**	4 356
Community Facilities		1 696	2 911	–	–	–	–	–	–	2 911
Halls		–	–	–	–	–	–	–	–	–
Centres		–	1 000	–	–	–	–	–	–	1 000
Crèches		–	–	–	–	–	–	–	–	–
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		130	345	–	–	–	–	–	–	345

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Testing Stations		90	90	–	–	–	–	–	–	90
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		259	259	–	–	–	–	–	–	259
Police		–	–	–	–	–	–	–	–	–
Parks		868	868	–	–	–	–	–	–	868
Public Open Space		349	349	–	–	–	–	–	–	349
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		**1 347**	**1 445**	**–**	**–**	**–**	**–**	**–**	**–**	**1 445**
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		1 347	1 445	–	–	–	–	–	–	1 445
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**3 545**	**4 061**	**–**	**–**	**–**	**–**	**–**	**–**	4 061
Operational Buildings		**3 545**	**4 061**	**–**	**–**	**–**	**–**	**–**	**–**	**4 061**
Municipal Offices		2 687	3 072	–	–	–	–	–	–	3 072
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		458	390	–	–	–	–	–	–	390
Workshops		–	–	–	–	–	–	–	–	–
Yards		100	100	–	–	–	–	–	–	100
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		300	500	–	–	–	–	–	–	500
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		**727**	**727**	**–**	**–**	**–**	**–**	**–**	**–**	**727**
Machinery and Equipment		727	727	–	–	–	–	–	–	727
Transport Assets		**10 856**	**10 856**	**–**	**–**	**–**	**–**	**–**	**–**	**10 856**
Transport Assets		10 856	10 856	–	–	–	–	–	–	10 856
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Living resources		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Repairs and Maintenance Expenditure to be adjusted	1	**60 689**	**59 605**	**–**	**–**	**–**	**–**	**–**	**–**	**59 605**

EC108 Kouga - Supporting Table SB18d Adjustments Budget - depreciation by asset class - 29/03/2024

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Depreciation by Asset Class/Sub-class										
Infrastructure		**96 837**	**96 837**	**–**	**–**	**–**	**–**	**–**	**–**	**96 837**
Roads Infrastructure		40 808	40 808	–	–	–	–	–	–	40 808
Roads		40 808	40 808	–	–	–	–	–	–	40 808
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		2 066	2 066	–	–	–	–	–	–	2 066
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		2 066	2 066	–	–	–	–	–	–	2 066
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		8 281	8 281	–	–	–	–	–	–	8 281
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		8 281	8 281	–	–	–	–	–	–	8 281
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		15 001	15 001	–	–	–	–	–	–	15 001
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		15 001	15 001	–	–	–	–	–	–	15 001
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		–	–	–	–	–	–	–	–	–
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		28 031	28 031	–	–	–	–	–	–	28 031
Pump Station		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Waste Water Treatment Works		28 031	28 031	–	–	–	–	–	–	28 031
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		2 651	2 651	–	–	–	–	–	–	2 651
Landfill Sites		2 651	2 651	–	–	–	–	–	–	2 651
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**167**	**167**	**–**	**–**	**–**	**–**	**–**	**–**	167
Community Facilities		167	167	–	–	–	–	–	–	167
Halls		167	167	–	–	–	–	–	–	167
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		–	–	–	–	–	–	–	–	–

Description	Ref	Budget Year 2023/24								
		Original Budget	Prior Adjusted	Accum. Funds	Multi-year capital	Unfore. Unavoid.	Nat. or Prov. Govt	Other Adjusts.	Total Adjusts.	Adjusted Budget
R thousands		A	7 A1	8 B	9 C	10 D	11 E	12 F	13 G	14 H
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**1 314**	**1 314**	–	–	–	–	–	–	1 314
Operational Buildings		**1 314**	**1 314**	–	–	–	–	–	–	**1 314**
Municipal Offices		1 314	1 314	–	–	–	–	–	–	1 314
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		**586**	**586**	–	–	–	–	–	–	**586**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		**586**	**586**	–	–	–	–	–	–	**586**
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		586	586	–	–	–	–	–	–	586
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		**3 733**	**3 733**	–	–	–	–	–	–	**3 733**
Furniture and Office Equipment		3 733	3 733	–	–	–	–	–	–	3 733
Machinery and Equipment		**1 389**	**1 389**	–	–	–	–	–	–	**1 389**
Machinery and Equipment		1 389	1 389	–	–	–	–	–	–	1 389
Transport Assets		**5 637**	**5 637**	–	–	–	–	–	–	**5 637**
Transport Assets		5 637	5 637	–	–	–	–	–	–	5 637
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
FINANCE & ECONOMIC DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/FED17**

DRAFT MEDIUM-TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)- BUDGET FOR 2024/25 TO 2026/27 FINANCIAL YEARS

1. **Introduction**

The purpose of the report is to table the Draft Medium-Term Revenue and Expenditure Framework (MTREF) – Budget for the 2024/25 – 2026/27 financial years to the Council.

2. **Background**

In terms of the Municipal Finance Management Act, Section 16 (1) stipulates that the council of a municipality must for each financial year approve an annual budget for the municipality before the start of hat financial year.

Section 16(2) states that in order for a municipality to comply with subsection (1), the mayor of the municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year.

Section 16(3) states that subsection 1 does not preclude the appropriation of money for capital expenditure for a period not exceeding three financial years, provided a separate appropriation is made for each of those financial years.

Section 17(1) stipulates that an annual budget of a municipality must be a schedule in the prescribed format-

a) setting out realistically anticipated revenue for the budget year from each revenue source.
b) appropriating expenditure for the budget year under the different votes of the municipality.
c) setting out indicative revenue per revenue source and projected expenditure by vote for the two financial years following the budget year.
d) setting out -
    i. estimated revenue and expenditure by vote for the current year; and
    ii. actual revenue and expenditure by vote for the financial preceding the current year.

e) a statement containing any other information required by section 215(3) of the Constitution or as may be prescribed.

3. **Discussion**

The 2024/25 Draft Annual Budget has been prepared in line with the Municipal Finance Management Act, Municipal Budget and Reporting Regulations and Municipal Regulations on a Standard Chart of Accounts (mSCOA) requirements.

The 2024/25 Draft Annual Budget Documents are attached as follows:

- 2024/25 Draft Annual Budget Report - **Annexure "A"**
- 2024/25 Draft Annual Budget Schedule A **– Annexure "B"**
- 2024/25 Draft Annual Tariffs **Annexure "C"**
- 2024/25 mSCOA Road Map "Annexure **"D"**

4. **Financial Implications**

Completed by BTO -	As stipulated in the report. Refer to Annexure "A"
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable legislation**

- Municipal Finance Management Act No. 56 of 2003.
- Municipal Budget and Reporting Regulations
- Municipal Regulations on a Standard Chart of Accounts (mSCOA)

6. **Legal Implications**

Compliance with the Section 16 of the Municipal Finance Management Act No. 56 of 2003.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Recommendations supported.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Item noted.

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

To be approved by the Council.

10. **Recommendations**

10.1 That the Executive Mayor recommends that the 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 16 of the Local Government: Municipal Finance Management Act, Act 56 of 2003, approves the 2024/25 – 2026/27 Draft Annual Budget, as set out in the **Annexure "A"** on the following tables:

a) Consolidated Budget Summary [Table A1] [Page 23]
b) Budgeted Financial Performance (revenue and expenditure by standard classification); [Table A2] [Page 25]
c) Budgeted Financial Performance (revenue and expenditure by municipal vote); [Table A3] [Page 27]
d) Budgeted Financial Performance (revenue by source and expenditure by type); [Table A4] [Page 28]
e) Multi-year and single year capital appropriations by municipal vote and standard classification and associated funding by source. [Table A5] [Page 30]

10.2 That the budgeted financial position, budgeted cash flows, cash-backed reserves/accumulated surplus, asset management and basic service delivery targets be noted as set-out in the following tables:

a) Budgeted Financial Position; [Table A6] [Page 32]
b) Budgeted Cash Flows; [Table A7] [Page 34]
c) Cash backed reserves and accumulated surplus reconciliation; [Table A8] [Page 35]
d) Asset management; [Table A9] [Page 36]
e) Basic service delivery measurement. [Table A10] [Page 39]

10.3 That the tariffs be increased as follows, with effect from 1 July 2024:

Property rates	5.5%
Water	7.25%
Sanitation	6.5%
Refuse	6.5%
Electricity (average increase in electricity income)	12.7%
Environmental Management Fee	6.5%

a) Indicative tariffs for 2025/26 and 2026/27 will be increased as follows:

	2025/26	**2026/27**
Property rates	5.5%	5.5%
Water	7.25%	7.25%
Sanitation	6.5%	6.5%
Refuse	6.5%	6.5%
Electricity (average increase in electricity income)	15.7%	15.7%
Environmental Management Fee	6.5%	6.5%

10.4 That Council notes **Annexure "B"** which regulates the format of the budget documentation as set out in Schedule A (version 6.8) of the Municipal Budget and Reporting Regulations. This includes the main Tables A1 - A10 as well as the supporting tables SA1 – SA38.

10.5 That the Council, approves the draft tariffs, as reflected in **Annexure 'C'**, for public participation.

10.6 That the mSCOA road map be approved. **"Annexure D"**

Item prepared by the Manager: Budget & Treasury: 

Item approved by the Chief Financial Officer: 

Item endorsed by the Municipal Manager: 

Item noted by Portfolio Chairperson: 

ANNEXURE "A"

KOUGA LOCAL MUNICIPALITY

2024/25 – 2026/27

DRAFT

ANNUAL BUDGET

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PART 1 – ANNUAL BUDGET

1.1 EXECUTIVE MAYOR'S REPORT

It is my greatest privilege on behalf of Kouga Municipality and in my capacity as Executive Mayor of Kouga Municipality to present to you the municipality's Integrated Development Plan (IDP) for the cycle 2022 to 2027.

The IDP provides the strategic framework for a municipality to fulfil its mandate and apply its budget.

It is a five-year document that is drawn up in partnership with communities and other spheres of government. Reviewed annually, it enables a municipality to do short, medium, and long-term planning to meet communities' needs, with due consideration of those projects being implemented by district, provincial, and national governments.

The IDP and Budget will be externally focused, driven by community needs and geared towards meeting community aspirations gleaned from stakeholder consultations and engagements throughout the past months. It will, furthermore, continue to be guided by narratives that provide strategic focus areas. These are:

- Keep Kouga Serviced
- Keep Kouga Clean
- Keep Kouga Green
- Keep Kouga Safe
- Keep Kouga Smart and
- Keep Kouga Growing

Kouga Municipality has additionally set four key objectives which we are determined to achieve within the next 15 months. These include (1) Fixing our roads (2) Upgrading our Waste Water treatment Works (3) Improving our levels of customer care and (4) Reducing our reliance on ESKOM.

Council passed a resolution to secure external funding amounting to R200 million for the vital task of rehabilitating 150KM of roads in the next 15 months.

We are presently negotiating with several financial institutions to secure these funds in order to appoint the most capable contractors to do the job effectively.

A environmental impact assessment for the construction of a 20MW solar plant outside Humansdorp has been completed and approved. We are currently in the process of conducting a thorough financial feasibility study to distinguish costing and various financing models.

This green energy project will reduce our reliance from ESKOM, cut costs on energy supply, create jobs, keep local businesses energized and will ultimately increase economic development exponentially, particularly within the targeted Humansdorp area.

Kouga Municipality will be forking out more than R42m to upgrade the vandalized wastewater treatment plant in KwaNomzamo, Humansdorp.

The 18-month project, designed to enhance the treatment capacity of the plant, will also clear obstacles holding back the progress of a 400-unit housing project here.

Kouga Municipality is committed to bringing open, accessible, transparent and accountable government to all residents across the Kouga region. For this reason, I launched the first Thursday initiative.

On every first Thursday of the month, residents can meet with myself and my mayoral committee, the municipal manager and directors without having to make any appointment.

I am also excited about launching our first ever Customer Service Charter, which could possibly be the first of its kind in the Province.

This document, which will be distributed broadly, is essentially a commitment to residents detailing the services we offer, the level to which they ought to be rendered and the turnaround time we commit ourselves toward.

We must strive to provide dignity to the poorest within our community. Informal settlements across the Kouga region are set to be upgraded at a combined cost of more than R68 million.

The implementation of this project will see nine informal communities with over 3 000 households be provided with decent basic services, such as water, electricity, sanitation, and waste management.

This will help to address the ongoing dependence of informal areas on the bucket system – which we are committed to removing entirely.

I trust that this IDP will stimulate the municipality's partnership with communities, the private sector, and other spheres of government in order for us to achieve our goals.

Together we are more, when we unite against the deterioration and destruction of our physical, cultural, structural, and moral assets, and can seize the potential we hold to be the best Municipality in South Africa.

The Council would like to thank all residents, ward committees, sector departments and stakeholder groups who actively participated in the compilation of Kouga's IDP.

I would also like to thank our ward councillors for facilitating the meetings in their wards and the municipal administration who prepared the new document in accordance with legislation and the Council's new mandate.

We look forward to building on our relationship with all stakeholders and continually improving on the municipality's planning processes so that, together, we can achieve our vision of Good Governance through Service Excellence.

Let us all collaborate on our shared future, because if we want more, we need to become more.

Hon. Cllr Hatting Bornman



……
EXECUTIVE MAYOR

1.2 COUNCIL RESOLUTIONS

a) That the Executive Mayor recommends that the 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 16 of the Local Government: Municipal Finance Management Act, Act 56 of 2003, approves the 2024/25 – 2026/27 Draft Annual Budget, as set out in the **Annexure "A"** on the following tables:

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Electricity (average increase in electricity income)	12.7%
Environmental Management Fee	6.5%

a) Indicative tariffs for 2025/26 and 2026/27 will be increased as follows:

	2025/26	**2026/27**
Property rates	5.5%	5.5%
Water	7.25%	7.25%
Sanitation	6.5%	6.5%

Refuse	6.5%	6.5%
Electricity (average increase in electricity income)	15.7%	15.7%
Environmental Management Fee	6.5%	6.5%

10.4 That Council notes **Annexure "B"** which regulates the format of the budget documentation as set out in Schedule A (version 6.8) of the Municipal Budget and Reporting Regulations. This includes the main Tables A1 - A10 as well as the supporting tables SA1 – SA38.

10.5 That the Council, approves the draft tariffs, as reflected in **Annexure 'C'**, for public participation.

10.6 That the mSCOA road map be approved. **"Annexure D"**

1.3 EXECUTIVE SUMMARY

The key service delivery priorities, as reflected in the IDP, informed the development of the Budget, including the need to maintain and improve the Municipality's financial sustainability.
It is also to be noted that cost containment measures are being implemented to curb costs and to improve operational efficiency.

National Treasury's MFMA Circulars No. 126 and 128 was used to guide the compilation of the 2024/25 Medium Term Revenue and Expenditure Framework (MTREF).

The Municipality faced the following significant challenges during the compilation of the 2024/25 MTREF:

- Maintaining an acceptable employee related cost ratio.
- Increased costs associated with bulk electricity and water purchases, placing upward pressure on municipal tariff increases.
- Allocation of the required budget provision for the rehabilitation and maintenance of infrastructure.
- Maintaining electricity and water losses at acceptable levels.
- Maintaining revenue collection rates at the targeted levels; and
- Maintaining an acceptable cost coverage ratio.

The following budgeting principles and guidelines directly informed the compilation of the 2024/25 MTREF:

- The priorities and targets, relating to the key strategic focus areas, as outlined in the IDP.
- The level of property rates and tariff increases to take into account the need to address maintenance and infrastructural backlogs.
- The level of property rates and tariff increases to ensure the delivery of municipal services on a financially sustainable basis.
- The need to enhance the municipality's revenue base.
- No loan funding is available to support the Capital Budget at this stage.
- In accordance with Section 19 of the Municipal Finance Management Act, the relevant Directors must submit comprehensive reports in relation to new projects, inter alia; dealing with the total project costs, funding sources, future operating budget implications and associated tariff implications, before Council finally approves the implementation of any new projects.

In view of the aforementioned, the following table represents an overview of the proposed 2024/25 Medium-term Revenue and Expenditure Framework:

Table 1 (Overview of the 2024/25 MTREF)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	Budget Year 2024/25	% Incr./Decr.	Budget Year 2025/26	% Incr./Decr.	Budget Year 2026/27	% Incr./Decr.
Revenue							
Total Revenue (excluding capital transfers and contributions)	1 297 411	1 392 621	7,34%	1 512 282	8,59%	1 648 335	9,00%
Total Expenditure	1 436 791	1 505 669	4,79%	1 631 362	8,35%	1 755 199	7,59%
Surplus/(Deficit)	(139 380)	(113 048)	-18,89%	(119 080)	5,34%	(106 864)	-10,26%
Total Capital Expenditure	121 690	81 369	-33,13%	45 354	-44,26%	49 890	10,00%

Total operating revenue has increased by 7.34% or R 95,210 million for the 2024/25 financial year, compared to the 2023/24 Adjustments Budget.

For the two outer years, operational revenue increases by 8.59% and 9.0% respectively, resulting in a total revenue growth of R 350,924 million over the MTREF, when compared to the 2023/24 financial year.

Total operating expenditure for the 2024/25 financial year amounts to R 1,506 billion, resulting in a budgeted deficit of R 113,048 million. Compared to the 2023/24 Adjustments Budget, operational expenditure increased by 4,79% in the 2024/25 Budget.

For the two outer years, operational expenditure increases by 8.35% and 7.59% respectively. The 2025/26 and 2026/27 budgets reflect operating deficits of R 119,080 million and R 106,864 million respectively.

The major operating expenditure items for 2024/25 are employee related costs (31.34%), bulk electricity purchases (25.66%), debt impairment (10.51%), contracted services (8.35%), depreciation (7.82%), inventory consumed (7.21%) and operational costs (6.26%).

Funding for the 2024/25 Operating Budget is obtained from various sources, the major sources being service charges such as electricity, water, sanitation, environmental management fees and refuse collection (47.71%), property rates (21.33%), grants and subsidies received from National and Provincial Governments (14.52%).

To fund the 2024/25 Operating Budget, the following increases in property rates and service charges have been proposed, with effect from 1 July 2024:

Property rates (decrease in cents in the Rand)	- 5.5%
Water	- 7.25%
Sanitation	- 6.5%
Refuse	- 6.5%
Electricity (average increase in income)	- 12.7%
Environmental Management Fee	- 6.5%

The capital budget of R 81,369 million for 2024/25 is R 45,733 million or 33.13% less than the 2023/24 Adjustments Budget.

The Capital Budget over the MTREF will be mainly funded from government grants and subsidies, as the municipality has limited internal funding available.

1.4 OPERATING REVENUE FRAMEWORK

The continued provision and expansion of municipal services is largely dependent on the Municipality generating sufficient revenues. Efficient and effective revenue management is thus of vital importance in ensuring the ongoing financial sustainability of the Municipality. Furthermore, in accordance with the MFMA, expenditure must be limited to the realistically anticipated revenues.

The Municipality's revenue management strategy includes the following key components:

- National Treasury's guidelines in this regard.
- Tariff Policies.
- Property Rates Policy.
- Indigent Policy and provision of free basic services.
- The level of property rates and tariff increases must ensure financially sustainable service delivery.
- The level of property rates and tariff increases to consider the maintenance and replacement of infrastructure, including the expansion of services.
- Determining fully cost reflective tariffs for trading services.
- Electricity bulk tariff increases as approved by the National Electricity Regulator of South Africa (NERSA).
- Water bulk tariff increases as approved by the Nelson Mandela Bay Metropolitan Municipality.
- Efficient revenue management, targeting a 95% annual collection rate for property rates and service charges.

The following table is a summary of the 2024/25 MTREF (classified by main revenue source):

Table 2 (Summary of main revenue sources)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Exchange Revenue				
Service charges - Electricity	352 780	397 583	460 004	532 224
Service charges - Water	118 603	127 202	136 424	146 315
Service charges - Waste Water Management	64 268	68 446	72 895	77 633
Service charges - Waste Management	66 782	71 123	75 745	80 669
Sale of Goods and Rendering of Services	9 000	9 533	10 095	10 689
Agency services	4 276	4 554	4 850	5 166
Interest earned from Receivables	30 145	32 335	34 757	37 376
Interest earned from Current and Non-Current Assets	11 674	13 998	12 809	13 385
Rental from Fixed Assets	2 999	3 187	3 385	3 595
Licence and permits	2 677	2 851	3 037	3 234
Operational Revenue	4 116	1 955	1 976	1 998
Non-Exchange Revenue				
Property rates	281 488	297 076	313 303	330 535
Fines, penalties, and forfeits	134 597	143 343	152 658	162 577
Licences or permits	11 053	11 772	12 537	13 352
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Interest	5 223	5 510	5 813	6 133
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**1 392 621**	**1 512 282**	**1 648 335**

The following table illustrates the mix of main revenue sources, supporting the 2024/25 MTREF:

Table 3 (Mix of main revenue sources)

Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Revenue								
Exchange Revenue								
Service charges - Electricity	352 780	27,19%	397 583	28,55%	460 004	30,42%	532 224	32,29%
Service charges - Water	118 603	9,14%	127 202	9,13%	136 424	9,02%	146 315	8,88%
Service charges - Waste Water Management	64 268	4,95%	68 446	4,91%	72 895	4,82%	77 633	4,71%
Service charges - Waste Management	66 782	5,15%	71 123	5,11%	75 745	5,01%	80 669	4,89%
Sale of Goods and Rendering of Services	9 000	0,69%	9 533	0,68%	10 095	0,67%	10 689	0,65%
Agency services	4 276	0,33%	4 554	0,33%	4 850	0,32%	5 166	0,31%
Interest earned from Receivables	30 145	2,32%	32 335	2,32%	34 757	2,30%	37 376	2,27%
Interest earned from Current and Non-Current Assets	11 674	0,90%	13 998	1,01%	12 809	0,85%	13 385	0,81%
Rental from Fixed Assets	2 999	0,23%	3 187	0,23%	3 385	0,22%	3 595	0,22%
Licence and permits	2 677	0,21%	2 851	0,20%	3 037	0,20%	3 234	0,20%
Operational Revenue	4 116	0,32%	1 955	0,14%	1 976	0,13%	1 998	0,12%
Non-Exchange Revenue								
Property rates	281 488	21,70%	297 076	21,33%	313 303	20,72%	330 535	20,05%
Fines, penalties, and forfeits	134 597	10,37%	143 343	10,29%	152 658	10,09%	162 577	9,86%
Licences or permits	11 053	0,85%	11 772	0,85%	12 537	0,83%	13 352	0,81%
Transfer and subsidies - Operational	197 730	15,24%	202 153	14,52%	211 994	14,02%	223 454	13,56%
Interest	5 223	0,40%	5 510	0,40%	5 813	0,38%	6 133	0,37%
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**100,00%**	**1 392 621**	**100,00%**	**1 512 282**	**100,00%**	**1 648 335**	**100,00%**

In the 2023/24 financial year, rates and service charges amounted to R 883,921 million. This increases to R 961,430 million, R 1,058 billion and R 1,167 billion in the 2024/25, 2025/26 and 2026/27 financial years, respectively.

The major operating revenue sources for 2024/25 are electricity (28.55%), property rates (21.33%), operating grants & subsidies (14.52%), water (9.13%), waste management (5.11%) and waste water management (4.91%).

The following table provides a breakdown of the various operating grants and subsidies allocated to the Municipality over the medium term:

Table 4 (Operating Transfers and Grant Receipts)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

The Municipality is faced with the significant challenge of providing services with its limited financial resources. Against this background, the Municipality has undertaken the tariff determination process relating to property rates and service charges as follows:

1.4.1 Property Rates

Property rates fund the costs associated with the provision of general services, such as fire, library and roads and stormwater services.

The following provisions in the Property Rates Policy are highlighted:

- The first R15 000 of the market value of a property used for residential purposes is excluded from the rateable value (Section 17(h) of the MPRA).
- An additional R85 000 rebate will be granted to registered indigents in terms of the Indigent Policy.
- If the usage of a property changes during a financial year, the rebate applicable will be reduced *pro rata* for the balance of the financial year.
- Residential properties with a market value up of R400 000 including the impermissible rate of R15 000.
- R 200 000 on one residential property, including the impermissible rate of R15 000, for Rate Payer 60 years and older with a gross household income not more than R15 000.00

A property rates increase of 5.5% in cents in the rand is proposed as from 1 July 2024.

The proposed property rates increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment.

1.4.2 Sale of Water and Impact of Tariff Increases

In accordance with National Treasury's MFMA Circulars, no. 51, 55, 58, 66, 70, 74, 85, 88, 89, 91, 93 and 94, Municipalities are encouraged to review the level and structure of their water tariffs to ensure:

- Fully cost reflective water tariffs – tariffs should include the costs associated with bulk water purchases, the maintenance and renewal of purification plants, water networks and water reticulation expansion.
- Water tariffs are structured to protect basic levels of service; and
- Water tariffs are designed to encourage efficient and sustainable consumption.

A phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 7.25% is proposed as from 1 July 2024. The proposed tariff increase is mainly influenced by the following:

- Employee related costs increased by 6%.
- The cost of bulk water purchases increased by 7.25%.
- Providing for debt impairment.

The water tariff structure is designed in such a manner that higher levels of water consumption are progressively charged at a higher rate.

1.4.3 Sale of Electricity and Impact of Tariff Increases

The National Energy Regulator of South Africa (NERSA) is responsible for price determination of the bulk costs for electricity, a 12.7% increase in bulk costs for electricity was approved by Nersa.
The Municipality is proposing a 12.7% increase on average consumer tariffs to offset the additional electricity bulk purchases costs, as from 1 July 2024. The proposed tariffs increase of 12.7% is subjected to the approval by Nersa.

The proposed tariff increases are mainly influenced by the following:

- Employee related costs increased by 6%.
- The cost of bulk electricity purchases increased by 12.7%.
- Repairs and maintenance of electricity infrastructure.
- Providing for debt impairment.

1.4.4 Sanitation and Impact of Tariff Increases

In accordance with National Treasury's MFMA Circulars, no. 51, 55, 58, 66, 70, 74, 85, 88, 89, 91, 93 and 94, Municipalities are encouraged to review the level and structure of their sanitation tariffs to ensure:

- Fully cost reflective sanitation tariffs – tariffs should include the costs associated with maintenance and renewal of treatment plants, sanitation networks and sanitation infrastructure expansion.
- Sanitation tariffs are structured to protect basic levels of service; and
- Sanitation tariffs are designed to encourage efficient and sustainable consumption.

A phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 6.5% is proposed as from 1 July 2024. The proposed tariff increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment.

1.4.5 Refuse Collection and Impact of Tariff Increases

National Treasury has urged municipalities to ensure that refuse tariffs are fully cost reflective. The tariffs should consider the need to maintain a cash-backed reserve to cover the future costs of the rehabilitation of landfill sites. In this regard a phased-in approach will be undertaken to ensure that tariffs are fully cost reflective over the medium term. As the charging of fully cost reflective tariffs would place an undue financial burden on customers.

A tariff increases of 6.5% is proposed for refuse collection, as from 1 July 2024.

The proposed tariff increase is mainly influenced by the following:

- Employee-related costs increased by 6%.
- Providing for debt impairment

1.4.6 Environmental Management Fees and Impact of Tariff increases

A tariff increases of 6.5% is proposed for the environmental management fee, as from 1 July 2024.

1.5 OPERATING EXPENDITURE FRAMEWORK

The Municipality's expenditure framework for the 2024/25 budget and MTREF is informed by the following:

- The funding of the budget over the medium-term is informed by the requirements of Section 18 and 19 of the MFMA.

- A balanced budget approach by limiting operating expenditure to operating revenue.

The following table is a high-level summary of the 2024/25 budget and MTREF (classified per main type of operating expenditure):

Table 5 (Summary of operating expenditure by standard classification item)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Expenditure				
Employee related costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Bulk purchases - electricity	354 710	386 299	462 520	535 135
Inventory consumed	103 156	108 619	114 517	121 908
Debt impairment	173 540	158 246	176 273	188 877
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Contracted services	128 147	125 787	114 007	116 078
Transfers and subsidies	1 124	400	400	400
Irrecoverable debts written off	13 835	9 359	10 227	11 197
Operational costs	90 470	94 287	93 291	95 326
Total Expenditure	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**

The total operating expenditure increased by R 68,878 million (4.79%) from R 1,437 billion in 2023/24 to R 1,506 billion in 2024/25.

Below is a discussion of the main expenditure components.

Employee related costs

The 2024/25 budget provides for a general increase of 6%, based on the salary and wage collective agreement.

The total budget provision of R 471,877 million represents an increase of 6.94% over the 2024/25 budget. Employee related costs in the 2024/25 Budget, represent 31.34% of the total operating expenditure.

Remuneration of Councillors

The remuneration of Councillors is determined by the Minister of Co-operative Governance and Traditional Affairs, in accordance with the Remuneration of Public Office Bearers Act, 1998 (Act 20 of 1998). There is no proclamation in terms of Remuneration of Councillors yet.

Debt Impairment

The provision for debt impairment and irrecoverable debts written off was determined based on a targeted annual collection rate of 95% for property rates and services charges. For the 2024/25 financial year this amounted to R 158,246 million (includes R 123,039 million for traffic fines debt impairment) and R 9,359 million, respectively. While this expenditure represents a non-cash flow item, it is considered in determining the total costs associated with the rendering of municipal services and the realistically anticipated revenues.

Depreciation and Asset Impairment

The provision for depreciation and asset impairment has been informed by the Municipality's Fixed Assets Register. The budget amounts to R 117,798 million for the 2024/25 financial year and equates to 7.82% of the total operating expenditure.

Bulk Electricity Purchases

The bulk purchases of increased by 8.91% or R 31,589 million, compared to the 2023/24 adjustments budget. The approved NERSA bulk electricity purchases is 12.7% and the Bulk electricity purchases constitute 25.66% of total operating expenditure for 2024/25.

Inventory Consumed

Inventory consumed relates to the inventory items, such as bulk water purchases, material and supplies, consumables, printing and stationery, fuel, and oil etc., initially budgeted under bulk purchases and general expenses, being transferred to other materials. This is in line with the mSCOA requirements. The budget for 2024/25 amounts to R 108,619 million and equates to 7.21% of the total operating expenditure.

Contracted Services

In the 2024/25 financial year, the budget provision amounts to R 125,787 million and equates to 8.35% of the total operating expenditure.

Transfers and subsidies

Transfers and subsidies relate to grant-in-aid given by the municipality to various non-profit organizations, in line with the Council approved grant-in-aid policy. In the 2024/25 financial year, the budget provision amounts to R 0,400 million and equates to 0.03% of the total operating expenditure.

Operational Costs

Operational costs comprise of various line items relating to the daily operations of the municipality. In the 2024/25 financial year, the budget provision amounts to R 94,287 million and equates to 6.26% of the total operating expenditure.

The graph below reflects the expenditure components of the budgeted statement of financial performance.

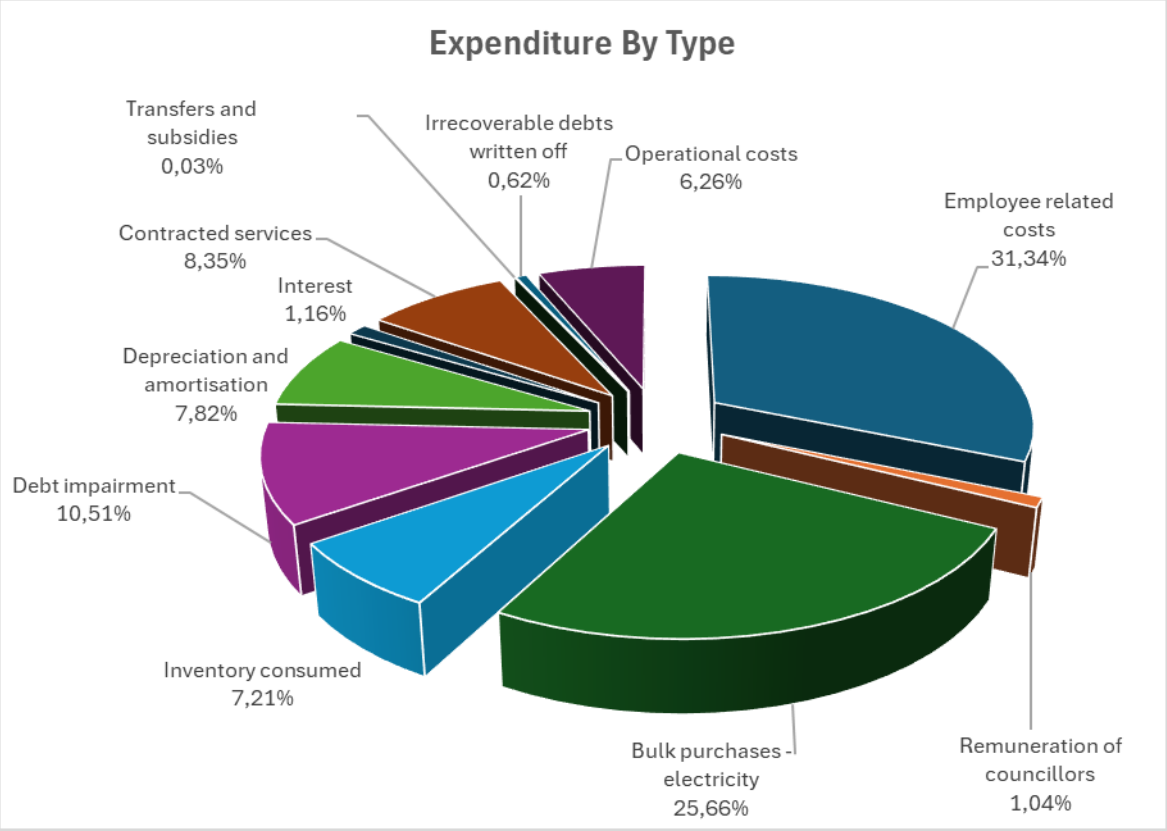

Figure 1 Main operational expenditure categories for the 2024/25 financial year.

1.5.1 Priority relating to repairs and maintenance.

The repairs and maintenance expenditure in the 2024/25 financial year increased by R 158,776 million or 266.38% compared to the 2023/24 Approved Adjustments Budget.

It is to be noted that repairs and maintenance constitute 14.5%, 14.3% and 14.01% of the total operating expenditure, for the 2024/25, 2025/26 and 2026/27 financial years, respectively.

The table below provides a breakdown of the repairs and maintenance in relation to asset class:

Table 6 (Repairs and maintenance per asset class)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Repairs and Maintenance by Asset Class	**59 605**	**218 381**	**233 320**	**245 952**
Roads Infrastructure	9 744	42 069	48 545	52 267
Storm water Infrastructure	989	2 420	3 400	4 320
Electrical Infrastructure	10 827	30 806	30 431	31 896
Water Supply Infrastructure	6 055	32 198	35 881	37 553
Sanitation Infrastructure	11 990	38 483	40 225	42 041
Infrastructure	***39 605***	***145 976***	***158 481***	***168 077***
Community Facilities	2 911	40 224	41 708	43 634
Sport and Recreation Facilities	1 445	1 340	1 431	1 431
Community Assets	***4 356***	***41 564***	***43 139***	***45 065***
Operational Buildings	4 061	4 187	4 201	4 215
Other Assets	***4 061***	***4 187***	***4 201***	***4 215***
Machinery and Equipment	**727**	**694**	**699**	**710**
Transport Assets	**10 856**	**25 960**	**26 800**	**27 885**

For the 2024/25 financial year an amount of R 145,976 million (66.84%) of total repairs and maintenance will be spent on infrastructure assets.

1.5.1 Free Basic Services: Indigent Support

Indigent support assists indigent households that have limited financial ability to pay for municipal services. To qualify for free services, the households are required to register in terms of the Municipality's Indigent Policy, whilst the monthly household income may not exceed two state pensions. Details relating to free services, cost of free basic services, as well as basic service delivery measurement is contained in Table A10 (Basic Service Delivery Measurement).

The cost of the indigent support of the registered indigent households is largely financed by national government through the local government equitable share allocation, received in terms of the annual Division of Revenue Act.

1.6 CAPITAL EXPENDITURE

The following table provides a breakdown of budgeted capital expenditure by vote:

Table 7 (2024/25 Medium-term capital budget per vote)

Vote Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Capital expenditure - Vote								
Multi-year expenditure to *be appropriated*								
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	–	0,00%	–	0,00%	–	0,00%	–	0,00%
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	1 132	0,93%	–	0,00%	–	0,00%	–	0,00%
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	2 972	2,44%	–	0,00%	–	0,00%	–	0,00%
Vote 4 - COMMUNITY SERVICES	5 999	4,93%	1 391	1,71%	1 391	3,07%	1 391	2,79%
Vote 5 - CIVIL AND WATER SERVICES	91 646	75,31%	42 223	51,89%	36 650	80,81%	39 427	79,03%
Vote 6 - ELECTRO/MECHANICAL SERVICES	–	0,00%	37 755	46,40%	7 313	16,12%	9 072	18,18%
Vote 7 - PLANNING AND DEVELOPMENT	19 941	16,39%	–	0,00%	–	0,00%	–	0,00%
Total Capital Expenditure - Vote	**121 690**	**100,00%**	**81 369**	**100,00%**	**45 354**	**100,00%**	**49 890**	**100,00%**

Civil and Water Services receives the highest allocation of R 42,223 million in 2024/25, which equates to 51.89%, followed by Electro/Mechanical Services at R 37,755 million (46.40%) and Community Services at R 1,391 million (1.71%).

The following graph provides a breakdown of the capital budget over the MTREF.

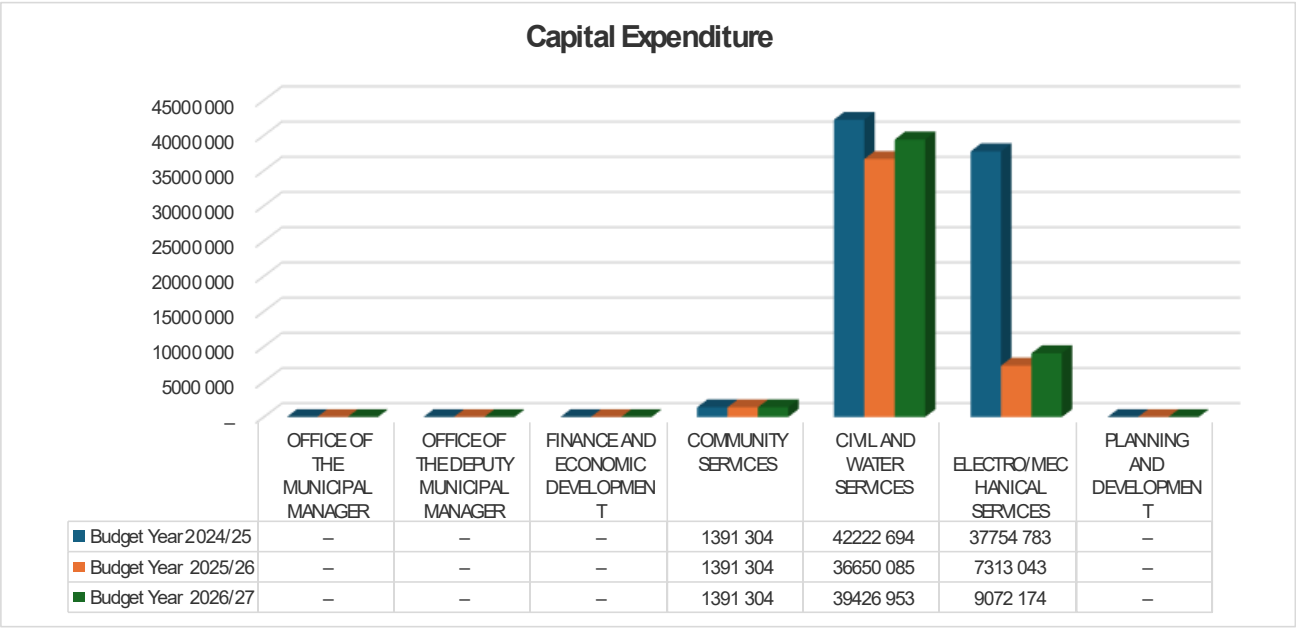

Figure 2 Capital Expenditure

1.7 ANNUAL BUDGET TABLES

The ten main budget tables, as required in terms of the Municipal Budget and Reporting Regulations, are included in this section. These tables set out the Municipality's 2024/25 Budget and MTREF to be considered for approval by the Council. Each table is accompanied by *explanatory notes*.

Table 8 (Table A1 - Budget Summary)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Financial Performance				
Property rates	281 488	297 076	313 303	330 535
Service charges	602 433	664 354	745 068	836 841
Investment revenue	11 674	13 998	12 809	13 385
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Other own revenue	204 086	215 040	229 107	244 120
Total Revenue (excluding capital transfers and contributions)	1 297 411	1 392 621	1 512 282	1 648 335
Employee costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Inventory consumed and bulk purchases	457 866	494 918	577 037	657 043
Transfers and subsidies	1 124	400	400	400
Other expenditure	405 992	387 679	393 798	411 479
Total Expenditure	1 436 791	1 505 669	1 631 362	1 755 199
Surplus/(Deficit)	(139 380)	(113 048)	(119 080)	(106 864)
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	(44 919)	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	(44 919)	(58 574)	(66 923)	(49 490)
Capital expenditure & funds sources				
Capital expenditure	121 690	81 369	45 354	49 890
Transfers recognised - capital	86 544	47 369	45 354	49 890
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total sources of capital funds	121 690	81 369	45 354	49 890
Financial position				
Total current assets	196 456	196 260	201 276	238 442
Total non-current assets	2 328 913	2 292 484	2 213 954	2 134 616
Total current liabilities	213 556	225 392	213 601	202 708
Total non-current liabilities	255 754	270 953	276 153	294 364
Community wealth/Equity	2 056 059	1 992 399	1 925 476	1 875 986

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash flows				
Net cash from (used) operating	55 205	69 651	73 935	98 389
Net cash from (used) investing	(121 690)	(47 369)	(45 354)	(49 890)
Net cash from (used) financing	(12 169)	(22 478)	(23 564)	(11 333)
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Cash backing/surplus reconciliation				
Cash and investments available	26 282	26 086	31 102	68 268
Application of cash and investments	20 861	21 301	21 741	22 182
Balance - surplus (shortfall)	5 420	4 785	9 361	46 086
Asset management				
Asset register summary (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Depreciation	109 663	117 798	123 884	129 229
Renewal and Upgrading of Existing Assets	89 996	35 036	14 045	22 990
Repairs and Maintenance	59 605	218 381	233 320	245 952
Free services				
Cost of Free Basic Services provided	38 098	66 720	71 730	77 158
Revenue cost of free services provided	17 793	–	–	–
Households below minimum service level				
Water:	–	–	–	–
Sanitation/sewerage:	–	–	–	–
Energy:	–	–	–	–
Refuse:	–	–	–	–

Explanatory notes to Table A1 - Budget Summary

The aim of the Budget Summary is to provide a concise overview of the proposed budget from all the major financial perspectives (operating expenditure, capital expenditure, financial position, cash flow, and MFMA funding compliance). The table provides an overview of the amounts to be approved by Council within the context of operating performance, resources utilised for capital expenditure, financial position, cash, and funding compliance, as well as the Municipality's commitment to eliminating basic service delivery backlogs.

Table 9 (Table A2 - Budgeted Financial Performance (revenue and expenditure by standard classification))

Functional Classification Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue - Functional				
Governance and administration	**558 025**	**590 750**	**621 613**	**655 502**
Executive and council	135	142	148	155
Finance and administration	557 890	590 608	621 465	655 347
Internal audit	–	–	–	–
Community and public safety	**37 059**	**18 317**	**19 225**	**20 187**
Community and social services	2 435	2 460	2 486	2 515
Sport and recreation	10 802	11 504	12 252	13 048
Public safety	1 604	1 857	1 874	1 892
Housing	19 841	–	–	–
Health	2 378	2 496	2 613	2 733
Economic and environmental services	**50 432**	**45 763**	**47 066**	**50 111**
Planning and development	9 690	10 252	10 839	11 529
Road transport	13 003	9 599	8 631	9 192
Environmental protection	27 739	25 912	27 596	29 390
Trading services	**746 356**	**792 266**	**876 535**	**979 909**
Energy sources	370 684	409 585	476 287	550 222
Water management	182 887	177 913	182 860	197 609
Waste water management	116 065	123 062	130 371	139 404
Waste management	76 720	81 707	87 018	92 674
Other	**–**	**–**	**–**	**–**
Total Revenue - Functional	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional				
Governance and administration	**323 646**	**361 817**	**369 436**	**377 649**
Executive and council	60 112	60 669	63 460	65 420
Finance and administration	263 075	300 625	305 578	311 781
Internal audit	460	523	398	449
Community and public safety	**119 186**	**140 104**	**145 522**	**151 964**
Community and social services	13 558	13 952	14 331	14 956
Sport and recreation	60 909	75 205	78 127	81 461
Public safety	30 280	33 254	34 943	36 726
Housing	6 606	9 703	9 753	10 088
Health	7 832	7 991	8 368	8 732

Functional Classification Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Economic and environmental services	**303 538**	**287 839**	**306 635**	**325 294**
Planning and development	35 970	31 456	29 720	31 225
Road transport	254 766	246 274	266 817	283 816
Environmental protection	12 802	10 109	10 098	10 254
Trading services	**682 411**	**715 909**	**809 769**	**900 291**
Energy sources	427 457	454 724	534 317	611 385
Water management	107 011	108 542	116 361	122 468
Waste water management	84 300	88 779	93 970	98 663
Waste management	63 643	63 864	65 121	67 774
Other	**8 010**	**–**	**–**	**–**
Total Expenditure - Functional	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A2 - 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 approve a budget in one common format, to facilitate comparison across all municipalities. It should be noted that the revenue by vote as reflected in this table, includes revenue attributable to capital grants.

Table 10 (Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote))

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue by Vote				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	789	1 115	1 143	1 172
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	422 753	446 890	468 447	492 425
Vote 4 - COMMUNITY SERVICES	263 317	276 782	294 491	313 345
Vote 5 - CIVIL AND WATER SERVICES	306 542	304 298	315 141	339 078
Vote 6 - ELECTRO/MECHANICAL SERVICES	370 684	409 586	476 288	550 224
Vote 7 - PLANNING AND DEVELOPMENT	27 788	8 424	8 929	9 465
Total Revenue by Vote	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote ***to be appropriated***				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	38 166	31 456	32 681	34 019
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	112 376	128 955	131 727	136 388
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	113 131	142 064	143 474	143 136
Vote 4 - COMMUNITY SERVICES	369 557	386 594	410 377	430 778
Vote 5 - CIVIL AND WATER SERVICES	334 137	316 288	334 913	353 575
Vote 6 - ELECTRO/MECHANICAL SERVICES	427 457	466 160	546 114	623 674
Vote 7 - PLANNING AND DEVELOPMENT	41 967	34 152	32 074	33 629
Total Expenditure by Vote	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A3 - Budgeted Financial Performance (revenue and expenditure by municipal vote)

1. The purpose of the format in which the budget is presented, is to enable the Council to enforce a vote in accordance with the municipality's organisational structure, to assign responsibility for the revenue and expenditure recorded against these votes to the Municipal Manager and Directors concerned. Operating revenue and expenditure are 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 11 (Table A4 - Budgeted Financial Performance (revenue and expenditure))

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Exchange Revenue				
Service charges - Electricity	352 780	397 583	460 004	532 224
Service charges - Water	118 603	127 202	136 424	146 315
Service charges - Waste Water Management	64 268	68 446	72 895	77 633
Service charges - Waste Management	66 782	71 123	75 745	80 669
Sale of Goods and Rendering of Services	9 000	9 533	10 095	10 689
Agency services	4 276	4 554	4 850	5 166
Interest	–	–	–	–
Interest earned from Receivables	30 145	32 335	34 757	37 376
Interest earned from Current and Non-Current Assets	11 674	13 998	12 809	13 385
Rental from Fixed Assets	2 999	3 187	3 385	3 595
Licence and permits	2 677	2 851	3 037	3 234
Operational Revenue	4 116	1 955	1 976	1 998
Non-Exchange Revenue				
Property rates	281 488	297 076	313 303	330 535
Surcharges and Taxes	–	–	–	–
Fines, penalties and forfeits	134 597	143 343	152 658	162 577
Licences or permits	11 053	11 772	12 537	13 352
Transfer and subsidies - Operational	197 730	202 153	211 994	223 454
Interest	5 223	5 510	5 813	6 133
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**1 392 621**	**1 512 282**	**1 648 335**
Expenditure				
Employee related costs	441 256	471 877	502 140	528 366
Remuneration of councillors	15 140	15 594	16 345	17 163
Bulk purchases - electricity	354 710	386 299	462 520	535 135
Inventory consumed	103 156	108 619	114 517	121 908
Debt impairment	173 540	158 246	176 273	188 877
Depreciation and amortisation	109 663	117 798	123 884	129 229
Interest	5 750	17 404	17 757	11 519
Contracted services	128 147	125 787	114 007	116 078
Transfers and subsidies	1 124	400	400	400
Irrecoverable debts written off	13 835	9 359	10 227	11 197
Operational costs	90 470	94 287	93 291	95 326
Total Expenditure	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit)	**(139 380)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**
Income Tax	–	–	–	–
Surplus/(Deficit) after income tax	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Joint Venture	–	–	–	–
Share of Surplus/Deficit attributable to Minorities	–	–	–	–
Surplus/(Deficit) attributable to municipality	(44 919)	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Associate	–	–	–	–
Intercompany/Parent subsidiary transactions	–	–	–	–
Surplus/(Deficit) for the year	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

Explanatory notes to Table A4 - Budgeted Financial Performance (revenue and expenditure)

Revenue

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

2. Total revenue (excluding capital transfers and contributions) amounts to R 1,393 billion in 2024/25 and increases to R 1,648 billion in 2026/27.This represents a year-on-year increase of 7.34% for the 2024/25 financial year and increases of 8.59% for the 2025/26 financial year and increases of 9,0% for the 2026/27 financial year, respectively.

3. Revenue from property rates amounts to R 297,076 million in the 2024/25 financial year and increases to R 330,535 million in 2026/27, which amounts to 21.33% of the total operating revenue base of the Municipality.

4. Services charges relating to electricity, water, sanitation, environmental management and refuse collection constitute the biggest component of the total revenue base, amounting to R 664,354 million for the 2024/25 financial year and increasing to R 836,841 million in 2026/27. For the 2024/25 financial year services charges amount to 47.71% of the total revenue base.

5. Transfers recognised – operating includes the local government equitable share and other operating grants from national and provincial government. It is to be noted that the grants increased by 2.24% for 2024/25, increases by 4.87% for 2025/26 and increased by 5.41% for 2026/27, compared to previous financial years.

   Below a breakdown of property rates and service charges for 2024/25:

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	Budget Year 2024/25	% Increase	Budget Year 2025/26	% Increase	Budget Year 2026/27	% Increase
Revenue							
Exchange Revenue							
Service charges - Electricity	352 780	397 583	12,70%	460 004	15,70%	532 224	15,70%
Service charges - Water	118 603	127 202	7,25%	136 424	7,25%	146 315	7,25%
Service charges - Waste Water Management	64 268	68 446	6,50%	72 895	6,50%	77 633	6,50%
Service charges - Waste Management	66 782	71 123	6,50%	75 745	6,50%	80 669	6,50%
Property rates	281 488	297 076	5,5%	313 303	5,5%	330 535	5,5%
Total	**883 921**	**961 430**	**8,77%**	**1 058 371**	**10,08%**	**1 167 376**	**10,30%**

Table 12 (Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Capital expenditure - Vote				
Multi-year expenditure to *be appropriated*				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	48	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	2 664	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	1 422	–	–	–
Vote 4 - COMMUNITY SERVICES	4 199	–	–	–
Vote 5 - CIVIL AND WATER SERVICES	85 263	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES	4 970	–	–	–
Vote 7 - PLANNING AND DEVELOPMENT	19 841	–	–	–
Capital multi-year expenditure sub-total	**118 407**	**–**	**–**	**–**
Single-year expenditure *to be appropriated*				
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	55	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	15	–	–	–
Vote 4 - COMMUNITY SERVICES	1 800	1 391	1 391	1 391
Vote 5 - CIVIL AND WATER SERVICES	266	42 223	36 650	39 427
Vote 6 - ELECTRO/MECHANICAL SERVICES	1 146	37 755	7 313	9 072
Capital single-year expenditure sub-total	**3 283**	**81 369**	**45 354**	**49 890**
Total Capital Expenditure - Vote	**121 690**	**81 369**	**45 354**	**49 890**
Capital Expenditure - Functional				
Governance and administration	**4 960**	**34 000**	**–**	**–**
Executive and council	1 096	–	–	–
Finance and administration	3 808	34 000	–	–
Internal audit	55	–	–	–
Community and public safety	**23 041**	**1 391**	**1 391**	**1 391**
Community and social services	–	–	–	–
Sport and recreation	200	–	–	–
Public safety	3 000	1 391	1 391	1 391
Housing	19 841	–	–	–
Health	–	–	–	–
Economic and environmental services	**16 297**	**650**	**27 500**	**13 845**
Planning and development	9 127	500	7 500	5 135
Road transport	6 771	150	20 000	8 709
Environmental protection	400	–	–	–
Trading services	**77 392**	**45 327**	**16 463**	**34 655**
Energy sources	6 117	3 755	7 313	9 072
Water management	32 608	10 685	150	–
Waste water management	36 867	30 888	9 000	25 582
Waste management	1 800	–	–	–
Other	**–**	**–**	**–**	**–**
Total Capital Expenditure - Functional	**121 690**	**81 369**	**45 354**	**49 890**

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funded by:				
National Government	63 703	45 977	43 963	48 499
Provincial Government	19 841	–	–	–
District Municipality	3 000	1 391	1 391	1 391
Transfers recognised - capital	**86 544**	**47 369**	**45 354**	**49 890**
Public contributions & donations	–	–	–	–
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total Capital Funding	**121 690**	**81 369**	**45 354**	**49 890**

Explanatory notes to Table A5 - Budgeted Capital Expenditure by vote, standard classification, and funding source

1. Table A5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote; capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.

2. The capital programme is funded from national grants and internally generated funds. For 2024/25, capital transfers totals R 47,369 million (58.21%) and amount to R 49,890 million for 2026/27 (100%). Borrowing amounts to R 34,000 million (41.79%) in the 2024/25 financial year. These funding sources are further discussed in detail in Section 2.6 (Overview of Budget Funding).

Table 13 (Table A6 - Budgeted Financial Position)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
ASSETS				
Current assets				
Cash and cash equivalents	26 282	26 086	31 102	68 268
Trade and other receivables from exchange transactions	77 030	77 030	77 030	77 030
Receivables from non-exchange transactions	29 014	29 014	29 014	29 014
Current portion of non-current receivables	–	–	–	–
Inventory	18 598	18 598	18 598	18 598
VAT	45 422	45 422	45 422	45 422
Other current assets	109	109	109	109
Total current assets	**196 456**	**196 260**	**201 276**	**238 442**
Non-current assets				
Investments	–	–	–	–
Investment property	262 608	262 608	262 608	262 608
Property, plant and equipment	2 065 702	2 029 273	1 950 743	1 871 405
Biological assets	–	–	–	–
Living and non-living resources	–	–	–	–
Heritage assets	–	–	–	–
Intangible assets	603	603	603	603
Trade and other receivables from exchange transactions	–	–	–	–
Non-current receivables from non-exchange transactions	–	–	–	–
Other non-current assets	–	–	–	–
Total non-current assets	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
TOTAL ASSETS	**2 525 369**	**2 488 744**	**2 415 231**	**2 373 058**
LIABILITIES				
Current liabilities				
Bank overdraft	–	–	–	–
Financial liabilities	12 169	23 564	11 333	–
Consumer deposits	29 060	29 060	29 060	29 060
Trade and other payables from exchange transactions	124 413	124 413	124 413	124 413
Trade and other payables from non-exchange transactions	(0)	–	–	–
Provision	47 914	48 355	48 795	49 235
VAT	(0)	(0)	(0)	(0)
Other current liabilities	–	–	–	–
Total current liabilities	**213 556**	**225 392**	**213 601**	**202 708**
Non-current liabilities				
Financial liabilities	11 207	11 333	–	–
Provision	137 116	259 620	276 153	294 364
Long term portion of trade payables	–	–	–	–
Other non-current liabilities	107 431	–	–	–
Total non-current liabilities	**255 754**	**270 953**	**276 153**	**294 364**
TOTAL LIABILITIES	**469 310**	**496 345**	**489 755**	**497 072**
NET ASSETS	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**
COMMUNITY WEALTH/EQUITY				
Accumulated surplus/(deficit)	2 056 059	1 992 399	1 925 476	1 875 986
Reserves and funds	–	–	–	–
Other	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	**2 056 059**	**1 992 399**	**1 925 476**	**1 875 986**

Explanatory notes to Table A6 - Budgeted Financial Position

1. The table presents 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.

2. 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 debt impairment, which in turn impacts on the 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 the determination of ratios and financial indicators. In addition, the funding compliance assessment is directly informed by forecasting the statement of financial position.

Table 14 (Table A7 - Budgeted cash flow statement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Property rates	263 774	287 458	303 161	319 834
Service charges	672 771	761 922	853 251	956 982
Other revenue	89 140	84 168	78 479	81 248
Transfers and Subsidies - Operational	194 472	202 153	211 994	223 454
Transfers and Subsidies - Capital	68 726	54 474	52 158	57 374
Interest	11 674	13 998	12 809	13 385
Dividends	–	–	–	–
Payments				
Suppliers and employees	(1 237 615)	(1 319 188)	(1 422 176)	(1 545 322)
Interest	(6 612)	(14 934)	(15 340)	(8 167)
Transfers and Subsidies	(1 124)	(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**55 205**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(121 690)	(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(121 690)**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–
Payments				
Repayment of borrowing	(12 169)	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(12 169)**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD	**(78 653)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	104 935	**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	**26 282**	**26 086**	**31 102**	**68 268**

Explanatory notes to Table A7 - Budgeted Cash Flow Statement

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

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

3. The cash position of the Municipality increases over the 2024/25 to 2026/27 period, from R 26,086 million to R 68,268 million.

4. Cash and cash equivalents amount to R 26,086 million as at the end of the 2024/25 financial year and increases to R 68,268 million in 2026/27.

Table 15 (Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash and investments available				
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Other current investments > 90 days	–	–	–	–
Non-current Investments	–	–	–	–
Cash and investments available:	**26 282**	**26 086**	**31 102**	**68 268**
Application of cash and investments				
Trade payables from non-exchange transactions: Unspent conditional Grants	(0)	–	–	–
Unspent borrowing	–	–	–	–
Statutory requirements	(45 422)	(45 422)	(45 422)	(45 422)
Other working capital requirements	18 369	18 368	18 368	18 368
Other provisions	47 914	48 355	48 795	49 235
Long term investments committed	–	–	–	–
Reserves to be backed by cash/investments	–	–	–	–
Total Application of cash and investments:	**20 861**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)	**5 420**	**4 785**	**9 361**	**46 086**

Explanatory notes to Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation

1. The cash backed reserves/accumulated surplus reconciliation is aligned to the requirements of MFMA Circular 42 – Funding a Municipal Budget.

2. The table assesses the funding levels of the budget by firstly forecasting the cash and investments at year-end and secondly reconciling the available funding to the liabilities/commitments that exist.

3. As part of the budgeting and planning guidelines that informed the compilation of the 2024/25 MTREF, the end objective of the medium-term framework was to ensure the budget is funded as required in accordance with section 18 of the MFMA.

4. It is to be noted that the budget moves from a funding surplus of R 4,785 million in 2024/25 to a funding surplus of R 46,086 million in 2026/27.

Table 16 (Table A9 - Asset Management)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CAPITAL EXPENDITURE				
Total New Assets	**31 694**	**46 333**	**31 309**	**26 901**
Roads Infrastructure	5 939	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	4 702	3 755	7 313	9 072
Water Supply Infrastructure	9 778	6 957	50	–
Sanitation Infrastructure	566	81	2 055	5 000
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***21 158***	***10 942***	***29 418***	***22 782***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	–	–	–	–
Community Assets	***750***	**–**	**–**	**–**
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
Total Renewal of Existing Assets	**221**	**250**	**100**	**–**
Water Supply Infrastructure	221	250	100	–
Infrastructure	***221***	***250***	***100***	**–**
Total Upgrading of Existing Assets	**89 774**	**34 786**	**13 945**	**22 990**
Roads Infrastructure	2 609	–	–	–
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	1 371	–	–	–
Water Supply Infrastructure	42 449	3 478	–	–
Sanitation Infrastructure	36 128	30 807	6 945	20 582
Infrastructure	***82 558***	***34 286***	***6 945***	***20 582***
Community Facilities	–	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 217***	***500***	***7 000***	***2 407***
Total Capital Expenditure	**121 690**	**81 369**	**45 354**	**49 890**
Roads Infrastructure	8 548	150	20 000	8 709
Storm water Infrastructure	–	–	–	–
Electrical Infrastructure	6 073	3 755	7 313	9 072
Water Supply Infrastructure	52 449	10 685	150	–
Sanitation Infrastructure	36 695	30 888	9 000	25 582
Solid Waste Infrastructure	172	–	–	–
Infrastructure	***103 937***	***45 477***	***36 463***	***43 364***
Community Facilities	750	–	–	–
Sport and Recreation Facilities	7 217	500	7 000	2 407
Community Assets	***7 967***	***500***	***7 000***	***2 407***
Computer Equipment	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment	**1 372**	**–**	**–**	**–**
Machinery and Equipment	**989**	**–**	**–**	**–**
Transport Assets	**4 800**	**35 391**	**1 891**	**4 119**
TOTAL CAPITAL EXPENDITURE - Asset class	**121 690**	**81 369**	**45 354**	**49 890**

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
ASSET REGISTER SUMMARY - PPE (WDV)	2 328 913	2 292 484	2 213 954	2 134 616
Roads Infrastructure	551 217	510 225	487 744	451 610
Storm water Infrastructure	29 724	27 660	25 596	23 532
Electrical Infrastructure	170 298	174 053	181 366	190 438
Water Supply Infrastructure	407 098	401 805	385 973	369 991
Sanitation Infrastructure	485 547	484 334	458 539	447 727
Solid Waste Infrastructure	(15 087)	(15 087)	(15 087)	(15 087)
Rail Infrastructure	–	–	–	–
Coastal Infrastructure	–	–	–	–
Information and Communication Infrastructure	72	72	72	72
Infrastructure	***1 628 869***	***1 583 062***	***1 524 203***	***1 468 283***
Community Assets	56 844	57 344	64 344	66 751
Heritage Assets	–	–	–	–
Investment properties	262 608	262 608	262 608	262 608
Other Assets	114 133	112 819	111 504	110 190
Biological or Cultivated Assets	–	–	–	–
Intangible Assets	603	603	603	603
Computer Equipment	5 696	5 110	4 523	3 937
Furniture and Office Equipment	2 156	(12 500)	(28 989)	(46 638)
Machinery and Equipment	7 798	6 323	4 839	3 345
Transport Assets	38 870	65 778	58 981	54 200
Land	211 337	211 337	211 337	211 337
Zoo's, Marine and Non-biological Animals	–	–	–	–
Living Resources	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
EXPENDITURE OTHER ITEMS				
Depreciation	109 663	117 798	123 884	129 229
Repairs and Maintenance by Asset Class	**59 605**	**218 381**	**233 320**	**245 952**
Roads Infrastructure	9 744	42 069	48 545	52 267
Storm water Infrastructure	989	2 420	3 400	4 320
Electrical Infrastructure	10 827	30 806	30 431	31 896
Water Supply Infrastructure	6 055	32 198	35 881	37 553
Sanitation Infrastructure	11 990	38 483	40 225	42 041
Infrastructure	***39 605***	***145 976***	***158 481***	***168 077***
Community Facilities	2 911	40 224	41 708	43 634
Sport and Recreation Facilities	1 445	1 340	1 431	1 431
Community Assets	***4 356***	***41 564***	***43 139***	***45 065***
Operational Buildings	4 061	4 187	4 201	4 215
Housing	–	–	–	–
Other Assets	***4 061***	***4 187***	***4 201***	***4 215***
Machinery and Equipment	**727**	**694**	**699**	**710**
Transport Assets	**10 856**	**25 960**	**26 800**	**27 885**
TOTAL EXPENDITURE OTHER ITEMS	**169 268**	**336 179**	**357 204**	**375 181**

Explanatory notes to Table A9 - Asset Management

1. The table provides a summarised version of the capital programme divided into new assets and renewal of existing assets; and reflects the relevant asset categories. The associated repairs and maintenance and depreciation are also reflected. It also provides an indication of the resources deployed for maintaining and renewing existing assets, as well as the extent of asset expansion.

2. National Treasury has suggested that municipalities should allocate at least 40% of their capital budget to the renewal/rehabilitation of existing assets, and allocations to repairs and maintenance should be 8% of PPE. In this regard the expenditure relating to the renewal/rehabilitation of existing assets amounts to 43.1% of the capital budget, whilst repairs and maintenance constitute 9.5% of PPE.

Table 17 (Table A10 - Basic Service Delivery Measurement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Household service targets				
Water:				
Piped water inside dwelling	–	–	–	–
Piped water inside yard (but not in dwelling)	–	–	–	–
Using public tap (at least min.service level)	–	–	–	–
Other water supply (at least min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Using public tap (< min.service level)	–	–	–	–
Other water supply (< min.service level)	–	–	–	–
No water supply	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Sanitation/sewerage:				
Flush toilet (connected to sewerage)	–	–	–	–
Flush toilet (with septic tank)	–	–	–	–
Chemical toilet	–	–	–	–
Pit toilet (ventilated)	–	–	–	–
Other toilet provisions (> min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Bucket toilet	–	–	–	–
Other toilet provisions (< min.service level)	–	–	–	–
No toilet provisions	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Energy:				
Electricity (at least min.service level)	–	–	–	–
Electricity - prepaid (min.service level)	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Electricity (< min.service level)	–	–	–	–
Electricity - prepaid (< min. service level)	–	–	–	–
Other energy sources	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Refuse:				
Removed at least once a week	–	–	–	–
Minimum Service Level and Above sub-total	–	–	–	–
Removed less frequently than once a week	–	–	–	–
Using communal refuse dump	–	–	–	–
Using own refuse dump	–	–	–	–
Other rubbish disposal	–	–	–	–
No rubbish disposal	–	–	–	–
Below Minimum Service Level sub-total	–	–	–	–
Total number of households	**–**	**–**	**–**	**–**
Households receiving Free Basic Service				
Water (6 kilolitres per household per month)	19 797 190	21 232 488	22 771 848	24 422 796
Sanitation (free minimum level service)	13 345 283	14 212 728	15 136 560	16 120 428
Electricity/other energy (50kwh per household per month)	4 955 229	5 584 548	6 461 316	7 475 748
Refuse (removed at least once a week)	–	25 690 656	27 360 552	29 138 988
Informal Settlements	–	–	–	–
Cost of Free Basic Services provided - Formal Settlements (R'000)				
Water (6 kilolitres per **indigent** household per month)	19 797	21 232	22 772	24 423
Sanitation (free sanitation service to **indigent households**)	13 345	14 213	15 137	16 120
Electricity/other energy (50kwh per **indigent** household per month)	4 955	5 585	6 461	7 476
Refuse (removed once a week **for indigent households**)	–	25 691	27 361	29 139
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)	–	–	–	–
Total cost of FBS provided	**38 098**	**66 720**	**71 730**	**77 158**
Highest level of free service provided per household				
Property rates (R value threshold)	–	–	–	–
Water (kilolitres per household per month)	–	–	–	–
Sanitation (kilolitres per household per month)	–	–	–	–
Sanitation (Rand per household per month)	–	–	–	–
Electricity (kwh per household per month)	–	–	–	–
Refuse (average litres per week)	–	–	–	–
Revenue cost of subsidised services provided (R'000)				
Property rates **(tariff adjustment)** (**impermissible values per section 17 of MPRA**)	–	–	–	–
Property rates exemptions, reductions and rebates **and impermissible values in excess of section 17 of MPRA)**	17 793	–	–	–
Water **(in excess of 6 kilolitres per indigent household per month)**	–	–	–	–
Sanitation **(in excess of free sanitation service to indigent households)**	–	–	–	–
Electricity/other energy **(in excess of 50 kwh per indigent household per month)**	–	–	–	–
Refuse **(in excess of one removal a week for indigent households)**	–	–	–	–
Municipal Housing - rental rebates	–	–	–	–
Housing - top structure subsidies	–	–	–	–
Other	–	–	–	–
Total revenue cost of subsidised services provided	**17 793**	**–**	**–**	**–**

Explanatory notes to Table A10 - Basic Service Delivery Measurement

1. Table A10 provides an overview of service delivery levels, including backlogs (below minimum service level), for each of the main services.

PART 2 – SUPPORTING DOCUMENTATION

2.1 OVERVIEW OF ANNUAL BUDGET PROCESS

The Budget process started in September 2023 after the approval of a timetable to guide the preparation of the 2024/25 to 2026/27 Operating and Capital Budgets.

The timetable provides broad timeframes for the IDP and Budget preparation process. It allows for consultation with stakeholders, such as the elected public representatives, employees of the Municipality, Civil Society, State departments, business, and labour, during April/May 2024. The main aim of the timetable is to ensure that an IDP and a balanced Budget are tabled in March 2024. The Draft Budget and IDP will be tabled by the Executive Mayor at a Council meeting scheduled for 29 March 2024. After this meeting, it will be submitted to National and Provincial Treasury.

The budget consultation will take the form of series of public meetings in the various wards under the direction and leadership of the Executive Mayor and his Mayoral Committee. The inputs of the consultations will be considered, whilst the Executive Mayor will table the final IDP and Budget for consideration and approval at a Council meeting to be held on 31 May 2024.

The Service Delivery and Budget Implementation Plan is the mechanism that ensures that the IDP and the Budget is aligned.

2.1.1 IDP & Budget Timetable 2024/25 to 2026/27

The preparation of the 2024/25 to 2026/27 IDP and Budget were guided by the following schedule of key deadlines as approved by Council on 31 August 2023.

Activity	Date
IDP/Budget Schedule approved by Council	31 August 2023
Tabling of Draft IDP and Budget in Council	29 March 2024
Public Participation	During April and May 2024
Final adoption of IDP and Budget by Council	31 May 2024
Approval of SDBIP by Executive Mayor	26 June 2024

2.2 ALIGNMENT OF ANNUAL BUDGET WITH INTEGRATED DEVELOPMENT PLAN

The Integrated Development Plan (IDP) determines and prioritises the needs of the community.

The review of the IDP, in accordance with the Municipal Systems Act, was guided and informed by the following principles:

- Achievement of the five strategic priorities of the municipality.
- Focusing on service delivery backlogs and the maintenance of infrastructure.
- Addressing community priorities (needs) as identified in the IDP.

The review of the IDP focused on establishing measurable performance indicators and targets. These targets informed the preparation of the multi-year budget, as well as the Service Delivery and Budget Implementation Plan (SDBIP).

The 2024/25 to 2026/27 Operating and Capital Budgets were prepared in accordance with the IDP. The key strategic focus areas of the IDP are as follows:

- Municipal transformation and development
- Service delivery and infrastructure development.
- Local economic development
- Financial sustainability and viability
- Good governance and public participation

The budget consultation process will take the form of a series of meetings to be held throughout the municipal area with the elected public representatives, employees of the Municipality, Civil Society, business, labour, National and Provincial Governments on how the budget addresses the IDP priorities and objectives. The feedback flowing from these meetings will be referred to the relevant Directorates for their attention.

2.3 MEASURABLE PERFORMANCE OBJECTIVES AND INDICATORS

Description of financial indicator	Basis of calculation		2024/25 Medium Term Revenue & Expenditure Framework		
		Adjusted Budget 2023/24	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Borrowing Management					
Credit Rating					
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	1,2%	2,6%	2,5%	1,3%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	1,6%	3,4%	3,2%	1,6%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0,0%	100,0%	0,0%	0,0%
Safety of Capital					
Gearing	Long Term Borrowing/ Funds & Reserves	0,0%	0,0%	0,0%	0,0%
Liquidity					
Current Ratio	Current assets/current liabilities	0,9	0,9	0,9	1,2
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	0,9	0,9	0,9	1,2
Liquidity Ratio	Monetary Assets/Current Liabilities	0,1	0,1	0,1	0,3
Revenue Management					
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing	92,0%	95,0%	95,0%	95,0%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		153,2%	155,7%	153,1%	150,7%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	3,7%	3,4%	3,1%	2,9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old				
Creditors Management					
Creditors System Efficiency	% of Creditors Paid Within Terms (within`MFMA' s 65(e))				
Creditors to Cash and Investments		478,4%	476,9%	400,0%	182,2%

Description of financial indicator	Basis of calculation		2024/25 Medium Term Revenue & Expenditure Framework		
		Adjusted Budget 2023/24	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Other Indicators					
Electricity Distribution Losses (2)	Total Volume Losses (kW)				
	Total Volume Losses (kW) non-technical				
	Total Cost of Losses (Rand '000)				
	% Volume (units purchased and generated less units sold)/units purchased and generated				
Water Volumes :System input	Bulk Purchase				
	Water treatment works				
	Natural sources				
Water Distribution Losses (2)	Total Volume Losses (kℓ)				
	Total Cost of Losses (Rand '000)				
	% Volume (units purchased and generated less units sold)/units purchased and generated				
Employee costs	Employee costs/(Total Revenue - capital revenue)	34,0%	33,9%	33,2%	32,1%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	35,2%	35,0%	34,3%	33,1%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	4,6%	15,7%	15,4%	14,9%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	8,9%	9,7%	9,4%	8,5%
IDP regulation financial viability indicators	-				
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	0,02	0,03	0,03	0,01
ii.O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	7,7%	7,0%	6,3%	5,6%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	0,27	0,25	0,28	0,55

2.3.1 Performance indicators and benchmarks

2.3.1.1 Borrowing Management

Capital expenditure may be funded from capital grants, internal sources, and long-term borrowing. The ability of a municipality to raise long term borrowing is largely dependent on its creditworthiness and financial position. The following financial performance indicators formed part of the compilation of the 2024/25 MTREF:

- *Capital charges to operating expenditure* is a measure of the cost of borrowing, compared to the total operating expenditure. The cost of borrowing amounts to 2.6% of total operating expenditure over the 2024/25 MTREF.
-

2.3.1.2 Liquidity

- The c*urrent ratio* is a measure of the current assets divided by the current liabilities. The Municipality has set a benchmark limit of 1. For the 2024/25 MTREF, the current ratio is 0.1 in the 2024/25, 0.1 in the 2025/26 and 0.3 in the 2026/27 financial years.

- *The liquidity ratio* is a measure of the municipality's ability to utilise cash and cash equivalents to meets its current liabilities. A liquidity ratio of 1 should be maintained. For the 2024/25 MTREF, the liquidity ratio is at 0,1:1. This represents a significant risk for the Municipality, as any under collection of revenue will result in financial challenges for the Municipality. As part of the medium-term financial planning objectives, this ratio must be maintained at a minimum of 1.

2.3.2 Basic social services package for indigent households

The Constitution stipulates that a municipality must structure and manage its administration, budgeting and planning to give priority to the basic needs of the community and to promote their social and economic development. The basic social package is an affirmation of the Municipality's commitment to push back the frontiers of poverty by providing social welfare to those residents who cannot afford to pay, because of adverse social and economic conditions.

2.4 OVERVIEW OF BUDGET RELATED POLICIES

The MFMA and the Budget and Reporting Regulations require budget-related policies to be reviewed, and where applicable, be updated on an annual basis.

2.4.1 Financial Management Policies

A number of policies have been adopted by the Council. The policies govern the financial management functions of the Municipality, such as supply chain management, budget virements, credit control and debt collection, etc.

2.4.2 Review of Customer Care, Credit Control and Debt Collection Policy

The Customer Care, Credit Control and Debt Collection Policy was reviewed and approved by Council on 31 May 2023.

The 2024/25 MTREF has been prepared on the basis of achieving an average revenue collection rate of 95% of current billings.

2.4.3 Supply Chain Management Policy

A revised Supply Chain Management Policy was adopted by Council on 31 May 2023.

2.4.4 Property Rates Policy

A revised Property Rates Policy was adopted by Council on 31 May 2023.

2.4.5 Funding and Reserves Policy

A revised Funding and Reserves Policy was adopted by Council on 31 May 2023.

2.4.6 Cost Containment Policy

The Cost Containment Policy was reviewed and adopted by Council on 31 May 2023.

2.4.7 Cash Management and Investment Policy

A revised Cash Management and Investment Policy was adopted by Council on 31 May 2023.

2.4.8 Borrowing Policy

A revised Borrowing Policy was adopted by Council on 31 May 2023.

2.4.9 Budget virement Policy

the current approved Budget Virement Policy was reviewed, and the following changes are proposed:

Ref 6. Virement Restrictions

a. If virement result in a mSCOA segment change, by adding a new project, changing the region, or funding source, it is not allowed. Such a shifting of budgetary allocations may only be done through an adjustments budget. (MFMA mSCOA Circular Nr. 8, page 2, last paragraph)

c. Virements between votes will only be allowed where the proposed shifts in funding facilitate sound risk and financial management (e.g., virements in fuel & oil, cell phones, vehicle registration, insurance premiums etc from separate votes).

l. No virements are permitted between operating budget line items that are funded by different sources of funding. (To be deleted)

o. In terms of Section 17 of the MFMA, a municipality's budget is divided into an operational and capital budget and consequently no virements are permitted between the operational and capital budgets. (To be deleted)

q. No virements are permitted in the first and last month of the financial year.

2.4.10 Budget Implementation and Management Policy

the current approved Budget Implementation and Management Policy was reviewed, and the following changes are proposed:

Ref 3. BUDGETING PRINCIPLES

g) The municipality will only budget for a deficit as a result of unfunded depreciation and amortization at this stage and should also ensure that revenue projections in the budget are realistic taking into account actual collection levels.

Ref 9. ADJUSTMENT BUDGET

(i) Council may revise its annual budget by means of an adjustments budget in terms of section 28 of the MFMA and according to the timeframes of the Municipal Budget and reporting regulations section 23.

(iii) The Accounting Officer shall appropriate additional revenues, which have become available but only to revise or accelerate spending programmes already budgeted for or any areas of critical importance identified by Council in compliance with the MFMA s28(b) and Municipal Budget and Reporting Regulations, regulation 23(2) and (3).

(vi) Only the Executive Mayor shall table an adjustments budget which shall be done at most three times during a financial year and be submitted to Council in the following months:

- In August – to adjust the annual budget for the spending of roll-overs from the previous financial year and to include additional funding that has become available from external sources.
- In January – to authorise unauthorised expenditure in terms of MBRR, regulation 23(6)(b).
- In February – to consider recommendations from the mid-year budget and performance report tabled to Council in January that affect the annual budget.

2.4.11 Indigent Policy

A revised Indigent Policy was adopted by the Council on 31 May 2023.

2.4.12 Unallocated Revenue and Building Deposit Policy

A revised Unallocated Revenue and Building Deposit Policy was adopted by the Council on 31 May 2023.

2.4.14 Tariff Policy

A revised Tariffs Policy was adopted by the Council on 31 May 2023.

2.4.15 Asset Management Policy

the current approved Asset Management Policy was reviewed, and the following changes are proposed:

Asset Management Duties:

a) Shall ensure that complete records of assets items, tangible and intangible assets, are kept, verified and balanced regularly.
b) Shall ensure that all movable assets are properly tagged and accounted for.
c) Shall ensure that all locations are identified and properly tagged.
d) Shall maintain a location key map indicating all locations where movable assets are held.
e) Shall conduct an annual inventory by verifying all movable assets and compare this inventory with the department asset verification.
f) The asset verification report shall:
    I. Reflect a complete list of all assets found during the verification;
    II. Reflect whether appropriate records have been maintained reflecting what articles should have been found during the verification;
    III. Reflect any discrepancies between the articles found during the verification and the complete record referred to the above.
g) Shall ensure that the Asset Management System is balanced monthly with the general ledger and with the financial statements.
h) Provide the Auditor- General or his personnel, on request, with the financial records relating to assets belonging to Council as recorded in the Fixed Asset Register.
i) Ensure that all audit queries are resolved in a timely manner.
j) Shall ensure that the relevant information relating to the calculation of depreciation is obtained from the Departments, including the estimated lifespan and residual value.
k) Shall ensure that depreciation calculations are provided to the Financial Department in the prescribed format.
l) Shall ensure that asset acquisition are allocated to the correct asset location, and all the mSCOA segments.
m) Shall ensure that, before accepting obsolete or damaged asset or asset inventory item, a completed asset disposal form, countersigned by the CFO is presented.
n) Shall ensure that a verifiable record is kept of all obsolete, damaged, and unused asset or asset inventory items received from Department.
o) Shall compile a list of items to be auctioned in accordance with their guidelines in the Supply Chain Management (SCM) Policy.
p) Shall compile and circulate a list of unused moveable assets to enable other Departments to obtain items that are of use to them.
q) Shall ensure that the SCM Unit is notified of any auctioning or disposing of written- off asset or asset inventory items.

CAPITAL ASSET MANAGEMENT PLANS

- managers shall budget for the executing of the approved maintenance plan.

2.4.16 Preferential Procurement Policy Framework

A revised Preferential Procurement Policy Framework was adopted by the Council on 31 May 2023.

2.5 OVERVIEW OF BUDGET ASSUMPTIONS

The municipal fiscal environment is influenced by a variety of macro-economic control measures. National Treasury provides guidelines on the ceiling of year-on-year increases in the total Operating Budget, whilst the National Electricity Regulator of South Africa (NERSA) regulates bulk electricity tariff increases. The Municipality's employee related costs are also influenced by collective agreements concluded in the South African Local Government Bargaining Council. Various government departments also affect municipal service delivery through the level of grants and subsidies.

The following principles and guidelines directly informed the compilation of the Budget:

- The priorities and targets, relating to the key strategic focus areas, as outlined in the IDP.
- The need to enhance the municipality's revenue base.
- The level of property rates and tariff increases to consider the need to address maintenance and infrastructural backlogs, including the expansion of services.
- The level of property rates and tariff increases to ensure the delivery of services on a financially sustainable basis.
- No loan funding is available to support the Capital Budget at this stage.
- No growth in revenue sources has been provided for in view of current consumption trends in municipal services.
- No growth in property rates income has been provided for, in view of the depressed property market.

The Municipality faced the following significant challenges in preparing the 2024/25 – 2026/27 Budget:

- Maintaining an acceptable employee related cost ratio.
- Increased costs associated with bulk electricity and water purchases, placing upward pressure on municipal tariff increases.
- Allocation of the required budget provision for the rehabilitation and maintenance of infrastructure.
- Maintaining electricity and water losses at acceptable levels.
- Maintaining revenue collection rates at the targeted levels; and
- Maintaining an acceptable cost coverage ratio.

The multi-year budget is therefore underpinned by the following assumptions:

	2024/25	2025/26	2026/27
Income	**%**	**%**	**%**
Tariff Increases for water	7.25	7.25	7.25
Tariff Increases for sanitation	6.5	6.5	6.5
Tariff Increases for refuse	6.5	6.5	6.5
Property rates increase (decrease in cents in the rand for 2023/24)	5.5	5.5	5.5
Electricity tariff increase (on average)	12.7	15.7	15.7

	2024/25	2025/26	2026/27
Environmental Management Fee increase	6.5	6.5	6.5
Revenue collection rates (Property Rates and Service Charges)	95	95	95
Expenditure increases allowed	4.9	4.6	4.5
Salary increase	6	6	6
Increase in bulk purchase of electricity costs	12.7	15.7	15.7
Increase in bulk purchase of water costs	7.25	7.25	7.25

2.6 OVERVIEW OF BUDGET FUNDING

2.6.1 Medium-term outlook: operating revenue

The following table provides a breakdown of operating revenue over the medium-term:

Table 18 (Breakdown of the operating revenue over the medium-term)

The following graph is a breakdown of the operational revenue per main category for the 2024/25 financial year.

Description	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework					
R thousand	Adjusted Budget	%	Budget Year 2024/25	%	Budget Year 2025/26	%	Budget Year 2026/27	%
Revenue								
Exchange Revenue								
Property rates	281 488	21,70%	297 076	21,33%	313 303	20,72%	330 535	20,05%
Service charges	602 433	46,43%	664 354	47,71%	745 068	49,27%	836 841	50,77%
Transfer and subsidies - Operational	197 730	15,24%	202 153	14,52%	211 994	14,02%	223 454	13,56%
Other revenue	215 760	16,63%	229 038	16,45%	241 916	16,00%	257 505	15,62%
Total Revenue (excluding capital transfers and contributions)	**1 297 411**	**100,00%**	**1 392 621**	**100,00%**	**1 512 282**	**100,00%**	**1 648 335**	**100,00%**

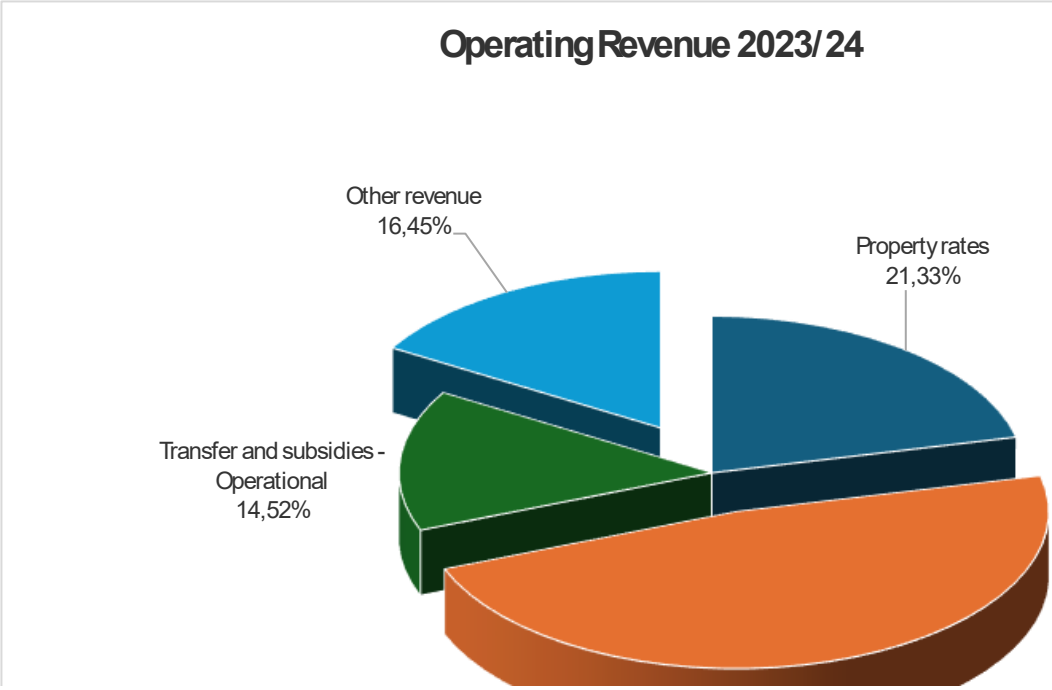

Figure 3 Breakdown of operating revenue over the 2024/25 MTRE

Tariff determination is important in ensuring appropriate levels of revenue, to achieve a credible and funded budget. Operating revenue is mainly derived from service charges, such as water, electricity, sanitation and refuse collection and disposal, property rates and operating grants.

The revenue management strategy includes the following key components:

- National Treasury's guidelines in this regard.
- The Property Rates Policy.
- The level of property rates and tariff increases must ensure financially sustainable service delivery.
- The level of property rates and tariff increases to consider maintenance and replacement of infrastructure, including the expansion of services.
- Determining fully cost reflective tariffs for trading services.
- Electricity bulk tariff increases as approved by the National Electricity Regulator of South Africa (NERSA).
- Water bulk tariff increases as approved by the Nelson Mandela Bay Metropolitan Municipality.
- Efficient revenue management, targeting an 95% annual collection rate for property rates and service charges.
- Growth in the revenue base.

The principles guided the annual increases in property rates and tariffs charged to the consumer.

Property rates amount to R 297,076 million in the 2024/25 financial year and increase to R 330,535 million in 2026/27, representing 21.33% of the total operating revenue for the 2024/25 budget.

Services charges relating to electricity, water, sanitation, environmental management and refuse collection constitute the largest component of the revenue base, amounting to R 664,354 million in the 2024/25 financial year and increasing to R 836,841 million in 2026/27. For the 2024/25 financial year, services charges amount to 47.71% of the total revenue base.

Operational grants and subsidies amount to R 202,153 million, R 211,994 million and R 223,454 million for each of the respective financial years of the MTREF, or 14.52% of total operating revenue for 2024/25.

The table below provides investment particulars by type.

Table 19 (SA15 – Detail Investment Information)

Investment type	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
R thousand				
Parent municipality				
Securities - National Government				
Listed Corporate Bonds				
Deposits - Bank	26 282	26 086	31 102	68 268
Deposits - Public Investment Commissioners				
Deposits - Corporation for Public Deposits				
Bankers' Acceptance Certificates				
Negotiable Certificates of Deposit - Banks				
Guaranteed Endowment Policies (sinking)				
Repurchase Agreements - Banks				
Municipal Bonds				
Municipality sub-total	**26 282**	**26 086**	**31 102**	**68 268**
Entities				
Securities - National Government				
Listed Corporate Bonds				
Deposits - Bank				
Deposits - Public Investment Commissioners				
Deposits - Corporation for Public Deposits				
Bankers' Acceptance Certificates				
Negotiable Certificates of Deposit - Banks				
Guaranteed Endowment Policies (sinking)				
Repurchase Agreements - Banks				
Entities sub-total	–	–	–	–
Consolidated total:	**26 282**	**26 086**	**31 102**	**68 268**

Investments are anticipated to increase from R 26,086 million in 2024/25 to R 68,268 million in 2026/27.

2.6.2 Medium-term outlook: capital revenue

The following table provides a breakdown of the funding components of the 2024/25 medium-term capital programme:

Table 20 (Sources of capital revenue over the MTREF)

Vote Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funded by:				
National Government	63 703	45 977	43 963	48 499
Provincial Government	19 841	–	–	–
District Municipality	3 000	1 391	1 391	1 391
Transfers recognised - capital	**86 544**	**47 369**	**45 354**	**49 890**
Public contributions & donations	–	–	–	–
Borrowing	–	34 000	–	–
Internally generated funds	35 146	–	–	–
Total Capital Funding	**121 690**	**81 369**	**45 354**	**49 890**

The above table is graphically represented as follows for the 2024/25 financial year.

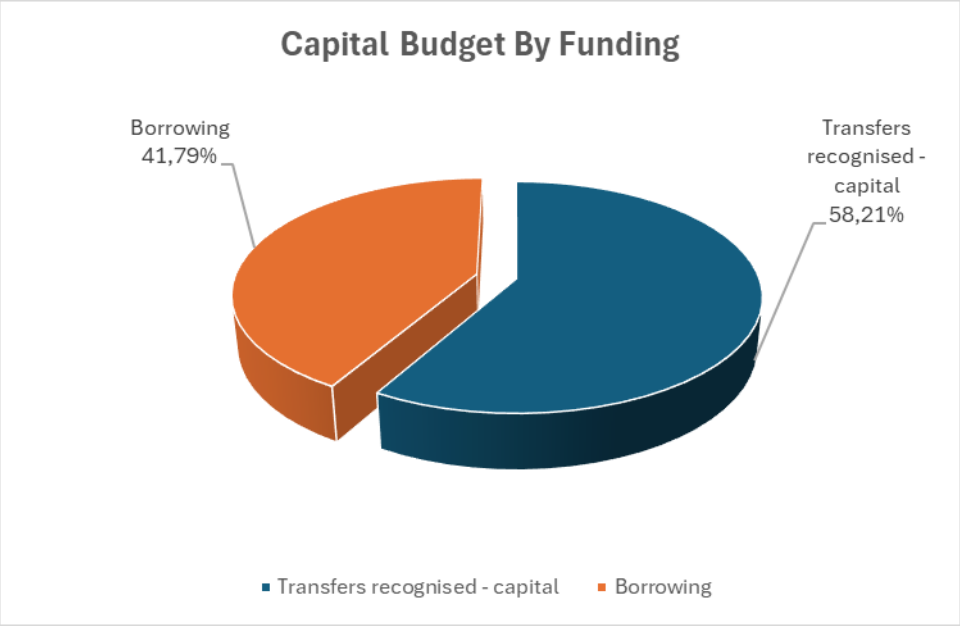

Figure 4 Sources of Capital Revenue for the 2024/25 financial year

Capital Grants constitute 58.21% of the total funding sources, amounting to R 47,369 million for the 2024/25 financial year and amounting to R 49,890 million or 100% in the 2026/27 financial year.
It is to be noted that no borrowing is planned for the 2024/25 MTREF, in view of financial affordability considerations.

The following table indicates the capital transfers and grant receipts:

Table 21 (Table SA 18 - Transfers and grant receipts)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
-				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

2.6.3 Cash Flow Management

Cash flow management and forecasting is a critical step in determining whether the budget is funded over the medium term. The table includes some specific features:

- Clear separation of receipts and payments within each cash flow category.
- Clear separation of capital and operating receipts from government; and
- Separation of borrowing and loan repayments (no set-off), to assist with MFMA compliance assessment regarding the use of long-term borrowing (debt).

Table 22 (Table A7 - Budgeted cash flow statement)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Property rates	263 774	287 458	303 161	319 834
Service charges	672 771	761 922	853 251	956 982
Other revenue	89 140	84 168	78 479	81 248
Transfers and Subsidies - Operational	194 472	202 153	211 994	223 454
Transfers and Subsidies - Capital	68 726	54 474	52 158	57 374
Interest	11 674	13 998	12 809	13 385
Dividends	–	–	–	–
Payments				
Suppliers and employees	(1 237 615)	(1 319 188)	(1 422 176)	(1 545 322)
Interest	(6 612)	(14 934)	(15 340)	(8 167)
Transfers and Subsidies	(1 124)	(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES	**55 205**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–
Payments				
Capital assets	(121 690)	(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES	**(121 690)**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans	–	–	–	–
Borrowing long term/refinancing	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–
Payments				
Repayment of borrowing	(12 169)	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES	**(12 169)**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD	**(78 653)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	104 935	**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	**26 282**	**26 086**	**31 102**	**68 268**

For the 2024/25 MTREF, the cash and cash equivalents over the medium-term is anticipated to increase from R 26,282 million in 2024/25 million to R 68,268 million in 2026/27.

Table 23 (Table A8 - Cash Backed Reserves/Accumulated Surplus Reconciliation)

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash and investments available				
Cash/cash equivalents at the year end	26 282	26 086	31 102	68 268
Other current investments > 90 days	–	–	–	–
Non-current Investments	–	–	–	–
Cash and investments available:	**26 282**	**26 086**	**31 102**	**68 268**
Application of cash and investments				
Trade payables from non-exchange transactions: Unspent conditional Grants	(0)	–	–	–
Unspent borrowing	–	–	–	–
Statutory requirements	(45 422)	(45 422)	(45 422)	(45 422)
Other working capital requirements	18 369	18 368	18 368	18 368
Other provisions	47 914	48 355	48 795	49 235
Long term investments committed	–	–	–	–
Reserves to be backed by cash/investments	–	–	–	–
Total Application of cash and investments:	**20 861**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)	**5 420**	**4 785**	**9 361**	**46 086**

The purpose of Table A8 is to reflect the predicted cash and investments that are available at the end of a particular budget year and how these funds were used. A surplus would indicate that sufficient cash and investments were available to meet commitments, whilst a shortfall would indicate inadequate cash and investments were available to meet commitments.

The available cash and investments amount to R 26,086 million in the 2024/25 financial year and increases to R 68,268 million in 2026/27. The following is a breakdown of the application of this funding:

- Unspent conditional transfers (grants) – no unspent grant funding is anticipated over the 2024/25 MTREF.

- There is no unspent borrowing from previous financial years.

- The main purpose of the other working capital requirements is to ensure that sufficient funds are available to meet commitments as and when they fall due. A key challenge is often the mismatch between the timing of receipts from debtors and payments due to employees and creditors. High levels of non-payment by debtors will result in a greater requirement for working capital, ultimately causing cash flow challenges.

- The current provision relates to Post-retirement Medical Aid Benefits Liability which has been provided for.

It is concluded that the Municipality's cash backed, and accumulated surpluses reconciliation reflects surpluses of R 4,785 million, R 9,361 million and R 46,086 million for the 2024/25, 2025/26 and 2026/27 financial years, respectively.

It is to be noted that the 2024/25 MTREF is funded, when considering the funding requirements of section 18 and 19 of the MFMA. The cost coverage ratio is, however, 0.25 months, 0.28 months, and 0.55 months for the 2024/25, 2025/26 and 2026/27 financial years, respectively.

2.6.5 Funding Compliance Measurement

The National Treasury requires the Municipality to assess its financial sustainability against the different measures outlined below.

Description	MFMA section	Ref		2024/25 Medium Term Revenue & Expenditure Framework		
			Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Funding measures						
Cash/cash equivalents at the year end - R'000	18(1)b	1	26 282	26 086	31 102	68 268
Cash + investments at the yr end less applications - R'000	18(1)b	2	5 420	4 785	9 361	46 086
Cash year end/monthly employee/supplier payments	18(1)b	3	0,27	0,25	0,28	0,55
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	–	–	–	–
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	(8,2%)	2,8%	4,1%	4,3%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	31,8%	32,9%	33,5%	34,4%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	11,7%	11,3%	10,8%	10,4%
Capital payments % of capital expenditure	18(1)c;19	8	100,0%	58,2%	100,0%	100,0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0,0%	0,0%	0,0%	0,0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10		100,0%	100,0%	100,0%
Current consumer debtors % change - incr(decr)	18(1)a	11	14,1%	0,0%	0,0%	0,0%
Long term receivables % change - incr(decr)	18(1)a	12	0,0%	0,0%	0,0%	0,0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	2,9%	10,8%	12,0%	13,1%
Asset renewal % of capital budget	20(1)(vi)	14	0,2%	0,3%	0,2%	0,0%

Below is a discussion of the different measures.

2.6.5.1 Cash/cash equivalent position.

The forecasted cash and cash equivalents for the 2024/25 MTREF amounts to R 26,086 million, R 31,102 million and R 68,268 million for the respective financial years.

2.6.5.2 Cash plus investments less application of funds.

For the 2024/25, 2025/26 and 2026/27 budgets, the available cash and investments exceed the application of funds by an amount of R 4,785 million, R 9,361 million and R 46,086 million, respectively.

2.6.5.3 Monthly average payments covered by cash or cash equivalents.

As part of the 2024/25 MTREF, the projected cash position causes the ratio to increase from 0.25 months to 0.55 months.

2.6.5.4 Surplus/deficit excluding depreciation offsets.

For the 2024/25 MTREF the indicative outcome is a deficit of R 58,574 million, R 66,923 million and R 49,490 million, respectively. This is made up as follows:

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Revenue				
Surplus/(Deficit)	**(139 380)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	94 462	54 474	52 158	57 374
Total	(44 919)	(58 574)	(66 923)	(49 490)

It needs to be noted that a surplus does not necessarily mean that the budget is funded from a cash flow perspective, and therefore the first two measures in the table are critical.

2.6.5.5 Property Rates/service charge revenue as a percentage increase less macro inflation target

This is calculated by deducting the maximum macro-economic inflation target (which is currently 4.9%), to determine the real increase in revenue. The percentage growth totals 2.8%, 4.1% and 4.3% for the respective financial years of the 2024/25 MTREF.

2.6.5.6 Cash receipts as a percentage of ratepayer and other revenue.

The outcome is approximately 95.0% for the 2024/25 and 95.0% for the 2025/26 and 95.0% for the 2026/27 financial years.

2.6.5.7 Debt impairment expense as a percentage of billable revenue

The provision has been set at 5% for property rates and services, for the 2024/25 and 5% for the 2025/26 and 5% for the 2026/27 financial years, in line with the revenue collection trends.

2.6.5.8 Capital payments percentage of capital expenditure.

The purpose of this measure is to determine whether the timing of payments has been considered in forecasting the cash position.

2.6.5.9 Borrowing as a percentage of capital expenditure (excluding transfers, grants, and contributions)

A budget provision of R 34 million for vehicles finance leases has been made for the 2024/25 financial year.

2.6.5.10 Transfers/grants revenue as a percentage of Government transfers/grants available

The purpose of this measurement is mainly to ensure that all available transfers from national and provincial government have been budgeted for. All transfers are included in the budget.

2.6.5.11 Repairs and maintenance expenditure level

The expenditure constitutes 10.8%, 12.0% and 13.1% of Property, Plant and Equipment respectively, over the 2024/25 MTREF, whilst National Treasury has suggested an 8% level.

2.7 EXPENDITURE ON ALLOCATIONS AND GRANT PROGRAMMES

GRANTS RECEIVED

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
RECEIPTS:				
-				
Operating Transfers and Grants				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Transfers and Grants	**190 622**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Transfers and Grants	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS	**263 197**	**256 627**	**264 152**	**280 828**

GRANTS EXPENDITURE

GRANTS RECONCILIATION

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
EXPENDITURE:				
-				
Operating Expenditure				
National Government:	**186 290**	**197 710**	**207 441**	**218 788**
Operational Revenue: General Revenue: Equitable Share	180 506	192 664	203 746	214 723
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]	2 321	1 495	–	–
Local Government Financial Management Grant [Schedule 5B]	1 720	1 723	1 785	2 001
Municipal Infrastructure Grant [Schedule 5B]	1 743	1 828	1 910	2 064
Provincial Government:	**2 050**	**2 050**	**2 050**	**2 050**
Libraries, Archives and Museums	2 050	2 050	2 050	2 050
District Municipality:	**2 281**	**2 393**	**2 503**	**2 616**
Environmental Health	2 281	2 393	2 503	2 616
Total Operating Expenditure	**190 622**	**202 153**	**211 994**	**223 454**
Capital Expenditure				
National Government:	**71 214**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]	4 089	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]	33 125	34 730	36 298	39 216
Energy Efficiency and Demand Side Management Grant	4 000	–	–	–
Water Services Infrastructure Grant [Schedule 5B]	30 000	13 941	7 000	9 000
District Municipality:	**1 362**	**1 600**	**1 600**	**1 600**
Fire Services	1 362	1 600	1 600	1 600
Total Capital Expenditure	**72 576**	**54 474**	**52 158**	**57 374**
TOTAL	**263 197**	**256 627**	**264 152**	**280 828**

2.8 ALLOCATIONS AND GRANTS MADE BY THE MUNICIPALITY

The table below reflects the grants and allocations made by the Municipality. It includes grants-in-aid made in accordance with the Municipality's grants-in-aid policy and transfers to entities and other organisations to primarily support their operational expenditure.

ALLOCATIONS AND GRANTS MADE BY THE MUNICIPALITY

Description	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Cash Transfers to Entities/Other External Mechanisms				
Various Organisations	*1,124*	*400*	*400*	*400*
Total Cash Transfers To Entities/Ems'	***1,124***	***400***	***400***	***400***
TOTAL CASH TRANSFERS AND GRANTS	***1,124***	***400***	***400***	***400***
TOTAL TRANSFERS AND GRANTS	***1,124***	***400***	***400***	***400***

2.9 COUNCILLORS AND EMPLOYEE BENEFITS

DISCLOSURE OF SALARIES, ALLOWANCES & BENEFITS

Summary of Employee and Councillor remuneration	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	Adjusted Budget	Budget Year 2024/25	Budget Year 2025/26	Budget Year 2026/27
Councillors (Political Office Bearers plus Other)				
Basic Salaries and Wages	10 101	10 414	10 906	11 451
Motor Vehicle Allowance	3 407	3 503	3 678	3 862
Cellphone Allowance	1 632	1 678	1 762	1 850
Sub Total - Councillors	**15 140**	**15 594**	**16 345**	**17 163**
% increase	**–**	**3,0%**	**4,8%**	**5,0%**
Senior Managers of the Municipality				
Basic Salaries and Wages	8 210	9 681	10 165	10 674
Pension and UIF Contributions	117	123	130	136
Medical Aid Contributions	52	56	58	61
Performance Bonus	1 528	1 798	1 812	1 828
Motor Vehicle Allowance	1 922	2 196	2 306	2 421
Cellphone Allowance	10	11	11	12
Other benefits and allowances	5	5	5	6
Payments in lieu of leave	4 543	–	–	–
Sub Total - Senior Managers of Municipality	**16 387**	**13 870**	**14 488**	**15 137**
Other Municipal Staff				
Basic Salaries and Wages	267 361	295 283	313 565	329 243
Pension and UIF Contributions	37 186	38 993	40 942	42 989
Medical Aid Contributions	18 788	19 915	20 911	21 957
Overtime	19 932	20 000	23 186	24 345
Performance Bonus	18 363	19 464	20 438	21 459
Motor Vehicle Allowance	11 856	12 091	12 695	13 330
Cellphone Allowance	56	59	62	65
Housing Allowances	1 234	1 308	1 374	1 442
Other benefits and allowances	17 821	18 890	19 835	20 826
Payments in lieu of leave	1 686	–	–	–
Long service awards	1 445	–	–	–
Post-retirement benefit obligations	20 887	23 361	25 569	28 043
Acting and post related allowance	8 413	8 642	9 074	9 528
Sub Total - Other Municipal Staff	**425 028**	**458 007**	**487 652**	**513 229**
TOTAL SALARY, ALLOWANCES & BENEFITS	**456 555**	**487 471**	**518 485**	**545 529**
TOTAL MANAGERS AND STAFF	**441 415**	**471 877**	**502 140**	**528 366**

2.10 MONTHLY TARGETS FOR REVENUE, EXPENDITURE AND CASH FLOW

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework
R thousand	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25
Cash Receipts By Source													
Property rates	34 294	16 215	17 560	17 366	46 344	46 363	17 656	18 246	17 957	19 037	17 866	18 552	287 458
Service charges - electricity revenue	45 492	30 767	45 205	34 727	36 995	77 398	16 205	32 093	34 339	36 825	37 036	14 779	441 861
Service charges - water revenue	15 178	5 851	12 676	13 589	11 279	12 308	18 001	12 181	15 394	16 543	15 493	5 568	154 061
Service charges - sanitation revenue	7 745	6 495	6 169	6 079	6 317	6 046	7 139	6 295	8 172	6 855	8 526	4 328	80 167
Service charges - refuse revenue	9 020	6 983	7 080	6 989	7 001	6 969	6 987	6 968	6 965	6 982	6 963	6 925	85 833
Rental of facilities and equipment	202	173	172	215	199	714	591	276	364	307	261	190	3 665
Interest earned - external investments	345	413	562	534	749	524	2 368	1 039	1 512	2 225	1 984	1 742	13 998
Interest earned - outstanding debtors												–	–
Dividends received												–	–
Fines, penalties, and forfeits	48	58	66	55	234	309	216	43	311	178	283	118	1 919
Licences and permits	6 188	3 532	2 461	2 647	2 425	1 931	4 942	2 967	1 671	1 091	1 838	1 454	33 147
Agency services	360	–	783	–	–	–	–	–	–	2 212	751	450	4 554
Transfers and Subsidies - Operational	92 042	2 118			4 014	72 803		31 176				–	202 153
Other revenue	2 462	6 482	1 439	3 787	6 418	3 114	2 974	4 506	3 761	1 959	1 186	2 796	40 883
Cash Receipts by Source	**213 377**	**79 088**	**94 172**	**85 988**	**121 974**	**228 480**	**77 080**	**115 789**	**90 446**	**94 214**	**92 188**	**56 903**	**1 349 699**

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework
R thousand	**July**	**August**	**Sept.**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**Budget Year 2024/25**
Cash Receipts By Source													
Other Cash Flows by Source													
Transfers and subsidies - capital (monetary allocations)	21 006			6 971	10 535	6 655		9 307				–	54 474
Total Cash Receipts by Source	**234 383**	**79 088**	**94 172**	**92 959**	**132 509**	**235 135**	**77 080**	**125 096**	**90 446**	**94 214**	**92 188**	**56 903**	**1 404 173**
Cash Payments by Type													
Employee related costs	(35 968)	(35 914)	(36 160)	(36 153)	(55 181)	(36 264)	(40 576)	(37 875)	(36 835)	(37 307)	(37 307)	(34 617)	(460 157)
Remuneration of councillors	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(15 594)
Finance charges	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(14 934)
Bulk purchases - Electricity	(50 342)	(50 210)	(41 766)	(33 161)	(32 562)	(32 530)	(34 372)	(32 574)	(29 588)	(32 081)	(30 256)	(46 820)	(446 262)
Other materials	(3 379)	(12 675)	(2 865)	(21 025)	(5 203)	(5 476)	(2 841)	(10 981)	(8 978)	(7 648)	(7 924)	(5 780)	(94 773)
Contracted services	(2 157)	(5 366)	(8 292)	(12 475)	(12 924)	(11 684)	(7 494)	(9 365)	(10 168)	(15 579)	(18 074)	(27 320)	(140 899)
Transfers and grants - other												(400)	(400)
Other expenditure	(5 894)	(9 987)	(25 242)	(9 160)	(16 079)	(12 495)	(11 251)	(10 186)	(14 372)	(11 927)	(14 557)	(20 353)	(161 503)
Cash Payments by Type	**(100 284)**	**(116 697)**	**(116 868)**	**(114 519)**	**(124 493)**	**(100 992)**	**(99 078)**	**(103 525)**	**(102 485)**	**(107 086)**	**(110 661)**	**(137 834)**	**(1 334 522)**
Other Cash Flows/Payments by Type													
Capital assets	(586)	(3 017)	(3 103)	(1 031)	(8 303)	(1 086)	(2 238)	(6 693)	(10 592)	(7 858)	(6 475)	3 614	(47 369)
Repayment of borrowing	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(22 478)
Total Cash Payments by Type	**(102 743)**	**(121 587)**	**(121 844)**	**(117 423)**	**(134 669)**	**(103 951)**	**(103 189)**	**(112 092)**	**(114 950)**	**(116 818)**	**(119 009)**	**(136 093)**	**(1 404 368)**
NET INCREASE/(DECREASE) IN CASH HELD	**131 640**	**(42 499)**	**(27 672)**	**(24 465)**	**(2 160)**	**131 184**	**(26 109)**	**13 004**	**(24 504)**	**(22 603)**	**(26 821)**	**(79 190)**	**(196)**
Cash/cash equivalents at the month/year begin:	26 282	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 282
Cash/cash equivalents at the month/year end:	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 086	26 086

Item Description	Medium Term Revenue and Expenditure Framework		
R thousand	**Budget Year 2024/25**	**Budget Year 2025/26**	**Budget Year 2026/27**
Cash Receipts By Source			
Property rates	287 458	303 161	319 834
Service charges - electricity revenue	441 861	511 233	591 496
Service charges - water revenue	154 061	165 228	177 205
Service charges - sanitation revenue	80 167	85 378	90 927
Service charges - refuse revenue	85 833	91 412	97 354
Rental of facilities and equipment	3 665	3 892	4 134
Interest earned - external investments	13 998	12 809	13 385
Interest earned - outstanding debtors	–	–	–
Dividends received	–	–	–
Fines, penalties and forfeits	1 919	2 041	2 171
Licences and permits	33 147	34 991	36 924
Agency services	4 554	4 850	5 166
Transfers and Subsidies - Operational	202 153	211 994	223 454
Other revenue	40 883	32 704	32 853
Cash Receipts by Source	**1 349 699**	**1 459 694**	**1 594 904**
Other Cash Flows by Source			
Transfers and subsidies - capital (monetary allocations)	54 474	52 158	57 374
Total Cash Receipts by Source	**1 404 173**	**1 511 852**	**1 652 278**

Item Description	Medium Term Revenue and Expenditure Framework		
R thousand	**Budget Year 2024/25**	**Budget Year 2025/26**	**Budget Year 2026/27**
Cash Payments by Type			
Employee related costs	(460 157)	(488 959)	(513 508)
Remuneration of councillors	(15 594)	(16 345)	(17 163)
Finance charges	(14 934)	(15 340)	(8 167)
Bulk purchases - Electricity	(446 262)	(531 898)	(615 406)
Bulk purchases - Water & Sewer	–	–	–
Other materials	(94 773)	(100 094)	(107 171)
Contracted services	(140 899)	(128 052)	(130 323)
Transfers and grants - other municipalities	–	–	–
Transfers and grants - other	(400)	(400)	(400)
Other expenditure	(161 503)	(156 829)	(161 751)
Cash Payments by Type	**(1 334 522)**	**(1 437 916)**	**(1 553 888)**
Other Cash Flows/Payments by Type			
Capital assets	(47 369)	(45 354)	(49 890)
Repayment of borrowing	(22 478)	(23 564)	(11 333)
Other Cash Flows/Payments	–	–	–
Total Cash Payments by Type	**(1 404 368)**	**(1 506 835)**	**(1 615 112)**
NET INCREASE/(DECREASE) IN CASH HELD	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the month/year begin:	26 282	26 086	31 102
Cash/cash equivalents at the month/year end:	26 086	31 102	68 268

2.11 ANNUAL BUDGETS AND SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLANS –DIRECTORATES

In terms of section 53 (1)(c)(ii) of the MFMA, the Service Delivery and Budget Implementation Plan (SDBIP) constitutes a detailed plan for implementing the Municipality's delivery of services and its annual budget, which must include the following:

(a) Monthly projections of

- Revenue to be collected, by source; and
- Operational and capital expenditure, by vote.

(b) Service delivery targets and performance indicators for each quarter.

In accordance with Section 53 of the MFMA, the Executive Mayor is required to approve the SDBIP within 28 days after the approval of the budget. Furthermore, the Executive Mayor must ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators, as set out in the SDBIP, are made public within 14 days after the approval of the SDBIP.

The SDBIP gives effect to the IDP and Budget of the Municipality. It includes the service delivery targets and performance indicators for each quarter, which forms the basis for the performance agreements of the Directors. It therefore facilitates oversight over the financial and non-financial performance of the Municipality and allows the Municipal Manager to monitor the performance of the Directors, the Executive Mayor/Council to monitor the performance of the Municipal Manager, and the Community to monitor the performance of the Municipality.

The SDBIP relating to the 2024/25 financial year will be approved by the Executive Mayor during July 2024, following the approval of the Budget.

2.12 LEGISLATION COMPLIANCE STATUS

The following reflects the status of implementation of some of the key MFMA areas:

IDP

A revised 2024/25 IDP has been developed, which will be considered at a Council meeting to be held on 29 March 2024. The IDP includes specific deliverables that form the basis for the Budget and SDBIP. The final version of the revised 2024/25 IDP will be considered at a Council meeting scheduled for 31 May 2024.

Budget

The draft annual budget document has been developed taking the MFMA and National Treasury (NT) requirements into account. Budgets are being tabled and approved within the required legislated timeframes.

Annual Report

The Annual Report has been developed taking the MFMA and NT requirements into account. The 2022/23 Annual Report will be considered at a Council meeting scheduled for 29 March 2024.

Oversight Report

The Municipal Public Accounts Committee has considered the 2022/23 Annual report. Its Oversight Report will be considered at a Council meeting scheduled for 29 March 2024.

In-Year Reporting

The municipality submits the various reports required to the Executive Mayor, Council, and NT on an ongoing basis, in accordance with the MFMA.

Supply Chain Management Policy (SCM)

A Supply Chain Management Policy has been adopted and implemented in accordance with the MFMA and NT requirements.

All the required committee structures are in place. Whilst the municipality is working at making these new processes operate more efficiently and effectively, it is considered that the municipality is currently complying with the MFMA and NT guidelines.

Budget and Treasury

A Budget and Treasury Office has been established in accordance with the MFMA and NT requirements, consisting of a CFO and municipal officials reporting to the CFO.

Audit Committee

An Audit Committee has been established and meets on a quarterly basis.

Internal Audit Function

The Municipality's Internal Audit Function reports to the Municipal Manager and is operating in accordance with an audit plan.

In relation to the 2024/25 financial year and beyond, the municipality plans to focus on the following high priority areas:

- Maintaining its unqualified audit status.
- Further strengthening of the integration and linkages between the IDP, Budget, SDBIP and Annual Report.

Internship Programme

The municipality has a total of five Interns on the Municipal Financial Management Internship programme, as approved by the National Treasury.

Municipal Standard Chart of Accounts (mSCOA)

In accordance with the Municipal Regulations relating to mSCOA, municipalities were required to be compliant with the mSCOA classification framework by 1 July 2017. It is to be noted that the Municipality has been transacting on the mSCOA compliant financial system since July 2017.

2.13 CAPITAL EXPENDITURE DETAILS

Below is the summary of the budgeted capital expenditure.

PROJECT DESCRIPTION	FUNDING	Draft Annual Budget 2024/25	Draft Annual Budget 2025/26	Draft Annual Budget 2026/27
COMMUNITY SERVICES				
Fire Vehicles	District	1 391 304	1 391 304	1 391 304
		1 391 304	**1 391 304**	**1 391 304**
ELECTRO/MECHANICAL SERVICES				
Vehicles	Finance Lease	34 000 000	-	-
Ocean View 1250 Electrification	INEP	3 654 783	6 313 043	6 572 174
Design High Mast Lights	MIG	100 000	1 000 000	2 500 000
		37 754 783	**7 313 043**	**9 072 174**
CIVIL AND WATER SERVICES				
Upgrade of Phillipsville Sportfield	MIG	500 000	7 000 000	2 407 126
Specialised Waste Management Vehicles	MIG	-	500 000	2 728 069
Upgrading Kouga Gravel Roads	MIG	150 000	20 000 000	8 709 360
Design: Upgrading of OceanView Sewer Pipe	MIG	80 500	2 055 151	5 000 000
Upgrading KwaNomzamo WWTW	MIG	29 169 586	1 007 978	-
Design: LA Mer New Sewer Rising Main	MIG	200 000	-	10 028 243
Upgrading of Sewer Pump Stations	MIG	-	-	2 728 069
Upgrading of Loerie Sewer Pump Station	WSIG	150 000	50 000	-
Beach Sewer Pump Station	WSIG	1 287 831	5 886 956	7 826 086
Water Supply Infrastructure	WSIG	3 478 260	-	-
Ageing Water Infrastructure St Francis Bay	WSIG	150 000	50 000	-
South Rivier Bridge Crossing - Main waterline	WSIG	100 000	50 000	-
St Francis Bay Boreholes	WSIG	6 956 517	50 000	-
		42 222 694	**36 650 085**	**39 426 953**
	TOTAL	**81 368 781**	**45 354 432**	**49 890 431**

2.14 MUNICIPAL MANAGER'S QUALITY CERTIFICATION

I, Mr. D De Jager, Acting Municipal Manager of Kouga Municipality, hereby certify that the Draft Annual Budget and Supporting Documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the Draft Annual Budget and Supporting Documents are consistent with the Integrated Development Plan of the Municipality.

Print Name : DAVID DE JAGER

Acting Municipal Manager of Kouga Local Municipality (EC108)

Signature…….

Date:……15 March 2024……

Municipal annual budgets and MTREF & supporting tables

mSCOA Version 6.8

Click for Instructions!

Accountability

Transparency

Information & service delivery

national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Contact details:

Kgomotso Baloyi
National Treasury
Tel: (012) 315-5866
Electronic submissions:
LG Upload Portal

Preparation Instructions

Municipality Name:	EC108 Kouga
CFO Name:	Riaaz Naziem Lorgat
Tel:	042 200 2045
Fax:	0
E-Mail:	rlorgat@kouga.gov.za
Budget for MTREF starting:	2024
Budget Year:	2024/25
Does this municipality have Entities?	No
If YES: Identify type of report:	Consolidated Informati

LGDB Export

Name Votes & Sub-Votes

Printing Instructions

Showing / Hiding Columns

Hide Pre-audit columns on all

Hide Reference columns on all

Showing / Clearing Highlights

Clear Highlights on all sheets

Important documents which provide essential assistance

MFMA Budget Circulars	Click to view
MBRR Budget Formats Guide	Click to view
Dummy Budget Guide	Click to view
Funding Compliance Guide	Click to view
MFMA Return Forms	Click to view

Organisational Structure Votes	Complete Votes & Sub-Votes		Select Org. Structure
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	Vote 1	OFFICE OF THE MUNICIPAL MANAGER	
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGE	1,1	Municipal Manager	1.1 - Municipal Manager
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	1,2	Performance Management	1.2 - Performance Management
Vote 4 - COMMUNITY SERVICES	1,3	Integrated Development	1.3 - Integrated Development
Vote 5 - CIVIL AND WATER SERVICES	1,4	Risk and Internal Audit	1.4 - Risk and Internal Audit
Vote 6 - ELECTRO/MECHANICAL SERVICES	1,5	[Name of sub-vote]	
Vote 7 - PLANNING AND DEVELOPMENT	1,6	[Name of sub-vote]	
Vote 8 - [NAME OF VOTE 8]	1,7	[Name of sub-vote]	
Vote 9 - [NAME OF VOTE 9]	1,8	[Name of sub-vote]	
Vote 10 - [NAME OF VOTE 10]	1,9	[Name of sub-vote]	
Vote 11 - [NAME OF VOTE 11]	1.10	[Name of sub-vote]	
Vote 12 - [NAME OF VOTE 12]	Vote 2	OFFICE OF THE DEPUTY MUNICIPAL MANAGER	
Vote 13 - [NAME OF VOTE 13]	2,1	Deputy Municipal Manager	2.1 - Deputy Municipal Manager
Vote 14 - [NAME OF VOTE 14]	2,2	Executive Council	2.2 - Executive Council
Vote 15 - [NAME OF VOTE 15]	2,3	Administrative Office Of The Executive Mayor / Speaker	2.3 - Administrative Office Of The Executive Mayor / Speaker
	2,4	Administration and Auxiliary Services	2.4 - Administration and Auxiliary Services
	2,5	Communications	2.5 - Communications
	2,6	Human Resources Management	2.6 - Human Resources Management
	2,7	Information Communication Technology (Ict)	2.7 - Information Communication Technology (Ict)
	2,8	Legal Services	2.8 - Legal Services
	2,9	Strategic Projects	2.9 - Strategic Projects
	2.10	[Name of sub-vote]	
	Vote 3	FINANCE AND ECONOMIC DEVELOPMENT	
	3,1	Chief Financial Officer	3.1 - Chief Financial Officer
	3,2	Assets; Funding And Investments Management	3.2 - Assets; Funding And Investments Management
	3,3	Budget And Treasury	3.3 - Budget And Treasury
	3,4	Expenditure	3.4 - Expenditure
	3,5	Revenue	3.5 - Revenue
	3,6	Supply Chain Management	3.6 - Supply Chain Management
	3,7	Economic Development And Tourism	3.7 - Economic Development And Tourism
	3,8	[Name of sub-vote]	
	3,9	[Name of sub-vote]	
	3.10	[Name of sub-vote]	
	Vote 4	COMMUNITY SERVICES	
	4,1	Director:Community Services	4.1 - Director:Community Services
	4,2	Disaster Management And Fire Services	4.2 - Disaster Management And Fire Services
	4,3	Parks And Community Amenities	4.3 - Parks And Community Amenities
	4,4	Safety And Security	4.4 - Safety And Security
	4,5	Waste And Environmental Management	4.5 - Waste And Environmental Management
	4,6	[Name of sub-vote]	
	4,7	[Name of sub-vote]	
	4,8	[Name of sub-vote]	
	4,9	[Name of sub-vote]	
	4.10	[Name of sub-vote]	
	Vote 5	CIVIL AND WATER SERVICES	
	5,1	Director:Civil and Water Services	5.1 - Director:Civil and Water Services
	5,2	Management and Administration	5.2 - Management and Administration
	5,3	Roads and Stormwater	5.3 - Roads and Stormwater
	5,4	Project Management Unit (Pmu)	5.4 - Project Management Unit (Pmu)
	5,5	Sanitation	5.5 - Sanitation
	5,6	Sewerage	5.6 - Sewerage
	5,7	Wastewater Treatment Works (WWTW)	5.7 - Wastewater Treatment Works (WWTW)
	5,8	Water	5.8 - Water
	5,9	Water Treatment Works (WTW)	5.9 - Water Treatment Works (WTW)
	5.10	Water Services Authority (WSA)	5.10 - Water Services Authority (WSA)
	Vote 6	ELECTRO/MECHANICAL SERVICES	
	6,1	Director:Electro/Mechanical Services	6.1 - Director:Electro/Mechanical Services
	6,2	Management and Administration	6.2 - Management and Administration
	6,3	Electrical:Kouga	6.3 - Electrical:Kouga
	6,4	Electrical:Humansdorp	6.4 - Electrical:Humansdorp
	6,5	Electrical:St Francis Bay / Cape St Francis / Oyster Bay	6.5 - Electrical:St Francis Bay / Cape St Francis / Oyster Bay
	6,6	Renewable, Control and Special Projects	6.6 - Renewable, Control and Special Projects
	6,7	Fleet and Workshop	6.7 - Fleet and Workshop
	6,8	Mechanical	6.8 - Mechanical
	6,9	[Name of sub-vote]	
	6.10	[Name of sub-vote]	
	Vote 7	PLANNING AND DEVELOPMENT	
	7,1	Director:Planning and Development	7.1 - Director:Planning and Development
	7,2	Building Control	7.2 - Building Control
	7,3	Human Settlement	7.3 - Human Settlement
	7,4	Land and Property Administration	7.4 - Land and Property Administration
	7,5	Town and Regional Planning	7.5 - Town and Regional Planning
	7,6	[Name of sub-vote]	
	7,7	[Name of sub-vote]	
	7,8	[Name of sub-vote]	
	7,9	[Name of sub-vote]	
	7.10	[Name of sub-vote]	
	Vote 8	[NAME OF VOTE 8]	
	8,1	[Name of sub-vote]	
	8,2	[Name of sub-vote]	
	8,3	[Name of sub-vote]	
	8,4	[Name of sub-vote]	
	8,5	[Name of sub-vote]	
	8,6	[Name of sub-vote]	
	8,7	[Name of sub-vote]	
	8,8	[Name of sub-vote]	
	8,9	[Name of sub-vote]	
	8.10	[Name of sub-vote]	
	Vote 9	[NAME OF VOTE 9]	
	9,1	[Name of sub-vote]	
	9,2	[Name of sub-vote]	
	9,3	[Name of sub-vote]	
	9,4	[Name of sub-vote]	
	9,5	[Name of sub-vote]	
	9,6	[Name of sub-vote]	
	9,7	[Name of sub-vote]	
	9,8	[Name of sub-vote]	
	9,9	[Name of sub-vote]	
	9.10	[Name of sub-vote]	
	Vote 10	[NAME OF VOTE 10]	
	10,1	[Name of sub-vote]	

Organisational Structure Votes	Complete Votes & Sub-Votes	Select Org. Structure
10,2	[Name of sub-vote]	
10,3	[Name of sub-vote]	
10,4	[Name of sub-vote]	
10,5	[Name of sub-vote]	
10,6	[Name of sub-vote]	
10,7	[Name of sub-vote]	
10,8	[Name of sub-vote]	
10,9	[Name of sub-vote]	
10.10	[Name of sub-vote]	
Vote 11	**[NAME OF VOTE 11]**	
11,1	[Name of sub-vote]	
11,2	[Name of sub-vote]	
11,3	[Name of sub-vote]	
11,4	[Name of sub-vote]	
11,5	[Name of sub-vote]	
11,6	[Name of sub-vote]	
11,7	[Name of sub-vote]	
11,8	[Name of sub-vote]	
11,9	[Name of sub-vote]	
11.10	[Name of sub-vote]	
Vote 12	**[NAME OF VOTE 12]**	
12,1	[Name of sub-vote]	
12,2	[Name of sub-vote]	
12,3	[Name of sub-vote]	
12,4	[Name of sub-vote]	
12,5	[Name of sub-vote]	
12,6	[Name of sub-vote]	
12,7	[Name of sub-vote]	
12,8	[Name of sub-vote]	
12,9	[Name of sub-vote]	
12.10	[Name of sub-vote]	
Vote 13	**[NAME OF VOTE 13]**	
13,1	[Name of sub-vote]	
13,2	[Name of sub-vote]	
13,3	[Name of sub-vote]	
13,4	[Name of sub-vote]	
13,5	[Name of sub-vote]	
13,6	[Name of sub-vote]	
13,7	[Name of sub-vote]	
13,8	[Name of sub-vote]	
13,9	[Name of sub-vote]	
13.10	[Name of sub-vote]	
Vote 14	**[NAME OF VOTE 14]**	
14,1	[Name of sub-vote]	
14,2	[Name of sub-vote]	
14,3	[Name of sub-vote]	
14,4	[Name of sub-vote]	
14,5	[Name of sub-vote]	
14,6	[Name of sub-vote]	
14,7	[Name of sub-vote]	
14,8	[Name of sub-vote]	
14,9	[Name of sub-vote]	
14.10	[Name of sub-vote]	
Vote 15	**[NAME OF VOTE 15]**	
15,1	[Name of sub-vote]	
15,2	[Name of sub-vote]	
15,3	[Name of sub-vote]	
15,4	[Name of sub-vote]	
15,5	[Name of sub-vote]	
15,6	[Name of sub-vote]	
15,7	[Name of sub-vote]	
15,8	[Name of sub-vote]	
15,9	[Name of sub-vote]	
15.10	[Name of sub-vote]	

EC108 Kouga - Contact Information

A. GENERAL INFORMATION

Municipality	EC108 Kouga
Grade	0
Province	EC EASTERN CAPE
Web Address	www.kouga.gov.za
E-mail Address	0

1 Grade in terms of the Remuneration of Public Office Bearers Act.

B. CONTACT INFORMATION

Postal address:	
P.O. Box	P O Box 21
City / Town	JEFFREYS BAY
Postal Code	6330
Street address	
Building	Kouga Municipality
Street No. & Name	33 Da Gama Road
City / Town	JEFFREYS BAY
Postal Code	6330
General Contacts	
Telephone number	042 200 2200
Fax number	042 200 8606

C. POLITICAL LEADERSHIP

Speaker:		**Secretary/PA to the Speaker:**	
ID Number	6,61124E+12	ID Number	9,20706E+12
Title	Mr	Title	Ms
Name	Brenton Williams	Name	Noyise Khwahla
Telephone number	042 200 2021	Telephone number	042 200 2021
Cell number	083 5496795	Cell number	738310999
Fax number	086 529 7923	Fax number	086 529 7923
E-mail address	paspeaker@kouga.gov.za	E-mail address	paspeaker@kouga.gov.za

Mayor/Executive Mayor:		**Secretary/PA to the Mayor/Executive Mayor:**	
ID Number	820209 5010 082	ID Number	9,50126E+12
Title	Mr	Title	Ms
Name	Chris Hattingh Bornman	Name	Yolanda Jordan
Telephone number	042 200 2021	Telephone number	43 200 2021
Cell number	084 240 5226	Cell number	794514211
Fax number	086 529 7923	Fax number	086 529 7923
E-mail address	pamayor@kouga.gov.za	E-mail address	pamayor@kouga.gov.za

Deputy Mayor/Executive Mayor:		**Secretary/PA to the Deputy Mayor/Executive Mayor:**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

D. MANAGEMENT LEADERSHIP

Municipal Manager:		**Secretary/PA to the Municipal Manager:**	
ID Number	671015 5014 085	ID Number	830923 0220 086
Title	Mr	Title	Mrs
Name	Charl du Plessis	Name	Joezay Reed
Telephone number	042 200 2046	Telephone number	042 200 2046
Cell number	083 300 0126	Cell number	067 106-2225
Fax number	086 521 4099	Fax number	086 521 4099
E-mail address	cduplessis@kouga.gov.za	E-mail address	jreed@kouga.gov.za

Chief Financial Officer		**Secretary/PA to the Chief Financial Officer**	
ID Number	8202175222086	ID Number	6812270093083
Title	Mr	Title	Ms
Name	Riaaz Naziem Lorgat	Name	Avis Meyer

Telephone number	042 200 2045	Telephone number	042 200 2045
Cell number	084 845 4470	Cell number	081 339 6465
Fax number	0	Fax number	0
E-mail address	rlorgat@kouga.gov.za	E-mail address	ameyer@kouga.gov.za
Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	830303 5059 088	ID Number	800520 5376 081
Title	Mr	Title	Mr
Name	Shukree Abrahams	Name	Zandisile Gongqoba
Telephone number	0422002200	Telephone number	0422002200
Cell number	083 265 4372	Cell number	0812199498
Fax number	0	Fax number	0
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Fax number	0	Fax number	0
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Official responsible for submitting financial information		**Official responsible for submitting financial information**	
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Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0
Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0
Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0
Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0
Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0
Official responsible for submitting financial information		**Official responsible for submitting financial information**	
ID Number	0	ID Number	0
Title	0	Title	0
Name	0	Name	0

Telephone number	0	Telephone number	0
Cell number	0	Cell number	0
Fax number	0	Fax number	0
E-mail address	0	E-mail address	0

EC108 Kouga - Table A1 Budget Summary

Description	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousands	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Financial Performance										
Property rates	210 205	224 326	259 514	281 488	281 488	281 488	–	297 076	313 303	330 535
Service charges	469 219	470 854	547 619	621 867	602 433	602 433	6 428	664 354	745 068	836 841
Investment revenue	4 192	3 225	6 824	4 598	11 674	11 674	–	13 998	12 809	13 385
Transfer and subsidies - Operational	166 982	153 901	177 339	190 883	197 730	197 730	–	202 153	211 994	223 454
Other own revenue	36 543	98 954	193 879	60 121	204 086	204 086	–	215 040	229 107	244 120
Total Revenue (excluding capital transfers and contributions)	887 140	951 260	1 185 175	1 158 957	1 297 411	1 297 411	6 428	1 392 621	1 512 282	1 648 335
Employee costs	335 334	343 042	364 306	447 813	441 256	441 256	–	471 877	502 140	528 366
Remuneration of councillors	12 780	13 395	13 700	15 140	15 140	15 140	–	15 594	16 345	17 163
Depreciation and amortisation	89 713	98 211	124 787	109 663	109 663	109 663	–	117 798	123 884	129 229
Interest	3 422	4 587	8 059	2 090	5 750	5 750	–	17 404	17 757	11 519
Inventory consumed and bulk purchases	325 733	388 268	382 970	458 626	457 866	457 866	–	494 918	577 037	657 043
Transfers and subsidies	761	458	709	924	1 124	1 124	400	400	400	400
Other expenditure	220 345	234 522	373 435	234 060	405 992	405 992	–	387 679	393 798	411 479
Total Expenditure	988 089	1 082 483	1 267 965	1 268 316	1 436 791	1 436 791	400	1 505 669	1 631 362	1 755 199
Surplus/(Deficit)	(100 948)	(131 223)	(82 789)	(109 359)	(139 380)	(139 380)	6 028	(113 048)	(119 080)	(106 864)
Transfers and subsidies - capital (monetary allocations)	46 787	74 143	102 222	75 561	94 462	94 462	–	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	(54 162)	(57 080)	19 433	(33 798)	(44 919)	(44 919)	6 028	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) for the year	(54 162)	(57 080)	19 433	(33 798)	(44 919)	(44 919)	6 028	(58 574)	(66 923)	(49 490)
Capital expenditure & funds sources										
Capital expenditure	49 635	131 505	113 966	79 343	121 690	121 690	–	81 369	45 354	49 890
Transfers recognised - capital	(5 692)	25 319	64 491	65 883	86 544	86 544	–	47 369	45 354	49 890
Borrowing	–	–	8 786	–	–	–	–	34 000	–	–
Internally generated funds	(49 917)	105 860	40 688	13 460	35 146	35 146	–	–	–	–
Total sources of capital funds	(55 609)	131 179	113 966	79 343	121 690	121 690	–	81 369	45 354	49 890
Financial position										
Total current assets	292 547	255 718	352 526	154 622	196 456	196 456	–	196 260	201 276	238 442
Total non current assets	2 334 038	2 317 884	2 305 137	2 302 442	2 328 913	2 328 913	–	2 292 484	2 213 954	2 134 616
Total current liabilities	245 872	258 284	340 668	154 259	213 556	213 556	–	225 392	213 601	202 708
Total non current liabilities	351 917	445 777	458 741	255 035	255 754	255 754	–	270 953	276 153	294 364
Community wealth/Equity	2 258 916	2 067 945	2 087 378	2 047 771	2 056 059	2 056 059	64 282	1 992 399	1 925 476	1 875 986
Cash flows										
Net cash from (used) operating	1 629 225	1 873 976	1 685 644	86 487	55 205	55 205	–	69 651	73 935	98 389
Net cash from (used) investing	3 137	(52 882)	(73 924)	(79 343)	(121 690)	(121 690)	–	(47 369)	(45 354)	(49 890)
Net cash from (used) financing	2 698	2 648	5 387	(10 091)	(12 169)	(12 169)	–	(22 478)	(23 564)	(11 333)
Cash/cash equivalents at the year end	1 776 093	1 877 136	1 644 957	5 596	26 282	26 282	–	26 086	31 102	68 268
Cash backing/surplus reconciliation										
Cash and investments available	52 678	27 851	104 935	5 596	26 282	26 282	–	26 086	31 102	68 268
Application of cash and investments	91 738	89 925	146 433	(9 200)	20 861	20 861	–	21 301	21 741	22 182
Balance - surplus (shortfall)	(39 060)	(62 074)	(41 498)	14 795	5 420	5 420	–	4 785	9 361	46 086
Asset management										
Asset register summary (WDV)	2 334 038	2 317 884	2 305 137	2 302 442	2 328 913	2 328 913		2 292 484	2 213 954	2 134 616
Depreciation	89 713	98 211	124 787	109 663	109 663	109 663		117 798	123 884	129 229
Renewal and Upgrading of Existing Assets	13 568	(27 009)	(30 185)	53 225	89 996	89 996		35 036	14 045	22 990
Repairs and Maintenance	68 513	46 751	47 672	60 689	59 605	59 605		218 381	233 320	245 952
Free services										
Cost of Free Basic Services provided	49 635	54 430	28 956	37 089	38 098	38 098		66 720	71 730	77 158
Revenue cost of free services provided	20 190	20 695	7 953	29 261	17 793	17 793		–	–	–
Households below minimum service level										
Water:	–	–	–	–	–	–		–	–	–
Sanitation/sewerage:	–	–	–	–	–	–		–	–	–
Energy:	–	–	–	–	–	–		–	–	–
Refuse:	–	–	–	–	–	–		–	–	–

EC108 Kouga - Table A2 Budgeted Financial Performance (revenue and expenditure by functional classification)

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue - Functional										
Governance and administration		**316 505**	**333 876**	**572 832**	**422 639**	**558 025**	**558 025**	**590 750**	**621 613**	**655 502**
Executive and council		926	509	2 464	106	135	135	142	148	155
Finance and administration		315 579	333 368	570 368	422 533	557 890	557 890	590 608	621 465	655 347
Internal audit		–	–	–	–	–	–	–	–	–
Community and public safety		**12 619**	**28 684**	**22 893**	**16 716**	**37 059**	**37 059**	**18 317**	**19 225**	**20 187**
Community and social services		2 427	2 469	2 427	2 437	2 435	2 435	2 460	2 486	2 515
Sport and recreation		5 800	7 082	8 640	10 338	10 802	10 802	11 504	12 252	13 048
Public safety		1 529	1 654	2 748	1 378	1 604	1 604	1 857	1 874	1 892
Housing		–	14 499	5 849	–	19 841	19 841	–	–	–
Health		2 863	2 979	3 230	2 563	2 378	2 378	2 496	2 613	2 733
Economic and environmental services		**15 708**	**17 119**	**30 867**	**37 432**	**50 432**	**50 432**	**45 763**	**47 066**	**50 111**
Planning and development		7 589	8 376	6 461	8 083	9 690	9 690	10 252	10 839	11 529
Road transport		6 952	7 341	7 002	6 910	13 003	13 003	9 599	8 631	9 192
Environmental protection		1 167	1 402	17 404	22 439	27 739	27 739	25 912	27 596	29 390
Trading services		**589 095**	**645 723**	**660 805**	**757 731**	**746 356**	**746 356**	**792 266**	**876 535**	**979 909**
Energy sources		310 687	342 458	313 432	408 372	370 684	370 684	409 585	476 287	550 222
Water management		108 540	119 239	195 564	161 300	182 887	182 887	177 913	182 860	197 609
Waste water management		96 238	106 057	99 252	113 711	116 065	116 065	123 062	130 371	139 404
Waste management		73 630	77 969	52 557	74 347	76 720	76 720	81 707	87 018	92 674
Other	4	–	–	–	–	–	–	–	–	–
Total Revenue - Functional	2	**933 927**	**1 025 402**	**1 287 398**	**1 234 518**	**1 391 872**	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional										
Governance and administration		**222 313**	**88 487**	**384 164**	**306 226**	**323 646**	**323 646**	**361 817**	**369 436**	**377 649**
Executive and council		50 007	49 469	54 920	64 558	60 112	60 112	60 669	63 460	65 420
Finance and administration		172 304	38 998	329 172	241 417	263 075	263 075	300 625	305 578	311 781
Internal audit		2	20	73	251	460	460	523	398	449
Community and public safety		**93 963**	**96 183**	**98 259**	**121 818**	**119 186**	**119 186**	**140 104**	**145 522**	**151 964**
Community and social services		9 090	9 661	8 230	12 897	13 558	13 558	13 952	14 331	14 956
Sport and recreation		49 442	50 299	50 562	63 813	60 909	60 909	75 205	78 127	81 461
Public safety		23 565	25 178	26 931	30 247	30 280	30 280	33 254	34 943	36 726
Housing		6 238	5 149	5 390	7 037	6 606	6 606	9 703	9 753	10 088
Health		5 628	5 896	7 146	7 824	7 832	7 832	7 991	8 368	8 732
Economic and environmental services		**141 070**	**121 347**	**121 915**	**158 670**	**303 538**	**303 538**	**287 839**	**306 635**	**325 294**
Planning and development		34 140	36 832	24 223	31 432	35 970	35 970	31 456	29 720	31 225
Road transport		103 535	81 947	86 259	118 681	254 766	254 766	246 274	266 817	283 816
Environmental protection		3 395	2 568	11 434	8 556	12 802	12 802	10 109	10 098	10 254
Trading services		**529 617**	**772 743**	**657 391**	**674 375**	**682 411**	**682 411**	**715 909**	**809 769**	**900 291**
Energy sources		291 126	350 166	333 777	424 020	427 457	427 457	454 724	534 317	611 385
Water management		95 724	188 198	155 030	103 892	107 011	107 011	108 542	116 361	122 468
Waste water management		80 145	107 586	92 857	85 015	84 300	84 300	88 779	93 970	98 663
Waste management		62 622	126 792	75 728	61 449	63 643	63 643	63 864	65 121	67 774
Other	4	**1 125**	**3 725**	**6 236**	**7 227**	**8 010**	**8 010**	–	–	–
Total Expenditure - Functional	3	**988 089**	**1 082 483**	**1 267 965**	**1 268 316**	**1 436 791**	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year		**(54 162)**	**(57 080)**	**19 433**	**(33 798)**	**(44 919)**	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes

2. Total Revenue by functional classification must reconcile to Total Operating Revenue shown in Budgeted Financial Performance (revenue and expenditure)

3. Total Expenditure by Functional Classification must reconcile to Total Operating Expenditure shown in Budgeted Financial Performance (revenue and expenditure)

4. All amounts must be classified under a functional classification . The GFS function 'Other' is only for Abbatoirs, Air Transport, Forestry, Licensing and Regulation, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification.

EC108 Kouga - Table A2 Budgeted Financial Performance (revenue and expenditure by functional classification)

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue - Functional										
Municipal governance and administration		**316 505**	**333 876**	**572 832**	**422 639**	**558 025**	**558 025**	**590 750**	**621 613**	**655 502**
Executive and council		926	509	2 464	106	135	135	142	148	155
Mayor and Council		867	354	2 368	–	–	–	–	–	–
Municipal Manager, Town Secretary and Chief Executive		59	154	97	106	135	135	142	148	155
Finance and administration		315 579	333 368	570 368	422 533	557 890	557 890	590 608	621 465	655 347
Administrative and Corporate Support		–	–	10 433	1 290	451	451	473	495	517
Asset Management		1 500	1 721	1 034	1 000	1 000	1 000	1 000	1 000	1 000
Finance		325 904	323 261	425 713	409 736	421 753	421 753	445 890	467 447	491 425
Fleet Management		–	–	1	–	1	1	2	2	2
Human Resources		506	654	686	654	654	654	500	500	500
Information Technology		–	–	–	–	–	–	–	–	–
Legal Services		–	–	–	–	–	–	–	–	–
Marketing, Customer Relations, Publicity and Media Co-ordination		–	–	–	–	–	–	–	–	–
Property Services		(15 397)	1 720	0	–	–	–	–	–	–
Risk Management		–	–	–	–	–	–	–	–	–
Security Services		3 066	5 881	132 501	9 853	134 031	134 031	142 743	152 021	161 903
Supply Chain Management		0	131	–	–	–	–	–	–	–
Valuation Service		–	–	–	–	–	–	–	–	–
Internal audit		–	–	–	–	–	–	–	–	–
Governance Function		–	–	–	–	–	–	–	–	–
Community and public safety		**12 619**	**28 684**	**22 893**	**16 716**	**37 059**	**37 059**	**18 317**	**19 225**	**20 187**
Community and social services		**2 427**	**2 469**	**2 427**	**2 437**	**2 435**	**2 435**	**2 460**	**2 486**	**2 515**
Aged Care		–	–	–	–	–	–	–	–	–
Agricultural		–	–	–	–	–	–	–	–	–
Animal Care and Diseases		–	–	–	–	–	–	–	–	–
Cemeteries, Funeral Parlours and Crematoriums		377	417	372	387	384	384	409	435	463
Child Care Facilities		–	–	–	–	–	–	–	–	–
Community Halls and Facilities		–	–	–	–	–	–	–	–	–
Consumer Protection		–	–	–	–	–	–	–	–	–
Cultural Matters		–	–	–	–	–	–	–	–	–
Disaster Management		–	–	–	–	–	–	–	–	–
Education		–	–	–	–	–	–	–	–	–
Indigenous and Customary Law		–	–	–	–	–	–	–	–	–
Industrial Promotion		–	–	–	–	–	–	–	–	–
Language Policy		–	–	–	–	–	–	–	–	–
Libraries and Archives		2 051	2 052	2 055	2 050	2 051	2 051	2 051	2 051	2 051
Literacy Programmes		–	–	–	–	–	–	–	–	–
Media Services		–	–	–	–	–	–	–	–	–
Museums and Art Galleries		–	–	–	–	–	–	–	–	–

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Population Development		–	–	–	–	–	–	–	–	–
Provincial Cultural Matters		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Zoo's		–	–	–	–	–	–	–	–	–
Sport and recreation		**5 800**	**7 082**	**8 640**	**10 338**	**10 802**	**10 802**	**11 504**	**12 252**	**13 048**
Beaches and Jetties		4 694	4 800	6 570	7 858	8 254	8 254	8 791	9 362	9 970
Casinos, Racing, Gambling, Wagering		–	–	–	–	–	–	–	–	–
Community Parks (including Nurseries)		–	–	15	–	(0)	(0)	–	–	–
Recreational Facilities		1 106	2 282	2 039	2 479	2 548	2 548	2 713	2 890	3 078
Sports Grounds and Stadiums		–	–	15	–	–	–	–	–	–
Public safety		**1 529**	**1 654**	**2 748**	**1 378**	**1 604**	**1 604**	**1 857**	**1 874**	**1 892**
Civil Defence		–	–	–	–	–	–	–	–	–
Cleansing		–	–	–	–	–	–	–	–	–
Control of Public Nuisances		–	–	–	–	–	–	–	–	–
Fencing and Fences		–	–	–	–	–	–	–	–	–
Fire Fighting and Protection		1 529	1 654	2 748	1 378	1 604	1 604	1 857	1 874	1 892
Licensing and Control of Animals		–	–	–	–	–	–	–	–	–
Police Forces, Traffic and Street Parking Control		–	–	–	–	–	–	–	–	–
Pounds		–	–	–	–	–	–	–	–	–
Housing		**–**	**14 499**	**5 849**	**–**	**19 841**	**19 841**	**–**	**–**	**–**
Housing		–	14 499	5 849	–	19 841	19 841	–	–	–
Informal Settlements		–	–	–	–	–	–	–	–	–
Health		**2 863**	**2 979**	**3 230**	**2 563**	**2 378**	**2 378**	**2 496**	**2 613**	**2 733**
Ambulance		–	–	–	–	–	–	–	–	–
Health Services		2 863	2 979	3 230	2 563	2 378	2 378	2 496	2 613	2 733
Laboratory Services		–	–	–	–	–	–	–	–	–
Food Control		–	–	–	–	–	–	–	–	–
Health Surveillance and Prevention of Communicable Diseases		–	–	–	–	–	–	–	–	–
Vector Control		–	–	–	–	–	–	–	–	–
Chemical Safety		–	–	–	–	–	–	–	–	–
Economic and environmental services		**15 708**	**17 119**	**30 867**	**37 432**	**50 432**	**50 432**	**45 763**	**47 066**	**50 111**
Planning and development		**7 589**	**8 376**	**6 461**	**8 083**	**9 690**	**9 690**	**10 252**	**10 839**	**11 529**
Billboards		–	–	–	–	–	–	–	–	–
Corporate Wide Strategic Planning (IDPs, LEDs)		–	–	–	–	–	–	–	–	–
Central City Improvement District		–	–	–	–	–	–	–	–	–
Development Facilitation		–	–	–	–	–	–	–	–	–
Economic Development/Planning		–	–	–	–	–	–	–	–	–
Regional Planning and Development		–	–	–	–	–	–	–	–	–
Town Planning, Building Regulations and Enforcement, and City		6 011	6 706	4 666	6 215	7 947	7 947	8 424	8 929	9 465
Project Management Unit		1 579	1 671	1 795	1 868	1 743	1 743	1 828	1 910	2 064
Provincial Planning		–	–	–	–	–	–	–	–	–

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Support to Local Municipalities		–	–	–	–	–	–	–	–	–
Road transport		**6 952**	**7 341**	**7 002**	**6 910**	**13 003**	**13 003**	**9 599**	**8 631**	**9 192**
Public Transport		–	–	–	–	–	–	–	–	–
Road and Traffic Regulation		5 898	5 898	5 798	4 452	7 609	7 609	8 104	8 631	9 192
Roads		1 054	1 443	1 204	2 458	5 394	5 394	1 495	–	–
Taxi Ranks		–	–	–	–	–	–	–	–	–
Environmental protection		**1 167**	**1 402**	**17 404**	**22 439**	**27 739**	**27 739**	**25 912**	**27 596**	**29 390**
Biodiversity and Landscape		–	–	–	–	–	–	–	–	–
Coastal Protection		–	–	–	–	–	–	–	–	–
Indigenous Forests		–	–	–	–	–	–	–	–	–
Nature Conservation		1 167	1 402	–	2 116	2 101	2 101	2 237	2 383	2 537
Pollution Control		–	–	17 404	20 324	25 638	25 638	23 675	25 214	26 853
Soil Conservation		–	–	–	–	–	–	–	–	–
Trading services		**589 095**	**645 723**	**660 805**	**757 731**	**746 356**	**746 356**	**792 266**	**876 535**	**979 909**
Energy sources		**310 687**	**342 458**	**313 432**	**408 372**	**370 684**	**370 684**	**409 585**	**476 287**	**550 222**
Electricity		310 687	342 458	313 432	408 372	370 684	370 684	409 585	476 287	550 222
Street Lighting and Signal Systems		–	–	–	–	–	–	–	–	–
Nonelectric Energy		–	–	–	–	–	–	–	–	–
Water management		**108 540**	**119 239**	**195 564**	**161 300**	**182 887**	**182 887**	**177 913**	**182 860**	**197 609**
Water Treatment		–	–	–	–	–	–	–	–	–
Water Distribution		108 540	119 239	195 564	161 300	182 887	182 887	177 913	182 860	197 609
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		**96 238**	**106 057**	**99 252**	**113 711**	**116 065**	**116 065**	**123 062**	**130 371**	**139 404**
Public Toilets		–	–	–	–	–	–	–	–	–
Sewerage		96 238	106 057	99 252	113 711	116 065	116 065	123 062	130 371	139 404
Storm Water Management		–	–	–	–	–	–	–	–	–
Waste Water Treatment		–	–	–	–	–	–	–	–	–
Waste management		**73 630**	**77 969**	**52 557**	**74 347**	**76 720**	**76 720**	**81 707**	**87 018**	**92 674**
Recycling		–	–	–	–	–	–	–	–	–
Solid Waste Disposal (Landfill Sites)		73 630	77 969	52 557	74 347	76 720	76 720	81 707	87 018	92 674
Solid Waste Removal		–	–	–	–	–	–	–	–	–
Street Cleaning		–	–	–	–	–	–	–	–	–
Other		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Abattoirs		–	–	–	–	–	–	–	–	–
Air Transport		–	–	–	–	–	–	–	–	–
Forestry		–	–	–	–	–	–	–	–	–
Licensing and Regulation		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Tourism		–	–	–	–	–	–	–	–	–
Total Revenue - Functional	2	**933 927**	**1 025 402**	**1 287 398**	**1 234 518**	**1 391 872**	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional										

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Municipal governance and administration		**222 313**	**88 487**	**384 164**	**306 226**	**323 646**	**323 646**	**361 817**	**369 436**	**377 649**
Executive and council		50 007	49 469	54 920	64 558	60 112	60 112	60 669	63 460	65 420
Mayor and Council		26 828	25 729	30 038	30 961	29 715	29 715	27 833	29 329	29 926
Municipal Manager, Town Secretary and Chief Executive		23 179	23 740	24 882	33 598	30 397	30 397	32 836	34 131	35 494
Finance and administration		172 304	38 998	329 172	241 417	263 075	263 075	300 625	305 578	311 781
Administrative and Corporate Support		50 032	36 464	47 182	47 720	48 124	48 124	50 790	49 953	53 540
Asset Management		9 612	8 629	6 225	9 432	9 647	9 647	12 217	9 689	10 187
Finance		53 692	(81 725)	186 308	76 395	92 643	92 643	118 420	121 829	120 437
Fleet Management		–	45	11 579	10 589	11 882	11 882	11 437	11 797	12 289
Human Resources		12 743	24 868	15 176	17 791	18 125	18 125	26 277	27 871	28 068
Information Technology		9 534	11 574	12 341	19 397	19 889	19 889	20 983	21 327	21 425
Legal Services		–	–	3 580	5 500	5 511	5 511	2 028	2 279	2 531
Marketing, Customer Relations, Publicity and Media Co-ordination		–	–	1 298	4 314	3 134	3 134	3 950	4 050	4 156
Property Services		–	–	–	–	–	–	–	–	–
Risk Management		27	562	226	167	–	–	–	–	–
Security Services		30 981	32 776	37 729	39 608	43 279	43 279	42 630	44 324	46 100
Supply Chain Management		5 683	5 805	7 528	10 504	10 841	10 841	11 894	12 458	13 050
Valuation Service		–	–	–	–	–	–	–	–	–
Internal audit		2	20	73	251	460	460	523	398	449
Governance Function		2	20	73	251	460	460	523	398	449
Community and public safety		**93 963**	**96 183**	**98 259**	**121 818**	**119 186**	**119 186**	**140 104**	**145 522**	**151 964**
Community and social services		**9 090**	**9 661**	**8 230**	**12 897**	**13 558**	**13 558**	**13 952**	**14 331**	**14 956**
Aged Care		–	–	–	–	–	–	–	–	–
Agricultural		19	–	–	–	–	–	–	–	–
Animal Care and Diseases		–	–	–	–	–	–	–	–	–
Cemeteries, Funeral Parlours and Crematoriums		1 218	887	695	3 451	3 451	3 451	3 638	3 557	3 699
Child Care Facilities		–	–	–	–	–	–	–	–	–
Community Halls and Facilities		–	127	3	–	–	–	–	–	–
Consumer Protection		–	–	–	–	–	–	–	–	–
Cultural Matters		–	–	–	–	–	–	–	–	–
Disaster Management		678	396	338	1 185	1 784	1 784	1 840	1 901	1 965
Education		–	–	–	–	–	–	–	–	–
Indigenous and Customary Law		–	–	–	–	–	–	–	–	–
Industrial Promotion		–	–	–	–	–	–	–	–	–
Language Policy		–	–	–	–	–	–	–	–	–
Libraries and Archives		6 225	6 888	7 187	8 261	8 322	8 322	8 474	8 874	9 292
Literacy Programmes		–	–	–	–	–	–	–	–	–
Media Services		950	1 364	7	–	–	–	–	–	–
Museums and Art Galleries		–	–	–	–	–	–	–	–	–
Population Development		–	–	–	–	–	–	–	–	–
Provincial Cultural Matters		–	–	–	–	–	–	–	–	–

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Theatres		–	–	–	–	–	–	–	–	–
Zoo's		–	–	–	–	–	–	–	–	–
Sport and recreation		**49 442**	**50 299**	**50 562**	**63 813**	**60 909**	**60 909**	**75 205**	**78 127**	**81 461**
Beaches and Jetties		11 759	12 727	11 077	15 890	13 990	13 990	23 557	24 442	25 430
Casinos, Racing, Gambling, Wagering		–	–	–	–	–	–	–	–	–
Community Parks (including Nurseries)		28 043	28 367	29 709	36 809	35 434	35 434	38 172	39 669	41 543
Recreational Facilities		2 308	2 726	3 623	3 824	3 804	3 804	5 558	5 723	5 898
Sports Grounds and Stadiums		7 333	6 479	6 152	7 290	7 682	7 682	7 918	8 293	8 591
Public safety		**23 565**	**25 178**	**26 931**	**30 247**	**30 280**	**30 280**	**33 254**	**34 943**	**36 726**
Civil Defence		–	–	–	–	–	–	–	–	–
Cleansing		–	–	–	–	–	–	–	–	–
Control of Public Nuisances		–	–	–	–	–	–	–	–	–
Fencing and Fences		–	–	–	–	–	–	–	–	–
Fire Fighting and Protection		23 565	25 178	26 931	30 247	30 280	30 280	33 254	34 943	36 726
Licensing and Control of Animals		–	–	–	–	–	–	–	–	–
Police Forces, Traffic and Street Parking Control		–	–	–	–	–	–	–	–	–
Pounds		–	–	–	–	–	–	–	–	–
Housing		**6 238**	**5 149**	**5 390**	**7 037**	**6 606**	**6 606**	**9 703**	**9 753**	**10 088**
Housing		6 238	5 149	5 390	7 037	6 606	6 606	9 703	9 753	10 088
Informal Settlements		–	–	–	–	–	–	–	–	–
Health		**5 628**	**5 896**	**7 146**	**7 824**	**7 832**	**7 832**	**7 991**	**8 368**	**8 732**
Ambulance		–	–	–	–	–	–	–	–	–
Health Services		5 628	5 896	7 146	7 824	7 832	7 832	7 991	8 368	8 732
Laboratory Services		–	–	–	–	–	–	–	–	–
Food Control		–	–	–	–	–	–	–	–	–
Health Surveillance and Prevention of Communicable Diseases		–	–	–	–	–	–	–	–	–
Vector Control		–	–	–	–	–	–	–	–	–
Chemical Safety		–	–	–	–	–	–	–	–	–
Economic and environmental services		**141 070**	**121 347**	**121 915**	**158 670**	**303 538**	**303 538**	**287 839**	**306 635**	**325 294**
Planning and development		**34 140**	**36 832**	**24 223**	**31 432**	**35 970**	**35 970**	**31 456**	**29 720**	**31 225**
Billboards		–	–	–	–	–	–	–	–	–
Corporate Wide Strategic Planning (IDPs, LEDs)		1 989	1 878	1 051	2 412	2 328	2 328	2 603	2 774	2 831
Central City Improvement District		–	–	–	–	–	–	–	–	–
Development Facilitation		–	–	–	–	–	–	–	–	–
Economic Development/Planning		2 013	3 524	2 836	6 368	7 757	7 757	1 869	1 754	1 790
Regional Planning and Development		–	–	–	–	–	–	–	–	–
Town Planning, Building Regulations and Enforcement, and City		28 487	29 695	18 461	18 518	21 661	21 661	22 730	20 728	21 918
Project Management Unit		1 652	1 735	1 875	4 134	4 224	4 224	4 255	4 465	4 686
Provincial Planning		–	–	–	–	–	–	–	–	–
Support to Local Municipalities		–	–	–	–	–	–	–	–	–
Road transport		**103 535**	**81 947**	**86 259**	**118 681**	**254 766**	**254 766**	**246 274**	**266 817**	**283 816**

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Public Transport		–	–	–	–	–	–	–	–	–
Road and Traffic Regulation		10 705	10 604	11 897	13 288	134 414	134 414	136 702	152 074	161 672
Roads		92 829	71 343	74 361	105 393	120 351	120 351	109 571	114 743	122 144
Taxi Ranks		–	–	–	–	–	–	–	–	–
Environmental protection		**3 395**	**2 568**	**11 434**	**8 556**	**12 802**	**12 802**	**10 109**	**10 098**	**10 254**
Biodiversity and Landscape		–	–	–	–	–	–	–	–	–
Coastal Protection		–	–	–	–	–	–	–	–	–
Indigenous Forests		–	–	–	–	–	–	–	–	–
Nature Conservation		7	4	6	23	8	8	24	24	24
Pollution Control		3 388	2 564	11 428	8 534	12 794	12 794	10 085	10 074	10 230
Soil Conservation		–	–	–	–	–	–	–	–	–
Trading services		**529 617**	**772 743**	**657 391**	**674 375**	**682 411**	**682 411**	**715 909**	**809 769**	**900 291**
Energy sources		**291 126**	**350 166**	**333 777**	**424 020**	**427 457**	**427 457**	**454 724**	**534 317**	**611 385**
Electricity		291 126	350 166	333 777	424 020	427 457	427 457	454 724	534 317	611 385
Street Lighting and Signal Systems		–	–	–	–	–	–	–	–	–
Nonelectric Energy		–	–	–	–	–	–	–	–	–
Water management		**95 724**	**188 198**	**155 030**	**103 892**	**107 011**	**107 011**	**108 542**	**116 361**	**122 468**
Water Treatment		–	–	–	–	–	–	–	–	–
Water Distribution		95 724	188 198	155 030	103 892	107 011	107 011	108 542	116 361	122 468
Water Storage		–	–	–	–	–	–	–	–	–
Waste water management		**80 145**	**107 586**	**92 857**	**85 015**	**84 300**	**84 300**	**88 779**	**93 970**	**98 663**
Public Toilets		–	–	–	–	–	–	–	–	–
Sewerage		80 145	107 586	92 857	85 015	84 300	84 300	88 779	93 970	98 663
Storm Water Management		–	–	–	–	–	–	–	–	–
Waste Water Treatment		–	–	–	–	–	–	–	–	–
Waste management		**62 622**	**126 792**	**75 728**	**61 449**	**63 643**	**63 643**	**63 864**	**65 121**	**67 774**
Recycling		–	–	–	–	–	–	–	–	–
Solid Waste Disposal (Landfill Sites)		62 622	126 593	75 708	61 449	63 643	63 643	63 864	65 121	67 774
Solid Waste Removal		–	199	20	–	–	–	–	–	–
Street Cleaning		–	–	–	–	–	–	–	–	–
Other		**1 125**	**3 725**	**6 236**	**7 227**	**8 010**	**8 010**	**–**	**–**	**–**
Abattoirs		–	–	–	–	–	–	–	–	–
Air Transport		–	–	–	–	–	–	–	–	–
Forestry		–	–	–	–	–	–	–	–	–
Licensing and Regulation		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Tourism		1 125	3 725	6 236	7 227	8 010	8 010	–	–	–
Total Expenditure - Functional	3	**988 089**	**1 082 483**	**1 267 965**	**1 268 316**	**1 436 791**	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year		**(54 162)**	**(57 080)**	**19 433**	**(33 798)**	**(44 919)**	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist national and international accounts and comparison

Functional Classification Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27

2. Total Revenue by Functional Classification must reconcile to total operating revenue shown in Financial Performance (revenue and expenditure)

3. Total Expenditure by Functional Classification must reconcile to total operating expenditure shown in Financial Performance (revenue and expenditure)

4. All amounts must be classified under a Functional classification. The GFS function 'Other' is only for Abbatoirs, Air Transport, Forestry, Licensing and Regulation, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		1 432	663	679	1 194	789	789	1 115	1 143	1 172
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		107 839	86 713	148 613	410 736	422 753	422 753	446 890	468 447	492 425
Vote 4 - COMMUNITY SERVICES		12 256	13 932	14 281	127 808	263 317	263 317	276 782	294 491	313 345
Vote 5 - CIVIL AND WATER SERVICES		1 579	1 671	1 795	280 192	306 542	306 542	304 298	315 141	339 078
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	408 372	370 684	370 684	409 586	476 288	550 224
Vote 7 - PLANNING AND DEVELOPMENT		–	–	–	6 215	27 788	27 788	8 424	8 929	9 465
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	**123 107**	**102 979**	**165 368**	**1 234 518**	**1 391 872**	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote *to be appropriated*	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		17 859	21 168	25 273	39 841	38 166	38 166	31 456	32 681	34 019
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		34 561	35 326	36 027	113 288	112 376	112 376	128 955	131 727	136 388
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		4 587	(26 139)	10 147	95 922	113 131	113 131	142 064	143 474	143 136
Vote 4 - COMMUNITY SERVICES		32 618	31 549	33 307	240 505	369 557	369 557	386 594	410 377	430 778
Vote 5 - CIVIL AND WATER SERVICES		7 905	4 383	6 348	315 072	334 137	334 137	316 288	334 913	353 575
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	425 261	427 457	427 457	466 160	546 114	623 674
Vote 7 - PLANNING AND DEVELOPMENT		2 455	3 481	2 930	38 427	41 967	41 967	34 152	32 074	33 629
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	**99 986**	**69 768**	**114 031**	**1 268 316**	**1 436 791**	**1 436 791**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) for the year	2	**23 121**	**33 211**	**51 337**	**(33 798)**	**(44 919)**	**(44 919)**	**(58 574)**	**(66 923)**	**(49 490)**

References

1. Insert 'Vote'; e.g. department, if different to functional classification structure

2. Must reconcile to Budgeted Financial Performance (revenue and expenditure)

3. Assign share in 'associate' to relevant Vote

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–
1.1 - Municipal Manager		–	–	–	–	–	–	–	–	–
1.2 - Performance Management		–	–	–	–	–	–	–	–	–
1.3 - Integrated Development		–	–	–	–	–	–	–	–	–
1.4 - Risk and Internal Audit		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		**1 432**	**663**	**679**	**1 194**	**789**	**789**	**1 115**	**1 143**	**1 172**
2.1 - Deputy Municipal Manager		59	9	97	106	135	135	142	148	155
2.2 - Executive Council		0	–	(104)	–	–	–	–	–	–
2.3 - Administrative Office Of The Executive Mayor / Speaker		867	–	–	–	–	–	–	–	–
2.4 - Administration and Auxiliary Services		–	–	–	435	–	–	473	495	517
2.5 - Communications		–	–	–	–	–	–	–	–	–
2.6 - Human Resources Management		506	654	686	654	654	654	500	500	500
2.7 - Information Communication Technology (Ict)		–	–	–	–	–	–	–	–	–
2.8 - Legal Services		–	–	–	–	–	–	–	–	–
2.9 - Strategic Projects		–	–	–	–	–	–	–	–	–
		–	–	–	–	–	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		**107 839**	**86 713**	**148 613**	**410 736**	**422 753**	**422 753**	**446 890**	**468 447**	**492 425**
3.1 - Chief Financial Officer		107 839	86 713	148 613	113 737	111 415	111 415	118 695	124 368	129 497
3.2 - Assets; Funding And Investments Management		–	–	–	1 000	1 000	1 000	1 000	1 000	1 000
3.3 - Budget And Treasury		–	–	–	414	298	298	15 721	14 595	15 387
3.4 - Expenditure		–	–	–	6 318	13 394	13 394	313	327	342
3.5 - Revenue		–	–	–	289 267	296 646	296 646	311 161	328 157	346 199
3.6 - Supply Chain Management		–	–	–	–	–	–	–	–	–
3.7 - Economic Development And Tourism		–	–	–	–	–	–	–	–	–
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Vote 4 - COMMUNITY SERVICES		**12 256**	**13 932**	**14 281**	**127 808**	**263 317**	**263 317**	**276 782**	**294 491**	**313 345**
4.1 - Director:Community Services		–	–	–	4 553	4 535	4 535	–	–	–
4.2 - Disaster Management And Fire Services		–	–	–	10 338	10 802	10 802	1 857	1 874	1 892
4.3 - Parks And Community Amenities		9 394	10 953	11 051	2 563	2 378	2 378	16 201	17 121	18 100
4.4 - Safety And Security		–	–	–	15 683	143 244	143 244	150 847	160 652	171 094

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
4.5 - Waste And Environmental Management		2 863	2 979	3 230	94 671	102 358	102 358	107 878	114 844	122 259
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Vote 5 - CIVIL AND WATER SERVICES		**1 579**	**1 671**	**1 795**	**280 192**	**306 542**	**306 542**	**304 298**	**315 141**	**339 078**
5.1 - Director:Civil and Water Services		–	–	–				–	–	–
5.2 - Management and Administration		–	–	–	3 313	5 846	5 846	–	–	–
5.3 - Roads and Stormwater		–	–	–	–	–	–	1 495	–	–
5.4 - Project Management Unit (Pmu)		1 579	1 671	1 795	1 868	1 743	1 743	1 828	1 910	2 064
5.5 - Sanitation		–	–	–	–	–	–	–	–	–
5.6 - Sewerage		–	–	–	113 711	116 065	116 065	123 062	130 371	139 404
5.7 - Wastewater Treatment Works (WWTW)		–	–	–	–	–	–	–	–	–
5.8 - Water		–	–	–	161 300	182 887	182 887	177 913	182 860	197 609
5.9 - Water Treatment Works (WTW)		–	–	–	–	–	–	–	–	–
5.10 - Water Services Authority (WSA)		–	–	–	–	–	–	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES		**–**	**–**	**–**	**408 372**	**370 684**	**370 684**	**409 586**	**476 288**	**550 224**
6.1 - Director:Electro/Mechanical Services		–	–	–	–	–	–	–	–	–
6.2 - Management and Administration		–	–	–	–	–	–	–	–	–
6.3 - Electrical:Kouga		–	–	–	408 372	370 684	370 684	409 585	476 287	550 222
6.4 - Electrical:Humansdorp		–	–	–	–	–	–	–	–	–
6.5 - Electrical:St Francis Bay / Cape St Francis / Oyster Bay		–	–	–	–	–	–	–	–	–
6.6 - Renewable, Control and Special Projects		–	–	–	–	–	–	–	–	–
6.7 - Fleet and Workshop		–	–	–	–	–	–	2	2	2
6.8 - Mechanical		–	–	–	–	–	–	–	–	–
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Vote 7 - PLANNING AND DEVELOPMENT		**–**	**–**	**–**	**6 215**	**27 788**	**27 788**	**8 424**	**8 929**	**9 465**
7.1 - Director:Planning and Development		–	–	–	–	–	–	–	–	–
7.2 - Building Control		–	–	–	–	–	–	–	–	–
7.3 - Human Settlement		–	–	–	–	19 841	19 841	–	–	–
7.4 - Land and Property Administration		–	–	–	–	–	–	–	–	–
7.5 - Town and Regional Planning		–	–	–	6 215	7 947	7 947	8 424	8 929	9 465
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EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–	–	–
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Total Revenue by Vote	2	**123 107**	**102 979**	**165 368**	**1 234 518**	**1 391 872**	**1 391 872**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote	1									
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		**17 859**	**21 168**	**25 273**	**39 841**	**38 166**	**38 166**	**31 456**	**32 681**	**34 019**
1.1 - Municipal Manager		14 267	16 871	20 465	34 080	32 362	32 362	25 026	26 027	27 080
1.2 - Performance Management		1 888	1 973	3 459				3 304	3 482	3 659
1.3 - Integrated Development		1 675	1 743	1 051				2 603	2 774	2 831
1.4 - Risk and Internal Audit		30	582	298	5 762	5 803	5 803	523	398	449
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Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		**34 561**	**35 326**	**36 027**	**113 288**	**112 376**	**112 376**	**128 955**	**131 727**	**136 388**
2.1 - Deputy Municipal Manager		1 551	1 527	315	2 067	501	501	383	384	385
2.2 - Executive Council		24 769	24 098	27 508	30 961	29 715	29 715	27 833	29 329	29 926
2.3 - Administrative Office Of The Executive Mayor / Speaker		–	–	–						
2.4 - Administration and Auxiliary Services		–	–	–	43 152	43 607	43 607	47 486	46 471	49 881
2.5 - Communications		950	1 330	1 307				3 950	4 050	4 156
2.6 - Human Resources Management		3 850	4 249	3 317	17 711	18 125	18 125	26 277	27 871	28 068
2.7 - Information Communication Technology (Ict)		–	–	–	19 397	19 889	19 889	20 983	21 327	21 425
2.8 - Legal Services		3 441	4 121	3 580		540	540	2 028	2 279	2 531
2.9 - Strategic Projects		–	–	–				16	17	18
		–	–	–						
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		**4 587**	**(26 139)**	**10 147**	**95 922**	**113 131**	**113 131**	**142 064**	**143 474**	**143 136**
3.1 - Chief Financial Officer		2 064	(31 907)	2 823	2 064	3 146	3 146	3 411	3 493	3 624
3.2 - Assets; Funding And Investments Management		–	–	–	9 437	9 647	9 647	12 217	9 689	10 187
3.3 - Budget And Treasury		–	–	–	7 243	6 598	6 598	28 605	29 419	23 754
3.4 - Expenditure		–	–	–	12 772	16 335	16 335	8 206	8 600	9 014

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
3.5 - Revenue		–	–	–	53 902	66 564	66 564	61 079	64 140	67 480
3.6 - Supply Chain Management		–	–	–	10 504	10 841	10 841	11 894	12 458	13 050
3.7 - Economic Development And Tourism		2 523	5 768	7 324				16 652	15 675	16 027
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Vote 4 - COMMUNITY SERVICES		**32 618**	**31 549**	**33 307**	**240 505**	**369 557**	**369 557**	**386 594**	**410 377**	**430 778**
4.1 - Director:Community Services		3 824	2 323	2 429	14 909	14 952	14 952	2 887	2 991	3 101
4.2 - Disaster Management And Fire Services		–	–	–	1 600	2 199	2 199	35 504	37 254	39 101
4.3 - Parks And Community Amenities		23 167	23 228	23 732	63 066	60 163	60 163	86 931	90 172	94 067
4.4 - Safety And Security		–	–	–	90 947	215 806	215 806	179 332	196 398	207 772
4.5 - Waste And Environmental Management		5 628	5 998	7 146	69 983	76 437	76 437	81 940	83 562	86 737
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Vote 5 - CIVIL AND WATER SERVICES		**7 905**	**4 383**	**6 348**	**315 072**	**334 137**	**334 137**	**316 288**	**334 913**	**353 575**
5.1 - Director:Civil and Water Services		2 444	1 448	577	6 273	6 426	6 426	2 321	2 419	2 523
5.2 - Management and Administration		3 809	1 199	3 896	119 892	136 400	136 400	2 808	2 941	3 078
5.3 - Roads and Stormwater		–	–	–				109 571	114 743	122 144
5.4 - Project Management Unit (Pmu)		1 652	1 735	1 875				4 267	4 478	4 699
5.5 - Sanitation		–	–	–	–	–	–	4 614	4 685	4 755
5.6 - Sewerage		–	–	–	85 015	84 300	84 300	84 166	89 286	93 908
5.7 - Wastewater Treatment Works (WWTW)		–	–	–	–	–	–	–	–	–
5.8 - Water		–	–	–	103 892	107 011	107 011	108 533	116 353	122 458
5.9 - Water Treatment Works (WTW)		–	–	–	–	–	–	–	–	–
5.10 - Water Services Authority (WSA)		–	–	–	–	–	–	8	9	9
Vote 6 - ELECTRO/MECHANICAL SERVICES		**–**	**–**	**–**	**425 261**	**427 457**	**427 457**	**466 160**	**546 114**	**623 674**
6.1 - Director:Electro/Mechanical Services		–	–	–	–	–	–	1 552	1 619	1 689
6.2 - Management and Administration		–	–	–	1 242	–	–	–	–	–
6.3 - Electrical:Kouga		–	–	–	424 020	427 457	427 457	453 159	532 685	609 682
6.4 - Electrical:Humansdorp		–	–	–	–	–	–	–	–	–
6.5 - Electrical:St Francis Bay / Cape St Francis / Oyster Bay		–	–	–	–	–	–	–	–	–
6.6 - Renewable, Control and Special Projects		–	–	–	–	–	–	13	13	14
6.7 - Fleet and Workshop		–	–	–	–	–	–	11 335	11 797	12 289
6.8 - Mechanical		–	–	–	–	–	–	102	–	–
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EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Vote 7 - PLANNING AND DEVELOPMENT		**2 455**	**3 481**	**2 930**	**38 427**	**41 967**	**41 967**	**34 152**	**32 074**	**33 629**
7.1 - Director:Planning and Development		1 821	2 001	1 182	2 107	769	769	1 995	2 084	2 178
7.2 - Building Control		–	–	–		–	–	475	497	520
7.3 - Human Settlement		–	–	–	7 037	6 606	6 606	9 703	9 753	10 088
7.4 - Land and Property Administration		634	1 480	1 748				2 533	2 451	2 522
7.5 - Town and Regional Planning		–	–	–	29 283	34 591	34 591	19 446	17 289	18 321
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Vote 8 - [NAME OF VOTE 8]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
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Vote 9 - [NAME OF VOTE 9]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
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Vote 10 - [NAME OF VOTE 10]		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
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EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–

EC108 Kouga - Table A3 Budgeted Financial Performance (revenue and expenditure by municipal vote)A

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–
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Total Expenditure by Vote	2	99 986	69 768	114 031	1 268 316	1 436 791	1 436 791	1 505 669	1 631 362	1 755 199
Surplus/(Deficit) for the year	2	23 121	33 211	51 337	(33 798)	(44 919)	(44 919)	(58 574)	(66 923)	(49 490)

References

1. Insert 'Vote'; e.g. Department, if different to Functional structure

2. Must reconcile to Financial Performance ('Revenue and Expenditure by Functional Classification' and 'Revenue and Expenditure')

3. Assign share in 'associate' to relevant Vote

EC108 Kouga - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue											
Exchange Revenue											
Service charges - Electricity	2	281 916	317 993	306 477	390 731	352 780	352 780	(763)	397 583	460 004	532 224
Service charges - Water	2	80 983	44 968	117 400	101 425	118 603	118 603	5 129	127 202	136 424	146 315
Service charges - Waste Water Management	2	52 346	53 366	61 797	63 314	64 268	64 268	2 063	68 446	72 895	77 633
Service charges - Waste Management	2	53 974	54 526	61 945	66 396	66 782	66 782	-	71 123	75 745	80 669
Sale of Goods and Rendering of Services		8 159	9 582	9 189	7 790	9 000	9 000		9 533	10 095	10 689
Agency services		–	2 560	2 678	1 000	4 276	4 276		4 554	4 850	5 166
Interest		–	–	–	–	–	–		–	–	–
Interest earned from Receivables		8 281	12 104	20 845	18 595	30 145	30 145		32 335	34 757	37 376
Interest earned from Current and Non Current Assets		4 192	3 225	6 824	4 598	11 674	11 674		13 998	12 809	13 385
Dividends		–	–	–	–	–	–		–	–	–
Rent on Land		–	–	–	–	–	–		–	–	–
Rental from Fixed Assets		2 347	3 094	2 570	3 295	2 999	2 999		3 187	3 385	3 595
Licence and permits		2 724	2 488	2 677	3 021	2 677	2 677		2 851	3 037	3 234
Operational Revenue		1 052	3 805	1 200	2 174	4 116	4 116		1 955	1 976	1 998
Non-Exchange Revenue											
Property rates	2	210 205	224 326	259 514	281 488	281 488	281 488	-	297 076	313 303	330 535
Surcharges and Taxes		–	–	–	–	–	–		–	–	–
Fines, penalties and forfeits		3 308	5 881	132 853	10 334	134 597	134 597		143 343	152 658	162 577
Licences or permits		8 914	7 105	7 195	10 668	11 053	11 053		11 772	12 537	13 352
Transfer and subsidies - Operational		166 982	153 901	177 339	190 883	197 730	197 730		202 153	211 994	223 454
Interest		1 700	1 775	3 729	3 244	5 223	5 223		5 510	5 813	6 133
Fuel Levy		–	–	–	–	–	–		–	–	–
Operational Revenue		–	50 436	–	–	–	–		–	–	–
Gains on disposal of Assets		57	(8)	31	–	(0)	(0)		–	–	–
Other Gains		0	131	10 913	–	–	–		–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)		**887 140**	**951 260**	**1 185 175**	**1 158 957**	**1 297 411**	**1 297 411**	**6 428**	**1 392 621**	**1 512 282**	**1 648 335**
Expenditure											
Employee related costs	2	335 334	343 042	364 306	447 813	441 256	441 256	–	471 877	502 140	528 366
Remuneration of councillors		12 780	13 395	13 700	15 140	15 140	15 140		15 594	16 345	17 163
Bulk purchases - electricity	2	254 058	295 222	291 888	364 280	354 710	354 710	–	386 299	462 520	535 135
Inventory consumed	8	71 675	93 046	91 082	94 345	103 156	103 156		108 619	114 517	121 908
Debt impairment	3	12	51 154	119 944	28 314	173 540	173 540	–	158 246	176 273	188 877
Depreciation and amortisation		89 713	98 211	124 787	109 663	109 663	109 663	–	117 798	123 884	129 229
Interest		3 422	4 587	8 059	2 090	5 750	5 750		17 404	17 757	11 519
Contracted services		95 785	75 039	87 336	104 476	128 147	128 147	–	125 787	114 007	116 078
Transfers and subsidies		761	458	709	924	1 124	1 124	400	400	400	400
Irrecoverable debts written off		31 523	8 553	87 459	7 305	13 835	13 835		9 359	10 227	11 197
Operational costs		91 018	89 476	76 926	93 964	90 470	90 470	–	94 287	93 291	95 326
Losses on disposal of Assets		2 047	10 267	1 345	–	–	–	–	–	–	–
Other Losses		(40)	34	425	–	–	–	–	–	–	–
Total Expenditure		**988 089**	**1 082 483**	**1 267 965**	**1 268 316**	**1 436 791**	**1 436 791**	**400**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit)		**(100 948)**	**(131 223)**	**(82 789)**	**(109 359)**	**(139 380)**	**(139 380)**	**6 028**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)	6	46 787	74 143	102 222	75 561	94 462	94 462		54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	6	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		**(54 162)**	(57 080)	19 433	**(33 798)**	**(44 919)**	**(44 919)**	6 028	**(58 574)**	**(66 923)**	**(49 490)**
Income Tax		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after income tax		**(54 162)**	(57 080)	19 433	(33 798)	(44 919)	(44 919)	6 028	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Joint Venture		–	–	–	–	–	–	–	–	–	–
Share of Surplus/Deficit attributable to Minorities		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) attributable to municipality		**(54 162)**	(57 080)	19 433	(33 798)	(44 919)	(44 919)	6 028	(58 574)	(66 923)	(49 490)
Share of Surplus/Deficit attributable to Associate	7	–	–	–	–	–	–	–	–	–	–
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) for the year	1	**(54 162)**	**(57 080)**	**19 433**	**(33 798)**	**(44 919)**	**(44 919)**	**6 028**	**(58 574)**	**(66 923)**	**(49 490)**

References

1. Classifications are revenue sources and expenditure type

2. Detail to be provided in Table SA1

3. Previously described as 'bad or doubtful debts' - amounts shown should reflect the change in the provision for debt impairment

4. Expenditure type components previously shown under repairs and maintenance should be allocated back to the originating expenditure group/item; e.g. employee costs

5. Repairs & maintenance detailed in Table A9 and Table SA34c

6. Contributions are funds provided by external organisations to assist with infrastructure development; e.g. developer contributions (detail to be provided in Table SA1)

7. Equity method (Includes Joint Ventures)

8. All materials not part of 'bulk' e.g road making materials, pipe, cable etc.

EC108 Kouga - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital expenditure - Vote											
Multi-year expenditure ***to be appropriated***	2										
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	140	12	10	48	48	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		372	2 125	295	750	2 664	2 664	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		2 157	139	–	700	1 422	1 422	–	–	–	–
Vote 4 - COMMUNITY SERVICES		5 209	459	158	1 362	4 199	4 199	–	–	–	–
Vote 5 - CIVIL AND WATER SERVICES		3 344	2 786	(0)	56 868	85 263	85 263	–	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	19 652	4 970	4 970	–	–	–	–
Vote 7 - PLANNING AND DEVELOPMENT		–	125	–	–	19 841	19 841	–	–	–	–
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]		–	–	–	–	–	–	–	–	–	–
Capital multi-year expenditure sub-total		**11 082**	**5 773**	**466**	**79 343**	**118 407**	**118 407**	**–**	**–**	**–**	**–**
Single-year expenditure ***to be appropriated***	2										
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	23	–	55	55	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		23 180	(3 467)	–	–	–	–	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		–	–	–	–	15	15	–	–	–	–
Vote 4 - COMMUNITY SERVICES		139	71	–	–	1 800	1 800	–	1 391	1 391	1 391
Vote 5 - CIVIL AND WATER SERVICES		5 196	539	–	–	266	266	–	42 223	36 650	39 427
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	–	1 146	1 146	–	37 755	7 313	9 072
Vote 7 - PLANNING AND DEVELOPMENT		–	378	–	–	–	–	–	–	–	–
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]		–	–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total		**28 515**	**(2 479)**	**23**	**–**	**3 283**	**3 283**	**–**	**81 369**	**45 354**	**49 890**
Total Capital Expenditure - Vote	3,7	**39 597**	**3 294**	**489**	**79 343**	**121 690**	**121 690**	**–**	**81 369**	**45 354**	**49 890**
Capital Expenditure - Functional											
Governance and administration		**(35 771)**	**21 446**	**11 436**	**760**	**4 960**	**4 960**	**–**	**34 000**	**–**	**–**
Executive and council		274	(1 224)	307	760	1 096	1 096		–	–	–
Finance and administration		(36 044)	22 670	11 106	–	3 808	3 808		34 000	–	–
Internal audit		–	–	23	–	55	55		–	–	–

EC108 Kouga - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Community and public safety		**20 773**	**40 796**	**339**	**1 362**	**23 041**	**23 041**	**–**	**1 391**	**1 391**	**1 391**
Community and social services		–	71	–	–	–	–		–	–	–
Sport and recreation		14 386	8 049	339	–	200	200		–	–	–
Public safety		6 338	32 676	–	1 362	3 000	3 000		1 391	1 391	1 391
Housing		340	–	–	–	19 841	19 841		–	–	–
Health		(290)	–	–	–	–	–		–	–	–
Economic and environmental services		**79 056**	**(65 092)**	**13 080**	**6 497**	**16 297**	**16 297**	**–**	**650**	**27 500**	**13 845**
Planning and development		(3 225)	(28 456)	(161)	3 157	9 127	9 127		500	7 500	5 135
Road transport		49 509	(36 891)	13 241	3 339	6 771	6 771		150	20 000	8 709
Environmental protection		32 772	255	–	–	400	400		–	–	–
Trading services		**(16 582)**	**134 355**	**89 111**	**70 124**	**77 392**	**77 392**	**–**	**45 327**	**16 463**	**34 655**
Energy sources		5 624	2 447	(47 280)	19 652	6 117	6 117		3 755	7 313	9 072
Water management		7 172	96 459	124 204	26 087	32 608	32 608		10 685	150	–
Waste water management		(29 114)	17 527	3 400	24 385	36 867	36 867		30 888	9 000	25 582
Waste management		(263)	17 921	8 786	–	1 800	1 800	–	–	–	–
Other		**2 157**	**–**	**–**	**600**	**–**	**–**	**–**	**–**	**–**	**–**
Total Capital Expenditure - Functional	3,7	**49 635**	**131 505**	**113 966**	**79 343**	**121 690**	**121 690**	**–**	**81 369**	**45 354**	**49 890**
Funded by:											
National Government		(11 405)	(6 792)	64 491	64 521	63 703	63 703		45 977	43 963	48 499
Provincial Government		–	–	–	–	19 841	19 841		–	–	–
District Municipality		5 713	32 111	–	1 362	3 000	3 000		1 391	1 391	1 391
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)		–	–	–	–	–	–		–	–	–
Transfers recognised - capital	4	**(5 692)**	**25 319**	**64 491**	**65 883**	**86 544**	**86 544**	**–**	**47 369**	**45 354**	**49 890**
Public contributions & donations	5	–	–	–	–	–	–		–	–	–
Borrowing	6	–	–	8 786	–	–	–		34 000	–	–
Internally generated funds		(49 917)	105 860	40 688	13 460	35 146	35 146		–	–	–
Total Capital Funding	7	**(55 609)**	**131 179**	**113 966**	**79 343**	**121 690**	**121 690**	**–**	**81 369**	**45 354**	**49 890**

References

1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for yr2 and yr3).

2. Include capital component of PPP unitary payment. Note that capital transfers are only appropriated to municipalities for the budget year

3. Capital expenditure by functional classification must reconcile to the appropriations by vote

4. Must reconcile to supporting table SA20 and to Budgeted Financial Performance (revenue and expenditure)

5. Must reconcile to Budgeted Financial Performance (revenue and expenditure)

6. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17

7. Total Capital Funding must balance with Total Capital Expenditure

8. Include any capitalised interest (MFMA section 46) as part of relevant capital budget

EC108 Kouga - Table A5 Budgeted Capital Expenditure by vote, functional classification and funding

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework			Multi-year appropriation for Budget Year 2024/25 in the 2023/24 Annual Budget				Multi-year appropriation for 2025/26 in the 2023/24 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital expenditure - Municipal Vote																						
Multi-year expenditure appropriation	2																					
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	140	12	10	48	48	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
1.1 - Municipal Manager		–	140	12	–	38	38		–	–	–				–				–	–	–	–
1.2 - Performance Management		–	–	–	–	–	–		–	–	–				–				–	–	–	–
1.3 - Integrated Development		–	–	–	10	10	10		–	–	–				–				–	–	–	–
1.4 - Risk and Internal Audit		–	–	–	–	–	–		–	–	–				–				–	–	–	–
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		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		372	2 125	295	750	2 664	2 664	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
2.1 - Deputy Municipal Manager		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
2.2 - Executive Council		182	2 104	295	750	1 029	1 029		–	–	–				–				–	–	–	–
2.3 - Administrative Office Of The Executive Mayor / Speaker		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
2.4 - Administration and Auxiliary Services		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
2.5 - Communications		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
2.6 - Human Resources Management		190	22	–	–	–	–	–	–	–	–				–				–	–	–	–
2.7 - Information Communication Technology (Ict)		–	–	–	–	1 635	1 635	–	–	–	–				–				–	–	–	–
2.8 - Legal Services		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
2.9 - Strategic Projects		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		2 157	139	–	700	1 422	1 422	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
3.1 - Chief Financial Officer		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
3.2 - Assets; Funding And Investments Management		–	–	–	–	902	902	–	–	–	–				–				–	–	–	–
3.3 - Budget And Treasury		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
3.4 - Expenditure		–	–	–	–	140	140	–	–	–	–				–				–	–	–	–
3.5 - Revenue		–	–	–	–	170	170	–	–	–	–				–				–	–	–	–
3.6 - Supply Chain Management		–	–	–	–	110	110	–	–	–	–				–				–	–	–	–
3.7 - Economic Development And Tourism		2 157	139	–	700	100	100	–	–	–	–				–				–	–	–	–
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Vote 4 - COMMUNITY SERVICES		5 209	459	158	1 362	4 199	4 199	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
4.1 - Director:Community Services		21	–	–	–	29	29		–	–	–				–				–	–	–	–
4.2 - Disaster Management And Fire Services		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
4.3 - Parks And Community Amenities		5 478	459	158	–	200	200	–	–	–	–				–				–	–	–	–
4.4 - Safety And Security		–	–	–	1 362	3 570	3 570	–	–	–	–				–				–	–	–	–
4.5 - Waste And Environmental Management		(290)	–	–	–	400	400	–	–	–	–				–				–	–	–	–
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Vote 5 - CIVIL AND WATER SERVICES		3 344	2 786	(0)	56 868	85 263	85 263	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
5.1 - Director:Civil and Water Services		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
5.2 - Management and Administration		–	–	–	3 339	6 771	6 771	–	–	–	–				–				–	–	–	–
5.3 - Roads and Stormwater		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
5.4 - Project Management Unit (Pmu)		3 344	2 786	(0)	3 057	9 017	9 017		–	–	–				–				–	–	–	–
5.5 - Sanitation		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
5.6 - Sewerage		–	–	–	24 385	36 867	36 867	–	–	–	–				–				–	–	–	–
5.7 - Wastewater Treatment Works (WWTW)		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
5.8 - Water		–	–	–	26 087	32 608	32 608	–	–	–	–				–				–	–	–	–
5.9 - Water Treatment Works (WTW)		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
5.10 - Water Services Authority (WSA)		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	19 652	4 970	4 970	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
6.1 - Director:Electro/Mechanical Services		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.2 - Management and Administration		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.3 - Electrical:Kouga		–	–	–	19 652	4 970	4 970	–	–	–	–				–				–	–	–	–
6.4 - Electrical:Humansdorp		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.5 - Electrical:St Francis Bay / Cape St Francis / Oyster Bay		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.6 - Renewable, Control and Special Projects		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.7 - Fleet and Workshop		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
6.8 - Mechanical		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
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Vote 7 - PLANNING AND DEVELOPMENT		–	125	–	–	19 841	19 841	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
7.1 - Director:Planning and Development		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
7.2 - Building Control		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework			Multi-year appropriation for Budget Year 2024/25 in the 2023/24 Annual Budget				Multi-year appropriation for 2025/26 in the 2023/24 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
7.3 - Human Settlement		–	–	–	–	19 841	19 841	–	–	–	–				–				–	–	–	–
7.4 - Land and Property Administration		–	125	–	–	–	–	–	–	–	–				–				–	–	–	–
7.5 - Town and Regional Planning		–	–	–	–	–	–	–	–	–	–				–				–	–	–	–
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Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–	–
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Capital multi-year expenditure sub-total		11 082	5 773	466	79 343	118 407	118 407	–	–	–	–

Multi-year appropriation for Budget Year 2024/25 in the 2023/24 Annual Budget				Multi-year appropriation for 2025/26 in the 2023/24 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Capital expenditure - Municipal Vote Single-year expenditure appropriation	2										
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	23	–	55	55	–	–	–	–
1.1 - Municipal Manager		–	–	–	–	–	–	–	–	–	–
1.2 - Performance Management		–	–	–	–	–	–	–	–	–	–
1.3 - Integrated Development		–	–	–	–	–	–	–	–	–	–
1.4 - Risk and Internal Audit		–	–	23	–	55	55	–	–	–	–
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Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		23 180	(3 467)	–	–	–	–	–	–	–	–
2.1 - Deputy Municipal Manager		–	–	–	–	–	–	–	–	–	–
2.2 - Executive Council		91	(3 467)	–	–	–	–	–	–	–	–
2.3 - Administrative Office Of The Executive Mayor / Speaker		–	–	–	–	–	–	–	–	–	–
2.4 - Administration and Auxiliary Services		–	–	–	–	–	–	–	–	–	–
2.5 - Communications		–	–	–	–	–	–	–	–	–	–
2.6 - Human Resources Management		23 088	–	–	–	–	–	–	–	–	–
2.7 - Information Communication Technology (Ict)		–	–	–	–	–	–	–	–	–	–
2.8 - Legal Services		–	–	–	–	–	–	–	–	–	–
2.9 - Strategic Projects		–	–	–	–	–	–	–	–	–	–
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Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		–	–	–	–	15	15	–	–	–	–
3.1 - Chief Financial Officer		–	–	–	–	–	–	–	–	–	–
3.2 - Assets; Funding And Investments Management		–	–	–	–	15	15	–	–	–	–
3.3 - Budget And Treasury		–	–	–	–	–	–	–	–	–	–
3.4 - Expenditure		–	–	–	–	–	–	–	–	–	–
3.5 - Revenue		–	–	–	–	–	–	–	–	–	–
3.6 - Supply Chain Management		–	–	–	–	–	–	–	–	–	–
3.7 - Economic Development And Tourism		–	–	–	–	–	–	–	–	–	–
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Vote 4 - COMMUNITY SERVICES		139	71	–	–	1 800	1 800	–	1 391	1 391	1 391
4.1 - Director:Community Services		–	–	–	–	–	–	–	–	–	–
4.2 - Disaster Management And Fire Services		–	–	–	–	–	–	–	1 391	1 391	1 391
4.3 - Parks And Community Amenities		139	71	–	–	–	–	–	–	–	–
4.4 - Safety And Security		–	–	–	–	–	–	–	–	–	–
4.5 - Waste And Environmental Management		–	–	–	–	1 800	1 800	–	–	–	–
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Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		–	–	–	–	–	–	–	–	–	–
Vote 5 - CIVIL AND WATER SERVICES		5 196	539	–	–	266	266	–	42 223	36 650	39 427
5.1 - Director:Civil and Water Services		–	–	–	–	–	–	–	–	–	–
5.2 - Management and Administration		–	–	–	–	266	266	–	–	–	–
5.3 - Roads and Stormwater		–	–	–	–	–	–	–	150	20 000	8 709
5.4 - Project Management Unit (Pmu)		5 196	539	–	–	–	–	–	500	7 500	5 135
5.5 - Sanitation		–	–	–	–	–	–	–	–	–	–
5.6 - Sewerage		–	–	–	–	–	–	–	30 888	9 000	25 582
5.7 - Wastewater Treatment Works (WWTW)		–	–	–	–	–	–	–	–	–	–
5.8 - Water		–	–	–	–	–	–	–	10 685	150	–
5.9 - Water Treatment Works (WTW)		–	–	–	–	–	–	–	–	–	–
5.10 - Water Services Authority (WSA)		–	–	–	–	–	–	–	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	–	1 146	1 146	–	37 755	7 313	9 072
6.1 - Director:Electro/Mechanical Services		–	–	–	–	–	–	–	–	–	–
6.2 - Management and Administration		–	–	–	–	–	–	–	–	–	–
6.3 - Electrical:Kouga		–	–	–	–	1 146	1 146	–	3 755	7 313	9 072
6.4 - Electrical:Humansdorp		–	–	–	–	–	–	–	–	–	–
6.5 - Electrical:St Francis Bay / Cape St Francis / Oyster Bay		–	–	–	–	–	–	–	–	–	–
6.6 - Renewable, Control and Special Projects		–	–	–	–	–	–	–	–	–	–
6.7 - Fleet and Workshop		–	–	–	–	–	–	–	34 000	–	–
6.8 - Mechanical		–	–	–	–	–	–	–	–	–	–
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Vote 7 - PLANNING AND DEVELOPMENT		–	378	–	–	–	–	–	–	–	–
7.1 - Director:Planning and Development		–	–	–	–	–	–	–	–	–	–
7.2 - Building Control		–	–	–	–	–	–	–	–	–	–
7.3 - Human Settlement		–	–	–	–	–	–	–	–	–	–
7.4 - Land and Property Administration		–	378	–	–	–	–	–	–	–	–
7.5 - Town and Regional Planning		–	–	–	–	–	–	–	–	–	–
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Vote 8 - [NAME OF VOTE 8]		–	–	–	–	–	–	–	–	–	–
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Vote 9 - [NAME OF VOTE 9]		–	–	–	–	–	–	–	–	–	–
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Vote 10 - [NAME OF VOTE 10]		–	–	–	–	–	–	–	–	–	–
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Vote 11 - [NAME OF VOTE 11]		–	–	–	–	–	–	–	–	–	–
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Multi-year appropriation for Budget Year 2024/25 in the 2023/24 Annual Budget				Multi-year appropriation for 2025/26 in the 2023/24 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27

Vote Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
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Vote 12 - [NAME OF VOTE 12]		–	–	–	–	–	–	–	–	–	–
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Vote 13 - [NAME OF VOTE 13]		–	–	–	–	–	–	–	–	–	–
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Vote 14 - [NAME OF VOTE 14]		–	–	–	–	–	–	–	–	–	–
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Vote 15 - [NAME OF VOTE 15]		–	–	–	–	–	–	–	–	–	–
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Capital single-year expenditure sub-total		28 515	(2 479)	23	–	3 283	3 283	–	81 369	45 354	49 890
Total Capital Expenditure		39 597	3 294	489	79 343	121 690	121 690	–	81 369	45 354	49 890

Multi-year appropriation for Budget Year 2024/25 in the 2023/24 Annual Budget				Multi-year appropriation for 2025/26 in the 2023/24 Annual Budget				New multi-year appropriations (funds for new and existing projects)		
Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Appropriation for 2024/25	Adjustments in 2023/24	Downward adjustments for 2024/25	Appropriation carried forward	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27

EC108 Kouga - Table A6 Budgeted Financial Position

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
ASSETS											
Current assets											
Cash and cash equivalents		52 678	27 851	104 935	5 596	26 282	26 282		26 086	31 102	68 268
Trade and other receivables from exchange transaction	1	67 084	62 522	73 873	55 239	77 030	77 030		77 030	77 030	77 030
Receivables from non-exchange transactions	1	23 992	15 276	17 812	24 619	29 014	29 014		29 014	29 014	29 014
Current portion of non-current receivables		–	–	–	–	–	–		–	–	–
Inventory	2	12 570	17 050	18 598	17 110	18 598	18 598		18 598	18 598	18 598
VAT		134 385	131 405	134 766	50 443	45 422	45 422		45 422	45 422	45 422
Other current assets		1 838	1 616	2 542	1 616	109	109		109	109	109
Total current assets		**292 547**	**255 718**	**352 526**	**154 622**	**196 456**	**196 456**	**–**	**196 260**	**201 276**	**238 442**
Non current assets											
Investments		–	–	–	–	–	–	–	–	–	–
Investment property		242 552	262 608	262 608	262 608	262 608	262 608		262 608	262 608	262 608
Property, plant and equipment	3	2 090 191	2 054 406	2 041 926	2 039 424	2 065 702	2 065 702	–	2 029 273	1 950 743	1 871 405
Biological assets		–	–	–	–	–	–	–	–	–	–
Living and non-living resources		–	–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–	–
Intangible assets		1 295	870	603	410	603	603		603	603	603
Trade and other receivables from exchange transaction		–	–	–	–	–	–	–	–	–	–
Non-current receivables from non-exchange transaction		–	–	–	–	–	–	–	–	–	–
Other non-current assets		–	–	–	–	–	–	–	–	–	–
Total non current assets		**2 334 038**	**2 317 884**	**2 305 137**	**2 302 442**	**2 328 913**	**2 328 913**	**–**	**2 292 484**	**2 213 954**	**2 134 616**
TOTAL ASSETS		**2 626 584**	**2 573 602**	**2 657 663**	**2 457 064**	**2 525 369**	**2 525 369**	**–**	**2 488 744**	**2 415 231**	**2 373 058**
LIABILITIES											
Current liabilities											
Bank overdraft		–	–	–	–	–	–	–	–	–	–
Financial liabilities		6 747	10 508	11 342	9 484	12 169	12 169	–	23 564	11 333	–
Consumer deposits		20 774	23 673	29 060	23 673	29 060	29 060		29 060	29 060	29 060
Trade and other payables from exchange transactions	4	88 885	105 579	126 241	77 412	124 413	124 413		124 413	124 413	124 413
Trade and other payables from non-exchange transacti	5	6 950	(11 750)	30 756	–	(0)	(0)		–	–	–
Provision		35 447	51 074	53 931	43 689	47 914	47 914		48 355	48 795	49 235
VAT		87 069	79 199	89 337	–	(0)	(0)		(0)	(0)	(0)
Other current liabilities		–	–	–	–	–	–		–	–	–
Total current liabilities		**245 872**	**258 284**	**340 668**	**154 259**	**213 556**	**213 556**	**–**	**225 392**	**213 601**	**202 708**
Non current liabilities											
Financial liabilities	6	0	21 944	24 202	8 637	11 207	11 207	–	11 333	–	–
Provision	7	265 305	334 920	342 507	126 686	137 116	137 116	–	259 620	276 153	294 364
Long term portion of trade payables		–	–	–	–	–	–	–	–	–	–
Other non-current liabilities		86 613	88 913	92 032	119 711	107 431	107 431		–	–	–
Total non current liabilities		**351 917**	**445 777**	**458 741**	**255 035**	**255 754**	**255 754**	**–**	**270 953**	**276 153**	**294 364**
TOTAL LIABILITIES		**597 789**	**704 061**	**799 409**	**409 293**	**469 310**	**469 310**	**–**	**496 345**	**489 755**	**497 072**
NET ASSETS		**2 028 795**	**1 869 541**	**1 858 254**	**2 047 771**	**2 056 059**	**2 056 059**	**–**	**1 992 399**	**1 925 476**	**1 875 986**
COMMUNITY WEALTH/EQUITY											
Accumulated surplus/(deficit)	8	2 258 916	2 067 945	2 087 378	2 047 771	2 056 059	2 056 059	64 282	1 992 399	1 925 476	1 875 986
Reserves and funds	9	–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	10	**2 258 916**	**2 067 945**	**2 087 378**	**2 047 771**	**2 056 059**	**2 056 059**	**64 282**	**1 992 399**	**1 925 476**	**1 875 986**

References

1. Detail breakdown in Table SA3 for Trade receivables from Exchange and Non-exchange transactions

2. Include completed low cost housing to be transferred to beneficiaries within 12 months detail provided in Table SA3

3. Include 'Construction-work-in-progress' (disclosed separately in annual financial statements) detail in SA3

4. Detail breakdown in Table SA3.

5. Detail breakdown in Table SA3.

6. Detail breakdown in Table SA3.

7 Detail breakdown in Table SA3.

8. Detail breakdown in Table SA3.

9. Detail breakdown in Table SA3. Includes reserves to be funded by statute.

10. Net assets must balance with Total Community Wealth/Equity

EC108 Kouga - Table A7 Budgeted Cash Flows

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Property rates		578 681	490 993	87 932	270 495	263 774	263 774		287 458	303 161	319 834
Service charges		70 769	238 396	237 049	697 055	672 771	672 771		761 922	853 251	956 982
Other revenue		38 687	8 701	21 769	67 422	89 140	89 140		84 168	78 479	81 248
Transfers and Subsidies - Operational	1	152 544	147 988	166 622	190 883	194 472	194 472		202 153	211 994	223 454
Transfers and Subsidies - Capital	1	2 151	–	79 951	75 561	68 726	68 726		54 474	52 158	57 374
Interest		782 820	841 486	840 211	4 598	11 674	11 674		13 998	12 809	13 385
Dividends		–	–	–		–	–		–	–	–
Payments											
Suppliers and employees		2 822	147 164	252 109	(1 219 527)	(1 237 615)	(1 237 615)		(1 319 188)	(1 422 176)	(1 545 322)
Interest		–	–	–	–	(6 612)	(6 612)		(14 934)	(15 340)	(8 167)
Transfers and Subsidies	1	751	(751)	–	–	(1 124)	(1 124)		(400)	(400)	(400)
NET CASH FROM/(USED) OPERATING ACTIVITIES		**1 629 225**	**1 873 976**	**1 685 644**	**86 487**	**55 205**	**55 205**	**–**	**69 651**	**73 935**	**98 389**
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE		–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current receivables		–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments		–	–	–	–	–	–	–	–	–	–
Payments											
Capital assets		3 137	(52 882)	(73 924)	(79 343)	(121 690)	(121 690)		(47 369)	(45 354)	(49 890)
NET CASH FROM/(USED) INVESTING ACTIVITIES		**3 137**	**(52 882)**	**(73 924)**	**(79 343)**	**(121 690)**	**(121 690)**	**–**	**(47 369)**	**(45 354)**	**(49 890)**
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans		–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing		–	–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits		2 698	2 899	5 387	–	–	–		–	–	–
Payments											
Repayment of borrowing		–	(250)	–	(10 091)	(12 169)	(12 169)	–	(22 478)	(23 564)	(11 333)
NET CASH FROM/(USED) FINANCING ACTIVITIES		**2 698**	**2 648**	**5 387**	**(10 091)**	**(12 169)**	**(12 169)**	**–**	**(22 478)**	**(23 564)**	**(11 333)**
NET INCREASE/ (DECREASE) IN CASH HELD		**1 635 060**	**1 823 742**	**1 617 107**	**(2 947)**	**(78 653)**	**(78 653)**	**–**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the year begin:	2	**141 033**	**53 394**	**27 851**	8 542	104 935	104 935		**26 282**	**26 086**	**31 102**
Cash/cash equivalents at the year end:	2	**1 776 093**	**1 877 136**	**1 644 957**	**5 596**	**26 282**	**26 282**	**–**	**26 086**	**31 102**	**68 268**

References

1. Local/District municipalities to include transfers from/to District/Local Municipalities

2. Cash equivalents includes investments with maturities of 3 months or less

3. The MTREF is populated directly from SA30.

EC108 Kouga - Table A8 Cash backed reserves/accumulated surplus reconciliation

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash and investments available											
Cash/cash equivalents at the year end	1	1 776 093	1 877 136	1 644 957	5 596	26 282	26 282	–	26 086	31 102	68 268
Other current investments > 90 days		(1 723 415)	(1 849 286)	(1 540 022)	–	–	–	–	–	–	–
Non current Investments	1	–	–	–	–	–	–	–	–	–	–
Cash and investments available:		**52 678**	**27 851**	**104 935**	**5 596**	**26 282**	**26 282**	**–**	**26 086**	**31 102**	**68 268**
Application of cash and investments											
Trade payables from Non-exchange transactions: Unspent cor		6 199	(11 750)	30 756	–	(0)	(0)	–	–	–	–
Unspent borrowing		–	–	–	–	–	–		–	–	–
Statutory requirements	2	41 093	52 206	45 429	(50 443)	(45 422)	(45 422)		(45 422)	(45 422)	(45 422)
Other working capital requirements	3	79 894	100 543	124 179	(2 446)	18 369	18 369	–	18 368	18 368	18 368
Other provisions		(35 447)	(51 074)	(53 931)	43 689	47 914	47 914		48 355	48 795	49 235
Long term investments committed	4	–	–	–	–	–	–	–	–	–	–
Reserves to be backed by cash/investments	5	–	–	–	–	–	–	–	–	–	–
Total Application of cash and investments:		**91 738**	**89 925**	**146 433**	**(9 200)**	**20 861**	**20 861**	**–**	**21 301**	**21 741**	**22 182**
Surplus(shortfall)		**(39 060)**	**(62 074)**	**(41 498)**	**14 795**	**5 420**	**5 420**	**–**	**4 785**	**9 361**	**46 086**

References

1. Must reconcile with Budgeted Cash Flows

2. For example: VAT, taxation

3. Council approval for policy required - include sufficient working capital (e.g. allowing for a % of current debtors > 90 days as uncollectable)

4. For example: sinking fund requirements for borrowing

5. Council approval required for each reserve created and basis of cash backing of reserves

Other working capital requirements											
Debtors		8 991	5 036	2 062	79 858	106 045	106 045	–	106 045	106 045	106 045
Creditors due		88 885	105 579	126 241	77 412	124 413	124 413	–	124 413	124 413	124 413
Total		**(79 894)**	**(100 543)**	**(124 179)**	**2 446**	**(18 369)**	**(18 369)**	**–**	**(18 368)**	**(18 368)**	**(18 368)**
Debtors collection assumptions											
Balance outstanding - debtors		23 992	15 276	17 812	24 619	29 014	29 014	–	29 014	29 014	29 014
Estimate of debtors collection rate		37,5%	33,0%	11,6%	41,7%	31,8%	31,8%	0,0%	32,9%	33,5%	34,4%
Long term investments committed											
Balance (*Insert description; eg sinking fund)*											
Bankers Acceptance Certificate		–	–	–	–	–	–	–	–	–	–
Deposit Taking Institutions		–	–	–	–	–	–	–	–	–	–
Bank Repurchase Agreements		–	–	–	–	–	–	–	–	–	–
Derivative Financial Assets		–	–	–	–	–	–	–	–	–	–
Guaranteed Endowment Policies (Sinking)		–	–	–	–	–	–	–	–	–	–
Listed/Unlisted Bonds and Stocks		–	–	–	–	–	–	–	–	–	–
Municipal Bonds		–	–	–	–	–	–	–	–	–	–
National Government Securities		–	–	–	–	–	–	–	–	–	–
Negotiable Certificate of Deposits: Banks		–	–	–	–	–	–	–	–	–	–
Unamortised Debt Expense		–	–	–	–	–	–	–	–	–	–
Unamortised Preference Share Expense		–	–	–	–	–	–	–	–	–	–
Interest Rate Swaps		–	–	–	–	–	–	–	–	–	–
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Reserves to be backed by cash/investments											
Housing Development Fund		–	–	–	–	–	–	–	–	–	–
Capital replacement		–	–	–	–	–	–	–	–	–	–
Self-insurance		–	–	–	–	–	–	–	–	–	–
Compensation for Occupational Injuries and Diseases		–	–	–	–	–	–	–	–	–	–
Employee Benefit		–	–	–	–	–	–	–	–	–	–
Non-current Provisions		–	–	–	–	–	–	–	–	–	–
Valuation		–	–	–	–	–	–	–	–	–	–
Investment in associate account		–	–	–	–	–	–	–	–	–	–
Capitalisation		–	–	–	–	–	–	–	–	–	–
	6	–	–	–	–	–	–	–	–	–	–

Note:

6. Above reserves do not include Revaluation reserve. Revaluation reserve not required to be cash backed

EC108 Kouga - Table A9 Asset Management

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
CAPITAL EXPENDITURE										
Total New Assets	1	**36 067**	**158 514**	**144 151**	**26 118**	**31 694**	**31 694**	**46 333**	**31 309**	**26 901**
Roads Infrastructure		–	–	–	3 339	5 939	5 939	150	20 000	8 709
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		1 838	6 131	(2 307)	19 652	4 702	4 702	3 755	7 313	9 072
Water Supply Infrastructure		852	96 161	124 058	–	9 778	9 778	6 957	50	–
Sanitation Infrastructure		8 128	16 551	164	304	566	566	81	2 055	5 000
Solid Waste Infrastructure		32 772	282	23	–	172	172	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		23	47	–	–	–	–	–	–	–
Infrastructure		***43 613***	***119 172***	***121 939***	***23 296***	***21 158***	***21 158***	***10 942***	***29 418***	***22 782***
Community Facilities		612	(2 928)	–	750	750	750	–	–	–
Sport and Recreation Facilities		–	155	–	–	–	–	–	–	–
Community Assets		***612***	***(2 773)***	**–**	***750***	***750***	***750***	**–**	**–**	**–**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		(3 495)	777	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets		***(3 495)***	***777***	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		977	579	–	–	–	–	–	–	–
Intangible Assets		***977***	***579***	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**(20 798)**	**1 534**	**1 677**	**–**	**2 625**	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment		**12 380**	**1 471**	**1 591**	**610**	**1 372**	**1 372**	**–**	**–**	**–**
Machinery and Equipment		**2 976**	**3 010**	**2 031**	**100**	**989**	**989**	**–**	**–**	**–**
Transport Assets		**(198)**	**34 744**	**16 912**	**1 362**	**4 800**	**4 800**	**35 391**	**1 891**	**4 119**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	-	-	-	-	-	-	-	-
Immature		–	-	-	-	-	-	-	-	-
Living Resources		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Renewal of Existing Assets	2	**(37 339)**	**1 391**	**131**	**–**	**221**	**221**	**250**	**100**	**–**
Roads Infrastructure		(38 320)	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		–	769	–	–	–	–	–	–	–
Water Supply Infrastructure		8	275	131	–	221	221	250	100	–
Sanitation Infrastructure		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	346	–	–	–	–	–	–	–
Infrastructure		***(38 311)***	***1 391***	***131***	**–**	***221***	***221***	***250***	***100***	**–**
Community Facilities		(28 113)	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		139	–	–	–	–	–	–	–	–
Community Assets		***(27 974)***	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		6 148	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		***6 148***	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		23 088	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets		***23 088***	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Transport Assets		**(290)**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	-	-	-	-	-	-	-	-
Immature		–	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-
Total Upgrading of Existing Assets	6	**50 906**	**(28 400)**	**(30 316)**	**53 225**	**89 774**	**89 774**	**34 786**	**13 945**	**22 990**
Roads Infrastructure		87 829	(41 343)	13 241	–	2 609	2 609	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		1 915	(5 093)	(46 762)	–	1 371	1 371	–	–	–
Water Supply Infrastructure		383	–	–	26 087	42 449	42 449	3 478	–	–
Sanitation Infrastructure		(38 455)	15 120	3 204	24 080	36 128	36 128	30 807	6 945	20 582
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		4 832	–	–	–	–	–	–	–	–
Infrastructure		***56 504***	***(31 316)***	***(30 316)***	***50 167***	***82 558***	***82 558***	***34 286***	***6 945***	***20 582***
Community Facilities		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		(5 483)	2 844	(0)	3 057	7 217	7 217	500	7 000	2 407
Community Assets		***(5 483)***	***2 844***	***(0)***	***3 057***	***7 217***	***7 217***	***500***	***7 000***	***2 407***
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		(43)	–	0	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets		***(43)***	**–**	***0***	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**(72)**	**72**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Furniture and Office Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Machinery and Equipment		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Transport Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	-	-	-	-	-	-	-	-
Immature		–	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-
Total Capital Expenditure	4	**49 635**	**131 505**	**113 966**	**79 343**	**121 690**	**121 690**	**81 369**	**45 354**	**49 890**
Roads Infrastructure		49 509	(41 343)	13 241	3 339	8 548	8 548	150	20 000	8 709
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		3 753	1 807	(49 068)	19 652	6 073	6 073	3 755	7 313	9 072
Water Supply Infrastructure		1 243	96 437	124 190	26 087	52 449	52 449	10 685	150	–
Sanitation Infrastructure		(30 327)	31 671	3 368	24 385	36 695	36 695	30 888	9 000	25 582
Solid Waste Infrastructure		32 772	282	23	–	172	172	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		4 856	393	–	–	–	–	–	–	–
Infrastructure		***61 805***	***89 246***	***91 754***	***73 463***	***103 937***	***103 937***	***45 477***	***36 463***	***43 364***
Community Facilities		(27 501)	(2 928)	–	750	750	750	–	–	–
Sport and Recreation Facilities		(5 344)	2 999	(0)	3 057	7 217	7 217	500	7 000	2 407
Community Assets		***(32 844)***	***72***	***(0)***	***3 807***	***7 967***	***7 967***	***500***	***7 000***	***2 407***
Heritage Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		6 148	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		***6 148***	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		19 550	777	0	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Other Assets		***19 550***	***777***	***0***	**–**	**–**	**–**	**–**	**–**	**–**
Biological or Cultivated Assets		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		977	579	–	–	–	–	–	–	–
Intangible Assets		***977***	***579***	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Computer Equipment		**(20 870)**	**1 606**	**1 677**	**–**	**2 625**	**2 625**	**–**	**–**	**–**
Furniture and Office Equipment		**12 380**	**1 471**	**1 591**	**610**	**1 372**	**1 372**	**–**	**–**	**–**
Machinery and Equipment		**2 976**	**3 010**	**2 031**	**100**	**989**	**989**	**–**	**–**	**–**
Transport Assets		**(488)**	**34 744**	**16 912**	**1 362**	**4 800**	**4 800**	**35 391**	**1 891**	**4 119**
Land		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Zoo's, Marine and Non-biological Animals		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Mature		–	-	-	-	-	-	-	-	-
Immature		–	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-
TOTAL CAPITAL EXPENDITURE - Asset class		**49 635**	**131 505**	**113 966**	**79 343**	**121 690**	**121 690**	**81 369**	**45 354**	**49 890**
ASSET REGISTER SUMMARY - PPE (WDV)	5	2 334 038	2 317 884	2 305 137	2 302 442	2 328 913	2 328 913	2 292 484	2 213 954	2 134 616
Roads Infrastructure		699 028	532 884	542 725	556 676	551 217	551 217	510 225	487 744	451 610
Storm water Infrastructure		58 177	34 309	32 330	8 914	29 724	29 724	27 660	25 596	23 532
Electrical Infrastructure		184 025	176 187	169 837	204 212	170 298	170 298	174 053	181 366	190 438
Water Supply Infrastructure		246 333	338 190	369 650	359 616	407 098	407 098	401 805	385 973	369 991
Sanitation Infrastructure		386 198	447 377	448 963	517 807	485 547	485 547	484 334	458 539	447 727
Solid Waste Infrastructure		28 259	26 167	25 396	(51 865)	(15 087)	(15 087)	(15 087)	(15 087)	(15 087)
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		(72)	72	72	72	72	72	72	72	72
Infrastructure		***1 601 949***	***1 555 185***	***1 588 974***	***1 595 431***	***1 628 869***	***1 628 869***	***1 583 062***	***1 524 203***	***1 468 283***
Community Assets		15 366	35 876	42 314	52 093	56 844	56 844	57 344	64 344	66 751
Heritage Assets		–	–	–	–	–	–	–	–	–
Investment properties		242 552	262 608	262 608	262 608	262 608	262 608	262 608	262 608	262 608
Other Assets		194 492	169 850	114 203	143 118	114 133	114 133	112 819	111 504	110 190
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		1 295	870	603	410	603	603	603	603	603
Computer Equipment		(27 708)	4 123	4 421	2 941	5 696	5 696	5 110	4 523	3 937
Furniture and Office Equipment		5 624	9 121	7 821	6 594	2 156	2 156	(12 500)	(28 989)	(46 638)
Machinery and Equipment		6 167	5 533	5 666	3 058	7 798	7 798	6 323	4 839	3 345
Transport Assets		24 839	59 159	67 192	8 584	38 870	38 870	65 778	58 981	54 200
Land		269 462	215 558	211 337	227 605	211 337	211 337	211 337	211 337	211 337
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living Resources		–	–	–	–	–	–	–	–	–
TOTAL ASSET REGISTER SUMMARY - PPE (WDV)	5	**2 334 038**	**2 317 884**	**2 305 137**	**2 302 442**	**2 328 913**	**2 328 913**	**2 292 484**	**2 213 954**	**2 134 616**
EXPENDITURE OTHER ITEMS										
Depreciation	7	89 713	98 211	124 787	109 663	109 663	109 663	117 798	123 884	129 229
Repairs and Maintenance by Asset Class	3	**68 513**	**46 751**	**47 672**	**60 689**	**59 605**	**59 605**	**218 381**	**233 320**	**245 952**
Roads Infrastructure		32 760	11 132	12 861	14 206	9 744	9 744	42 069	48 545	52 267
Storm water Infrastructure		1 058	1 115	876	1 075	989	989	2 420	3 400	4 320
Electrical Infrastructure		8 824	5 906	8 178	10 827	10 827	10 827	30 806	30 431	31 896
Water Supply Infrastructure		8 766	9 189	5 193	7 442	6 055	6 055	32 198	35 881	37 553

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Sanitation Infrastructure		2 567	2 518	4 559	8 969	11 990	11 990	38 483	40 225	42 041
Solid Waste Infrastructure		65	–	–	–	–	–	–	–	–
Rail Infrastructure		194	696	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		46	164	–	–	–	–	–	–	–
Infrastructure		***54 281***	***30 721***	***31 666***	***42 518***	***39 605***	***39 605***	***145 976***	***158 481***	***168 077***
Community Facilities		1 233	1 235	1 728	1 696	2 911	2 911	40 224	41 708	43 634
Sport and Recreation Facilities		2 116	1 905	1 500	1 347	1 445	1 445	1 340	1 431	1 431
Community Assets		***3 349***	***3 140***	***3 228***	***3 043***	***4 356***	***4 356***	***41 564***	***43 139***	***45 065***
Heritage Assets		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Operational Buildings		2 547	3 063	3 712	3 545	4 061	4 061	4 187	4 201	4 215
Housing		–	–	–	–	–	–	–	–	–
Other Assets		***2 547***	***3 063***	***3 712***	***3 545***	***4 061***	***4 061***	***4 187***	***4 201***	***4 215***
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		**391**	**666**	**594**	**727**	**727**	**727**	**694**	**699**	**710**
Transport Assets		**7 946**	**9 161**	**8 472**	**10 856**	**10 856**	**10 856**	**25 960**	**26 800**	**27 885**
Libraries		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Mature		–	-	-	-	-	-	-	-	-
Immature		–	-	-	-	-	-	-	-	-
Living Resources		-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURE OTHER ITEMS		**158 226**	**144 961**	**172 459**	**170 352**	**169 268**	**169 268**	**336 179**	**357 204**	**375 181**
Renewal and upgrading of Existing Assets as % of total capex		*27,3%*	*-20,5%*	*-26,5%*	*67,1%*	*74,0%*	*74,0%*	*43,1%*	*31,0%*	*46,1%*
Renewal and upgrading of Existing Assets as % of deprecn		*15,1%*	*-27,5%*	*-24,2%*	*48,5%*	*82,1%*	*82,1%*	*29,7%*	*11,3%*	*17,8%*
R&M as a % of PPE & Investment Property		*2,9%*	*2,0%*	*2,1%*	*2,6%*	*2,6%*	*2,6%*	*9,5%*	*10,5%*	*11,5%*
Renewal and upgrading and R&M as a % of PPE and Investment Prop		*3,5%*	*0,9%*	*0,8%*	*4,9%*	*6,4%*	*6,4%*	*11,1%*	*11,2%*	*12,6%*

References

1. Detail of new assets provided in Table SA34a
2. Detail of renewal of existing assets provided in Table SA34b
3. Detail of Repairs and Maintenance by Asset Class provided in Table SA34c
4. Must reconcile to total capital expenditure on Budgeted Capital Expenditure
5. Must reconcile to 'Budgeted Financial Position' (written down value)
6. Detail of upgrading of existing assets provided in Table SA34e
7. Detail of depreciation provided in Table SA34d

EC108 Kouga - Table A10 Basic service delivery measurement

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Household service targets	1									
Water:										
Piped water inside dwelling		–	–	–	–	–	–	–	–	–
Piped water inside yard (but not in dwelling)		–	–	–	–	–	–	–	–	–
Using public tap (at least min.service level)	2	–	–	–	–	–	–	–	–	–
Other water supply (at least min.service level)	4	–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Using public tap (< min.service level)	3	–	–	–	–	–	–	–	–	–
Other water supply (< min.service level)	4	–	–	–	–	–	–	–	–	–
No water supply		–	–	–	–	–	–	–	–	–
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Sanitation/sewerage:										
Flush toilet (connected to sewerage)		–	–	–	–	–	–	–	–	–
Flush toilet (with septic tank)		–	–	–	–	–	–	–	–	–
Chemical toilet		–	–	–	–	–	–	–	–	–
Pit toilet (ventilated)		–	–	–	–	–	–	–	–	–
Other toilet provisions (> min.service level)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Bucket toilet		–	–	–	–	–	–	–	–	–
Other toilet provisions (< min.service level)		–	–	–	–	–	–	–	–	–
No toilet provisions		–	–	–	–	–	–	–	–	–
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Energy:										
Electricity (at least min.service level)		–	–	–	–	–	–	–	–	–
Electricity - prepaid (min.service level)		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Electricity (< min.service level)		–	–	–	–	–	–	–	–	–
Electricity - prepaid (< min. service level)		–	–	–	–	–	–	–	–	–
Other energy sources		–	–	–	–	–	–	–	–	–
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	–	–	–	–	–	–	–	–	–
Refuse:										
Removed at least once a week		–	–	–	–	–	–	–	–	–
Minimum Service Level and Above sub-total		–	–	–	–	–	–	–	–	–
Removed less frequently than once a week		–	–	–	–	–	–	–	–	–
Using communal refuse dump		–	–	–	–	–	–	–	–	–
Using own refuse dump		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Other rubbish disposal		–	–	–	–	–	–	–	–	–
No rubbish disposal		–	–	–	–	–	–	–	–	–
Below Minimum Service Level sub-total		–	–	–	–	–	–	–	–	–
Total number of households	5	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Households receiving Free Basic Service	7									
Water (6 kilolitres per household per month)		32 489 730	38 341 238	13 470 867	19 498 541	19 797 190	19 797 190	21 232 488	22 771 848	24 422 796
Sanitation (free minimum level service)		9 780 726	10 780 120	9 997 134	12 635 128	13 345 283	13 345 283	14 212 728	15 136 560	16 120 428
Electricity/other energy (50kwh per household per month)		4 485 953	5 308 769	5 488 401	4 955 229	4 955 229	4 955 229	5 584 548	6 461 316	7 475 748
Refuse (removed at least once a week)		2 878 538	–	–	–	–	–	25 690 656	27 360 552	29 138 988
Informal Settlements		–	–	–	–	–	–	–	–	–
Cost of Free Basic Services provided - Formal Settlements (R'000)	8									
Water (6 kilolitres per **indigent** household per month)		32 490	38 341	13 471	19 499	19 797	19 797	21 232	22 772	24 423
Sanitation (free sanitation service to **indigent households**)		9 781	10 780	9 997	12 635	13 345	13 345	14 213	15 137	16 120
Electricity/other energy (50kwh per **indigent** household per month)		4 486	5 309	5 488	4 955	4 955	4 955	5 585	6 461	7 476
Refuse (removed once a week **for indigent households**)		2 879	–	–	–	–	–	25 691	27 361	29 139
Cost of Free Basic Services provided - Informal Formal Settlements (R'000)		–	–	–	–	–	–	–	–	–
Total cost of FBS provided		**49 635**	**54 430**	**28 956**	**37 089**	**38 098**	**38 098**	**66 720**	**71 730**	**77 158**
Highest level of free service provided per household										
Property rates (R value threshold)		–	–	–	–	–	–	–	–	–
Water (kilolitres per household per month)		–	–	–	–	–	–	–	–	–
Sanitation (kilolitres per household per month)		–	–	–	–	–	–	–	–	–
Sanitation (Rand per household per month)		–	–	–	–	–	–	–	–	–
Electricity (kwh per household per month)		–	–	–	–	–	–	–	–	–
Refuse (average litres per week)		–	–	–	–	–	–	–	–	–
Revenue cost of subsidised services provided (R'000)	9									
Property rates **(tariff adjustment)** (**impermissable values per section 17 of MPRA**)		–	–	–	–	–	–	–	–	–
Property rates exemptions, reductions and rebates **and impermissable values in excess of section 17 of MPRA)**		20 190	20 695	7 953	29 261	17 793	17 793	–	–	–
Water **(in excess of 6 kilolitres per indigent household per month)**		–	–	–	–	–	–	–	–	–
Sanitation **(in excess of free sanitation service to indigent households)**		–	–	–	–	–	–	–	–	–
Electricity/other energy **(in excess of 50 kwh per indigent household per month)**		–	–	–	–	–	–	–	–	–
Refuse **(in excess of one removal a week for indigent households)**		–	–	–	–	–	–	–	–	–
Municipal Housing - rental rebates		–	–	–	–	–	–	–	–	–
Housing - top structure subsidies	6	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Total revenue cost of subsidised services provided		**20 190**	**20 695**	**7 953**	**29 261**	**17 793**	**17 793**	**–**	**–**	**–**

References

1. Include services provided by another entity; e.g. Eskom

2. Stand distance <= 200m from dwelling

3. Stand distance > 200m from dwelling

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
		Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27

4. Borehole, spring, rain-water tank etc.
5. Must agree to total number of households in municipal area (informal settlements receiving services must be included)
6. Include value of subsidy provided by municipality above provincial subsidy level
7. Show number of households receiving at least these levels of services completely free (informal settlements must be included)
8. Must reflect the cost to the municipality of providing the Free Basic Service
9. Reflect the cost to the municipality in terms of 'revenue foregone' of providing free services (note this will not equal 'Revenue Foregone' on SA1)

EC108 Kouga - Supporting Table SA1 Supportinging detail to 'Budgeted Financial Performance'

Description R thousand	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
REVENUE ITEMS:											
Non-exchange revenue by source											
Property rates	6										
Total Property Rates		230 395	245 022	267 467	310 749	299 281	299 281		297 076	313 303	330 535
less Revenue Foregone ***(exemptions, reductions and rebates and impermissable values in excess of section 17 of MPRA)***		20 190	20 695	7 953	29 261	17 793	17 793		–	–	–
Net Property Rates		**210 205**	**224 326**	**259 514**	**281 488**	**281 488**	**281 488**	**–**	**297 076**	**313 303**	**330 535**
Exchange revenue service charges											
Service charges - Electricity	6										
Total Service charges - Electricity		286 402	323 302	311 965	395 687	357 735	357 735		403 168	466 465	539 700
less Revenue Foregone ***(in excess of 50 kwh per indigent household per month)***		–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (50 kwh per indigent household per month)		4 486	5 309	5 488	4 955	4 955	4 955	763	5 585	6 461	7 476
Net Service charges - Electricity		**281 916**	**317 993**	**306 477**	**390 731**	**352 780**	**352 780**	**(763)**	**397 583**	**460 004**	**532 224**
Service charges - Water	6										
Total Service charges - Water		113 473	83 310	130 871	120 923	138 401	138 401		148 435	159 196	170 738
less Revenue Foregone ***(in excess of 6 kilolitres per indigent household per month)***		–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (6 kilolitres per indigent household per month)		32 490	38 341	13 471	19 499	19 797	19 797	(5 129)	21 232	22 772	24 423
Net Service charges - Water		**80 983**	**44 968**	**117 400**	**101 425**	**118 603**	**118 603**	**5 129**	**127 202**	**136 424**	**146 315**
Service charges - Waste Water Management											
Total Service charges - Waste Water Management		62 127	64 147	71 794	75 950	77 614	77 614		82 658	88 031	93 753
less Revenue Foregone ***(in excess of free sanitation service to indigent households)***		–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (free sanitation service to indigent households)		9 781	10 780	9 997	12 635	13 345	13 345	(2 063)	14 213	15 137	16 120
Net Service charges - Waste Water Management		**52 346**	**53 366**	**61 797**	**63 314**	**64 268**	**64 268**	**2 063**	**68 446**	**72 895**	**77 633**
Service charges - Waste Management	6										
Total refuse removal revenue		39 520	39 932	46 280	49 403	48 553	48 553		77 400	82 431	87 789
Total landfill revenue		17 332	14 594	15 665	16 993	18 229	18 229		19 414	20 675	22 019
less Revenue Foregone ***(in excess of one removal a week to indigent households)***		–	–	–	–	–	–	–	–	–	–
less Cost of Free Basic Services (removed once a week to indigent households)		2 879	–	–	–	–	–	–	25 691	27 361	29 139
Net Service charges - Waste Management		**53 974**	**54 526**	**61 945**	**66 396**	**66 782**	**66 782**	**–**	**71 123**	**75 745**	**80 669**
EXPENDITURE ITEMS:											
Employee related costs											
Basic Salaries and Wages	2	195 287	206 450	219 611	283 419	275 571	275 571		304 965	323 730	339 917
Pension and UIF Contributions		38 845	40 713	44 420	45 755	46 062	46 062		48 401	50 822	53 363
Medical Aid Contributions		16 850	16 688	17 777	18 641	18 841	18 841		19 971	20 970	22 018
Overtime		23 381	17 266	19 088	20 282	19 932	19 932		20 000	23 186	24 345

Description R thousand	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Performance Bonus		15 592	14 644	14 885	19 811	19 891	19 891		21 262	22 250	23 287
Motor Vehicle Allowance		10 343	10 762	10 898	13 428	13 778	13 778		14 287	15 001	15 751
Cellphone Allowance		10	102	30	66	66	66		70	73	77
Housing Allowances		900	782	722	1 234	1 234	1 234		1 308	1 374	1 442
Other benefits and allowances		8 923	7 892	9 078	9 063	9 066	9 066		9 610	10 090	10 595
Payments in lieu of leave		4 252	5 631	4 711	6 429	6 229	6 229		–	–	–
Long service awards		1 954	2 109	1 954	5 028	5 128	5 128		3 608	3 880	4 141
Post-retirement benefit obligations	4	16 397	14 053	14 662	17 205	17 205	17 205		19 753	21 689	23 902
Entertainment		–	–	–	–	(159)	(159)		–	–	–
Scarcity		–	–	–	–	–	–		–	–	–
Acting and post related allowance		2 602	5 950	6 470	7 453	8 413	8 413		8 642	9 074	9 528
In kind benefits		–	–	–	–	–	–	–	–	–	–
sub-total	5	**335 334**	**343 042**	**364 306**	**447 813**	**441 256**	**441 256**	**–**	**471 877**	**502 140**	**528 366**
Less: Employees costs capitalised to PPE		–	–	–	–	–	–	–	–	–	–
Total Employee related costs	1	**335 334**	**343 042**	**364 306**	**447 813**	**441 256**	**441 256**	**–**	**471 877**	**502 140**	**528 366**
Depreciation and amortisation											
Depreciation of Property, Plant & Equipment		89 713	89 252	101 093	109 077	109 077	109 077		117 212	123 298	128 642
Lease amortisation		–	–	266	586	586	586		586	586	586
Capital asset impairment		–	8 958	23 428	–	–	–		–	–	–
Total Depreciation and amortisation	1	**89 713**	**98 211**	**124 787**	**109 663**	**109 663**	**109 663**	**–**	**117 798**	**123 884**	**129 229**
Bulk purchases - electricity											
Electricity Bulk Purchases		254 058	295 222	291 888	364 280	354 710	354 710		386 299	462 520	535 135
Total bulk purchases	1	**254 058**	**295 222**	**291 888**	**364 280**	**354 710**	**354 710**	**–**	**386 299**	**462 520**	**535 135**
Transfers and grants											
Cash transfers and grants		761	458	384	600	800	800	300	400	400	400
Non-cash transfers and grants		–	–	325	324	324	324	100	–	–	–
Total transfers and grants	1	**761**	**458**	**709**	**924**	**1 124**	**1 124**	**400**	**400**	**400**	**400**
Contracted services											
Outsourced Services		28 832	33 798	33 330	32 131	42 001	42 001		38 288	32 083	32 324
Consultants and Professional Services		8 534	9 385	20 693	31 152	33 806	33 806		35 414	29 280	29 630
Contractors		58 420	31 856	33 314	41 193	52 340	52 340		52 085	52 644	54 123
sub-total	1	**95 785**	**75 039**	**87 336**	**104 476**	**128 147**	**128 147**	**–**	**125 787**	**114 007**	**116 078**
Operational Costs											
Collection costs		5 533	5 243	4 948	5 340	3 780	3 780		3 400	3 701	4 005
Contributions to 'other' provisions		413	476	(778)	523	523	523		561	561	561
Audit fees		4 320	4 394	3 995	4 500	4 500	4 500		4 500	4 500	4 500
Other Operational Costs	3										
Operating Leases		6 551	5 789	6 814	7 092	7 842	7 842		8 032	4 256	4 447
Operational Cost		74 201	73 573	61 947	76 509	73 711	73 711		77 794	80 273	81 813
Statutory Payments other than Income Taxes		–	–	–	–	113	113	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–

Description R thousand	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Total Operational Costs	1	**91 018**	**89 476**	**76 926**	**93 964**	**90 470**	**90 470**	**–**	**94 287**	**93 291**	**95 326**
Repairs and Maintenance by Expenditure Item	8										
Employee related costs		–	–	–	–	–	–	–	151 092	164 350	172 568
Inventory Consumed (Project Maintenance)		9 540	13 136	14 807	17 926	24 498	24 498		25 318	26 402	29 289
Contracted Services		51 465	27 674	30 921	38 455	30 210	30 210		37 796	38 352	39 828
Other Expenditure		7 508	5 940	1 944	4 308	4 751	4 751		4 175	4 216	4 268
Total Repairs and Maintenance Expenditure	9	68 513	46 751	47 672	60 689	59 460	59 460	–	218 381	233 320	245 952
Inventory Consumed											
Inventory Consumed - Water		45 604	59 211	40 360	39 548	39 548	39 548	–	41 931	45 491	48 789
Inventory Consumed - Other		10 587	12 130	15 869	28 671	34 955	34 955	–	40 417	41 547	44 403
Total Inventory Consumed & Other Material		**56 191**	**71 341**	**56 228**	**68 219**	**74 503**	**74 503**	**–**	**82 348**	**87 038**	**93 192**
check		68 513	46 751	47 672	60 689	59 460	59 460		218 381	233 320	245 952

References

1. Must reconcile with 'Budgeted Financial Performance (Revenue and Expenditure)
2. Must reconcile to supporting documentation on staff salaries
3. Insert other categories where revenue or expenditure is of a material nature (list separate items until 'General expenses' is not > 10% of Total Expenditure)
4. Expenditure to meet any 'unfunded obligations'
5 This sub-total must agree with the total on SA22, but excluding councillor and board member items
6. Include a note for each revenue item that is affected by 'revenue foregone'
7. Special consideration may have to be given to including 'goodwill arising' or 'joint venture' budgets where circumstances require this (include separately under relevant notes)
8. Repairs and Maintenance is not a GRAP item. However to facilitate transparency, municipalities must provide a breakdown of the amounts included in the relevant GRAP items that will be spent on Repairs and Maintenance.
9. Must reconcile with Repairs and Maintenance by Asset Class (Total Repairs and Maintenance) on Table SA34c.
10. Only applicable to municipalities that have adopted the 'revaluation method' in GRAP 17. The aim is to prevent overstating 'depreciation and asset impairment'

EC108 Kouga - Supporting Table SA2 Matrix Financial Performance Budget (revenue source/expenditure type and dept.)

R thousand	1	Vote 1 - OFFICE OF THE MUNICIPAL MANAGER	Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER	Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT	Vote 4 - COMMUNITY SERVICES	Vote 5 - CIVIL AND WATER SERVICES	Vote 6 - ELECTRO/MECHANICAL SERVICES	Vote 7 - PLANNING AND DEVELOPMENT	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																	
Exchange Revenue																	
Service charges - Electricity		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - Water		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - Waste Water Management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges - Waste Management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Sale of Goods and Rendering of Services		–	–	–	409	–	–	–	–	–	–	–	–	–	–	–	409
Agency services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Interest		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Interest earned from Receivables		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Interest earned from Current and Non Current Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Dividends		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rent on Land		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rental from Fixed Assets		–	–	–	2 713	–	–	–	–	–	–	–	–	–	–	–	2 713
Licence and permits		–	–	–	87	–	–	–	–	–	–	–	–	–	–	–	87
Operational Revenue		–	642	–	–	–	–	–	–	–	–	–	–	–	–	–	642
Non-Exchange Revenue																	
Property rates		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surcharges and Taxes		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		–	–	–	1	–	–	–	–	–	–	–	–	–	–	–	1
Licences or permits		–	–	–	11 044	–	–	–	–	–	–	–	–	–	–	–	11 044
Transfer and subsidies - Operational		–	–	118 695	4 443	1 828	–	–	–	–	–	–	–	–	–	–	124 966
Interest		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fuel Levy		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Service charges		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Gains on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Gains		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contribution		**–**	**642**	**118 695**	**18 697**	**1 828**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**139 861**
Expenditure																	
Employee related costs		23 620	2 832	6 720	27 330	8 044	1 552	2 579	–	–	–	–	–	–	–	–	72 676
Remuneration of councillors		–	15 594	–	–	–	–	–	–	–	–	–	–	–	–	–	15 594
Bulk purchases - electricity		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Inventory consumed		129	1 761	405	2 699	49	–	40	–	–	–	–	–	–	–	–	5 083
Debt impairment		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Depreciation and amortisation		59	486	33	375	105	–	–	–	–	–	–	–	–	–	–	1 058
Interest		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Contracted services		1 820	5 555	10 200	3 329	–	–	1 822	–	–	–	–	–	–	–	–	22 726
Transfers and subsidies		–	–	400	–	–	–	–	–	–	–	–	–	–	–	–	400
Irrecoverable debts written off		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Operational costs		5 828	10 004	2 306	11 232	1 206	–	561	–	–	–	–	–	–	–	–	31 137
Losses on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Losses		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Expenditure		**31 456**	**36 232**	**20 063**	**44 964**	**9 405**	**1 552**	**5 003**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**148 674**
Surplus/(Deficit)		**(31 456)**	**(35 590)**	**98 632**	**(26 267)**	**(7 577)**	**(1 552)**	**(5 003)**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**(8 812)**
Transfers and subsidies - capital (monetary allocations)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Income Tax		**(31 456)**	**(35 590)**	**98 632**	**(26 267)**	**(7 577)**	**(1 552)**	**(5 003)**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**(8 812)**

References

1. Departmental columns to be based on municipal organisation structure

EC108 Kouga - Supporting Table SA3 Supportinging detail to 'Budgeted Financial Position'

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
R thousand											
ASSETS											
Trade and other receivables from exchange transactions											
Electricity		47 499	52 792	56 507	93 570	80 528	80 528		98 101	100 860	104 053
Water		83 027	108 431	161 873	91 189	171 455	171 455		179 213	179 778	180 384
Waste		57 090	71 667	91 663	77 012	97 276	97 276		101 793	102 087	102 400
Waste Water		35 843	45 727	60 207	51 136	65 649	65 649		69 868	70 142	70 435
Other trade receivables from exchange transactions		10 234	13 140	12 874	10 971	16 360	16 360		15 817	15 839	15 864
Gross: Trade and other receivables from exchange transactions		**233 692**	**291 758**	**383 124**	**323 878**	**431 267**	**431 267**	**-**	**464 792**	**468 707**	**473 134**
Less: Impairment for debt		**(167 333)**	**(229 961)**	**(309 251)**	**(268 640)**	**(354 237)**	**(354 237)**	**-**	**(387 762)**	**(391 677)**	**(396 104)**
Impairment for Electricity		(15 330)	(21 350)	(24 045)	(53 816)	(48 065)	(48 065)		(64 745)	(67 504)	(70 697)
Impairment for Water		(66 257)	(90 412)	(137 899)	(92 214)	(147 810)	(147 810)		(155 918)	(156 506)	(157 136)
Impairment for Waste		(50 431)	(70 096)	(86 660)	(71 996)	(92 274)	(92 274)		(96 791)	(97 085)	(97 397)
Impairment for Waste Water		(29 921)	(41 708)	(54 904)	(44 390)	(60 346)	(60 346)		(64 565)	(64 839)	(65 131)
Impairment for other trade receivalbes from exchange transactions		(5 395)	(6 395)	(5 742)	(6 224)	(5 742)	(5 742)		(5 742)	(5 742)	(5 742)
Total net Trade and other receivables from Exchange Trx		**66 360**	**61 798**	**73 873**	**55 239**	**77 030**	**77 030**	**-**	**77 030**	**77 030**	**77 030**
Receivables from non-exchange transactions											
Property rates		47 426	50 368	10 912	28 593	82 098	82 098		97 227	98 053	98 931
Less: Impairment of Property rates		(24 907)	(39 238)	(9 367)	(8 843)	(69 422)	(69 422)		(84 551)	(85 378)	(86 255)
Net Property rates		**22 519**	**11 131**	**1 545**	**19 750**	**12 676**	**12 676**	**-**	**12 676**	**12 676**	**12 676**
Other receivables from non-exchange transactions		32 228	36 197	120 287	4 332	241 850	241 850		364 889	379 650	388 606
Impairment for other receivalbes from non-exchange transactions		(30 754)	(32 052)	(104 020)	538	(225 512)	(225 512)		(348 550)	(363 311)	(372 268)
Net other receivables from non-exchange transactions		**1 474**	**4 145**	**16 267**	**4 869**	**16 339**	**16 339**	**-**	**16 339**	**16 339**	**16 339**
Total net Receivables from non-exchange transactions		**23 992**	**15 276**	**17 812**	**24 619**	**29 014**	**29 014**	**-**	**29 014**	**29 014**	**29 014**
Inventory											
Water											
Opening Balance		708	**765**	**799**	**1 193**	**1 193**	**1 193**	**1 193**	1 194	**1 194**	**1 194**
System Input Volume		**45 662**	**59 245**	**40 754**	**39 548**	**39 548**	**39 548**	**–**	**41 931**	**45 491**	**48 789**
Water Treatment Works		–	–	–	–	–	–	–	–	–	–
Bulk Purchases		45 662	59 245	40 754	39 548	39 548	39 548		41 931	45 491	48 789
Natural Sources		–	–	–	–	–	–	–	–	–	–
Authorised Consumption	6	**(45 604)**	**(59 211)**	**(40 360)**	**(39 548)**	**(39 548)**	**(39 548)**	**–**	**(41 931)**	**(45 491)**	**(48 789)**
Billed Authorised Consumption		**(45 604)**	**(59 211)**	**(40 360)**	**(39 548)**	**(39 548)**	**(39 548)**	**–**	**(41 931)**	**(45 491)**	**(48 789)**
Billed Metered Consumption		**(45 604)**	**(59 211)**	**(40 360)**	**(39 548)**	**(39 548)**	**(39 548)**	**–**	**(41 931)**	**(45 491)**	**(48 789)**
Free Basic Water		–	–	–	–	–	–	–	–	–	–
Subsidised Water		–	–	–	–	–	–	–	–	–	–
Revenue Water		(45 604)	(59 211)	(40 360)	(39 548)	(39 548)	(39 548)		(41 931)	(45 491)	(48 789)
Billed Unmetered Consumption		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Free Basic Water		–	–	–	–	–	–	–	–	–	–
Subsidised Water		–	–	–	–	–	–	–	–	–	–
Revenue Water		–	–	–	–	–	–	–	–	–	–
UnBilled Authorised Consumption		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Unbilled Metered Consumption		–	–	–	–	–	–	–	–	–	–
Unbilled Unmetered Consumption		–	–	–	–	–	–	–	–	–	–
Water Losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Apparent losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Unauthorised Consumption		–	–	–	–	–	–	–	–	–	–
Customer Meter Inaccuracies		–	–	–	–	–	–	–	–	–	–
Real losses		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Leakage on Transmission and Distribution Mains		–	–	–	–	–	–	–	–	–	–
Leakage and Overflows at Storage Tanks/Reservoirs		–	–	–	–	–	–	–	–	–	–
Leakage on Service Connections up to the point of Customer Mete		–	–	–	–	–	–	–	–	–	–
Data Transfer and Management Errors		–	–	–	–	–	–	–	–	–	–
Unavoidable Annual Real Losses		–	–	–	–	–	–	–	–	–	–
Non-revenue Water		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Closing Balance Water		**765**	**799**	**1 193**	**1 193**	**1 193**	**1 193**	**1 193**	**1 194**	**1 194**	**1 194**
Agricultural											
Opening Balance		–	–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–	–
Issues	7	–	–	–	–	–	–	–	–	–	–
Adjustments	8	–	–	–	–	–	–	–	–	–	–
Write-offs	9	–	–	–	–	–	–	–	–	–	–
Closing balance - Agricultural		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Consumables											
Standard Rated											
Opening Balance		–	–	–	**(225)**	**(225)**	**(225)**	**(225)**	(225)	**(225)**	**(225)**
Acquisitions		–	–	–	3 645	3 462	3 462		4 353	5 061	4 404
Issues	7	–	–	(225)	(3 645)	(3 392)	(3 392)		(4 353)	(5 061)	(4 404)
Adjustments	8	–	–	0	–	–	–		–	–	–
Write-offs	9	–	–	(0)	–	–	–	–	–	–	–
Closing balance - Consumables Standard Rated		**–**	**–**	**(225)**	**(225)**	**(155)**	**(155)**	**(225)**	**(225)**	**(225)**	**(225)**
Zero Rated											
Opening Balance		–	–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–	–
Issues	7	–	–	–	–	–	–	–	–	–	–
Adjustments	8	–	–	–	–	–	–	–	–	–	–
Write-offs	9	–	–	–	–	–	–	–	–	–	–
Closing balance - Consumables Zero Rated		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Finished Goods											
Opening Balance		–	–	–	–	–	–	–	–	–	–

Description	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
R thousand											
Acquisitions		–	–	–	–	–	–	–	–	–	–
Issues	7	–	–	–	–	–	–	–	–	–	–
Adjustments	8	–	–	–	–	–	–	–	–	–	–
Write-offs	9	–	–	–	–	–	–	–	–	–	–
Closing balance - Finished Goods		–	–	–	–	–	–	–	–	–	–
Materials and Supplies											
Opening Balance		8 974	**11 806**	**16 251**	**17 630**	**17 630**	**17 630**	**17 630**	17 630	**17 630**	**17 630**
Acquisitions		13 299	16 574	17 026	25 026	32 208	32 208		36 064	36 486	39 999
Issues	7	(10 587)	(12 130)	(15 643)	(25 026)	(31 563)	(31 563)		(36 064)	(36 486)	(39 999)
Adjustments	8	119	1	(4)	–	–	–		–	–	–
Write-offs	9	–	–	–	–	–	–	–	–	–	–
Closing balance - Materials and Supplies		**11 806**	**16 251**	**17 630**	**17 630**	**18 275**	**18 275**	**17 630**	**17 630**	**17 630**	**17 630**
Work-in-progress											
Opening Balance		–	–	–	–	–	–	–	–	–	–
Materials		–	–	–	–	–	–	–	–	–	–
Transfers		–	–	–	–	–	–	–	–	–	–
Closing balance - Work-in-progress		–	–	–	–	–	–	–	–	–	–
Housing Stock											
Opening Balance		–	–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–	–
Transfers		–	–	–	–	–	–	–	–	–	–
Sales		–	–	–	–	–	–	–	–	–	–
Closing Balance - Housing Stock		–	–	–	–	–	–	–	–	–	–
Land											
Opening Balance		–	–	–	–	–	–	–	–	–	–
Acquisitions		–	–	–	–	–	–	–	–	–	–
Sales		–	–	–	–	–	–	–	–	–	–
Adjustments		–	–	–	–	–	–	–	–	–	–
Correction of Prior period errors		–	–	–	–	–	–	–	–	–	–
Transfers		–	–	–	–			–	–	–	–
Closing Balance - Land		–	–	–	–	–	–	–	–	–	–
Closing Balance - Inventory & Consumables		**12 570**	**17 050**	**18 598**	**18 598**	**19 313**	**19 313**	**18 598**	**18 598**	**18 598**	**18 598**
Property, plant and equipment (PPE)											
PPE at cost/valuation (excl. finance leases)		2 921 828	2 975 796	3 058 857	3 182 580	2 065 702	2 065 702		3 283 940	3 329 294	3 379 185
Leases recognised as PPE	3	5 075	2 039	1 940	5 075				(146)	(146)	(146)
Less: Accumulated depreciation		(836 712)	(923 430)	(1 018 871)	(1 148 231)				(1 254 521)	(1 378 405)	(1 507 634)
Total Property, plant and equipment (PPE)	2	**2 090 191**	**2 054 406**	**2 041 926**	**2 039 424**	**2 065 702**	**2 065 702**	**–**	**2 029 273**	**1 950 743**	**1 871 405**
LIABILITIES											
Current liabilities - Financial liabilities											
Short term loans (other than bank overdraft)		–	–	–	–	–	–	–	–	–	–
Current portion of long-term liabilities		6 747	10 508	11 342	9 484	12 169	12 169		23 564	11 333	–
Total Current liabilities - Financial liabilities		**6 747**	**10 508**	**11 342**	**9 484**	**12 169**	**12 169**	**–**	**23 564**	**11 333**	**–**
Trade and other payables											
Trade and other payables from exchange transactions		88 885	105 579	126 241	77 412	125 733	125 733		124 413	124 413	124 413
Other trade payables from exchange transactions		–	–	–	–	–	–		–	–	–
Trade payables from Non-exchange transactions: Unspent conditional		6 199	(11 750)	30 756	–	(0)	(0)		–	–	–
Trade payables from Non-exchange transactions: Other		751	0	–	–	–	–		–	–	–
VAT		87 069	79 199	89 337	–	(0)	(0)		(0)	(0)	(0)
Total Trade and other payables	2	**182 904**	**173 029**	**246 334**	**77 412**	**125 733**	**125 733**	**–**	**124 413**	**124 413**	**124 413**
Non current liabilities - Financial liabilities											
Borrowing	4	0	21 944	24 202	8 637	11 207	11 207		11 333	–	–
Other financial liabilities		–	–	–	–	–	–	–	–	–	–
Total Non current liabilities - Financial liabilities		**0**	**21 944**	**24 202**	**8 637**	**11 207**	**11 207**	**–**	**11 333**	**–**	**–**
Non current liabilities - Long Term portion of trade payables		–	–	–	–	–	–	–	–	–	–
Elelctricty Bulk Purchases		–	–	–	–	–	–	–	–	–	–
Payables and Accruals - General		–	–	–	–	–	–	–	–	–	–
Water Bulk Purchases		–	–	–	–	–	–	–	–	–	–
Municipal Debt Relief		–	–	–	–	–	–	–	–	–	–
Provisions											
Retirement benefits		86 613	88 913	92 032	119 711	107 431	107 431		119 151	132 332	147 190
List other major provision items											
Refuse landfill site rehabilitation		74 162	106 420	110 631	106 420	118 827	118 827		122 180	125 532	128 885
Other		15 184	16 583	14 606	20 266	18 289	18 289		18 289	18 289	18 289
Total Provisions		**265 305**	**334 920**	**342 507**	**126 686**	**137 116**	**137 116**	**–**	**259 620**	**276 153**	**294 364**
CHANGES IN NET ASSETS											
Accumulated surplus/(deficit)											
Accumulated surplus/(deficit) - opening balance		2 210 333	2 138 538	2 067 945	2 081 569	2 093 944	2 093 944		2 056 059	1 992 399	1 925 476
GRAP adjustments		–	–	–	–	–	–	–	–	–	–
Restated balance		2 210 333	2 138 538	2 067 945	2 081 569	2 093 944	2 093 944	–	2 056 059	1 992 399	1 925 476
Surplus/(Deficit)		(1 037)	(70 233)	19 433	(33 798)	(37 885)	(37 885)	64 282	(58 574)	(66 923)	(49 490)
Transfers to/from Reserves		–	–	–	–	–	–	–	–	–	–
Depreciation offsets		–	–	–	–	–	–	–	–	–	–
Other adjustments		49 620	(360)	0	–	–	–	–	(5 086)	–	–
Accumulated Surplus/(Deficit)	1	**2 258 916**	**2 067 945**	**2 087 378**	**2 047 771**	**2 056 059**	**2 056 059**	**64 282**	**1 992 399**	**1 925 476**	**1 875 986**
Reserves											
Housing Development Fund		–	–	–	–	–	–	–	–	–	–

Description R thousand	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital replacement		–	–	–	–	–	–	–	–	–	–
Self-insurance		–	–	–	–	–	–	–	–	–	–
Other reserves		–	–	–	–	–	–	–	–	–	–
Revaluation		–	–	–	–	–	–	–	–	–	–
Total Reserves	2	–	–	–	–	–	–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	**2 258 916**	**2 067 945**	**2 087 378**	**2 047 771**	**2 056 059**	**2 056 059**	**64 282**	**1 992 399**	**1 925 476**	**1 875 986**

References

1. Must reconcile with Table A4 Budgeted Financial Performance (revenue and expenditure)
2. Must reconcile with Table A6 Budgeted Financial Position
3. Leases treated as assets to be depreciated as the same as purchased/constructed assets. Includes PPP asset element accounted for as finance leases
4. Borrowing must reconcile to Table A17
5. Trade Payable should only include Trade Payables from Exchance Transactions ("True Creditors")
6. Inventory Consumed - Water - included under "Inventory Consumed" on Table A4 - Detail to be submitted on Table SA1
7. Inventry Consumed Other - included under "Inventory Consumed" on Table A4 - Detail to be submitted on Table SA1
8. Inventory Transfers/Adjustments (Include under gains/losses on Table A4)
9. Inventory Write-offs (Include under losses on Table A4)

EC108 Kouga - Supporting Table SA4 Reconciliation of IDP strategic objectives and budget (revenue)

R thousand			Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Allocations to other priorities			2									
Total Revenue (excluding capital transfers and contributions)			1	–	–	–	–	–	–	–	–	–

References

1. Total revenue must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

2. Balance of allocations not directly linked to an IDP strategic objective

EC108 Kouga - Supporting Table SA5 Reconciliation of IDP strategic objectives and budget (operating expenditure)

R thousand			Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Allocations to other priorities												
Total Expenditure			1	–	–	–	–	–	–	–	–	–

References

1. Total expenditure must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)

2. Balance of allocations not directly linked to an IDP strategic objective

EC108 Kouga - Supporting Table SA6 Reconciliation of IDP strategic objectives and budget (capital expenditure)

R thousand			Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		A B C D E F G H I J K L M N O P										
Allocations to other priorities			3									
Total Capital Expenditure			1	–	–	–	–	–	–	–	–	–

References

1. Total capital expenditure must reconcile to Budgeted Capital Expenditure

2. Goal code must be used on Table SA36

3. Balance of allocations not directly linked to an IDP strategic objective

EC108 Kouga - Supporting Table SA7 Measureable performance objectives

Description	Unit of measurement	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Vote 1 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 2 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Vote 3 - vote name										
Function 1 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
Function 2 - (name)										
Sub-function 1 - (name)										
Insert measure/s description										
Sub-function 2 - (name)										
Insert measure/s description										
Sub-function 3 - (name)										
Insert measure/s description										
And so on for the rest of the Votes										

1. Include a measurable performance objective for each revenue source (within a relevant function) and each vote (MFMA s17(3)(b))
2. Include all Basic Services performance targets from 'Basic Service Delivery' to ensure Table SA7 represents all strategic responsibilities
3. Only include prior year comparative information for individual measures where relevant activity occurred in that year/s

EC108 Kouga - Entities measureable performance objectives

Description	Unit of measurement	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Entity 1 - (name of entity)										
Insert measure/s description										
Entity 2 - (name of entity)										
Insert measure/s description										
Entity 3 - (name of entity)										
Insert measure/s description										

And so on for the rest of the Entities										

1. Include a measurable performance objective as agreed with the parent municipality (MFMA s87(5)(d))

2. Only include prior year comparative information for individual measures where relevant activity occurred in that year/s

EC108 Kouga - Supporting Table SA8 Performance indicators and benchmarks

Description of financial indicator	Basis of calculation	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Borrowing Management											
Credit Rating											
Capital Charges to Operating Expenditure	Interest & Principal Paid /Operating Expenditure	9,1%	9,1%	9,8%	1,0%	1,2%	1,2%	0,0%	2,6%	2,5%	1,3%
Capital Charges to Own Revenue	Finance charges & Repayment of borrowing /Own Revenue	13,3%	13,5%	13,5%	1,3%	1,6%	1,6%	0,0%	3,4%	3,2%	1,6%
Borrowed funding of 'own' capital expenditure	Borrowing/Capital expenditure excl. transfers and grants and contributions	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Safety of Capital											
Gearing	Long Term Borrowing/ Funds & Reserves	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Liquidity											
Current Ratio	Current assets/current liabilities	1,2	1,0	1,0	1,0	0,9	0,9	–	0,9	0,9	1,2
Current Ratio adjusted for aged debtors	Current assets less debtors > 90 days/current liabilities	1,2	1,0	1,0	1,0	0,9	0,9	–	0,9	0,9	1,2
Liquidity Ratio	Monetary Assets/Current Liabilities	0,5	0,3	0,5	0,0	0,1	0,1	–	0,1	0,1	0,3
Revenue Management											
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/Last 12 Mths Billing		0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Current Debtors Collection Rate (Cash receipts % of Ratepayer & Other revenue)		136,0%	151,8%	58,4%	153,7%	153,2%	153,2%	0,0%	155,7%	153,1%	150,7%
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue	4,1%	3,4%	3,1%	3,6%	3,7%	3,7%	0,0%	3,4%	3,1%	2,9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old										
Creditors Management											
Creditors System Efficiency	% of Creditors Paid Within Terms (within`MFMA' s 65(e))										
Creditors to Cash and Investments		5,0%	5,6%	7,7%	1383,5%	478,4%	478,4%	0,0%	476,9%	400,0%	182,2%
Other Indicators											
Electricity Distribution Losses (2)	Total Volume Losses (kW)										
	Total Volume Losses (kW) non technical										
	Total Cost of Losses (Rand '000)										
	% Volume (units purchased and generated less units sold)/units purchased and generated										
Water Volumes :System input	Bulk Purchase										
	Water treatment works										
	Natural sources										
	Total Volume Losses (kℓ)										

Description of financial indicator	Basis of calculation	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Water Distribution Losses (2)	Total Cost of Losses (Rand '000) % Volume (units purchased and generated less units sold)/units purchased and generated										
Employee costs	Employee costs/(Total Revenue - capital revenue)	37,8%	36,1%	30,7%	38,6%	34,0%	34,0%	0,0%	33,9%	33,2%	32,1%
Remuneration	Total remuneration/(Total Revenue - capital revenue)	39,2%	37,5%	31,9%	39,9%	35,2%	35,2%		35,0%	34,3%	33,1%
Repairs & Maintenance	R&M/(Total Revenue excluding capital revenue)	7,7%	4,9%	4,0%	5,2%	4,6%	4,6%		15,7%	15,4%	14,9%
Finance charges & Depreciation	FC&D/(Total Revenue - capital revenue)	10,1%	15,7%	20,6%	9,6%	8,9%	8,9%	0,0%	9,7%	9,4%	8,5%
IDP regulation financial viability indicators											
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)	0,8	0,9	63,0	174,2	174,2	174,2	0,2	144,7	48,5	53,3
ii.O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services	7,7%	6,7%	6,5%	6,6%	7,7%	7,7%	0,0%	7,0%	6,3%	5,6%
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure	22,3	22,3	18,6	0,1	0,3	0,3	–	0,2	0,3	0,5

References

1. Consumer debtors > 12 months old are excluded from current assets

2. Only include if services provided by the municipality

Calculation data

Debtors > 90 days										
Monthly fixed operational expenditure	79 546	84 352	88 206	101 857	103 077	103 077	25	109 632	118 441	128 649
Fixed operational expenditure % assumption	100,0%	100,0%	100,0%	100,0%	100,0%	100,0%	100,0%	100,0%	100,0%	100,0%
Own capex	45 288	(22 025)	(64 002)	13 460	35 146	35 146	–	34 000	–	–
Borrowing	–	–	–	–	–	–	–	–	–	–

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Description of economic indicator	Ref.	Basis of calculation	2001 Census	2007 Survey	2011 Census	2020/21	2021/22	2022/23	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
						Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Demographics												
Population		0	–	–	–	–	–	–	–	–	–	–
Females aged 5 - 14		0	–	–	–	–	–	–	–	–	–	–
Males aged 5 - 14		0	–	–	–	–	–	–	–	–	–	–
Females aged 15 - 34		0	–	–	–	–	–	–	–	–	–	–
Males aged 15 - 34		0	–	–	–	–	–	–	–	–	–	–
Unemployment		0	–	–	–	–	–	–	–	–	–	–
Monthly household income (no. of households)	1, 12											
No income		0	–	–	–	–	–	–	–	–	–	–
R1 - R1 600		0	–	–	–	–	–	–	–	–	–	–
R1 601 - R3 200		0	–	–	–	–	–	–	–	–	–	–
R3 201 - R6 400		0	–	–	–	–	–	–	–	–	–	–
R6 401 - R12 800		0	–	–	–	–	–	–	–	–	–	–
R12 801 - R25 600		0	–	–	–	–	–	–	–	–	–	–
R25 601 - R51 200		0	–	–	–	–	–	–	–	–	–	–
R52 201 - R102 400		0	–	–	–	–	–	–	–	–	–	–
R102 401 - R204 800		0	–	–	–	–	–	–	–	–	–	–
R204 801 - R409 600		0	–	–	–	–	–	–	–	–	–	–
R409 601 - R819 200		0	–	–	–	–	–	–	–	–	–	–
> R819 200		0	–	–	–	–	–	–	–	–	–	–
Poverty profiles (no. of households)												
< R2 060 per household per month	13	0	–	–	–	–	–	–	–	–	–	–
	2	0	–	–	–	–	–	–	–	–	–	–
Household/demographics (000)												
Number of people in municipal area		0	–	–	–	–	–	–	–	–	–	–
Number of poor people in municipal area		0	–	–	–	–	–	–	–	–	–	–
Number of households in municipal area		0	–	–	–	–	–	–	–	–	–	–
Number of poor households in municipal area		0	–	–	–	–	–	–	–	–	–	–
Definition of poor household (R per month)		0	–	–	–	-	-	-	-	-	-	-
Housing statistics	3											
Formal		0	–	–	–	-	-	-	-	-	-	-
Informal		0	–	–	–	-	-	-	-	-	-	-
Total number of households			-	-	-	-	-	-	-	-	-	-
Dwellings provided by municipality	4	0	–	–	–	-	-	-	-	-	-	-
Dwellings provided by province/s		0	–	–	–	-	-	-	-	-	-	-
Dwellings provided by private sector	5	0	–	–	–	-	-	-	-	-	-	-
Total new housing dwellings			-	-	-	-	-	-	-	-	-	-

Economic	6												
Inflation/inflation outlook (CPIX)						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Interest rate - borrowing						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Interest rate - investment						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Remuneration increases						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Consumption growth (electricity)						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Consumption growth (water)						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Collection rates	7												
Property tax/service charges						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Rental of facilities & equipment						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Interest - external investments						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Interest - debtors						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	
Revenue from agency services						0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	

Detail on the provision of municipal services for A10

Total municipal services	Ref.		2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Household service targets (000)									
		Water:									
		Piped water inside dwelling	–	–	–	–	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	–	–	–	–	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–	–	–	–	–
		Chemical toilet	–	–	–	–	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Bucket toilet	–	–	–	–	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–	–	–	–	–
		No toilet provisions	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Energy:									
		Electricity (at least min.service level)	–	–	–	–	–	–	–	–	–

		Electricity - prepaid (min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Refuse:									
		Removed at least once a week	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–

Municipal in-house services	Ref.		2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Household service targets (000)									
		Water:									
		Piped water inside dwelling	–	–	–	–	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Sanitation/sewerage:									
		Flush toilet (connected to sewerage)	–	–	–	–	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–	–	–	–	–
		Chemical toilet	–	–	–	–	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Bucket toilet	–	–	–	–	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–	–	–	–	–
		No toilet provisions	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Energy:									
		Electricity (at least min.service level)	–	–	–	–	–	–	–	–	–

		Electricity - prepaid (min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
		Refuse:									
		Removed at least once a week	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–

Municipal entity services	Ref.		2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Household service targets (000)									
Name of municipal entity		***Water:***									
		Piped water inside dwelling	–	–	–	–	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Name of municipal entity		***Sanitation/sewerage:***									
		Flush toilet (connected to sewerage)	–	–	–	–	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–	–	–	–	–
		Chemical toilet	–	–	–	–	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Bucket toilet	–	–	–	–	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–	–	–	–	–
		No toilet provisions	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Name of municipal entity		***Energy:***									
		Electricity (at least min.service level)	–	–	–	–	–	–	–	–	–

		Electricity - prepaid (min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Name of municipal entity		***Refuse:***									
		Removed at least once a week	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–

Services provided by 'external mechanisms'	Ref.		2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Household service targets (000)									
Names of service providers		***Water:***									
		Piped water inside dwelling	–	–	–	–	–	–	–	–	–
		Piped water inside yard (but not in dwelling)	–	–	–	–	–	–	–	–	–
	8	Using public tap (at least min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (at least min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
	9	Using public tap (< min.service level)	–	–	–	–	–	–	–	–	–
	10	Other water supply (< min.service level)	–	–	–	–	–	–	–	–	–
		No water supply	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Names of service providers		***Sanitation/sewerage:***									
		Flush toilet (connected to sewerage)	–	–	–	–	–	–	–	–	–
		Flush toilet (with septic tank)	–	–	–	–	–	–	–	–	–
		Chemical toilet	–	–	–	–	–	–	–	–	–
		Pit toilet (ventilated)	–	–	–	–	–	–	–	–	–
		Other toilet provisions (> min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Bucket toilet	–	–	–	–	–	–	–	–	–
		Other toilet provisions (< min.service level)	–	–	–	–	–	–	–	–	–
		No toilet provisions	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Names of service providers		***Energy:***									
		Electricity (at least min.service level)	–	–	–	–	–	–	–	–	–

		Electricity - prepaid (min.service level)	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Electricity (< min.service level)	–	–	–	–	–	–	–	–	–
		Electricity - prepaid (< min. service level)	–	–	–	–	–	–	–	–	–
		Other energy sources	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–
Names of service providers		***Refuse:***									
		Removed at least once a week	–	–	–	–	–	–	–	–	–
		Minimum Service Level and Above sub-total	–	–	–	–	–	–	–	–	–
		Removed less frequently than once a week	–	–	–	–	–	–	–	–	–
		Using communal refuse dump	–	–	–	–	–	–	–	–	–
		Using own refuse dump	–	–	–	–	–	–	–	–	–
		Other rubbish disposal	–	–	–	–	–	–	–	–	–
		No rubbish disposal	–	–	–	–	–	–	–	–	–
		Below Minimum Service Level sub-total	–	–	–	–	–	–	–	–	–
		Total number of households	–	–	–	–	–	–	–	–	–

Detail of Free Basic Services (FBS) provided			2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
			Outcome	Outcome	Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Electricity	Ref.	***Location of households for each type of FBS***									
List type of FBS service		**Formal settlements - (50 kwh per indigent household per month Rands)**	4 485 953	5 308 769	5 488 401	4 955 229	4 955 229	4 955 229	5 584 548	6 461 316	7 475 748
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Other (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Total cost of FBS - Electricity for informal settlements	–	–	–	–	–	–	–	–	–
Water	Ref.	***Location of households for each type of FBS***									
List type of FBS service		**Formal settlements - (6 kilolitre per indigent household per month Rands)**	32 489 730	38 341 238	13 470 867	19 498 541	19 797 190	19 797 190	21 232 488	22 771 848	24 422 796
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–	–	–	–	–

		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Other (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Total cost of FBS - Water for informal settlements	–	–	–	–	–	–	–	–	–
Sanitation	Ref.	***Location of households for each type of FBS***									
List type of FBS service		**Formal settlements - (free sanitation service to indigent households)**	9 780 726	10 780 120	9 997 134	12 635 128	13 345 283	13 345 283	14 212 728	15 136 560	16 120 428
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Other (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Total cost of FBS - Sanitation for informal settlements	–	–	–	–	–	–	–	–	–
Refuse Removal	Ref.	***Location of households for each type of FBS***									
List type of FBS service		**Formal settlements - (removed once a week to indigent households)**	2 878 538	–	–	–	–	–	25 690 656	27 360 552	29 138 988
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Informal settlements targeted for upgrading (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Living in informal backyard rental agreement (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Other (Rands)	–	–	–	–	–	–	–	–	–
		Number of HH receiving this type of FBS	–	–	–	–	–	–	–	–	–
		Total cost of FBS - Refuse Removal for informal settlen	–	–	–	–	–	–	–	–	–

References

1. Monthly household income threshold. Should include all sources of income.

2. Show the poverty analysis the municipality uses to determine its indigents policy and the provision of services

3. Include total of all housing units within the municipality

4. Number of subsidised dwellings to be constructed by the municipality under agency agreement with province
5. Provide estimate based on building approval information. Include any non-subsidised dwellings constructed by the municipality
6. Insert actual or estimated % increases assumed as a basis for budget calculations
7. Insert actual or estimated % collection rate assumed as a basis for budget calculations for each revenue group
8. Stand distance <= 200m from dwelling
9. Stand distance > 200m from dwelling
10. Borehole, spring, rain-water tank etc.
11. Must agree to total number of households in municipal area
12. Household income categories assume an average 4 person household. Stats SA - Census 2011 Questionnaire
13. Based on National poverty line of R515 per capita per month (2008 prices), assuming an average household size of 4 persons

EC108 Kouga Supporting Table SA10 Funding measurement

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Funding measures												
Cash/cash equivalents at the year end - R'000	18(1)b	1	1 776 093	1 877 136	1 644 957	5 596	26 282	26 282	–	26 086	31 102	68 268
Cash + investments at the yr end less applications - R'000	18(1)b	2	(39 060)	(62 074)	(41 498)	14 795	5 420	5 420	–	4 785	9 361	46 086
Cash year end/monthly employee/supplier payments	18(1)b	3	22,3	22,3	18,6	0,1	0,3	0,3	–	0,2	0,3	0,5
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	–	–	–	–	–	–	–	–	–	–
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	(3,7%)	10,1%	5,9%	(8,2%)	(6,0%)	(105,3%)	2,8%	4,1%	4,3%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	37,5%	33,0%	11,6%	41,7%	31,8%	31,8%	0,0%	32,9%	33,5%	34,4%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	10,5%	13,4%	11,3%	10,4%	11,7%	11,7%	0,0%	11,3%	10,8%	10,4%
Capital payments % of capital expenditure	18(1)c;19	8	(7,9%)	1605,2%	15120,2%	100,0%	100,0%	100,0%	0,0%	58,2%	100,0%	100,0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								100,0%	100,0%	100,0%
Current consumer debtors % change - incr(decr)	18(1)a	11	N.A.	(11,6%)	12,6%	14,6%	14,1%	0,0%	(100,0%)	0,0%	0,0%	0,0%
Long term receivables % change - incr(decr)	18(1)a	12	N.A.	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	3,3%	2,3%	2,3%	3,0%	2,9%	2,9%	0,0%	10,8%	12,0%	13,1%
Asset renewal % of capital budget	20(1)(vi)	14	(75,2%)	1,1%	0,1%	0,0%	0,2%	0,2%	0,0%	0,3%	0,2%	0,0%

References

1. Positive cash balances indicative of minimum compliance - subject to 2
2. Deduct cash and investment applications (defined) from cash balances
3. Indicative of sufficient liquidity to meet average monthly operating payments
4. Indicative of funded operational requirements
5. Indicative of adherence to macro-economic targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
6. Realistic average cash collection forecasts as % of annual billed revenue
7. Realistic average increase in debt impairment (doubtful debt) provision
8. Indicative of planned capital expenditure level & cash payment timing
9. Indicative of compliance with borrowing 'only' for the capital budget - should not exceed 100% unless refinancing
10. Substantiation of National/Province allocations included in budget
11. Indicative of realistic current arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
12. Indicative of realistic long term arrear debtor collection targets (prior to 2003/04 revenue not available for high capacity municipalities and later for other capacity classifications)
13. Indicative of a credible allowance for repairs & maintenance of assets - functioning assets revenue protection
14. Indicative of a credible allowance for asset renewal (requires analysis of asset renewal projects as % of total capital projects - detailed capital plan) - functioning assets revenue protection

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Supporting indicators												
% incr *total service charges (incl prop rates)*	18(1)a			2,3%	16,1%	11,9%	(2,2%)	0,0%	(99,3%)	8,8%	10,1%	10,3%
% incr Property Tax	18(1)a			6,7%	15,7%	8,5%	0,0%	0,0%	(100,0%)	5,5%	5,5%	5,5%
% incr Service charges - Water	18(1)a			12,8%	(3,6%)	27,5%	(9,7%)	0,0%	(100,2%)	12,7%	15,7%	15,7%
% incr Service charges - Waste Water Management	18(1)a			(44,5%)	161,1%	(13,6%)	16,9%	0,0%	(95,7%)	7,3%	7,2%	7,2%
% incr Service charges - Waste Management	18(1)a			1,9%	15,8%	2,5%	1,5%	0,0%	(96,8%)	6,5%	6,5%	6,5%
#REF!	18(1)a			1,0%	13,6%	7,2%	0,6%	0,0%	(100,0%)	6,5%	6,5%	6,5%
% incr in Sale of Goods and Rendering of Services	18(1)a			0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Total billable revenue	18(1)a		679 423	695 180	807 133	903 355	883 921	883 921	6 428	961 430	1 058 371	1 167 376
Service charges			679 423	695 180	807 133	903 355	883 921	883 921	6 428	961 430	1 058 371	1 167 376
Property rates			210 205	224 326	259 514	281 488	281 488	281 488	–	297 076	313 303	330 535
Service charges - electricity revenue			281 916	317 993	306 477	390 731	352 780	352 780	(763)	397 583	460 004	532 224
Service charges - water revenue			80 983	44 968	117 400	101 425	118 603	118 603	5 129	127 202	136 424	146 315
Service charges - sanitation revenue			52 346	53 366	61 797	63 314	64 268	64 268	2 063	68 446	72 895	77 633
Service charges - refuse removal			53 974	54 526	61 945	66 396	66 782	66 782	–	71 123	75 745	80 669
Service charges - other												
Interest			–	2 560	2 678	1 000	4 276	4 276	–	4 554	4 850	5 166
Capital expenditure excluding capital grant funding			55 326	106 185	49 475	13 460	35 146	35 146	–	34 000	–	–
Cash receipts from ratepayers	18(1)a		688 137	738 090	346 750	1 034 971	1 025 685	1 025 685	–	1 133 548	1 234 891	1 358 065
Ratepayer & Other revenue	18(1)a		1 836 223	2 238 705	2 994 659	2 484 829	3 227 870	3 227 870	6 428	3 443 771	3 686 188	3 949 849
Change in consumer debtors (current and non-current)			N/A	(13 278)	13 887	(11 827)	26 187	–	(106 045)	106 045	(0)	–
Operating and Capital Grant Revenue	18(1)a		213 768	228 043	279 561	266 444	292 191	292 191	–	256 627	264 152	280 828
Capital expenditure - total	20(1)(vi)		49 635	131 505	113 966	79 343	121 690	121 690	–	81 369	45 354	49 890
Capital expenditure - renewal	20(1)(vi)		(37 339)	1 391	131	–	221	221		250	100	–
Supporting benchmarks												
Growth guideline maximum			6,0%	6,0%	6,0%	6,0%	6,0%	6,0%	6,0%	6,0%	6,0%	6,0%
CPI guideline			4,3%	3,9%	4,6%	5,0%	5,0%	5,0%	5,0%	5,4%	5,6%	5,4%
DoRA operating grants total MFY										197 710	207 441	218 788
Provincial operating grants										2 050	2 050	2 050
Provincial capital grants										–	–	–
District Municipality grants										3 993	4 103	4 216
Total gazetted/advised national, provincial and district grants										256 627	264 152	280 828
Average annual collection rate (arrears inclusive)												

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
DoRA operating												
Operational Revenue:General Revenue:Equitable Share										192 664	203 746	214 723
Operational:Revenue:General Revenue:Fuel Levy										–	–	–
2014 African Nations Championship Host City Operating Grant [Schedule 5B]										–	–	–
Agriculture Research and Technology										–	–	–
Agriculture, Conservation and Environmental										–	–	–
Arts and Culture Sustainable Resource Management										–	–	–
Community Library										–	–	–
Department of Environmental Affairs										–	–	–
Department of Tourism										–	–	–
Department of Water Affairs and Sanitation Masibambane										–	–	–
Emergency Medical Service										–	–	–
Energy Efficiency and Demand-side [Schedule 5B]										–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]										1 495	–	–
HIV and Aids										–	–	–
Housing Accreditation										–	–	–
Housing Top structure										–	–	–
Infrastructure Skills Development Grant [Schedule 5B]										–	–	–
Integrated City Development Grant										–	–	–
Khayelitsha Urban Renewal										–	–	–
Local Government Financial Management Grant [Schedule 5B]										1 723	1 785	2 001
Mitchell's Plain Urban Renewal										–	–	–
Municipal Demarcation and Transition Grant [Schedule 5B]										–	–	–
Municipal Disaster Grant [Schedule 5B]										–	–	–
Municipal Human Settlement Capacity Grant [Schedule 5B]										–	–	–
Municipal Systems Improvement Grant										–	–	–
Natural Resource Management Project										–	–	–
Neighbourhood Development Partnership Grant										–	–	–
Operation Clean Audit										–	–	–
Municipal Disaster Recovery Grant										–	–	–
Public Service Improvement Facility										–	–	–
Public Transport Network Operations Grant [Schedule 5B]										–	–	–
Restructuring - Seed Funding										–	–	–
Revenue Enhancement Grant Debtors Book										–	–	–
Rural Road Asset Management Systems Grant										–	–	–
Sport and Recreation										–	–	–
Terrestrial Invasive Alien Plants										–	–	–
Water Services Operating Subsidy Grant [Schedule 5B]										–	–	–
Health Hygiene in Informal Settlements										–	–	–
Municipal Infrastructure Grant [Schedule 5B]										1 828	1 910	2 064
Water Services Infrastructure Grant										–	–	–
Public Transport Network Grant [Schedule 5B]										–	–	–
Smart Connect Grant										–	–	–
Urban Settlement Development Grant										–	–	–
WiFi Grant [Department of Telecommunications and Postal Services										–	–	–
Street Lighting										–	–	–
Traditional Leaders - Imbizion										–	–	–
Department of Water and Sanitation Smart Living Handbook										–	–	–
Integrated National Electrification Programme Grant										–	–	–

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Municipal Restructuring Grant										–	–	–
Regional Bulk Infrastructure Grant										–	–	–
Municipal Emergency Housing Grant										–	–	–
Metro Informal Settlements Partnership Grant										–	–	–
Integrated Urban Development Grant										–	–	–
Programme and Project Preparation Support Grant										–	–	–
										197 710	**207 441**	**218 788**
DoRA Capital												
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]										4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]										34 730	36 298	39 216
Municipal Water Infrastructure Grant [Schedule 5B]										–	–	–
Neighbourhood Development Partnership Grant [Schedule 5B]										–	–	–
Public Transport Infrastructure Grant [Schedule 5B]										–	–	–
Rural Household Infrastructure Grant [Schedule 5B]										–	–	–
Rural Road Asset Management Systems Grant [Schedule 5B]										–	–	–
Urban Settlement Development Grant [Schedule 4B]										–	–	–
Municipal Human Settlement										–	–	–
Community Library										–	–	–
Integrated City Development Grant [Schedule 4B]										–	–	–
Municipal Disaster Recovery Grant										–	–	–
Energy Efficiency and Demand Side Management Grant										–	–	–
Khayelitsha Urban Renewal										–	–	–
Local Government Financial Management Grant [Schedule 5B]										–	–	–
Municipal Systems Improvement Grant [Schedule 5B]										–	–	–
Public Transport Network Grant [Schedule 5B]										–	–	–
Public Transport Network Operations Grant [Schedule 5B]										–	–	–
Regional Bulk Infrastructure Grant (Schedule 5B)										–	–	–
Water Services Infrastructure Grant [Schedule 5B]										13 941	7 000	9 000
WIFI Connectivity										–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]										–	–	–
Aquaponic Project										–	–	–
Restition Settlement										–	–	–
Infrastructure Skills Development Grant [Schedule 5B]										–	–	–
Restructuring Seed Funding										–	–	–
Municipal Disaster Relief Grant										–	–	–
Municipal Emergency Housing Grant										–	–	–
Metro Informal Settlements Partnership Grant										–	–	–
Integrated Urban Development Grant										–	–	–

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Trend												
Change in consumer debtors (current and non-current)			(4 465)	(13 278)	13 887	(11 827)	26 187	–	(106 045)	106 045	(0)	–
Total Operating Revenue			887 140	951 260	1 185 175	1 158 957	1 297 411	1 297 411	6 428	1 392 621	1 512 282	1 648 335
Total Operating Expenditure			988 089	1 082 483	1 267 965	1 268 316	1 436 791	1 436 791	400	1 505 669	1 631 362	1 755 199
Operating Performance Surplus/(Deficit)			(100 948)	(131 223)	(82 789)	(109 359)	(139 380)	(139 380)	6 028	(113 048)	(119 080)	(106 864)
Cash and Cash Equivalents (30 June 2012)										–		
Revenue												
% Increase in Total Operating Revenue				7,2%	24,6%	(2,2%)	11,9%	0,0%	(99,5%)	7,3%	8,6%	9,0%
% Increase in Property Rates Revenue				6,7%	15,7%	8,5%	0,0%	0,0%	(100,0%)	0,0%	5,5%	5,5%
% Increase in Electricity Revenue				12,8%	(3,6%)	27,5%	(9,7%)	0,0%	(100,2%)	12,7%	15,7%	15,7%
% Increase in Property Rates & Services Charges				2,3%	16,1%	11,9%	(2,2%)	0,0%	(99,3%)	8,8%	10,1%	10,3%
Expenditure												
% Increase in Total Operating Expenditure				9,6%	17,1%	0,0%	13,3%	0,0%	(100,0%)	4,8%	8,3%	7,6%
% Increase in Employee Costs				2,3%	6,2%	22,9%	(1,5%)	0,0%	(100,0%)	6,9%	6,4%	5,2%
% Increase in Electricity Bulk Purchases				16,2%	(1,1%)	24,8%	(2,6%)	0,0%	(100,0%)	8,9%	19,7%	15,7%
Average Cost Per Budgeted Employee Position (Remuneration)					0	0				0		
Average Cost Per Councillor (Remuneration)					0	0				0		
R&M % of PPE			2,9%	2,0%	2,1%	2,6%	2,6%	2,6%		9,5%	10,5%	11,5%
Asset Renewal and R&M as a % of PPE			3,5%	0,9%	0,8%	4,9%	6,4%	6,4%		11,1%	11,2%	12,6%
Debt Impairment % of Total Billable Revenue			10,5%	13,4%	11,3%	10,4%	11,7%	11,7%	0,0%	11,3%	10,8%	10,4%
Capital Revenue												
Internally Funded & Other (R'000)			–	–	8 786	–	–	–	–	34 000	–	–
Borrowing (R'000)			–	–	–	–	–	–	–	–	–	–
Grant Funding and Other (R'000)			49 635	131 505	113 966	79 343	121 690	121 690	–	81 369	45 354	49 890
Internally Generated funds % of Non Grant Funding			5,7%	(98,7%)	(100,0%)	(100,0%)	(100,0%)	(100,0%)	0,0%	(100,0%)	(100,0%)	(100,0%)
Borrowing % of Non Grant Funding			0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Grant Funding % of Total Funding			(99,4%)	124,2%	280,1%	589,5%	346,2%	346,2%	0,0%	0,0%	0,0%	0,0%
Capital Expenditure												
Total Capital Programme (R'000)			(55 609)	131 179	113 966	79 343	121 690	121 690	–	81 369	45 354	49 890
Asset Renewal			13 568	(27 009)	(30 185)	53 225	89 996	89 996	–	35 036	14 045	22 990
Asset Renewal % of Total Capital Expenditure			(24,4%)	(20,6%)	(26,5%)	67,1%	74,0%	74,0%	0,0%	43,1%	31,0%	46,1%
Cash												
Cash Receipts % of Rate Payer & Other			37,5%	33,0%	11,6%	41,7%	31,8%	31,8%	0,0%	32,9%	33,5%	34,4%
Cash Coverage Ratio			0	0	0	0	0	0	–	0	0	0
Borrowing												
Credit Rating (2009/10)										0		
Capital Charges to Operating			9,1%	9,1%	9,8%	1,0%	1,2%	1,2%	0,0%	2,6%	2,5%	1,3%
Borrowing Receipts % of Capital Expenditure			0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%
Reserves												
Surplus/(Deficit)			(39 060)	(62 074)	(41 498)	14 795	5 420	5 420	–	4 785	9 361	46 086
Free Services												
Free Basic Services as a % of Equitable Share			31,6%	37,9%	17,7%	20,5%	21,1%	21,1%		34,6%	35,2%	35,9%
Free Services as a % of Operating Revenue (excl operational transfers)			2,8%	2,6%	0,8%	3,0%	1,6%	1,6%		0,0%	0,0%	0,0%
Total Operating Revenue			887 140	951 260	1 185 175	1 158 957	1 297 411	1 297 411	6 428	1 392 621	1 512 282	1 648 335
Total Operating Expenditure			988 089	1 082 483	1 267 965	1 268 316	1 436 791	1 436 791	400	1 505 669	1 631 362	1 755 199
Surplus/(Deficit) Budgeted Operating Statement			(100 948)	(131 223)	(82 789)	(109 359)	(139 380)	(139 380)	6 028	(113 048)	(119 080)	(106 864)

Description	MFMA section	Ref	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Surplus/(Deficit) Considering Reserves and Cash Backing			(39 060)	(62 074)	(41 498)	14 795	5 420	5 420	–	4 785	9 361	46 086
MTREF Funded (1) / Unfunded (0)		15	0	0	0	1	1	1	1	1	1	1
MTREF Funded ✓ / Unfunded ✗		15	✗	✗	✗	✓	✓	✓	✓	✓	✓	✓

References

15. Subject to figures provided in Schedule.

EC108 Kouga - Supporting Table SA11 Property rates summary

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Valuation:	1									
Date of valuation:										
Financial year valuation used										
Municipal by-laws s6 in place? (Y/N)	2									
Municipal/assistant valuer appointed? (Y/N)										
Municipal partnership s38 used? (Y/N)										
No. of assistant valuers (FTE)	3	–	–	–	–			–		
No. of data collectors (FTE)	3	–	–	–	–			–		
No. of internal valuers (FTE)	3	–	–	–	–			–		
No. of external valuers (FTE)	3	–	–	–	–			–		
No. of additional valuers (FTE)	4	–	–	–	–			–		
Valuation appeal board established? (Y/N)										
Implementation time of new valuation roll (mths)		–	–	–	–			–		
No. of properties	5	–	–	–	–			–		
No. of sectional title values	5	–	–	–	–			–		
No. of unreasonably difficult properties s7(2)		–	–	–	–			–		
No. of supplementary valuations		–	–	–	–			–		
No. of valuation roll amendments		–	–	–	–			–		
No. of objections by rate payers		–	–	–	–			–		
No. of appeals by rate payers		–	–	–	–			–		
No. of successful objections	8	–	–	–	–			–		
No. of successful objections > 10%	8	–	–	–	–			–		
Supplementary valuation		–	–	–	–			–		
Public service infrastructure value (Rm)	5	–	–	–	–			–		
Municipality owned property value (Rm)		–	–	–	–			–		
Valuation reductions:										
Valuation reductions-public infrastructure (Rm)		–	–	–	–	–	–	–	–	–
Valuation reductions-nature reserves/park (Rm)		–	–	–	–	–	–	–	–	–
Valuation reductions-mineral rights (Rm)		–	–	–	–	–	–	–	–	–
Valuation reductions-R15,000 threshold (Rm)		–	–	–	–	–	–	–	–	–
Valuation reductions-public worship (Rm)		–	–	–	–	–	–	–	–	–
Valuation reductions-other (Rm)		–	–	–	–	–	–	–	–	–
Total valuation reductions:		–	–	–	–	–	–	–	–	–
Total value used for rating (Rm)	5	–	–	–	–	–	–	–	–	–
Total land value (Rm)	5	–	–	–	–	–	–	–	–	–
Total value of improvements (Rm)	5	–	–	–	–	–	–	–	–	–
Total market value (Rm)	5	–	–	–	–	–	–	–	–	–
Rating:										
Residential rate used to determine rate for other categories? (Y/N)										
Differential rates used? (Y/N)	5									
Limit on annual rate increase (s20)? (Y/N)										
Special rating area used? (Y/N)										
Phasing-in properties s21 (number)		–	–	–	–	–	–	–	–	–
Rates policy accompanying budget? (Y/N)										
Fixed amount minimum value (R'000)		–	–	–	–			–		
Non-residential prescribed ratio s19? (%)		0,0%	0,0%	0,0%	0,0%			0,0%		
Rate revenue:										
Rate revenue budget (R '000)	6	221 456	235 744	257 233	310 749	299 281	299 281	297 076	313 303	330 535
Rate revenue expected to collect (R'000)	6									
Expected cash collection rate (%)										
Special rating areas (R'000)	7	8 939	9 278	10 235	–	–	–	–	–	–
Rebates, exemptions - indigent (R'000)		2 619	2 754	4 686	8 361	6 871	6 871	–	–	–
Rebates, exemptions - pensioners (R'000)		–	–	–	–	–	–	–	–	–
Rebates, exemptions - bona fide farm. (R'000)		125	–	–	–	–	–	–	–	–
Rebates, exemptions - other (R'000)		17 445	17 941	3 267	20 900	10 922	10 922	–	–	–
Phase-in reductions/discounts (R'000)		–	–	–	–	–	–	–	–	–

References

1. All numbers to be expressed as whole numbers except FTEs and Rates in the Rand
2. To give effect to rates policy
3. Full Time Equivalent (FTE) should be expressed to one decimal place and takes into account full time and part time staff
4. Required to implement new system (FTE)
5. Provide relevant information for historical comparisons. Must reconcile to the total of Table SA12
6. Current and budget year must reconcile to Table A4 Budgeted Financial Performance (revenue and expenditure)
7. Included in rate revenue budget
8. In favour of the rate-payer

EC108 Kouga - Supporting Table SA12a Property rates by category (current year)

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Current Year 2023/24													
Valuation:													
No. of properties		–	–	–	–	–	–	–	–	–	–	–	–
No. of sectional title property values		–	–	–	–	–	–	–	–	–	–	–	–
No. of unreasonably difficult properties s7(2)		–	–	–	–	–	–	–	–	–	–	–	–
No. of supplementary valuations		–	–	–	–	–	–	–	–	–	–	–	–
Supplementary valuation (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
No. of valuation roll amendments		–	–	–	–	–	–	–	–	–	–	–	–
No. of objections by rate-payers		–	–	–	–	–	–	–	–	–	–	–	–
No. of appeals by rate-payers		–	–	–	–	–	–	–	–	–	–	–	–
No. of appeals by rate-payers finalised		–	–	–	–	–	–	–	–	–	–	–	–
No. of successful objections	5	–	–	–	–	–	–	–	–	–	–	–	–
No. of successful objections > 10%	5	–	–	–	–	–	–	–	–	–	–	–	–
Estimated no. of properties not valued		–	–	–	–	–	–		–	–	–	–	–
Years since last valuation **(select)**													
Frequency of valuation **(select)**													
Method of valuation used **(select)**													
Base of valuation **(select)**													
Phasing-in properties s21 (number)		–	–	–	–	–	–	–	–	–	–	–	–
Combination of rating types used? (Y/N)													
Flat rate used? (Y/N)													
Is balance rated by uniform rate/variable rate?													
Valuation reductions:													
Valuation reductions-public infrastructure (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-nature reserves/park (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-mineral rights (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-R15,000 threshold (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-public worship (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-other (Rm)	2	–	–	–	–	–	–	–	–	–	–	–	–
Total valuation reductions:													
Total value used for rating (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total land value (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total value of improvements (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total market value (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Rating:													
Average rate	3	–	–	–	–	–	–	–	–	–	–	–	
Rate revenue budget (R '000)		–	–	–	–	–	–	–	–	–	–	–	–
Rate revenue expected to collect (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Expected cash collection rate (%)	4	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	–
Special rating areas (R'000)													–

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Rebates, exemptions - indigent (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - pensioners (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - bona fide farm. (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - other (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Phase-in reductions/discounts (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Total rebates,exemptns,reductns,discs (R'000)		–	–	–	–	–	–	–	–	–	–	–	–

References

1. Land & Assistance Act, Restitution of Land Rights, Communual Property Associations
2. Include value of additional reductions is 'free' value greater than MPRA minimum.
3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum
4. Include arrears collections
5. In favour of the rate-payer
6. Provide relevant information for historical comparisons.

EC108 Kouga - Supporting Table SA12b Property rates by category (budget year)

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Budget Year 2024/25													
Valuation:													
No. of properties		–	–	–	–	–	–	–	–	–	–	–	–
No. of sectional title property values		–	–	–	–	–	–	–	–	–	–	–	–
No. of unreasonably difficult properties s7(2)		–	–	–	–	–	–	–	–	–	–	–	–
No. of supplementary valuations		–	–	–	–	–	–	–	–	–	–	–	–
Supplementary valuation (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
No. of valuation roll amendments		–	–	–	–	–	–	–	–	–	–	–	–
No. of objections by rate-payers		–	–	–	–	–	–	–	–	–	–	–	–
No. of appeals by rate-payers		–	–	–	–	–	–	–	–	–	–	–	–
No. of appeals by rate-payers finalised		–	–	–	–	–	–	–	–	–	–	–	–
No. of successful objections	5	–	–	–	–	–	–	–	–	–	–	–	–
No. of successful objections > 10%	5	–	–	–	–	–	–	–	–	–	–	–	–
Estimated no. of properties not valued		–	–	–	–	–	–		–	–	–	–	–
Years since last valuation **(select)**													
Frequency of valuation **(select)**													
Method of valuation used **(select)**													
Base of valuation **(select)**													
Phasing-in properties s21 (number)		–	–	–	–	–	–	–	–	–	–	–	–
Combination of rating types used? (Y/N)													
Flat rate used? (Y/N)													
Is balance rated by uniform rate/variable rate?													
Valuation reductions:													
Valuation reductions-public infrastructure (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-nature reserves/park (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-mineral rights (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-R15,000 threshold (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-public worship (Rm)		–	–	–	–	–	–	–	–	–	–	–	–
Valuation reductions-other (Rm)	2	–	–	–	–	–	–	–	–	–	–	–	–
Total valuation reductions:													
Total value used for rating (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total land value (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total value of improvements (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Total market value (Rm)	6	–	–	–	–	–	–	–	–	–	–	–	–
Rating:													
Average rate	3	–	–	–	–	–	–	–	–	–	–	–	
Rate revenue budget (R '000)		–	–	–	–	–	–	–	–	–	–	–	–
Rate revenue expected to collect (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Expected cash collection rate (%)	4	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	0,0%	–

Description	Ref	Business and commercial properties	Industrial properties	Mining properties	Residential properties	Agricultural properties	Public benefit organisations	Public service purpose properties	Public service infrastructure properties	Vacant land	Sport Clubs and Fields (Bitou only)	Sectional Title Garages (Drakenstein only)	Sum
Special rating areas (R'000)													–
Rebates, exemptions - indigent (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - pensioners (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - bona fide farm. (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Rebates, exemptions - other (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Phase-in reductions/discounts (R'000)		–	–	–	–	–	–	–	–	–	–	–	–
Total rebates,exemptns,reductns,discs (R'000)		–	–	–	–	–	–	–	–	–	–	–	–

References

1. Land & Assistance Act, Restitution of Land Rights, Communual Property Associations
2. Include value of additional reductions is 'free' value greater than MPRA minimum.
3. Average rate - cents in the Rand. Eg 10.26 cents in the Rand is 0.1026, expressed to 6 decimal places maximum
4. Include arrears collections
5. In favour of the rate-payer
6. Provide relevant information for historical comparisons.

EC108 Kouga - Supporting Table SA13a Service Tariffs by category

Description	Ref	Provide description of tariff structure where appropriate	2020/21	2021/22	2022/23	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
							Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Property rates *(rate in the Rand)*	1								
Residential properties			-	-	-	-	-	-	-
Residential properties - vacant land			-	-	-	-	-	-	-
Formal/informal settlements			-	-	-	-	-	-	-
Small holdings			-	-	-	-	-	-	-
Farm properties - used			-	-	-	-	-	-	-
Farm properties - not used			-	-	-	-	-	-	-
Industrial properties			-	-	-	-	-	-	-
Business and commercial properties			-	-	-	-	-	-	-
Communal land - residential			-	-	-	-	-	-	-
Communal land - small holdings			-	-	-	-	-	-	-
Communal land - farm property			-	-	-	-	-	-	-
Communal land - business and commercial			-	-	-	-	-	-	-
Communal land - other			-	-	-	-	-	-	-
State-owned properties			-	-	-	-	-	-	-
Municipal properties			-	-	-	-	-	-	-
Public service infrastructure			-	-	-	-	-	-	-
Privately owned towns serviced by the owner			-	-	-	-	-	-	-
State trust land			-	-	-	-	-	-	-
Restitution and redistribution properties			-	-	-	-	-	-	-
Protected areas			-	-	-	-	-	-	-
National monuments properties			-	-	-	-	-	-	-
Property rates by usage									
Business and commercial properties			-	-	-	-	-	-	-
Industrial properties			-	-	-	-	-	-	-
Mining properties			-	-	-	-	-	-	-
Residential properties			-	-	-	-	-	-	-
Agricultural properties			-	-	-	-	-	-	-
Public benefit organisations			-	-	-	-	-	-	-
Public service purpose properties			-	-	-	-	-	-	-
Public service infrastructure properties			-	-	-	-	-	-	-
Vacant land			-	-	-	-	-	-	-
Sport Clubs and Fields (Bitou only)			-	-	-	-	-	-	-
Sectional Title Garages (Drakenstein only)			-	-	-	-	-	-	-
Exemptions, reductions and rebates *(Rands)*									
Residential properties									
R15 000 threshhold rebate			15 000	15 000	15 000	15 000	15 000	15 000	15 000
General residential rebate			-	-	-	-	-	-	-
Indigent rebate or exemption			-	-	-	-	-	-	-
Pensioners/social grants rebate or exemption			-	-	-	-	-	-	-
Temporary relief rebate or exemption			-	-	-	-	-	-	-
Bona fide farmers rebate or exemption			-	-	-	-	-	-	-
Other rebates or exemptions	2		-	-	-	-	-	-	-
Water tariffs									
Domestic									
Basic charge/fixed fee *(Rands/month)*			-	-	-	-	-	-	-
Service point - vacant land *(Rands/month)*			-	-	-	-	-	-	-
Water usage - flat rate tariff *(c/kl)*			-	-	-	-	-	-	-
Water usage - life line tariff		(describe structure)	-	-	-	-	-	-	-
Water usage - Block 1 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Water usage - Block 2 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Water usage - Block 3 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Water usage - Block 4 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Water usage - Block 5 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Water usage - Block 6 (c/kl)		(fill in thresholds)	-	-	-	-	-	-	-
Other	2		-	-	-	-	-	-	-
Waste water tariffs									
Domestic									
Basic charge/fixed fee *(Rands/month)*			-	-	-	-	-	-	-
Service point - vacant land *(Rands/month)*			-	-	-	-	-	-	-
Waste water - flat rate tariff *(c/kl)*			-	-	-	-	-	-	-
Volumetric charge - Block 1 (c/kl)		(fill in structure)	-	-	-	-	-	-	-
Volumetric charge - Block 2 (c/kl)		(fill in structure)	-	-	-	-	-	-	-
Volumetric charge - Block 3 (c/kl)		(fill in structure)	-	-	-	-	-	-	-
Volumetric charge - Block 4 (c/kl)		(fill in structure)	-	-	-	-	-	-	-
Other	2		-	-	-	-	-	-	-

Description	Ref	Provide description of tariff structure where appropriate	2020/21	2021/22	2022/23	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
							Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Electricity tariffs									
Domestic									
Basic charge/fixed fee *(Rands/month)*			-	-	-	-	-	-	-
Service point - vacant land *(Rands/month)*			-	-	-	-	-	-	-
FBE		(how is this targeted?)	-	-	-	-	-	-	-
Life-line tariff - meter		(describe structure)	-	-	-	-	-	-	-
Life-line tariff - prepaid		(describe structure)	-	-	-	-	-	-	-
Flat rate tariff - meter *(c/kwh)*			-	-	-	-	-	-	-
Flat rate tariff - prepaid*(c/kwh)*			-	-	-	-	-	-	-
Meter - IBT Block 1 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Meter - IBT Block 2 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Meter - IBT Block 3 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Meter - IBT Block 4 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Meter - IBT Block 5 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Prepaid - IBT Block 1 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Prepaid - IBT Block 2 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Prepaid - IBT Block 3 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Prepaid - IBT Block 4 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Prepaid - IBT Block 5 (c/kwh)		(fill in thresholds)	-	-	-	-	-	-	-
Other	2		-	-	-	-	-	-	-
Waste management tariffs									
Domestic									
Street cleaning charge			-	-	-	-	-	-	-
Basic charge/fixed fee			-	-	-	-	-	-	-
80l bin - once a week			-	-	-	-	-	-	-
250l bin - once a week			-	-	-	-	-	-	-

References

1. If properties are not rated or zero rated this must be indicated as such

2.Please provide detailed descriptions on Sheet SA13b

EC108 Kouga - Supporting Table SA13b Service Tariffs by category - explanatory

Description	Ref	Provide description of tariff structure where appropriate	2020/21	2021/22	2022/23	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework		
							Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Exemptions, reductions and rebates *(Rands)*									
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
Water tariffs									
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
Waste water tariffs									
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
		(fill in structure)	-	-	-	-	-	-	-
Electricity tariffs									
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-
		(fill in thresholds)	-	-	-	-	-	-	-

EC108 Kouga - Supporting Table SA14 Household bills

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework			
Rand/cent		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25 % incr.	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Monthly Account for Household - 'Middle Income Range'	1										
Rates and services charges:											
Property rates		–	–	–	–	–	–	–	–	–	–
Electricity: Basic levy		–	–	–	–	–	–	–	–	–	–
Electricity: Consumption		–	–	–	–	–	–	–	–	–	–
Water: Basic levy		–	–	–	–	–	–	–	–	–	–
Water: Consumption		–	–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–	–
Refuse removal		–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–	–
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services		–	–	–	–	–	–	–	–	–	–
Total large household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–
Monthly Account for Household - 'Affordable Range'	2										
Rates and services charges:											
Property rates		–	–	–	–	–	–	–	–	–	–
Electricity: Basic levy		–	–	–	–	–	–	–	–	–	–
Electricity: Consumption		–	–	–	–	–	–	–	–	–	–
Water: Basic levy		–	–	–	–	–	–	–	–	–	–
Water: Consumption		–	–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–	–
Refuse removal		–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–	–
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services		–	–	–	–	–	–	–	–	–	–
Total small household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–
Monthly Account for Household - 'Indigent' Household receiving free basic services	3										
Rates and services charges:											
Property rates		–	–	–	–	–	–	–	–	–	–
Electricity: Basic levy		–	–	–	–	–	–	–	–	–	–
Electricity: Consumption		–	–	–	–	–	–	–	–	–	–
Water: Basic levy		–	–	–	–	–	–	–	–	–	–
Water: Consumption		–	–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–	–
Refuse removal		–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–	–
sub-total		–	–	–	–	–	–	–	–	–	–
VAT on Services		–	–	–	–	–	–	–	–	–	–
Total small household bill:		–	–	–	–	–	–	–	–	–	–
% increase/-decrease			–	–	–	–	–		–	–	–

References

1. Use as basis property value of R700 000, 1 000 kWh electricity and 30kl water

2. Use as basis property value of R500 000 and R700 000, 500 kWh electricity and 25kl water

3. Use as basis property value of R 300 000, 350kWh electricity and 20kl water (50 kWh electricity and 6 kl water free)

4. Note this is for a SINGLE household.

EC108 Kouga - Supporting Table SA15 Investment particulars by type

Investment type	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Parent municipality										
Securities - National Government		–	–	–	–	–	–	–	–	–
Listed Corporate Bonds		–	–	–	–	–	–	–	–	–
Deposits - Bank		40 490	9 803	83 334	4 850	83 334	83 334	5 000	4 930	6 000
Deposits - Public Investment Commissioners		–	–	–	–	–	–	–	–	–
Deposits - Corporation for Public Deposits		–	–	–	–	–	–	–	–	–
Bankers Acceptance Certificates		–	–	–	–	–	–	–	–	–
Negotiable Certificates of Deposit - Banks		–	–	–	–	–	–	–	–	–
Guaranteed Endowment Policies (sinking)		–	–	–	–	–	–	–	–	–
Repurchase Agreements - Banks		–	–	–	–	–	–	–	–	–
Municipal Bonds		–	–	–	–	–	–	–	–	–
Municipality sub-total	1	**40 490**	**9 803**	**83 334**	**4 850**	**83 334**	**83 334**	**5 000**	**4 930**	**6 000**
Entities										
Securities - National Government		–	–	–	–	–	–	–	–	–
Listed Corporate Bonds		–	–	–	–	–	–	–	–	–
Deposits - Bank		–	–	–	–	–	–	–	–	–
Deposits - Public Investment Commissioners		–	–	–	–	–	–	–	–	–
Deposits - Corporation for Public Deposits		–	–	–	–	–	–	–	–	–
Bankers Acceptance Certificates		–	–	–	–	–	–	–	–	–
Negotiable Certificates of Deposit - Banks		–	–	–	–	–	–	–	–	–
Guaranteed Endowment Policies (sinking)		–	–	–	–	–	–	–	–	–
Repurchase Agreements - Banks		–	–	–	–	–	–	–	–	–
Entities sub-total		**–**	–	–	–	–	–	–	–	–
Consolidated total:		**40 490**	**9 803**	**83 334**	**4 850**	**83 334**	**83 334**	**5 000**	**4 930**	**6 000**

References

1. Total investments must reconcile to Budgeted Financial Position ('current' call investment deposits plus 'non-current' investments)

EC108 Kouga - Supporting Table SA16 Investment particulars by maturity

Investments by Maturity Name of institution & investment ID	Ref 1	Period of Investment Yrs/Months	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate [3]	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
Parent municipality														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
Municipality sub-total														
Entities														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
-														
Entities sub-total														
TOTAL INVESTMENTS AND INTEREST	1													

References

1. Total investments must reconcile to all items in Table SA15 for the Current Year (30 June)

2. List investments in expiry date order

3. If 'variable' is selected in column F, input interest rate range

4. Withdrawals to be entered as negative

EC108 Kouga - Supporting Table SA17 Borrowing

Borrowing - Categorised by type	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Parent municipality										
Annuity and Bullet Loans		0	–	–	–	–	–	–	–	–
Long-Term Loans (non-annuity)		–	–	–	–	–	–	–	–	–
Local registered stock		–	–	–	–	–	–	–	–	–
Instalment Credit		–	–	–	–	–	–	–	–	–
Financial Leases		–	–	–	–	–	–	–	–	–
PPP liabilities		–	–	–	–	–	–	–	–	–
Finance Granted By Cap Equipment Supplier		–	–	–	–	–	–	–	–	–
Marketable Bonds		–	–	–	–	–	–	–	–	–
Non-Marketable Bonds		–	–	–	–	–	–	–	–	–
Bankers Acceptances		–	–	–	–	–	–	–	–	–
Financial derivatives		–	–	–	–	–	–	–	–	–
Other Securities		(0)	21 944	24 202	8 637	11 207	11 207	(22 667)	–	–
Municipality sub-total	1	**(0)**	**21 944**	**24 202**	**8 637**	**11 207**	**11 207**	**(22 667)**	**–**	**–**
Entities										
Annuity and Bullet Loans		–	–	–	–	–	–	–	–	–
Long-Term Loans (non-annuity)		–	–	–	–	–	–	–	–	–
Local registered stock		–	–	–	–	–	–	–	–	–
Instalment Credit		–	–	–	–	–	–	–	–	–
Financial Leases		–	–	–	–	–	–	–	–	–
PPP liabilities		–	–	–	–	–	–	–	–	–
Finance Granted By Cap Equipment Supplier		–	–	–	–	–	–	–	–	–
Marketable Bonds		–	–	–	–	–	–	–	–	–
Non-Marketable Bonds		–	–	–	–	–	–	–	–	–
Bankers Acceptances		–	–	–	–	–	–	–	–	–
Financial derivatives		–	–	–	–	–	–	–	–	–
Other Securities		–	–	–	–	–	–	–	–	–
Entities sub-total	1	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Borrowing	1	**(0)**	**21 944**	**24 202**	**8 637**	**11 207**	**11 207**	**(22 667)**	**–**	**–**
Unspent Borrowing - Categorised by type										
Parent municipality										
Long-Term Loans (annuity/reducing balance)		–	–	–	–	–	–	–	–	–
Long-Term Loans (non-annuity)		–	–	–	–	–	–	–	–	–
Local registered stock		–	–	–	–	–	–	–	–	–
Instalment Credit		–	–	–	–	–	–	–	–	–
Financial Leases		–	–	–	–	–	–	–	–	–
PPP liabilities		–	–	–	–	–	–	–	–	–
Finance Granted By Cap Equipment Supplier		–	–	–	–	–	–	–	–	–
Marketable Bonds		–	–	–	–	–	–	–	–	–
Non-Marketable Bonds		–	–	–	–	–	–	–	–	–
Bankers Acceptances		–	–	–	–	–	–	–	–	–
Financial derivatives		–	–	–	–	–	–	–	–	–
Other Securities		–	–	–	–	–	–	–	–	–
Municipality sub-total	1	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Entities										
Long-Term Loans (annuity/reducing balance)		–	–	–	–	–	–	–	–	–
Long-Term Loans (non-annuity)		–	–	–	–	–	–	–	–	–
Local registered stock		–	–	–	–	–	–	–	–	–
Instalment Credit		–	–	–	–	–	–	–	–	–
Financial Leases		–	–	–	–	–	–	–	–	–
PPP liabilities		–	–	–	–	–	–	–	–	–
Finance Granted By Cap Equipment Supplier		–	–	–	–	–	–	–	–	–
Marketable Bonds		–	–	–	–	–	–	–	–	–
Non-Marketable Bonds		–	–	–	–	–	–	–	–	–
Bankers Acceptances		–	–	–	–	–	–	–	–	–
Financial derivatives		–	–	–	–	–	–	–	–	–
Other Securities		–	–	–	–	–	–	–	–	–
Entities sub-total	1	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total Unspent Borrowing	1	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**

References

1. Total borrowing must reconcile to Budgeted Financial Position (Borrowing - non-current)

EC108 Kouga - Supporting Table SA18 Transfers and grant receipts

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
RECEIPTS:	1, 2									
Operating Transfers and Grants										
National Government:		**157 046**	**145 494**	**163 292**	**180 506**	**186 552**	**180 506**	**197 710**	**207 441**	**218 788**
Operational Revenue:General Revenue:Equitable Share		157 046	143 774	163 292	180 506	180 506	180 506	192 664	203 746	214 723
Operational:Revenue:General Revenue:Fuel Levy		–	–	–	–	–	–	–	–	–
2014 African Nations Championship Host City Operating Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Agriculture Research and Technology		–	–	–	–	–	–	–	–	–
Agriculture, Conservation and Environmental		–	–	–	–	–	–	–	–	–
Arts and Culture Sustainable Resource Management		–	–	–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–	–	–
Department of Environmental Affairs		–	–	–	–	–	–	–	–	–
Department of Tourism		–	–	–	–	–	–	–	–	–
Department of Water Affairs and Sanitation Masibambane		–	–	–	–	–	–	–	–	–
Emergency Medical Service		–	–	–	–	–	–	–	–	–
Energy Efficiency and Demand-side [Schedule 5B]		–	–	–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	2 458	–	1 495	–	–
HIV and Aids		–	–	–	–	–	–	–	–	–
Housing Accreditation		–	–	–	–	–	–	–	–	–
Housing Top structure		–	–	–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Integrated City Development Grant		–	–	–	–	–	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	1 720	–	–	1 720	–	1 723	1 785	2 001
Mitchell's Plain Urban Renewal		–	–	–	–	–	–	–	–	–
Municipal Demarcation and Transition Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Human Settlement Capacity Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Systems Improvement Grant		–	–	–	–	–	–	–	–	–
Natural Resource Management Project		–	–	–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant		–	–	–	–	–	–	–	–	–
Operation Clean Audit		–	–	–	–	–	–	–	–	–
Municipal Disaster Recovery Grant		–	–	–	–	–	–	–	–	–
Public Service Improvement Facility		–	–	–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Restructuring - Seed Funding		–	–	–	–	–	–	–	–	–
Revenue Enhancement Grant Debtors Book		–	–	–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant		–	–	–	–	–	–	–	–	–
Sport and Recreation		–	–	–	–	–	–	–	–	–
Terrestrial Invasive Alien Plants		–	–	–	–	–	–	–	–	–
Water Services Operating Subsidy Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Health Hygiene in Informal Settlements		–	–	–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		–	–	–	–	1 868	–	1 828	1 910	2 064
Water Services Infrastructure Grant		–	–	–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Smart Connect Grant		–	–	–	–	–	–	–	–	–
Urban Settlement Development Grant		–	–	–	–	–	–	–	–	–
WiFi Grant [Department of Telecommunications and Postal Services		–	–	–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Traditional Leaders - Imbizion		–	–	–	–	–	–	–	–	–
Department of Water and Sanitation Smart Living Handbook		–	–	–	–	–	–	–	–	–
Integrated National Electrification Programme Grant		–	–	–	–	–	–	–	–	–
Municipal Restructuring Grant		–	–	–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant		–	–	–	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–	–	–
Programme and Project Preparation Support Grant		–	–	–	–	–	–	–	–	–
Provincial Government:		**–**	**13 276**	**(1 446)**	**–**	**2 050**	**–**	**2 050**	**2 050**	**2 050**
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	13 276	(1 446)	–	–	–	–	–	–
Libraries, Archives and Museums		–	–	–	–	2 050	–	2 050	2 050	2 050
Other		–	–	–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–	–	–
Road Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–	–	–
Waste Water Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
District Municipality:		**–**	**–**	**–**	**–**	**2 281**	**–**	**2 393**	**2 503**	**2 616**
All Grants		–	–	–	–	2 281	–	2 393	2 503	2 616
Other Grant Providers:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Departmental Agencies and Accounts		–	–	–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Total Operating Transfers and Grants	5	**157 046**	**158 770**	**161 846**	**180 506**	**190 883**	**180 506**	**202 153**	**211 994**	**223 454**
Capital Transfers and Grants										
National Government:		**–**	**12 500**	**57 339**	**–**	**73 588**	**–**	**52 874**	**50 558**	**55 774**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		–	–	–	–	4 089	–	4 203	7 260	7 558
Municipal Infrastructure Grant [Schedule 5B]		–	–	–	–	35 499	–	34 730	36 298	39 216

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Municipal Water Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Public Transport Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Rural Household Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Urban Settlement Development Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Municipal Human Settlement		–	–	–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–	–	–
Integrated City Development Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Municipal Disaster Recovery Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Energy Efficiency and Demand Side Management Grant		–	–	–	–	4 000	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Systems Improvement Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant (Schedule 5B)		–	–	–	–	–	–	–	–	–
Water Services Infrastructure Grant [Schedule 5B]		–	–	54 339	–	30 000	–	13 941	7 000	9 000
WIFI Connectivity		–	–	–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	–	–	–	–	–
Aquaponic Project		–	–	–	–	–	–	–	–	–
Restition Settlement		–	–	–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Restructuring Seed Funding		–	–	–	–	–	–	–	–	–
Municipal Disaster Relief Grant		–	12 500	3 000	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–	–	–
Provincial Government:		**–**	**(11 750)**	**27 135**	**–**	**–**	**–**	**–**	**–**	**–**
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	(11 750)	27 135	–	–	–	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–	–	–
Road Infrastructure		–	–	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–	–	–
Waste Water Infrastructure		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		–	–	–	–	–	–	–	–	–
District Municipality:		**–**	**–**	**–**	**–**	**1 362**	**–**	**1 600**	**1 600**	**1 600**
All Grants		–	–	–	–	1 362	–	1 600	1 600	1 600
Other Grant Providers:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Departmental Agencies and Accounts		–	–	–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Transfer from Operational Revenue		–	–	–	–	–	–	–	–	–
Total Capital Transfers and Grants	5	**–**	**750**	**84 475**	**–**	**74 950**	**–**	**54 474**	**52 158**	**57 374**
TOTAL RECEIPTS OF TRANSFERS & GRANTS		**157 046**	**159 521**	**246 321**	**180 506**	**265 833**	**180 506**	**256 627**	**264 152**	**280 828**

References

1. Each transfer/grant is listed by name as gazetted together with the name of the transferring department or municipality, donor or other organisation

2. Amounts actually RECEIVED ; not revenue recognised (objective is to confirm grants transferred)

3. Replacement of RSC levies

4. Housing subsidies for housing where ownership transferred to organisations or persons outside the control of the municipality

5. Total transfers and grants must reconcile to Budgeted Cash Flows

6. Motor vehicle licensing refunds to be included under 'agency' services (Not Grant Receipts)

EC108 Kouga - Supporting Table SA19 Expenditure on transfers and grant programme

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
EXPENDITURE:	1									
Operating expenditure of Transfers and Grants										
National Government:		**123 656**	**133 828**	**89 026**	**114 661**	**110 783**	**110 783**	**124 256**	**129 166**	**135 178**
Operational Revenue:General Revenue:Equitable Share		115 245	130 441	84 625	107 725	103 848	103 848	117 425	123 602	129 241
Operational:Revenue:General Revenue:Fuel Levy		–	–	–	–	–	–	–	–	–
2014 African Nations Championship Host City Operating Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Agriculture Research and Technology		–	–	–	–	–	–	–	–	–
Agriculture, Conservation and Environmental		–	–	–	–	–	–	–	–	–
Arts and Culture Sustainable Resource Management		–	–	–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–	–	–
Department of Environmental Affairs		–	–	–	–	–	–	–	–	–
Department of Tourism		–	–	–	–	–	–	–	–	–
Department of Water Affairs and Sanitation Masibambane		–	–	–	–	–	–	–	–	–
Emergency Medical Service		–	–	–	–	–	–	–	–	–
Energy Efficiency and Demand-side [Schedule 5B]		–	–	–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		6 952	1 694	1 341	2 458	2 458	2 458	1 495	–	–
HIV and Aids		–	–	–	–	–	–	–	–	–
Housing Accreditation		–	–	–	–	–	–	–	–	–
Housing Top structure		–	–	–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Integrated City Development Grant		–	–	–	–	–	–	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		1 425	1 015	1 557	1 109	1 109	1 109	1 781	1 832	2 018
Mitchell's Plain Urban Renewal		–	–	–	–	–	–	–	–	–
Municipal Demarcation and Transition Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Disaster Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Human Settlement Capacity Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Systems Improvement Grant		–	–	–	–	–	–	–	–	–
Natural Resource Management Project		–	–	–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant		–	–	–	–	–	–	–	–	–
Operation Clean Audit		–	–	–	–	–	–	–	–	–
Municipal Disaster Recovery Grant		–	–	–	–	–	–	–	–	–
Public Service Improvement Facility		–	–	–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Restructuring - Seed Funding		–	–	–	–	–	–	–	–	–
Revenue Enhancement Grant Debtors Book		–	–	–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant		–	–	–	–	–	–	–	–	–
Sport and Recreation		–	–	–	–	–	–	–	–	–
Terrestrial Invasive Alien Plants		–	–	–	–	–	–	–	–	–
Water Services Operating Subsidy Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Health Hygiene in Informal Settlements		–	–	–	–	–	–	–	–	–
Municipal Infrastructure Grant [Schedule 5B]		34	678	1 502	3 368	3 368	3 368	3 555	3 733	3 919
Water Services Infrastructure Grant		–	–	–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Smart Connect Grant		–	–	–	–	–	–	–	–	–
Urban Settlement Development Grant		–	–	–	–	–	–	–	–	–
WiFi Grant [Department of Telecommunications and Postal Services		–	–	–	–	–	–	–	–	–
Street Lighting		–	–	–	–	–	–	–	–	–
Traditional Leaders - Imbizion		–	–	–	–	–	–	–	–	–
Department of Water and Sanitation Smart Living Handbook		–	–	–	–	–	–	–	–	–
Integrated National Electrification Programme Grant		–	–	–	–	–	–	–	–	–
Municipal Restructuring Grant		–	–	–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant		–	–	–	–	–	–	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–	–	–
Programme and Project Preparation Support Grant		–	–	–	–	–	–	–	–	–
Provincial Government:		**–**	**–**	**3 700**	**–**	**3 187**	**3 187**	**0**	**0**	**0**
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	–	3 700	–	3 187	3 187	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	–	–	–	0	0	0	0	0
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–	–	–
Road Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–	–	–
Waste Water Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure - Maintenance		–	–	–	–	–	–	–	–	–
District Municipality:		**961**	**2 784**	**3 266**	**4 331**	**4 331**	**4 331**	**4 591**	**4 821**	**5 062**
All Grants		961	2 784	3 266	4 331	4 331	4 331	4 591	4 821	5 062
Other Grant Providers:		**500**	**956**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Departmental Agencies and Accounts		–	219	–	–	–	–	–	–	–
Foreign Government and International Organisations		39	169	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		200	208	–	–	–	–	–	–	–
Public Corporations		261	360	–	–	–	–	–	–	–
Higher Educational Institutions										
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Total operating expenditure of Transfers and Grants:		**125 117**	**137 568**	**95 991**	**118 992**	**118 302**	**118 302**	**128 847**	**133 987**	**140 240**
Capital expenditure of Transfers and Grants										
National Government:		**(9 793)**	**(6 685)**	**64 507**	**64 521**	**69 115**	**69 115**	**45 977**	**43 963**	**48 499**
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		3 185	5 702	4 526	4 087	6 073	6 073	3 655	6 313	6 572
Municipal Infrastructure Grant [Schedule 5B]		(20 148)	(23 257)	16 249	30 868	30 868	30 868	30 200	31 563	34 101
Municipal Water Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Neighbourhood Development Partnership Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Public Transport Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Rural Household Infrastructure Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Rural Road Asset Management Systems Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Urban Settlement Development Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Municipal Human Settlement		–	–	–	–	–	–	–	–	–
Community Library		–	–	–	–	–	–	–	–	–
Integrated City Development Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Municipal Disaster Recovery Grant [Schedule 4B]		–	–	–	–	–	–	–	–	–
Energy Efficiency and Demand Side Management Grant		–	–	–	3 478	3 478	3 478	–	–	–
Khayelitsha Urban Renewal		–	–	–	–	–	–	–	–	–
Local Government Financial Management Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Municipal Systems Improvement Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Public Transport Network Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Public Transport Network Operations Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Regional Bulk Infrastructure Grant (Schedule 5B)		–	–	–	–	–	–	–	–	–
Water Services Infrastructure Grant [Schedule 5B]		7 170	–	43 732	26 087	26 087	26 087	12 123	6 087	7 826
WIFI Connectivity		–	–	–	–	–	–	–	–	–
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		–	–	–	–	–	–	–	–	–
Aquaponic Project		–	–	–	–	–	–	–	–	–
Restition Settlement		–	–	–	–	–	–	–	–	–
Infrastructure Skills Development Grant [Schedule 5B]		–	–	–	–	–	–	–	–	–
Restructuring Seed Funding		–	–	–	–	–	–	–	–	–
Municipal Disaster Relief Grant		–	10 870	–	–	2 609	2 609	–	–	–
Municipal Emergency Housing Grant		–	–	–	–	–	–	–	–	–
Metro Informal Settlements Partnership Grant		–	–	–	–	–	–	–	–	–
Integrated Urban Development Grant		–	–	–	–	–	–	–	–	–
Provincial Government:		**–**	**–**	**–**	**–**	**19 841**	**19 841**	**–**	**–**	**–**
Capacity Building		–	–	–	–	–	–	–	–	–
Capacity Building and Other		–	–	–	–	–	–	–	–	–
Disaster and Emergency Services		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Infrastructure		–	–	–	–	19 841	19 841	–	–	–
Libraries, Archives and Museums		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Public Transport		–	–	–	–	–	–	–	–	–
Road Infrastructure		–	–	–	–	–	–	–	–	–
Sports and Recreation		–	–	–	–	–	–	–	–	–
Waste Water Infrastructure		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		–	–	–	–	–	–	–	–	–
District Municipality:		**5 713**	**32 111**	**–**	**1 362**	**3 000**	**3 000**	**1 391**	**1 391**	**1 391**
All Grants		5 713	32 111	–	1 362	3 000	3 000	1 391	1 391	1 391
Other Grant Providers:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Departmental Agencies and Accounts		–	–	–	–	–	–	–	–	–
Foreign Government and International Organisations		–	–	–	–	–	–	–	–	–
Households		–	–	–	–	–	–	–	–	–
Non-Profit Institutions		–	–	–	–	–	–	–	–	–
Private Enterprises		–	–	–	–	–	–	–	–	–
Public Corporations		–	–	–	–	–	–	–	–	–
Higher Educational Institutions		–	–	–	–	–	–	–	–	–
Parent Municipality / Entity		–	–	–	–	–	–	–	–	–
Transfer from Operational Revenue		–	–	–	–	–	–	–	–	–
Total capital expenditure of Transfers and Grants		**(4 080)**	**25 426**	**64 507**	**65 883**	**91 956**	**91 956**	**47 369**	**45 354**	**49 890**
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		**121 037**	**162 994**	**160 498**	**184 875**	**210 258**	**210 258**	**176 216**	**179 341**	**190 130**

References

1. Expenditure must be separately listed for each transfer or grant received or recognised

EC108 Kouga - Supporting Table SA20 Reconciliation of transfers, grant receipts and unspent funds

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Operating transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		(66)	40	40	–	–	–	–	–	–
Current year receipts		(4 133)	(4 814)	(4 690)	–	–	–	(5 046)	(3 695)	(4 065)
Conditions met - transferred to revenue		4 173	4 814	4 690	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(25)	40	40	–	–	–	(5 046)	(3 695)	(4 065)
Provincial Government:										
Balance unspent at beginning of the year		–	–	(13 276)	–	(3 258)	(3 258)	–	–	–
Current year receipts		–	(13 276)	(3 554)	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	7 590	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		–	(13 276)	(9 240)	–	(3 258)	(3 258)	–	–	–
District Municipality:										
Balance unspent at beginning of the year		–	–	–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		66	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		66	–	–	–	–	–	–	–	–
Other grant providers:										
Balance unspent at beginning of the year		–	–	–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–	–	–
Total operating transfers and grants revenue		**4 238**	**4 814**	**12 280**	**–**	**–**	**–**	**–**	**–**	**–**
Total operating transfers and grants - CTBM	2	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Capital transfers and grants:	1,3									
National Government:										
Balance unspent at beginning of the year		(26 862)	(6 003)	(40)	–	(5 895)	(5 895)	–	–	–
Current year receipts		(34 811)	(52 042)	(99 536)	–	–	–	(52 874)	(50 558)	(55 774)
Conditions met - transferred to revenue		45 270	58 005	93 641	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		10 400	–	–	–	–	–	–	–	–
Closing Balance		(6 003)	(40)	(5 935)	–	(5 895)	(5 895)	(52 874)	(50 558)	(55 774)
Provincial Government:										
Balance unspent at beginning of the year		(236)	(987)	11 514	–	(19 841)	(19 841)	–	–	–
Current year receipts		–	11 750	(27 135)	–	–	–	–	–	–
Conditions met - transferred to revenue		–	13 512	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		(236)	24 275	(15 622)	–	(19 841)	(19 841)	–	–	–
District Municipality:										
Balance unspent at beginning of the year		–	–	–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–	–	–
Other grant providers:										
Balance unspent at beginning of the year		–	–	–	–	–	–	–	–	–
Current year receipts		–	–	–	–	–	–	–	–	–
Conditions met - transferred to revenue		–	–	–	–	–	–	–	–	–
Conditions still to be met - transferred to liabilities		–	–	–	–	–	–	–	–	–
Closing Balance		–	–	–	–	–	–	–	–	–
Total capital transfers and grants revenue		**45 270**	**71 517**	**93 641**	**–**	**–**	**–**	**–**	**–**	**–**
Total capital transfers and grants - CTBM	2	**(6 239)**	**24 235**	**(21 556)**	**–**	**(25 736)**	**(25 736)**	**(52 874)**	**(50 558)**	**(55 774)**
TOTAL TRANSFERS AND GRANTS REVENUE		**49 508**	**76 331**	**105 921**	**–**	**–**	**–**	**–**	**–**	**–**
TOTAL TRANSFERS AND GRANTS - CTBM		**(6 239)**	**24 235**	**(21 556)**	**–**	**(25 736)**	**(25 736)**	**(52 874)**	**(50 558)**	**(55 774)**

References

1. Total capital transfers and grants revenue must reconcile to Budgeted Financial Performance and Financial Position; total recurrent grants revenue must reconcile to Budgeted Financial Performance

2. CTBM = conditions to be met

3. National Treasury database will require this reconciliation for each transfer/grant

EC108 Kouga - Supporting Table SA21 Transfers and grants made by the municipality

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24				2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash Transfers to other municipalities											
Operational	1	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Cash Transfers To Municipalities:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Cash Transfers to Entities/Other External Mechanisms											
Operational	2	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Cash Transfers To Entities/Ems'		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Cash Transfers to other Organs of State											
Operational	3	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Cash Transfers To Other Organs Of State:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Cash Transfers to Organisations											
Operational		561	250	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Cash Transfers To Organisations		**561**	**250**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Cash Transfers to Groups of Individuals											
Operational		200	208	384	600	800	800	300	400	400	400
Capital		–	–	–	–	–	–	–	–	–	–
Total Cash Transfers To Groups Of Individuals:		**200**	**208**	**384**	**600**	**800**	**800**	**300**	**400**	**400**	**400**
TOTAL CASH TRANSFERS AND GRANTS	6	**761**	**458**	**384**	**600**	**800**	**800**	**300**	**400**	**400**	**400**
Non-Cash Transfers to other municipalities											
Operational	1	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Municipalities:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Non-Cash Transfers to Entities/Other External Mechanisms											
Operational	2	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Entities/Ems'		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Non-Cash Transfers to other Organs of State											
Operational	3	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Non-Cash Transfers To Other Organs Of State:		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Non-Cash Grants to Organisations											
Operational	4	–	–	–	–	–	–	–	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Non-Cash Grants To Organisations		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Non-Cash Transfers to Groups of Individuals											
Operational	5	–	–	325	324	324	324	100	–	–	–
Capital		–	–	–	–	–	–	–	–	–	–
Total Non-Cash Grants To Groups Of Individuals:		**–**	**–**	**325**	**324**	**324**	**324**	**100**	**–**	**–**	**–**
TOTAL NON-CASH TRANSFERS AND GRANTS		**–**	**–**	**325**	**324**	**324**	**324**	**100**	**–**	**–**	**–**
TOTAL TRANSFERS AND GRANTS	6	**761**	**458**	**709**	**924**	**1 124**	**1 124**	**400**	**400**	**400**	**400**

References

1. Insert description listed by municipal name and demarcation code of recipient
2. Insert description of each entity or external mechanism (an external mechanism may be provided with resources to ensure a minimum level of service)
3. Insert description of each Organ of State (e.g. transfer to electricity provider to compensate for FBS provided)
4. Insert description of each other organisation (e.g. charity)
5 Insert description of each other organisation (e.g. the aged, child-headed households)
6. All descriptions should separate transfers for 'capital purposes' and 'operating purposes'

EC108 Kouga - Supporting Table SA22 Summary councillor and staff benefits

Summary of Employee and Councillor remuneration	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
	1	A	B	C	D	E	F	G	H	I
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		8 637	9 004	9 305	10 101	10 101	10 101	10 414	10 906	11 451
Pension and UIF Contributions		–	–	–	–	–	–	–	–	–
Medical Aid Contributions		–	–	–	–	–	–	–	–	–
Motor Vehicle Allowance		2 879	3 204	3 066	3 407	3 407	3 407	3 503	3 678	3 862
Cellphone Allowance		1 265	1 187	1 328	1 632	1 632	1 632	1 678	1 762	1 850
Housing Allowances		–	–	–	–	–	–	–	–	–
Other benefits and allowances		–	–	–	–	–	–	–	–	–
Sub Total - Councillors		**12 780**	**13 395**	**13 700**	**15 140**	**15 140**	**15 140**	**15 594**	**16 345**	**17 163**
% increase	4		**4,8%**	**2,3%**	**10,5%**	**–**	**–**	**3,0%**	**4,8%**	**5,0%**
Senior Managers of the Municipality	2									
Basic Salaries and Wages		7 457	6 126	5 096	7 675	8 210	8 210	9 681	10 165	10 674
Pension and UIF Contributions		126	70	61	117	117	117	123	130	136
Medical Aid Contributions		38	35	31	52	52	52	56	58	61
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		612	157	325	1 528	1 528	1 528	1 798	1 812	1 828
Motor Vehicle Allowance	3	640	796	490	2 072	1 922	1 922	2 196	2 306	2 421
Cellphone Allowance	3	10	10	10	10	10	10	11	11	12
Housing Allowances	3	–	–	–	–	–	–	–	–	–
Other benefits and allowances	3	55	1	1	5	5	5	5	5	6
Payments in lieu of leave		440	4 529	4 195	4 743	4 543	4 543	–	–	–
Long service awards		–	–	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	–	–	2	–	–	–	–	–	–
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		–	–	–	–	–	–	–	–	–
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Senior Managers of Municipality		**9 378**	**11 723**	**10 211**	**16 202**	**16 387**	**16 387**	**13 870**	**14 488**	**15 137**
% increase	4		**25,0%**	**(12,9%)**	**58,7%**	**1,1%**	**–**	**(15,4%)**	**4,5%**	**4,5%**
Other Municipal Staff										
Basic Salaries and Wages		187 829	200 324	214 514	275 744	267 361	267 361	295 283	313 565	329 243
Pension and UIF Contributions		31 918	32 144	33 322	36 936	37 186	37 186	38 993	40 942	42 989
Medical Aid Contributions		16 812	16 653	17 746	18 588	18 788	18 788	19 915	20 911	21 957
Overtime		23 381	17 266	19 088	20 282	19 932	19 932	20 000	23 186	24 345
Performance Bonus		14 980	14 487	14 560	18 283	18 363	18 363	19 464	20 438	21 459
Motor Vehicle Allowance	3	9 703	9 966	10 408	11 356	11 856	11 856	12 091	12 695	13 330
Cellphone Allowance	3	–	92	21	56	56	56	59	62	65
Housing Allowances	3	900	782	722	1 234	1 234	1 234	1 308	1 374	1 442
Other benefits and allowances	3	15 669	16 391	20 115	17 761	17 821	17 821	18 890	19 835	20 826
Payments in lieu of leave		3 812	975	516	1 686	1 686	1 686	–	–	–
Long service awards		1 287	953	1 251	1 345	1 445	1 445	–	–	–
Post-retirement benefit obligations	6	17 063	15 209	15 362	20 887	20 887	20 887	23 361	25 569	28 043
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		2 602	5 950	6 470	7 453	8 413	8 413	8 642	9 074	9 528
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Other Municipal Staff		**325 956**	**331 192**	**354 095**	**431 612**	**425 028**	**425 028**	**458 007**	**487 652**	**513 229**
% increase	4		**1,6%**	**6,9%**	**21,9%**	**(1,5%)**	**–**	**7,8%**	**6,5%**	**5,2%**
Total Parent Municipality		**348 114**	**356 310**	**378 006**	**462 953**	**456 555**	**456 555**	**487 471**	**518 485**	**545 529**
			2,4%	**6,1%**	**22,5%**	**(1,4%)**	**–**	**6,8%**	**6,4%**	**5,2%**
Board Members of Entities										
Basic Salaries and Wages		–	–	–	–	–	–	–	–	–
Pension and UIF Contributions		–	–	–	–	–	–	–	–	–
Medical Aid Contributions		–	–	–	–	–	–	–	–	–
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		–	–	–	–	–	–	–	–	–
Motor Vehicle Allowance	3	–	–	–	–	–	–	–	–	–
Cellphone Allowance	3	–	–	–	–	–	–	–	–	–
Housing Allowances	3	–	–	–	–	–	–	–	–	–
Other benefits and allowances	3	–	–	–	–	–	–	–	–	–
Board Fees		–	–	–	–	–	–	–	–	–
Payments in lieu of leave		–	–	–	–	–	–	–	–	–
Long service awards		–	–	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	–	–	–	–	–	–	–	–	–
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		–	–	–	–	–	–	–	–	–
In kind benefits	6	–	–	–	–	–	–	–	–	–
Sub Total - Board Members of Entities		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
% increase	4		**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Senior Managers of Entities										
Basic Salaries and Wages		–	–	–	–	–	–	–	–	–
Pension and UIF Contributions		–	–	–	–	–	–	–	–	–

Summary of Employee and Councillor remuneration	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Medical Aid Contributions		–	–	–	–	–	–	–	–	–
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		–	–	–	–	–	–	–	–	–
Motor Vehicle Allowance	3	–	–	–	–	–	–	–	–	–
Cellphone Allowance	3	–	–	–	–	–	–	–	–	–
Housing Allowances	3	–	–	–	–	–	–	–	–	–
Other benefits and allowances	3	–	–	–	–	–	–	–	–	–
Payments in lieu of leave		–	–	–	–	–	–	–	–	–
Long service awards		–	–	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	–	–	–	–	–	–	–	–	–
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		–	–	–	–	–	–	–	–	–
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Senior Managers of Entities		–	–	–	–	–	–	–	–	–
% increase	4		–	–	–	–	–	–	–	–
Other Staff of Entities										
Basic Salaries and Wages		–	–	–	–	–	–	–	–	–
Pension and UIF Contributions		–	–	–	–	–	–	–	–	–
Medical Aid Contributions		–	–	–	–	–	–	–	–	–
Overtime		–	–	–	–	–	–	–	–	–
Performance Bonus		–	–	–	–	–	–	–	–	–
Motor Vehicle Allowance	3	–	–	–	–	–	–	–	–	–
Cellphone Allowance	3	–	–	–	–	–	–	–	–	–
Housing Allowances	3	–	–	–	–	–	–	–	–	–
Other benefits and allowances	3	–	–	–	–	–	–	–	–	–
Payments in lieu of leave		–	–	–	–	–	–	–	–	–
Long service awards		–	–	–	–	–	–	–	–	–
Post-retirement benefit obligations	6	–	–	–	–	–	–	–	–	–
Entertainment		–	–	–	–	–	–	–	–	–
Scarcity		–	–	–	–	–	–	–	–	–
Acting and post related allowance		–	–	–	–	–	–	–	–	–
In kind benefits		–	–	–	–	–	–	–	–	–
Sub Total - Other Staff of Entities		–	–	–	–	–	–	–	–	–
% increase	4		–	–	–	–	–	–	–	–
Total Municipal Entities		–	–	–	–	–	–	–	–	–
TOTAL SALARY, ALLOWANCES & BENEFITS		348 114	356 310	378 006	462 953	456 555	456 555	487 471	518 485	545 529
% increase	4		2,4%	6,1%	22,5%	(1,4%)	–	6,8%	6,4%	5,2%
TOTAL MANAGERS AND STAFF	5,7	335 334	342 915	364 306	447 813	441 415	441 415	471 877	502 140	528 366

References

1. Include 'Loans and advances' where applicable if any reportable amounts until phased compliance with s164 of MFMA achieved
2. s57 of the Systems Act
3. In kind benefits (e.g. provision of living quarters) must be shown as the cost (full market value) to the municipality, as part of the relevant allowance
4. B/A, C/B, D/C, E/C, F/C, G/D, H/D, I/D
5. Must agree to the sub-total appearing on Table A1 (Employee costs)
6. Includes pension payments and employer contributions to medical aid
7. Correct as at 30 June

Column Definitions:

A, B and C. Audited actual as per the audited financial statements. If audited amounts are unavailable, unaudited amounts must be provided with a note stating these are unaudited
D. The original budget approved by council for the budget year.
E. The budget for the budget year as adjusted by council resolution in terms of section 28 of the MFMA.
F. An estimate of final actual amounts (pre audit) for the current year at the point in time of preparing the budget for the budget year. This may differ from E.
G. The amount to be appropriated for the budget year.
H and I. The indicative projection

EC108 Kouga - Supporting Table SA23 Salaries, allowances & benefits (political office bearers/councillors/senior managers)

Disclosure of Salaries, Allowances & Benefits 1. Rand per annum	Ref	No.	Salary	Contributions 1.	Allowances	Performance Bonuses	In-kind benefits	Total Package 2.
Councillors	3							
Speaker	4	1	667 116	–	279 816	–	–	946 932
Chief Whip		1	625 416	–	265 920	–	–	891 336
Executive Mayor		1	833 892	–	335 412	–	–	1 169 304
Deputy Executive Mayor		–	–	–	–	–	–	–
Executive Committee		–	3 126 972	–	1 042 368	–	–	4 169 340
Total for all other councillors		–	5 160 163	–	3 257 196	–	–	8 417 359
Total Councillors	8	**3**	**10 413 559**	**–**	**5 180 712**			**15 594 271**
Senior Managers of the Municipality	5							
Municipal Manager (MM)		1	1 876 704	–	1 092 036	520 587	–	3 489 327
Chief Finance Officer		1	1 840 944	44 748	151 488	–	–	2 037 180
		1	2 964 416	16 157	461 582	651 640	–	4 093 795
		1	1 553 700	1 560	290 484	–	–	1 845 744
		1	1 445 616	11 414	210 960	413 165	–	2 081 155
		1	–	19 176	–	–	–	19 176
List of each offical with packages >= senior manager								
		–	–	–	–	–	–	–
		1	–	56 664	–	–	–	56 664
		–	–	–	–	–	–	–
		–	–	–	–	–	–	–
		–	–	–	–	–	–	–
		–	–	–	–	–	–	–
		1	–	–	–	212 375	–	212 375
		1	–	34 248	–	–	–	34 248
		–	–	–	–	–	–	–
		–	–	–	–	–	–	–
		–	–	–	–	–	–	–
Total Senior Managers of the Municipality	8,10	**9**	**9 681 380**	**183 967**	**2 206 550**	**1 797 767**		**13 869 664**
A Heading for Each Entity	6,7							
List each member of board by designation								
		–	–	–	–	–	–	–
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Total for municipal entities	8,10	**–**	**–**	**–**	**–**	**–**		**–**
TOTAL COST OF COUNCILLOR, DIRECTOR and EXECUTIVE REMUNERATION	10	**12**	**20 094 939**	**183 967**	**7 387 262**	**1 797 767**		**29 463 935**

References

1. Pension and medical aid

2. Total package must equal the total cost to the municipality

3. List each political office bearer by designation. Provide a total for all other councillors

4. Political office bearer is defined in MFMA s 1: speaker, executive mayor, deputy executive mayor, member of executive committee, mayor, deputy mayor, member of mayoral committee, the councillor designated to exercise powers and duties of mayor (MSA s 57)

5. Also list each senior manager reporting to MM by designation and each official with package >= senior manager by designation

Disclosure of Salaries, Allowances & Benefits 1. Rand per annum	Ref	No.	Salary	Contributions 1.	Allowances	Performance Bonuses	In-kind benefits	Total Package 2.

6. List each entity where municipality has an interest and state percentage ownership and control
7. List each senior manager reporting to the CEO of an Entity by designation
8. Must reconcile to relevant section of Table SA24
9. Must reconcile to totals shown for the budget year of Table SA22
10. Correct as at 30 June

EC108 Kouga - Supporting Table SA24 Summary of personnel numbers

Summary of Personnel Numbers	Ref	2022/23			Current Year 2023/24			Budget Year 2024/25		
Number	1,2	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees	Positions	Permanent employees	Contract employees
Municipal Council and Boards of Municipal Entities										
Councillors (Political Office Bearers plus Other Councillors)		–	–	–	–	–	–	–	–	–
Board Members of municipal entities	4	–	–	–	–	–	–	–	–	–
Municipal employees	5	–	–	–	–	–	–	–	–	–
Municipal Manager and Senior Managers	3	–	–	–	–	–	–	–	–	–
Other Managers	7	–	–	–	–	–	–	–	–	–
Professionals		–	–	–	–	–	–	–	–	–
Finance		–	–	–	–	–	–	–	–	–
Spatial/town planning		–	–	–	–	–	–	–	–	–
Information Technology		–	–	–	–	–	–	–	–	–
Roads		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–
Refuse		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Technicians		–	–	–	–	–	–	–	–	–
Finance		–	–	–	–	–	–	–	–	–
Spatial/town planning		–	–	–	–	–	–	–	–	–
Information Technology		–	–	–	–	–	–	–	–	–
Roads		–	–	–	–	–	–	–	–	–
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Sanitation		–	–	–	–	–	–	–	–	–
Refuse		–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–
Clerks (Clerical and administrative)		–	–	–	–	–	–	–	–	–
Service and sales workers		–	–	–	–	–	–	–	–	–
Skilled agricultural and fishery workers		–	–	–	–	–	–	–	–	–
Craft and related trades		–	–	–	–	–	–	–	–	–
Plant and Machine Operators		–	–	–	–	–	–	–	–	–
Elementary Occupations		–	–	–	–	–	–	–	–	–
TOTAL PERSONNEL NUMBERS	9	–	–	–	–	–	–	–	–	–
% increase					–	–	–	–	–	–
Total municipal employees headcount	6, 10	–	–	–	–	–	–	–	–	–
Finance personnel headcount	8, 10	–	–	–	–	–	–	–	–	–
Human Resources personnel headcount	8, 10	–	–	–	–	–	–	–	–	–

References

1. Positions must be funded and aligned to the municipality's current organisational structure
2. Full Time Equivalent (FTE). E.g. One full time person = 1FTE. A person working half time (say 4 hours out of 8) = 0.5FTE.
3. s57 of the Systems Act
4. Include only in Consolidated Statements
5. Include municipal entity employees in Consolidated Statements
6. Include headcount (number fo persons, Not FTE) of managers and staff only (exclude councillors)
7. Managers who provide the direction of a critical technical function
8. Total number of employees working on these functions
9. Correct as at 30 June
10. Must account for all budgeted positions, as per the municipal organogram

EC108 Kouga - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue																
Exchange Revenue																
Service charges - Electricity		33 132	33 132	33 132	33 132	33 132	33 132	33 132	33 132	33 132	33 132	33 132	33 132	397 583	460 004	532 224
Service charges - Water		10 600	10 600	10 600	10 600	10 600	10 600	10 600	10 600	10 600	10 600	10 600	10 600	127 202	136 424	146 315
Service charges - Waste Water Management		5 704	5 704	5 704	5 704	5 704	5 704	5 704	5 704	5 704	5 704	5 704	5 704	68 446	72 895	77 633
Service charges - Waste Management		5 927	5 927	5 927	5 927	5 927	5 927	5 927	5 927	5 927	5 927	5 927	5 927	71 123	75 745	80 669
Sale of Goods and Rendering of Services		794	794	794	794	794	794	794	794	794	794	794	794	9 533	10 095	10 689
Agency services		380	380	380	380	380	380	380	380	380	380	380	380	4 554	4 850	5 166
Interest		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Interest earned from Receivables		2 695	2 695	2 695	2 695	2 695	2 695	2 695	2 695	2 695	2 695	2 695	2 695	32 335	34 757	37 376
Interest earned from Current and Non Current Assets		1 166	1 166	1 166	1 166	1 166	1 166	1 166	1 166	1 166	1 166	1 166	1 167	13 998	12 809	13 385
Dividends		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rent on Land		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Rental from Fixed Assets		266	266	266	266	266	266	266	266	266	266	266	266	3 187	3 385	3 595
Licence and permits		238	238	238	238	238	238	238	238	238	238	238	238	2 851	3 037	3 234
Operational Revenue		163	163	163	163	163	163	163	163	163	163	163	163	1 955	1 976	1 998
Non-Exchange Revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Property rates		24 756	24 756	24 756	24 756	24 756	24 756	24 756	24 756	24 756	24 756	24 756	24 756	297 076	313 303	330 535
Surcharges and Taxes		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		11 945	11 945	11 945	11 945	11 945	11 945	11 945	11 945	11 945	11 945	11 945	11 945	143 343	152 658	162 577
Licences or permits		981	981	981	981	981	981	981	981	981	981	981	981	11 772	12 537	13 352
Transfer and subsidies - Operational		16 846	16 846	16 846	16 846	16 846	16 846	16 846	16 846	16 846	16 846	16 846	16 846	202 153	211 994	223 454
Interest		459	459	459	459	459	459	459	459	459	459	459	459	5 510	5 813	6 133
Fuel Levy		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Operational Revenue		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Gains on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Gains		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Discontinued Operations		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)		**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**116 052**	**1 392 621**	**1 512 282**	**1 648 335**
Expenditure																
Employee related costs		39 323	39 323	39 323	39 323	39 323	39 323	39 323	39 323	39 323	39 323	39 323	39 323	471 877	502 140	528 366
Remuneration of councillors		1 300	1 300	1 300	1 300	1 300	1 300	1 300	1 300	1 300	1 300	1 300	1 300	15 594	16 345	17 163
Inventory consumed		32 192	32 192	32 192	32 192	32 192	32 192	32 192	32 192	32 192	32 192	32 192	32 192	386 299	462 520	535 135
Debt impairment		9 051	9 052	9 052	9 052	9 052	9 052	9 052	9 052	9 052	9 052	9 052	9 052	108 619	114 517	121 908
Depreciation and amortisation		–	–	–	–	–	–	–	–	–	–	–	158 246	158 246	176 273	188 877
Bulk purchases - electricity		9 819	9 816	9 816	9 816	9 816	9 816	9 816	9 816	9 816	9 816	9 816	9 816	117 798	123 884	129 229
Interest		1 450	1 450	1 450	1 450	1 450	1 450	1 450	1 450	1 450	1 450	1 450	1 450	17 404	17 757	11 519
Contracted services		10 482	10 482	10 482	10 482	10 482	10 482	10 482	10 482	10 482	10 482	10 482	10 483	125 787	114 007	116 078
Transfers and subsidies		33	33	33	33	33	33	33	33	33	33	33	33	400	400	400
Irrecoverable debts written off		780	780	780	780	780	780	780	780	780	780	780	780	9 359	10 227	11 197
Operational costs		7 767	7 807	7 784	7 880	8 011	7 677	7 827	7 689	7 894	7 798	7 898	8 255	94 287	93 291	95 326
Losses on disposal of Assets		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other Losses		13 187	13 187	13 187	13 187	13 187	13 187	13 187	13 187	13 187	13 187	13 187	(145 059)	–	–	–
Total Expenditure		**125 385**	**125 421**	**125 399**	**125 495**	**125 626**	**125 291**	**125 442**	**125 304**	**125 509**	**125 413**	**125 513**	**125 871**	**1 505 669**	**1 631 362**	**1 755 199**

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Surplus/(Deficit)		**(9 333)**	**(9 370)**	**(9 347)**	**(9 443)**	**(9 574)**	**(9 240)**	**(9 390)**	**(9 252)**	**(9 457)**	**(9 361)**	**(9 462)**	**(9 820)**	**(113 048)**	**(119 080)**	**(106 864)**
Transfers and subsidies - capital (monetary allocations)		4 540	4 540	4 540	4 540	4 540	4 540	4 540	4 540	4 540	4 540	4 540	4 540	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		–	–	–	–	–	–	–	–	–	–	–	(58 574)	(58 574)	(66 923)	(49 490)
Income Tax		**(4 793)**	**(4 830)**	**(4 808)**	**(4 903)**	**(5 035)**	**(4 700)**	**(4 851)**	**(4 712)**	**(4 918)**	**(4 822)**	**(4 922)**	**(63 854)**	**(117 148)**	**(133 846)**	**(98 980)**
Surplus/(Deficit) after income tax		–	–	–	–	–	–	–	–	–	–	–	(58 574)	(58 574)	(66 923)	(49 490)
Surplus/(Deficit) attributable to municipality		–	–	–	–	–	–	–	–	–	–	–	(58 574)	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	**(4 793)**	**(4 830)**	**(4 808)**	**(4 903)**	**(5 035)**	**(4 700)**	**(4 851)**	**(4 712)**	**(4 918)**	**(4 822)**	**(4 922)**	**(63 854)**	**(117 148)**	**(133 846)**	**(98 980)**

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

EC108 Kouga - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue by Vote																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		53	53	53	53	53	53	53	53	53	53	53	527	1 115	1 143	1 172
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		9 891	9 891	9 891	9 891	9 891	9 891	9 891	9 891	9 891	9 891	9 891	338 087	446 890	468 447	492 425
Vote 4 - COMMUNITY SERVICES		1 558	1 558	1 558	1 558	1 558	1 558	1 558	1 558	1 558	1 558	1 558	259 644	276 782	294 491	313 345
Vote 5 - CIVIL AND WATER SERVICES		152	152	152	152	152	152	152	152	152	152	152	302 622	304 298	315 141	339 078
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	–	–	–	–	–	–	–	–	409 586	409 586	476 288	550 224
Vote 7 - PLANNING AND DEVELOPMENT		–	–	–	–	–	–	–	–	–	–	–	8 424	8 424	8 929	9 465
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		**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**11 655**	**1 318 889**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure by Vote to be appropriated																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	31 456	32 681	34 019
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		3 020	3 019	3 019	3 019	3 019	3 019	3 019	3 019	3 019	3 019	3 019	95 743	128 955	131 727	136 388
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		1 672	1 672	1 672	1 672	1 672	1 672	1 672	1 672	1 672	1 672	1 672	123 673	142 064	143 474	143 136
Vote 4 - COMMUNITY SERVICES		3 747	3 747	3 747	3 747	3 747	3 747	3 747	3 747	3 747	3 747	3 747	345 377	386 594	410 377	430 778
Vote 5 - CIVIL AND WATER SERVICES		784	784	784	784	784	784	784	784	784	784	784	307 667	316 288	334 913	353 575
Vote 6 - ELECTRO/MECHANICAL SERVICES		129	129	129	129	129	129	129	129	129	129	129	464 738	466 160	546 114	623 674
Vote 7 - PLANNING AND DEVELOPMENT		417	417	417	417	417	417	417	417	417	417	417	29 566	34 152	32 074	33 629
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		**12 390**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**12 389**	**1 369 386**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) before assoc.		**(735)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(50 497)**	**(58 574)**	**(66 923)**	**(49 490)**
Surplus/(Deficit) after income tax		–	–	–	–	–	–	–	–	–	–	–	(58 574)	(58 574)	(66 923)	(49 490)
Surplus/(Deficit) attributable to municipality		–	–	–	–	–	–	–	–	–	–	–	(58 574)	(58 574)	(66 923)	(49 490)
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	**(735)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(734)**	**(50 497)**	**(58 574)**	**(66 923)**	**(49 490)**

References

1. Surplus (Deficit) must reconcile with Budgeted Financial Performance

EC108 Kouga - Supporting Table SA27 Budgeted monthly revenue and expenditure (functional classification)

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Revenue - Functional																
Governance and administration		**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**49 229**	**590 750**	**621 613**	**655 502**
Executive and council		12	12	12	12	12	12	12	12	12	12	12	12	142	148	155
Finance and administration		49 217	49 217	49 217	49 217	49 217	49 217	49 217	49 217	49 217	49 217	49 217	49 217	590 608	621 465	655 347
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**1 526**	**18 317**	**19 225**	**20 187**
Community and social services		205	205	205	205	205	205	205	205	205	205	205	205	2 460	2 486	2 515
Sport and recreation		959	959	959	959	959	959	959	959	959	959	959	959	11 504	12 252	13 048
Public safety		155	155	155	155	155	155	155	155	155	155	155	155	1 857	1 874	1 892
Housing		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Health		208	208	208	208	208	208	208	208	208	208	208	208	2 496	2 613	2 733
Economic and environmental services		**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**3 814**	**45 763**	**47 066**	**50 111**
Planning and development		854	854	854	854	854	854	854	854	854	854	854	854	10 252	10 839	11 529
Road transport		800	800	800	800	800	800	800	800	800	800	800	800	9 599	8 631	9 192
Environmental protection		2 159	2 159	2 159	2 159	2 159	2 159	2 159	2 159	2 159	2 159	2 159	2 159	25 912	27 596	29 390
Trading services		**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**66 022**	**792 266**	**876 535**	**979 909**
Energy sources		34 132	34 132	34 132	34 132	34 132	34 132	34 132	34 132	34 132	34 132	34 132	34 132	409 585	476 287	550 222
Water management		14 826	14 826	14 826	14 826	14 826	14 826	14 826	14 826	14 826	14 826	14 826	14 826	177 913	182 860	197 609
Waste water management		10 255	10 255	10 255	10 255	10 255	10 255	10 255	10 255	10 255	10 255	10 255	10 255	123 062	130 371	139 404
Waste management		6 809	6 809	6 809	6 809	6 809	6 809	6 809	6 809	6 809	6 809	6 809	6 809	81 707	87 018	92 674
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Revenue - Functional		**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**120 591**	**1 447 095**	**1 564 439**	**1 705 709**
Expenditure - Functional																
Governance and administration		**30 063**	**30 100**	**30 078**	**30 174**	**30 305**	**29 970**	**30 121**	**29 983**	**30 188**	**30 092**	**30 192**	**30 549**	**361 817**	**369 436**	**377 649**
Executive and council		5 056	5 056	5 056	5 056	5 056	5 056	5 056	5 056	5 056	5 056	5 056	5 056	60 669	63 460	65 420
Finance and administration		24 964	25 001	24 979	25 075	25 206	24 871	25 022	24 884	25 089	24 993	25 093	25 449	300 625	305 578	311 781
Internal audit		44	44	44	44	44	44	44	44	44	44	44	44	523	398	449
Community and public safety		**11 676**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 675**	**11 676**	**140 104**	**145 522**	**151 964**
Community and social services		1 163	1 163	1 163	1 163	1 163	1 163	1 163	1 163	1 163	1 163	1 163	1 163	13 952	14 331	14 956
Sport and recreation		6 267	6 267	6 267	6 267	6 267	6 267	6 267	6 267	6 267	6 267	6 267	6 267	75 205	78 127	81 461
Public safety		2 771	2 771	2 771	2 771	2 771	2 771	2 771	2 771	2 771	2 771	2 771	2 771	33 254	34 943	36 726
Housing		809	809	809	809	809	809	809	809	809	809	809	809	9 703	9 753	10 088
Health		666	666	666	666	666	666	666	666	666	666	666	666	7 991	8 368	8 732
Economic and environmental services		**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**23 987**	**287 839**	**306 635**	**325 294**
Planning and development		2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 621	2 622	31 456	29 720	31 225
Road transport		20 523	20 523	20 523	20 523	20 523	20 523	20 523	20 523	20 523	20 523	20 523	20 523	246 274	266 817	283 816
Environmental protection		842	842	842	842	842	842	842	842	842	842	842	843	10 109	10 098	10 254
Trading services		**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**59 659**	**715 909**	**809 769**	**900 291**
Energy sources		37 894	37 894	37 894	37 894	37 894	37 894	37 894	37 894	37 894	37 894	37 894	37 894	454 724	534 317	611 385
Water management		9 045	9 045	9 045	9 045	9 045	9 045	9 045	9 045	9 045	9 045	9 045	9 045	108 542	116 361	122 468
Waste water management		7 398	7 398	7 398	7 398	7 398	7 398	7 398	7 398	7 398	7 398	7 398	7 398	88 779	93 970	98 663
Waste management		5 322	5 322	5 322	5 322	5 322	5 322	5 322	5 322	5 322	5 322	5 322	5 322	63 864	65 121	67 774
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Expenditure - Functional		**125 385**	**125 421**	**125 399**	**125 495**	**125 626**	**125 291**	**125 442**	**125 304**	**125 509**	**125 413**	**125 513**	**125 871**	**1 505 669**	**1 631 362**	**1 755 199**
Surplus/(Deficit) before assoc.		**(4 793)**	**(4 830)**	**(4 808)**	**(4 903)**	**(5 035)**	**(4 700)**	**(4 851)**	**(4 712)**	**(4 918)**	**(4 822)**	**(4 922)**	**(5 280)**	**(58 574)**	**(66 923)**	**(49 490)**

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Intercompany/Parent subsidiary transactions		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Surplus/(Deficit)	1	(4 793)	(4 830)	(4 808)	(4 903)	(5 035)	(4 700)	(4 851)	(4 712)	(4 918)	(4 822)	(4 922)	(5 280)	(58 574)	(66 923)	(49 490)

References

1. Surplus (Deficit) must reconcile with Budeted Financial Performance

EC108 Kouga - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Multi-year expenditure *to be appropriated*	1															
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 5 - CIVIL AND WATER SERVICES		42	42	42	42	42	42	42	42	42	42	42	(458)	–	–	–
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 7 - PLANNING AND DEVELOPMENT		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Capital multi-year expenditure sub-total	2	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**(458)**	**–**	**–**	**–**
Single-year expenditure *to be appropriated*																
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Vote 4 - COMMUNITY SERVICES		–	–	–	–	–	–	–	–	–	–	–	1 391	1 391	1 391	1 391
Vote 5 - CIVIL AND WATER SERVICES		–	–	–	–	–	–	–	–	–	–	–	42 223	42 223	36 650	39 427
Vote 6 - ELECTRO/MECHANICAL SERVICES		–	–	–	–	–	–	–	–	–	–	–	37 755	37 755	7 313	9 072
Vote 7 - PLANNING AND DEVELOPMENT		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
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]		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Capital single-year expenditure sub-total	2	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**81 369**	**81 369**	**45 354**	**49 890**
Total Capital Expenditure	2	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**42**	**80 910**	**81 369**	**45 354**	**49 890**

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates

2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

EC108 Kouga - Supporting Table SA29 Budgeted monthly capital expenditure (functional classification)

Description	Ref	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital Expenditure - Functional	1															
Governance and administration		**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**5 243**	**(23 671)**	**34 000**	**–**	**–**
Executive and council		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Finance and administration		5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	(23 671)	34 000	–	–
Internal audit		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Community and public safety		**116**	**116**	**116**	**116**	**116**	**116**	**116**	**116**	**116**	**116**	**116**	**116**	**1 391**	**1 391**	**1 391**
Community and social services		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Sport and recreation		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Public safety		116	116	116	116	116	116	116	116	116	116	116	116	1 391	1 391	1 391
Housing		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Economic and environmental services		**54**	**54**	**54**	**54**	**54**	**54**	**54**	**54**	**54**	**54**	**54**	**54**	**650**	**27 500**	**13 845**
Planning and development		42	42	42	42	42	42	42	42	42	42	42	42	500	7 500	5 135
Road transport		13	13	13	13	13	13	13	13	13	13	13	13	150	20 000	8 709
Environmental protection		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Trading services		**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**3 777**	**45 327**	**16 463**	**34 655**
Energy sources		313	313	313	313	313	313	313	313	313	313	313	313	3 755	7 313	9 072
Water management		890	890	890	890	890	890	890	890	890	890	890	890	10 685	150	–
Waste water management		2 574	2 574	2 574	2 574	2 574	2 574	2 574	2 574	2 574	2 574	2 574	2 574	30 888	9 000	25 582
Waste management		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Expenditure - Functional	2	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**(19 724)**	**81 369**	**45 354**	**49 890**
Funded by:																
National Government		3 831	3 831	3 831	3 831	3 831	3 831	3 831	3 831	3 831	3 831	3 831	**3 832**	**45 977**	**43 963**	**48 499**
Provincial Government		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
District Municipality		116	116	116	116	116	116	116	116	116	116	116	116	1 391	1 391	1 391
Other transfers and grants		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers recognised - capital		**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**3 947**	**47 369**	**45 354**	**49 890**
Public contributions & donations		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Borrowing		5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	5 243	(23 671)	34 000	–	–
Internally generated funds		–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Capital Funding		**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	**9 190**	9 190	(19 724)	81 369	45 354	49 890

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates

2. Total Capital Expenditure must reconcile to Budgeted Capital Expenditure

EC108 Kouga - Supporting Table SA30 Budgeted monthly cash flow

MONTHLY CASH FLOWS	Budget Year 2024/25												Medium Term Revenue and Expenditure Framework		
R thousand	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Cash Receipts By Source													1		
Property rates	34 294	16 215	17 560	17 366	46 344	46 363	17 656	18 246	17 957	19 037	17 866	18 552	287 458	303 161	319 834
Service charges - electricity revenue	45 492	30 767	45 205	34 727	36 995	77 398	16 205	32 093	34 339	36 825	37 036	14 779	441 861	511 233	591 496
Service charges - water revenue	15 178	5 851	12 676	13 589	11 279	12 308	18 001	12 181	15 394	16 543	15 493	5 568	154 061	165 228	177 205
Service charges - sanitation revenue	7 745	6 495	6 169	6 079	6 317	6 046	7 139	6 295	8 172	6 855	8 526	4 328	80 167	85 378	90 927
Service charges - refuse revenue	9 020	6 983	7 080	6 989	7 001	6 969	6 987	6 968	6 965	6 982	6 963	6 925	85 833	91 412	97 354
Rental of facilities and equipment	202	173	172	215	199	714	591	276	364	307	261	190	3 665	3 892	4 134
Interest earned - external investments	345	413	562	534	749	524	2 368	1 039	1 512	2 225	1 984	1 742	13 998	12 809	13 385
Interest earned - outstanding debtors												–	–	–	–
Dividends received												–	–	–	–
Fines, penalties and forfeits	48	58	66	55	234	309	216	43	311	178	283	118	1 919	2 041	2 171
Licences and permits	6 188	3 532	2 461	2 647	2 425	1 931	4 942	2 967	1 671	1 091	1 838	1 454	33 147	34 991	36 924
Agency services	360	–	783	–	–	–	–	–	–	2 212	751	450	4 554	4 850	5 166
Transfers and Subsidies - Operational	92 042	2 118			4 014	72 803		31 176				–	202 153	211 994	223 454
Other revenue	2 462	6 482	1 439	3 787	6 418	3 114	2 974	4 506	3 761	1 959	1 186	2 796	40 883	32 704	32 853
Cash Receipts by Source	**213 377**	**79 088**	**94 172**	**85 988**	**121 974**	**228 480**	**77 080**	**115 789**	**90 446**	**94 214**	**92 188**	**56 903**	**1 349 699**	**1 459 694**	**1 594 904**
Other Cash Flows by Source															
Transfers and subsidies - capital (monetary allocations)	21 006			6 971	10 535	6 655		9 307				–	54 474	52 158	57 374
Transfers and subsidies - capital (in-kind)	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Proceeds on Disposal of Fixed and Intangible Assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Short term loans	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Borrowing long term/refinancing	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Increase (decrease) in consumer deposits	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current receivables	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Decrease (increase) in non-current investments	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Cash Receipts by Source	**234 383**	**79 088**	**94 172**	**92 959**	**132 509**	**235 135**	**77 080**	**125 096**	**90 446**	**94 214**	**92 188**	**56 903**	**1 404 173**	**1 511 852**	**1 652 278**
Cash Payments by Type															
Employee related costs	(35 968)	(35 914)	(36 160)	(36 153)	(55 181)	(36 264)	(40 576)	(37 875)	(36 835)	(37 307)	(37 307)	(34 617)	(460 157)	(488 959)	(513 508)
Remuneration of councillors	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(1 300)	(15 594)	(16 345)	(17 163)
Finance charges	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(1 245)	(14 934)	(15 340)	(8 167)
Bulk purchases - Electricity	(50 342)	(50 210)	(41 766)	(33 161)	(32 562)	(32 530)	(34 372)	(32 574)	(29 588)	(32 081)	(30 256)	(46 820)	(446 262)	(531 898)	(615 406)
Bulk purchases - Water & Sewer												–	–	–	–
Other materials	(3 379)	(12 675)	(2 865)	(21 025)	(5 203)	(5 476)	(2 841)	(10 981)	(8 978)	(7 648)	(7 924)	(5 780)	(94 773)	(100 094)	(107 171)
Contracted services	(2 157)	(5 366)	(8 292)	(12 475)	(12 924)	(11 684)	(7 494)	(9 365)	(10 168)	(15 579)	(18 074)	(27 320)	(140 899)	(128 052)	(130 323)
Transfers and grants - other municipalities												–	–	–	–
Transfers and grants - other												(400)	(400)	(400)	(400)
Other expenditure	(5 894)	(9 987)	(25 242)	(9 160)	(16 079)	(12 495)	(11 251)	(10 186)	(14 372)	(11 927)	(14 557)	(20 353)	(161 503)	(156 829)	(161 751)
Cash Payments by Type	**(100 284)**	**(116 697)**	**(116 868)**	**(114 519)**	**(124 493)**	**(100 992)**	**(99 078)**	**(103 525)**	**(102 485)**	**(107 086)**	**(110 661)**	**(137 834)**	**(1 334 522)**	**(1 437 916)**	**(1 553 888)**
Other Cash Flows/Payments by Type															
Capital assets	(586)	(3 017)	(3 103)	(1 031)	(8 303)	(1 086)	(2 238)	(6 693)	(10 592)	(7 858)	(6 475)	3 614	(47 369)	(45 354)	(49 890)
Repayment of borrowing	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(1 873)	(22 478)	(23 564)	(11 333)
Other Cash Flows/Payments	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Total Cash Payments by Type	**(102 743)**	**(121 587)**	**(121 844)**	**(117 423)**	**(134 669)**	**(103 951)**	**(103 189)**	**(112 092)**	**(114 950)**	**(116 818)**	**(119 009)**	**(136 093)**	**(1 404 368)**	**(1 506 835)**	**(1 615 112)**
NET INCREASE/(DECREASE) IN CASH HELD	**131 640**	**(42 499)**	**(27 672)**	**(24 465)**	**(2 160)**	**131 184**	**(26 109)**	**13 004**	**(24 504)**	**(22 603)**	**(26 821)**	**(79 190)**	**(196)**	**5 016**	**37 166**
Cash/cash equivalents at the month/year begin:	26 282	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 282	26 086	31 102
Cash/cash equivalents at the month/year end:	157 922	115 422	87 751	63 286	61 126	192 310	166 201	179 205	154 700	132 097	105 276	26 086	26 086	31 102	68 268

References

1. Note that this section of Table SA 30 is deliberately not linked to Table A4 because timing differences between the invoicing of clients and receiving the cash means that the cashflow will differ from budgeted revenue, and similarly for budgeted expenditure. However for the MTREF it is now directly linked to A7.

2. Bulk purchases - Electricity & Waste Water - use detail information from Table SA1

3. Acquisition Inventory - Water & other inventory - use detail information from Table SA3

EC108 Kouga - NOT REQUIRED - municipality does not have entities

Description R million	Ref	2020/21 Audited Outcome	2021/22 Audited Outcome	2022/23 Audited Outcome	Current Year 2023/24 Original Budget	 Adjusted Budget	 Full Year Forecast	2024/25 Medium Term Revenue & Expenditure Framework Budget Year 2024/25	 Budget Year +1 2025/26	 Budget Year +2 2026/27
Financial Performance										
Property rates		–	–	–	–	–	–	–	–	–
Service charges		–	–	–	–	–	–	–	–	–
Investment revenue		–	–	–	–	–	–	–	–	–
Transfer and subsidies - Operational		–	–	–	–	–	–	–	–	–
Other own revenue		–	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and contributions)		–	–	–	–	–	–	–	–	–
Employee costs		–	–	–	–	–	–	–	–	–
Remuneration of Board Members		–	–	–	–	–	–	–	–	–
Depreciation and amortisation		–	–	–	–	–	–	–	–	–
Interest		–	–	–	–	–	–	–	–	–
Inventory consumed and bulk purchases		–	–	–	–	–	–	–	–	–
Transfers and subsidies		–	–	–	–	–	–	–	–	–
Other expenditure		–	–	–	–	–	–	–	–	–
Total Expenditure		–	–	–	–	–	–	–	–	–
Surplus/(Deficit)		–	–	–	–	–	–	–	–	–
Capital expenditure & funds sources										
Capital expenditure										
Transfers recognised - capital		–	–	–	–	–	–	–	–	–
Public contributions & donations		–	–	–	–	–	–	–	–	–
Borrowing		–	–	–	–	–	–	–	–	–
Internally generated funds		–	–	–	–	–	–	–	–	–
Total sources		–	–	–	–	–	–	–	–	–
Financial position										
Total current assets		–	–	–	–	–	–	–	–	–
Total non current assets		–	–	–	–	–	–	–	–	–
Total current liabilities		–	–	–	–	–	–	–	–	–
Total non current liabilities		–	–	–	–	–	–	–	–	–
Community wealth/Equity		–	–	–	–	–	–	–	–	–
Cash flows										
Net cash from (used) operating		–	–	–	–	–	–	–	–	–
Net cash from (used) investing		–	–	–	–	–	–	–	–	–
Net cash from (used) financing		–	–	–	–	–	–	–	–	–
Cash/cash equivalents at the year end		–	–	–	–	–	–	–	–	–

EC108 Kouga - Supporting Table SA32 List of external mechanisms

External mechanism Name of organisation	Yrs/ Mths	Period of agreement 1. Number	Service provided	Expiry date of service delivery agreement or contract	Monetary value of agreement 2. R thousand

References

1. Total agreement period from commencement until end

2. Annual value

EC108 Kouga - Supporting Table SA33 Contracts having future budgetary implications

Description	Ref	Preceding Years	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework			Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32	Forecast 2032/33	Forecast 2033/34	Total Contract Value
R thousand	1,3	Total	Original Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Parent Municipality:														
Revenue Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–
Contract 18														–
Contract 19														–
Contract 20														–
Total Operating Revenue Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–
Contract 18														–
Contract 19														–

Description	Ref	Preceding Years	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework			Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32	Forecast 2032/33	Forecast 2033/34	Total Contract Value
R thousand	1,3	Total	Original Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Contract 20														–
Total Operating Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–
Contract 18														–
Contract 19														–
Contract 20														–
Total Capital Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Parent Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–

Description	Ref	Preceding Years	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework			Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32	Forecast 2032/33	Forecast 2033/34	Total Contract Value
R thousand	1,3	Total	Original Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Entities:														
Revenue Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–
Contract 18														–
Contract 19														–
Contract 20														–
Total Operating Revenue Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–

Description	Ref	Preceding Years	Current Year 2023/24	2024/25 Medium Term Revenue & Expenditure Framework			Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Forecast 2031/32	Forecast 2032/33	Forecast 2033/34	Total Contract Value
R thousand	1,3	Total	Original Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate
Contract 18														–
Contract 19														–
Contract 20														–
Total Operating Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Capital Expenditure Obligation By Contract	2													
Contract 1														–
Contract 2														–
Contract 3														–
Contract 4														–
Contract 5														–
Contract 6														–
Contract 7														–
Contract 8														–
Contract 9														–
Contract 10														–
Contract 11														–
Contract 12														–
Contract 13														–
Contract 14														–
Contract 15														–
Contract 16														–
Contract 17														–
Contract 18														–
Contract 19														–
Contract 20														–
Total Capital Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–
Total Entity Expenditure Implication		–	–	–	–	–	–	–	–	–	–	–	–	–

References

1. Total implication for all preceding years to be summed and total stated in 'Preceding Years' column

2. List all contracts with future financial obligations beyond the three years covered by the MTREF (MFMA s33)

3. For municipalities with approved total revenue not exceeding R250 m - all contracts with an annual cost greater than R500 000. For municipalities with approved total revenue greater than R250 m - all contracts with an annual cost greater than R1million. For municipalities with approved total revenue greater than R500 m - all contracts with an annual cost greater than R5 million

EC108 Kouga - Supporting Table SA34a Capital expenditure on new assets by asset class

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		**43 613**	**119 172**	**121 939**	**23 296**	**21 158**	**21 158**	**10 942**	**29 418**	**22 782**
Roads Infrastructure		–	–	–	3 339	5 939	5 939	150	20 000	8 709
Roads		–	–	–	3 339	5 939	5 939	150	20 000	8 709
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		1 838	6 131	(2 307)	19 652	4 702	4 702	3 755	7 313	9 072
Power Plants		–	–	–	12 000	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		200	(200)	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		(2 274)	883	1 346	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		7 562	(255)	–	4 087	3 556	3 556	3 655	6 313	6 572
LV Networks		(5 476)	5 702	(3 653)	87	1 146	1 146	100	1 000	2 500
Capital Spares		1 827	–	–	3 478	–	–	–	–	–
Water Supply Infrastructure		852	96 161	124 058	–	9 778	9 778	6 957	50	–
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		852	83 185	111 011	–	9 778	9 778	6 957	50	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	11 743	12 661	–	–	–	–	–	–
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		–	1 233	386	–	–	–	–	–	–
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		8 128	16 551	164	304	566	566	81	2 055	5 000
Pump Station		(7 140)	16 446	127	–	323	323	–	–	–
Reticulation		–	105	38	304	243	243	81	2 055	5 000
Waste Water Treatment Works		15 230	–	–	–	–	–	–	–	–
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		38	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		32 772	282	23	–	172	172	–	–	–
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		32 772	255	–	–	–	–	–	–	–
Waste Processing Facilities		–	27	23	–	172	172	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		23	47	–	–	–	–	–	–	–
Data Centres		23	47	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**612**	**(2 773)**	**–**	**750**	**750**	**750**	**–**	**–**	**–**
Community Facilities		612	(2 928)	–	750	750	750	–	–	–
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		169	(0)	–	–	–	–	–	–	–
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		444	(2 928)	–	750	750	750	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	155	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		–	155	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**(3 495)**	**777**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		(3 495)	777	–	–	–	–	–	–	–
Municipal Offices		(4 339)	71	–	–	–	–	–	–	–
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		844	706	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		977	579	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		977	579	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		(0)	579	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		977	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		(20 798)	1 534	1 677	–	2 625	2 625	–	–	–
Computer Equipment		(20 798)	1 534	1 677	–	2 625	2 625	–	–	–
Furniture and Office Equipment		12 380	1 471	1 591	610	1 372	1 372	–	–	–
Furniture and Office Equipment		12 380	1 471	1 591	610	1 372	1 372	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Machinery and Equipment		2 976	3 010	2 031	100	989	989	–	–	–
Machinery and Equipment		2 976	3 010	2 031	100	989	989	–	–	–
Transport Assets		(198)	34 744	16 912	1 362	4 800	4 800	35 391	1 891	4 119
Transport Assets		(198)	34 744	16 912	1 362	4 800	4 800	35 391	1 891	4 119
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on new assets	1	**36 067**	**158 514**	**144 151**	**26 118**	**31 694**	**31 694**	**46 333**	**31 309**	**26 901**

References

1. Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on renewal of existing assets (SA34b) plus Total Capital Expenditure on upgrading of existing assets (SA34e) must reconcile to total capital exper

EC108 Kouga - Supporting Table SA34b Capital expenditure on the renewal of existing assets by asset class

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		**(38 311)**	**1 391**	**131**	**–**	**221**	**221**	**250**	**100**	**–**
Roads Infrastructure		(38 320)	–	–	–	–	–	–	–	–
Roads		(38 320)	–	–	–	–	–	–	–	–
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		–	769	–	–	–	–	–	–	–
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	769	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		8	275	131	–	221	221	250	100	–
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	–	–	–	–	–	–	–	–
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		8	275	131	–	221	221	250	100	–
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		–	–	–	–	–	–	–	–	–
Pump Station		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Waste Water Treatment Works		–	–	–	–	–	–	–	–	–
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	346	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	346	–	–	–	–	–	–	–
Community Assets		**(27 974)**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Community Facilities		(28 113)	–	–	–	–	–	–	–	–
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		(30 270)	–	–	–	–	–	–	–	–
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		2 157	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		139	–	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		139	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		**6 148**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Revenue Generating		6 148	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		6 148	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**23 088**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		23 088	–	–	–	–	–	–	–	–
Municipal Offices		23 088	–	–	–	–	–	–	–	–
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Transport Assets		(290)	–	–	–	–	–	–	–	–
Transport Assets		(290)	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on renewal of existing assets	1	**(37 339)**	**1 391**	**131**	**–**	**221**	**221**	**250**	**100**	**–**
Renewal of Existing Assets as % of total capex		*-73,3%*	*1,1%*	*0,1%*	*0,0%*	*0,2%*	*0,2%*	*0,3%*	*0,2%*	*0,0%*
Renewal of Existing Assets as % of deprecn"		*-41,6%*	*1,4%*	*0,1%*	*0,0%*	*0,2%*	*0,2%*	*0,2%*	*0,1%*	*0,0%*

References

1. Total Capital Expenditure on renewal of existing assets (SA34b) plus Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on upgrading of existing assets (SA34e) must reconcile to total capital expe

EC108 Kouga - Supporting Table SA34c Repairs and maintenance expenditure by asset class

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		**54 281**	**30 721**	**31 666**	**42 518**	**39 605**	**39 605**	**145 976**	**158 481**	**168 077**
Roads Infrastructure		32 760	11 132	12 861	14 206	9 744	9 744	42 069	48 545	52 267
Roads		32 711	11 097	12 861	14 206	9 744	9 744	42 069	48 545	52 267
Road Structures		49	34	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		1 058	1 115	876	1 075	989	989	2 420	3 400	4 320
Drainage Collection		490	551	614	773	773	773	1 620	2 500	3 320
Storm water Conveyance		568	565	262	302	216	216	800	900	1 000
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		8 824	5 906	8 178	10 827	10 827	10 827	30 806	30 431	31 896
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		650	69	2 031	2 134	2 134	2 134	20 656	21 346	22 402
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		479	610	–	–	–	–	–	–	–
MV Substations		5 781	3 537	4 457	5 283	5 283	5 283	6 000	5 520	5 769
MV Switching Stations		146	238	–	–	–	–	–	–	–
MV Networks		1 432	1 194	469	1 000	1 000	1 000	1 200	1 045	1 092
LV Networks		337	259	1 220	2 411	2 411	2 411	2 950	2 519	2 633
Capital Spares		–	–	–	–	–	–	–	–	–
Water Supply Infrastructure		8 766	9 189	5 193	7 442	6 055	6 055	32 198	35 881	37 553
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		302	1 192	–	–	–	–	–	–	–
Reservoirs		233	434	–	–	–	–	–	–	–
Pump Stations		192	213	83	134	155	155	620	670	720
Water Treatment Works		237	162	–	–	1 800	1 800	28 923	32 456	33 978
Bulk Mains		6 904	6 297	4 418	6 365	3 417	3 417	1 725	1 775	1 825
Distribution		856	860	692	942	682	682	930	980	1 030
Distribution Points		42	31	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		2 567	2 518	4 559	8 969	11 990	11 990	38 483	40 225	42 041
Pump Station		1 361	1 189	3 414	7 752	6 874	6 874	6 600	6 600	6 600
Reticulation		640	769	845	892	1 682	1 682	950	1 020	1 090
Waste Water Treatment Works		434	391	198	209	209	209	27 583	29 225	30 931
Outfall Sewers		133	170	102	115	115	115	150	180	220
Toilet Facilities		–	–	–	–	3 110	3 110	3 200	3 200	3 200
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		65	–	–	–	–	–	–	–	–
Landfill Sites		65	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		194	696	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		194	696	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		46	164	–	–	–	–	–	–	–
Data Centres		46	164	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**3 349**	**3 140**	**3 228**	**3 043**	**4 356**	**4 356**	**41 564**	**43 139**	**45 065**
Community Facilities		1 233	1 235	1 728	1 696	2 911	2 911	40 224	41 708	43 634
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	1 000	1 000	–	–	–
Crèches		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		140	118	179	130	345	345	1 336	1 336	1 336
Testing Stations		89	38	12	90	90	90	94	94	94
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		287	128	247	259	259	259	3 130	3 047	3 186
Police		–	–	–	–	–	–	–	–	–
Parks		651	685	952	868	868	868	1 141	1 141	1 141
Public Open Space		65	266	338	349	349	349	34 523	36 091	37 877
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		2 116	1 905	1 500	1 347	1 445	1 445	1 340	1 431	1 431
Indoor Facilities		300	–	–	–	–	–	–	–	–
Outdoor Facilities		1 817	1 905	1 500	1 347	1 445	1 445	1 340	1 431	1 431
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**2 547**	**3 063**	**3 712**	**3 545**	**4 061**	**4 061**	**4 187**	**4 201**	**4 215**
Operational Buildings		2 547	3 063	3 712	3 545	4 061	4 061	4 187	4 201	4 215
Municipal Offices		1 855	2 320	2 945	2 687	3 072	3 072	3 432	3 446	3 460
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		519	380	420	458	390	390	650	650	650
Workshops		–	–	–	–	–	–	–	–	–
Yards		98	91	95	100	100	100	105	105	105
Stores		45	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		29	273	253	300	500	500	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Machinery and Equipment		391	666	594	727	727	727	694	699	710
Machinery and Equipment		391	666	594	727	727	727	694	699	710
Transport Assets		7 946	9 161	8 472	10 856	10 856	10 856	25 960	26 800	27 885
Transport Assets		7 946	9 161	8 472	10 856	10 856	10 856	25 960	26 800	27 885
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Repairs and Maintenance Expenditure	1	**68 513**	**46 751**	**47 672**	**60 689**	**59 605**	**59 605**	**218 381**	**233 320**	**245 952**
R&M as a % of PPE		*3,3%*	*2,3%*	*2,3%*	*3,0%*	*2,9%*	*2,9%*	*10,8%*	*12,0%*	*13,1%*
R&M as % Operating Expenditure		*6,9%*	*4,3%*	*3,8%*	*4,8%*	*4,1%*	*4,1%*	*54595,3%*	*15,5%*	*15,1%*

References

1. Total Repairs and Maintenance Expenditure by Asset Category must reconcile to total repairs and maintenance expenditure on Table SA1

EC108 Kouga - Supporting Table SA34d Depreciation by asset class

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Depreciation by Asset Class/Sub-class										
Infrastructure		**77 453**	**75 189**	**102 674**	**96 837**	**96 837**	**96 837**	**104 182**	**109 850**	**114 767**
Roads Infrastructure		**30 107**	**29 941**	**30 567**	**40 808**	**40 808**	**40 808**	**41 142**	**42 482**	**44 843**
Roads		30 107	29 941	30 567	40 808	40 808	40 808	41 142	42 482	44 843
Road Structures		–	–	–	–	–	–	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		30 731	23 113	1 985	2 066	2 066	2 066	2 064	2 064	2 064
Drainage Collection		30 731	23 113	–	–	–	–	–	–	–
Storm water Conveyance		–	–	1 985	2 066	2 066	2 066	2 064	2 064	2 064
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		5 908	5 843	8 537	8 281	8 281	8 281	10 246	11 876	12 833
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		5 908	5 623	7 316	8 281	8 281	8 281	10 246	11 876	12 833
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	220	1 221	–	–	–	–	–	–
Water Supply Infrastructure		10 707	14 003	23 627	15 001	15 001	15 001	15 978	15 982	15 982
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		–	–	18 830	15 001	15 001	15 001	15 978	15 982	15 982
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		10 707	14 003	–	–	–	–	–	–	–
Distribution Points		–	–	–	–	–	–	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	4 797	–	–	–	–	–	–
Sanitation Infrastructure		–	2 288	32 723	28 031	28 031	28 031	32 101	34 795	36 394
Pump Station		–	–	–	–	–	–	–	–	–
Reticulation		–	–	–	–	–	–	–	–	–
Waste Water Treatment Works		–	–	21 936	28 031	28 031	28 031	32 101	34 795	36 394
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	2 288	10 787	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	5 235	2 651	2 651	2 651	2 651	2 651	2 651
Landfill Sites		–	–	5 235	2 651	2 651	2 651	2 651	2 651	2 651
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		74	637	621	167	167	167	472	472	472
Community Facilities		**74**	**637**	**621**	**167**	**167**	**167**	**472**	**472**	**472**
Halls		74	637	621	167	167	167	472	472	472
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		–	–	–	–	–	–	–	–	–
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		–	–	–	–	–	–	–	–	–
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		8 002	18 386	13 253	1 314	1 314	1 314	1 314	1 314	1 314
Operational Buildings		**8 002**	**18 386**	**13 253**	**1 314**	**1 314**	**1 314**	**1 314**	**1 314**	**1 314**
Municipal Offices		8 002	11 936	6 629	1 314	1 314	1 314	1 314	1 314	1 314
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	6 450	6 623	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	266	586	586	586	586	586	586
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	266	586	586	586	586	586	586
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	266	586	586	586	586	586	586
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Computer Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	829	3 733	3 733	3 733	3 937	4 141	4 344
Furniture and Office Equipment		–	–	829	3 733	3 733	3 733	3 937	4 141	4 344

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Machinery and Equipment		–	(246)	1 156	1 389	1 389	1 389	1 474	1 484	1 494
Machinery and Equipment		–	(246)	1 156	1 389	1 389	1 389	1 474	1 484	1 494
Transport Assets		4 184	4 245	5 988	5 637	5 637	5 637	5 832	6 036	6 250
Transport Assets		4 184	4 245	5 988	5 637	5 637	5 637	5 832	6 036	6 250
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		–	–	–	–	–	–	–	–	–
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Depreciation	1	89 713	98 211	124 787	109 663	109 663	109 663	117 798	123 884	129 229

References

1. Depreciation based on write down values. Not including Depreciation resulting from revaluation.

EC108 Kouga - Supporting Table SA34e Capital expenditure on the upgrading of existing assets by asset class

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class										
Infrastructure		**56 504**	**(31 316)**	**(30 316)**	**50 167**	**82 558**	**82 558**	**34 286**	**6 945**	**20 582**
Roads Infrastructure		87 829	(41 343)	13 241	–	2 609	2 609	–	–	–
Roads		–	(41 343)	13 241	–	–	–	–	–	–
Road Structures		87 829	–	–	–	2 609	2 609	–	–	–
Road Furniture		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Storm water Infrastructure		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
Electrical Infrastructure		1 915	(5 093)	(46 762)	–	1 371	1 371	–	–	–
Power Plants		–	–	–	–	–	–	–	–	–
HV Substations		–	–	–	–	–	–	–	–	–
HV Switching Station		–	–	–	–	–	–	–	–	–
HV Transmission Conductors		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
MV Switching Stations		–	–	–	–	–	–	–	–	–
MV Networks		1 660	(5 093)	(46 762)	–	1 371	1 371	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		255	–	–	–	–	–	–	–	–
Water Supply Infrastructure		383	–	–	26 087	42 449	42 449	3 478	–	–
Dams and Weirs		–	–	–	–	–	–	–	–	–
Boreholes		–	–	–	–	–	–	–	–	–
Reservoirs		–	–	–	–	–	–	–	–	–
Pump Stations		–	–	–	–	–	–	–	–	–
Water Treatment Works		383	–	–	–	19 841	19 841	–	–	–
Bulk Mains		–	–	–	–	–	–	–	–	–
Distribution		–	–	–	16 314	12 836	12 836	3 478	–	–
Distribution Points		–	–	–	9 773	9 773	9 773	–	–	–
PRV Stations		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sanitation Infrastructure		(38 455)	15 120	3 204	24 080	36 128	36 128	30 807	6 945	20 582
Pump Station		–	–	–	12 808	14 120	14 120	1 438	5 937	10 554
Reticulation		246	138	32	209	65	65	200	–	10 028
Waste Water Treatment Works		(38 701)	14 982	3 172	11 063	21 944	21 944	29 170	1 008	–
Outfall Sewers		–	–	–	–	–	–	–	–	–
Toilet Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Landfill Sites		–	–	–	–	–	–	–	–	–
Waste Transfer Stations		–	–	–	–	–	–	–	–	–
Waste Processing Facilities		–	–	–	–	–	–	–	–	–
Waste Drop-off Points		–	–	–	–	–	–	–	–	–
Waste Separation Facilities		–	–	–	–	–	–	–	–	–
Electricity Generation Facilities		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Rail Lines		–	–	–	–	–	–	–	–	–
Rail Structures		–	–	–	–	–	–	–	–	–
Rail Furniture		–	–	–	–	–	–	–	–	–
Drainage Collection		–	–	–	–	–	–	–	–	–
Storm water Conveyance		–	–	–	–	–	–	–	–	–
Attenuation		–	–	–	–	–	–	–	–	–
MV Substations		–	–	–	–	–	–	–	–	–
LV Networks		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Sand Pumps		–	–	–	–	–	–	–	–	–
Piers		–	–	–	–	–	–	–	–	–
Revetments		–	–	–	–	–	–	–	–	–
Promenades		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		4 832	–	–	–	–	–	–	–	–
Data Centres		–	–	–	–	–	–	–	–	–
Core Layers		–	–	–	–	–	–	–	–	–
Distribution Layers		4 832	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Community Assets		**(5 483)**	**2 844**	**(0)**	**3 057**	**7 217**	**7 217**	**500**	**7 000**	**2 407**
Community Facilities		–	–	–	–	–	–	–	–	–
Halls		–	–	–	–	–	–	–	–	–
Centres		–	–	–	–	–	–	–	–	–
Crèches		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Clinics/Care Centres		–	–	–	–	–	–	–	–	–
Fire/Ambulance Stations		–	–	–	–	–	–	–	–	–
Testing Stations		–	–	–	–	–	–	–	–	–
Museums		–	–	–	–	–	–	–	–	–
Galleries		–	–	–	–	–	–	–	–	–
Theatres		–	–	–	–	–	–	–	–	–
Libraries		–	–	–	–	–	–	–	–	–
Cemeteries/Crematoria		–	–	–	–	–	–	–	–	–
Police		–	–	–	–	–	–	–	–	–
Parks		–	–	–	–	–	–	–	–	–
Public Open Space		–	–	–	–	–	–	–	–	–
Nature Reserves		–	–	–	–	–	–	–	–	–
Public Ablution Facilities		–	–	–	–	–	–	–	–	–
Markets		–	–	–	–	–	–	–	–	–
Stalls		–	–	–	–	–	–	–	–	–
Abattoirs		–	–	–	–	–	–	–	–	–
Airports		–	–	–	–	–	–	–	–	–
Taxi Ranks/Bus Terminals		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Sport and Recreation Facilities		(5 483)	2 844	(0)	3 057	7 217	7 217	500	7 000	2 407
Indoor Facilities		–	–	–	–	–	–	–	–	–
Outdoor Facilities		(5 483)	2 844	(0)	3 057	7 217	7 217	500	7 000	2 407
Capital Spares		–	–	–	–	–	–	–	–	–
Heritage assets		–	–	–	–	–	–	–	–	–
Monuments		–	–	–	–	–	–	–	–	–
Historic Buildings		–	–	–	–	–	–	–	–	–
Works of Art		–	–	–	–	–	–	–	–	–
Conservation Areas		–	–	–	–	–	–	–	–	–
Other Heritage		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Improved Property		–	–	–	–	–	–	–	–	–
Unimproved Property		–	–	–	–	–	–	–	–	–
Other assets		**(43)**	**–**	**0**	**–**	**–**	**–**	**–**	**–**	**–**
Operational Buildings		(43)	–	0	–	–	–	–	–	–
Municipal Offices		(43)	–	0	–	–	–	–	–	–
Pay/Enquiry Points		–	–	–	–	–	–	–	–	–
Building Plan Offices		–	–	–	–	–	–	–	–	–
Workshops		–	–	–	–	–	–	–	–	–
Yards		–	–	–	–	–	–	–	–	–
Stores		–	–	–	–	–	–	–	–	–
Laboratories		–	–	–	–	–	–	–	–	–
Training Centres		–	–	–	–	–	–	–	–	–
Manufacturing Plant		–	–	–	–	–	–	–	–	–
Depots		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Housing		–	–	–	–	–	–	–	–	–
Staff Housing		–	–	–	–	–	–	–	–	–
Social Housing		–	–	–	–	–	–	–	–	–
Capital Spares		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		–	–	–	–	–	–	–	–	–
Servitudes		–	–	–	–	–	–	–	–	–
Licences and Rights		–	–	–	–	–	–	–	–	–
Water Rights		–	–	–	–	–	–	–	–	–
Effluent Licenses		–	–	–	–	–	–	–	–	–
Solid Waste Licenses		–	–	–	–	–	–	–	–	–
Computer Software and Applications		–	–	–	–	–	–	–	–	–
Load Settlement Software Applications		–	–	–	–	–	–	–	–	–
Unspecified		–	–	–	–	–	–	–	–	–
Computer Equipment		(72)	72	–	–	–	–	–	–	–
Computer Equipment		(72)	72	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–
Furniture and Office Equipment		–	–	–	–	–	–	–	–	–

Description	Ref	2020/21	2021/22	2022/23	Current Year 2023/24			2024/25 Medium Term Revenue & Expenditure Framework		
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Machinery and Equipment		–	–	–	–	–	–	–	–	–
Transport Assets		–	–	–	–	–	–	–	–	–
Transport Assets		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		–	–	–	–	–	–	–	–	–
Zoological plants and animals		–	–	–	–	–	–	–	–	–
Total Capital Expenditure on upgrading of existing assets	1	**50 906**	**(28 400)**	**(30 316)**	**53 225**	**89 774**	**89 774**	**34 786**	**13 945**	**22 990**
Upgrading of Existing Assets as % of total capex		*0,0%*	*-21,6%*	*-26,6%*	*67,1%*	*73,8%*	*73,8%*	*42,8%*	*30,7%*	*46,1%*
Upgrading of Existing Assets as % of deprecn"		*56,7%*	*-28,9%*	*-24,3%*	*48,5%*	*81,9%*	*81,9%*	*29,5%*	*11,3%*	*17,8%*

References

1. Total Capital Expenditure on upgrading of existing assets (SA34e) plus Total Capital Expenditure on new assets (SA34a) plus Total Capital Expenditure on renewal of existing assets (SA34b) must reconcile to total capital exp

EC108 Kouga - Supporting Table SA35 Future financial implications of the capital budget

Vote Description	Ref	2024/25 Medium Term Revenue & Expenditure Framework			Forecasts			
R thousand		Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Present value
Capital expenditure	1							
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		–	–	–				
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		–	–	–				
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		–	–	–				
Vote 4 - COMMUNITY SERVICES		1 391	1 391	1 391				
Vote 5 - CIVIL AND WATER SERVICES		42 223	36 650	39 427				
Vote 6 - ELECTRO/MECHANICAL SERVICES		37 755	7 313	9 072				
Vote 7 - PLANNING AND DEVELOPMENT		–	–	–				
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]		–	–	–				
List entity summary if applicable								
Total Capital Expenditure		**81 369**	**45 354**	**49 890**	**–**	**–**	**–**	**–**
Future operational costs by vote	2							
Vote 1 - OFFICE OF THE MUNICIPAL MANAGER		31 456	32 681	34 019				
Vote 2 - OFFICE OF THE DEPUTY MUNICIPAL MANAGER		128 955	131 727	136 388				
Vote 3 - FINANCE AND ECONOMIC DEVELOPMENT		142 064	143 474	143 136				
Vote 4 - COMMUNITY SERVICES		385 203	408 986	429 386				
Vote 5 - CIVIL AND WATER SERVICES		274 066	298 263	314 148				
Vote 6 - ELECTRO/MECHANICAL SERVICES		428 406	538 801	614 602				
Vote 7 - PLANNING AND DEVELOPMENT		34 152	32 074	33 629				
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]		–	–	–				
List entity summary if applicable								
Total future operational costs		1 424 300	1 586 008	1 705 308	–	–	–	–
Future revenue by source	3							
Exchange Revenue		26 755	460 004	532 224				
Service charges - Electricity		397 583	460 004	532 224				
Service charges - Water		127 202	136 424	146 315				
Service charges - Waste Water Management		68 446	72 895	77 633				
Service charges - Waste Management		71 123	75 745	80 669				
Agency services		4 554	4 850	5 166				
List other revenues sources if applicable								
List entity summary if applicable								
Total future revenue		695 663	1 209 922	1 374 231	–	–	–	–
Net Financial Implications		**810 006**	**421 440**	**380 967**	**–**	**–**	**–**	**–**

References

1. Summarise the total capital cost until capital project is operational (MFMA s19(2)(a))

2. Summary of future operational costs from when projects operational (present value until the end of each asset's useful life) (MFMA s19(2)(b))

3. Summarise the future revenue from when projects are operational, including municipal tax and tariff implications, (present value until the end of asset's useful life)

EC108 Kouga - Supporting Table SA36 Detailed capital budget

R thousand														2024/25 Medium Term Revenue & Expenditure Framework		
Function	Project Description	Project Number	Type	MTSF Service Outcome	IUDF	Own Strategic Objectives	Asset Class	Asset Sub-Class	Ward Location	GPS Longitude	GPS Lattitude	Audited Outcome 2022/23	Current Year 2023/24 Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Parent municipality:																
List all capital projects grouped by Function																
Parent Capital expenditure												–	–	–	–	–
Entities:																
List all capital projects grouped by Entity																
Entity A																
Water project A																
Entity B																
Electricity project B																
Entity Capital expenditure												–	–	–	–	–
Total Capital expenditure												–	–	–	–	–

References

Must reconcile with Budgeted Capital Expenditure

Projects that fall above the threshold values applicable to the municipality as identified in regulation 13 of the Municipal Budget and Reporting Regulations must be listed individually. Other projects by Function

Asset class as per table A9 and asset sub-class as per table SA34

GPS coordinates correct to seconds. Provide a logical starting point on networked infrastructure.

Distinguish projects approved in terms of MFMA section 19(1)(b) and MRRR Regulation 13 check 113 966 121 690 81 369 45 354 49 890

Project Number consists of MSCOA Project Longcode and seq No (sample PC001002006002_00002)

EC108 Kouga - Supporting Table SA37 Projects delayed from previous financial year/s

R thousand												Previous target year to complete	Current Year 2023/24		2024/25 Medium Term Revenue & Expenditure Framework		
Function	Project name	Project number	Type	MTSF Service Outcome	IUDF	Own Strategic Objectives	Asset Class	Asset Sub-Class	Ward Location	GPS Longitude	GPS Lattitude		Original Budget	Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
Parent municipality:																	
List all capital projects grouped by Function																	
Entities:																	
List all capital projects grouped by Entity																	
Entity Name																	
Project name																	

References
List all projects with planned completion dates in current year that have been re-budgeted in the MTREF
Asset class as per table A9 and asset sub-class as per table SA34
GPS coordinates correct to seconds. Provide a logical starting point on networked infrastructure.
Project Number consists of MSCOA Project Longcode and seq No (sample PC001002006002_00002)

EC108 Kouga - Supporting Table SA38 Consolidated detailed operational projects

Municipal Vote/Operational project R thousand	Ref 4	Program/Project description	Project number	IDP Goal code 2	Individually Approved (Yes/No) 6	Asset Class	Asset Sub-Class	GPS co-ordinates 5	Total Project Estimate	Prior year outcomes		2024/25 Medium Term Revenue & Expenditure Framework			Project information
										Audited Outcome 2022/23	Current Year 2023/24 Full Year Forecast	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27	Ward location
Parent municipality: *List all operational projects grouped by Municipal Vote*															
					No										
Parent operational expenditure	1											–	–	–	
Entities: *List all operational projects grouped by Entity*															
Entity A Water project A															
Entity B Electricity project B															
Entity Operational expenditure										–	–	–	–	–	
Total Operational expenditure										–	–	–	–	–	

References

1. Must reconcile with Budgeted Operating Expenditure

2. As per Table SA5

KOUGA
local municipality
Good Governance through Service Excellence

DRAFT TARIFFS 2024/25

Annexure C

FINANCE & ECONOMIC DEVELOPMENT

SERVICE DESCRIPTION	2024/25 VAT Inclusive	2024/25 15% Exclusive	2023/24 15% Exclusive	% Increase
ASSESSMENT RATES 030	Ratio			
Residential		0,007786	0,007380	6%
Vacant Land		0,011679	0,011070	6%
Private Open Place/Space		0,007786	0,007380	6%
Business / Commercial Properties		0,009732	0,009225	6%
Business: Vacant Land		0,011679	0,011070	6%
Industrial Property		0,009732	0,009225	6%
Industrial: Vacant Land		0,011679	0,011070	6%
Properties Owned By Organ of State and Used For Public Service Benefit		0,013002	0,012325	6%
Agricultural		0,001946	0,001845	6%
Other				
Public Benefit Organisation		0,001946475	0,001845	6%
Public Service Infrastructure (P.S.I.)		0,001946475	0,001845	6%
Mining Properties		0,013002453	0,012325	6%
Exemptions/Reductions/Rebates			**Rebates**	
Exemptions, Reductions and rebates in respect of owners of categories of properties Public Benefit Organisations: Applications for Public Benefit organizations must reach the municipality before end October of the municipal financial year in which relief is sought. A tax exemption certificate issued by the South African Revenue Services(SARS) as contemplated in Part 1 of the Ninth Schedule of the Income Tax Act ,1962 No 58 of 1962.				
Public Open Spaces/Private Open Place will be exempted from paying property rates.				
Exemptions, Reductions and rebates in respect of categories of owners of properties				
R 100 000, including the impermissible rate of R15 000, for Owners who qualify for Equitable Share.			100 000	
Residential properties with a market value up of R400 000 including the impermissable rate of R15 000.			R2 952(max)	
R 200 000 on one residential property, including the impermissible rate of R15 000, for Rate Payer 60 years and older with a gross household income not more than R15 000.00			200 000	
Other				
Interim Valuation Request	542,46	471,70	445,00	6%
Valuation certificates	134,67	117,11	110,48	6%
Reasons for Valuation		cost +10%	cost +10%	6%
FINANCE : REVENUE SECTION 223				
Foreign Exchange Charges	Plus VAT	Sundry Amounts	Sundry Amounts	
Photo copies				
Black				
A3	21,47	18,67	17,70	6%
A4	7,16	6,22		6%
Colour			5,90	
A3	42,22	36,71	34,80	6%
A4	14,07	12,24	11,60	6%
Property lists				
Per Page	3,11	2,71	2,57	6%
Supplementary list (Per page)	3,11	2,71	2,57	6%
Address Labels (Per page)	6,23	5,42	5,13	6%
Search fees				
Search for info not on register	148,60	129,22	122,48	6%
Search for info on register	135,86	118,14	111,98	6%
Search for info on deeds & documents	159,91	139,05	131,80	6%
Search for info on outstanding acc.	148,60	129,22	122,48	6%
Search for info not covered above	210,86	183,36	173,80	6%
Administration Fee - Clearance certificate	136,32	118,54	112,36	6%
Penalty charge for recurring request for Clearance Certificate	417,73	363,24	344,31	6%

COMMUNITY & SAFETY SERVICES

SERVICE DESCRIPTION	2024/25 VAT Inclusive	2024/25 15% Exclusive	2023/24 15% Exclusive	% Increase
BUILDINGS & PROPERTIES 70				
Rental : Halls & Facilities				
LARGE HALLS				
Hankey Vusumsi Landu Hall				
Humansdorp Country Club Hall				
Kruisfontein Civic Centre				
Jeffreys Bay Newton Hall				
Patensie Community Hall				
Thornhill Katrien Felix Hall				
Deposit				
Damages		1 295,55	1 216,48	6,50%
Church Gathering (per 2 hr)	254,90	221,65	208,12	6,50%
Concert (Non-Drinking Function)	792,41	689,05	646,99	6,50%
Cleaning fees (max 3 hours) optional	575,00	500,00		
Small				
Concert Practice	167,62	145,76	136,86	6,50%
Conferences (per day)	997,44	867,34	814,40	6,50%
Dance and Disco (Drinking Functions)	1 751,72	1 523,23	1 430,27	6,50%
Fetes / Bazaars	430,84	374,65	351,78	6,50%
Funeral (per 2 hr)	254,90	221,65	208,12	6,50%
Kitchen Rental	574,92	499,93	469,42	6,50%
Meetings (Non-Political)	574,92	499,93	469,42	6,50%
Meetings (Political)	1 117,96	972,14	912,80	6,50%
School Functions	430,84	374,65	351,78	6,50%
Service Organisations : Social Clubs / Presentations	193,95	168,65	158,36	6,50%
Special Events (Decorations)	429,45	373,44	350,65	6,50%
Special Events : Anniversaries / Birthdays / Gala Evenings / Kitchen Parties/Weddings	1 020,99	887,82	833,63	6,50%
Sport and Recreation (per day)	703,38	611,63	574,30	6,50%
Welfare organisation per year	787,25	684,56	642,78	6,50%
MEDIUM HALLS 50%				
Andrieskraal Hall				
Weston Hall				
Kwanomzamo Hall				
Aston Bay Hall				
Pellsrus Hall				
Loerie Hall				
Sea Vista Hall				
Tokyo Sexwale Sportsfield Hall				
Pellsrus Caravan Park Hall				
Patensie Sportsfield Hall				
Thornhill Clubhouse				
Deposit				
Damages		1 295,55	1 216,48	6,50%
Church Gathering (per 2 hr)	177,32	154,19	144,78	6,50%
Concert (Non-Drinking Function)	493,18	428,85	402,68	6,50%
Cleaning fees (max 3 hours) optional	345,00	300,00		
Concert Practice	112,21	97,57	91,62	6,50%
Conferences (per day)	666,35	579,43	544,07	6,50%
Dance and Disco (Drinking Functions)	1 062,36	923,79	867,41	6,50%
Fetes / Bazaars	282,61	245,75	230,75	6,50%
Funeral (per 2 hr)	177,32	154,19	144,78	6,50%
Kitchen Rental	511,18	444,51	417,38	6,50%
Meetings (Non-Political)	378,19	328,86	308,79	6,50%
Meetings (Political)	574,92	499,93	469,42	6,50%
School Functions	177,32	154,19	144,78	6,50%
Service Organisations : Social Clubs / Presentations	105,29	91,56	85,97	6,50%
Special Events (Decorations)	282,61	245,75	230,75	6,50%
Special Events : Anniversaries / Birthdays / Gala Evenings / Kitchen Parties/Weddings	511,18	444,51	417,38	6,50%
Welfare organisation per year	393,62	342,28	321,39	6,50%
Sport and Recreation (per day)	351,69	305,82	287,15	6,50%
Other				
Encroachment Fees	Plus VAT	Sundry Amounts	Sundry Amounts	
Rental : Commonage	Plus VAT	Sundry Amounts	Sundry Amounts	
Rental : Municipal Houses	Plus VAT	Sundry Amounts	Sundry Amounts	
Rental : Quarry	Plus VAT	Sundry Amounts	Sundry Amounts	
Rental : Sundry	Plus VAT	Sundry Amounts	Sundry Amounts	

CARAVAN PARKS & CAMPING SITES	**100**				
This tariff is applicable for all Caravan Parks/Camping Sites within the Kouga Jurisdictional Area					
IN SEASON					
In Season includes December/January and March/April School Holidays.					
All Tariffs are per day and include 4 persons per site, and 1 Vehicle.					
Additional Costs are payable per person for more than 4 persons, and per vehicle for more than 1 vehicle					
CARAVAN PARKS/CAMPING					
Stand with Electricity		745,33	648,11	608,55	6,50%
Fee per Additional Vehicle		104,80	91,13	85,57	6,50%
Fee per Additional Person		104,80	91,13	85,57	6,50%
Entrance fee (4 people)		47,15	41,00	-	
Caravan Clubs (10% Discount on Normal Tariffs)	**90%**				
More than 10 Caravans, Maximum of 40					
More than 40 Caravans only May - November					
Stand with Electricity		670,95	583,43	547,83	6,50%
Fee per Additional Car		93,93	81,68	76,70	6,50%
Fee per Additional Person		93,93	81,68	76,70	6,50%
CHALETS					
Damage					
Deposit		1 704,85	1 482,48	1 392,00	6,50%
Chalets					
1 Bedroom		921,94	801,68	534,46	50,00%
2 Bedroom		1 434,12	1 247,06	831,38	50,00%
OTHER					
Day Visitors Entrance Fee					
Per Person (Kids under 12 years get free entrance)		44,17	38,41	36,07	6,50%
OUT OF SEASON (50% of In-Season Tariffs)					
All Tariffs are per day and include 4 persons per site, and 1 Vehicle.	50%				
Additional Costs are payable per person for more than 4 persons, and per vehicle for more than 1 vehicle					
Discount of 30% will be allowed to pensioners out of season.					
CARAVAN PARKS					
Stand with Electricity		372,75	324,13	304,35	6,50%
Fee per Additional Vehicle		52,19	45,38	42,61	6,50%
Fee per Additional Person		52,19	45,38	42,61	6,50%
Caravan Clubs (30% Discount on Normal Tariffs)					
More than 10 Caravans, Maximum of 40					
More than 40 Caravans only May - November					
Stand with Electricity		335,48	291,72	273,91	6,50%
Fee per Additional Vehicle		46,97	40,84	38,35	6,50%
Fee per Additional Person		46,97	40,84	38,35	6,50%
CHALETS					
Damage					
Deposit			1 482,48	1 392,00	6,50%
Chalets					
1 Bedroom		460,00	400,00	267,39	50,00%
2 Bedroom		747,50	650,00	415,65	50,00%
Monthly Tariff					
Not Applicable In Season (Normal Tariffs Apply)					
Additional Persons pay full tariff per day					
Additional Vehicles pay full tariff per day					
Up to 30 Days					
Chalets					
1 Bedroom only 3 people per chalet and 1 vehicle		3 886,66	3 379,71	3 173,43	6,50%
2 Bedroom only 5 people per chalet and 1 vehicle		4 534,44	3 942,99	3 702,34	6,50%
OTHER					
Day Visitors Entrance Fee					
Per Vehicle		44,17	38,41	36,07	6,50%
Per Person		44,17	38,41	36,07	6,50%
Monthly Tariff					
Not Applicable In Season (Normal Tariffs Apply)					
Tariff includes 4 persons per site, and 1 Vehicle.					
Additional Persons pay full tariff per day					
Additional Vehicles pay full tariff per day					
Up to 30 Days		4 755,15	4 134,92	3 882,55	6,50%
Weekly (15 days) (4 people)		2 721,42	2 366,45		
Fee per Additional 2 people, Per Day		230,00	200,00		
Pensioners (per 2 people)					
Camping		172,50	150,00		
Extras person per day		60,01	52,19	49,00	6,50%
Monthly (maximum 2 monthly)		3 450,00	3 000,00		
Weekly (15 days)		1 725,00	1 500,00		

CEMETERIES	**110**			
This tariff is applicable for all Cemeteries within the Kouga Jurisdictional Area				
Adult graves				
Grave Plot	558,14	485,34	455,72	6,50%
Dig Grave	991,75	862,39	809,76	6,50%
Dig & Fill Grave	1 178,92	1 025,15	962,58	6,50%
Re-enter & Fill Grave	1 113,80	968,52	909,41	6,50%
Extra Depth	256,29	222,86	209,26	6,50%
Children graves				
Grave Plot	371,96	323,44	303,70	6,50%
Dig & Fill Grave	764,83	665,07	624,48	6,50%
Dig Grave	727,12	632,28	593,69	6,50%
Re-enter & Fill Grave	720,39	626,43	588,20	6,50%
Other				
Niche	161,15	140,13	131,57	6,50%
Tombstone Application	314,16	273,18	256,51	6,50%
Kerbing				
Roll Over Stones per metre	319,57	277,89	260,93	6,50%
				6,50%
ENVIRONMENTAL HEALTH	**210**			
APPLICATION FEES				
Business Licence	101,63	88,38	82,98	6,50%
Traditional Slaughtering	170,81	148,53	139,46	6,50%
Exhumations	2 662,59	2 315,30	2 173,99	6,50%
				6,50%
CERTIFICATES				
Certificate of Acceptability/Competence	215,31	187,22	175,80	6,50%
Condemnation Certificate	215,31	187,22	175,80	6,50%
Health Certificate	212,27	184,58	175,79	5,00%
HAWKERS STANDS PER MONTH				
Arts & Crafts (including wood)	129,19	112,34	105,48	6,50%
Fruit & Vegetables	193,78	168,50	158,22	6,50%
Clothing Jewellery	440,66	383,18	359,80	6,50%
2nd Hand goods	193,78	168,50	158,22	6,50%
Food stalls	306,19	266,25	250,00	6,50%
Wood and Wood products	140,30	122,00	-	6,50%
SEASONAL HAWKERS STAND PER DAY				
Arts & Crafts	109,09	94,86	89,07	6,50%
Fruit & Vegetables	183,73	159,77	150,01	6,50%
Clothing Jewellery, etc	109,09	94,86	89,07	6,50%
2nd Hand goods	109,09	94,86	89,07	6,50%
Food stalls	322,74	280,64	263,51	6,50%
Movable trading (push trolleys) per trolley	-	-	-	6,50%
Beach equipment and accessories	322,74	280,64	263,51	6,50%
Wood and Wood products	118,45	103,00	-	6,50%
ENVIRONMENTAL MANAGEMENT FEE	**731**			
Undeveloped erven - per annum	668,02	580,89	545,44	6,50%
Domestic				
Households	55,68	48,42	45,46	6,50%
Free Basic Services to Registered Indigent Consumers	-55,68	-48,42	-45,46	6,50%
Multi Dwelling Units (per Unit)	55,66	48,40	45,45	6,50%
Skips	253,00	220,00	-	
Commercial				
Small	60,95	53,00	400,71	
Medium	121,90	106,00	528,69	
(3 Removals per week, monthly tariff)	121,90	106,00	673,42	
(6 Removals per week, monthly tariff)	984,90	856,43	856,43	
Skips	1 132,75	985,00	-	
FIRE FIGHTING SERVICES	**230**			
Fires				
Major Spillages road or rail				
Vegetation fires				
Tariffs per hour or part thereof				
Major appliance (inclusive of manpower)				
Aerial Support	48 990,00	42 600,00	40 000,00	6,50%
Rescue pumps	2 417,43	2 102,11	1 973,81	6,50%
Auxiliary appliance (Inclusive of manpower)				
Off-Road, light/heavy rescue, hazmat units	1 096,16	953,19	895,01	6,50%
Service vehicles (Inclusive of manpower)				
LDV's and transporters	632,85	550,30	516,72	6,50%
Trailers & units (inclusive of manpower)				
Fuel/hydrant trailer, BA trailer and command unit	320,10	278,34	261,36	6,50%
Personnel charges (cost if additional personnel required)				
Senior Officer	632,85	550,30	516,72	6,50%
Officers	320,10	278,34	261,36	6,50%
Fire Fighters	163,71	142,35	133,67	6,50%
Humanitarian calls				
Motor vehicle accidents	No charge	No charge	No charge	
Rescues	No charge	No charge	No charge	

Service rendered outside area of jurisdiction				
Tariffs per hour or part thereof				
Major appliance (inclusive of manpower)				
Rescue pumps/Aerial appliance	4 834,85	4 204,22	3 947,62	6,50%
Auxiliary appliance (Inclusive of manpower)				
Off-Road, light/heavy rescue, hazmat units	2 192,34	1 906,38	1 790,03	6,50%
Service vehicles (Inclusive of manpower)				
LDV's and transporters	1 265,69	1 100,60	1 033,43	6,50%
Trailers & units (inclusive of manpower)				
Fuel/hydrant trailer, BA trailer and command unit	640,19	556,69	522,71	6,50%
Personnel charges (cost if additional personnel required)				
Senior Officer	1 265,69	1 100,60	1 033,43	6,50%
Officers	640,19	556,69	522,71	6,50%
Fire Fighters	327,41	284,71	267,33	6,50%
Standby duties				
Water jets (65mm hose)	508,62	442,28	415,29	6,50%
Monitoring of incidents				
Tariffs per hour or part thereof				
Major appliance (inclusive of manpower)				
Rescue pumps/Aerial appliance	1 208,71	1 051,05	986,91	6,50%
Auxiliary appliance (Inclusive of manpower)				
Off-Road, light/heavy rescue, hazmat units	548,08	476,59	447,50	6,50%
Service vehicles (Inclusive of manpower)				
LDV's and transporters	316,42	275,15	258,36	6,50%
Trailers & units (inclusive of manpower)				
Fuel/hydrant trailer, BA trailer and command unit	160,05	139,17	130,68	6,50%
Personnel charges (cost if additional personnel required)				
Senior Officer	316,42	275,15	258,36	6,50%
Officers	160,05	139,17	130,68	6,50%
Fire Fighters	81,85	71,18	66,83	6,50%
Service rendered outside area of jurisdiction				
Tariffs per hour or part thereof				
Major appliance (inclusive of manpower)				
Rescue pumps/Aerial appliance	2 417,43	2 102,11	1 973,81	6,50%
Auxiliary appliance (Inclusive of manpower)				
Off-Road, light/heavy rescue, hazmat units	1 096,16	953,19	895,01	6,50%
Service vehicles (Inclusive of manpower)				
LDV's and transporters	632,85	550,30	516,72	6,50%
Trailers & units (inclusive of manpower)				
Fuel/hydrant trailer, BA trailer and command unit	320,10	278,34	261,36	6,50%
Personnel charges (cost if additional personnel required)				
Senior Officer	632,85	550,30	516,72	6,50%
Officers	320,10	278,34	261,36	6,50%
Fire Fighters	163,71	142,35	133,67	6,50%
Other				
Certified copy of incident report	192,92	167,76	157,52	6,50%
Population certificate	338,97	294,76	276,77	6,50%
Training				
Attendance of training courses held under the auspices of the Fire and Emergency Services				
Per person per day	615,32	535,06	502,40	6,50%
Per person per half day or part thereof	320,10	278,34	261,36	6,50%
Re-issue Certificates	163,71	142,35	133,67	6,50%
Fire prevention tariff per hour or part thereof				
Events porpulation certificate	448,50	390,00		
Transportation of dangerous goods certificate	448,50	390,00		
Inspection and issue of events clearance certificates	448,50	390,00		
Renewal of licence to store petroleum/liquified petroleum gas	415,08	360,94	338,91	6,50%
Approval of LPG installation plans	415,08	360,94	338,91	6,50%
Approval of petroleum storage plans	415,08	360,94	338,91	6,50%
Approval of bulk storage hazardous installation	1 182,40	1 028,17	965,42	6,50%
Inspections	1 182,40	1 028,17	965,42	6,50%
Survey	1 182,40	1 028,17	965,42	6,50%
Certification of premises	415,08	360,94	338,91	6,50%
Issuing of control burning permits	415,08	360,94	338,91	6,50%
Investigation	1 182,40	1 028,17	965,42	6,50%
Lectures/evacuation drills	1 182,40	1 028,17	965,42	6,50%
Issuing of certificate of competency	1 182,40	1 028,17	965,42	6,50%
Public education			No charge	
Approval of rational designs	415,08	360,94	338,91	6,50%
Approval of major hazardous installation reports	415,08	360,94	338,91	6,50%
LIBRARY **500**				
This tariff is applicable for all Libraries within the Kouga Jurisdictional Area				
Lost				
Books				
Note that this amount is determined by the value of the actual item	Sundry Amounts	Sundry Amounts	Sundry Amounts	
Fines				
Books				
Per day	0,44	0,38	0,36	6,50%
3 Months or Longer	174,73	151,94	142,66	6,50%
Photo copies				
Black				
A3	1,81	1,58	1,48	6,50%
A4	1,20	1,04	0,98	6,50%
Colour				
A3	3,12	2,72	2,55	6,50%
A4	1,13	0,99	0,93	6,50%
Other				
Visitors Administration Fee	27,02	23,49	22,06	6,50%
Duplicate Membership Cards	27,02	23,49	22,06	6,50%
Third replacement of cards	51,44	44,73	42,00	6,50%
More than 3 replacement of Cards	77,16	67,10	63,00	6,50%

Deposit				
Per Book (Visitors)	146,97	127,80	120,00	6,50%
NATIONAL TRAFFIC (NATIS) 590				
Drivers Licence : Application : Light Vehicle	No VAT	308,70	308,70	
Drivers Licence : Application : Heavy Vehicle	No VAT	362,25	362,25	
Drivers Licence : Temporary	No VAT	100,80	100,80	
Drivers Licence: Issue renewal	No VAT	226,80	226,80	
Duplicate : Learners Licence	No VAT	189,00	189,00	
Duplicate : Registration Certificate	No VAT	674,10	674,10	
Learners Licence : Application	No VAT	223,65	223,65	
Learners Licence : Certificate	No VAT	72,45	72,45	
Instructor Certificate : Application	No VAT	362,25	362,25	
Public Driving Permit : Application	No VAT	113,40	113,40	
Roadworthy Certificate	No VAT	72,45	72,45	
Roadworthy Certificate : Application : Motor Cycles	No VAT	110,25	110,25	
Roadworthy Certificate : Application : Other Vehicle	No VAT	192,15	192,15	
Roadworthy Certificate : Application : Goods Vehicle	No VAT	223,65	223,65	
Roadworthy Certificate : Application : Busses	No VAT	236,25	236,25	
Vehicle Licences (81%)	No VAT	Sundry Amounts	Sundry Amounts	
Vehicle Licences (19%)	No VAT	Sundry Amounts	Sundry Amounts	
Vehicle Registration	No VAT	138,60	138,60	
Vehicle Registration Penalties	No VAT	Sundry Amounts	Sundry Amounts	
Vehicle De-Registration	No VAT	Sundry Amounts	Sundry Amounts	
Temporary Permit	No VAT	110,25	110,25	
Special Permit	No VAT	85,05	85,05	
Disabled Parking Disc	No VAT	116,55	116,55	
RTMC (Transaction Fees)	No VAT	75,60	75,60	
Disabled Parking Issuing/Renewal	No VAT	116,55	116,55	
Disabled Parking Application	No VAT	210,00	210,00	
IMPOUNDMENT OF VEHICLES				
First time offenders	2 806,90	2 440,79	2 440,79	
Second time offenders	4 491,06	3 905,27	3 905,27	
Third time offenders	8 982,11	7 810,53	7 810,53	
NATURE CONSERVATION 600				
GAMTOOS RIVER MOUTH NATURE RESERVE				
Camping/Caravan Sites				
Max 6 persons p/day	133,33	115,94	108,86	6,50%
Extra per person per day	35,38	30,76	28,89	6,50%
Once off entrance fee	83,00	72,17	67,77	6,50%
Entrance Fees	-			
Entrance fee	83,00	72,17	67,77	6,50%
Gamtoos Mouth Home-Owners Annual Entrance Fee	361,92	314,71	295,50	6,50%
Pedestrians per person or more than 6 persons per vehicle (per person)	35,38	30,76	28,89	6,50%
LOERIEDAM NATURE RESERVE				
Day Visitors	35,38	30,76	28,89	6,50%
Rentals				
Field study centre : per person per night	161,98	140,85	132,26	6,50%
Robinson's camp : per person per day	45,36	39,44	37,03	6,50%
Robinson's camp : per person per night	103,68	90,15	84,65	6,50%
Education courses				
per person per course (exclude first two teachers)	79,05	68,74	64,54	6,50%
per pupil per weekend	103,68	90,15	84,65	6,50%
BOAT REGISTRATION FEES (River Licenses)				
Launch site Boat Permit Fee				
Per day	225,00	195,65		
7 days	1 200,00	1 043,48	173,91	
River Permits (Kromme Joint River Committee)				
The sliding scale is to encourage smaller boats and engines, and to discourage bigger vessels				
If there are multiple engines on a boat, the fee will be based on the total engine capacity				
Recreational Vessels (per annum)				
Up to 15hp	539,99	469,56	443,48	
16hp to 119hp	859,99	747,82	704,35	
120hp to 249hp	1 320,00	1 147,83	1 078,26	
250hp to 299hp	2 250,00	1 956,52	1 826,09	
300hp to 399hp	3 500,00	3 043,48		
400hp and greater	5 000,00	4 347,83		
Multi Vessels (per annum)				
Up to 15hp	1 040,00	904,35	847,83	
16hp to 119hp	1 350,00	1 173,91	1 108,70	
120hp to 249hp	1 810,00	1 573,91	1 482,61	
250hp to 299hp	2 720,00	2 365,22	2 230,43	
300hp to 399hp	6 685,00	5 813,04		
400hp and greater	9 550,00	8 304,35		
Commercial Vessels (per annum)				
Up to 15hp	680,00	591,30	556,52	
16hp to 119hp	1 320,00	1 147,83	1 078,26	
120hp to 249hp	2 180,00	1 895,65	1 786,96	
250hp to 299hp	3 680,00	3 200,00	3 013,04	
300hp to 399hp	4 375,00	3 804,35		
400hp and greater	6 250,00	5 434,78		
PARKS AND OPEN SPACES 680				
Cleaning of plots : Grass only (per m²)	2,57	2,24	2,10	6,50%
: Lightly overgrown (per m²)	5,16	4,49	4,22	6,50%

: Medium overgrown (per m²)		9,03	7,85	7,37	6,50%
: Heavily overgrown (per m²)		15,48	13,46	12,64	6,50%
Removal of rubble per load not greater than 9 cubic metre		1 469,71	1 278,01	1 200,00	6,50%
Removal of green waste (more than 2 bags, up to 5 bags)		335,48	291,72	273,91	6,50%
Removal of branches only (truck load)		559,12	486,19	456,52	6,50%
POUND	**710**				
Sustenance Fees -per day					
Horses, Cattle & Pigs		185,63	161,42	161,42	0,00%
Sheep & Goats		88,40	76,87	76,87	0,00%
Delivery Fee/km		40,09	34,86	34,86	0,00%
Trespass - per day					
Horses, cattle, pigs (minimum)		378,89	329,47	329,47	0,00%
Sheep, goats (minimum)		378,89	329,47	329,47	0,00%
Pound fees per day					
Horses, cattle, ostriches & pigs per head		113,16	98,40	98,40	0,00%
Goats and sheep per head		31,79	27,64	27,64	0,00%
PROTECTION SERVICES	**710**				
Vehicle Licences (17.5%)		Sundry Amounts	Sundry Amounts	Sundry Amounts	
Towage fees				COST +20%	
Storage fees per day (Sold after 3 months)		54,54	47,42	44,53	6,50%
Storage fees per day - exceeding 30 days		126,64	110,12	103,40	6,50%
Enquiries vehicle accident		200,96	174,74	164,08	6,50%
Selling of Vehicles on a site approved by Council (Per Day)		107,65	93,61	87,90	6,50%
Traffic Assistance					
Events (Per Hour)		429,17	373,19	350,42	6,50%
Funerals (Flat Rate)		752,13	654,03	614,11	6,50%
Fines : Traffic		Sundry Amounts	Sundry Amounts	Sundry Amounts	
Fines : Video Camera		Sundry Amounts	Sundry Amounts	Sundry Amounts	
WASTE	**730**				
REMOVAL					
Domestic					
Households	50%	271,99	236,52	222,08	6,50%
Additional houshold bin		135,79	118,08	110,87	6,50%
Free Basic Services to Registered Indigent Consumers		-271,99	-236,52	-222,08	6,50%
Multi Dwelling Units (per Unit)		204,95	178,22	167,34	6,50%
Skips (Multi-dwellings)		3 532,61	3 071,83	2 884,35	6,50%
Skips at Retirement Villages (per month)		2 361,11	2 053,13	1 927,83	6,50%
Commercial					
Small (1 bin)		272,00	236,52	222,08	6,50%
Medium (More than 1 bin/cage)		542,07	471,36	442,59	6,50%
(3 Removals per week, monthly tariff)		1 356,14	1 179,25	1 107,28	6,50%
(6 Removals per week, monthly tariff)		2 928,10	2 546,18	2 390,78	6,50%
Large			-	-	
Skips			-	-	
SUNDRY CHARGES / REMOVALS					
240 Litre Wheely-bin		1 035,00	900,00	651,95	
Condemnation - removal and disposal of food, animals, etc			-	-	
Augmentation Fees					
Refuse		2 975,40	2 587,30	2 429,39	6,50%
SPORTS AND RECREATION	**800**				
Sportsfield Rental per day : Music Concerts					
Sport Tournaments		2 888,98	2 512,15	2 358,83	6,50%
Profitable Functions(Festivals,Concerts etc)		6 066,85	5 275,52	4 953,54	6,50%
School Sports Tournaments		1 065,07	926,15	869,62	6,50%
Non-Profitable Functions : NGO's, Churches, PO's		1 065,04	926,12	869,60	6,50%
Sports Affiliation per year		551,53	479,59	450,32	6,50%
Welfare organisations per year		740,14	643,60	604,32	6,50%
Deposit					
Damages		1 285,99	1 118,25	1 050,00	6,50%

WATERWAYS 990				
Licence Fees per Annum				
Non Riparian Levy Owners	2 401,00	2 087,83	1 969,38	6,00%
(Riparian Levy Owners first boat free)				
Riparian Levy Owners (for boats in addition to first free boat)	2 005,00	1 743,48	1 645,01	6,00%
Commercial Operators per passager registered on COF	2 268,00	1 972,17	1 826,09	8,00%
Riparian Commercial Operators per passager registered on COF	1 814,00	1 577,39	1 460,87	8,00%
Moorings				
Permanent Moorings				
Annually	9 018,00	7 841,74	7 259,95	8,00%
Bi-Annually	6 769,00	5 886,09	5 450,87	8,00%
Non Permanent Moorings				
Monthly (per calendar month)	3 859,00	3 355,65	3 107,09	8,00%
Riparian Levy				
Per Annum	5 563,00	4 837,39	4 563,34	6,00%
Sundry Income	Sundry Amounts	Sundry Amounts	Sundry Amounts	
Temporary Permits				
One Day	239,00	207,83	195,41	6,00%
Two to Seven Days	1 563,00	1 359,13	1 258,17	8,00%

PLANNING & DEVELOPMENT

KOUGA SERVICE DESCRIPTION	2024/25 VAT Inclusive	2024/25 15% Exclusive	2023/24 15% Exclusive	% Increase
PLANNING AND DEVELOPMENT				
Hoarding fees	823,05	715,69	675,18	6%
Penalty fee	1 925,13	1 674,02	1 579,27	6%
Building plan fees				
Minor building applications (< 10m²)	838,65	729,26	687,98	6%
Garden Walls and Fixed Fences	649,87	565,11	533,12	6%
Garden Walls and Fixed Fences - (RDP & Sub economic area)	324,94	282,55	266,56	6%
Swimming Pools	1 919,93	1 669,50	1 575,00	6%
RDP Housing /Sub-economic area				
0 - 50 m²	649,87	565,11	533,12	6%
1	801,18	696,68	657,25	6%
Other areas				
0- 20 m²	1 390,54	1 209,16	1 140,72	6%
for each additional 10 m² or part thereof up to 3000 m²	229,11	199,23	187,95	6%
greater than 3001 m² per 500 m² or part thereof	690,23	600,20	566,23	6%
Fees are applicable to a once-off submission and no phase or separate submissions will be considered.				
Wind Turbines				
Per Turbine	11 915,20	10 361,05	9 774,57	6%
Any structure additional to turbine				
0 - 20 m²	1 530,05	1 330,48	1 255,17	6%
for each additional 10 m² or part thereof up to 3000 m²	251,77	218,93	206,54	6%
greater than 3001 m² per 500 m² or part thereof	759,19	660,16	622,80	6%
Industrial rural (Agricultural)				
0 - 20 m²	1 530,05	1 330,48	1 255,17	6%
for each additional 10 m² or part thereof up to 3000 m²	251,77	218,93	206,54	6%
greater than 3001 m² per 500 m² or part thereof	759,19	660,16	622,80	6%
Churches				
0 - 1000 m²	1 906,41	1 657,75	1 563,92	6%
greater than 1000 m² - for each additional 10m²	325,67	283,19	267,16	6%
Deviation plan (With no change in area from previous approved plan)	1 151,96	1 001,70	945,00	6%
RDP Housing/Sub-economic	638,22	554,98	523,56	6%
Change of Use (e.g Change of Garage to habitable room with no change of area)	1 215,95	1 057,35	997,50	6%
RDP Housing/Sub-economic	638,22	554,98	523,56	6%
Revised plan				
RDP Housing/Sub-economic				
Residential/Commercial (no area change) *where area change has been done then the penalty will be applicable.				
Re-Inspection Fees				
RDP Housing/Sub-economic	497,13	432,29	407,82	6%
Other	994,27	864,58	815,64	6%
Penalty inspection fees	1 077,85	937,26	884,21	6%
Inspection request Fee- Foundation, drainage, Final,		940 (x2 re-inspection fee)		
Request for Demolition Fee	1 086,75	945,00	No Fee	
Application for permission to occupy building before issuimg the certificate of occupancy:				
0-1000sqm	4 456,25	3 875,00	No Fee	
1001-5000sqm	8 636,50	7 510,00	No Fee	
5001- and above	17 537,50	15 250,00	No Fee	
Request for Occupation Certificate-		-	No Fee	new
Resubmission Fee- 1st application free, as per NBR, from 2nd fee to be paid by RP	1 086,75	945,00	No Fee	new
Search fees per hour or any part thereof	182,15	158,40	158,40	6%
Deed Search and Copy of Title Deed	253,62	220,54	208,05	6%
Erf dimensions or zoning information per A4	52,39	45,56	42,98	6%
Photo copies.				
Black				
A0	70,58	61,37	57,90	6%
A1	36,08	31,38	29,60	6%
A2	18,77	16,32	15,40	6%
A3	21,58	18,76	17,70	6%
A4	7,19	6,25	5,90	6%
Colour				
A0	141,53	123,07	116,10	6%
A1	73,14	63,60	60,00	6%
A2	37,79	32,86	31,00	6%
A3	42,42	36,89	34,80	6%
A4	14,14	12,30	11,60	6%
Maps				
Town map B&W	325,67	283,19	267,16	6%
Zoning map Colour	724,81	630,27	594,60	6%
Building Deposits				
Where possible, building deposits are placed on on a debtor's account relevant to the applicable erf, alternatively the suspense account is utilized				
Sub-economic	2 559,90	2 226,00	2 100,00	6%
Other	19 199,25	16 695,00	15 750,00	6%
Penalties				
Building without approval				
Whenever a building or structure is erected without the prescribed building plans a penalty of 4 times the building plan fees will be payable.	Sundry Amounts	Sundry Amounts	Sundry Amounts	
Inspection Fees		-		
No inspection called for - all zonings (per inspection)	1 017,28	884,59	834,52	6%
Town planning & Erf Information		-		
Zoning Certificates	335,23	291,50	275,00	6%
Extension of Validity Period of Approval	212,07	184,41	173,97	6%
Reason for Decision of Municipal Tribunal, Land Development Officer or Appeal Authority	212,07	184,41	173,97	6%
Scheme regulations document : Kouga Municipality	626,69	544,95	514,11	6%
SDF Colour Maps - Document	958,39	833,38	786,21	6%
SDF Colour Maps - CD	441,81	384,18	362,43	6%

Land use application (All advertising and registered mail costs excluded)		-		
Rezoning application : Other	5 695,26	4 952,40	4 672,07	6%
Rezoning application : RDP, Low cost housing/erven smaller than 250m²	1 919,93	1 669,50	1 575,00	6%
Departure application : Other	5 695,26	4 952,40	4 672,07	6%
Departure application : RDP, Low cost housing/erven smaller than 250m²	1 919,93	1 669,50	1 575,00	6%
Sub-division application : Other (less than 5 Erven)	5 695,26	4 952,40	4 672,07	6%
Sub-division application : Other (Into 6 -250 Erven)	11 390,52	9 904,80	9 344,15	6%
Sub-division application : Other (Into > 251)	17 085,78	14 857,20	14 016,22	6%
Sub-division application : Other (Into > 1000 Erven)	-	-	-	
Sub-division application : RDP, Low cost housing/erven smaller than 250m²	1 811,26	1 575,00	1 575,00	
Combined Application : Rezoning, Sub-Division, Departure (Into 2 Erven)	8 978,52	7 807,41	7 807,41	
Combined Application : Rezoning, Sub-Division, Departure (Into 3 - 250 Erven)	14 527,73	12 632,80	12 632,80	
Combined Application : Rezoning, Sub-Division, Departure (Into 251 - 1000 Erven)	21 791,59	18 949,21	18 949,21	
Combined Application : Rezoning, Sub-Division, Departure (Into > 1000 Erven)	36 319,33	31 582,02	31 582,02	
Phasing of Subdivision	2 127,50	1 850,00	New	
All State/Municipal Projects/Applcations are exempt from application fees	**No charge**	**No charge**	**No charge**	
Removal of restrictive title deed conditions	8 481,36	7 375,10	6 957,64	6%
Removal of restrictive title deed conditions and Departure	9 692,23	8 428,02	7 950,97	6%
Consent use application : Other	3 839,85	3 339,00	3 150,00	6%
Consent use application : RDP, Low cost housing/erven smaller than 250m²	1 919,93	1 669,50	1 575,00	6%
Site Development Plan Submission	1 906,97	1 658,23	1 564,37	6%
Application for exemption from Municipal Approval (Sec 66 SPLUM by-law)	1 696,55	1 475,26	1 391,75	6%
Appeals submitted by other parties than applicant		1000(Refundable if appeal is succesful)	New	
Occupational Practice - Other Rights	377,04	327,86	327,86	
Application for Appeal by applicant	1 695,93	1 474,72	1 391,24	6%
Amendment, deletion or addition of conditions i.r.o. existing approval	1 906,46	1 657,79	1 563,95	6%
Approval/ amendment of constitution of an 'owners' association	1 695,93	1 474,72	1 391,24	6%
Determination of Zoning - Sec 181 of Splum by-law	7 264,45	6 316,91	6 316,91	
Amendment of Subdivision Plan - Sec 57 Splum by-law	1 799,03	1 564,37	1 564,37	
Consolidation	5 872,64	5 106,65	4 817,59	6%
Disesterblish a Homeowners Association	1 599,93	1 391,24	New	
Temporary Departure	5 750,00	5 000,00	New	
Temporary Departure (RDP)	1 725,00	1 500,00	New	
Intervenor status Section 99	1 599,93	1 391,24		
Augmentation Contributions				
Council will consider entering into a service agreement for developments bigger than 2000m² or where it is the best option. This will be negotiated at the discretion of the Council.				
Augmentation Fees (New Developments) per equivalent erf				
Electricity (per equivalent residential unit)	10 806,06	9 396,58	8 864,70	6%
Roads and Storm Water	6 081,10	5 287,91	4 988,60	6%
Refuse	2 961,43	2 575,16	2 429,39	6%
Sewerage	30 130,66	26 200,58	24 717,52	6%
Water	29 137,61	25 337,05	23 902,88	6%
Subdivisions/Rezonings/Departures				
Kouga Area				
Any Subdivision / Departure			Per services agreement	
Any Rezoning			Per services agreement	
Additional Residential Dwelling or Granny Flat Less than 60 m² (on one erf)			Nill	
Additional Residential Dwelling or Granny Flat Greater than 60 m² but less than 120 m² (on one erf)	15 638,65	13 598,83	12 829,08	6%
Additional Residential Dwelling or Granny Flat Greater than 120 m² up to limits (on one erf)	31 277,30	27 197,65	25 658,16	6%
Guest Houses (Accom. Establishment) per m² of total erf	59,31	51,58	48,66	6%
Advertising Tariffs		-		
Annual rent tourism boards	402,80	350,26	330,44	6%
Tourism boards : Application	1 035,40	900,35	849,38	6%
Advertising boards confiscated per board <1m²	246,64	214,47	202,33	6%
Advertising boards confiscated per board >1m²	1 189,10	1 034,00	975,47	6%
Business advertising application < 1m²	256,08	222,68	210,07	6%
Business advertising application between 1m² and 5 m²	477,55	415,26	391,76	6%
Business advertising application > 5m²	1 561,40	1 357,74	1 280,88	6%
Municipal roads reserve advertising costs per month > 1m²	323,63	281,42	265,49	6%
Business advertising cost between 1m² and 5 m² - monthly	647,26	562,83	530,97	6%
Election Posters Deposit (Per Party / Per Candidate / Per Ward) - refundable 7 days after elections if posters are removed.	4 266,50	3 710,00	3 500,00	6%
Election Posters (Per Party / Per Candidate / Per Ward)	1 479,14	1 286,21	1 213,40	6%
Advertising Trailers (Per Month or part thereof)	458,18	398,41	375,86	6%
Illuminated street signs	5 636,55	4 901,35	4 623,91	6%
Poster advertising (Max 100 posters)	1 252,72	1 089,32	1 027,66	6%

Building Control Contraventions				
OFFENCES AND PENALTIES IN RELATION TO NATIONAL BUILDING ACT 103 OF 1977 AND SANS 10400 REGULATIONS				
OFFENCE				
Building without approved plans(includding regulation A25(10)	3 047,50	2 650,00	2 500,00	6%
Continuing in contravention of a notice to a erect a building (per day)	1 828,50	1 590,00	1 500,00	6%
Failure to demolish, alter, secure a building or a land F3(2)	6 095,00	5 300,00	5 000,00	6%
Failure to submit engineers completion certificate A2(1)(f)	1 219,00	1 060,00	1 000,00	6%
submission of false certificate's	2 438,00	2 120,00	2 000,00	6%
Occupation or use of a building without certification of occupancy	6 095,00	5 300,00	5 000,00	6%
Prohibition on the use of certainmethods or materials	2 438,00	2 120,00	2 000,00	6%
Failure to submit engineers drawings and engineers completion certificates	1 219,00	1 060,00	1 000,00	6%
Failure to Provide approved plans and particulars on site	2 438,00	2 120,00	2 000,00	6%
False or misleading information	1 219,00	1 060,00	1 000,00	6%
Boundary beacons not pointed out	1 219,00	1 060,00	1 000,00	6%
Installations, maintenance and operations	1 828,50	1 590,00	1 500,00	6%
Illegal certificate of identity	1 219,00	1 060,00	1 000,00	6%
Control of plumbing work	3 047,50	2 650,00	2 500,00	6%
Failure to notify for commencing demolition	1 828,50	1 590,00	1 500,00	6%
Use of a building for the purpose other than that indicated on the approved plan	2 438,00	2 120,00	2 000,00	6%
Deviating from approved plan (foundations, walls freestanding and retaining	2 438,00	2 120,00	2 000,00	6%
Failure to comply with the provisions of a notice in terms of regulation A25	6 095,00	5 300,00	5 000,00	6%
Failure to comply with provisions concerning demolitions condition	1 828,50	1 590,00	1 500,00	6%
Protection of the public site operations	6 095,00	5 300,00	5 000,00	6%
Failure to secure unstable soil or land	3 657,00	3 180,00	3 000,00	6%
Failure to Control of dust and noise	2 438,00	2 120,00	2 000,00	6%
Cutting into, laying open and demolishing certain building work	2 438,00	2 120,00	2 000,00	6%
Failure to safeguard any persons from falling from such balcony bridge, flat roof or similar place	6 095,00	5 300,00	5 000,00	6%
Failure to safe guard a swimming pool	2 438,00	2 120,00	2 000,00	6%
Accumulation of waste material on site	6 095,00	5 300,00	5 000,00	6%
Failure to construct and locate the builders shed to the satisfaction of the local authority	1 828,50	1 590,00	1 500,00	6%
Failure to move, reconstruct, repair or improve the condition of the builders shed and unpermitted use thereof within a specified time in such notice	3 047,50	2 650,00	2 500,00	6%
Accommodating security personnel in a builders shed, not complying with council's requirements and conditions for the safeguarding of public health and the health of such a way that a nuisance or inconvenience is caused to persons in the vicinity of the premises	2 438,00	2 120,00	2 000,00	6%
Failure to provide adequate approved sanity facilities for staff in an approved location before erection or demolition of the premises	2 438,00	2 120,00	2 000,00	6%
Failure, while excavating, to take adequate precautionary measures to ensure the safety and stability of a property or services is maintained.	6 095,00	5 300,00	5 000,00	6%
Laying of sewer installation not within the premises	1 828,50	1 590,00	1 500,00	6%
Prohibition on discharge storm water to enter any drainage installation on any site	6 095,00	5 300,00	5 000,00	6%
Prohibition on discharge of any storm water from a swimming pool, fountains or reservoirs onto any public space or neighbouring property	6 095,00	5 300,00	5 000,00	6%
Unauthorised drainage work	2 438,00	2 120,00	2 000,00	6%
Putting a sewer installation into use without an inspection	1 828,50	1 590,00	1 500,00	6%
Failure to provide storm water disposal requirements	3 047,50	2 650,00	2 500,00	6%
Failure to provide sufficient protection of occupants or users in any buildind	6 095,00	5 300,00	5 000,00	6%
Failure to provide sufficient fire extinguishers or failure to ensure that such extinguishers are installed, maintained, and serviced	6 095,00	5 300,00	5 000,00	6%
Problem Buildings (Dilapidated etc)	6 095,00	5 300,00	5 000,00	6%
Failure to maintain boundary wall/party walls	1 219,00	1 060,00	1 000,00	6%
Structural intergrity of building	3 047,50	2 650,00	2 500,00	6%
Failure to dispose of building rubble	2 438,00	2 120,00	2 000,00	6%
Illegal temporary structure	2 438,00	2 120,00	2 000,00	6%
Hindering/preventing Building Control Officer/ Building Inspector	2 438,00	2 120,00	2 000,00	6%
from entering premises or doing their job	3 047,50	2 650,00	2 500,00	6%
Illegal carports and awnings	3 047,50	2 650,00	2 500,00	6%
Control of storm water relay	3 657,00	3 180,00	3 000,00	6%
Land and Property Administration	-			
Application Fee: Non-viable land (land that cannot be develop on its own) lease or buy	345	300,00	No fee	
Application Fee: Non-profit organisation/social care (Non-viable land)	115	100,00	No fee	
Application Fee: Non-profit organisation/social care (Viable land)	575	500,00	No fee	
Application Fee: Leasing for business and commercial purposes	920	800,00	No fee	
Application Fee: Leasing for social related purposes	115	100,00	No fee	
Application Fee: Minor encroachments 0 - 10cm	0	-	No fee	
Application Fee: Minor encroachments 10cm and above	575	500,00	No fee	
Advertisment Fees	1725	1 500,00	No fee	
Application Fee: Draft of Lease and Sale Agreements	287,5	250,00	No fee	

CIVIL & WATER SERVICES

SERVICE DESCRIPTION	2024/25 VAT Inclusive	2024/25 15% Exclusive	2023/24 15% Exclusive	% Increase
PUBLIC WORKS 720				
Augmentation Fees				
Council will consider entering into a service agreement for developments bigger than 2000m² or where it is the best option. This will be negotiated at the discretion of the Council.				
Augmentation Fees (New Developments) per equivalent erf				
Roads and Storm Water	6 109,78	5 312,85	4 988,60	6,5%
SANITATION 750				
CHARGE (MONTHLY)				
Buckets	214,63	186,64	175,25	6,5%
Free Basic Services to Registered Indigent Consumers	-214,63	-186,64	-175,25	6,5%
SEWERAGE 780				
The sewerage charges are calculated on two main components per erf.				
The first portion is based on a fixed cost for each erf and the second portion is based on actual measured water consumption (hydraulic portion) for an erf.				
Fixed Charge				
The Fixed Charge provides for costs on the sewerage operating budget such as charges for capital loan and interest payments and provision for a capital reserve fund. This cost is indicative of the installation /construction, rehabilitation and eventual replacement cost of the infrastructure. The cost is fixed for every property which has access to the municipal sewerage system irrespective of the property being vacant (no buildings) or, if the property uses the existing system, including the suction tanker service.				
The fixed cost component is therefore payable irrespective of the service being used by the consumer or not, therefore this charge willl effectively replace the current "Availability Fee".				
The fixed charged per erf is based on the sewage conveyance and treatment cost for an average monthly water consumption per erf which is exceeded by 80% of consumers in the particular category.				
Hydraulic Charge				
The proposed tariff will also obviate anomalies which exist currently whereby owners of properties in some consumer categories are heavily subsidising users in other categories. With the present tariff in certain instances domestic consumers are also subsidising commercial consumers.				
The tariff will uniformly apply to all categories of consumers (Sewerage Service) throughout the municipality. Sewage discharge will be calculated on actual metered water consumption that will be reduced by a "discharge factor" i.e, the ratio of kilolitres sewage discharged by each category of consumer, to be determined by the Director: Technical Services. Whilst a standard tariff per kl of sewage will be levied, the discharge factor applicable to the different categories may differ.				
The formula used to arrive at the new hydraulic tariff, is as follows:				
P = KVC where, P = sewerage charge in Rand K = effluent discharge factor V = volume(kl) of potable water consumed C = prescribed charge in Rand				
Rebate of 10% for –				
Bulk Consumers/ Private Developments >2Ha, restricting admission, which pay bulk and "on-sell" to patrons within the development and which develop and maintain their own infrastructures.				
See table detailing categories and discharge factors below.				
The hydraulic portion of the sewerage charge consists of two components :				
Minimum Consumption Charge				
This is the portion of the sewerage charge to provide for firm operating costs such as salaries, plant and equipment, etc and certain general expenses. The charge is the average cost per erf for a particular category and is based on the firm/fixed cost incurred by the Sewerage Service to operate the sewerage system irrespective of what volume of sewage is conveyed and treated.				
The minimum consumption charge is therefore also necessary irrespective of the service being used by the consumer continuously or infrequently.				
The first part of the hydraulic charge is calculated on a percentage of the minimum water consumption specified per erf for each category				
As from the 2013/2014 Financial Year, this cost has been included in the Fixed Charge Component				

Variable Consumption Charge

This is the portion of the sewerage charge to provide for the operating costs that vary depending on the amount/extent of consumption. Electricity consumption, pump maintenance and repairs, etc are typical costs that increase when the sewage flow increases.

Nevertheless, during prolonged periods of low flow e.g. during a drought when water restrictions apply, the operating cost can actually increase although less sewage is discharged. Due to low flow the frequency of sewer blockages increases which requires more frequent sewer cleaning with high pressure jetting equipment as a preventative measure.

The second part of the hydraulic portion is calculated on the water consumption in excess of the specified minimum volume up to a specified maximum consumption per erf for domestic categories. No maximum consumption applies to commercial categories.

Sewerage Tariff Categories and Discharge Factors

		Discharge Factor (K) (T04)	Maximum Volume (kl/month) (T06)
Offices (Com1)		98%	No Max.
Offices			
Restricted Business A (Com2)		98%	No Max.
Funeral Parlours			
Licensed Bottle Stores / Pubs / Taverns			
Offices			
Supermarkets			
Shops			
Restricted Business B (Com3)		95%	No Max.
Day-Care Centres			
Medical Uses			
Places of Entertainment			
Service Stations			
Motor Showrooms			
Places of Instruction			
Special Businesses (Com4)		95%	No Max.
Licensed Hotels			
Licensed Restaurants			
Special Businesses			
Warehouses			
Workshops			
Resorts (Com5)		60%	No Max.
Caravan Parks			
Camping Sites			
Holiday Housing			
Holiday Accommodation			
Tourist Facilities			
Nurseries			
General Industrial (Ind1)		95%	No Max.
General Dry Industries			
Public Garages			
Service Stations			
Warehouses			
Noxious Industrial (Ind2)		98%	No Max.
Noxious Use Industries			
Special Businesses			
Noxious Industrial (Ind2)	**(T09)**	80%	No Max.
Agreement - Woodlands Dairy			
Educational (Ins1)		95%	-
Places of Instruction			
Institutional (Ins2)		98%	No Max.
Clinics			
Institutions for medical care or treatment			
Hospitals			
Institutions			
Public and Government facilities			
Sanatoriums			
Single Residential B (Res1)		70%	50
Dwelling Houses			
Day-Care Centres			
Creches			
Guest Houses			
Home Enterprises			
Places of Worship			
Single Residential A (Res2)		80%	50
Informal Shelters			
Permanent Low Cost Dwellings			
Group Housing (Res3)		80%	50
Retirement Villages			
Town Housing			
General Residential (Res4)		95%	50
Flats			
General (Gen1)		95%	No Max.
Undetermined			
Bulk / Private Developments (Bulk)		70%	No Max.
Unmetered Potable Water Supply (Unmetered)		80%	Unmetered
On all property, pending valuation, upon which a structure as defined herunder has been erected, a fixed monthly charge shall be paid by the registered owner of the property, or if there is no registered owner (informal area), then by the occupier of the property			
Formal Structure with Waterborne Sewerage			
Informal Structure with Waterborne Sewerage			

AVAILABILITY CHARGE (PER ANNUM)					
Charges applicable to erven that are not connected to the sewerage network, but which could reasonably be connected to the network:					
Residential (per annum)		2 112,97	1 837,36	1 725,22	6,5%
Commercial (per annum)		3 833,50	3 333,48	3 130,03	6,5%
FIXED CHARGE (MONTHLY)					
COMMERCIAL					
Commercial 1 - Offices		549,02	477,41	448,27	6,5%
Commercial 2 - Restricted Business A		651,48	566,51	531,93	6,5%
Commercial 3 - Restricted Business B		641,82	558,10	524,04	6,5%
Commercial 4 - Special Business		641,82	558,10	524,04	6,5%
Commercial 5 - Resorts		529,69	460,60	432,49	6,5%
INDUSTRIAL					
Industrial 1 - General Industrial		641,82	558,10	524,04	6,5%
Industrial 2 - Noxious Industrial		651,48	566,51	531,93	6,5%
Industrial 2 - Noxious Industrial - Agreement - Woodlands Dairy (45% Discount)		358,31	311,58	292,56	6,5%
INSTITUTIONAL					
Institutional 1 - Educational (Schools)		978,19	850,60	798,69	6,5%
Institutional 1 - Educational (Hostels)		978,19	850,60	798,69	6,5%
Institutional 2 - Institutions		651,48	566,51	531,93	6,5%
DOMESTIC/RESIDENTIAL					
Residential 1 - Freehold Title		336,37	292,50	274,65	6,5%
Free Basic Services to Registered Indigent Consumers		-336,37	-292,50	-274,65	6,5%
St Francis Bay (Previously Annual Payers of sewer levy) - No Variable Charge		336,37	292,50	274,65	6,5%
Free Basic Services to Registered Indigent Consumers		-336,37	-292,50	-274,65	6,5%
Residential 2 - Low Cost Housing		226,18	196,68	184,68	6,5%
Free Basic Services to Registered Indigent Consumers		-226,18	-196,68	-184,68	6,5%
MULTIPLE DWELLINGS (Multiply Charge by number of Units)					
Residential 3 - Group Housing		357,64	310,99	292,01	6,5%
Residential 4 - General Residential		311,24	270,65	254,13	6,5%
GENERAL					
Undetermined		440,77	383,27	359,88	6,5%
BULK					
NO Fixed Charge is levied. 10% Rebate on Hydraulic Charge Private Developments				-10%	
UNMETERED					
Potable Water Supply		187,51	163,06	153,10	6,5%
Free Basic Services to Registered Indigent Consumers		-187,51	-163,06	-153,10	6,5%
VARIABLE CHARGE (HYDRAULIC CHARGE)					
All Users		21,69	18,86	17,47	8,0%
TRADE EFFLUENT SURCHARGE The Trade Effluent Surcharge shall be paid in addition to the normal hydraulic and fixed charges which apply for each property. (a) The monthly charge payable by the owner or occupier of any trade premises in respect of any trade effluent discharged into the Council's sewers shall be assessed by the Council on a monthly basis and shall be notified to such owner or occupier at the end of each month and shall be charged in accordance with the formula in paragraph (c) below. The Council shall base its monthly charge on the highest COD of one or more samples collected from the trade effluent samples point. (b) In case of trade premises from which effluent is discharged into the Council's sewer for the first time a charge shall be payable in respect of the interim period between the date of the first discharge and the last day of the month. Such charge shall be assessed in accordance with the formula prescribed in paragraph(c) below. (c) The charge payable in terms of paragraph (a) and (b) above shall be assessed according to the formula : R=Vx[CA + B] + C X S X 10~-3] where : R = The treatment cost. V = The volume of industrial effluent discharged from the premises during the cycle concerned in cubic metres A&B = The capital cost (interest and redemption) plus maintenance cost for the cycle concerned on the pipe system as used by the concerned consumer divided by the total flow for the cycle. The value of A being **74.43(excl VAT)** cents per cubic meter. The value of B being **64.32(excl VAT)** cents per cubic meter. C = The cost of treating one cubic meter of waste water. The value of C being **40.95(excl VAT)** cents per cubic meter. S = The average chemical oxygen demand in mg/l measured on the industrial effluent during the cycle					

(d) In the absence of any direct measurements, the volume quantity of trade effluent discharged into the sewer each month from any trade premises shall be estimated and determined by Council from the monthly quantity of water consumed on the premises concerned, whether obtained from the Council or from other sources, due allowance being made for water used for domestic purposes, water lost by reaction and water present in the final products manufactured.					
SUCTION TANKER SERVICE					
SUCTION TANKER SERVICE					
Applicable to improved properties not served by waterborne sewerge irrespective if service is utilised. Guarantees 1 free load or part thereof per month.					
Basic (Minimum) Charge					
Domestic : 1 Load or part thereof to a maximum of 6000 litres		339,13	294,90	276,90	6,5%
Business : 1 Load or part thereof to a maximum of 6000 litres		477,40	415,13	389,79	6,5%
Tanker Removals					
Applicable to improved properties not served by waterborne sewerge additional to the guaranteed free load per month.					
Domestic : 1 Load or part thereof to a maximum of 6000 litres		477,40	415,13	389,79	6,5%
Business : 1 Load or part thereof to a maximum of 6000 litres		673,13	585,33	549,60	6,5%
Emergency suction call out			-		
Penalty Fee (Spillage)		575,00	500,00		
Rural Areas					
Per Load		1 335,83	1 161,59	1 090,69	6,5%
Plus per km		65,73	57,15	53,67	6,5%

DISPOSAL VIA ROAD HAULAGE (R per KL)					
Tanker Disposal of Sewerage (NOT Exceeding Domestic Strength)		499,60	434,43	434,43	0,0%
Tanker Disposal of Sewerage (Exceeding Domestic Strength)				Cost	
Tanker Disposal of Potable Toilet Sewerage (NOT Exceeding Domestic Strength)		115,00	100,00	94,13	
Tanker Disposal of Potable Toilet Sewerage (Exceeding Domestic Strength)				Cost	
Application for Disposal Permit (Per Year)		832,66	724,06	724,06	
SUNDRIES					
Connection fees					
Econ Short		2 685,15	2 334,91	2 192,40	6,5%
Econ Long		4 448,16	3 867,96	3 631,89	6,5%
Households		4 448,16	3 867,96	3 631,89	6,5%
Blockage fees					
During Office Hours		791,75	688,48	646,46	6,5%
After Hours & Weekends		1 286,83	1 118,98	1 050,69	6,5%
Augmentation Fees					
Sewerage		30 272,79	26 324,16	24 717,52	6,5%
WATER	**980**				
AVAILABILITY CHARGE (PER ANNUM)					
Undeveloped erven		3 171,10	2 757,48	2 571,08	7,3%
CONNECTION FEES					
Up to 20 mm		4 246,25	3 692,40	3 442,79	7,3%
32 mm		4 953,89	4 307,73	4 016,53	7,3%
50 mm		16 206,22	14 092,36	13 139,73	7,3%
75 mm		21 528,08	18 720,07	17 454,61	7,3%
100 mm		25 618,56	22 277,01	20 771,11	7,3%
Greater than 100mm				COST +20%	
Pre-paid (25mm)				COST +20%	
Augmentation Fees					
Water		29 481,21	25 635,83	23 902,88	7,3%
CONSUMER DEPOSITS					
Domestic					
Owners		476,10	414,00	414,00	0,0%
Tenants & High Density Housing		949,90	826,00	826,00	0,0%
		324,30	282,00	282,00	0,0%
Commercial		3 170,55	2 757,00	2 757,00	0,0%
or equal to one month's account as rendered or as determined by the CFO calculated on the average of the account.					
BASIC/MINIMUM MONTHLY CHARGE					
Domestic					
Kouga		184,25	160,22	149,38	7,3%
Free Basic Services to Registered Indigent Consumers		-184,25	-160,22	-149,38	7,3%
Kouga > 25 mm Connection		321,41	279,49	260,59	7,3%
Free Basic Services to Registered Indigent Consumers		-321,41	-279,49	-260,59	7,3%
Sectional Title Developments comprising of ONLY domestic units					
Kouga		184,25	160,22	149,38	7,3%
Commercial					
Kouga		184,25	160,22	149,38	7,3%
Kouga > 25 mm Connection		321,40	279,48	260,59	7,3%
Old Age Homes					
Ons Tuiste (Humansdorp) (Includes 1st 400Kl)		184,25	160,22	149,38	7,3%
Commercial (High Density)					
Sectional Title Developments comprising of ONLY commercial units					
Kouga		184,25	160,22	149,38	7,3%
Sectional Title Developments comprising of BOTH commercial and domestic units					
Kouga		184,25	160,22	149,38	7,3%
Treated Sewerage Water					
Kouga		282,51	245,66	229,06	7,3%
Industrial					
Kouga		321,41	279,49	260,59	7,3%
Rural (Farm Worker's Houses)					
(Tariff for rural consumers includes a surcharge of 25%).					
Kouga					
1 house		217,00	188,70	175,94	7,3%
2 - 5 houses		530,22	461,06	429,90	7,3%
6 - 10 houses		1 410,52	1 226,54	1 143,62	7,3%
11 - 25 houses		3 093,31	2 689,83	2 508,00	7,3%
Rural (NMBMM Tariff)					
Kouga		217,00	188,70	175,94	7,3%
Schools					
Kouga		184,25	160,22	149,38	7,3%
Sportsfields					
Kouga		184,25	160,22	149,38	7,3%
CONSUMPTION (Units/kl)					
Free Units per month					
For indigent consumers officially registered at the Kouga Municipality the first 12kl of water consumption per 30 day period will be afforded free of charge					
Allocated to all EQS Recipients as Rebate				12,00	

PART A - Applicable during times of Normal Water Availability					
SCALE A - Domestic					
Single Dwelling Houses - Metered seperately					
0 - 12		17,33	15,07	14,05	7,3%
13 - 25		18,21	15,84	14,77	7,3%
26 - 45		22,04	19,16	17,87	7,3%
46 - 65		35,86	31,18	29,08	7,3%
66 - 85		49,44	42,99	40,09	7,3%
86+		60,74	52,82	49,25	7,3%
SCALE B - High Density Consumers					
Flats, Town Houses and other Sectional Title Developments on stands with more than two dwellings, not metered separately (kl per unit multiply number of units per 30 days' period)					
0 - 12		17,54	15,25	14,05	7,3%
13 - 25		18,21	15,84	14,77	7,3%
26 - 45		22,04	19,16	17,87	7,3%
46 - 65		35,86	31,18	29,08	7,3%
66 - 85		49,44	42,99	40,09	7,3%
86+		60,74	52,82	49,25	7,3%
(Excluding Customers under Scale B)					
Making use of Municipal Infrastructure					
Bulk Consumer : A consumer who on average over a 30 day period, consumes no less than 2500 kl of water. A Minimum amount of 1250 kl is reserved and will be levied as a monthly usage. (A quantity charge for water consumed since the previous meter reading as follows) :					
0 - 1250		17,46	15,18	14,05	8,0%
1251 - 5000		17,46	15,18	14,05	8,0%
5001 - 7500		21,80	18,96	17,55	8,0%
7501+		45,05	39,18	36,27	8,0%
SCALE D - Bulk Consumers, Developments used for Residential Purposes within the Kouga Municipal Area of Jurisdiction, who provide and maintain their own Bulk and Internal Infrastructure and obtain treated water from the Metro Supply Pipeline (Part of Allocated Quota to Kouga Municipality from NMBMM)		11,17	9,72	9,72	
Metro Bulk Tariff per kilolitre Plus 15% Surcharge (T11)					
SCALE E - All consumers who do not fall under Scale A,B,C and D					
Industrial		26,00	22,61	21,08	7,3%
Commercial		17,33	15,07	14,05	7,3%
Treated Sewerage water		10,00	8,70	8,11	7,3%
Rural (Farm Worker's Houses)		21,69	18,86	17,58	7,3%
Rural (NMBMM Tariff)		11,98	10,42	9,72	7,3%
Schools		17,33	15,07	14,05	7,3%
Sportsfields		17,33	15,07	14,05	7,3%

PART B - Applicable during times of water shortage when the situation is critical but not an emergency					
SCALE A - Domestic					
Single Dwelling Houses - Metered seperately					
0 - 12		17,78	15,46	14,05	10,0%
13 - 18		25,77	22,41	20,37	10,0%
19 - 30		40,99	35,65	32,40	10,0%
31+		50,89	44,25	40,23	10,0%
SCALE B - High Density Consumers					
Flats, Town Houses and other Sectional Title Developments on stands with more than two dwellings, not metered separately (kl per unit multiply number of units per 30 days' period)					
0 - 12		17,54	15,25	14,05	7,3%
13 - 18		25,12	21,85	20,37	7,3%
19 - 30		39,97	34,75	32,40	7,3%
31+		49,62	43,15	40,23	7,3%
SCALE C - Bulk Consumers, Closed Developments, Agricultural Holdings and Farm Portions used for Residential Purposes (Excluding Customers under Scale B)					
Making use of Municipal Infrastructure					
amount of 1250 kl is reserved and will be levied as a monthly usage.					
(A quantity charge for water consumed since the previous meter reading as follows) :					
0 - 1250		24,28	21,12	19,69	7,3%
1251 - 5000		24,28	21,12	19,69	7,3%
5001 - 7500		33,97	29,54	27,54	7,3%
7501+		49,27	42,84	39,94	7,3%
SCALE D - Bulk Consumers, Developments used for Residential Purposes within the Kouga Municipal Area of Jurisdiction, who provide and maintain their own Bulk and Internal Infrastructure and obtain treated water from the Metro Supply Pipeline					
(Part of Allocated Quota to Kouga Municipality from NMBM)					
Metro Bulk Tariff per kilolitre Plus 15% Surcharge (T11)		11,17	9,72	9,72	
SCALE E - All consumers who do not fall under Scale A,B,C and D					
Industrial		34,79	30,26	28,21	7,3%
Commercial		23,34	20,30	18,92	7,3%
Treated Sewerage water		11,98	10,42	9,72	7,3%
Rural (Farm Worker's Houses)		28,49	24,78	23,10	7,3%
Rural (NMBMM Tariff)		11,98	10,42	9,72	7,3%
Schools		22,53	19,59	18,27	7,3%
Sportsfields		22,53	19,59	18,27	7,3%
PART C - Applicable during times of water shortage emergency					
SCALE A - Domestic					
Single Dwelling Houses - Metered seperately					
0 - 12				-	
13+				-	
Step 1 (>0 ≤ 9KL)		21,20	18,44	17,19	7,3%
Step 2 (>9 ≤ 15KL)		33,71	29,31	27,33	7,3%
Step 3 (>15 ≤ 24KL)		96,07	83,54	77,89	7,3%
Step 4 (>24 ≤ 30KL)		144,11	125,31	116,84	7,3%
Step 5 (>30 ≤ 48KL)		479,88	417,29	389,08	7,3%
Step 6 (>48KL)		959,78	834,59	778,17	7,3%
SCALE B - High Density Consumers					
Flats, Town Houses and other Sectional Title Developments on stands with more than two dwellings, not metered separately (kl per unit multiply number of units per 30 days' period)					
0 - 12				-	
13+				-	
Step 1 (>0 ≤ 9KL)		21,20	18,44	17,19	7,3%
Step 2 (>9 ≤ 15KL)		33,71	29,31	27,33	7,3%
Step 3 (>15 ≤ 24KL)		96,07	83,54	77,89	7,3%
Step 4 (>24 ≤ 30KL)		144,11	125,31	116,84	7,3%
Step 5 (>30 ≤ 48KL)		479,88	417,29	389,08	7,3%
Step 6 (>48KL)		959,78	834,59	778,17	7,3%
SCALE C - Bulk Consumers, Closed Developments, Agricultural Holdings and Farm Portions used for Residential Purposes (Excluding Customers under Scale B)					
Making use of Municipal Infrastructure					
Bulk Consumer : A consumer who on average over a 30 day period, consumes no less than 2500 kl of water. A Minimum amount of 1250 kl is reserved and will be levied as a monthly usage.					
(A quantity charge for water consumed since the previous meter reading as follows) :					
0 - 1250		36,46	31,70	29,56	7,3%
1251 - 5000		36,46	31,70	29,56	7,3%
5001 - 7500		45,51	39,58	36,90	7,3%
7501+		62,42	54,28	50,61	7,3%
SCALE D - Bulk Consumers, Developments used for Residential Purposes within the Kouga Municipal Area of Jurisdiction, who provide and maintain their own Bulk and Internal Infrastructure and obtain treated water from the Metro Supply Pipeline					
(Part of Allocated Quota to Kouga Municipality from NMBM)					
Metro Bulk Tariff per kilolitre Plus 25% Surcharge (T11)		14,89	12,95	12,07	7,3%

SCALE E - All consumers who do not fall under Scale A,B,C and D					
Industrial		35,10	30,52	28,46	7,3%
Commercial		23,75	20,65	19,25	7,3%
Treated Sewerage water		12,02	10,45	9,75	7,3%
Rural (Farm Worker's Houses)		28,49	24,78	23,10	7,3%
Rural (NMBMM Tariff)		14,89	12,95	12,07	7,3%
Schools		22,53	19,59	18,27	7,3%
Sportsfields		22,53	19,59	18,27	7,3%
PART D - Applicable during times of water shortage drought disater					
(a) Within the Municipal boundary (per kl)					
(i) Treated water for residential premises:					
Step 1 (>0 ≤ 9KL)		30,85	26,82	25,01	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		140,22	121,93	113,69	7,3%
Step 4 (>24 ≤ 30KL)		210,32	182,89	170,53	7,3%
Step 5 (>30 ≤ 48KL)		701,08	609,64	568,43	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(ii) Treated water for residential premises:ATTP Consumers (per kl)		30,85	26,82	25,01	7,3%
(iii) Treated water for institutional premises, including municipal and government departments (per kl)		42,06	36,58	34,11	7,3%
(iv) Treated water for commercial and industrial premises (per kl)		49,08	42,67	39,79	
					7,3%
(v) Treated water for multiple dwelling units, per dwelling unit:					
Step 1 (>0 ≤ 9KL)		30,85	26,82	25,01	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		140,22	121,93	113,69	7,3%
Step 4 (>24 ≤ 30KL)		210,32	182,89	170,53	7,3%
Step 5 (>30 ≤ 48KL)		701,08	609,64	568,43	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(vi) Treated water for irrigation of sportsgrounds (per kl)		1 402,16	1 219,27	1 136,85	7,3%
(vii) Treated water drawn through standpipes (per kl)		84,13	73,16	68,21	7,3%
(viii) Raw water for residential premises:					
Step 1 (>0 ≤ 9KL)		28,04	24,39	22,74	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		84,13	73,16	68,21	7,3%
Step 4 (>24 ≤ 30KL)		140,22	121,93	113,69	7,3%
Step 5 (>30 ≤ 48KL)		560,86	487,71	454,74	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(ix) Raw water for commercial premises: (per kl)		49,08	42,67	39,79	7,3%
(x) Raw water for industrial premises: (per kl)		49,08	42,67	39,79	7,3%
(xi) Reclaimed water treated to comply with the requirements of the General Standard (Government Gazette Notice No. 991, 18 May 1994)					
(1) annual charge per Megalitre of notified maximum demand payable on a monthly basis in equal instalments		2 804,32	2 438,54	2 273,70	7,3%
(2) additional charge per kilolitre of metered consumption		7,01	6,10	5,68	7,3%
(ix) Reclaimed water treated to comply with the requirements of the General Standard (Government Gazette Notice No. 991, 18 May 1984) which has received additional treatment. (per kl)		7,01	6,10	5,68	7,3%
(b) Outside the Municipal boundary (per kl)					
(i) Treated water for residential premises:					
Step 1 (>0 ≤ 9KL)		30,85	26,82	25,01	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		140,22	121,93	113,69	7,3%
Step 4 (>24 ≤ 30KL)		210,32	182,89	170,53	7,3%
Step 5 (>30 ≤ 48KL)		701,08	609,64	568,43	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(ii) Treated water for residential premises:ATTP Consumers (per kl)		30,85	26,82	25,01	7,3%
(iii) Treated water for institutional premises, including municipal and government departments (per kl)		42,06	36,58	34,11	7,3%
(iv) Treated water for commercial and industrial premises (per kl)		49,08	42,67	39,79	7,3%
(v) Treated water for multiple dwelling units, per dwelling unit:					
Step 1 (>0 ≤ 9KL)		30,85	26,82	25,01	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		140,22	121,93	113,69	7,3%
Step 4 (>24 ≤ 30KL)		210,32	182,89	170,53	7,3%
Step 5 (>30 ≤ 48KL)		701,08	609,64	568,43	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(vi) Raw water for residential premises:					
Step 1 (>0 ≤ 9KL)		28,04	24,39	22,74	7,3%
Step 2 (>9 ≤ 15KL)		49,08	42,67	39,79	7,3%
Step 3 (>15 ≤ 24KL)		112,17	97,54	90,95	7,3%
Step 4 (>24 ≤ 30KL)		140,22	121,93	113,69	7,3%
Step 5 (>30 ≤ 48KL)		560,86	487,71	454,74	7,3%
Step 6 (>48KL)		1 402,16	1 219,27	1 136,85	7,3%
(vii) Raw water for institutional premises, including municipal and government departments (per kl)		49,08	42,67	39,79	7,3%

(viii) Raw water for commercial and industrial premises (per kl)		49,08	42,67	39,79	7,3%
(c) Water delivered by road tanker (per kl)					
(i) Charge for water supplied		105,16	91,45	85,26	7,3%
(ii) Delivery charge				At Cost	
(iii) Minimum prepayment		4 206,49	3 657,81	3 410,55	7,3%
(d) Water supplied in bulk to other local authorities (per kl)		21,03	18,29	17,05	7,3%
MISCELLANEOUS FEES AND CHARGES					
Water Loss owing to damage to the Municipal Water-Pipe System and/or Installations					
Pipes with a diameter of 50mm or less		2 618,31	2 276,79	2 069,81	10,0%
Pipes with a diameter larger than 50mm up to and including 100mm		5 942,11	5 167,05	4 697,32	10,0%
Pipes with a diameter larger than 100mm up to and including 250mm		26 720,58	23 235,29	21 122,99	10,0%
Pipes with a diameter larger than 250mm up to and including 400mm		65 302,28	56 784,59	51 622,35	10,0%
Pipes with a diameter larger than 400mm		111 014,50	96 534,35	87 758,50	10,0%
Repair Charges of damage to the Municipal Water-Pipe System and/or Installation by other people					
Pipes with a diameter of 50mm or less		5 467,58	4 754,42	4 322,20	10,0%
Pipes with a diameter larger than 50mm up to and including 100mm		7 804,53	6 786,54	6 169,59	10,0%
Pipes with a diameter larger than 100mm up to and including 250mm		11 800,23	10 261,07	9 328,24	10,0%
Pipes with a diameter larger than 250mm up to and including 400mm		22 149,57	19 260,49	17 509,54	10,0%
Pipes with a diameter larger than 400mm		27 587,75	23 989,35	21 808,50	10,0%
Water used for Fire-Fighting					
Quantity charge per kilolitre		40,66	35,35	33,20	6,5%
Reconnection fee		961,55	836,13	785,10	6,5%
Special meter readings		636,29	553,30	519,53	6,5%
Service Calls					
During office hours		666,17	579,28	579,28	
After office hours		1 328,53	1 155,24	1 155,24	
Testing of meters (deposit 3% error on either side)		1 945,46	1 691,71	1 588,46	6,5%
To relocate or lower a connection with a maximun nominal diameter of 25 mm					
Maximum distance of 5 m		2 150,78	1 870,25	1 756,10	6,5%
Further than 5 m		3 297,32	2 867,24	2 692,24	6,5%
To relocate or lower a connection with a nominal diameter larger than 25 mm					
Deposit		9 992,74	8 689,34	8 159,00	6,5%
Cost				Cost	
To relocate a fire hydrant in the road reserve					
Less than 2 m from original position		6 706,46	5 831,70	5 475,78	6,5%
2 m or more from original position		15 636,88	13 597,29	12 767,41	6,5%
To install a new fire hydrant in the road reserve					
Deposit		21 951,19	19 088,00	17 923,00	6,5%
Cost				Cost	
Discontinuation or restriction of the Water Services owing to the Failure of Payment					
Disconnection/restriction to a dwelling-house		-	-	1 497,45	6,5%
Disconnection/restriction for other water connections , excluding dwelling-houses		-	-	5 118,13	6,5%
Service Cost					
Supervision Labour Cost per hour		753,03	654,81	614,85	6,5%
Assistant per hour		379,59	330,08	309,94	6,5%
TLB per hour (Including travel time)		977,50	850,00	1 023,63	6,5%
LDV per kilometre		49,24	42,82	40,21	6,5%
Truck per kilometre		69,76	60,66	56,96	6,5%
"Unauthorised water consumption" means water that is not registered by the Kouga Municipality's water meter for any reason whatsoever (Water used for fire-fighting and/or unmetered water used from the Kouga Municipality's system with the written consent of the Technical Services Directorate, is deemed to be authorised water use)					

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Municipality: Kouga Municipality
Demarcation Code: EC 108
Date: Mar-24

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Item Number	Phase	Focus Area	Business Process	Sub-Process	Tasks /Activities	Responsibility	Start Date	Completion Date	
1	mSCOA Compliance	Governance and Institutional arrangements	Corporate Governance	Document Management	Steering Committee or dedicated structure reports progress and challenges to EXCO and Council at least on a quarterly basis				Example
2	mSCOA Compliance	System functionality	Municipal Budgeting, Planning and Financial Modelling: (IDP driven, project base	Main Budget	*completed*	Manager BTO			Example
3	mSCOA Compliance	System functionality	Financial Accounting	General Ledger (Core Financials)	*Although completed in terms of system Functionality, the actuals are not aligning with the datastring*	Manager BTO	May-24	Jul-24	Example
4	mSCOA Compliance	System functionality	Costing and Reporting	Cost Planning	*completed*	Manager BTO	na		Example
5	mSCOA Compliance	System functionality	Treasury and Cash Management	Cash Management	*completed*	Manager BTO	na		Example
6	mSCOA Compliance	System functionality	Procurement Cycle: Supply Chain Management, Expenditure Management, Cont	Supply Chain Management (SCM)	*in progress*	CFO	Jun-21	Dec-24	Example
7	mSCOA Compliance	System functionality	Grant Management	Subsidies	*in progress*	Manager BTO	Jun-21	Dec-24	Example
8	mSCOA Compliance	System functionality	Human Resource and Payroll Management	Payroll	*in progress*	HR Manager	Dec-23	Jun-24	Example
9	mSCOA Compliance	System functionality	Land Use Building Control	Land use	*in progress*	Planning Director	Apr-24	Dec-24	Example
10	mSCOA Compliance	System functionality	Valuation Roll Management	Valuation Roll Management	*completed*	CFO	na		Example
11	mSCOA Compliance	System functionality	Revenue Cycle Billing	Billing	*in progress*	CFO	N/S		Example
12	mSCOA Compliance	System functionality	Customer Care, Credit Control and Debt Collection	Credit Control	*in progress*	CFO	N/S		
13	mSCOA Compliance	System functionality	Full Asset Life Cycle Management including Maintenance Management	Asset Management					
14									

REPORTS BY THE PORTFOLIO CHAIRPERSON: PLANNING AND DEVELOPMENT

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD3**

LAND AND PROPERTY ADMINISTRATION-PROGRESS REPORT: IMPLEMENTATION OF OUTSTANDING COUNCIL RESOLUTIONS

1. **Introduction**

The purpose of the item is to present the Council with a progress report on activities undertaken within the Land and Property Administration Department on the implementation of the outstanding Council resolutions.

2. **Background**

At a Council Meeting held on 31 August 2023 (23/08/PDT3), the Council imposed a moratorium on applications for alienation / disposal (including lease) of municipal properties for a period of 6 months, being end of February 2024. It was further resolved that the period be extended until end of the financial year (31 June 2024) if the moratorium process is not complete.

The register below attached as **Annexure "A"** indicates progress made for the period 1 September 2023 to February 2024.

3. **Discussion**

The Land and Property Administration Department did a thorough investigation on Council resolutions for leases and sales of land dated before 2021. It must be noted that there are still applications received by the municipality since 2021 to date of moratorium. The extension of the moratorium will allow the department to reduce the number of applications currently in process. Where resolutions made are not in line with legislation, it will be recommended that such resolution be referred to Council to consider the approval of the rescission of such resolutions.

4. **Financial Implications**

Completed by BTO -	
Project Description	Expenditure: Contracted Services: Consultants and Professional Services: Business and Advisory: Research and Advisory. Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548

Amount spent and committed to date	R80 014.18
Amount Available	R 123 533.82
Comment	
BTO Signature	KOUGA MUNICIPALITY 2024-02-26 BUDGET &TREASURY

5. **Applicable Legislation**

Municipal Finance Management Act 56 of 2003
Municipal Asset Transfer Regulations
Policy and Procedures for disposal of Immovable Assets as approved by Council.
Leasing Policy for municipally owned Immovable Property, as approved by Council.

6. **Legal Implications**

Failure to comply to the legislative provisions can pose a financial and legal to the municipality. It is imperative that the municipality comply with the legal prescripts regarding the alienation and leasing of municipal owned immovable property.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation is supported.

8.3 **Director: Civil & Water Services**

Item recommendations noted.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Report noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the content in the Land and Properties progress report on outstanding Council resolutions be noted.

10.2 That the moratorium be extended to 31 June 2024 for the Land and Property Administration Department to finalise outstanding Council resolutions.

Item prepared by the: Manager Land & Property Administration

Item approved by the: Acting Director: Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

ERF NUMBER	EXTENT	ZONING	APPLICATIONS	NOTICE	VALUATION	COUNCIL RESOLUTION – 2017	ACTION / RECOMMENDATION
873, Jeffreys Bay	82,908Ha	Open Space 2	Lease	151/2017 Comments/ objections	N/A	**31 August 2017** −−That processes for the renewal of the lease contract for the Jeffreys Bay Bowling Club commences in March 2018. • That the lease contracts for the Jeffreys Bay Golf Club and the Driving Range be renewed. • That the rental income complies with the MFMA. • That a termination clause be included in the lease contracts which gives Council six (6) months to terminate the lease should the property be required for development.	Rescinded in 2019. Golf Club lease renewed June 2021. Item for disposal (in-principle) of a portion of Erf 873, Jeffreys Bay to the Jeffreys Bay Bowling Club resolved 14 December 2023.
1568 Pellsrus 33 Pellsrus 74 Thornhill 570 Patensie 492 Pellsrus	1012m² 1955 m² 2149 m² 206 m² 6,969Ha	Res 4 Inst 1 Restr Bus Restr Bus Restr Bus	Crèches leases	151/2017 Comments/ objections	N/A	**31 August 2017** That the erven be advertised for leasing purpose and the set use of operating a crèche on these properties.	In-principle approval granted by council to enter into long-term lease with ECDC's on 7 November 2023. Advert was placed on 11 February 2024 for public participation.
Ptn of 406 Paradise Beach Ptn of 406 Paradise Beach Farm 745 Sea Vista	Various erven (approximate extend of 100 m² per site)	Various	Cell tower leases	151/2017 Comments/ objections		**31 August 2017** −−That the properties for the set purpose of erecting Cellphone towers be advertised for objections against the leasing of the land for the said purpose	**Cellphone Towers whose leases have expired received final approval from Council on 31 August 2023. Applicant finalising departure application whereafter the new long-term lease will be concluded.**

Farm 746 ptn 72 Sea Vista Erf 873 Jeffreys Bay 15 Oyster Bay 1455 Hankey 193 Pellsrus 406 Paradise Beach 6797 Jeffreys Bay							
A portion of Farm 346 portion 4 Humansdorp Erf 3298, Humansdorp	23,0425Ha	Agriculture	Stulting School	9/2018 Comments & objections	Sub-division first	**Special Council 19 December 2017** i) That the land required by Stulting Primary School – erf 346 Portion 4 of Humansdorp – be donated to the school on condition of the erf swop from the Department of Education – erf 3840 Wavecrest (9,264Ha). ii) That a Deed of Donation to the Department of Education be drawn up. iii) That erf 346 portion to be sub-divided according to the extent required by the new school. iv) That the Municipal Manager and the GIS Mapper meet with the Headmaster of Stulting to discuss the extent required including a sports field etc.	Donation to Department Education – No progress. Disposal (land swop) of new Erf number 3298, Humansdorp be kept in abeyance.
A portion of Erf 2, Kruisfontein		Agriculture	St Patricks School		Donation	**Special Council 19 December 2017** i)That a Deed of Donation be drawn up – the erf number and extent to be confirmed as soon as sub-divisions have been completed.	Donation to Department Education. Portion to be subdivided and rezoned. Meeting confirmed with DPWI for 27 February 2024.

						ii) That the GIS Mapper confirm the extent of the land required. iii) That a trade-off be done with the Department of Education – land swop will be identified. iv) That the sports field be made available to the school as well as the community.	
Erven 5059 & 2306, Kruisfontein		Education	Earmarked for High and Primary schools	9/2018 Comments & objections	Donation	**Special Council 19 December 2017** i)That erf 5059 Kruisfontein earmarked for a High School and erf 2306 Kruisfontein earmarked for a Primary school be donated to the Department of Education with the understanding that erf 2264 Wavecrest belonging to the Department be donated to Kouga Municipality. ii) That a Deed of Donation be drawn up.	Donation to Department Education. Meeting confirmed with DPWI for 27 February 2024.
Erf 620, Oyster Bay			Donation Dept Edu.	9/2018 Comments & objections	Donation	**Special Council 19 December 2017** Transfer erf as stated in the signed deed of donation	Donation to Department Education. Meeting confirmed with DPWI for 27 February 2024.
Erf 2253, Hankey			Donation – Dept Edu.	9/2018 Comments & objections	Donation	**Special Council 19 December 2017** i)That a Deed of Donation be drawn up to transfer erf 2253, Weston Primary School, to the Department of Education	Donation to Department Education. Meeting confirmed with DPWI for 27 February 2024.
Erf 6797, Jeffreys Bay			Donation – Dept Edu		Donation	**Special Council 19 December 2017** That erf 6797 be transferred to the Department of Education as per a Deed of Donation signed previously as well as a Council Resolution taken on 30 March 2010: **10/03/WTP18**.	Donation to Department Education. Meeting confirmed with DPWI for 27 February 2024.
Erf 3492, Sea Vista			Sale of erf		R15 000	**Special Council 19 December 2017** That the sale of erf 3492 Sea Vista (480m²) for R45 000.00 be concluded	**Completed. Purchase and transfer concluded**

Erven 3082, 3296 & 3297, Humansdorp			Tender	9/2018 Comments & objections	Completed	**Special Council 19 December 2017** i)That the unregistered erven 3296 and 3297 be registered to Kouga Municipality after C Grootboom has confirmed the current status of said erven. ii) That open tender procedures be followed to alienate these erven. iii) That there must be full compliance with Section 14 of the MFMA.	**Completed. Purchase and transfer concluded**
Farm 169 portions 2 & 4 Loerieheuwel			Lease or consent use		Request for Donation	**Special Council 19 December 2017** i)That the said portions be transferred to Kouga Municipality – Section 12 of MFMA. ii) That both portions be put out on a lease tender in full compliance with Section 14 of the MFMA. iii)That current valuations be obtained on the two portions. iv) That the land be either leased or given as consent use.	Process to engage with SBDM, National- and Provincial Governments to commence in 2024.
Erf 275, Humansdorp			Old market – proposals	9/2018 Comments & objections	Request for Donation	**Special Council 19 December 2017** That erf 275 – Market Building – be advertised for alienation with full compliance for a competitive bidding process.	Active short-term lease which expires at end of May 2024. Application from National Department of Public Works to build a new Magistrate Court in Humansdorp will be tabled at March 2024 Portfolio Committee Meeting for in-principle approval.
Erf 8813, Jeffreys Bay Erven 4587, 4588, Kruisfontein Erf 190, Pellsrus			Victory 4All All these properties are for schools	9/2018 Comments & objections	R525 000 R170 000 R190 000 R225 000	**Special Council 19 December 2017** i)That erf 8813 Ocean view be donated to Kings College and that a Deed of Donation be concluded. ii) That the facilities of Victory 4All be packaged and the principle of 25% of the value be applied for the sale of the erven where the other facilities are – in full compliance with legislation: Erven 4587 & 4588 Kruisfontein – Sonstraal School and foster homes – unregistered erven	**Final approval granted by Council 21/10/PD1. Disposal and transfer in progress.**

						Erf 190 Pellsrus – Noah's Ark – pre-school/play school. Valuations for the abovementioned erven will be obtained. iii)That the outstanding debt on erf 8813 be referred to the Bad Debts Committee to authorise the amount to be written off in respect of rates only and not service-related charges. iv)That only consumption be charged for erf 8813 Ocean view and erven 4588 and 4587 Kruisfontein (Resolution 12/06/IPD5).	
Farm 184 ptn 1 & farm 182 ptn 0 Humansdorp RD			Neighbouring farm requesting purchase.	9/2018 Comments & objections	R830 000 R290 000	**Special Council 19 December 2017** i)That the water quotas for the canals be verified to ensure that the alienation of this land will not influence the water supply. ii) Should there be any water quota problems the water rights on the said properties will be withheld. iii) That the land be sold per the competitive bidding processes. iv) That notices be published calling for any objections. v) That it be confirmed that the land will not be required by the municipality for future development	Confirmed Section 14 was done. Tender – Item for Council in March 2024.
Erf 2251, Hankey			Mud house		R50 000	**Special Council 19 December 2017** Erf 2251 mud house to be transferred to Katoo family	In progress. Human Settlements are addressing the transfer via the EEDBS programme.
A portion of Farm 374 ptn 4 (Humansdorp RD)			Teen Challenge – wind farm sponsorship	9/2018 Comments & objections	R192,500.00	**Special Council 19 December 2017** i) That the people occupying the municipal houses on the said property be identified. ii) That C Grootboom determines the extent of the smaller piece of land and that a value be obtained from a valuer. iii) That discussion be held with Teen Challenge regarding a smaller piece of land as proposed by the Land Advisory Committee.	**Final approval was granted on 14 December 2023** **Subdivision, rezoning and subsequent transfer to be finalized.**

						iv) That Council approves the sub-division of the portion indicated at the Land Advisory Committee meeting. v) That the portion be alienated through specified tender process. vi) That it be a condition that the land is to be developed within the next 3 years.	
A portion of 17 Hankey			Agriculture – farming	9/2018 Comments & objections		**Special Council 19 December 2017** i) That the application be approved in principle pending the identification of a suitable portion. ii) That a site visit be conducted to identify a suitable portion to be leased. iii) That a valuation be done on the selected portion in order to determine the lease amount.	**Lease Agreement signed with Milton Farmers Association.**
Erf 2330, Humansdorp	1315m²		Transfer to church			**Special Council 19 December 2017** i) That Council notes the transfer of erf 2330 to the Moravian Church of South Africa.	**Council granted final approval on 31 August 2023. Disposal and Transfer in progress**
Erven 2216, 2217, 2225, 2226, Hankey			Old Apostolic church		R10 000 R10 000 R10 000 R10 000	**Special Council 19 December 2017** i) That the legitimacy of the resolutions as well as the Deed of Sale be investigated before a recommendation regarding transfer is made to Council.	**Final approval was granted on 14 December 2023. Transfer in progress**
Erf 589, Oyster Bay			Living water	9/2018 Comments & objections	R60 000	**Special Council 19 December 2017** i) That erf 589 be sold on auction for the specific use. ii) That all the applicable legislation be complied with in terms of Section 14.	The council resolution to be implemented by disposing property through an auction.
Erf 620, Oyster Bay			Sandwater Primary school	9/2018 Comments & objections	Donation	**Special Council 19 December 2017** i) The erf 620 be transferred to the Department of Public Works by means of the Deed of Donation that has been signed by all parties, be supported	Donation to Department Education. Public Works indicated the properties donated to them has been handed over to the state attorneys for transfer.

							Meeting confirmed with DPWI for 27 February 2024 to discuss current status.
Erf 3481, Sea Vista	475 m²		United Ministries		R15 000	**Special Council 19 December 2017** i) That C Grootboom be requested to compile a comprehensive list of all the properties in Kouga zoned as church sites. ii) That a Special Land Advisory Committee meeting be held in January 2018 to discuss portions of land to be made available for the development of churches. iii) That all the church applications be discussed at a Special Land Advisory Committee meeting to be held	Part of Tender 137 of 2021 – Selling of residential erven as the erf was not supported to be utilised and too small for church building.
Erf 600, Pellsrus	454 m²		Uniting Reformed Church in Southern Africa		R20 000	**Special Council 19 December 2017** i) That the current valuation for erf 600 Pellsrus is obtained. ii) That the selling price of erf 600 Pellsrus be tabled to Council for approval. iii) That erf 600 Pellsrus be re-zoned for the construction of a church in terms of Section 14.	Item for final approval prepared for Council meeting February 2024 – Council resolution no: 23/08/PDT3,
A portion of Farm 346 ptn 4 Humansdorp RD Erf 3298, Humansdorp			Humansdorp Kooperasie	9/2018 Comments & objections	N/A	**Special Council 19 December 2017** i) That the extent required by the Humansdorp Co-op be determined. ii) That the sub-division and the re-zoning of farm 346 portion 4 be proceeded with. iii) That the valuation be undertaken on the sub-divided portions. iv) That the Municipal Manager, E van Biljon and C Grootboom conduct a site visit. v) That the selling price be tabled before Council for final approval. vi) That the portion be sold by means of open tender processes	Sale / Lease of new Erf number 3298, Humansdorp be kept in abeyance. Another application received by Stulting Primary School.

Erf 2337 Sea, Vista			Sale	9/2018 Comments & objections	R10 000 – Tender	**Special Council 19 December 2017** i) That the disposal of erf 2337 Sea Vista, be approved ii) That C Grootboom be requested to confirm the zoning of erf 2337. iii) That a new valuation of the said erf be obtained. iv) That the process is to comply with all Section 14 legislative requirements. v) That the erf 2337 be sold by means of public auction.	Council resolution to be implemented.
Erf 1325, Humansdorp Erf 2253, Hankey Erf 347, Patensie Erf 560, Pellsrus			Donation to Public works	9/2018 Comments & objections	Donation	**Special Council 19 December 2017** i) That it be noted that schools have already been erected on the four erven in question: Erf 1325 Kwanomzamo – Mzingisa Primary School Erf 2253 Hankey – Vukani Combined School Erf 560 Pellsrus - Makukhanye Primary School Erf 347 Patensie – Patensie Primary School & sports field. ii) That Council approves the donation of the four erven to the Department Public Works Eastern Cape Government as per their request. iii) That a Deed of Donation be concluded	Donation to Department Education. Public Works indicated the properties donated to them has been handed over to the state attorneys for transfer. Meeting confirmed with DPWI for 27 February 2024 to discuss current status. The rezoning of erf 560 currently in progress was submitted 1 February 2024.
A portion of Erf 554, Sea Vista			Bowling club	9/2018 Comments & objections	Sub-division	**Special Council 19 December 2017** i) That erf 554 be sub-divided and the section of the bowling club be valued. ii) That the sub-divided portion be sold to the St Francis Bowling Club by means of an unsolicited bid in compliance with Section 14 legislation. iii) That all processes in terms of legislative requirements be complied with.	**Council granted Final approval granted on 28 February 2023.** **Disposal and transfer in progress.**

Erf 1245, Pellsrus	1749m²	Pellsrus	Meals on Wheels community project	9/2018 Comments & objections	R60 000	**Special Council 19 December 2017** i) That a meeting be held with Meals on Wheels to determine the extent they require. ii) That erf 1245 be sub-divided and the re-zoning be put in place. iii) That the valuation of the sub-divided portions be submitted to Council for approval iv) That the Deed of Sale be drawn up for the disposal of erf 1245 to Meals on Wheels.	Item prepared for final approval Council meeting end of March 2024.
A portion of Erf 17, Hankey			Milton farmers & Red Lions	9/2018 Comments & objections	Portions	**Special Council 19 December 2017** i) That the previous lease agreement with the Milton Farmers be rescinded and a new lease agreement with a realistic rental amount be drawn up in line with the policy. ii) That the writing off of the outstanding rental debt of R734 775.38 due to the very high rental charged to these emerging farmers, be referred to the Bad Debts Committee for approval. iii) That a Lease Agreement be entered into with the Red Lions Rugby Club for the utilization of the derelict building and sports field as per their request.	**Lease entered into with Milton Farmers Association.**
Erf 697, Kruisfontein			Adventure Project	9/2018 Comments & objections	R55 000	**Special Council 19 December 2017** i) That the application to establish an office of Youth and Minors Community Development Programs in the building at the back of the rent office/office of the Ward Councillor in Jacob Street, Arcadia opposite Graslaagte Primary, be approved. ii) That a Consent Use Agreement be concluded.	Meeting has been setup with the applicant to discuss if still interested and thereafter lease agreement will be finalised.
A portion of Erf 719 Sea Vista Canals			Temporary Vodacom tower		N/A	**Special Council 19 December 2017** i) That a blanket approval be considered subject to complying with the following conditions: a) Conducting of public participation process (Ward Councillors)	**Completed.**

						b) A market related rental amount is paid per m² extent required. c) That notices are published for comments and inputs by the members of the public. d) That the required portions of land is available and suitable as approved by Town Planning. e) That it is clearly understood that they are just temporary sites. f) That all aspects of Section 14 is complied with. g) Proof of payment from consent use in 2016/2017.	
God's Acre Sea Vista			Ocean Smile		N/A	**Special Council 19 December 2017** i) That a Consent Use Agreement be drawn up with the Rotary Satellite Club of St Francis for the use of the brick building of Building God's Acre in Taragona Street St Francis Bay.	Still to be investigated (application requested through Committees to finalize process)
Erf 1324, Humansdorp			Municipal houses	9/2018 Comments & objections	R990 000	**Special Council 19 December 2017** i) That the four municipal houses on erf 1324 Kwanomzamo be sold voetstoots by means of competitive bidding processes, be supported. ii) That Council approves the alienation of these houses. iii) That the valuations be submitted to Council, for approval.	Council resolution and process to be initiated March 2024.
Erf 33, Pellsrus Erf 1568, Pellsrus Erf 492, Pellsrus Erf 74, Thornhill Erf 570, Patensie	1955 m² 1012 m² 6,96Ha 2149 m² 206 m²	Inst. 1 Res 4 Restr. Bus Restr Bus Resr Bus/Res1	Leases		R702 000 R500 000 R700 000 R200 000 R180 000	**Special Council 19 December 2017** i) That in accordance with section 14(2)(a) of the MFMA, the Council confirms that the following erven is not required for the minimum level of basic municipal services: Crèches – Erf 33 Pellsrus – Erf 1568 Pellsrus – Erf 492 Pellsrus – Erf 74 Thornhill	Previous council resolution was rescinded, and In-principle approval granted by council to enter into long-term lease with ECDC's on 7 November 2023. Advert was placed on 11 February 2024 for public participation.

Erf 1320, Hankey Erf 59, Loerieheuwel						⁻ Erf 570 Patensie ⁻ Erf 1320 Phippilsvile ⁻ Erf 59 Loerie ii) That a 5-year lease period for crèches, with an option to renew for a further period of 5 years thereafter, be approved. iii) That the application to erect a cellphone tower at the water tower on erf 6797, Jeffreys Bay not be supported as recommended by the Land Advisory Committee dated 2 November 2017. iv) That market related rentals be determined by a registered Valuer and that the respective lessees be responsible for all municipal charges, be supported. v) That lease agreements be concluded with the lessees, be approved. vi) That the outstanding Town Planning process be concluded in relation to erf 1568 Pellsrus, Erf 492 Pellsrus, Erf 74 Thornhill, Erf 1320 Phillipsville, Erf 873 Jeffreys Bay and Erf 59 Loerie	

ERF/AREA	EXTENT	ZONING	APPLICATIONS	NOTICE	VALUATION	COUNCIL RESOLUTION – 2018	ACTION / RECOMMENDATION
Erf 7222, Jeffreys Bay	868m²	Inst 2	Presbyterian Church of Africa – transfer		R70 000	**7 March 2018** i)i) That erf 7222 be transferred to the Presbyterian Church of Africa – all the necessary processes and legislation was adhered to. The erf was awarded through the tender processes	Completed Disposal and Transfer to Presbyterian. Eviction process to start with illegal occupant.
Erf 7263, Jeffreys Bay	2343 m²	Inst. 3		44/2018 comments /Objections	R90 000	**7 March 2018** i) That the erf be made available subject to the successful application to re-zone or through consent use ii) Look at possible sub-division	Item for lease of land resolved on 14 December 2023. Application was advertised and no objections received. Item for FINAL approval to be prepared for Council meeting, March 2024.
Erf 7517, Jeffreys Bay	596 m²	Inst. 2	Apostolic Church of God in Zion & Assemblies of God EPDCC	44/2018 comments /Objections	R30 000	**7 March 2018** i) That this erf be sold for the erection of a church building.	Current short-term agreement. Item for sale of land prepared for Portfolio meeting, March 2024.
Erf 1245, Pellsrus	1749 m²	Undetermined	Meals on Wheels	44/2018 comments /objections	R60 000	**7 March 2018** i) That the current lessee applies for the re-zoning of erf 1245. ii) That the possible subdivision of erf 1245 be investigated.	Item prepared for Council meeting February 2024.
Erf 7355, Jeffreys Bay	1263 m²	Inst. 2	Zion Christian Church	44/2018 comments /objections	R60 000	**7 March 2018** i) That this property be made available for the development of a church. ii) Investigate current status of the buildings on this erf	Informal structures on property – Relocation by Human Settlements to be concluded.

Erf 7292, Jeffreys Bay	1660 m²	Business	Church & Business (Butchery combined with food programs and community projects)	44/2018 comments /objections	R60 000	**7 March 2018** i) That erf 7292 be utilized for business development purposes	Item for lease of land resolved on 14 December 2023. Application was advertised and no objections received. Item for FINAL approval to be prepared for Council meeting, March 2024.
Erf 7217, Jeffreys Bay	210 m²	Restricted Business	Church		R55 000	**7 March 2018** i) Not recommended Erf extent much too small for church development ii) Recommend to utilise as business site	RDP House on property.
Erf 1714, Pellsrus	1128 m²	Inst. 2	2 x churches applied	44/2018 comments /objections	R30 000	**7 March 2018** i) That this erf be sold for the erection of a church building	Item to be prepared for Council meeting end of March 2024.
Erf 588, Pellsrus	971 m²	Inst. 2	Ethiopian Church		R30 000	**7 March 2018** i) That the letter of transfer be drafted subject to confirmation of the Council resolution taken on the sale of the erf.	**Council granted final approval on 27 October 2023.** **Disposal and transfer in progress.**
Erf 1773, Pellsrus	1225 m²	Inst. 2	Elliot Memorial Congregational Church		Donation	**7 March 2018** i) That the letter of transfer be drafted subject to confirmation of the Council resolution taken on the sale of the erf.	In progress – Meeting confirmed with DPWI for 27 February 2024 to discuss outstanding transfer.
Erf 2675, Sea Vista	1313 m²	Special Business	Church – Community Development	44/2018 comments /objections	R66 000	**7 March 2018** I) That the erf be made available subject to the successful application to re-zone or through consent use	Item to be prepared for Council meeting end of March 2024.

Erf 2734, Sea Vista	514 m²	Special Business	Church	44/2018 comments /objections	R90 000	**7 March 2018** i) That this erf be sold through the tender process for the erection of a church building	Item prepared for Council meeting February 2024.
Erf 3147, Kruisfontein	2067 m²	Special Business	Church	44/2018 comments /objections	R31 000	**7 March 2018** i) Currently there is a temporary library on this property. ii) That the property be sub-divided and the new erf be sold off.	Item to be prepared for Council meeting end of March 2024.
Erf 4897, Kruisfontein	2892 m²	Inst. 2	Church	44/2018 comments /objections	Unreg?	**7 March 2018** i) That this erf be sold for the erection of a church building	Hopeville (Kruisfontein) properties not ready for disposal due to insufficient Bulk Services.
Erf 1085, Patensie	927 m²	Inst 2			R50 000	**7 March 2018** i) That it be noted that all the processes have been concluded before. ii) That the new valuation to be tabled before Council. iii) That the sale of this erf be concluded.	Item to be prepared for March 2024 Council meeting.
Erf 343, Pellsrus	3266 m²	Inst 2			R50 000	**7 March 2018** i) That the sale of this property be concluded after validation of a signed deed of sale and Council resolution.	**Completed. Disposal and transfer registered 23 June 2000**
Erf 3316, Hankey	1448 m²	Inf. Res		44/2018 comments /objections	R40 000	**7 March 2018** That erf 3316 be made available for church purposes subject to approved re-zoning or through consent use.	Item to be prepared for March 2024 Council meeting.
Er 849, Thornhill	1110 m²	Inf. Res	EC Prov erf	44/2018 comments /objections	R15 000	**7 March 2018** That the sale of erf 849 be concluded after all compliant legislation and processes have been	EC Provincial Government still owner.

						completed and verification of the Council resolution taken on the sale of this erf.	Human Settlements department to finalize transfers of Thornhill erven. Meeting confirmed with DPWI for 27 February 2024 to discuss current status.
Erf 892, Thornhill	1060 m²	Inf. Res	EC Prov erf	44/2018 comments /objections	R30 000	**7 March 2018** That this property be made available for the development of a church	EC Provincial Government still owner. Human Settlements department to finalize transfers of Thornhill erven. Meeting confirmed with DPWI for 27 February 2024 to discuss current status.
Erf 6858, Jeffreys Bay	1552 m²	Open space 1			R160 000	**7 March 2018** That the possibility of re-zoning be investigated.	Buildings on property – Relocation by Human Settlements to be concluded. It be noted that it is an Open Space in light of the Climate Change Strategy might have to rescind this resolution.
Erf 3682, Jeffreys Bay	2980 m²	Authority			R450 000	**7 March 2018** That the possibility of sub-division be investigated. ii) That the possibility of re-zoning to Authority 2 be investigated. iii) That all viable usages of this erf be investigated and reported back to the LAC iv) PLEASE note that objections have been received and will be taken into account.	Investigation and internal discussions ongoing – review of SDF.
Erf 1331, Pellsrus	2446 m²	Open space 1			R24 000	**7 March 2018** That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated.	To remain Open Space. Climate Change Strategy.

Erf 356, Pellsrus	460 m²	Open space 1			R20 000	**7 March 2018** That the possibility of re-zoning to Authority 2 be investigated	To remain Open Space. Climate Change Strategy.
Erf 673, Pellsrus	1970 m²	Bus. 1	Reach & Teach Ministries		R690 000	**7 March 2018** That the current status of Erf 673 be investigated.	**Completed. Transfer concluded 18 June 2009.**
Erf 7413, Jeffreys Bay	1823 m²	Open space 1			R20 000	**7 March 2018** That the possibility of re-zoning to Authority 2 be investigated That the buildings on erf 7413 be investigated.	To remain Open Space. Climate Change Strategy.
Erven 5832, Jeffreys Bay 5833, Jeffreys Bay 5838, Jeffreys Bay 5839, Jeffreys Bay	707 m² 706 m² 707 m² 707 m²	Single Res 1			R180 000 R180 000 R180 000 R180 000	**7 March 2018** i) That the SDF be consulted before the LAC can make a recommendation on these properties.	Part of Tender 137 of 2021. Selling of residential erven
Erf 3493, Sea Vista	2033 m²	Open space 1/ Make sure that zoning is correct as it was zoned Institutional 2 in the original SDF.	Oom Edward Busakwe	44/2018 comments /objections	R20 000	**7 March 2018** That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated	Lease agreement in place. Lessee would like to purchase the land. Item to be prepared for next Portfolio Meeting.

Erf 1853, Kruisfontein	3480 m²	Open space 1		44/2018 comments /objections	R35 000	**7 March 2018** That the possibility of sub-division be investigated. That the possibility of re-zoning be investigated.	To remain Open Space. Climate Change Strategy.
Erf 3049, Humansdorp	455 m²	Business		44/2018 comments /objections	R48 000	**7 March 2018** i) That erf 3049 be leased/sold.	Buildings on property – Relocation by Human Settlements to be concluded.
Erf 2360, Kruisfontein	3265 m²	Res 1			R25 000	**7 March 2018** That the size of erf 2360 be verified. That the status of erf 2360 be verified	Lease Agreement in place. Lessee would like to purchase the land. Size and status of land was verified. Item prepared for Portfolio Meeting, March 2024
Erf 2789, Kruisfontein	1117 m²	Res 1		44/2018 comments /objections	R73 000	**7 March 2018** That erf 2789 be registered to Kouga Municipality. That erf 2789 be re-zoned to Authority 2 That the building on erf 2789 be investigated.	Buildings on property – investigation could not be concluded as no occupant was present at the time.
Erf 2307, Kruisfontein	4650 m²	Open space 1		44/2018 comments /objections	R23 000	**7 March 2018** That the possibility of sub-division be investigated. That the possibility of re-zoning to Authority 2 be investigated. That the buildings on erf 2307 be investigated	To remain Open Space. Climate Change Strategy.
Erf 2321, Kruisfontein	244/1518 m² verify	Res. 1			R50 000	**7 March 2018** That the extent of erf 2321 be clarified. That the building in erf 2321 be investigated.	RDP House on property. Human Settlements to confirm transfer status.

Erf 2252, Hankey	1261m²	Informal Res		44/2018 comments /objections	R50 000	**7 March 2018** i) That the church currently on erf 2252 be verified ii) That building plans for erf 2252 be verified.	Buildings on property – investigation could not be concluded as no occupant was present at the time.
Erf 2315, Hankey	1324m²	Res, 1			R110 000	**7 March 2018** i) That Town Planning verify erf 2315 (GIS Administrator)	Verification not concluded. A site visit will be conducted during the week of 26 February 2024 to establish status.
Erf 600, Pellsrus	454 m²	Restr. Bus		44/2018 comments /objections	R20 000	**7 March 2018** i) That the land be made available for leasing ii) That the existence of building plans for erf 600 be verified	Item prepared for Council meeting February 2024 – ref: 23/08/PDT3.
A portion of Erf 8783, Jeffreys Bay	2,6211Ha	Authority		9/2018 Comments/ objections	Unreg	**7 March 2018** That the GIS Administrator draw up a proposal on the different areas available on erf 8783 for lease opportunities That the previous Council resolution taken in this regard be verified.	Layout plan was drawn-up but not yet approved. Town Planning to assist with the finalisation of precinct.
Erf 225, Pellsrus	480 m²	Single Res		44/2018 comments /objections	R10 000	**7 March 2018** i) That the sale of erf 225 be approved	Part of Tender 137 of 2021. Selling of residential erven.
184 ptn 29 H-dorp RD	10,2797Ha	Agri.	Lease	44/2018 comments /objections	R350 000	**7 March 2018** i) That erf 184 portion 29 be leased on the basis of competitive bidding	Lease agreement with utiliser of land be attended during March 2024.
Erf 349, Patensie	150 m²	Authority		44/2018 comments /objections	R5 000	**7 March 2018** i) That the possibility of re-zoning be investigated for the purpose of sale of erf 349	**Completed. Erf to remain Authority as it forms part of School.**

Erf 871, Patensie	505 m²	Res. 1		44/2018 comments /objections	?	**7 March 2018** i) That the sale of erf 871 be approved.	Part of Tender 137 of 2021. Selling of residential erven.
Erf 835, Patensie	465 m²	Res. 1		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 835	Part of Tender 137 of 2021. Selling of residential erven.
Erf 230, Patensie	1810 m²	Open space 1			R10 000	**7 March 2018** That the possible rezoning of erf 230 be investigated.	To remain Open Space. Climate Change Strategy.
908 Patensie	312 m²	Res. 1		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 908	Part of Tender 137 of 2021. Selling of residential erven.
Erf 227, Patensie	2,4808Ha	Open space 1			R150 000	**7 March 2018** That the possible rezoning of erf 227 be investigated. That the buildings on erf 227 be investigated. That the SDF for the Patensie area be consulted.	To remain Open Space. Climate Change Strategy.
Erf 940, Patensie	360 m²	Res. 1		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 940	Part of Tender 137 of 2021. Selling of residential erven.
Erf 898, Patensie	679 m²	Res. 1		44/2018 comments /objections	R7 000	**7 March 2018** i) That erf 898 be registered to the Kouga Municipality. ii) That erf 898 be leased/sold	Part of Tender 137 of 2021. Selling of residential erven.
Erf 233, Patensie	12,9288Ha	Open space 1			R750 000	**7 March 2018** That the possible rezoning of erf 233 be investigated.	To remain Open Space. Climate Change Strategy.
Erf 1074, Patensie	1639 m²	Inst. 2		44/2018 comments	R60 000	**7 March 2018** That Council approves the sale of erf 1074	Item to be prepared for Council meeting, March 2024.

				/objections			
Erf 952, Patensie	360 m²	Res.1		44/2018 comments /objections	R22 000	**7 March 2018** That Council approves the sale of erf 952	Part of Tender 137 of 2021. Selling of residential erven.
Erf 930, Patensie	286 m²	Bus/Rest. Bus		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 930	Item to be prepared for Council meeting, March 2024.
Erf 929, Patensie	297 m²	Bus/Rest. Bus		44/2018 comments /objections	R78 000	**7 March 2018** That Council approves the sale of erf 929	Part of Tender 137 of 2021. Selling of residential erven.
Erf 936, Patensie	288 m²	Res.1		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 936	Part of Tender 137 of 2021. Selling of residential erven.
Erf 938, Patensie	288 m²	Res.1		44/2018 comments /objections	R10 000	**7 March 2018** That Council approves the sale of erf 938	Part of Tender 137 of 2021. Selling of residential erven.
Erf 900, Patensie	587 m²	Res.1		44/2018 comments /objections	R11 000	**7 March 2018** That Council approves the sale of erf 900	Part of Tender 137 of 2021. Selling of residential erven.
Erf 871, Patensie	505 m²	Res.1		44/2018 comments /objections	R12 000	**7 March 2018** That Council approves the sale of erf 871	Part of Tender 137 of 2021. Selling of residential erven.
Erf 939, Patensie	288 m²	Res.1		44/2018 comments	R10 000	**7 March 2018** That Council approves the sale of erf 939	Part of Tender 137 of 2021. Selling of residential erven.

				/objections			
Erf 353, Humansdorp	3,5054Ha	Resort 1	Development proposals		R 9 000 000 000	**18 February 2019** 5.1That, Council approves the Proposal Call for Development of ERF 353, Humansdorp and that the relevant department proceed with the process as stipulated in the Policy and Procedure for the disposal of Immovable Assets, as approved by Council for the Proposal Call for Development in respect of the said Erf 353, Humansdorp. 5.2 That, the process complies with the MFA to ensure compliance with the Act. 5.3 That SCM proses to be followed to ensure legislative compliance. 5.4 That the Department Planning, Development & Tourism prepare the necessary tender documentation and advertisement in accordance to MFMA and MATR processes. 5.5 That, the Department Planning, Development & Tourism commence with the "rezoning" of Erf 353, Humansdorp.	2019 council resolution rescinded. Council took resolution to develop a Social Housing project. Human Settlements in process to develop erf for Social Housing Project.
Erf 3012, Hankey Erf, 1999 Kwanomzamo Erf 713, Kruisfontein Erf, 968 Patensie		Masakhane Clinic Lungisa Public High School Kruisfontein Clinic	Transfer of properties		R660 000 Unreg R420 000	**28 February 2019** 1.That Council notes the application submitted by the Department of Public Works for the transfer of properties to the Eastern Cape Provincial Government. 2. That Council approves the transfer of properties as per the letter submitted by Department Public Works: Erf 3012 Hankey Masakhane Clinic	Donation to Department Education. Public Works indicated the properties donated to them has been handed over to the state attorneys for transfer. Meeting confirmed with DPWI for 27 February 2024 to discuss current status.

Erf 34, Pellsrus Erf 2600, Sea Vista		Masisebenze Primary School Pellsrus Clinic St Francis Clinic			Unreg R1 900 000 R500 000	Erf 1999 Kwanomzamo Lungisa Public High School Erf 713 Kruisfontein Kruisfontein Clinic Erf 968 Patensie Masisebenze Primary School Erf 34 Pellsrus Pellsrus Clinic Erf 2600 Sea Vista St Francis Clinic 3. That the Department Public Works be liable for all and any costs derived from the transfers.	
Erf 7292, Jeffreys Bay	1200 m²	Bus 1	Business	44/2018 Comments/ objections	R60 000	**30 April 2019** 1. That the valuations of the erven contained in the item, which are based on the 2018 Municipal Valuation Roll, be accepted. 2. That the proposed land sales already finalised and processed be accepted. 3. That the outstanding proposed land sales be advertised by open public tender, adhering to all legislative requirements and processes to be followed, be approved.	Item for lease of land resolved 14 December 2023. No objections received. Item for FINAL approval to be prepared for Council meeting, March 2024.
Farm 184, ptn 1 Humansdorp RD	218,3343 Ha	Agri	Private Game farm	44/2018 Comments/ Objections	R830 000	**30 April 2019** "	Confirmed Section 14 was done. Tender – Item for Council in March 2024.
Farm 182 ptn, 0, Humansdorp RD	81,9073Ha	Agri	Private game farm	44/2018 Comments/ Objections	R290 000	**30 April 2019** "	Confirmed Section 14 was done. Tender – Item for Council in March 2024.

Erf 2337, Sea Vista	324 m²	Res 1	Private Res	44/2018 Comments/ Objections	R10 000	**30 April 2019** "	Item for sale of land prepared for Portfolio meeting, March 2024 – TENDER for Residential
Erf 2217, Hankey	296 m²		Private Res	44/2018 Comments/ Objections 115/2019 Tender	R10 000	**30 April 2019** "	Finalized 14 December 2023 Transfer in progress
Erf 2225, Hankey	281 m²		Private Res	44/2018 Comments/ Objections 115/2019 Tender	R10 000	**30 April 2019** "	Finalized 14 December 2023 Transfer in progress
Erf 2226, Hankey	289 m²		Private Res	44/2018 Comments/ Objections 115/2019 Tender	R10 000	**30 April 2019** "	Finalized 14 December 2023 Transfer in progress
Erven 5832, Jeffreys Bay 5833, Jeffreys Bay 5838, Jeffreys Bay 5839, Jeffreys Bay	707 m² 706 m² 707 m² 707 m²	Single Res 1	Private Res	115/2019 Comments/ objections	R180 000 R180 000 R180 000 R180 000	**30 April 2019** "	Part of Tender 137 of 2021.

Erf 5408, Jeffreys Bay	538 m²	Res.	Private Res	115/2019 Comments/ objections	R150 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 533, Pellsrus	264 m²	Single Res B	Private Res	115/2019 Comments/ objections	R15 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 5304, Jeffreys Bay	571 m²	Single Res B	Private Res	115/2019 Comments/ objections	R150 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 5429, Jeffreys Bay	520 m²	Single Res B	Private Res	115/2019 Comments/ objections	R150 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 5820, Jeffreys Bay	698 m²	Single Res B	Private Res	115/2019 Comments/ objections	R170 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 4916, Jeffreys Bay	736 m²	Single Res B	Private Res	115/2019 Comments/ objections	R160 000	**30 April 2019** "	Part of Tender 137 of 2021.
Erf 130, Pellsrus	487 m²	Single Res B	Private Res	115/2019 Comments/ objections	R80 000	**30 April 2019** "	Item for lease of land resolved 14 December 2023. No objections received. Item for FINAL approval to be prepared for Council meeting, March 2024.
Erf 6275, Jeffreys Bay	525 m²	Res.	Private Res	115/2019 Comments/	R170 000	**30 April 2019** "	Part of Tender 137 of 2021.

				objections			
Erf 6276, Jeffreys Bay	522 m²	Res.	Private Res	115/2019 Comments/ objections	R170 000	**30 April 2019** "	Part of Tender 137 of 2021.
Public works properties 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			Transfer to Kouga			**30 May 2019** 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 2. That the Municipal Manager write a covering letter to the Department Public Works requesting the transfer of these properties. 3. That a Deed of Donation be sent to the Department Public Works for the transfer of these properties. 4. 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.	Donation to Department Education. Public Works indicated the properties donated to them has been handed over to the state attorneys for transfer. Meeting confirmed with DPWI for 27 February 2024 to discuss current status.

Erven 3535 – 3634, Kruisfontein		Residential	Selling erven		R8 000/erf	**30 October 2019** 1. That the alienation of the 98 erven in Kruisfontein, be supported. 2. That the selling price of R8 000 per erf, be supported. 3. That the sale of these erven be advertised for input from the public. 4. That the people currently occupying erven be given first option to buy the erf that they are occupying. 5. That these erven be sold voetstoots with the following recommendations by SRK Consulting included in the Deed of Sale should the owner wish to build a brick house:- *• Individual erven need to be box cut and compacted to the recommended founding depth and graded towards the stormwater network;* *• A layer of course river sand and/or gravel (± 100mm in thickness) to be placed at the base of the box cut to act as a preferential flow path for ground water seepage;* *• A subsoil drain (at the lowest point of the erf) to be installed and connected to the stormwater network to remove excess groundwater seepage from the site; and* *• The finished floor level of the house should be at least 2 brick courses above the level of the road if the site is level; otherwise two brick courses above the highest ground level on the site."* 6. 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.	Item to be rescinded for possible donation of erven. Human Settlement is finalising verification & consultations whereafter an item will be tabled to Council.

Erf 668, Hankey South Erf 680, Hankey South Erf 681, Hankey South Erf 682, Hankey South	851m² 914 m² 960 m² 897 m²	Business 1 Residential 1 Residential 1 Residential 1	Land swop between W&M Boerdery (PTY) Ltd and Kouga Municipality: Erf 668 Hankey South: 851m² Business 1 Erf 680 Hankey South: 914 m² Residential 1 Erf 681 Hankey South: 960 m² Residential 1 Erf 682 Hankey South: 897 m² Residential 1 **TOTAL 3622 m²** FOR Portion of Erf 17 Hankey Land swop		R77 000 R69 000 R69 000 R69 000	**30 October 2019** That Council approve the land swop between W&M Boerdery (PTY) Ltd and Kouga Municipality: Erf 668 Hankey South: 851m² Business 1 Erf 680 Hankey South: 914 m² Residential 1 Erf 681 Hankey South: 960 m² Residential 1 Erf 682 Hankey South: 897 m² Residential 1 **TOTAL 3622 m²** FOR Portion of Erf 17 Hankey 2. That a Sect 14 process as stipulated in the Municipal Finance Management Act 2005 be adhered to before the transfers are effected. 3. That W&M Boerdery will be responsible for the layout plan, architectural drawings, sub-division, rezoning, registration and all other related costs incurred in respect of erven for their workers. 4. That the extent of the land to be subdivided for swop from Erf 17 should be equivalent to the combined erven to be transferred to Kouga Municipality i.e. (3622 m² in size). 5. That W&M Boerdery be responsible as the applicant, for all other necessary approvals from the Department of Agriculture and other authorities, as may be required for changes in land use. 6. That Kouga Municipality carries the cost of the transfers of the 4 erven to be registered to Kouga Local Municipality.	Council granted final approval. There are structures on the site that needs to be relocated. Meeting was setup with the illegal occupant and currently negotiating for relocation.

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD4**

REQUEST TO ACCEPT: PORTION 62 AND 97 OF FARM ONGEGUNDE VRYHEID 746, HUMANSDORP RD, EASTERN CAPE PROVINCE – LAND DEVOLVED BY PUBLIC WORKS TO THE KOUGA MUNICIPALITY

1. **Introduction**

The purpose of this item is to inform the Council of the intention from Department of Public Works to devolve Portion 62 and 97 of the Farm Ongegunde Vryheid No 746, Humansdorp RD, to the Kouga Municipality for the purpose of developing and implementing an integrated human settlements Project.

2. **Background**

There have been a long history of interactions and deliberations between the Department of Public Works and the Kouga Municipality regarding the transfer of portion 62 of Farm Ongegunde Vryheid No 746 to Kouga Municipality for integrated residential development within the Sea Vista area.

The Municipality submitted a business plan for 10 new housing projects around 2009. Sea Vista also formed part of the business plan as per the Sea Vista 2000 Breaking New Grounds (BNG) housing project. The portion 62 was well located abutting the existing Sea Vista residential area. However, this particular land is located on an environmentally sensitive area which compelled the Department of Public Works to conduct an environmental impact assessment before transferring the land to determine the feasibility of a development project of this magnitude. The EIA established that only 14 hectares of the 177,25 hectares is suitable for development purposes and the remainder should be for conservation purposes. The 14 hectares was formally subdivided from the portion 62 and became a separate entity namely portion 97. Portion 97 essentially includes the whole informal settlement. ****See annexure "A"**

3. **Discussion**

The Department of Public Works on 15 October 2023 decided to make the land available to Kouga Municipality and in doing so prepared a Special Power of Attorney appointing Housing Development Agency (HDA) to act on behalf of Public Works and to facilitate the development process on portion 97 of the Farm Ongegunde Vryheid No 746, whilst the remainder namely Portion 62 be for conservation purposes. ****See annexure "B"**

In order to proceed with the process, the Department of Public Works is requiring the following:

- That Council provide the Department of Public Works with a Council resolution accepting the land parcels as devolved to KLM, and
- That the Department of Public Works be provided with a development plan indicating that the land will be used for human settlements development projects.

4. **Financial Implications**

Completed by BTO -	
Project Description	Expenditure: Contracted Services: Consultants and Professional Services: Business and Advisory: Research and Advisory. Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R80 014.18
Amount Available	R 123 533.82
Comment	
BTO Signature	KOUGA MUNICIPALITY 2024-02-26 BUDGET &TREASURY

5. **Applicable Legislation**

Section 10.3 of the Policy and Procedures for Disposal of Immovable Assests, as approved by Council, provides that the Municipal Council may accept a donation of immovable property.

6. **Legal Implications**

Should the municipal council resolve to accept the donation of the immovable property, Council will be liable, unless expressly excluded in the intended Deed of Sale/Deed of Donation, for the legal costs to transfer the property to the Kouga Municipality. Once the property is transferred, the Kouga Municipality will become the registered property owners of the property described herein.

7. **Other Implications**

Development Plan for the intended Human Settlements Project to be drafted. In addition, a Feasibility Study will have to be conducted to inform any potential human settlement project on Portion 97 of the Farm Ongegunde Vryheid No 746.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

The Development Plan for the intended Human Settlements Project ensures that the inputs from all services directorates are captured. Item strongly supported as this additional land will bring welcome relief should it be planned according to minimum standards.

8.4 **Director: Electro-Mechanical Services**

Item supported.

8.5 **Director: Community Services**

Item noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Council accepts the properties described as Portions 62 and 97 of Farm 746, Ongegunde Vryheid, Humansdorp RD, Eastern Cape, as devolved by the Department of Public Works to Kouga Municipality.

10.2 That Council confirms that the land parcel described as Portion 97 of the Farm Ongegunde Vryheid No 746 as contemplated herein will be utilized for the development of an integrated human settlements project that will assist in addressing the current housing backlog experienced in the Sea Vista area.

10.3 That a Development Plan setting out the use of the said Portion 97 of the Farm Ongegunde Vryheid No 746 for purposed of the development of an integrated human settlements project as outlined in the Housing Code be submitted to HDA.

10.4 That Council take note of the Special Power of Attorney signed by Public Works appointing the Housing Development Agency to facilitate the development process for the land parcels contemplated herein.

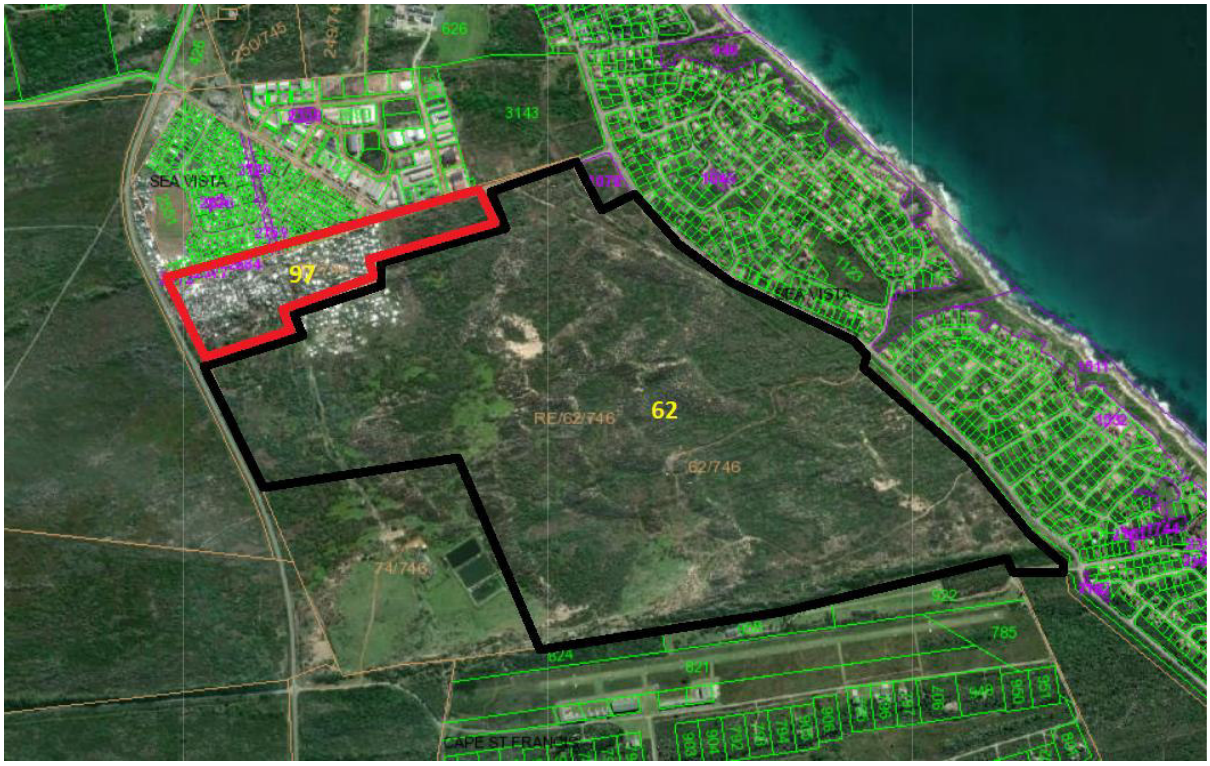
Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director: Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure “A”


SEA VISTA
97
62
RE/62/746
62/746
74/746
SEA VISTA
CAPE ST FRANCIS
626
3143
785
821

Annexure "B"

public works & infrastructure
Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Special Power of Attorney

I, the undersigned,

Imtiaz Fazel, the Acting Director-General of the Department of Public Works and Infrastructure (DPWI)

1.

do hereby nominate, constitute and appoint **the Housing Development Agency (HDA)** acting through its authorized employees or nominees with a power of substitution to be my lawful agent(s) in my name, place and stead and specifically for effecting the purposes aforesaid, to:

2.

Facilitate the development process for **Portion 62 of farm Ongegunde Vryheid No.746 Humandorp Registration Division, measuring 177,2502 hectares** by:

(a) undertaking any township establishment, rezoning, subdivision, consolidations activities and any related land use processes or other essential measures permitted in law;

(b) lodging applications or any relevant documents including the general plans to municipalities and / or any other regulatory authority or public institution for the development of a township; and

(c) Appoint any Professional Project Team to undertake such actions, appeals and other measures required to expediting the township establishment process.

3.

This Special Power of Attorney is issued to the Housing Development Agency restricted to only activities listed in clause no. 2 (a), (b) and (c) above for enabling only the commencement of the associated human settlement development planning, studies and research processes before the actual implementation of the human settlement development projects and is only valid until all the administrative processes for transfer of the property (ies) have been approved by National Treasury.

4.

And specifically for effecting the purposes aforesaid, to do or cause to be done whatsoever shall be requisite, as fully and effectually, for all intents and purposes, as I might or could do if personally present and acting herein.

MMC
W.S

public works & infrastructure
Department
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

Special Power of Attorney

Signed at PRETORIA **on the** 15 **day of** OCTOBER **2021**

in the presence of the undersigned witnesses.

Signature:
Acting Director-General
Department of Public Works & Infrastructure (DPWI)

AS WITNESSES

Full Name and Surname	Signature
1. MOSES CELE	
2. STEPHEN MONYATSI	

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD6**

REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL FOR THE ALIENATION OF MUNICIPAL ERVEN WITHIN THE KOUGA MUNICIPAL AREA

1. **Introduction**

The purpose of this item is to request Council's in-principle approval for the disposal of Municipal erven within the Kouga Municipal area.

2. **Background**

Over the last couple of years, numerous applications were received for alienation of municipal owned immovable properties for church, residential and business purposes. The leading department investigated church, business and residential sites for possible disposal based on the needs identified through IDP process and ward-based analysis. There is quite a high demand from most wards to avail land for religious, commercial, agriculture and residential uses. The current challenge is that there are too many applications for church sites and too little municipal land available, and in some areas, we are even land locked.

3. **Discussion**

An investigation was conducted to identify available municipal properties to cater for these needs. This item seeks to request permission to dispose of the properties through a competitive bidding process. See **Annexure "A"**.

Most of the properties in consideration are currently vacant and there are few with unauthorized temporary structures. It must be noted that there are short-term agreements for some of the properties in consideration. However, it was highlighted in the agreements that there is no guarantee that the land will be sold to the lessee/operator. It was further stated that they will be allowed to submit offers when properties are disposed of through a competitive bid.

The properties were referred to the Land Evaluation Committee (LEC) for comments. An extract of the minutes of the LEC meeting held on Monday, 26 June 2023 is attached as **Annexure "B"**. All erven identified for possible disposal were supported and recommended by the LEC and confirmed through a Section 14 verification process conducted by the leading department. The properties were also scrutinized to ensure that there was no previous Council resolution taken for implementation or that needs to be rescinded. Photographs showing the current status whether it is vacant or occupied is attached.

To ensure that the process is transparent and not disadvantage established churches, conditions are proposed to be considered relevant in the selection and allocation of immovable property to places of worship. See **Annexure "C"**.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	Expenditure: Contracted Services: Consultants and Professional Services: Business and Advisory: Research and Advisory. Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R80 014.18 KOUGA MUNICIPALITY 2024-02-26 BUDGET &TREASURY
Amount Available	R 123 533.82
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act 56 of 2003
Municipal Asset Transfer Regulations
Policy and Procedures for disposal of Immovable Assets as approved by Council.

6. **Legal Implications**

The intention of council to alienate must be advertised to call for comments and objections, for Council to consider final alienation.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted and recommendations supported.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council **grant in-principle** approval for the alienation of the municipal erven, as per the attached report, at fair market related value.

10.2 That Council authorises the Accounting Officer to advertise the intended alienation of the immovable property for public comments and objections.

10.3 That Council, in terms of Section 14 of the Local Government: Municipal Finance Management Act No.56 of 2003, confirms that the immovable properties in consideration are not needed for the provision of the minimum level of basic municipal services.

10.4 That Council authorizes the Accounting Officer to obtain the market-related valuation from the latest valuation roll for consideration in line with Section 14(2) of the Municipal Finance Management Act No.56 of 2003.

10.5 That Council grant the in-principle approval for the alienation of the immovable properties, as contained in the attached Report, by way of a competitive bidding process.

10.6 That Council takes note and approves the qualifying criteria for churches as per Annexure "C" below.

Item prepared by the: The Manager: Land & Property Administration

Item approved by the: Acting Director: Planning & Development

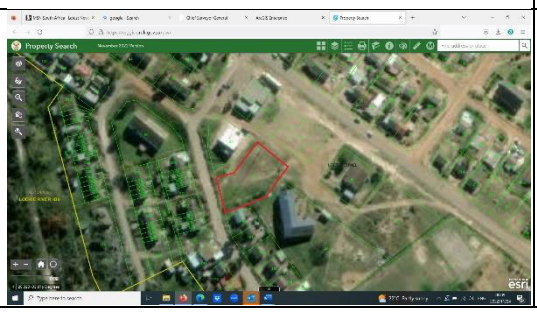
Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

ANNEXURE "A"

CHURCHES/CRECHES/BUSINESS/RESIDENTIAL				
BUSINESS ERVEN				
ERF NO	**SIZE**	**ZONING**	**AERIAL IMAGE**	**COUNCIL RESOLUTION Y/N – RECOMMENDATION**
Erf 3061, Humansdorp	1215 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 9541, Jeffreys Bay	663 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 9325, Jeffreys Bay	698 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 9252, Jeffreys Bay	802 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 9672, Jeffreys Bay	897 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 3184, Kruisfontein	1107 m²	Community Zone		No previous Council resolutions. Short-term Lease Agreement with Word of Hope Prayer Centre

				signed 4 April 2023 for 3 years. Applicant aware that property will go on tender. No structure built to date Vacant site
Erf 3563, Kruisfontein	1937 m²	Community Zone		No previous Council resolutions. Vacant site
Erf 2691, Kruisfontein	1447 m²	Community Zone		No previous Council resolutions. Temporary structure (Church)
Erf 7517, Jeffreys Bay	596 m²	Community Zone		No previous Council resolutions. Short-term Lease Agreement with Under Gods Mercy Church Fellowship. Applicant aware that property will go on tender. Temporary structure (Church)

Erf 2059, Hankey	1047 m²	Community Zone		No previous Council resolutions. Vacant site
BUSINESS ERVEN				
Erf 9886, Jeffreys Bay	850 m²	Business		No previous Council resolutions. Vacant site
Erf 9346, Jeffreys Bay	436 m²	Business		No previous Council resolutions. Vacant site
Erf 7294, Jeffreys Bay	4777 m²	Business		Council resolution for Short-term agreement with Lessee. Lessee requested to purchase land. Temporary structure (Usave)
Erf 34, Loerieheuwel	1357 m²	Business		No previous Council resolutions. Vacant site

Erf 1826, Hankey	3296 m²	Business		Council resolution for Short-term agreement with Lessee. Lessee requested to purchase land. Temporary structure (Usave)
Erf 259, Patensie	1223 m²	Business		Council resolution for Short-term agreement with Lessee. Lessee requested to purchase land. Temporary structure (Usave)
Erf 3323, Kruisfontein	2049 m²	Business		No previous Council resolutions. Vacant site
Erf 712, Kruisfontein	1624 m²	Business		No previous Council resolutions. Short-term agreement with Lessee. Temporary structure (Carwash)

Erf 1606, Hankey (Weston)	2148 m²	Business		No previous Council resolutions. Vacant Site (partly encroached by illegal temporary structure)
Erf 3553, Hankey (Weston)	1218 m²	Business		No previous Council resolutions. Vacant Site (partly encroached by illegal temporary structure)
Erf 32, Loerieheuwel	887 m²	Business		Council resolution for Short-term agreement with Lessee. Lessee requested to purchase land. Temporary structure (Usave)
Erf 2119, Hankey	1173 m²	Business		No previous Council resolutions. Vacant site (partially encroached illegally by neighboring owner temporary structure)
Erf 1433, Hankey	2123 m²	Business		No previous Council resolutions. Vacant site (partially encroached by temporary structure)
RESIDENTIAL ERVEN				

Erf 2360, Kruisfontein	640 m²	Residential Zone 1		Council resolution for Short-term agreement with Lessee. Lessee requested to purchase land. Temporary structure (Branding & Printing)

ANNEXURE "B"

EXTRACT OF MINUTES OF LAND EVALUTAION COMMITTEE MEETING HELD ON THE 26th OF JUNE 2023 AT 9AM, KOUGA MUNICIPALITY, ROOM 30, WOLTEMADE BUILDING – CONTINUATION OF MEETING HELD 31 MAY 2023

3.3 RECOMMENDATION TO LEC: LAND FOR DISPOSAL – CHURCHES / CRECHES AND BUSINESS AND RESIDENTIAL

ZONING	COMMENTS SUPPORTED/NOT SUPPORTED
Community Zone	**T.P**: Supported **Assets**: Supported subject to compliancy and all regulations and being considered. **C.S**: Supported **BC**: Submit building plan and get occupation certificate. **Tech**: supported subject to SDP being submitted (consider 5-meter boundary distances)
Business	**General**: Supported with condition of submission of SDP and type of business zone to be considered.

Consideration and description of purpose of land parcels to be disposed must be in accordance to adopted Land Use Scheme as depicted below, it should also be noted that churches can apply for consent use on business zone 1 and business zone 2 land parcels:

Land Use Category	1 Zoning	2 Purpose	3 Objective	4 Primary Use	5 Consent Use
Community	**Community Zone**	Education Worship Assembly Institution	• Provision of education and related uses. • Includes schools, crèches, tertiary facilities and support activities. • Provision for worship facilities and related uses. • Includes places of assembly. • Provision of a wide range of community facilities, including institutions. • Institutions include health care facilities, facilities for social welfare and physical health, clinics, community halls, multi-purpose centres as a consent use.	• Place of Worship • Place of Assembly • Place of Instruction	• Funeral Parlour • Institution • Sport Facility
	Authority Zone	Authority Use	• Land reserved for uses normally undertaken by National, Provincial and Municipal Government, providing a service to the general public (museum and places of cultural significance and heritage). • Land owned by organs of state including infrastructure, utilities and public amenities which do not qualify for inclusion into any other zone, i.e. electrical sub-stations, waste water treatment works, landfill sites, cemeteries & crematorium. • Including land uses relating to public services, i.e. police services, correctional facilities, fire protection, special uses that is not compatible within a single residential environment.	• Authority Use	• Subject to Municipality's decision|

Land Use Category	1 Zoning	2 Purpose	3 Objective	4 Primary Use	5 Consent Use
Business & Commercial	**Business Zone 1**	Low Intensity Business	• Business uses, including shops and offices to be accommodated on neighbourhood level and in areas identified by the SDF. • Provision for a variety of land uses for convenient shopping and associated requirements, restricting high impact uses. • Development can be restricted with respect to height and scale, limiting overall impact on surrounding softer land uses, i.e. Residential and community facilities.	• Shop • Office • Shopping Centre	• Bakery • Bottle Store • Car Wash • Funeral Parlour • General Residential Building • Gym • Hospital • Institution • Licensed Hotel • Micro Manufacturing • Petrol Filling Station • Place of Assembly • Place of Instruction • Place of Entertainment • Place of Worship • Tourist Facility
	Business Zone 2	High Intensity Business	• The variety of business and related land use types representing the needs within a sub-regional and regional context. • Key objective if this zone is to promote economic development, employment and mixed use through the inclusion of a wide range of uses. • Generally located within the existing strong commercial nodes, central business district and areas identified for a wide range of commercial uses and mixed use activity in the SDF. • For inclusion of storage, goods handling and general residential purposes. • Industrial and manufacturing uses are restricted.	• Business & Mixed Use • General Residential Building	• Uses other than those mentioned in Primary Use, excluding Noxious Use and Industry

ANNEXURE "C"

<u>The following conditions are proposed to be considered relevant in the selection and allocation of immovable property to places of worship</u>:

1. The size the congregation/membership (a minimum membership of 100 people) and be in the area for at least 5 years.

2. Availability of finance to acquire the site and commence development within three years.

3. Whether or not such a denomination is already represented in the area.

4. Whether or not welfare type facilities/activities will be provided in addition to religious facilities.

5. Whether or not the congregation/membership is drawn from the area in which a site is being applied for.

6. Church name and copy of registration.

7. Constitution of Church/Church Order.

8. Erf number and area / locality.

9. Resolution – Authorizing signatory on behalf of the church.

10. Copy of ID's of the authorized person/s.

11. Confirmation from the Ward Councillor.

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD9**

REQUEST FOR COUNCIL'S IN-PRINCIPLE APPROVAL AND AUTHORISATION TO ADVERTISE: RIGHT-TO-USE: PORTION 7 OF FARM 688, HUMANSDORP RD (GEELHOUTEBOOM)

1. **Introduction**

The purpose of this item is to request permission from Council for the temporary use of portion 7 of Farm 688, Humansdorp RD (Farm Geelhouteboom) as a possible solution to roaming animals in the area as well as protecting the assets.

2. **Background**

Communities in the Humansdorp area are historical subsistence farmers, farming with cattle and crops, but with the expansion of the area and cattle consisting of more than 500 cows, pigs, sheep, chicken, horses, etc. owned by the Emerging Farmers in Kwanomzamo (Humansdorp), land has become a huge challenge to graze the animals.

Most of the Emerging Farmers have registered Co-ops and through the office of the Ward Councillor, a meeting was held on Monday, 19 February 2024 to discuss the possibility of suitable land to accommodate the farmers.

Through Human Settlements, Kouga acquired land in Ward 1, adjacent to Kwanomzamo and only one (1) of the seven (7) portions, namely portion 19 of Farm 688 will be developed for Human Settlement purposes in the near future.

The other portions will only be developed at a later stage and Portion 7 of Farm 688 was identified as a short-term solution to the roaming animals challenge in Kwanomzamo and immediate surroundings.

Annexed hereto is an aerial image of the property as well as minutes of the meeting on Roaming Animals held 18 December 2023. **See attached **Annexure "A"**

3. **Discussion**

The Land and Property Administration Department conducted an investigation on the Farm Geelhouteboom and confirm that the property is already used by small scale farmers without a formal contract with the Municipality. The property also comprises of two dwelling units, a barn and few farm buildings. Pictures are attached below as **Annexure "B"**.

Allowing farmers to temporarily use the property will prevent illegal invasion. The intention is to request short term permission for a period not exceeding 3

years. The agreement may be renewed until a permanent solution is sought. The property is already zoned Agriculture and measures approximately 86Ha.

4. **Financial Implications**

Completed by BTO -	
Project Description	Expenditure: Contracted Services: Consultants and Professional Services: Business and Advisory: Research and Advisory. Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R80 014.18
Amount Available	R 123 533.82
Comment	
BTO Signature	KOUGA MUNICIPALITY 2024-02-26 BUDGET &TREASURY

5. **Applicable Legislation**

Municipal Finance Management Act 56 of 2003
Municipal Asset Transfer Regulations
Policy and Procedures for disposal of Immovable Assets as approved by Council.
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

Formal Lease Agreements will have to be entered into with applicant farmers for the use of the land and adherence should be given to the Commonage By-law as far as same is applicable.

7. **Other Implications**

The Department Agriculture, Land Reform and Rural Development must be engaged on for permanent solutions regarding commonages for emerging farmers as well as farmers requiring land for domestic livestock farming.

The Land and Property Department must determine the size and number of portions it will have available on the said Portion 7 to lease out to the farmers and the process by which the identified portions will be leased.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

The Municipality must enter into an Agreement with the farmers to clearly define the roles and responsibilities between the parties.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item recommendations supported. The respect towards the carrying capacity (LSU/ha) of the natural resource be included in the lease agreement in order to prevent any decay thereof.

8.4 **Director: Electro-Mechanical Services**

Item noted.

8.5 **Director: Community Services**

Noted.

8.6 **Deputy Municipal Manager**

Noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council **grant in-principle approval** and accept the recommendations for the alienation (right-to-use) of portion 7 of Farm 688, Humansdorp RD (Geelhouteboom).

10.2 That Council confirms that the said Portion 7 of Farm 688 Humansdorp RD (Geelhouteboom) is not needed for the provision of the minimum level of basic municipal services.

10.3 That all applicable costs, where necessary, be for the cost of the beneficiaries.

10.4 That Council considers the immovable properties to be made available for commonage purposes until such time that the property is needed for Human Settlement development purposes.

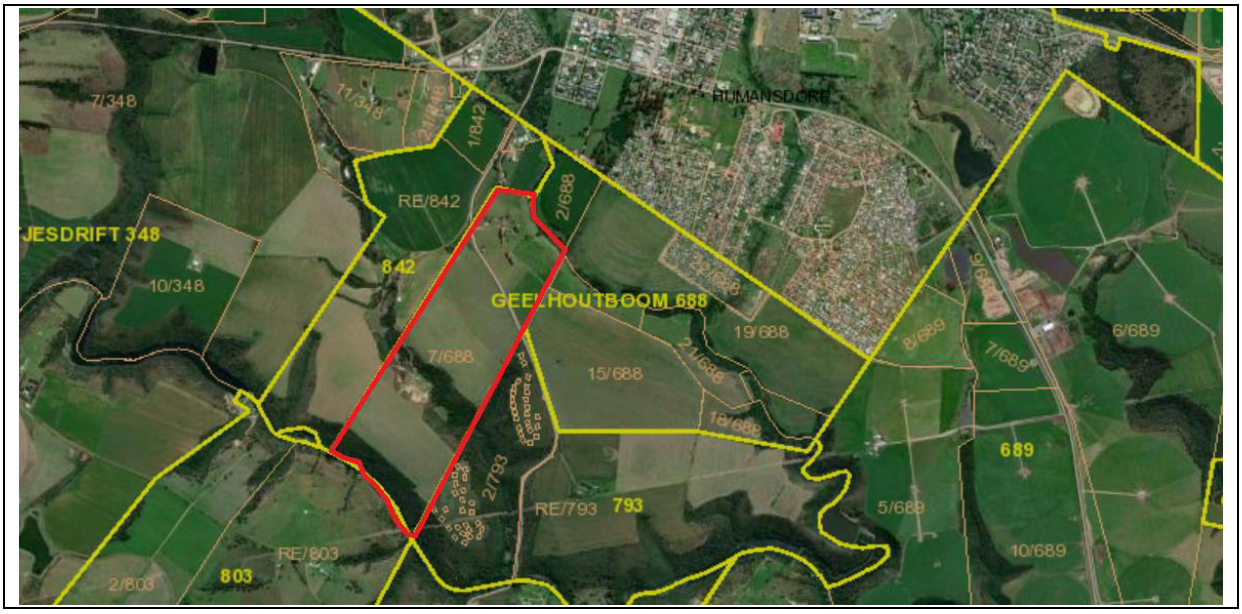
Item prepared by the: The Manager: Land & Property Administration

Item approved by the: Acting Director: Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"



Minutes of Roaming Animals Meeting held 18 December 2023:

Meeting Name:	Roaming Animals Meeting		
Date of Meeting:	18th December 2023	**Time:**	12h30
Chairperson:	Alderman Daniel Benson	**Location:**	CS Main Boardroom

Attendees	
Name	**Division**
Alderman Daniel Benson	MMC: Community and Safety Services
Lose Thobelani	DRDAR
Louise Barkus	SPCA Assissi
Sadrick Grootboom	KLM Land and Property
Marius Gysman	KLM Land and Property
Johnny Hayward	Law Enforcement
Qhakaza Nizibane	DRDAR
Rean Nel	Acting Manager: Safety and Security
Adam Floors	Law Enforcement
Yvonne Herbst	Senior Office Administrator
Apologies	

Name	Division
Anene Jonck	Acting Manager: Tourism, LED, Events and Marketing
Absent	
Name	**Division**
Vusi	LED Dept

The meeting was opened by Alderman Benson to discuss the issue of roaming animals and upcoming farmers and requested all to introduce themselves.
Alderman Benson requested Mr Dayimani (Agriculture Officer) to attend going forward and the LED Dept is to take over the meeting as it is their responsibility.
Alderman Benson said that roaming animals pose a health risk and endanger the residents. Alderman stated that it is a problem for the upcoming farmers and that this meeting is about how they are going to address and drive this challenging issue in and around Kouga.
Possible Solutions:
Land – Distributed (Where?)
Farmers to give a piece of their land to assist.
SPCA – Pounding of Animals
Grant In Aid Funds – Pound
Alderman Benson said that the Jeffreys Bay Agriculture Forum addressed him, but until a forum is established, he will not have further meetings with them.
Johnny Hayward said that they have 5 WhatsApp groups –
Kruisfontein – 12 Members
KwaNomzamo – 16 Members
Jeffreys Bay – 14 Members
Hankey – 10 Members
St Francis – 13 Members, and Law Enforcement advised on the groups to remove the roaming cattle in a certain area before impounding them. He said that they arranged for the cattle to be branded for free, which is law, with no participation from upcoming farmers. Alderman Benson said that the upcoming farmers would be held responsible and therefore did not participate.
Marius Gysman said they are trying to come up with a solution as they are responsible for land and want to be progressive, they attended an Animal Property meeting in Kruisfontein, which has about 4 portions that belong to Kouga and it has been allocated to emerging farmers. On the 12th of September 2023, the meeting was well supported by emerging farmers but realized that it was not including everyone, so they came up with a solution and drafted an item to the Council on

the 01st November 2023, for Kruisfontein and identified Gamtoos area, Farm 187 in Soetkloof in Hankey and stated that it is senseless to get the Council to approve an application made by one group of farmers when there are many other emerging farmers in the same area, that will sit with the problem, as they are not addressing the root cause. The idea is to get the Council to approve the land where they can use it as a commonage for all emerging farmers in the area. On the 06th of November 2023, in the drafting of the item, they requested from the Local Economic Development Department, the agricultural officer give their input into the item that will serve at the next Portfolio meeting.
The groups of people that claim to have a forum or oversee animals if they can work together as a collective forum in an area, then the Economic Development section in Finance, must invite all emerging farmers to register and acknowledge the forum from that community or from the areas that have challenges.
He stated that they are presently engaging with the National and Provincial Department of Public Works to acquire land for farming purposes, either as a donation or land swap especially in Jeffrey's Bay area, where there is no land available for emerging farmers.
Lose Thobelani said that he was glad about the report that was given because it showed that there are steps taken by the Dept as the problem is land and that is why the emerging farmers are not branding their animals as they do not have grazing land, a municipality must provide them with the commodities. If there is a commonage, then livestock, poultry, as well as cattle can graze on and the area must be big enough so there is no overgrazing there must be limitations to quantity allowed, water and fencing must be available and rotational grazing must be practiced there.
Provincial Government must give the land to the municipality so that the municipality can give it to the surrounding communities.
The Agriculture Dept only runs development, assists people with vaccinations etc.
Marius Gysman said that they have already engaged through the agricultural officer that he needs to be present in the next meeting as they have received an economic liability report for Soetkloof in Hankey. There is about 1,600 hectares of land, but only about 300 hectares is going to be good for grazing purposes.
When we say emerging farmer, there should be a bracket or ceiling as people cannot remain emerging farmers forever and move to commercial farming, we must work towards a ceiling for e.g.: they have 50 and more cattle, then they must move to another bracket.
Marius Gysman said that they are going to investigate this thoroughly in the new year, with the economic development section, land affairs, and National Provincial Government, and come up with a solution.
Alderman Benson asked who must drive this, and Marius Gysman replied LED, Alderman agreed, and they must invite him as a guest.

Marius Gysman said only one (1) forum, Lose Thobelani said that there should be an umbrella forum and they will know who the emerging farmers and channel is their services through the forum, Marius Gysman agreed that they should be established per area as the emerging farmers know their area.
Alderman Benson said every area must have a forum and a chairman representing them which LED must run with the program asap and that he will not entertain the Jeffreys Bay Forum until they are established through the LED Dept.
Alderman Benson said Law Enforcement is to continue warning the emerging farmers of any roaming animals in their area as the safety on our roads is the top priority.
Rean Nel said that they will continue with the groups as they are proving effective, and the emerging farmers are taking the responsibility to fetch their animals before they are impounded.
Louise Barkus asked if there would be training or any qualification required, or if they register as an upcoming farmer. Alderman Benson replied that the Agriculture Dept must give training and emerging farmers must belong to a forum in their area.
Lose Thobelani, said by law every animal must be branded and have a branding certificate with their own brand mark, it can take up to three months to get a certificate.
With nothing further to discuss, Alderman Benson closed the meeting at 13h33.

Annexure "B"



























KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD11**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 1567, PELLSRUS

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 1567, Pellsrus to Lilungelo Lomntwana Jbay Training Centre NPC (Registration Number: 2022/770104/08).

2. **Background**

The request is for the lease of Erf 1567, Pellsrus to Lilungelo Lomntwana Jbay Training Centre NPC for an Early Childhood Development Training Centre as there are no such facilities in the area. ****Copy of application is attached as Annexure "A".**

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 1567, Pellsrus was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

The applicant is a retired Educator and has a passion for Education and wants to empower the community with the necessary skill, accreditation, etc.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY

Comment	

5. **Applicable Legislation**

Municipal Finance Management Act 56 of 2003
Municipal Asset Transfer Regulations
Kouga Municipal Disposal of Immovable Assets Policy of 2020
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Reported noted

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the lease of Erf 1567, Pellsrus for 9 years and 11 months to Lilungelo Lomntwana Jbay Training Centre NPC (Registration Number: 2022/770104/08), with restrictive conditions in respect of the land usage for the sole purposes of social care uses.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of R380.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses, as the structure will not be erected by the municipality.

10.4 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That Council authorizes the Accounting Officer to enter into long-term lease agreement with Lilungelo Lomntwana Jbay Training Centre NPC (Registration Number: 2022/770104/08) and that an annual escalation clause be included in the written lease agreement.

Item prepared by the: The Manager Land & Property Administration



Item approved by the: Acting Director Planning & Development



Item endorsed by the Municipal Manager:



Item noted by Portfolio Chairperson:



Annexure "A"

Dear Sir/Madam

Enclosed please find an application for a piece of land in Jeffreys Bay, specifically ERF no. 1567 Calamari Street Pellsrus. The aim of this piece of land is to build an Early Childhood Development Training Centre. As compassionate community workers, we are aware of the challenges the youth of today are facing, especially young females.

This project aims to address challenges like unemployment, low-esteem, teenage pregnancies which could lead to low moral fibre. As each individual is born with an innate sense of worthiness, this project guarantees to restore those values as we firmly believe that even just one holistically trained ECD practioner will have the power to save the direction of a vulnerable 5 year old.

To show how determine we are to ignite the fire of education, we have permission from the principal and SGB members to start with official ECD training classes as from January 2023. We will be utilizing the Jeffreys Comprehensive High School's media centre. We will be contractual employees of an established and accredited company based in Boksburg. Kindly acknowledge the relevant documents included as proof that we do meet all the necessary requirements from SETA, SAQA and QCTO.

We are convinced that this project will have a ripple effect on the moral values of this community, indirectly addressing the current challenges of society. We know it will be small steps, but we believe that giant steps will be bound to follow as this project is driven by a deep and sincere desire to bring a change.

Trusting that our humble plea for a piece of land will be favourably considered.

Yours in Education

Jean Jannet Dennis: Chairperson

Janine Lynn Dennis: Treasurer

Nomsa Julia Charlie: Secretary

DOCUMENT INFORMATION SHEET

Title of Document	:	**Business Plan for Early Childhood Development Training Centre**
Type of Document	:	**Business Proposal**
Report Number	:	**Early Childhood Development-2022-10**
Prepared by	:	**Jean Jannet Dennis, Janine Lynn Dennis, Nomsa Charlie**
Typed by	:	**Janine Dennis**
Business Unit	:	**Business Support**
Prepared for	:	**Early Childhood Development Training Centre**
Date of Issue	:	**11 October 2022**

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1. EXECUTIVE SUMMARY

- This business plan was prepared for Lilungelo Lomntwana JBay Training Centre to apply for a piece of land to build our Early Childhood Development Training Centre.

2. OUR REASON FOR EXISTANCE

- Lilungelo Lomntwana JBay Training Centre is in the process of establishing a non-profit company.
- Our operations will include Early Childhood Development Training level 4 and level 5.
- Lilungelo Lomntwana JBay Training Centre was established by its Founder, Mrs. ***(Jean Jannet Dennis)*** who has approximately (46 years' experience in Education from Grade r up to Grade 12)
- Lilungelo Lomntwana JBay Training Centre has a total number (Number of Teachers, 2)

3. OUR MISSION

- Our mission is to provide quality Early Childhood Development training that meets the requirements to become an Early Childhood Practioner. We pride our organisation's focus on the student's needs, while providing quality, reliable and transparent services.
- Students entrusted to us will achieve their desirable outcome after they have been holistically developed into fearless, goal-directed, well-equipped Early Childhood Development Practioners who will in return be able to mould a vulnerable learner into a confident child who will be able to meet the demands of his or her age-group.
- Service delivery by facilitators who are competent, passionate, and subject matter experts.
- Providing quality, credible, and relevant training.
- Ensure that recipients of training are holistically developed to give justice to the initial purpose of their training.
- To be transparent, accountable, and approachable.
- To create a conducive environment whereby trainees will feel safe to voice their fears, doubts, or any complaints.
- To be adaptable to adjust where required to stay ahead of the current standards of the ultimate outcome.

4. OUR VISION

- To create a conducive environment where quality Early Childhood Development training will be provided.

5. OBJECTIVES

The organization's main objectives are:

- The vision and mission of our organisation is achieved through the underlying strategic objectives.
- Addressing moral degeneration and apathy through empowering females to become change-agent through laying a solid foundation in Early Childhood Development.
- Makes provision for learners who completed Grade 10 but couldn't continue schooling due to circumstances beyond their control.
- To enhance equitable access to and improve the quality of early childhood development training.
- Includes matriculants who couldn't pursue their studies due to financial constraints but still have the desire to further their students.
- Provides training for current creche owners who are not officially trained but due to the requirement by Department of Basic Education for formal training when teaching children from 5yrs upwards.
- To always act professionally yet approachable and empathetic to the students' individual challenges.
- To create and maintain a meaningful relationship with stakeholders who will assist in upholding the ethics and productive service delivery of the organisation.
- To advise students and offer support

6. OUR PROGRAMMES

We are offering the following programmes:

- Early Childhood Development Level 4 (12 months)
- Early Childhood Development Level 5 (12 months)
- Various short courses including First Aid level 1

7. CHALLENGES FACING ESTABLISHMENT OF AN EARLY CHILDHOOD DEVELOPMENT TRAINING CENTRE

The establishment of an Early Childhood Development training Centre would be facing the following challenges:

- Acquiring a piece of land

8. MANAGEMENT

Lilungelo Lomntwana JBay Training Centre is managed by its management committee which consists of at least 3 persons. The management committee which is led by the Chairperson is responsible for the strategic management and the day-to-day management of the organization. The management structure consists of a Chairperson, Treasurer, and a Secretary.

Minimum standards:

- Administrative systems and procedures must be in place to ensure the efficient management of the Early Childhood Development Training Centre.
- The privacy of the student must be respected and protected. There must be admission policies that provide for the student who is affected or infected by HIV and AIDS.
- Policies and procedures regarding reportable incidents or actions must be provided to families.
- Administrative systems for managing the organization must be developed and maintained.
- Records and information on the student must be kept up to date.
- Families must be given information and policies relating to the organization.

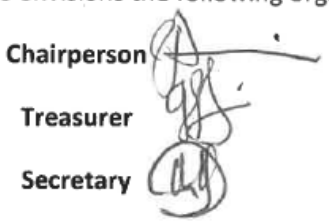
Organization's information and policies must be given to families before the student is admitted.

Families should know what is expected of them and what policies guide the organization:

- The days and hours of opening
- Students can enroll if they have Grade 10 to grade 12 or anyone who owns a creche that does not have formal training
- Procedures to be followed when planning an excursion.
- Steps to be taken in case of an injury or accident or if a student is taken ill while at the organization.
- Admission of ill students
- Tuck-shop
- Course fees, monthly fees payable.
- Notice of termination of attendance at the organization.
- Policies on admission of students with disabilities, chronic illnesses, HIV and AIDS infected and affected students.
- Management structures within the organization;
- Written complaints procedure.

9. ORGANISATIONAL STRUCTURE

Lilungelo Lomntwana JBay Training Centre envisions the following organizational structure



Lilungelo Lomntwana JBay Training Centre

9.2 FUNCTIONAL RESPONSIBILITIES

The founders will wear multiple hats in performing different roles and responsibilities in performing the duties of the organization.

Key attributes for each of these positions are discussed below:

- **The Chairperson**– Will be responsible for the following:
  Jean Jannet Dennis, a retired educator who will serve as the principle of the training centre, will also be a facilitator and student advisor, liaison with all the relevant stakeholders.
  Strategic planning, with the governance committee to development of a business plan.
  Administrative Functions.
  Programme design and development.
  Marketing and promotion.
  Networking and development of strategic partnerships.
  Regular reporting to governance committee and funders on activities and outputs.
  Convening of regular governance committee meetings and Annual General Meetings.

- **Treasurer-**Will be responsible for the following:
  Janine Lynn Dennis will also serve as a facilitator, marketing officer and lesson planner.
  Budget management and financial accountability.
  Performing miscellaneous job-related duties as assigned.
  Ensuring compliance with local, provincial, and national legislation relating to occupational health and safety, fire and sanitation.
  Administrative functions

- **Secretary**-will be responsible for the following:

Nomsa Charlie with her vast experience in the secretarial field would ensure smooth running of the project whereby any form of communication will be immediately attended to. Administration will be done in transparent manner and accessible upon request.

With a team, driven by excellence, passion and commitment, any student will be guaranteed a holistic development in a career so tender and precious as once they qualified, they will be moulding the lives of vulnerable children into strong individuals ready to take a firm step when they enter Grade 1 where they would be ready to face another phase of their lives towards maturity.

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Wednesday, October 12, 2022 at 11:30

Companies and Intellectual Property Commission
a member of the dti group

Disclosure Certificate: Companies and Close Corporations

Registration Number: 2022 / 770104 / 08
Enterprise Name: LILUNGELO LOMNTWANA JBAY TRAINING CENTRE

ENTERPRISE INFORMATION

Registration Number	2022 / 770104 / 08
Enterprise Name	LILUNGELO LOMNTWANA JBAY TRAINING CENTRE NPC
Registration Date	12/10/2022
Business Start Date	12/10/2022
Enterprise Type	Non Profit Company
Enterprise Status	In Business
Compliance Notice Status	NONE
Financial Year End	February
TAX Number	9134009274

Addresses

POSTAL ADDRESS
37 NAUTILUS STREET
C-PLACE
JEFFREYS BAY
EASTERN CAPE
6330

ADDRESS OF REGISTERED OFFICE
37 NAUTILUS STREET
C-PLACE
JEFFREYS BAY
EASTERN CAPE
6330

ACTIVE MEMBERS / DIRECTORS

Surname and First Names	Type	ID Number / Date of Birth	Contrib. (R)	Interest (%)	Appoint. Date	Address
DENNIS, JEAN JANNET	Director	5502260084082	0.00	0.00	12/10/2022	Postal: 37 NAUTILUS STREET, C-PLACE, JEFFREYSBAY, EASTERN CAPE, 6330 Residential: 37 NAUTILUS STREET, C-PLACE, JEFFREYSBAY, EASTERN CAPE, 6330
CHARLIE, NOMSA JULIA	Director	7105110397080	0.00	0.00	12/10/2022	Postal: 6969 HENRY FAZZIE STREET, OCEAN VIEW, JEFFREYS BAY, EASTERN CAPE, Residential: 6969 HENRY FAZZIE STREET, OCEAN VIEW, JEFFREYS BAY, EASTERN CAPE,
DENNIS, JANINE LYNN	Director	8904200118086	0.00	0.00	12/10/2022	Postal: 37 NAUTILUS STREET, C-PLACE, JEFFREYS BAY, EASTERN CAPE, 6330 Residential: 37 NAUTILUS STREET, C-PLACE, JEFFREYS BAY, EASTERN CAPE, 6330

AUDITOR DETAILS

Auditor Name	Type	Status	Appointment Date	Resignation Date	Email Address

Profession Number:

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9573

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Wednesday, October 12, 2022 at 11:30

Companies and Intellectual Property Commission
a member of the dti group

Disclosure Certificate: Companies and Close Corporations

Registration Number: **2022 / 770104 / 08**
Enterprise Name: **LILUNGELO LOMNTWANA JBAY TRAINING CENTRE**

CHANGE SUMMARY

12/10/2022 Registration of CC/CO on 12/10/2022.
New Company Registration - Web Services : 9999 : Ref No. : 9374735892

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9573

SERVICE LEVEL AGREEMENT (SLA)

T4
TECHNOLOGIES PTY (LTD)
EARLY CHILDHOOD DEVELOPMENT

BETWEEN

T4 Technologies (Pty) Ltd

Address: 11 Anderson Street

Suburb: Boksburg

City: Boksburg

Area Code: 1460

And

JJ Dennis and Partner

37 Nautilus Street

C-Place

Jefferey's Bay

Area Code: 6330

This service Level Agreement (SLA) is between as the service provider **T4 Technologies (Pty) Ltd and JJ Dennis** as the Client.

Please find bellow the service level agreement. In case of any concern(s) please consult the service provider prior signing.

AD 0

CONTENTS

The overview of the agreement

T4 Technologies (Pty) Ltd render a service to JJ Dennis. This service entails: using learning programme (s), and advice concerning facilitation, assessment and moderation to JJ Dennis and Partner solicited; albeit as a separate service, thus not the primary focus of this agreement.

This Agreement outlines the parameters of all services covered as they are mutually understood by the primary stakeholders. This Agreement does not supersede current processes and procedures, unless explicitly stated herein. This Agreement remains valid until superseded by a revised agreement mutually endorsed by both stakeholders.

Purpose, Goals & Objectives

The **purpose** of this Agreement is to ensure that the proper elements and commitments to provide consistent service support and delivery to the Client are well situated. It is to present a clear, concise and measurable description of service provision to the client.

The **goal** of this Agreement is to obtain mutual agreement for service provision between the Service Provider and Client. It is to match perceptions of expected service provision with actual service support & delivery.

The **objective** of this Agreement is to speak to matters of service, ownership, accountability, copyright, roles and/or responsibilities. It is to provide clear reference to service provision with actual service support & delivery

Stakeholders

As aforementioned, T4 Technologies (Pty) Ltd is the Service Provider and JJ Dennis and Partner, the Client; thus, they are primary stakeholders to this agreement.

AO

Periodic Review

This Agreement is valid from the **Effective Date** outlined herein and is valid until further notice. If a need arises to review this agreement, and is endorsed by both parties, it will be welcomed; however, in lieu of a review during any period specified, the current Agreement will remain in effect.

SERVICE AGREEMENT

The following detailed service parameters are the responsibilities and roles for both the Service Provider and the Client in the ongoing support of this Agreement.

Service Scope

The following Services are covered by this Agreement

The Service Provider Responsibility(ies)

T4 Technologies (Pty) Ltd will be responsible for the following:

- Proving a soft copy of the learning material in a form of a disc to JJ Dennis and Partner.
- Granting permission to JJ Dennis and Partner.
- to use the learning material as they deem fit.
- Granting permission to JJ Dennis and Partner.
- to replicate the learning material.
- Granting copyright permission to JJ Dennis and Partner.
- , however, not to sell.

Programme Approval

The service provider will facilitate the programme approval process, by ensuring that programme(s) submitted to the relevant SETA are successful, and the client obtains programme approval.

AO

The SLA covers the following learning materials (Qualification):

No.	Unit standard/Qualification title	ID No.:	NQF L	Credits
1.	Further Education and Training Certificate: Early Childhood Development	58761	4	140

The service provider could further assist the smooth operation of the training, by advising on matters patterning to facilitation, assessment, moderation and certification; if this service is solicited.

Therefore, the responsibility(ies) and/or requirements in support of this Agreement from the Service Provider includes:

- Meeting response times associated with service-related incidents.
- Satisfactory service delivery to the client.

Client's Responsibility(ies)

- **JJ Dennis and Partner, will be responsible for the following:**

- **Payment of R15000 within the 1st year of trade and R750 per student per year thereafter.**

- Using the material as they deem fit for the next 5 years
- Duplicating it on their own if they so wish.
- Acknowledging T4 Technologies (Pty) Ltd as the original source of the material.
- The client may not sell the material to other providers as the copyright remains with

Service Assumptions

Assumptions related to in-scope services and/or components include:

- Changes to services will be communicated and documented to all stakeholders.

AO

Service Management

Effective support of in-scope services is a result of maintaining consistent service levels. The following sections provide relevant details on service availability, monitoring of in-scope services and related components.

Service Availability

Coverage parameters specific to the service(s) covered in this Agreement are as follows:

- Telephone support between 8:00 A.M. to 4:00 P.M. Monday – Friday, besides on holidays.
- Calls received out of office hours will be forwarded to a mobile phone, and best efforts will be made to answer the call.
- Email support monitored between 8:00 A.M. to 4:00 P.M. Monday – Friday
- Emails received outside of office hours will be collected, however no action can be guaranteed until the next working day
- If necessary, onsite assistance is guaranteed within 72 hours during the business week

Service Requests

In support of services outlined in this Agreement, the Service Provider will respond to service-related incidents and/or requests submitted by the Client within the following time frames:

- 8 hours (during business hours) for issues classified as high priority.

Future Services

The successful deliverance of the aforementioned services will then form basis for future business relation between the two companies.

Closure

This SLA only serves for the aforementioned learning programme(s) and any working relationship and terms and conditions of that particular agreement between these two parties which might ensue, will be elaborated upon in future. But for now, its jurisdiction does not extend beyond what is stated above.

SIGNATORIES

T4 Technologies (Pty) Ltd Representative: Mr. Andrew Opperman

Signature: .....

Date: 11 October 2022

Ms JJ Dennis and Partner

Signature: .....

Signature: .....

Date:

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 1567 PELLSRUS, EASTERN CAPE (Vacant land only) 1009m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

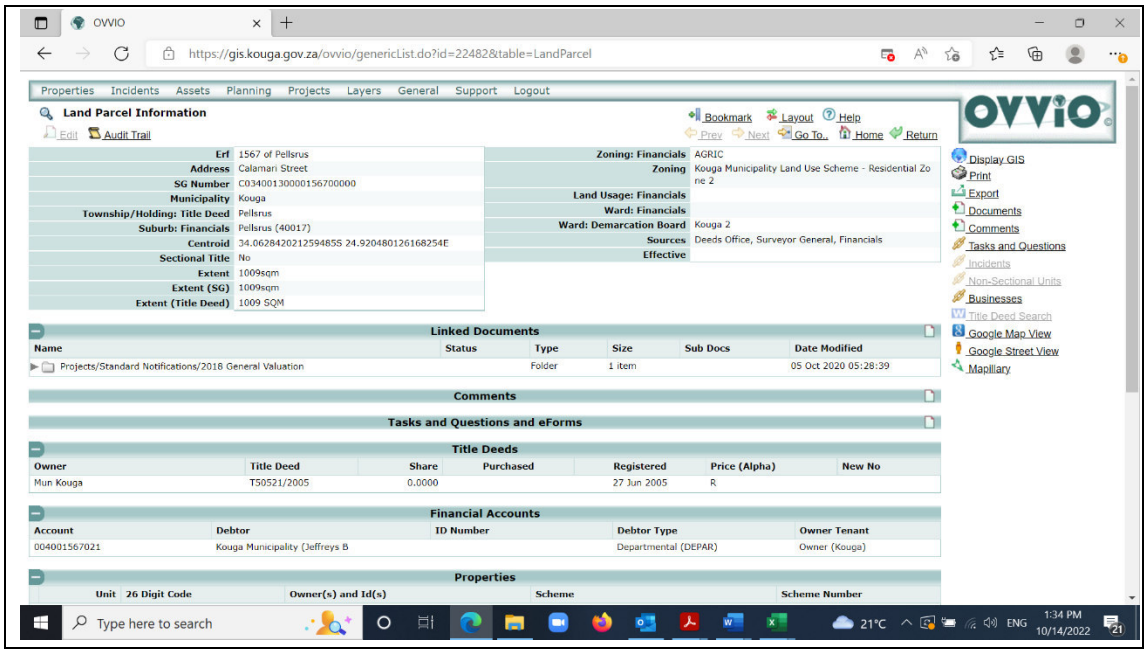
I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

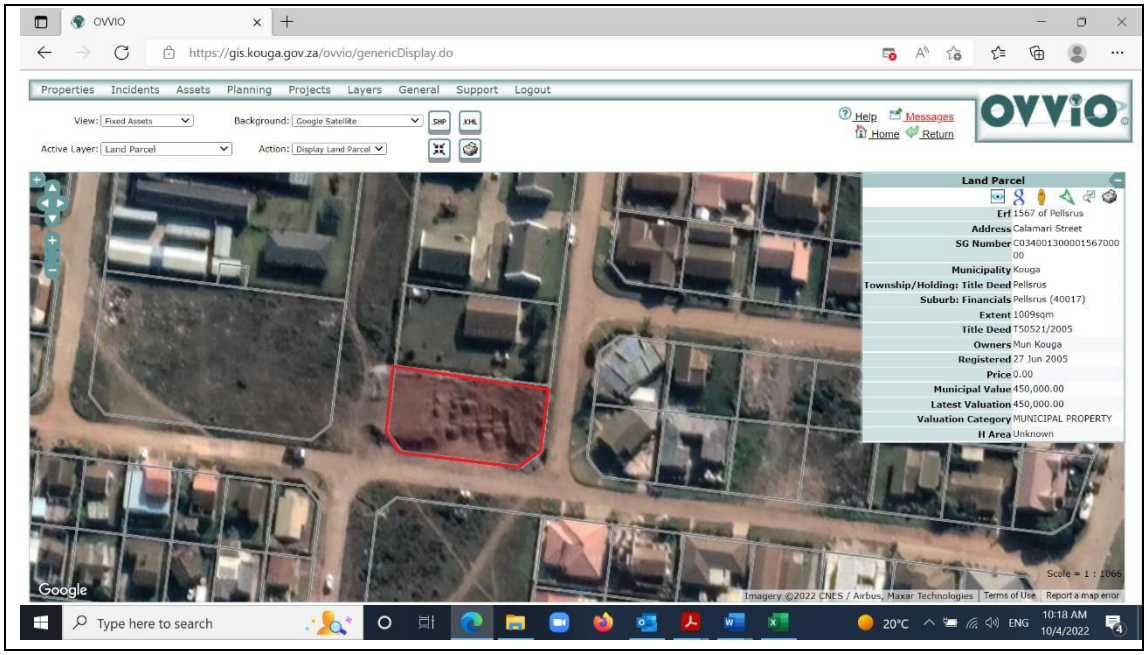
R380.00

(Three Hundred and Eighty Rand Only) - per month

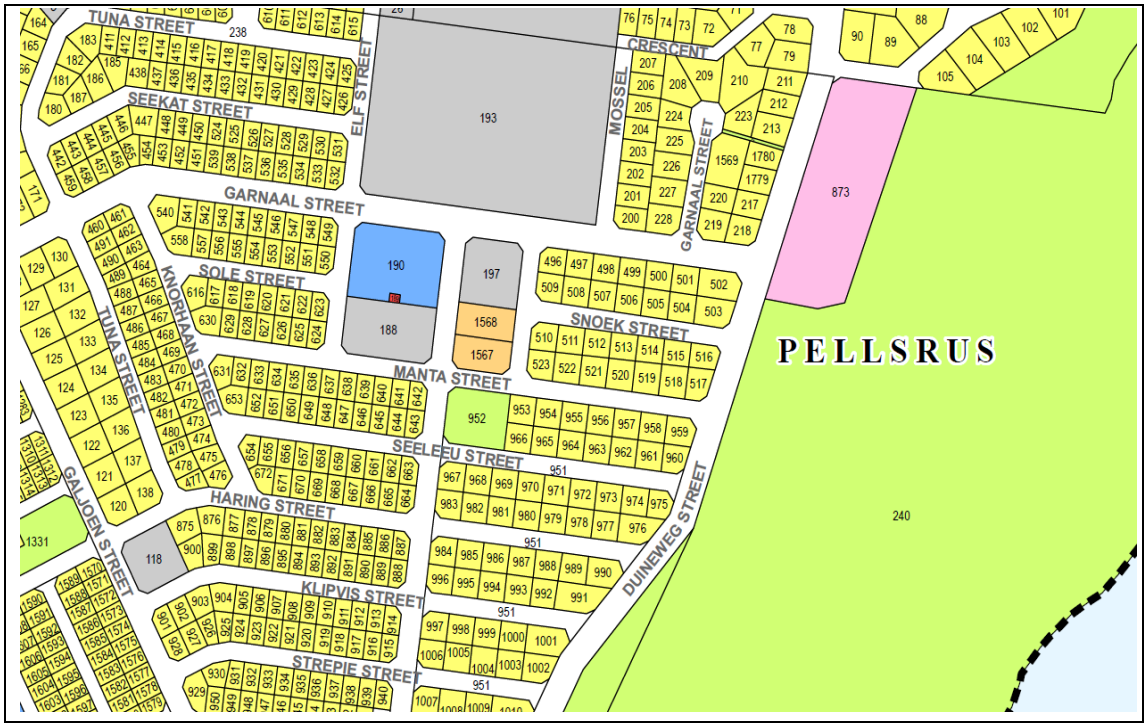
Annexure "D"

Aerial image and Section 14 comments





Zoning as per 2020 approved SDF



Section 14 comments from service departments

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 1567	Pellsrus	If proposal not in line with zoning. Developer/applicant must obtain appropriate land use rights in terms of SPLUM By-law. No contravention of title deed provisions is allowed.	Supported. Building plans to be submitted after land use authorization.	**TS:** There is no objection/reason that I know of against supporting this application from civil services. Please clear with Electrical also. **H.S:** Supported **AS:** Supported **C.S:** No comment **S.P:** Supported, Subject to that applicant rezones subject property to appropriate usage.

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD12**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 1160, HUMANSDORP: HALALISANA TOWNSHIP INCUBATOR

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 1160, Humansdorp to Halalisana Township Incubator (Registration Number: 2022 / 730757 / 08).

2. **Background**

The request is for the lease of Erf 1160, Humansdorp to Halalisana Township Incubator for a Township Incubation Centre as there are no such facilities in the area for the development of a shared facilities in accredited technology training and goods manufacturing.

The HTI is a specially designed facility that offers services to help startups innovate, upskill and grow.

It will provide a shared manufacturing facility, machinery, workspaces, mentorship, accredited education, skills programmes and access to potential investors for startups.

It develops a clear idea of exactly which markets or supply chains the incubated clients will slot into which supports the local business, municipal economic development plan, academia and the wider community.

Small businesses and digital skills are vital to the success of an economy and the principal provider of jobs across the country.

The hub looks to address this need through manufacturing and to establish an academic institution providing technological programmes.

Attached is the application received for the lease of the municipal property at Erf 1160, Humansdorp as well as commitment from SEDA of the funding for the project. ****See attached as Annexure "A"**

3. **Discussion**

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 1160, Humansdorp was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grants final approval** for the lease of Erf 1160, Humansdorp for 9 years and 11 months to Halalisana Township Incubator (Registration Number: 2022 / 730757 / 08).

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of R2,950.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council.

10.4 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.5 That the lease be cancelled if the purpose for which the lease is applied for is not implemented within 3 years from date of signed lease agreement.

10.6 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.7 That Council authorizes the Accounting Officer to enter into a written long-term lease agreement with Halalisana Township Incubator (Registration Number: 2022 / 730757 / 08) and that the lease provides for the annual escalation of the monthly rental.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

HALALISANA
TOWNSHIP
INCUBATOR

C: 081 460 5191
E: angela.hendriks1@gmail.com

TO: KOUGA MUNICIPALITY

RE: ERF 1160 and Establishment of a Digital Hub

To Whom it May Concern DATE: 24 August 2023

This serves to confirm that the Halalisana Township Incubator has engaged the current and previous Mayors Hattingh Bornman and Horatio Hendricks, Lee-Ann Opperman, Cedrick Grootboom and Marius Gysman regarding the establishment and development of a Mixed Manufacturing and Digital Hub on ERF 1160 in Humansdorp.

As discussed we received funding from SEDA and have a signed MOA with them for this development, specifically earmarked for the Sarah Baartman district. Unfortunately the deadline for the development was expedited due to a visit from the Minister of Small Business Development (Stella Ndabeni-Abrahams) in November ,hence the urgency to fast track the processes. The necessary infrastructure will determine the successful rollout and progress and our ability to meet our commitments that will positively influence the future of the Kouga Local Economy.

Because of this we humbly ask for your approval in order for us to commence with the earthworks and sub-structure while the drawings that we will be submitting is going through the approval phase. We believe that this initiative will empower the local community and with the right support this initiative will assist in providing the local community with the opportunity to uplift themselves and strengthen our local economy.

Your favourable consideration and support in this matter will be greatly appreciated.

Kind Regards

Angela Hendriks
CEO Halalisana Township Incubator (HTI)

Directors: A Hendriks; C Kettledas; R Maarman

HALALISANA
TOWNSHIP
INCUBATOR

C: 081 460 5191
E: angela.hendriks1@gmail.com

TO KOUGA MUNICIPALITY

RE: LEASING OF ERF 1160

To Whom it May Concern

DATE 11 August 2023

Close to the end of 2022 we had our first Stakeholders Breakfast whereby the Kouga Municipality was invited to join us in finding out the plans and vision for the establishment of a manufacturing and digital hub in the area.

We will be establishing The Halalisana Township Incubator in the Humansdorp area which will serve the community of Kouga, Sarah Baartman District and surrounding communities by offering services ranging from mentorship, training, office space, business support to digital training and manufacturing.

We applied to SEDA (Department of Small Business Development) for grant funding of the establishment of the incubator which has been approved and also have a signed Memorandum of Agreement with SEDA.

The agreement is dependant on us securing land or property in Humansdorp by Friday 18 August 2023 to commence construction and complete the establishment in November 2023.

We have therefore reached out to the Kouga Municipality to assist us with property that can be used to establish the hub.

The reason for application is to lease ERF 1160 with the intent to purchase the property.

The hub will be a mainstay for economic development and will play a pivotal role in the growth of the Kouga Municipality, for this we request your assistance in these last steps required to complete our agreements with the funder.

Kind Regards
Angela Hendriks

National Office

The Fields, Office Block A
1066 Burnett Street
Hatfield, 0833
P.O. Box 56714, Arcadia, 0007

Tel: +27 12 441 1000
Fax: +27 12 441 2064

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an agency of the dsbd

Ms Angela Hendricks
Center Manager: Halalisana Township Incubator
12 Heugh Street
Humansdorp
6300

Email angela.hendricks1@gmail.com

26 March 2023

Dear Ms Angela Hendricks

APPROVAL OF THE 2022/23 FINANCIAL YEAR (FY) BUSINESS PLAN FOR HALALISANI TO ESTABLISH TOWNSHIP INCUBATOR

Thank you for the submission of the business Plan for the establishment of a Township Incubator. The submitted Plan is hereby approved for an amount of R5 000 000.00 (five million rands only). The approved funding will be disbursed in tranches that will be communicated to the centre by Seda. The approval is subject to the following conditions:

1. A valid Memorandum of Agreement (MoA) with Seda;
2. Submission of a signed and Interim Board approved business plan and budget.
3. The centre must provide proof to Seda within a calendar month once the first tranche has been disbursed that the premises have been secured for the establishment of the Incubator as per Seda Incubation Centre Spec. (Memorandum of Agreement/Lease Agreement)
4. A letter of request for the first tranche payment addressed to Seda, indicating the approval of the Centre's business plan by the Board of Directors together with required documentation must be submitted to Seda before the first tranche can be paid.
5. PFMA Policy must be utilized for all procurement processes
6. The center must revise and submit its work plan and budget in accordance with Seda's approved funding;
7. Seda's availability for Board Meetings must be secured before confirming the meeting;
8. The center will be required to agree and sign a specific establishment project plan which will be monitored and evaluated monthly.
9. Seda must be provided with quarterly progress reports, all means of verification (MOVs) and monthly expenditure reports indicating the amount received; the actual

BOARD MEMBERS:
- MS X DAKU (CHAIRPERSON)
- MS NF KANA (DEPUTY CHAIRPERSON)
- PROF V GUMEDE
- MR J MATSHO
- MR N MBATHA (ACEO)
- MR M MFULENI
- MR JS MTSWENI
- MR P MQINGWANA
- DR MJ NDLOVU
- MS GN NGCUKUVA
- MS BT NKAMBULE
- MS TV TOBIAS-POKOLO
- DR M QOBO

National Office

The Fields, Office Block A
1066 Burnett Street
Hatfield, 0833
P.O. Box 56714, Arcadia, 0007

Tel: +27 12 441 1000
Fax: +27 12 441 2064

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an agency of the dsbd

expenditure; and variance(s) with explanation(s). Signed off Quarterly progress and Financial Reports with bank statements to be submitted to Seda before the following dates:

Quarter 1: 30 June 2023
Quarter 2: 30 September 2023

10. Seda must be provided with quarterly progress reports, all means of verification, bank statements, invoices and all related documents that Seda might request
11. Seda must be provided with quarterly progress reports, all means of verification, bank statements, invoices and all related documents that Seda might request.
12. Seda will not be held responsible for any deficit/shortfall in the funding of the approved Business Plan.
13. This letter must be read in conjunction with the MoA and they together constitute a full agreement between Seda and the center;
14. All conditions contained in the MoA and all its annexures between Seda and the Centre remain applicable and are binding for the duration of the contract;
15. The center is STRONGLY URGED to increase its sustainability efforts and reduce its level of financial dependency on Seda;
16. The funds will be disbursed to the incubator once an NPO is registered as per the incubation policy requirement.

Funding will be transferred in three tranches and released as follows; 20% for the first tranche and 40% for each of the subsequent two remaining tranches, subject to the timeous submission of progress report completed as per the project plan.

We look forward to your contribution in the 2022/23 financial year.

Yours sincerely,

Nkosikhona Mbatha
Acting Chief Executive Officer

BOARD MEMBERS:
- MS X DAKU (CHAIRPERSON)
- MS NF KANA (DEPUTY CHAIRPERSON)
- PROF V GUMEDE
- MR J MATSHO
- MR N MBATHA (ACEO)
- MR M MFULENI
- MR JS MTSWENI
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NB: HALALISANI Acknowledgement and acceptance of above conditions:

_____ _____

Signed by the Chairperson **Signed by the Centre Manager/CEO**

Date: _____ **Date:** _____

BOARD MEMBERS:
- MS X DAKU (CHAIRPERSON)
- MS NF KANA (DEPUTY CHAIRPERSON)
- PROF V GUMEDE
- MR J MATSHO
- MR N MBATHA (ACEO)
- MR M MFULENI
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- MR P MQINGWANA
- DR MJ NDLOVU
- MS GN NGCUKUVA
- MS BT NKAMBULE
- MS TV TOBIAS-POKOLO
- DR M QOBO

MEMORANDUM OF AGREEMENT

ENTERED INTO BETWEEN

SMALL ENTERPRISE DEVELOPMENT AGENCY

A juristic person established in terms of Section 9(1) of the National Small Enterprise Act 1996 (Act No 102 of 1996) as amended herein represented by **Mr Nkosikhona Mbatha** in his capacity as **Chief Executive Officer** being duly authorized thereto on the one part

("Seda")

And

HALALISANA TOWNSHIP INCUBATOR NPC

A company duly incorporated in terms of the laws of South Africa with registration number: **2022 / 730757 / 08,** herein represented by **Ms Cheryl-Ann Kayla Kettledas** in her capacity as **Interim Board Chairperson** being duly authorised thereto on the other part.

("HTI)

Hereinafter referred to as "the Parties".

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an agency of the dsbd

1. PREAMBLE

1.1 WHEREAS it has become necessary for **Seda** to provide Incubation Support Funding for HTI to implement the HTI business plan and/or implementation plan and which funds have been allocated to **Seda** by **DSBD** and where **DSBD** and **Seda**'s funds have been approved by Parliament;

1.2 And, whereas, **HTI** is registered as a legal entity;

1.3 And, whereas, the Parties have agreed to the **HTI** business plan and/or implementation plan (Annexure A);

1.4 And, whereas, the parties agree that there shall be no expectation of future renewal of this agreement and that any decision to renew shall rest exclusively with Seda;

1.5 And, whereas, amounts allocated by **Seda** in respect of this Agreement and so indicated in **Seda**'s approval letters for:

1.5.1 Year 1 (one) 2022/23 financial year, as will be approved by the adjudication committee, and

1.5.2 Year 2 (two) 2023/24 financial year the allocated funds will be subject to the approval of the respective year's implementation plans and the availability of funds from **DSBD** and other sources; and wherein clause 3.3 hereto is applicable.

1.6 And, whereas, with the implementation of the HTI's Business Plan, HTI will be responsible for the administration of the funds available for the HTI incubation programme/special projects and for the effective, efficient and economical utilisation of the funds to achieve the objectives of **HTI**;

1.7 And, whereas, HTI has been established as part of a strategy for the development and promotion of the entrepreneurial culture in the community and surrounding catchment;

1.8 And, whereas, the overall objective of the business plan and/or implementation plan is to enhance the competitive capability of the South African small enterprises to compete in the global market and ensure high investment returns, SMME creation, job creation and economic growth with primary focus on the empowerment and upliftment of previously disadvantaged individuals;

1.9 And whereas, the Directors of HTI shall endeavour to ensure the attainment of the objectives, as set out in the HTI Business Plan;

1.10 And whereas, HTI undertakes to administer the funds available to HTI and to manage the HTI Business Plan;

1.11 And whereas, this Agreement will, notwithstanding the signature date, be in force for a period of 2 (two) financial years commencing from 1 April 2023 until 31 March 2025 respective of clause 3.3 hereto, in which period it is expected that HTI will become sustainable and after the said period all financial assistance from Seda will terminate; and

1.12 And whereas, HTI shall be aligned to Seda's guidelines as stipulated in the Centre's Policy Manual provided by Seda and amendments thereto.

2. DEFINITIONS:

2.1 The following words and phrases shall have the meanings assigned to them hereunder, and cognate expressions shall have corresponding meanings:

2.1.1 **"Agreement"** shall mean this Agreement also referred to as MoA herein;

2.1.2 **"Approval Letter"** shall mean a formal letter approving funds for the incubator for a particular financial year. The approval letter must read in conjunction with the KPI Target Letter which shall be concluded and form part of this Agreement, as well as this MoA and together they constitute the full agreement between Seda and the HTI;

2.1.3 **"Business plan"** shall mean the HTI's business plan and/or implementation plan referred to in this Agreement incorporating Seda's policies and procedures, which is attached hereto and marked Annexure "A";

2.1.4 **"Dimensions of performance measurement"** shall mean a performance measurement system in terms of this Agreement and Seda's policies and procedures relating to the following:

2.1.4.1 Economy: This is the measure of input and involves the cost of resources of an appropriate specification at the lowest cost;

2.1.4.2 Efficiency: This measures the relationship between input and output and maximises outputs with the amount of input, or minimises input for the amount of output; and

2.1.4.3 Effectiveness: This measures outcomes or impact, measuring the extent that inputs and outputs achieve the desired results.

2.1.5 **"Directors"** shall mean appointed or elected members of the Board of directors of the HTI whom have the responsibility for determining and implementing the company's policy and will include directors appointed by **Seda** as the incubator funder;

2.1.6 **"DSBD"** shall mean the Department of Small Business Development;

2.1.7 **"KPI"** shall mean Key Performance Indicators as determined by **Seda**

2.1.8 **"PFMA"** shall mean the Public Finance Management Act 1999 (Act 1 of 1999), as amended;

2.1.9 **"HTI"** shall mean, a company duly incorporated in terms of the laws of South Africa;

2.1.10 **"Signature date"** shall mean the date upon which the last Party signs the Agreement;

2.1.11 **"SMME"** shall mean Small Medium Micro Enterprises;

2.1.12 **"Technical"** shall mean the use of technology in a specific or precise way;

2.1.13 **Immovable Property"** means the land together with the dwelling and other improvements of a permanent nature erected on the land,

2.1.14 **"Movable Property"** means all assets and equipment of **HTI** purchased with the fund allocation of Seda during the programme,

2.1.15 **"Technology"** shall mean the efficient application of accumulated know-how, knowledge, skills and expertise that when applied in a service and manufacturing environment will result in the output of value-added products, processes or services; and

2.1.16 **"Treasury regulations"** shall mean the Treasury Regulations that the Minister of Finance has made from time to time in terms of section 76 of the PFMA.

2.2 Unless a contrary intention clearly appears, words signifying:

2.2.1 The singular includes the plural;

2.2.2 Any one gender includes the other genders; and

2.2.3 Natural persons include created entities (corporate or unincorporated) and vice versa.

2.3 The clause headings in this Agreement have been inserted for convenience only and shall not be taken into account in its interpretation;

2.4 Where any term is defined within the context of any particular clause in this Agreement, the term so defined, unless it is clear from the clause in question that the term so defined has limited application to the relevant clause, shall bear the meaning ascribed to it for all purposes in terms of this Agreement, notwithstanding that the term has not been defined in this interpretation clause;

2.5 If any period is referred to in this Agreement by way of reference to a number of days, the days shall be reckoned exclusively of the first and inclusively of the last day unless the last day falls on a day which is not a business day, in which case the day shall be the next succeeding business day;

2.6 If any provision in a definition is a substantive provision conferring rights or imposing obligations on any Party, effect shall be given to it as if it were a substantive clause in the body of this Agreement, notwithstanding that it is only contained in the interpretation clause;

2.7 The terms of this Agreement having been negotiated, the rule of construction that a contract shall be interpreted against the Party responsible for the drafting or preparation of the Agreement shall not apply; and

2.8 The termination of this Agreement shall not affect those provisions which expressly provide that they will continue after such termination or expiry or those provisions which of necessity must continue to have effect after such termination or expiry, even where those clauses do not expressly provide therefore.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

3. APPOINTMENT

3.1 Subject to the approval of funds by **Seda**, the availability of funds from **DSBD** and other sources and further subject to clauses 4.8 and 4.9 herein, **Seda** agrees to provide funding to **HTI** for a period of 2 (two) financial years, 2023/2024 to 2024/2025, which funding shall be provided subject to the terms and conditions set out in this Agreement and approved by Seda;

3.2 Funding allocation for year 2 (two) of the programme will be subject to the approval of the respective year's implementation plans and the availability of funds from **DSBD** and other sources, and terms as outlined in clause 3.3 hereto;

3.3. The Parties agree that there shall be no expectation of future renewal of this agreement and that any decision to renew shall rest exclusively with Seda; and

3.4. This agreement may be terminated at any time by mutual agreement between the parties.

3.5 The incubator should be either Trusts or Not-For-Profit Companies.

4. DUTIES OF SEDA

4.1 Seda will ensure that HTI conducts a transparent recruitment, selection, verification, clearing and appointment of board members with other funding members and/or shareholders, through preliminary involvement and/or retrospective audits;

4.2 **Seda** will inform **HTI** annually of the amounts approved by **Seda** and subject to availability of

4.3 This allocation is also subject to funds approved by Parliament for **Seda.** The funds earmarked for the 2023/24 financial year, will be transferred by **Seda** to **HTI** on a bi-annual cash flow basis after this Agreement has been signed and further subject to the provisions of clause 4.2;

4.4 Subject to the provisions of clause 4.6, **Seda** shall transfer funds to **HTI according** to the estimated cash flow projections and not exceeding the budget that was approved by **Seda** for the specific financial year;

4.5 **Seda** will not be held responsible for any deficit/ shortfall in the funding of the approved business plan.

4.6 Payment by **Seda** is further subject to:

- 4.6.1 Approval of Business Plan and/or Implementation Plan;
- 4.6.2 Timeous receipt of complete and accurate quarterly Reports and/or special projects reports; and
- 4.6.3 Achievement of Key Performance Indicators as agreed upon between Seda and HTI as per Annexure C (KPI Target letter) and provision of reports and evidence to this effect to Seda.
- 4.6.4 Electronic transfer into the bank account of HTI in accordance with **Seda's** financial policies and procedures.

4.7 **HTI** shall provide **Seda** with written assurance, before the transfer of any funds, that **HTI** implements and maintains effective, efficient, and transparent financial management and internal control systems; (PFMA, Section 38 (1)).

4.8 The Project Specialist of **Seda**, who is responsible for **HTI**, shall after verifying such application, request the **Seda** management to transfer the specified amount to **HTI**. The tranches will be transferred in the following manner:

4.8.1 1st tranche, upon approval of Business Plan/ Implementation plan, Tax Clearance, Central Supplier Database (CSD) registration and updated company registration documents;

4.8.2 2nd tranche, upon receipt of the 2nd quarter report indicating at least 80% achievement of targets as per Annexure "C" (KPI Target Letter), signed Annual Financial Statements, Annual Report and Q2 Feedback letter with a minimum of 80% achievement or compliant remedial report.

4.9 The tranches for the quarters will be disbursed in the following manner:

	Tranche Payment	Percentage of total approved amount
1.	1st tranche at beginning of quarter 1	50%
2.	2nd tranche at beginning of quarter 3	50%
	Total	100%

4.10 In the event where **HTI** performs below 80% on quarterly targets, the centre will receive a fraction of the following quarter's tranche payment equivalent to percentage performance achieved. The shortfall amount will be transferred to **HTI** upon the Centre providing means of verification confirming that it has made up for the underperformance by end of Q3.

4.11 The shortfall amount will only be paid to the **HTI** should the centre perform at 60% and above, anything below 60%, the centre will forfeit all the remaining funds.

4.12 In the event of the consistent underperformance that is below 80%, the centre will forfeit the shortfall amount at the end of quarter three. The forfeited amount will be allocated to other performing centres through a special adjudication sitting.

4.13 **Seda** shall ensure that the Annexure "A "and Annexure "B" are administered in accordance with the terms and conditions of this Agreement.

4.14 **Seda** reserves the right to amend or cancel this Agreement in its sole discretion if:

4.14.1 The PFMA or the Treasury Regulations are altered;
4.14.2 There is a change in Government Policy; or

4.14.3 There is a directive from Government which affects this Agreement, in which case **Seda** will inform **HTI** in writing of the revised requirements and **Seda** shall be released from its obligations to make any further payments until such time as **HTI** formally accepts in writing the revised requirements. This clause overrules the general clause 14 of this Agreement relating to the variation of the Agreement. A period of two weeks for implementation of changes will be allowed. Should either Party not agree with such changes or should **HTI** not be able to effect the changes, **Seda** may cancel this Agreement.

4.14.4 There is non-performance of the incubator on the performance areas agreed to in the business plan.

4.15 **Seda** reserves its right to recommend removal of non-performing members of the **HTI** Board in consultation with other funders/shareholders or members in relation to the board charters.

5. DUTIES OF HTI

5.1 **HTI** will ensure the transparent recruitment, selection, verification, clearing and appointment of new board members for a period of six years (two three-year terms);

5.2 **HTI** must ensure the rotation of non-executive directors (including the chairperson and vice chairperson);

5.3 **HTI** must ensure that a sufficient number of directors is maintained to structure relevant board committees e.g. Audit and Risk Committee;

5.4 **HTI** shall appoint an independent board secretariat to ensure that minutes of all board meetings and meetings of all board committees are properly recorded;

5.5 **HTI** shall ensure the appointment of an internal audit and external audit functions to ensure a transparent audit process of performance data, financial controls and management of funds received from the state;

5.6 **HTI** must ensure an annual assessment of the performance of all board members;

5.7 **HTI** accepts responsibility for the administration and investment of the funds under its control and for the release of such funds in terms of this Agreement and **HTI** shall provide

for the following overall objectives, (not excluding any of the objectives as stated in Annexure "B"):

5.7.1 Recruit, screen and induct potential entrepreneurs for inclusion in the technology business incubation programme;

5.7.2 Provide technology incubation support services to develop potential entrepreneurs;

5.7.3 Concluding of a centre - level agreement with a national corporate or key stakeholders, focused on the development of suppliers in sector product or service value chains;

5.7.4 Facilitating incubates to obtain business contracts with corporate and public institutions through the hosting of regular business linkage and networking sessions.

5.7.5 Facilitate incubates to obtain business financing and the procurement of appropriate equipment and machinery; and

5.7.6 Ongoing mentoring of the new enterprises on business skills, technical advice and operations know - how.

5.8 The HTI CEO/ Centre Manager shall ensure that expenditure is made in accordance with the centres policies and procedures approved by the Board;

5.9 HTI shall keep written minutes of all decisions taken by the Board of Directors which will be made available to **Seda** on request;

5.10 In the event of the appointment of staff and procurement of consulting services, materials, other goods and services required in the implementation of the HTI Business Plan, HTI shall ensure procurement of goods and services is in accordance with **Seda**'s Centre Policy Manual, **Seda**'s Supply Chain Management Policy and according to a system which is fair, equitable, transparent, competitive and cost effective;

5.11 All Agreements with third Parties shall be entered into in the name of HTI;

5.12 Funds shall be utilised by HTI to fulfil the objectives of the Business Plan and subsequent Implementation Plans upon approval thereof by the HTI Directors, or by any person delegated such authority by the HTI Board of Directors. Details of any payments made in terms of this clause shall be reported to the HTI Directors in order to verify that such payments were made in accordance with the original approval by HTI Directors;



5.13 HTI hereby accepts responsibility for the funds paid to it in accordance with the provisions of this Agreement and undertakes to comply with Centre's Policy Manual provided by **Seda**, and the provisions of the PFMA and the Treasury Regulations and shall submit to **Seda** the following:

5.13.1 Within (3) three months after closing of each respective financial year (for the financial year ending 31 March the report must reach **Seda** on or before 30 June), an Annual Report consisting of:

5.13.1.1 The annual financial statements comprising:

5.13.1.1.1 A Balance Sheet;

5.13.1.1.2 An Income Statement;

5.13.1.1.3 A Cash Flow Statement; and

5.13.1.1.4 Notes to the Financial Statements.

5.13.1.2 Relevant performance information regarding the economic, efficient and effective application of resources.

5.13.1.3 Report on the goals, objectives, strategies, outputs and outcomes stated in the BUSINESS PLAN, inclusive of a list of achievements and explanations where targets were not achieved and the remedial action taken in respect thereof.

5.13.1.4 The amount of funds received from **Seda**.

5.13.1.5 Actions to be taken regarding any concerns from the internal and external auditors.

5.13.1.6 A copy of the asset register.

5.13.1.7 A statement of compliance subject to verification stating the following regarding the previous financial year:

5.13.1.7.1 That the conditions in respect of the previous year's assistance have been complied with;

5.13.1.7.2 That the necessity for continued assistance still exists;

5.13.1.7.3 That financial aid is still meritorious; and

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5.13.1.7.4 That the set objectives were attained.

5.13.1.8 A statement signed by the Chairperson and Centre manager of the HTI Board confirming that the incubator implements effective, efficient, and transparent financial management and internal control systems; (PFMA, Section 51(1) (a)).

5.13.2 A registered auditor's report, which shall be incorporated in the Annual Report, on the Annual Financial Statements prepared in respect of HTI as required by the PFMA and the Treasury Regulations in which provisions are hereby made applicable to the HTI by this Agreement:

5.13.2.1 The annual financial statements fairly present the financial position and the results of HTI in accordance with Generally Accepted Accounting Practice (GAAP) or applicable accounting framework applied on a basis consistent with that of the preceding year.

5.13.2.2 The information furnished in terms of the PFMA is fair in all material respects and, if applicable, on a basis consistent with that of the preceding year.

5.13.2.3 The transactions of the entity that had come to the auditor's notice in the course of his/her examination were made in accordance with the applicable laws and instructions.

5.13.2.4 The transactions that had come to the Auditor's attention during auditing were in all material respect in accordance with the mandatory functions of the entity determined by law or otherwise.

5.13.3 HTI shall instruct the auditor appointed for the purposes described in clause 5.5 to report to Seda;

5.13.4 The results of any audit carried out under the PFMA, the Treasury Regulations and the instructions made in terms of the PFMA;

5.13.5 Any other matters falling within the scope of the auditor's examination, which in his or her own opinion, should in the public interest, be brought to the notice of Parliament;

5.13.6 Quarterly internal audits shall be conducted so as to promote:

5.13.6.1 The safeguarding and control of the assets of HTI; and

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5.13.6.2 The economical and efficient management of the resources of HTI and the effective performance of the functions of HTI.

5.13.7 Quarterly & Key Performance Indicators (KPI) Reports inclusive of the following:

5.13.7.1 Report on the objectives, outputs and outcomes stated in Annexure "A" subsequent the following years in Annexure "C", including achievements and explanations when targets were not achieved and remedial action to be taken;

5.13.7.2 Report on the financial deviations (year-to-date actual versus year-to-date projected/Committed) in excess of 5%;

5.13.7.3 Confirmation in writing to **Seda** that internal audits are conducted. If the internal audit report mentions concern, actions to address the concerns must be included in the report; and

5.13.7.4 Report on success stories of HTI and its Entrepreneurs, Clients and Projects.

5.13.8 Complete Quarterly reports and Means of Verification (MoV) are due as follows:

5.13.8.1 First Quarter - Covering 1 April to 30 June: Due at **Seda** on or before 30 June;

5.13.8.2 Second Quarter - Covering 1 July to 30 September: Due at **Seda** on or before 30 September;

5.13.8.3 Third Quarter - Covering 1 October to 31 December: Due at **Seda** on or before 31 December; and

5.13.8.4 Fourth Quarter - Covering 1 January to 31 March: Due at **Seda** on or before 31 March.

5.13.9 Monthly Trial Balance, Cash Flow Reports and bank statements in the format acceptable to **Seda** must be submitted monthly to the **Seda** on or before the 7th of the following month;

5.13.10 HTI Management undertakes to provide complete and accurate Reports and Information as are and/or may be required from **Seda** on a timeous basis; and

5.13.11 The parties agree that, six (6) months before the conclusion of the initial two (2) year funding cycle, they will review and decide on the scope of performance reporting beyond the initial cycle.

5.14 HTI's Business Plan/Implementation plans for the following year must be drawn-up in consultation with **Seda** and must reach **Seda** on or before **31st October** for each financial year during the term of this Agreement, for evaluation by **Seda**;

5.15 HTI shall satisfy **Seda** annually, that the conditions of clause 5.13, relating to the previous year's assistance has been complied with by **HTI**, that the financial aid is still meritorious and that the objectives as stipulated in this Agreement were attained. Should **HTI** not comply within 5 (five) months of the end of the financial year, further payments to **HTI** may be stopped. In this regard, specific attention must be given to section 38(1) (j) of the PFMA and Treasury Regulation 8.4;

5.16 HTI warrants that as at the date of signature of this Agreement, none of these circumstances envisaged in clause 5.15 above has occurred or is likely to occur;

5.17 HTI undertakes to fully co-operate in any financial or audit procedure initiated by **Seda** at their discretion. This obligation includes without limitation to provide **Seda** with all bank statements and other financial documentation;

5.18 HTI shall furnish **Seda** with the Banking Details Confirmation Letter. In the case of a change in the banking details, **HTI** shall furnish **Seda** with a new and completed Banking Details Confirmation Letter and a letter from the board informing Seda about the changes;

5.19 HTI shall inform **Seda** on the appointment of directors and the names, identity numbers, qualifications, experience, addresses, telephone and email addresses, race and gender of the directors and who the chairperson and other office bearers are. **Seda** will be informed when directors resign or are replaced, within 30 (thirty) days from resignation or replacement;

5.20 HTI shall be entitled to appoint such staff as it deems necessary to fulfil its obligations in terms of this Agreement and undertakes to identify, attract and appoint persons from the previously disadvantaged groups, who are natural citizens of South Africa; however if after all efforts have been exhausted and HTI wishes to appoint a person outside the previously disadvantaged groups or a person who is not a natural citizen of South Africa, a motivation to do so (detailing the various attempts; and outcomes thereof; made by HTI in this regard) must be submitted to **Seda** for approval.

5.21 Seda shall be entitled to demand that an audit be conducted by independent auditors, should there be a need to determine that funds are being applied in respect of expenditure as approved. The costs for such auditors shall be for Seda's accounts;

5.22 HTI undertakes to change its branding within a period of 3 (three) months from the effective date to include the Seda logo and statement of support in all its marketing materials and stationery, all changes and or inclusion will be subject to written consent or approval by Seda; and

5.23 Without detracting from the above, HTI shall in all its contractual obligations clearly state that it is not an agent or partner of Seda, that no joint venture between it and Seda exists and that it is unable to bind Seda's creditors or assume any financial liability on behalf of Seda.

6. DURATION OF THIS AGREEMENT

This agreement shall be valid for a period of two (2) financial years, from 30 March 2023 and shall endure until 31 March 2025 unless terminated earlier as per terms contained in clause 5.15 and clause 10.

7. ACCOUNTS

In addition to the provisions of clause 5.13 hereof, the following requirements are set by Seda regarding the accounting procedure to be followed, by HTI and HTI undertakes to perform the following duties and accounting procedures:

7.1 Keep proper accounts of all investments, revenues, pay-outs and transactions relating to the services to be performed in terms of this Agreement at all times throughout the duration of this agreement;

7.2 Make available documentation containing the information referred to in clause 5 on reasonable prior written notice during office hours for inspection by the Manager of Seda or to a person authorized by him/her in writing;

7.3 HTI administration of the funds will be audited annually by external auditors;

7.4 The Auditor-General will at all reasonable times have access to all the documents that pertain to this Agreement through Seda; and

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7.5 Staff may conduct operational audits, to verify outputs and to effect business plan and/or implementation plan changes when deemed necessary.

8. EXERCISING SKILL, CARE AND DILIGENCE

8.1 HTI will exercise the necessary reasonable skill, care and diligence in the fulfilment of its obligations as contained in this Agreement and its obligations in terms of Annexure "A";

8.2 The Parties shall always apply the highest degree of confidentiality in regard to information and documentation pertaining to this Agreement;

8.3 It is recorded that HTI may appoint consultants, subcontractors and auditors to perform tasks for the HTI Business Plan and/or Implementation Plan projects;

8.4 HTI shall be entitled to reveal such information to HTI subcontractors as is required for them to perform their duties, provided that these subcontractors are subject to the same confidentiality provisions as in this Agreement; and

8.5 HTI shall accept responsibility for the observance of the confidentiality agreement by its employees and subcontractors.

8.6 The parties shall comply with the provisions of the Protection of Personal Information Act 4 of 2013.

8.7 The undertaking in clause 8.6 above shall not apply to information that need to be made available in terms of the Promotion of Access to Personal Information Act, 2000 (Act 2 of 2000).

9. NON-ASSIGNMENT

HTI shall not have the right to assign or transfer any obligation in terms of this Agreement or any part thereof to any person without the written consent of Seda.

10. BREACH

If a Party to this Agreement ("the breaching Party") breaches any obligation in terms of this Agreement and, after receiving written notice from the other Party ("the aggrieved Party") to this Agreement requiring such breach to be rectified within the period stated in such notice (which

period shall not be more than thirty (30 days), and the breaching Party fails to remedy such breach within the relevant period, the aggrieved Party shall without prejudice to any of its rights in law or in terms of this Agreement, be entitled to cancel this Agreement forthwith, by means of written notice to the breaching Party, in which event the provisions of clause 12 will apply *mutatis mutandis*.

11. ARBITRATION OF DISPUTES ARISING FROM THIS AGREEMENT

Should any differences or dispute at any time arise which the Parties are unable to resolve amicably, whether in respect of the meaning or effect of any term of this Agreement, or the implementation of any Party's obligations under this Agreement, or any other matter arising from or incidental to it, then in that event such difference or dispute shall be submitted to arbitration in accordance with the following provisions:

11.1 In the event of any dispute arising between the Parties under this Agreement or any services, the Parties will act in good faith to attempt to settle the dispute through discussions between senior representatives (which may include the respective Centre Managers/CEOs) of the Parties within fifteen (15) days of a Party giving notice of the issue in dispute;

11.2 Any dispute which cannot be resolved by the Parties within the (15) day period, as provided in this clause 11.1 shall be resolved by arbitration by a single arbitrator appointed by the Arbitration Foundation of Southern Africa and in accordance with the rules of the Arbitration Foundation of Southern Africa;

11.3 Notwithstanding the provisions of this clause 11.2, either Party shall have the right to seek relief by way of interim relief from any court of competent jurisdiction;

11.4 Either Party shall be entitled, by giving written notice to the other, to require that a difference or dispute be submitted to arbitration in terms of this clause;

11.5 The arbitrator shall be a person to be agreed upon between the Parties, and failing such agreement, to be nominated by Arbitration Foundation of Southern Africa;

11.6 The Party referring the dispute or difference to arbitration shall, within ten (10) days after the selection or appointment of the arbitrator as provided in clause 11.5 above, furnish the arbitrator with an appropriate written notice of appointment, and shall ensure that the arbitrator notifies the Parties forthwith of the remuneration, which the arbitrator shall require for their services;

11.7 Within thirty (30) days after delivery to the arbitrator of his/her written notice of appointment, each Party shall submit to the arbitrator a full statement of its case in which shall be set out all such evidence, sworn statements, facts, submissions and expert opinion as such Party may deem necessary to support its contentions in regard to the matter/s in dispute, and shall simultaneously serve a copy thereof on the other Party;

11.8 Within fourteen (14) days of receipt of such copy of the other Party's statement of case, either Party may submit a further supplementary statement to the arbitrator and shall serve a copy thereof on the other Party. The dispute shall be determined by the Arbitrator on the evidence before him/her without legal representation by the Parties;

11.9 If the arbitrator considers that the matter in dispute cannot be decided on the papers before him/her, the arbitrator may call for other evidence or for witnesses to testify at a place in South Africa determined by him/her in the presence of the Parties, who may also question such witnesses;

11.10 The arbitrator shall be entitled to make such award, including an award for specific performance, an interdict, damages, and costs or otherwise as the arbitrator in his/her discretion deems fit and appropriate;

11.11 The arbitrator shall at all times have regard to the intention of the Parties underlying the Agreement, and shall resolve the dispute in a summary manner;

11.12 Any award made by the arbitrator:

11.12.1 Shall be final and binding on the Parties;

11.12.2 Shall be carried into effect by the Parties;

11.12.3 May be made an Order of Court by a Party only if the other Party fails to heed the terms of the award; and

11.12.4 May include an Order directing the unsuccessful Party to pay the cost of the arbitrator and the expenses incurred by the successful Party.

11.13 This clause shall survive the termination or cancellation of this Agreement for the period of 12 months;

11.14 This clause shall constitute each Party's irrevocable consent to any arbitration proceedings and neither Party shall be entitled to withdraw from such proceedings or to claim that it is not bound by the provisions of this clause; and

11.15 If a Party fails to take part in arbitration proceedings conducted in accordance with this Clause, such failure shall constitute consent to an award being made against such Party.

12. REMEDIES FOR BREACH

In the event of the termination of this Agreement pursuant to the provisions of clause 10, HTI shall, immediately upon the termination of this Agreement:

12.1 Account to **Seda** for any funds from **Seda** still being held by **HTI**, for any interest accrued thereon. The balance of the unused/unallocated funds, if any, shall be repaid to **Seda** within 30 (thirty) days; and

12.2 Return all **Seda's** documentation and records pertaining to Annexure "A" to **Seda. Seda's** documents and records required by **HTI** in order to comply with any obligation resulting from any statute or regulation shall only be returned once such obligation has been discharged.

13. VIS MAJOR

13.1 The Parties shall not be liable in any way for failure to perform their obligations under this Agreement if the failure is due to causes outside its reasonable control;

13.2 If circumstances arise for which a Party is not responsible and which make it impractical or impossible for that Party to perform the Services in the normal manner as contemplated by the Parties in accordance with this Agreement in whole or in part, then that Party shall promptly notify the other Party of the circumstances and their effect on the Project; and

13.3 If in those circumstances certain Services have to be suspended, the time for their completion shall be extended by the extent of the delay plus a reasonable period for their resumption or, if the speed of performing certain Services has to be reduced, the time for their completion shall be extended as may be necessary due to the circumstances with no payment being made until after resumption of services.

14. VARIATION, CANCELLATION AND WAIVER

No agreement purporting to vary, add to, delete or cancel this Agreement or any rights in terms of this Agreement shall be effective unless reduced to writing as an addendum and signed by the Parties or their duly authorised signatories.

seda
SMALL ENTERPRISE DEVELOPMENT AGENCY
an agency of the dtsd

15. DOMICILIUM CITANDI ET EXECUTANDI

15.1 The Parties choose *domicilium citandi et executandi* for all purposes arising out of this Agreement for service of notices and legal documents as the following addresses:

15.1.1 for Seda: **Mr. Sipho Ngcai**
The Fields, Office Block A
1066 Burnett Street
Hatfield
0083
Tel: 012 441 1382
Email Address: sngcai@seda.org.za

15.1.2. for HTI: **Ms Cheryl-Ann Kayla Kettledas**
2 Heugh Street
Humansdorp
6300
Tel: 081 374 8826
Email Address: Chery95.cam@gmail.com

Any notice or communication required or permitted shall be given in terms of this Agreement, shall be valid and effective only if in writing but it shall be competent to give notice by email.

15.2 Any notice to a Party contained in a correctly addressed envelope:

15.2.1 Sent by prepaid registered post to it at its chosen address to be provided or physical address (see clauses 15.1.1 and 15.1.2 details); or

15.2.2 Delivered by hand to the official contact person provided for in this Agreement during ordinary business hours at its chosen address to be provided or physical address (see clauses 15.1.1 and 15.1.2 for details).

15.3 Shall be deemed to have been received in the case of clause 15.3.1 on the seventh business day after posting, unless the contrary is proved, and, in the case of clause 15.3.2, on the day of delivery;

15.4 Any notice sent by email to a Party at its email address shall be deemed, unless the contrary is proved, received on the first business day after it has been transmitted;

15.5 Each Party chooses the physical address set out opposite its name as the address at which legal process must be delivered for the purpose of this Agreement; and

15.6 The Parties shall be entitled at any time to change their addresses for the purposes of this Agreement to any other address in the Republic of South Africa by giving written notice to that effect to the other Party.

16. OFFICIAL CONTACT PERSONS

16.1 **Seda** has appointed **Mr Sipho Ngcai** the Executive Manager: STP, as the official contact person for reporting, information, assistance, and control purposes.

Tel: 012 441 1382 **Email Address: sngcai@seda.org.za**

16.2 **HTI** has appointed Angela Hendriks, as the official contact person for reporting, information, assistance, and control purposes.

Tel: 081 374 8826 **Email : angela.hendriks1@gmail.com**

17. LEGAL SYSTEM TO BE APPLIED

This Agreement is entered into in the Republic of South Africa and the interpretation, validity and compliance therewith is governed in all aspects by the Laws of the Republic of South Africa and, excepting matters subject to the provisions of clause 11, the Parties therefore submit to the jurisdiction of the High Court of the Republic of South Africa.

18. TOTALITY OF THIS AGREEMENT

This Agreement constitutes the entire Agreement between the Parties regarding the matters dealt with in this Agreement and no representations, terms, conditions, warranties or material evidence (express or implied) not contained herein shall be binding to the Parties. Any amendments to the Agreement shall be reduced to writing as an addendum and be signed by the Parties or their duly authorised signatories.

19. PRE-EMPTIVE RIGHT OR RIGHT OF FIRST REFUSAL FOR A SALE OF IMMOVABLE (AS REQUIRED BY SECTION 2 OF THE ALIENATION ACT OF LAND ACT 68 OF 1981 AS AMENDED)

19.1 HTI agrees to grant and **Seda** agrees to accept a right of pre-emption in respect of immovable property on the terms and conditions set out herein:

19.1.1 HTI shall not be entitled to dispose of its Immovable Property unless the land has first been offered in writing to **Seda**.

19.1.2 Should **Seda** accept the offer to acquire the immovable property from HTI, HTI shall be entitled to sell and transfer the Immovable property to a *bona fide* third party.

19.1.3 It is a material term of the agreement that the pre-emptive right be registered in the form of a caveat over the title deed of the Immovable Property in favour of **Seda** at the deeds registry office.

19.1.4 HTI shall not sell or rent out the land and immovable property purchased with the allocation from **Seda** during the duration of the programme. In the event where the incubator ceases to exist/legal proceedings, the immovable and movable property shall be returned to **Seda**. **Seda** shall have the discretion to move the property and land and all derivatives to a like-minded organisation or **Seda** shall sell, and the proceeds shall be utilized to create a new incubator.

20. PRE-EMPTIVE RIGHT OR RIGHT OF FIRST REFUSAL OF MOVABLE PROPERTY (AS REQUIRED BY SECTION 2 OF THE ALIENATION ACT OF LAND ACT 68 OF 1981 AS AMENDED)

20.1 HTI shall not sell or rent out the movable property purchased with the allocation from **Seda** during the duration of the programme. In the event where the incubator ceases to exist/legal proceedings, the movable property shall be returned to **Seda**. **Seda** shall have the discretion to move the property to a like-minded organisation or **Seda** shall sell, and the proceeds shall be utilized to create a new incubator.

20.2 For Seda to secure its Immovable and movable property, Seda shall:

- Register a notarial bond over the assets.
- Acquire the assets in its own name, after which those assets are leased to the incubator at a nominal value.

20.3 Require the Incubator or the directors of the Incubator to sign as surety for an amount equal to the value of the assets.

21. AUTOMATIC TERMINATION

21.1 This agreement shall terminate automatically and **Seda** will immediately discontinue any payment of the allocation and cancel the Agreement as a result of any such action in which event the provisions of clause 12 will apply, if at any time **HTI:**

21.2 Becomes the subject of voluntary or involuntary liquidation proceedings or be placed under judicial management (whether provisionally or finally); or

21.3 Effects or offers a general compromise with its creditors or with any class of creditors, make any assignment for the benefit of creditors or do anything which would amount to an act of insolvency as defined in Section 8 of the Insolvency Act, 1936; or

21.4 Suffers a judgment be granted against it in any court of law and **HTI** fails to cause such judgment to be satisfied, rescinded or appealed against within a period of thirty (30) days from the date that the judgment came to the attention of **HTI**; **HTI** undertakes to give **Seda** immediate notice of any such action;

21.5 Is merged with, acquired by or otherwise absorbed by any individual, corporation or other business entity or organization of any kind (the "third party") unless previously agreed to in writing by the other Parties and provided that the third party agrees in writing to be bound in all respect by the provisions of this Agreement and insofar as may be applicable, the Intermediary Agreement;

21.6 Has any licence to conduct business suspended, removed, or endorsed by any order or decree of any applicable authority; or

21.7 Is guilty of and/or is convicted of fraud or dishonesty or has any director guilty of and/or convicted of fraud or dishonesty in relation to the business governed by this Agreement.

21.8 Unless the third party agrees in writing to be bound in all respect by the provision of this Agreement and insofar as may be applicable in which instance an addendum to the agreement to the effect will be entered into.

21.9 Immediately upon termination of this the Agreement the balance of unused/ allocated funds, if any, shall be repaid to Seda within thirty (30) days and all Seda's documentation and records should be returned.

22. GENERAL

22.1 This agreement shall terminate automatically if at any time of the Parties shall be merged with, acquired by, or otherwise absorbed by any individual corporation or other business entity or organization of any kind (The Third Party).

22.2 Unless the third Party agrees in writing to be bound in all respect by the Provisions of this Agreement and insofar as maybe applicable in which instance an addendum to the agreement to the effect will be entered into.

22.3 Immediately upon termination of this agreement, the balance of unused allocated funds, if any shall be repaid and documentation and record will be returned.

22.4 This Agreement may be executed in counterparts, each of which will be an original and which together constitute the same agreement.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement as of the date and year set forth below.

Seda:

SIGNED AT PRETORIA ON THIS 29 DAY OF JUNE 2023.

.....
(Signature)

NKOSIKHONA MBATHA
(Name in capital letters)

Duly represented herein by **Mr Nkosikhona Mbatha** in his capacity as **the Chief Executive Officer** being duly authorised hereto.

AS WITNESSES:

1 Sngcai

2 _____

TCI:

SIGNED AT..... ON THIS.....DAY OF .....2023.

.....
(Signature)

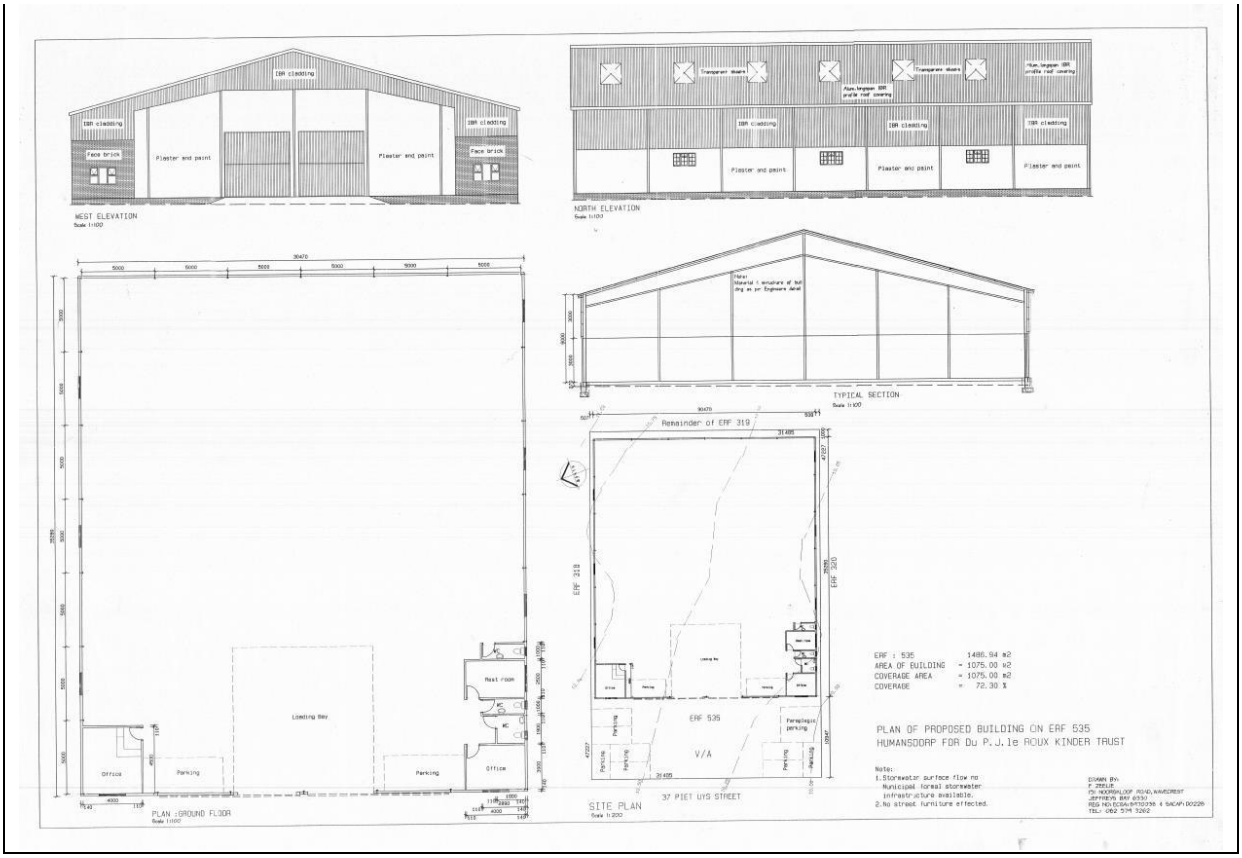
Duly represented herein by **Cheryl-Ann Kayla Kettledas** in his capacity as **Board Chairperson** being duly authorised hereto.

.....
(Name in capital letters)

AS WITNESSES:

1 _____

2 _____


IBR cladding
Face brick
Plaster and paint
WEST ELEVATION
Scale 1:100
Transparent sheets
NORTH ELEVATION
Scale 1:100
TYPICAL SECTION
Scale 1:100
Remainder of ERF 319
ERF 318
ERF 320
ERF 535
V/A
37 PIET UYS STREET
SITE PLAN
Scale 1:200
Rest room
WC
Loading Bay
Office
Parking
PLAN : GROUND FLOOR
Scale 1:100
ERF : 535 1486.94 m2
AREA OF BUILDING = 1075.00 m2
COVERAGE AREA = 1075.00 m2
COVERAGE = 72.30 %
PLAN OF PROPOSED BUILDING ON ERF 535
HUMANSDORP FOR Du P.J.le ROUX KINDER TRUST
Note:
1.Stormwater surface flow no
Municipal formal stormwater
infrastructure available.
2.No street furniture effected.
DRAWN BY:
F ZEELIE
75 NOORDKLOOF ROAD, KAMMIEBOS
JEFFREYS BAY 6330
REG NO: 6204-5703036 4 SACAP: 00228
TEL: 082 774 7262

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 1160 HUMANSDORP, EASTERN CAPE (Vacant land) 4061m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

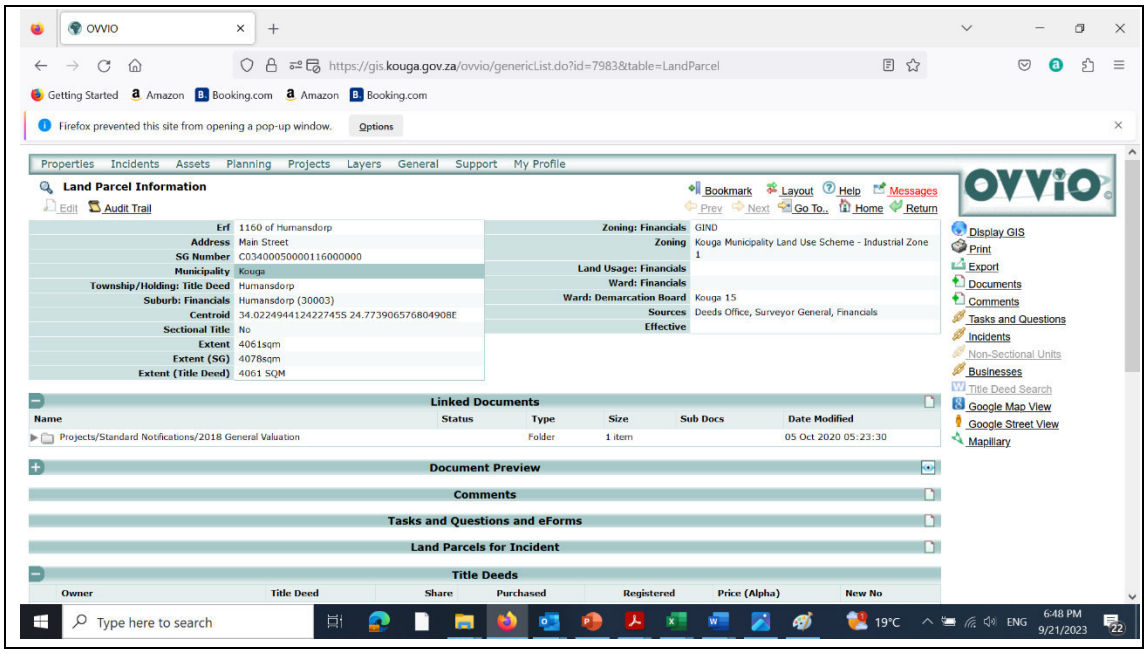
R2 950.00

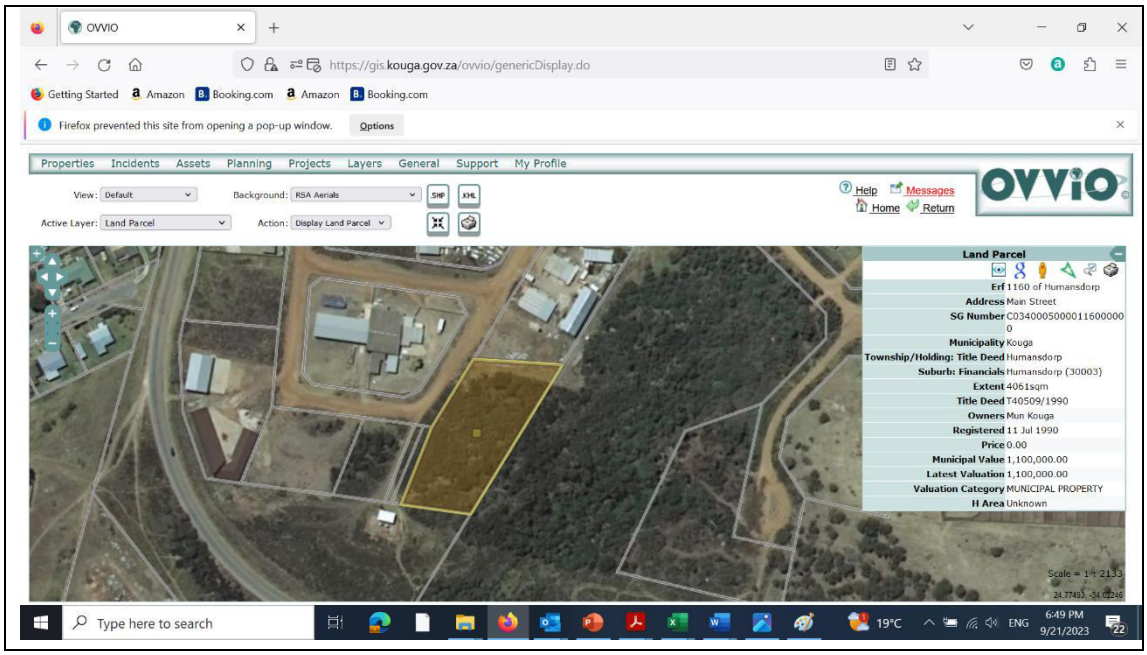
(Two Thousand Nine Hundred and Fifty Rand Only) - per month

L Ferreira

Annexure "D"

Aerial image and Section 14 comments





Section 14 comments from service departments

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 1160 (Industrial zone)	Humansdorp	Proposed lease supported on condition that development on	Supported: Comply with town planning requirements	**Community Services**: Supported, Will do a site visit to check

		site be in line with the zoning.		if there are any protected trees. **Technical Services:** Supported, Proposal must ensure that no services are affected. **Legal** Supported, subject to any other compliances. **General:** Supported

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD13**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 843, JEFFREYS BAY

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 843, Jeffreys Bay to Smhart Guards Family Trust (2/2012) represented by Mr. Carl Trahms.

2. **Background**

Mr. Trahms would like to lease the property for parking purposes for his business, Smhart Security, situated on Erf 842, Jeffreys Bay. The application as well as previous communication confirming the zoning of the adjacent property, is attached as **Annexure "A"**.

It would also be required that the applicant also complies with town planning requirements in order to use the property for the purposes applied for.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 843, Jeffreys Bay was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

The land parcel will exclusively be used for parking as Smhart Security's fleet is growing exponentially. Smhart Security has been utilizing the said property for many years through permission provided by the accounting officer.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the lease of Erf 843, Jeffreys Bay for 9 years and 11 months to Smhart Guards Family Trust (2/2012) represented by Mr. Carl Trahms.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of R930.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council.

10.4 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if the property is not being used for the purposes for which it has been applied for and is not implemented within 3 years from the date of signed lease agreement.

10.7 That Council authorizes the Accounting Officer to enter into a long-term lease agreement with Smhart Guards Family Trust (2/2012), represented by Mr. Carl Trahms and that an annual escalation clause be included in the written lease agreement.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

SMHART
ARMED RESPONSE
24 Hours a Day / 7 Days a Week
Control Room: 0861 10 15 16
0861 10 15 16

SMHART GUARDS FAMILY TRUST
Reg No: IT000[illegible]/2012
VAT No: [illegible]

Office: 0861 10 15 16
4 Olea & Aloe Street C Place | Jeffreys Bay
P.O Box 32001 | Jeffreys Bay | 6330
www.smhart.co.za

04 MAY 2023

KOUGA MUNICIPAL MANAGER

TO WHOM IT MAY CONCERN

Re: PARKING ON PLOT 842 JEFFREYS BAY

Hereby Carl Trahms refers to the letter attached.

I hereby request permission for the use of plot 843, for an indefinite period.

Yours sincerely

C.W.F. TRAHMS
082 414 9054

KOUGA
local municipality
Prosperity through vision

Jeffreys Bay, Loerie, Thornhill
PO Box 21, Jeffreys Bay, 6330
Tel: 042 293 1111, Fax: 042 293 1114

Humansdorp
PO Box 26, Humansdorp, 6300
Tel: 042 295 1111, Fax: 042 291 0567

St Francis Bay, Cape St Francis, Oyster Bay
PO Box 137, St Francis Bay, 6312
Tel: 042 294 0309, Fax: 042 294 0108

Hankey
PO Box 3, Hankey, 6350
Tel: 042 284 0302, Fax: 042 284 0299

Patensie
PO Box 129, Patensie, 6335
Tel: 042 253 0257, Fax: 042 253 0563

Ref nr: evdm/G1/842

16 February 2012

ZONING CERTFICATE

TO WHOM IT MAY CONCERN

This is to confirm that Erf 842, Jeffreys Bay, has been zoned as **"SPECIAL BUSINESS"** in compliance with the Jeffreys Bay Zoning Scheme Regulations of 1999. Property and buildings may be utilized as stipulated below :

Primary Uses
Indicates the purposes for which land may be used and or buildings may be erected and used.

Special Business
Warehouse
Service Station
Licensed Hotel

Definition

"special business" *means a site or building or structure on or in which business is conducted and includes shops, offices, financial institutions or restaurants or sites, buildings or structures for similar uses, but does not include places of assembly, institutions, public garages, industries or noxious uses.*

Yours faithfully

S.S. FADI
ACT. MUNICIPAL MANAGER

KOUGA
local municipality
Prosperity through vision

Jeffreys Bay
Loerie
Thornhill
PO Box 21
Jeffreys Bay
6330
Tel: 042 293 1111
Fax: 042 293 1114

Hankey
PO Box 3
Hankey
6350
Tel: 042 284 0302
Fax: 042 284 0259

Patensie
PO Box 129
Patensie
6335
Tel: 042 283 0257
Fax: 042 283 0343

Ref. nr. : GO/evdm/G1/843

9 April 2010

Mnr J Cloete
15 Ficus Street
Annlin
PRETORIA
0001

CLOSURE OF PUBLIC OPEN SPACE - ERF 843, JEFFREYS BAY

This is to confirm that Erf 843, Jeffreys Bay is in the process of being closed as "Public Open Space" and will be rezoned to "Public Parking".

Once the closure of the "Public Open Space" and the rezoning of Erf 843, Jeffreys Bay has been finalized, additional parking can be provided thereon, if required by the developer of Erf 842, Jeffreys Bay.

Yours faithfully

DR EM RANKWANA
MUNICIPAL MANAGER

Refer : G Olivier – Act. Director : Planning & Development

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

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Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
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Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
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A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 843 JEFFREYS BAY, EASTERN CAPE (Vacant land) 601m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. Property to be used as a parking area by Carl Trams – 082 414 9053.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

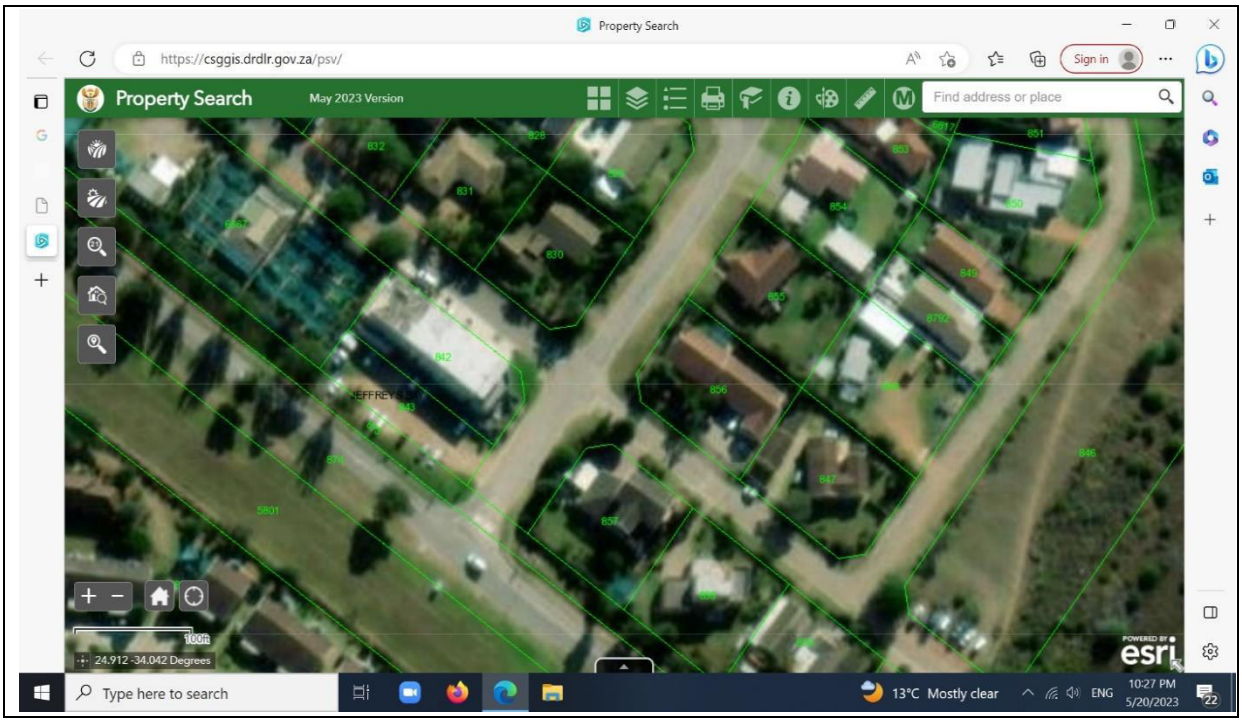
I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R930.00

(Nine Hundred and Thirty Rand Only) - per month

Annexure "D"

Aerial image and Section 14 comments



Land Parcel

20 May 2023 22:29

Erf	843 of Jeffreys Bay	**Zoning: Financials**	PUBOS
Address	Aandblom Avenue	**Zoning**	Kouga Municipality Land Use Scheme - Open Space Zone 1
SG Number	C03400060000084300000	**Land Usage: Financials**	
Municipality	Kouga	**Ward: Financials**	
Township/Holding: Title Deed	Jeffreys Bay	**Ward: Demarcation Board**	Kouga 11
Suburb: Financials	Jeffreys Bay-Ext 7 (40005)	**Sources**	Deeds Office, Surveyor General, Financials
Centroid	34.04247299793209 4S 24.91154930443331E	**Effective**	
Sectional Title	No		
Extent	601sqm		
Extent (SG)	594sqm		
Extent (Title Deed)	601.0000SQM		

Comments

Comment	Type	User Name	Date Made
Title Deed search from WinDeed requested by regardt.		regardt (Regardt van Vuuren)	25 Jul 2017 15:35
Title Deed search from WinDeed requested by regardt.		regardt (Regardt van Vuuren)	14 Jun 2019 10:02
Title Deed search from OVVIO Resource Centre requested by regardt.		regardt (Regardt van Vuuren)	14 Jun 2019 10:02
Title Deed search from OVVIO Resource Centre requested by brendadg.		brendadg (Brenda de Groot)	19 May 2021 14:20

Title Deeds

Owner	Title Deed	Share	Purchased	Registered	Price (Alpha)	New No
Fews Kinderuitrusters Pty Ltd (195800250607)	T30724/1971C TN	0.0000		18 Nov 1971	T/T	

Financial Accounts

Account	Debtor	ID Number	Debtor Type	Owner Tenant
004000843003	Fews Kinder Uitrusters Pty Ltd	195800250607	Departmental (DEPAR)	Owner (Kouga)

Properties

Unit	26 Digit Code	Owner(s) and Id(s)	Scheme	Scheme Number
0	C03400060000084300 00000000	Fews Kinderuitrusters Pty Ltd (195800250607)		

Current Municipal Information

Valuation Date	Valuation Category	Valuation Category Tariff	Land Value	Improvements Value	Land Area	Improvements Area
		Type POS	0	6000	601	0

Valuations and Surveys

Project	Category / Usage	H Area	P / C	Status	Current Value
2008 GV (from TruVal data)	Sect 8(2)(h) - Municipal (As Per MPRA)	CC		Valued	230,000.00
2013 - 2018_DDP Valuation Roll as Printed	2h-05 (Municipal-Public Open Spaces (P.O.S.)) (Kouga)	Unknown		Valued	6,000.00
2018 General Valuation	PRIVATE OPEN SPACE (GV2018)	Unknown		Valued	6,000.00

Section 14 comments by the Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 843	Jeffreys Bay	Erf 843 must either be rezoned to Public Parking for use by the general public, or applicant must purchase the property, obtain appropriate zoning and consolidation or notarial tie for private parking use. Proposed lease supported on condition that the developer obtain approval for departure from the land use scheme provisions pertaining to provision of parking on site.	Not Supported, sufficient on-site parking was approved.	**SPATIAL:** If Council has future plans, how do we manage it. Supported on condition that that council be able to utilize land when needed. **Legal**: Consider encroachment agreement and set parameters.

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD14**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF A PORTION ERF 2, KRUISFONTEIN

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of a portion of Erf 2 situated in Kruisfontein to Siyavuma Agri Farm Primary Co-op Ltd, represented by Mr. Marvin Witbooi.

2. **Background**

Siyavuma Agri Farm Primary Co-op Ltd. is a local entity and members of the local agricultural community of Kruisfontein Co-op.

The Co-op already receives funds from DRDAR and would like to expand the current piggery of more than 200 pigs as well as increase the number of job opportunities to young locals in the area.

The request is for the lease of the portion of Erf 2 in Kruisfontein for 9 years and 11 months for the purpose of piggery farming and related agricultural activities.

Erf 2, Kruisfontein is zoned for Agricultural purposes (Commonage) as per the definitions of the Kouga Municipality Commonage By-Law, under the provisions of Section 156 of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) as attached hereto as **Annexure "A"**.

The application is attached as **Annexure "B"**.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of a portion of Erf 2, Kruisfontein was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "C"**.

The valuation report is attached as **Annexure "D"**.

3. **Discussion**

In line with the comment by Environmental Section (Community Services), it is recommended that a Lease Agreement be entered into with the applicant in order to unlock further assistance by DRDAR for the EIA as well as extension of the agricultural activities.

As indicated above, they have already secured financial support from the Provincial Department (DRDAR) and this support depends on the availability of land for the project. Confirmation of Water Source is attached as **Annexure "E"**.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "F"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grants final approval** for the lease of a portion (2ha in extent) of Erf 2, Kruisfontein (Commonage) for 9 years and 11 months to Siyavuma Agri Farm Primary Co-op Ltd, represented by Mr. Marvin Witbooi.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of R1,960.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council.

10.4 That service providers be appointed to attend and conclude the subdivision and Environmental Impact Assessment and that all costs be for the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if the property is not being used for the purposes for which it has been applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That the Accounting Officer be authorized to enter into a written Lease Agreement with the applicant herein and that an annual escalation clause be included in the written lease agreement.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA MUNICIPALITY
COMMONAGE BY-LAW

Under the provisions of section 156 of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), the Kouga Municipality enacts as follows:-

Table of contents

1. Definitions
2. Purpose of by-law
3. Establishment of camps for grazing
4. Closing of camps
5. Approval to graze animals
6. Confinement of stock to camps
7. Numbers and condition of animals
8, Branding of stock
9. Grazing fees
11. Carcasses of animals
12. Prohibited conduct
13. Exemptions
14. Liaison forums in the community
15. Agreements
16. Authentication and service of notices and other documents
17. Appeal
18. Penalties
19. Revocation of by-laws
20. Short title and commencement

1. Definitions

"**Act**" means the Animal Identification Act, 2002 (Act 6 of 2002);
"**brand**" has the meaning assigned to it by the Animal Identification Act, 2002 (Act 6 of 2002);
"**commonage**" means that part of property owned by, or under control of, the municipality, which the municipality may set aside for grazing;
"**large stock**" has the meaning assigned to it by the Animal Identification Act, 2002 (Act 6 of 2002) and the Regulations made in terms thereof;
"**municipality**" means the Municipality of Kouga, established in terms of Section 12 of the Municipal Structures Act, 117 of 1998, Provincial Notice 484 dated 22 September 2000 and includes any political structure, political office bearer, councillor, duly authorised agent or any employee acting in connection with this by-law by virtue of a power vested in the municipality and delegated or sub-delegated to such political structure, political office bearer, councillor, agent or employee;
"**prescribed**" means prescribed by the municipality;
"**small stock**" has the meaning assigned to it by the Animal Identification Act, 2002 (Act 6 of 2002) and the Regulations made in terms thereof.

2. Purpose of by-law

Annexure "B"

KOUGA
local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Marvin Witbooi (Siyavuma Agri Farm)

ID NUMBER:

CONTACT DETAILS:

ERF/PROPERTY APPLYING FOR:

AREA: 2ha

ERF NUMBER: PORTION OF ERF 2 KRUISFONTEIN

ADDRESS:

PURPOSE OF APPLICATION:

For farming purposes 9 Y 11 months.

MOTIVATION:

I am currently farming in Kruisfontain area with pigs. We want to expand our piggery and identified that the land belongs to council. We are housing 200 pigs and employ 4 employees. Our expansion will result in more employment opportunities for our community.

NAME: Marvin Witbooi

SIGNATURE:

DATE: 13 June 2022

Certificate issued by the Commissioner of Companies & Intellectual Property Commission on Monday, January 29, 2018 at 11:59

Certificate of Registration

CR10

Registration Number: **2018 / 000623 / 24**
Enterprise Name: **SIYAVUMA AGRI FARM PRIMARY CO-OPERATIVE LIMITED**

Companies and Intellectual Property Commission
a member of the dti group

REPUBLIC OF SOUTH AFRICA
CO-OPERATIVES ACT, 2005

CERTIFICATE OF REGISTRATION OF A CO-OPERATIVE
(SECTION 7)

I hereby certify that

SIYAVUMA AGRI FARM PRIMARY CO-OPERATIVE LIMITED

was registered on

29/1/2018

under Section 7 of the Co-Operatives Act, 2005 (Act 14 of 2005), with registration number

2018 / 000623 / 24

as a Primary Co-Operative with a limited liability.
Its constitution was also registered on the same date.

I further certify that

SIYAVUMA AGRI FARM PRIMARY CO-OPERATIVE LIMITED

is with effect from **29/1/2018** entitled to commence business.

REGISTRAR OF CO-OPERATIVES

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Co-operatives
Private Bag x237
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9500

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "D"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

A PORTION OF ERF 2 KRUISFONTEIN, EASTERN CAPE (Vacant land) 23 666m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. Property to be used as a swine farm by James Witbooi – 083 513 4828.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R1 960.00

(One Thousand Nine Hundred and Sixty Rand Only) - per month

Annexure "E"

CONFIRMATION OF WATER SOURCE

Dear Mr. S Grootboom

Manager of Land and Property Administration

We would like to thank Kouga Municipality for considering our lease application.

Based on your request pertaining the water rights. We are currently members of local agricultural community in Kruisfontein Co-op. This farming community thrive throughout the decades. They have built their own dams and pipeline network. During 2008 they upgraded the system through Dept. Of Agriculture.

We are apart of this community and have been utilising their infrastructure to provide for our water needs. They unfortunately cannot provide documents on water rights as they are not the land owners but the community has been using this water source for decades.

I would like to request you visit the area to see what the community has done for themselves.

Thank you.

Regards

Marvin.

Annexure "F"

Aerial image and Section 14 comments

Land Parcel

14 Feb 2023 10:47

Erf	2 of Kruisfontein	**Zoning: Financials**	AGRIC
Address	Commonage	**Zoning**	Kouga Municipality Land Use Scheme - Agriculture Zone
SG Number	C03400090000000200000	**Land Usage: Financials**	
Municipality	Kouga	**Ward: Financials**	Kouga 4
Township/Holding: Title Deed	Kruisfontein	**Ward: Demarcation Board**	Kouga 4
Suburb: Financials	Kruisfontein Proper (30001)	**Sources**	Deeds Office, Surveyor General, Financials
Centroid	33.98608123795687S 24.731230175578148E	**Effective**	
Sectional Title	No		
Extent			
Extent (SG)			
Extent (Title Deed)	7.6040H		

Comments

Comment	Type	User Name	Date Made
HD2/2 and Vol 2 BOOKED OUT TO ESTELLE	Files	estellevdm (Estelle van der Merwe)	10 Dec 2013 08:59

Land Parcels for Incident

Incident
I22-05983 (Water) Faulty Water Meter

Title Deeds

Owner	Title Deed	Share	Purchased	Registered	Price (Alpha)	New No
Mun Kouga	T9696/1931	0.0000			SECT 16	T70218/2005
Mun Kouga	T70218/2005	0.0000			TRANSFER BY ENDORSEMENT	
Div-Afd Humansdorp BC38278/1986	T9696/1931	0.0000			Unknown	BC32616/1987
Reg Serv Coun-Algoa BC32616/89	T9696/1931	0.0000			Unknown	PROC 9/1995
Westelike Distriksraad	T9696/1931	0.0000			Unknown	T29709/2005

Financial Accounts

Account	Debtor	ID Number	Debtor Type	Owner Tenant
003000002010	Kouga Municipality		Departmental (DEPAR)	Owner (Kouga)
003000002058	Julies - Carelse LMY	6693004515082	Equitable Share (EQS)	Tenant (Kouga)
003000002089	Kittas L	8205021394082	Normal (N)	Tenant (Kouga)
003000002096	Louw R	6209160201084	Normal (N)	Tenant (Kouga)
003000002106	Trompetter EJ	7510080165088	Normal (N)	Tenant (Kouga)
003000002137	Juba HG	7808235209086	Normal (N)	Tenant (Kouga)

Properties

Unit	26 Digit Code	Owner(s) and Id(s)	Scheme	Scheme Number
0	C03400090000000200 00000000	Mun Kouga Mun Kouga		

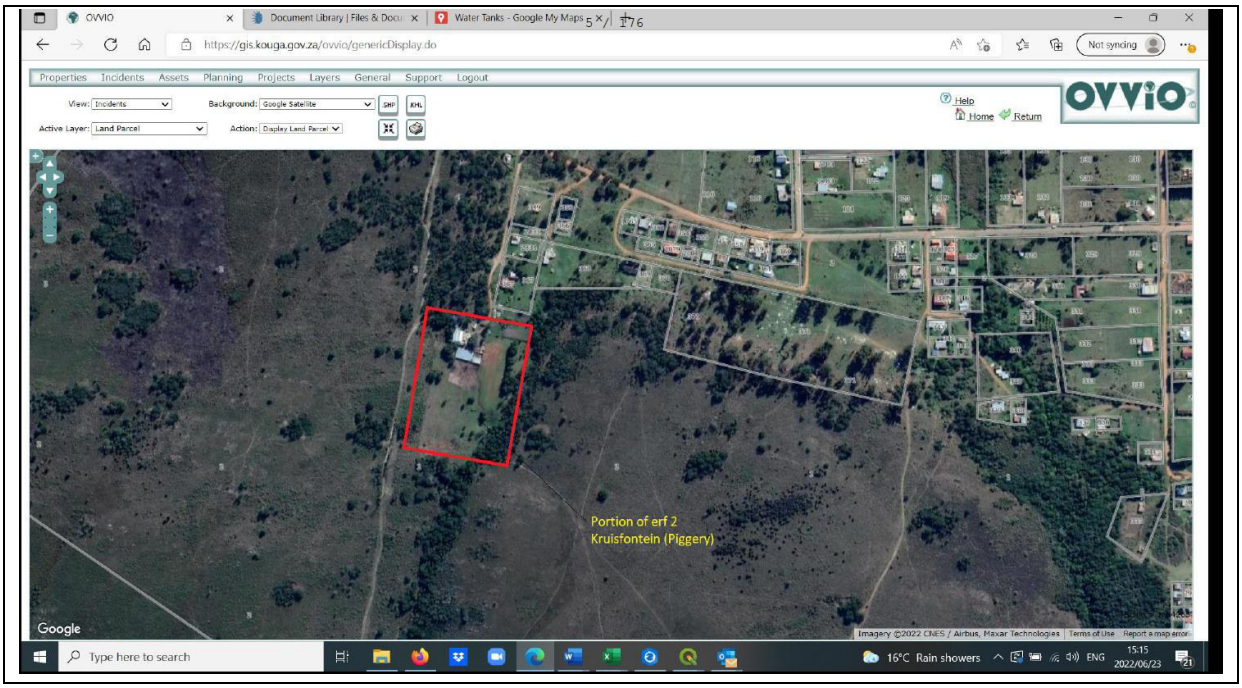
Current Municipal Information

Valuation Date	Valuation Category	Valuation Category Tariff	Land Value	Improvements Value	Land Area	Improvements Area
		2h MUNICIPAL PROPERTIES (A) (2h)	1780000	0	76040	0

Valuations and Surveys

Project	Category / Usage	H Area	P / C	Status	Current Value
Interim Valuation 2010-02	Unknown (As Per MPRA)	Unknown		Valued	2,400,000.00
Interim Valuation 2011-02	Unknown (As Per MPRA)	Unknown		Valued	1,000.00
Interim Valuation 2011-03	Unknown (As Per MPRA)	Unknown		Valued	1,046,000.00
2008 GV (from TruVal data)	Sect 8(2)(h) - Municipal (As Per MPRA)	KFPR		Valued	2,544,000.00

LOCALITY



Section 14 comments by Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 2	Kruisfontein	Applicant to obtain land use rights (Consent Use for Intensive feed farming) in terms of SPLUM By-law.	Application of submission of building plans after TP and all other legislative requirements are met.	**AS:** No objection **TS:** If an electrical supply is required it will be at the cost of the applicant. **TS:** There is no objection to this application – it must however be noted that we do not have any civil services (water sewer etc.) there. **HS:** Supported **CS**: No objection. However, once the site development

				plans have been drawn up, the applicant needs to submit it for EIA list activities. **General:** Piggery already receiving funds from DRDAR An in loco inspection was conducted. At the inspection Community Services requested that an EIA be done by applicant. Community Services later per telephone medium indicated to approve application per their comments.

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD15**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF A PORTION OF ERF 1, ERVEN 2084 AND 2085 AS WELL AS A PORTION OF ROAD ERF 2077, HUMANSDORP

1. **Introduction**

The purpose of this item is to request Council's final approval for the alienation (lease) of a portion of Erf 1, Humansdorp, Erven 2084 and 2085, Humansdorp and a portion of Road (Erf 2077, Humansdorp) to Khoisan Doepa, represented by Mr. Joseph.

2. **Background**

The application goes back to January 2021 when Mr. Joseph a director of Khoisan Doepa applied for a long-term lease to develop an Egg production, Industrial Hemp and Medicinal Cannabis Facility. However, the applicant will proceed to with the Medicinal Cannabis Facility on the land contemplated herein as the Egg production and Industrial hemp requires more extensive land.

It is also important to note that the land initial identified by applicant on a portion of erf 499, Humansdorp was not considered due to the land forming part of the envisaged Industrial Development Zone and protection of the underground water source. The department in consultation with the applicant then identified erven 2084, 2085, a portion of erf 2077 (public road) and a portion of erf 1 (public open space), however the portion of erf 1 was not supported by the Land Evaluation Committee in light of the Climate Change Strategy which prohibits the municipality from disposing open spaces. The portion of erf 1 was then omitted from the application as a result. ****See attached proposal as Annexure "A"**.

3. **Discussion**

Mr. Joseph indicated that they have applied for funding through the IDC and Masisizane and both these financiers have given in principal approval pending that they got a lease agreement for land.

Reference was also made that the President have spoken extensively about the job creation opportunities within the green industry and Khoisan Doepa are heeding the call by participating in Hemp and Cannabis.

Khoisan Doepa have been part of the industry since 2019 and has been allocated permits by SAHPRA.

The project will create temporary jobs and permanent jobs mostly youth and women.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erven 2084 and 2085, Humansdorp and a portion of Road (Erf 2077, Humansdorp) was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report has been obtained and is attached as **Annexure "C"**.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

The closure of public roads, subdivisions, consolidation and rezoning processed will have to be complied with in order to give effect to the proposed lease of the immovable property.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the lease of Erven 2084 and 2085, Humansdorp and a portion of Road (Erf 2077, Humansdorp) to Khoisan Doepa, represented by Mr. Joseph for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of 15,800.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council.

10.4 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor. The approval is limited to medicinal cannabis factory (not an egg production or hemp growing facility)

10.5 That the lease be cancelled if the purposes for which it was applied for is not implemented within 3 years from the date of signed lease agreement.

10.6 That a Land Surveyor be appointed to attend and conclude the closure of public road, subdivision, consolidation and rezoning and other administrative costs including the valuation, be for the cost of the applicant.

10.7 That an escalation be included in the lease agreement.

Item prepared by the: The Manager: Land & Property Administration



Item approved by the: Acting Director Planning & Development



Item endorsed by the Municipal Manager:



Item noted by Portfolio Chairperson:



Annexure "A"



Plot 12 Sanddrift: Tsitsikamma:6307 / P.O.Box 94; Stormsriver; 6308
Cell 083 258 9870 Tel 065 881 2000
Email:koukammaquarries@mweb.co.za/ admin.koukamma.co.za

Khoisan Doepa

Company Profile

Overview:

Excodor 178 cc is a 100% Black owned business entity, which attained a level 1 BBBEE scorecard and 135% procurement. Khoisan Doepa got its footprint in the rural areas of Sea Vista in the Eastern Cape. We got a team of highly skill team that live the vision and mission statement of Khoisan Doepa.

Jackie Ralph Joseph identified a few market opportunities that will assist the Kouga Municipality to grow its Local Economic Development, Black Economic Empowerment and much needed job creation portfolio.

Our Credentials:

- We have been part of the enterprise development program of SAB Breweries for the past two years (2017/2018)
- We follow the government mandate and stay acceptable by being in line with the BEE Legislation.
- We are a team with passion and knowledge pertaining to our product

Our Values:

Obsession with products.

Enthusiasm for change.

Openness to collaboration.

Intended Projects:

1. Egg production facility
2. Industrial Hemp
3. Medicinal Cannabis

1. Eastern Cape Eggs

We started in the informal egg industry in 2007 and have ever since been part thereof. Eggs are bought from bigger suppliers and sold to communities.

Last year we went approach on of biggest supplier egg suppliers in South Africa who gave us an off take for all our produce that will start with 80 000 layer and working towards 120 000 by the end of 2024.

We have applied for funding through the IDC and Masisizane and both these financiers have given in principal approval pending that we got a lease agreement and EIA in place.

Access to land remain a challenge for previously disadvantage entrepreneurs and therefore we approach the Kouga Municipality to assist.

South African Poultry Association (SAPA) have also indicated its support for the project and will contribute towards the EIA process when the lease is signed.

The projects will create 25 temporary jobs during construction and 15 permanent jobs mostly youth and women.

The project also intent to empower new entrances in township that can produce small quantities eggs that can be market through Khoisan Doepa.

Industrial Hemp

The owners of the company participated in the Hemp research since 2019. Two permits were issued by SAHPRA is 2019.The research has been reported to SAHRA in 2020.

The DALRRD have publish its new guidelines on the 4th October 2021. New applications will be done as soon as the Department issued the application forms.

We will actively participate in the Hemp Industry when the permits are renewed. We believe in whole plant usage but will abide by what the market needed.

This project will create at least 4 jobs p/h planted.

The company got in principle off take agreements with a company that will manufacture hempcrete (Building Blocks for the building industry.

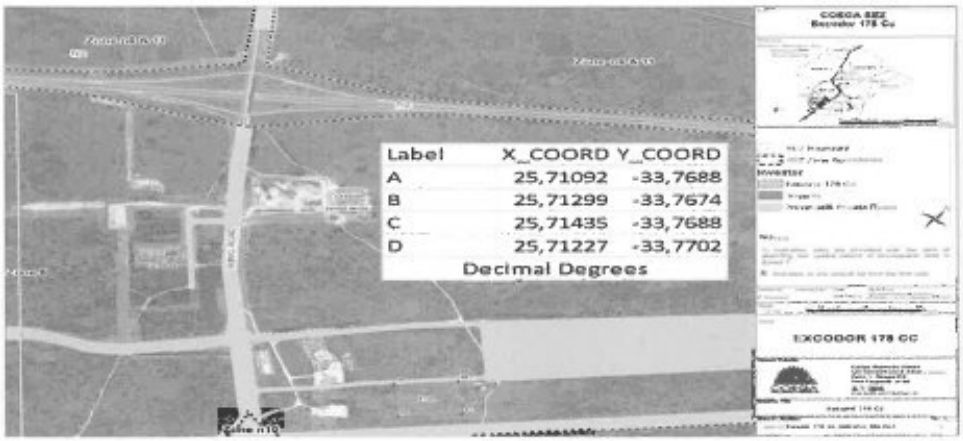
Medicinal Cannabis

The company got a 5-hectare site is in the Coega SEZ in Port Elizabeth and land is already approved.

We are in the process of securing our license and have submitted our SMF to SAHPRA.

We should now start to build the facility that is due for inspection.

Our aim is to move the facility from Coega to Kouga that will again bring much needed employment and revenue for the Municipality. We are however under pressure to build before the end of this year or early 2022.



The Objective of the project

Jackie Ralph Joseph identified a market opportunity with the use of the Cannabis plant and through a pharmaceutical process developed the CDB oil as a spring off too few other organic medicinal products

Cannabidiol is an active agent found in plants of the cannabis variety, such as hemp and marijuana. It has calming, anxiolytic, and anti-inflammatory properties while also containing a number of vitamins, making it valuable for many different health applications.

CBD has been used to treat anxiety, epilepsy, muscle pains, insomnia, arthritis, and menstrual cramps with remarkable effects on all counts. It's also a powerful agent against acne and skin inflammations. These are just the well-substantiated claims with some scientific evidence to back them up. If anecdotal evidence is to be believed, CBD can do much more.

Our Innovation

After completing a feasibility study in the Tsitsikamma and neighbouring areas we established the relevancy of cultivating cannabis on an industrial scale to manufacture organic medicinal products.

Our Target Market is:

- Pharmacies
- Old Age Homes
- Home Base Care
- Pet Stores
- Individuals
- Hotel &Spas

Excodor 178 Cc has joined forces with experienced cultivators to enter the cannabis industry.

We have obtained cultivation and research permit in 2019. Trails are currently running and the first planting have started in December 2019.

The trails were successful and each plant have delivered around 100 grams of good quality cannabis. We should be able to produce around 30mg of good quality CDB oil out of one plant.

The product is run under the brand name "**KHOISAN DOEPA**". The CBD oil is currently produced and bottle by Boiservice CC in Johannesburg. Khoisan Doepa will continue to build the brand associated with ancient healing traditions.

Khoisan Doepa with the use of the Cannabis plant and through a pharmaceutical process developed the CDB oil as a spring off too few other organic medicinal products

Cannabidiol is an active agent found in plants of the cannabis variety, such as hemp and marijuana. It has calming, anxiolytic, and anti-inflammatory properties while also containing a number of vitamins, making it valuable for many different health applications.

CBD has been used to treat anxiety, epilepsy, muscle pains, insomnia, arthritis, and menstrual cramps with remarkable effects on all counts. It's also a powerful agent against acne and skin inflammations. These are just the well-substantiated claims with some scientific evidence to back them up. If anecdotal evidence is to be believed, CBD can do much more.

With the growing demand for organic medicine, Khoisan Doepa will be the name to go by.

Our Brand

Khoisan Doepa

The Intent

The intent is to lease land from the Municipality for 10year with the option to purchase. Included find a map of the land identified. Its vacant land with the right zoning. The land in question is 18 Hectares and we could fit in all three projects as anticipated.

Included find an aerial photo of the land in question



Management and Associates:

Managing Director: Mr Jackie Ralph Joseph

Jackie Joseph is the founder of the company. He holds a Higher Diploma in education and a post graduate certificate in BBBEE management from Unisa.

Tried and tested Entrepreneur with vast experience in general and project management and Ex- school manager

More than 10 years of managerial work experience at various institutions. Responsible for the Management of all the projects of Excodor 178 Cc. A prominent member of community formations.

Director: Mabre Auleen-Lynn Joseph

Mabre is the daughter of Mr JR Joseph and have been involved with the company since inception.

She brings with her skills in Home Base care for fragile old people. Her knowledge can be use in the application of Cannabis Products especially CBD for the use of people in pain.

She is 28 years old and therefore qualify for government support in terms of their empowerment programs for the youth and women.

REFERENCES:

Dr. Keith Du Plessis
Business Manager
Coega development Co-operation
Cell: 082 740 7654

Mr. Christian Martin
Formal MPL- Eastern Cape Legislator
Khoi & San Activist
Cell: 076 452 8787

Mr. Charlie Josephs
Candidate Valuator
Martin Swartz Valuators
084 533 2281

CONFIDENTIAL

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

A PORTION OF ERF 2084, 2085 AND A PORTION OF ERF 2077 (ROAD) HUMANSDORP, EASTERN CAPE (Vacant land) 25 272m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET RENTAL:

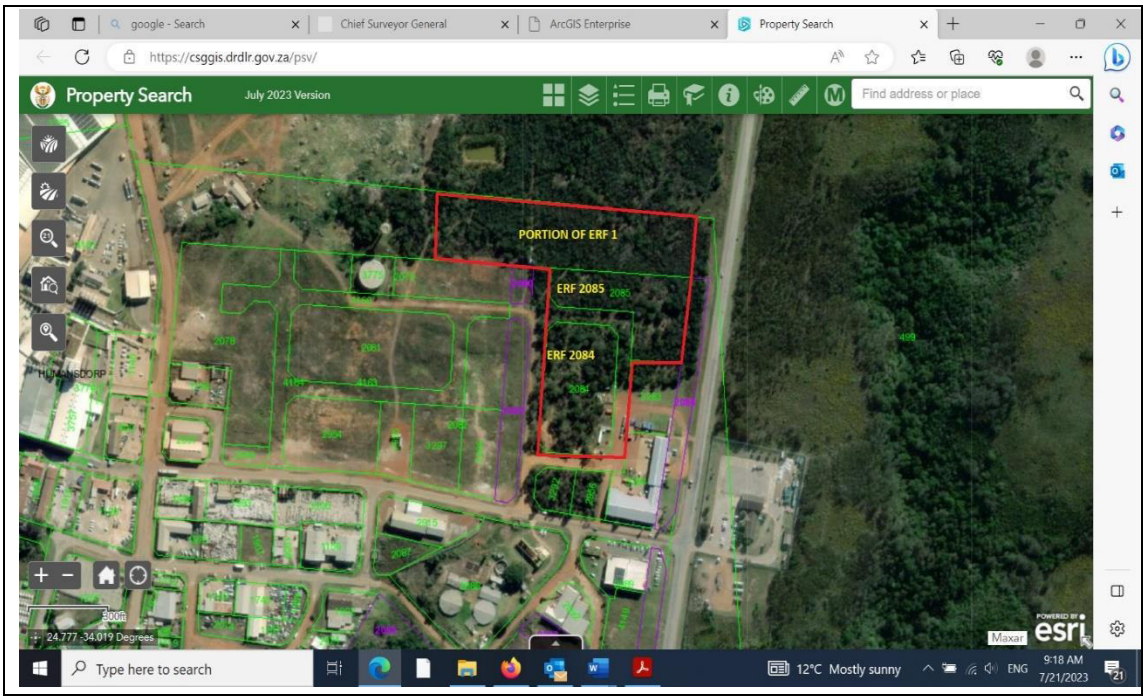
Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

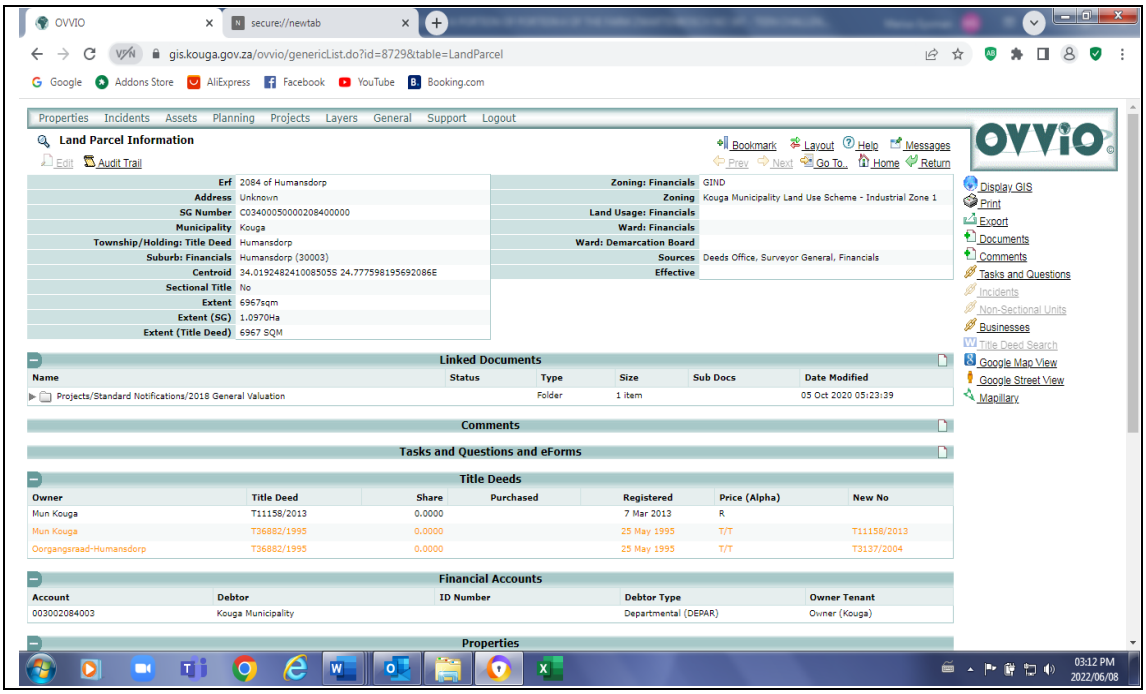
I the undersigned, L Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

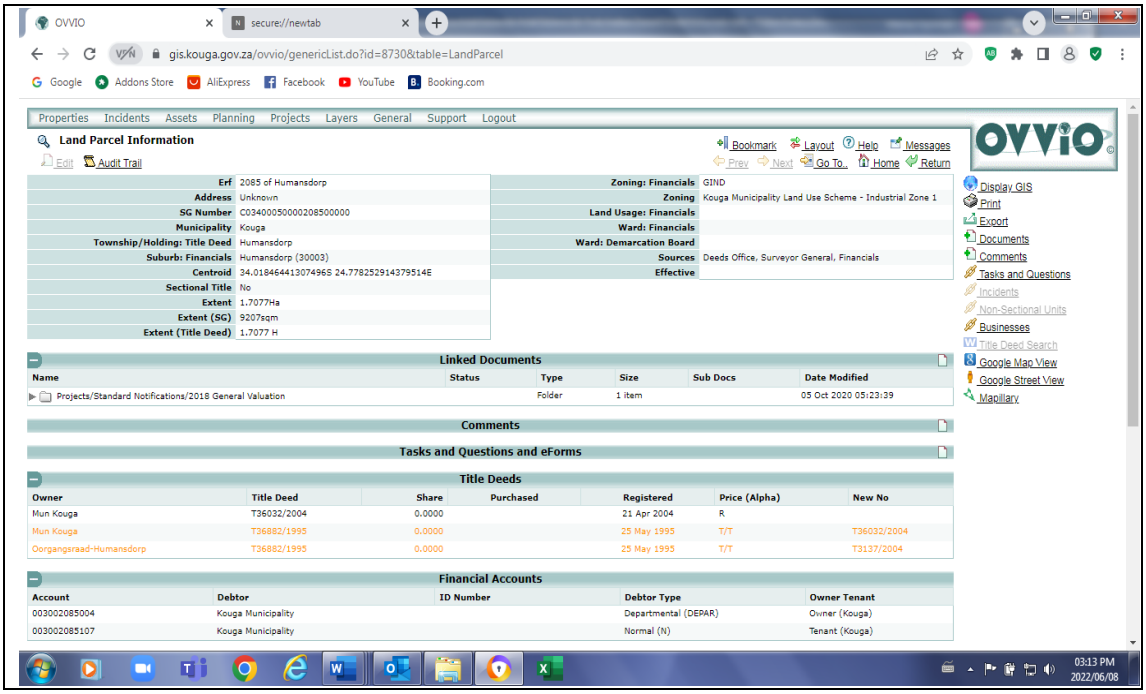
R15 800.00
(Fifteen Thousand Eight Hundred Rand Only) - per month

Annexure "D"

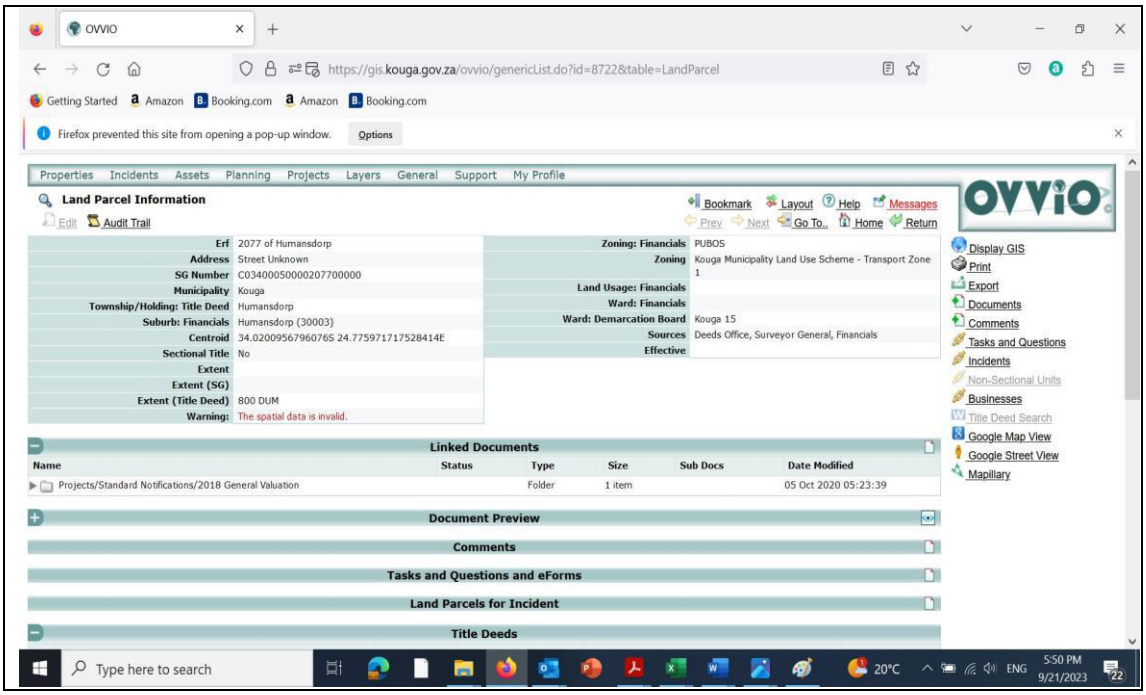
Portion of erf 2077 (road), erven 2084 and 2085, Humansdorp (Portion of erf 1 is excluded and not forming part of application being "public open space" in line with Climate Change Strategy)

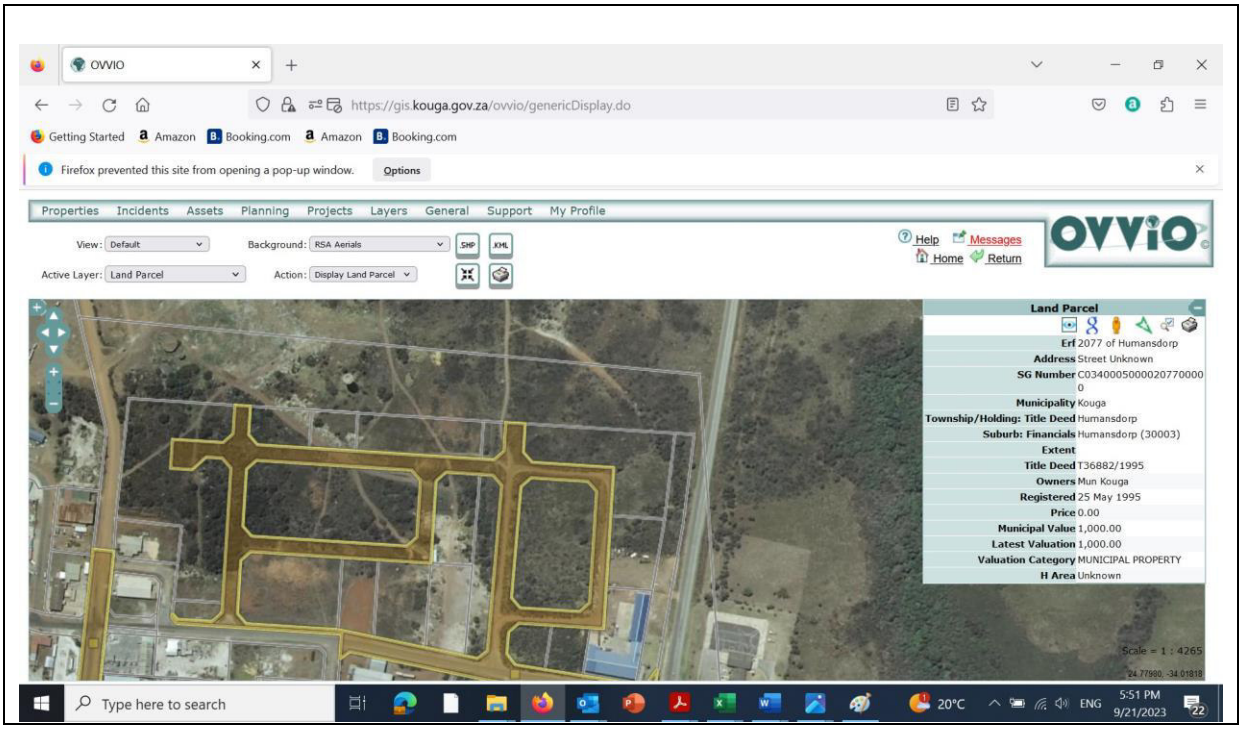






Erf 2077, Humansdorp (Road)





Comments by the Directorates (Sect. 14)

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 1, Erven 2084 and 2085 and a portion of Road (Erf 2077, Humansdorp)	Humansdorp	All relevant land use rights to be obtained.	Comply with town planning legislation and submit building plans.	Supported in general by all departments. **General recommendation:** Exclude portion of erf 1 (public open space)

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD16**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR LEASE OF A PORTION OF ERF 1244, PELLSRUS FOR AN OLD AGE SERVICE CENTRE

1. **Introduction**

The purpose of this report is for Council's final approval to consider the request from Sunshine Old Age Centre for the lease of a portion of Erf 1244, Pellsrus.

2. **Background**

The lease expired and is currently on a month-to-month basis. However, the applicant requested for a long-term lease agreement. ****Copy of Lease Agreement attached as Annexure "A".**

It is also noted that there is no approved building plan, and no occupation certificate was previously issued for the existing building. These building requirements need to be addressed before a new and long-term agreement is entered into between council and the applicant.

It would also be required that the applicant complies with town planning requirements in order to use the property for the purposes applied for.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of a portion of Erf 1244, Pellsrus was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.18

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

Sunshine Old Age Service Centre services the entire Kouga region and has a database of over 100 individuals that benefit from their service.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82	KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment		

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grants final approval** for the lease of a portion of Erf 1244, Pellsrus for 9 years and 11 months to Sunshine Old Age Service Centre with restrictive conditions in respect of the land usage for the sole purposes of social care uses.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That town planning activities and all other administrative processes must be finalized.

10.4 That Council approves the market-related rental valuation of R100.00 per month (25% of R400.00 market related rental) in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses, as the structure was not erected by the municipality.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if the purpose for which the lease was applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That an annual escalation be included in the lease agreement.

10.8 That Council authorizes the Accounting Officer to enter into a written long-term lease agreement with Sunshine Bay Old Age Service Centre, and that the agreement provides for an annual escalation of the monthly rental.

Item prepared by the: The Manager Land & Property Administration



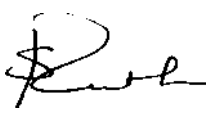
Item approved by the: Acting Director Planning & Development



Item endorsed by the Municipal Manager:



Item noted by Portfolio Chairperson:



Annexure "A"

AGREEMENT OF LEASE

We, the undersigned, LANDLORD AND TENANT, agree upon the letting of the premises hereinafter described upon the terms and conditions set out in this SCHEDULE and the General Conditions of Lease attached hereto marked Annexure A.

KOUGA MUNICIPALITY

(Landlord)

and

SUNSHINE OLD AGE SERVICE CENTRE

NPO Registration number: 161-934 NPO

(Tenant)

AGREEMENT OF LEASE

We, the undersigned, LANDLORD AND TENANT, agree upon the letting of the premises hereinafter described upon the terms and conditions set out in this SCHEDULE and the General Conditions of Lease attached hereto marked Annexure A.

KOUGA MUNICIPALITY

(Landlord)

and

SUNSHINE OLD AGE SERVICE CENTRE

NPO Registration number: 161-934 NPO

(Tenant)

SCHEDULE

1. **NAME AND ADDRESS OF LANDLORD**

Kouga Municipality

Jeffreys Bay
6330

2. **NAME AND ADDRESS OF TENANT**

Sunshine Old Age Service Centre
(Erf 1244)13 Sarah Baartman Street

Jeffreys Bay
6330

3. **PREMISES**

ERF 1244, 13 Sarah Baartman Street, Jeffreys Bay , Kouga Municipality, which is demarcated on the sketch plan attached hereto as Annexure B measuring

4. **RENTAL**

4.1 **Out of hand leases to social care organisations/institutions**

care organisations/institutions, the rental shall be determined by the municipality on the basis of 25% of the market related rental and such rental shall be charges.

service will have to be paid. (That may escalate) in respect of services and services connections fees as determined by Council.

4.3 The monthly service charges and rates payable on occupation of

5. **VAT**

The parties acknowledge and agree that the tenant will be liable to pay VAT on

6. **DURATION**

Five (5) years commencing on 1 May 2017 and terminating on 30 April 2022.

The parties agree that this Lease will be registered pursuant to the provisions of

8. **USE**

The premises shall be utilised for the purpose of running of an Old Age Service

used for no other purpose whatsoever unless prior written consent has been had

The rental and operating costs for the renewal period shall be mutually agreed between the parties. If no agreement is reached in respect of the rental and

and paid by the Tenant shall be determined by the Chairman for the time being of the Port Elizabeth branch of the Institute of Realtors.

respect of the premises for the renewal period and the rate of annual escalations to be applied thereto each year thereafter.

19.3.3. The fair market rent and annual escalations so determined, shall be determined as near as possible to.

SIGNED AT JEFFRYSBAY ON 14... (Date).....MAY.. (Month) 2017 (Yr)

LANDLORD

DATE

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

PROPERTY DESCRIPTION:

A PORTION OF ERF 1244, PELLSRUS, EASTERN CAPE (Vacant land only) 1195m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. (building extents – 97m² and 135m²)



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R400.00
(Four Hundred Rand Only) - per month for vacant land or
R4 640
(Four Thousand Six Hundred and Forty Rand Only) - per month for improvements

L. Ferreira
Professional Valuer
(SACPVP Reg. No.: 7007/2)

Date: 02 March 2024

Caveats

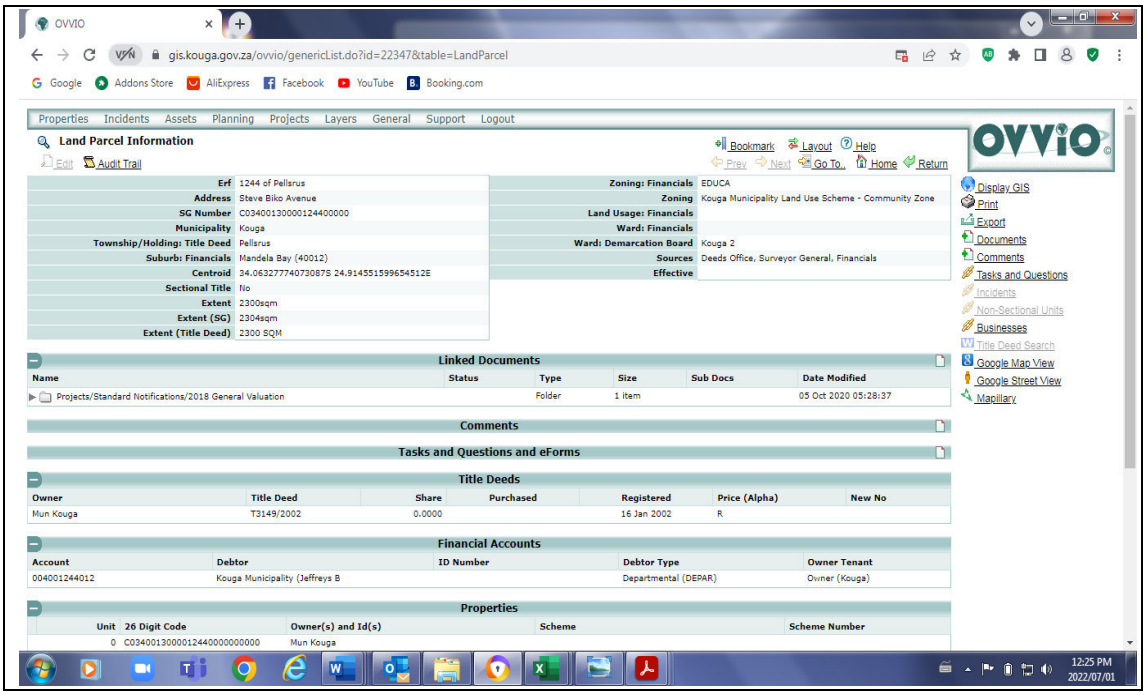
This one-page valuation certificate has been prepared on the basis that full disclosure of all information and factors, which may affect the valuation should have been made available to ourselves and we cannot accept any liability or responsibility whatsoever for the valuation if any information was withheld.

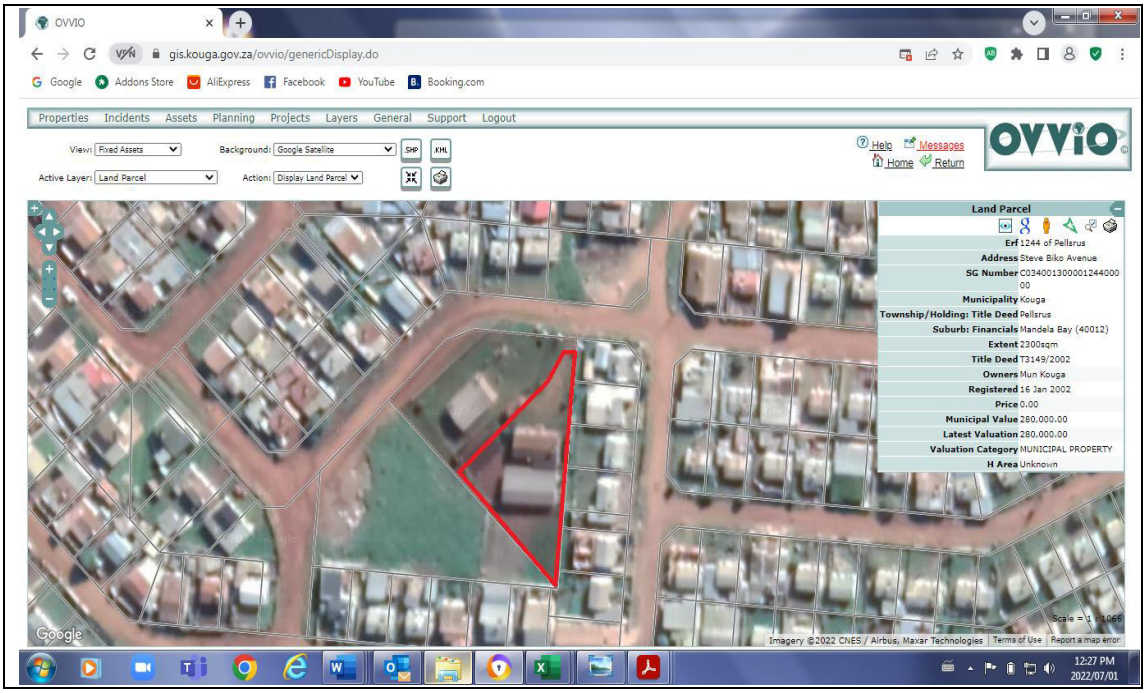
We have assumed that the property and its value are unaffected by any statutory notice, and that neither the property nor its condition, current use or intended use, is or will be unlawful.

Neither the valuer, nor Evergreen Valuers (Pty) Ltd, have any interest in this property or any other properties which would affect the statements or values contained in this valuation report. All figures quoted are exclusive of Value Added Tax.

Annexure "D"

Aerial image and Section 14 comments





Section 14 comments by Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 1244	Pellsrus	Supported	Necessary compliance with all applicable legislation	TS: No objection AS: No objection CS: No objection HS: No objection

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD17**

REQUEST FOR FINAL APPROVAL FROM COUNCIL TO DISPOSE AND TRANSFER: ERF 2593, SEA VISTA (ANNIE DANIELS)

1. **Introduction**

The purpose of this item is to request Council's final approval for the disposal and transfer of Erf 2593 situated in Geelbek Street, Sea Vista to Ms. Annie Daniels.

2. **Background**

The property formed part of the Municipal houses that were leased to employees of the Municipality. It must be noted that the applicant's husband is not an employee of Council anymore. However, she has already paid the full purchase amount.

Erf 2593, Sea Vista was valued at R9,234.00 then. In March 2004, the applicant paid the deposit of R900.00 for the property and the remainder of R8,334.00 was paid in 2007. A Deed of Sale was prepared, but never concluded by the Municipality. A copy is attached as **Annexure "A".** Proof of payment is attached as **Annexure "B".**

The advertisement Notice 8/2024 for comments/input for the disposal of Erf 2593, Sea Vista was placed 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "C"**.

3. **Discussion**

There is an existing dwelling on the property. Ms. Daniels occupied the property since 2004 and paid for all services. The Planning & Development Directorate is the custodian of the Asset Disposal and Lease Policy for Municipal Owned Immovable Properties and in conjunction with the relevant Heads of Departments, responsible for the implementation of the policy as well as the monitoring of adherence thereof.

The Section 14 process was concluded and is attached below with aerial image of the property attached as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552

Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.

6. **Legal Implications**

Should the Council approve the disposal of the immovable property described herein, the Municipal Manager will be authorized to institute the legislative proceedings to transfer the property, divesting the Kouga Municipality of ownership.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the out-of-hand disposal and transfer of Erf 2593, Sea Vista to Ms. Annie Daniels

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the selling price of R9,234.00 for Erf 2593, Sea Vista.

10.4 That it be noted that the purchaser will be responsible for all administrative and transfer costs in respect of the disposal and transfer of the property.

10.5 That Council authorizes the Accounting Officer to enter into a Deed of Sale for the disposal of the property.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

DEED OF SALE

TO: THE KOUGA MUNICIPALITY

Duly Represented herein by **SAKHEKILE SIDNEY FADI**
IDENTITY NO **6909255711083**

OF 33 DA GAMA ROAD, JEFFREYS BAY, 6330

(Hereinafter referred to as "The Council", "The Municipality" and "The Seller")

FROM: **MR. KERNEELS DANIELS**

IDENTITY NO. **6809265121085**

AND

MS. ANNIE DANIELS

IDENTITY NO. **6701170570086**

(Hereinafter referred to as "The Purchaser")

1. Purchase of Land

WHEREAS the Purchaser hereby offers and tenders to purchase the following property: Erf 2593, SEA VISTA (hereinafter referred to as "the Property") and as is more fully described in the title deed relating thereto. Subject to the terms and conditions herein appearing.

NOW THEREFORE the parties agree as follows:

2. Purchase Price

2.1 The purchase price of the property is the sum of **R 9 234, 00 (NINE THOUSAND TWO HUNDRED AND THIRTY FOUR RAND ONLY)**, which amount is inclusive of VAT, payable as follows:

a) The Purchaser shall pay a non-refundable deposit of 10% of the purchase price within 14 days of written acceptance of this Offer to be paid to the transferring attorneys.

K. D.
A. D.

b) The balance of the purchase price shall be payable in full, free of exchange against transfer of the property into the name of the Purchaser. The purchaser shall furnish a Banker's or other guarantee/s approved by the seller, within 30 days of acceptance of this offer or on the fulfillment of the suspensive conditions (if applicable) whichever is the later.

1. Possession

Possession of the Property will be given and taken on **DATE OF REGISTRATION OF TRANSFER** to the Purchaser from which date all risk shall pass to the said Purchaser.

Until registration of transfer the Purchaser may not make any alteration to the property without the written consent of the Seller and under no circumstances shall be entitled to any compensation from the Seller.

The Purchaser will have no claim whatsoever against the Seller arising out of any alterations or additions made to the Property by the Purchaser.

In the event that occupation does not coincide with date of registration of transfer, the Purchaser shall pay monthly in advance to the Seller's Conveyancer occupational interest of an amount equal to 1% of the Purchase Price from the date of occupation to date of transfer.

The Purchaser shall be obliged to vacate the Property upon cancellation of the sale for any reason whatsoever, it being agreed that no tenancy shall be created by any such prior occupation.

4. RATES AND TAXES; TRANSFER AND BOND COST; RISK:

With effect as and from date occupation all benefits from the property shall accrue to the Purchaser who from that date shall be responsible for all rates and taxes levied on the property.

In the event of the Seller having paid such rates and taxes in advance of the said date, the Purchaser shall be obliged to refund to the Seller a pro-rata share thereof.

The Purchaser shall on demand by the conveyancer / conveyancers pay transfer duty, all costs of transfer, bond registration costs (if applicable), all incidental charges and interim payments.

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Risk in respect of accidental damage and destruction of the property passes to the Purchaser on date of transfer of the property into the Purchaser's name.

5. Voetstoots

5.1 The land is sold as it stands (**voetstoots**), without any basic services.

5.2 The Municipality shall not be held responsible for any difference or deficiency that may appear upon the survey or remeasurement of the land or for any error of description.

5.3 The Municipality gives no guarantee as to sustainability of the land for the Purchaser's purposes.

5.4 The Municipality shall not be responsible for the provision of any Municipal infrastructure included but not limited to sewage, electricity, water etc.

6. Conditions

6.1 The land is sold subject to all conditions contained in or referred to in the Title Deed thereto.

6.2 The land is sold subject to the following special conditions now newly imposed by the Municipality in its favour and enforceable by it, binding the Purchaser and its successors-in-title (all of whom are included in the herein aftermentioned expression "owner") provided that the Municipality shall always have the right (on such terms as it may in its sole discretion impose) to vary, suspend or relax any of the said conditions by agreement with the owner, namely:

6.2.1 The owner shall allow gas mains, electricity, telephone and television cables and/or wires, mains and/or other waterpipes and foulsewers and stormwaterpipes, ditches and channels of any other erf to be conveyed across the land unit concerned, and surface installations such as mini-substations, meter kiosks and service pillars to be installed thereon if considered necessary by the Municipality, in such manner and position as may from time to time be reasonably required; this shall include the right to access to the land unit at any reasonable time for purpose of constructing, altering, removing or inspecting any connected with the above.

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A.D.

6.2.2 The Municipality shall at any time be entitled to register a servitude over the land for all municipal services or works existing or to be constructed on or over the land.

6.3 In the event that the Purchaser is the registered owner of the adjacent erf of the land
herein sold, the Purchaser undertakes to advise the Municipality of this fact in writing and accepts and agrees to any further conditions which the Municipality may impose on this sale including but not limited to any re-zoning, consolidation, survey, subdivision and the like, which costs are to be borne by the Purchaser.

6.4 The Purchaser acknowledges that the land may only be used for the purposes as approved by Council and as regularized by any applicable town planning schemes.

6.5 In the event of the Registrar of Deeds refusing to insert any of the aforegoing conditions in the Purchaser's Title Deed, then the Municipality shall effect registration in such manner as may be permitted by the Registrar of Deeds.

Notwithstanding the refusal by the Registrar of Deeds to insert the said conditions in the Purchaser's Title Deed, the Purchaser by his signature hereto shall remain bound to the Municipality in terms of the aforesaid conditions and shall be obliged prior to alienation of the land, to acquaint its successors with such conditions, who in turn shall be bound in terms thereof.

7. <u>Breach</u>

7.1 Should the Purchaser be in breach of any other term of this agreement and fail to remedy such breach within 7 (seven) days of written notice by the Municipality or its Conveyancers requiring the Purchaser to remedy such breach, then and in such event, the Municipality shall immediately be entitled, without prejudice to any other rights which it may have in law, to either cancel this agreement and claim such damages as it may have suffered, or to claim specific performance.

In the event of the Municipality instituting the action against the Purchaser pursuant to this agreement, the Municipality shall be entitled to recover all legal costs incurred by it pursuant to such action on a scale as between attorney and client, together with collection commission at the rate of 10 % (ten per centum) per annum on any monetary award.

7.2 In addition to the aforesaid, the Purchaser shall pay interest on any monetary award pursuant to such action at the prevailing prime overdraft rate

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charged by the Municipality's Bankers in respect of bank overdrafts from the date of breach by the Purchaser to date of final payment, both days inclusive.

A letter signed by any Official of the said bankers shall be prima facie proof of such interest rate for all purposes, including but not limited to, the granting of provisional sentence and/or summary judgment.
7.3 In the event of breach of contract resulting in cancellation of the contract, the deposit equal to 10% of the purchase price will be forfeited by the Purchaser.

8. Commission

8.1 The Purchaser acknowledges that the Purchaser was not introduced to the land or to the Municipality in circumstances entitling any Agent to claim commission on the sale from Municipality.

9. Transfer

9.1 The Purchaser shall accept transfer of the land when required by the Municipality and transfer shall be effected by the Municipality's Conveyancers.

9.2 The Purchaser shall be liable for payment of all costs of and incidental to transfer of the land, including transfer duty (if applicable), the Conveyancer's fees, together with VAT thereon (if applicable), in respect of the registration of transfer of the land into the Purchaser's name, such fees being payable on request by the Conveyancer.

10. Consent to Jurisdiction

10.1 The Purchaser hereby consents to the jurisdiction of the Magistrate's Court in respect of any action or proceeding arising from this agreement, provided that the Municipality shall at all times be entitled to institute any such actions and proceedings in the High Court having jurisdiction.

11. Domicilium

11.1 The Parties choose their respective "domicilium citandi et executandi" ("domicilium") for the purposes of giving any notice, the payment of any sum, the serving of any process or for any other purpose arising from this agreement the address as stipulated in the Preamble of this Agreement.

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11.2 Each of the parties shall be entitled from time to time on 14 (fourteen) days written notice to the other to vary its domicilium to any other address within the Republic of South Africa which is not a post office box or "poste restante".

11.3 Any notice required or permitted to be given in terms of this agreement shall be valid and effective only if in writing.

11.4 Any notice given and any payment made by one party to the other ("the addressee") which:

11.4.1 is delivered by hand during normal business hours of the addressee's domicilium for the time being shall be presumed, until the contrary is proved, to have been received by the addressee on the day of delivery;

11.4.2 is posted by pre-paid registered post from an address within the Republic of South Africa to the addressee at the addressee's domicilium for the time being shall be presumed, unless the contrary is proven, to have been received by the addressee on the fourth day after the date of posting;

11.4.3 is transmitted by telex or facsimile to the addressee receiving machine shall be presumed, until the contrary is proven, to have been received by the addressee within one hour of transmission where it is transmitted during normal business hours or, if transmitted outside normal business hours, within one hour of normal business hours on the next day.

12. General

12.1 This document constitutes the sole record of the agreement between parties.

12.2 No party shall be bound by any express or implied term representation, warranty, promise or the like not recorded herein.

12.3 No addition to, variation or agreed cancellation of this agreement shall be of any force or effect unless in writing and signed by or on behalf of the parties.

12.4 No extension of time or indulgence which either party ("the grantor") may grant to the other ("grantee") shall constitute a waiver of any of the rights of the grantor who shall not thereby be precluded from exercising any rights against the grantee which may have arisen in the past or which might arise in the future.

12.5 If any provision hereof is unlawful or is retrospectively rendered unlawful, then that unlawful provision shall be deemed to be modified only to the extent

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and in the manner necessary to render it lawful or, if such modifications is impossible, the said unlawful provisions shall be deemed to be severable form the remaining provisions hereof.

12.6 Where any recommendation or decision giving rise to the awarding or conclusion of this contract has been unlawful or improperly made, the Municipality shall be entitled to rescind such decision and the power to rescind such decision shall extend to decisions that were made, taken or in any way influenced by Councillors in contravention of the Code of Conduct for Councillors as set out in Schedule 1 to the Municipal Systems Act or Municipal Officials in contravention of the Code of Conduct for Municipal Staff Members as set out in Schedule 2 to that Act.

12.7 This Agreement is subject to Section 14 of the Municipal Finance Management Act 56 of 2003.

12.8 In the event of the Purchaser being a company, close corporation, partnership, or trust the signatory hereof on behalf of the Purchaser guarantees that he is duly authorised to conclude this agreement and, in the event of his principal refusing to accept the agreement or to give effect thereto, that he shall be personally liable to the Seller and bound by this agreement as if he has concluded the agreement in his personal capacity.

SIGNED at _____ on this the ____ day of _____ **2011.**

AS WITNESSES:

1. H Roosouw _____

2. L. Wel. _____ _____

For and on behalf of The Municipality

SIGNED at _____ on this the ____ day of _____ **2011.**

AS WITNESSES:

1. K. Daniels _____ X _____

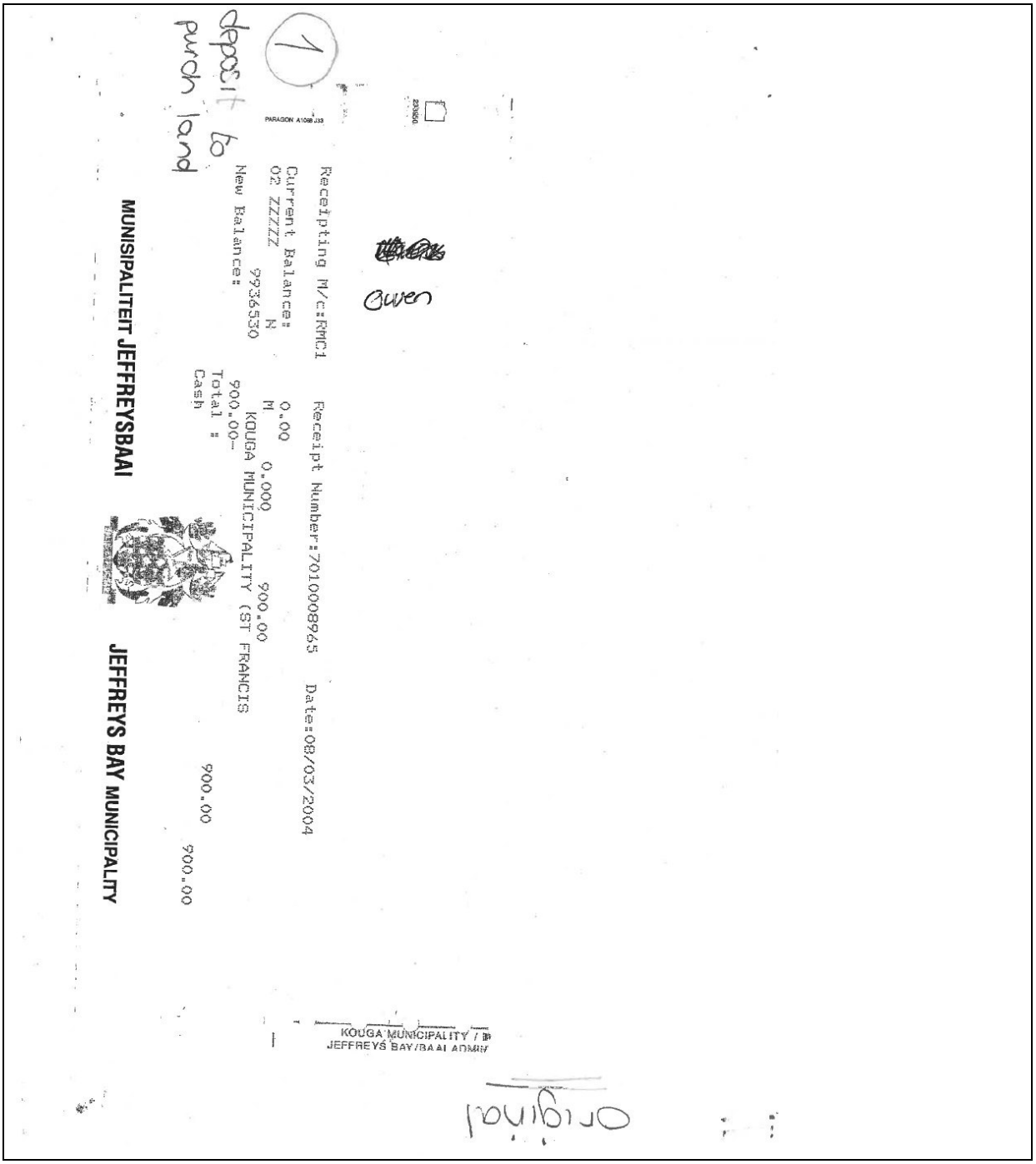
The Purchaser

2. Annie Daniels _____ X _____

The Purchaser

Annexure "B"

Proof of payment:



MUNISIPALITEIT JEFFREYSBAAI

JEFFREYS BAY MUNICIPALITY

Receipting M/c:RMC1 Receipt Number:7010008965 Date:08/03/2004

Current Balance: 0.00
02 ZZZZZ N M 0.000 900.00
New Balance: 900.00
9936530

KOUGA MUNICIPALITY (ST FRANCIS

900.00-
Total : 900.00
Cash 900.00

KOUGA MUNICIPALITY / D
JEFFREYS BAY/BAAI ADMIN

deposit to purch land

Owen

Original

2

Receipting M/c:RMC71 Receipt Number:7010607593 Date:29/05/2007 Time:10:45

Current Balance: 0.00
02 ZZZZZ N M 0.000 8334.00
7002593004 KOUGA MUNICIPALITY (ST FRANCIS
New Balance: 8334.00-
Total : 8334.00
Cheque : 28570 8334.00 + 900.00 = R 9 234.00

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

Receipting M/c:RMC71 Receipt Number:7010607594 Date:29/05/2007 Time:10:46
07 SR 980 N 22527 N 0.000 1342.11 187.89
ERF2593SFB A DANIELS
05 WATER CONS Y 70999 M 0.000 150.00
7002593011 A DANIELS
Total : 1492.11 187.89
Cheque : 28570 1680.00

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

1915

Total Allocations			14233.43
Cheque	:	202	14233.43
Change			.00

MUNISIPALITEIT KOUGA KOUGA MUNICIPALITY

Receipting M/c:RMC71 Receipt Number:7011400279 Date:30/07/2014 Time:14:49

07 SR	190	N	22511	N	0.000	5778.07	808.93	6587.00
			ERF2593SFB					
				Total :		5778.07	808.93	6587.00
				Cash	:			6600.00
				Change	:			13.00

MUNISIPALITEIT KOUGA KOUGA MUNICIPALITY

JA 034 dd 30/07/14

duplicate's

Receipting M/c:RMC71 Receipt Number:7010607593 Date:29/05/2007 Time:10:45

Current Balance: 0.00
02 ZZZZZZ N M 0.000 8334.00
7002593004 KOUGA MUNICIPALITY (ST FRANCIS
New Balance: 8334.00-
Total : 8334.00
Cheque - : 28570 8334.00

MUNISIPALITEIT KOUGA KOUGA MUNICIPALITY

Receipting M/c:RMC71 Receipt Number:7010607594 Date:29/05/2007 Time:10:46
07 SR 980 N 22527 N 0.000 1342.11 187.89
ERF2593SFB A DANIELS
05 WATER CONS Y 70999 M 0.000 150.00
7002593011 A DANIELS
Total : 1492.11 187.89
Cheque : 28570 1680.00

MUNISIPALITEIT KOUGA KOUGA MUNICIPALITY

Receipting M/c:RMC71 Receipt Number:7010607593 Date:29/05/2007 Time:10:45

Current Balance: 0.00
02 ZZZZZ N M 0.000 8334.00
7002593004 KOUGA MUNICIPALITY (ST FRANCIS
New Balance: 8334.00-
Total : 8334.00
Cheque : 28570 8334.00

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

Receipting M/c:RMC71 Receipt Number:7010607594 Date:29/05/2007 Time:10:46
07 SR 980 N 22527 N 0.000 1342.11 187.89
ERF2593SFB A DANIELS
05 WATER CONS Y 70999 M 0.000 150.00
7002593011 A DANIELS
Total : 1492.11 187.89
Cheque : 28570 1680.00

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

Receipting M/c:RMC71 Receipt Number:7010607593 Date:29/05/2007 Time:10:45

Current Balance: 0.00
02 ZZZZZ N M 0.000 8334.00
7002593004 KOUGA MUNICIPALITY (ST FRANCIS
New Balance: 8334.00-
Total : 8334.00
Cheque : 28570 8334.00

Print Direct 041-4338146

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

Receipting M/c:RMC71 Receipt Number:7010607594 Date:29/05/2007 Time:10:46
07 SR 980 N 22527 N 0.000 1342.11 187.89
ERF2593SFB A DANIELS
05 WATER CONS Y 70999 M 0.000 150.00
7002593011 A DANIELS
Total : 1492.11 187.89
Cheque : 28570 1680.00

Print Direct 041-4338146

MUNISIPALITEIT KOUGA **KOUGA MUNICIPALITY**

PARAGON A1088J20

Receipting M/c:KMC1 Receipt Number:7010008965 Date:08/03/2004

Current Balance: 0.00
02 ZZZZZ N M 0.000 900.00
New Balance: KOUGA MUNICIPALITY (ST FRANCIS
9936530 900.00—
Total " 900.00
Cash 900.00

Owen

KOUGA MUNICIPALITY / M
JEFFREYS BAY/BAAI ADMIN

MUNISIPALITEIT JEFFREYSBAAI

JEFFREYS BAY MUNICIPALITY

DEA PLOTS [illegible] PLOTS [illegible]

VAT INCLUSIVE

ERF NO	SELLING PRICE	m²
~~2321~~		
2323	9 234.00	324
2325	9 234.00	
2328	9 234.00	
2329	9 234.00	
2331	9 234.00	
2334	9 234.00	
2335	9 234.00	
~~2336~~	~~9 234.00~~	
~~2337~~		
2339	12 711.00	445
2340	14 107.50	
2341	11 115.00	
2342	10 260.00	
2343	10 260.00	
2344	10 260.00	
2345	9 918.00	
~~2534~~	~~13 480.50~~	
~~2535~~	~~9 234.00~~	
~~2536~~	~~9 234.00~~	
~~2537~~	~~9 633.00~~	
~~2538~~	~~10 402.50~~	
~~2539~~	~~10 402.50~~	
~~2540~~	~~10 402.50~~	
~~2541~~	~~9 234.00~~	
~~2542~~	~~9 234.00~~	
~~2543~~	~~12 597.00~~	
~~2544~~	~~8 607.00~~	
2545	6 897.00	242
2546	6 897.00	242
2547	6 897.00	242
2548	6 897.00	242
2549	6 897.00	242
~~2550~~	~~27 248.00~~	
BUSINESS SOLD ~~2592~~	~~9 234.00~~	
SOLD ~~2593~~	~~9 234.00~~	
2594	9 234.00	Anne
2595	9 234.00	
2598	10 687.50	
2599	11 970.00	
CLINIC ~~2600~~	~~10 887.00~~	
BUSINESS ~~2675~~	~~37 420.50~~	
BUSINESS ~~2734~~	~~14 649.00~~	

Six lns to be paged —

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

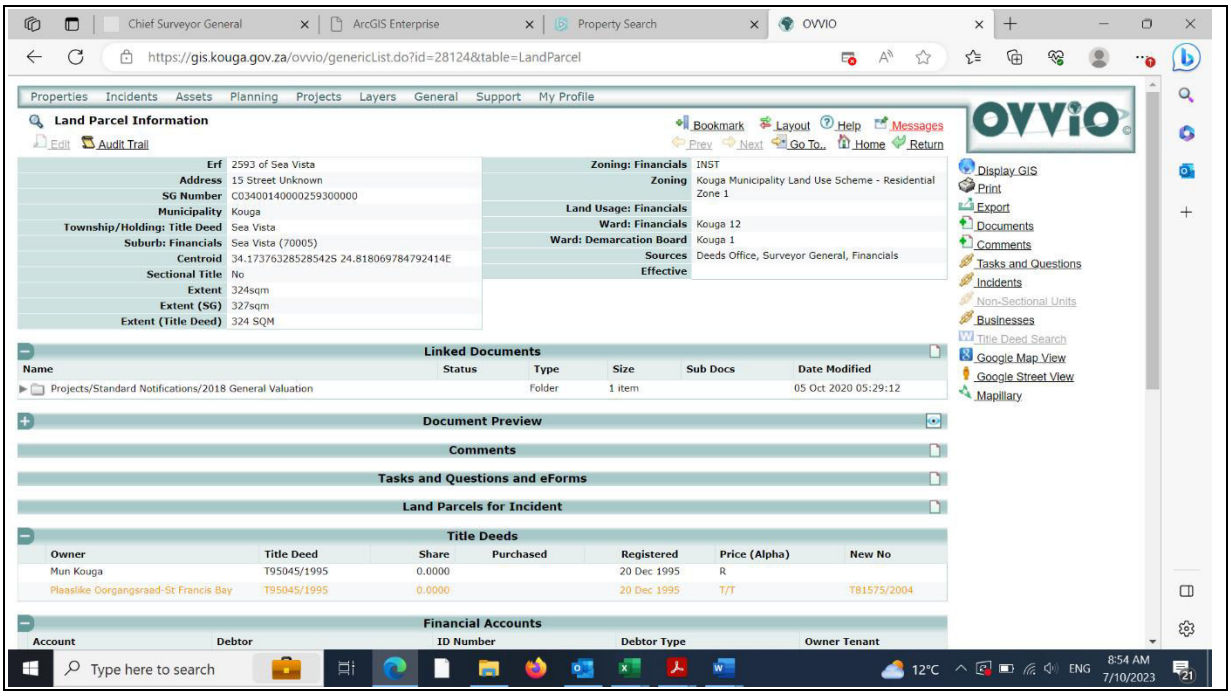
MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

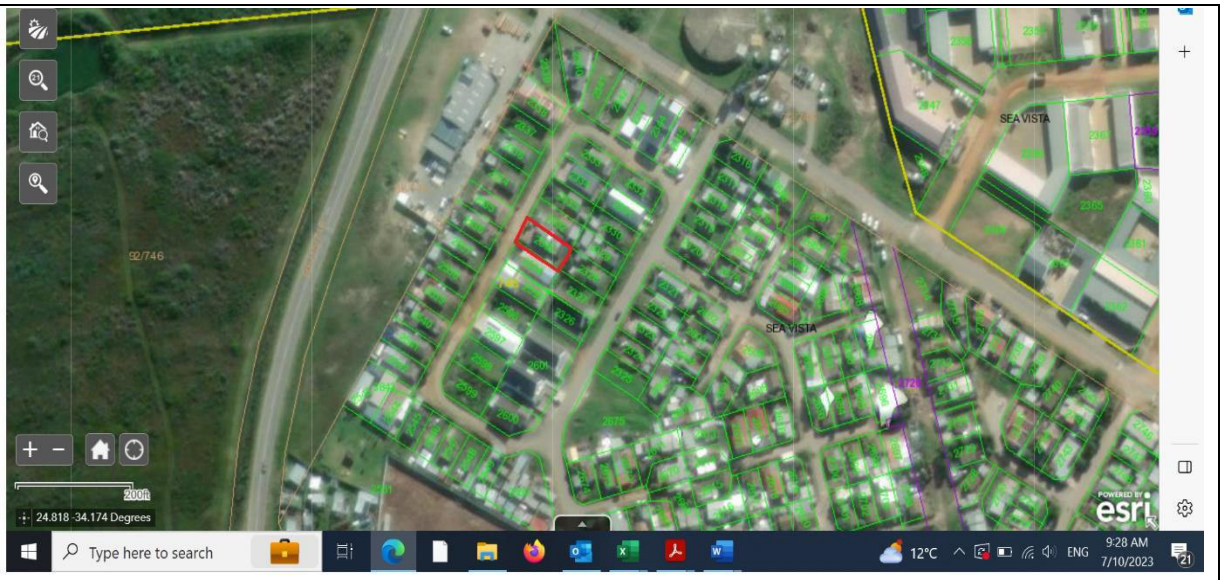
P.O. Box 21
Jeffreys Bay
6330

2024 001

Annexure "D"

Land Parcel information:





Section 14 comments by Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 2593	Sea Vista	Residential use supported.	Supported, subject to building plan submitted for approval and compliance reached for occupation certificate.	AS: Supported TS: No Objection CS: No objection HS: No objection

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD18**

REQUEST FOR FINAL APPROVAL FROM COUNCIL TO RESCIND A SECTION OF COUNCIL RESOLUTION, GRANT AUTHORISATION TO DISPOSE: ERF 1044, SEA VISTA (MUNICIPAL HOUSE)

1. **Introduction**

The purpose of this item is to request Council's final approval to rescind a section of previous Council resolution, authorization to advertise Councils' intention to dispose of Erf 1044 situated at 11 Palma Road, Sea Vista.
The purpose of this item is to request Council's final approval to rescind a section of previous Council resolution, authorization to advertise Councils' intention to dispose of Erf 1044 situated at 11 Palma Road, Sea Vista.

2. **Background**

On 30 June 2021, Council resolved (Resolution 21/06/CF18) to lease the subject property at market related rental value. ****Attached as Annexure "A".**

The report seeks to request Council to rescind a section of the abovementioned Council resolution which resolved in point (5) that Erf 1044, Sea Vista be leased at market related rental, and that Council considers granting final approval to sell the subject property.

3. **Discussion**

A request was received from Mr. Benjamin Bosch in respect of Erf 1044 who is interested in purchasing the house that he has leased from the Municipality for 26 years. Mr. Bosch is a municipal employee who has gone into retirement on 30 June 2022 but is still working with the Municipality on contractual basis. He wants to purchase the Municipal house he currently leases on a month-to-month basis. Based on the years Mr. Bosch has resided on this property, it is recommended that it be disposed to Mr. Bosch on out-of-hand sale

The property is zoned "Residential Zone 1", and measures ±1170m² in extent. The property was valued at R1,000 000.00 in accordance with the general municipal valuation that has been conducted in 2018. It be noted that the mentioned valuation is well outdated, and a new market related valuation has been obtained ****Market related valuation attached as Annexure "B".**

Attached is the application received for purchase of the municipal house at erf 1044, Sea Vista as well as land parcel information, including aerial images indicating the location of the particular property. ****See Annexure "C".**

The advertisement Notice 8/2024 for comments/input for the disposal of Erf 1044, Sea Vista, was placed and no objections were received. ****Attached as Annexure "D"**. All Section 14 processes were completed.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.

6. **Legal Implications**

Should the Council approve the disposal of the immovable property described herein, the Municipal Manager will be authorized to institute the legislative proceedings to transfer the property, divesting the Kouga Municipality of ownership.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted.

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council grant **final approval** to rescind the section of the previous council resolution (21/06/CF18) that resolved that erf 1044, Sea Vista be leased and for the disposal of Erf 1044, Sea Vista at fair market related value to Mr. Bosch.

10.2 That Erf 1044 be disposed to Mr. B.W. Bosch, out of hand based on the extensive period (26 years) he resided in the premises.

10.3 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.4 That Council approves the market value of R1,380,000.00 obtained for the property in line with Section 14(2) of the Municipal Finance Management Act.

10.5 That it be noted that the purchaser will be responsible for all administrative costs in respect of the disposal and transfer of the property.

10.6 That Council authorises the Accounting Officer to enter into a Deed of Sale for the disposal of the property.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

21/06/CF18 **REPORT ON THE ASSESSMENT OF MUNICIPAL PROPERTIES**

Resolved (30 June 2021)

1. That Council confirms that the following properties are not needed to provide the minimum level of basic municipal services.

    a. Hankey - Erf 543
    b. Jeffreys Bay - Erf 5830
    c. Kruisfontein - Erf 696, 699 and 1566
    d. Pellsrus - Erf 180, 181, 185, 186, 187 and 438
    e. Sea Vista - Erf 2317, 2318, 2319, 2320, 2322, 2324, 2330, 2332 2336, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541

2. That a fair market value be obtained for all properties in (1) above, for Council to consider in line with Section 14(2) of the Municipal Finance Management Act;

3. That In terms of the Regulation 5(1) (b) of the Municipal Approval Transfer Regulations (2008), Council grants in-principle approval for the disposal of all properties in (1) above;

4. That Council grant authorization to advertise the intended disposal of the immovable properties in (1) above;

5. That the following properties be leased at market-related rentals from 1 October 2021:

    a) Humansdorp - Erf 437, 440 ,1324
    b) Jeffreys Bay - Erf 6175
    c) Patensie - Erf 13
    d) Sea Vista - Erf 1044, 1053, 2291 and 2293

Annexure "B"

Valuation report:

PROPERTY DESCRIPTION:

ERF 1044 SEA VISTA, EASTERN CAPE (land - 1170m²) (improvements – 186m²)

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET VALUE:

"The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion." (IVSC, 2005)

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R 1 380 000.00
(One Million Three Hundred and Eighty Thousand Rand Only)

L. Ferreira
Professional Valuer
(SACPVP Reg. No.: 7007/2)

Date: 02 March 2024

Caveats

This one-page valuation certificate has been prepared on the basis that full disclosure of all information and factors, which may affect the valuation should have been made available to ourselves and we cannot accept any liability or responsibility whatsoever for the valuation if any information was withheld.

We have assumed that the property and its value are unaffected by any statutory notice, and that neither the property nor its condition, current use or intended use, is or will be unlawful.

Neither the valuer, nor Evergreen Valuers (Pty) Ltd, have any interest in this property or any other properties which would affect the statements or values contained in this valuation report. All figures quoted are exclusive of Value Added Tax.

Annexure "C"

11 PALMA ROAD
ST FRANCIS BAY
6312

2022-05-30

The Municipal Manager
Kouga Municipality
JEFFREYS BAY
6330

ERF 1044 : 11 PALMA ROAD, ST FRANCIS BAY

I have started my career at the Electrical Department, St Francis Bay Unit on 1996-06-01. My family and I are residing at abovementioned address ever since and will be residing at the address on 2022-06-01 for 26 years.

As I am reaching my retirement date on 30 June 2022, I have forwarded a request to purchase the residence on 2021-09-14 and forwarded an enquiry on 2022-01-11 – see attached copies for easy reference – with no feedback received.

I am still interested in buying the residence. Over the years we as a family have made special memories and became fond of the residence and it grew on us, it was and will always be home to us. There are very special memories that we keep very close at heart – one of which my late father's wish could have been fulfilled where he has spent his last days with us before he left the earthy home for his heavenly home. Here we have raised our kids as well as our beloved animals.

We also experienced a fire raging through Santreme during January 2006 which was caused by a very stormy westerly. Luckily no houses were destroyed during this fire.

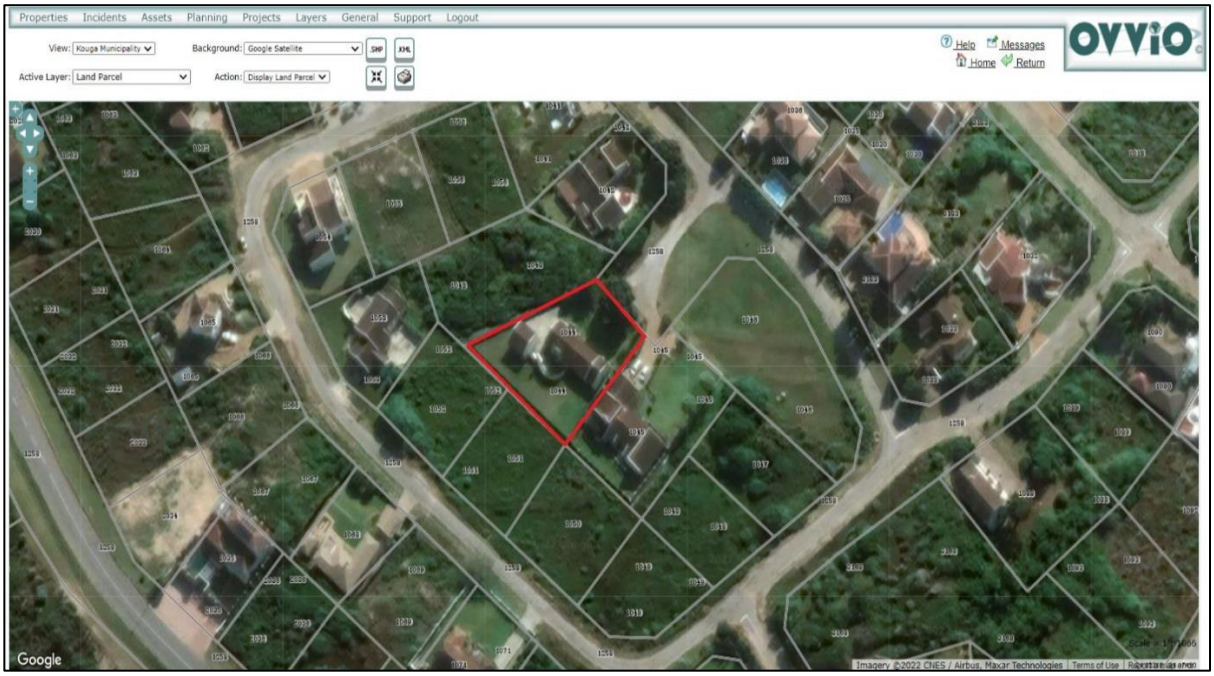
Though the years we looked after it to the best of our ability. To our expense we have deep cleaned the carpets, upgraded the main bedrooms bathroom by tiling it and fitting a shower, replaced light fittings in the house which started to deteriorate and fixed water leaks – just a few to mention to maintain the residence.

We hope that this request to purchase the residence will be considered favourably by the council.

Kind regards

.....

WB BOSCH
AREA HEAD
ELECTRICAL DEPARTMENT
ST FRANCIS BAY UNIT
082 894 9534



Land Parcel

27 Nov 2022 19:59

Erf	1044 of Sea Vista	**Zoning: Financials**	INST
Address	11 Palma Road	**Zoning**	Kouga Municipality Land Use Scheme - Residential Zone 1
SG Number	C03400140000104400000	**Land Usage: Financials**	
Municipality	Kouga	**Ward: Financials**	Kouga 12
Township/Holding: Title Deed	Sea Vista	**Ward: Demarcation Board**	Kouga 12
Suburb: Financials	St Francis Bay (70006)	**Sources**	Deeds Office, Surveyor General, Financials
Centroid	34.17485909734736S 24.833484530162348E	**Effective**	
Sectional Title	No		
Extent	1170sqm		
Extent (SG)	1265sqm		
Extent (Title Deed)	1170 SQM		

Land Parcels for Incident

Incident
I22-04297 (Septic Tanks) Septic Tank Full
I22-14328 (Septic Tanks) Septic Tank Full
I22-15128 (Water) Burst Pipe (Water)
I22-15673 (Septic Tanks) Septic Tank Full
I22-16812 (Septic Tanks) Septic Tank Full
I22-17396 (Septic Tanks) Septic Tank Full
I22-18553 (Septic Tanks) Septic Tank Full
I22-20957 (Septic Tanks) Septic Tank Full

Title Deeds

Owner	Title Deed	Share	Purchased	Registered	Price (Alpha)	New No
Mun Kouga	T9248/1978	0.0000		3 May 1978	R	
Plaaslike Oorgangsraad-St Francis Bay	T9248/1978	0.0000		3 May 1978	SECT 16	T31074/2010
Div-Afd Humansdorp	T9248/1978	0.0000		3 May 1978		T75454/1997

Financial Accounts

Account	Debtor	ID Number	Debtor Type	Owner Tenant
007001044002	Kouga Municipality (St Francis		Departmental (DEPAR)	Owner (Kouga)
007001044105	Bosch WB	5706045024087	Personnel Accounts (Services) (PERS)	Tenant (Kouga)

Properties

Unit	26 Digit Code	Owner(s) and Id(s)	Scheme	Scheme Number
0	C03400140000104400 00000000	Mun Kouga		

Current Municipal Information

Valuation Date	Valuation Category	Valuation Category Tariff	Land Value	Improvements Value	Land Area	Improvements Area
		2h_MUNICIPAL PROPERTIES (A) (2h)	250000	750000	1170	0

Valuations and Surveys

Project	Category / Usage	H Area	P / C	Status	Current Value
2008 GV (from TruVal data)	Sect 8(2)(a) - Residential (As Per MPRA)	6		Valued	1,255,000.00
2013 - 2018_DDP Valuation Roll as Printed	2h-05 (Municipal-Public Open Spaces (P.O.S.)) (Kouga)	Unknown		Valued	10,000.00
SV 1 (2013 - 2018) 2014/01	2h-02 (Municipal-Vacant Land) (Kouga)	Unknown		Valued	1,030,000.00
2018 General Valuation	RESIDENTIAL PROPERTIES (GV2018)	Unknown		Valued	1,000,000.00
SV4 (2018-2023)	MUNICIPAL PROPERTY (GV2018)	Unknown		Valued	1,000,000.00

Annexure "D"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD19**

LAND AND PROPERTY ADMINISTRATION: DISPOSAL OF A PORTION OF ERF 873, JEFFREYS BAY (JEFFREYS BAY BOWLING CLUB)

1. **Introduction**

The purpose of the item is to request Council for the transfer of a portion of Erf 873, Jeffreys Bay as received from the Jeffreys Bay Bowling Club.

2. **Background**

Initially the Jeffreys Bay Bowling Club's agreement was for 25 years from 1 November 1993 until 30 October 2018.

An application was then submitted on 15 March 2001 and approved as per resolution **01/04/CS8** dated 26 April 2001 for the extension of the agreement until August 2026. See attached application and lease agreement as **Annexure "A"**.

Council resolution to dispose of a portion of Erf 873, Jeffreys Bay (23/12/PD20), was taken on 14 December 2023. A copy of the Valuation report is attached as **Annexure "B"**.

3. **Discussion**

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of a portion of Erf 2, Kruisfontein was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "C"**.

The Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.

6. **Legal Implications**

Should the Council approve the disposal of the immovable property described herein, the Municipal Manager will be authorized to institute the legislative proceedings to transfer the property, divesting the Kouga Municipality of ownership.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final** approval for the disposal of a portion of Erf 873, Jeffreys Bay to Jeffreys Bay Bowling Club, at R471 275.00 (25% of R1 885,100.00) in terms of the policy of Council, subject to the subdivision of the portion of Erf 873, Jeffreys Bay.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That the town planning processes be finalized for the portion of Erf 873, Jeffreys Bay and that the cost be for the applicant.

10.4 That it be noted that the purchaser will be responsible for all administrative and transfer costs in respect of the disposal and transfer of the property.

10.5 That Council authorises the Accounting Officer to enter into a Deed of Sale for the purposes of transferring the said portion of the property.

Item prepared by the: The Manager: Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

JEFFREYS BAY BOWLING CLUB
JEFFREYSBAAI ROLBALKLUB

Secretary: Hannie Ridder Cell: 072-022-4298
E-mail: secretary.jeffreysbay@gmail.com
Club e-mail: jbbc@truewan.co.za

Jeffreys Bay Bowling Club
44 Tulip street
Ferreira Town
Jeffreys Bay

14 August 2023

Kouga Municipality
PO Box 21
Jeffreys Bay
6330

Attention: Charl du Plessis

RE: Erf 5480, Jbay Extension 7

Good day

I am writing you in my capacity as the president of the Jeffreys Bay Bowling Club situated at 44 Tulip Street, Ferreira Town, Jeffreys Bay with plot nr: 5480, Jbay Extension 7.

The bowling club is currently leasing the property from the Kouga Municipality and is interested in buying the property from the Municipality like the Cape St Francis Klub recently did with their property.

I am aware that there is a very specific procedure to follow with regards to determining eligibility to buy the property as well as to submit a formal application to purchase that needs to be reviewed.

I will very much appreciate if you could assist in what the correct procedure is and how we need to move forward in the process.

Thank you for your assistance in this matter.

Regards

Christo Coetzer
President – Jeffreys Bay Bowling Club

Executive Committee
C. Coetzer, P. Loerion, H Ridder, M van der Merwe, W Supra

OOREENKOMS

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OOREENKOMS VAN VERHUUR aangegaan deur en tussen DIE MUNISIPALITEIT VAN JEFFREYSBAAI (hierna genoem die "Verhuurder") aan die een kant en DIE ROLBALKLUB JEFFREYSBAAI (hierna genoem die "Huurder" aan die ander kant.

NADEMAAL die Huurder 'n aansoek gerig het aan die Verhuurder vir die huur van 'n gedeelte van erf 873 (hierna genoem "die Grond") aangetoon op die aangehegte plan gemerk aanhangsel "A" vir 'n tydperk van 25 jaar vir die doel van sportgronde en gepaardgaande geboue en strukture;

EN NADEMAAL die Verhuurder toegestem het om die gesegde grond aan die Huurder te verhuur.

NOU DERHALWE word hiermee getuig dat die Verhuurder, ingevolge die magtiging aan hom verleen by die Kaapse Munisipale Ordonnansie, Nr. 20 van 1974, soos gewysig, hiermee toestem om te verhuur en die Huurder hiermee toestem om te huur die gesegde grond op die volgende voorwaardes:

1. Die huur sal vir 'n tydperk van 25 jaar wees gereken vanaf .....1 November 1993.....

2. Die Huurder sal aan die Verhuurder 'n huurgeld van 10c per jaar ten opsigte van die grond betaal, sodanige huurgeld vooruitbetaalbaar te wees by die kantoor van die Stadstesourier.

3. Hierdie huur sal in alle opsigte onderhewig wees aan die bepalings van die Kaapse Munisipale Ordonnansie Nr. 20 van 1974 soos gewysig.

4. Hierdie huur sal onderworpe wees aan alle serwitute en voorwaardes indien enige, wat bindend op die Verhuurder is ten opsigte van die grond.

5. Die grond en sodanige geboue en ander strukture wat bestaan of wat ooreenkomstig die bepalings van hierdie ooreenkoms opgerig mag word sal gebruik word slegs vir die genoemde doel.

6. Die Huurder sal nie sy regte onder hierdie ooreenkoms oormaak nie of 'n gedeelte van of die hele stuk grond onderverhuur nie, uitgesonderd met die vooraf skriftelike toestemming van die Verhuurder gegee onder die handtekening van die Stadsklerk.

7. Die Huurder sal nie enige geboue en/of strukture op die grond oprig of laat oprig nie sonder die vooraf skriftelike toestemming van die Verhuurder gegee onder die handtekening van die Stadsklerk of enige verbeterings of toevoegings aanbring aan enige geboue of strukture wat bestaan of wat opgerig mag word ooreenkomstig die bepalings van hierdie ooreenkoms nie of enige aansienlike afwykings of veranderings aan die grond aanbring nie sonder die vooraf skriftelike toestemming van die Verhuurder gegee onder die handtekening van die Stadsklerk.

pk BV

8. Toegang/....

8. Toegang tot die grond deur die Huurder of persone wat dit gebruik met sy magtiging sal slegs langs sodanige paaie en ingange of op sodanige punte wees as waartoe skriftelik ooreengekom mag word deur die Verhuurder en Huurder.

9. Die Huurder sal nie enige omheinings, geboue en/of strukture wat op die grond is of hierna opgerig mag word gebruik of toelaat om gebruik te word vir die vertoning van kennisgewings of advertensies van enige beskrywing hoegenaamd nie, behalwe bona fide kennisgewings en advertensies in die klubgebou in verband met aangeleenthede van die klub.

10. Geen bome wat op die grond groei sal afgekap of meeingemeng word nie sonder die vooraf skriftelike toestemming van die Verhuurder gegee onder die handtekening van die Stadsklerk.

11. Die Huurder sal ten alle tye verantwoordelik wees vir die bewaring van goeie orde, gedrag of beheer op die grond en binne enige geboue en/of strukture daarop, soos in die klub se grondwet omskryf.

12. Die Huurder sal nie enige grond, klei, gruis, sand of ander materie op of onder die oppervlakte van die grond verwyder of laat verwyder of toelaat om te verwyder nie, sonder die vooraf skriftelike toestemming van die Verhuurder gegee onder die handtekening van die Stadsklerk, behalwe vir gebruik van die terrein self nie.

13. Die Huurder onderneem om te alle tye die grond en alle geboue, omheinings en strukture daarop in 'n goeie toestand te hou en om dit geskik te hou vir die doel van die huur, daar die doel van hierdie huur is om deur middel van die klub by te voeg tot die aantreklikhede van Jeffreysbaai.

14. Die Verhuurder mag te alle redelike tye deur sy amptenare en werknemers op die grond of enige geboue of strukture daarop gerig, tree en dit ondersoek en mag 'n opname van alle gebreke of sake wat herstel vereis en dit aldus herstel.

15. Die Verhuurder behou die reg voor van vrye toegang, sonder kennisgewing, tot die grond te alle redelike tye, vir soveel van sy amptenare en werknemers as wat redelikerwys nodig mag wees vir die doeleindes van inspeksie, instandhouding, hernuwing, skoonmaak, herstel en herbou van, of in verband met vuil dreineringswerke, waterpype, vloedwatervore, elektriese kabels of enige ander bybehorende werke of ten opsigte van enige sodanige of ander munisipale dienste wat die Verhuurder in die toekoms in of oor die grond mag lê en die Verhuurder behou die reg voor om sodanige dienste sonder kennisgewing daar te stel. Die Huurder sal nie oor sodanige dienste bou of dit verander of op enige wyse dit versteur nie, tensy met die uitdruklike skriftelike toestemming van die Verhuurder, gegee onder die

handtekening/...

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handtekening van die Stadsklerk ten opsigte van die betrokke diens en met behoorlike voldoening aan enige uitdruklike voorsorgmaatreëls. Indien enige werk wat instandhouding, opruiming, konstruksie, rekonstruksie of herstel meebring, nodig word, moet die Verhuurder tydens die uitvoering van sodanige werk so min moontlik ongerief aan die Huurder veroorsaak inagnemende die aard van die werk en die Verhuurder sal die versteurde grond so na aan die oorspronklike toestand as redelik moontlik herstel, met dien verstande dat die Verhuurder nie aanspreeklik sal wees vir enige skade hoegenaamd wat opgedoen mag word deur die Huurder as gevolg van die uitvoering deur die Verhuurder van genoemde werke nie.

16. Indien die Huurder ontbind of ophou om te bestaan op enige tydstip binne die tydperk van voornoemde 25 jaar sal hierdie huurkontrak nietig word. In hierdie geval of by verstryking van hierdie huur sal die grond, geboue en strukture en enige verbeterings daarop aangebring deur die Huurder, terugval na en berus by die Verhuurder sonder betaling van enige vergoeding hoegenaamd of indien die Verhuurder verkies mag die Huurder toegelaat word om enige geboue en/of strukture wat deur die Huurder uit sy eie fondse op die grond ooreenkomstig hierdie ooreenkoms opgerig mag gewees het, te verwyder.

17. Die Verhuurder onderneem om vir die duur van hierdie ooreenkoms die geboue en strukture wat opgerig is of opgerig sal word alomvattend te verseker.

18. Die Huurder kom ooreen met die Verhuurder dat die Huurder die huurgeld soos hierbo vermeld sal betaal en onderneem ook om getrou elke voorwaarde van hierdie ooreenkoms na te kom en uit te voer en ingeval die huurgeld nie binne 30 dae vanaf die datum waarop dit verskuldig word betaal is nie, of die gesegde grond, omheinings, geboue en strukture voornoem nie in 'n behoorlike toestand van herstel gehou word nie, of in geval enige of almal van die voorwaardes van hierdie ooreenkoms nie nagekom en uitgevoer word ooreenkomstig die ware doel en betekenis daarvan nie, sal die Verhuurder geregtig wees om die huurkontrak te kanselleer en nietig te verklaar en om die grond, omheinings, geboue en strukture voornoem en enige ander verbeterings daaraan of daarop aangebring weer te betree en in besit te neem, sonder betaling van enige vergoeding vir enige verbeterings aangebring deur die Huurder en sonder benadeling van die reg om enige verskuldigde huurgeld in te vorder en om van die Huurder sodanige bedrag ten opsigte van verlies of skade as wat gely mag gewees het te verhaal of uitgawes wat die Huurder sal moet aangaan as gevolg van die versuim van die Huurder om die voorwaardes van die ooreenkoms na te kom en uit te voer.

19. Die Huurder sal by die beëindiging van hierdie huur die gesegde grond, geboue en strukture en verbeterings daarop in 'n vir die Verhuurder bevredigende toestand teruggee en oorhandig.

20. Die /....

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20. Die Huurder onderneem om vir alle munisipale dienste wat gebruik word of waarvan gebruik gemaak mag word te betaal teen die vasgestelde tariewe soos van tyd tot tyd bepaal deur die Verhuurder.

21. Die Huurder onderneem hierby om die Verhuurder te vrywaar en gevrywaar te hou teen alle gedinge, stappe, eise en vorderings, koste, skadevergoeding en uitgawes wat gehef, gebring of gemaak mag word teen die Verhuurder of wat die Verhuurder mag betaal, opdoen of aangaan as gevolg van enige nalatige handeling aan die kant van die Huurder, sy werknemers of persone wat onder sy beheer handel.

22. Die Huurder stel hierby onherroeplik vir alle doeleindes van en in verband met hierdie huur die Sekretaris indertyd van die ROLBALKLUB JEFFREYSBAAI aan om die domicilium citandi et executandi van die Huurder te wees en die diening van enige kennisgewing of enige geding op genoemde plek gerig aan die Huurder sal beskou word as voldoende gedien te gewees het op die Huurder. Enige regsgedinge teen die Huurder, mag na gelang die Verhuurder mag verkies, aanhangig gemaak en gevoer word in die hof van die Landdros te Humansdorp en toestemming tot enige vermeerde jurisdiksie benodig vir daardie doel word hierby deur die Huurder gegee. Vir die doel van enige regsgeding teen of in verband met die Huurder sal die President en Sekretaris beskou word om in alle opsigte die wettige verteenwoordigers van die Huurder te wees en mag dienooreenkomstig gedagvaar of vervolg word. Die Huurder sal gebind word deur alle gedinge wat teen hom ingestel mag word sowel as sy verteenwoordigers, agente, bediendes of lisensiehouers.

23. Nieteenstaande enige bepaling in hierdie ooreenkoms vervat mag die Verhuurder herbesit neem van die hele of enige gedeelte van die grond ter eniger tyd nadat twaalf maande skriftelike kennisgewing te dien effekte gegee is indien dit benodig word vir enige munisipale of regeringsdoeleindes en mag die huur dienooreenkomstig gekanselleer of gewysig word. In so 'n geval sal die Verhuurder ander geboue, struktuur en gronde beskikbaar stel vir gebruik deur die klub indien dit enigsins moontlik is.

24. Die Verhuurder sal ter eniger tyd die reg hê, deur middel van sy Tesourier, om insae te hê in die boeke, rekenings, rekords, ens. gehou deur die Huurder en die Huurder sal jaarliks finansiële state voorlê aan die Tesourier.

25. Die Verhuurder sal die reg hê om een verteenwoordiger aan te stel op die komitee aangestel deur die Huurder, sodanige verteenwoordiger sal lid van die gemelde komitee wees.

26. Dit/....

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26. Dit word hiermee bevestig dat die Verhuurder geen beswaar daarteen het nie en hiermee toestemming verleen dat die Huurder deur sy behoorlik gemagtigde ter enige tyd by die betrokke owerhede mag aansoek doen om 'n klubdranklisensie en sodanige ander lisensies wat daarmee gepaard gaan mits daar te alle tye aan die voorskrifte van die Wette en Regulasies wat die bedrywighede kragtens sodanige lisensies bepaal, voldoen word.

Die Huurder sal nie enigiets op die grond, geboue of strukture daarop doen of enige persoon toelaat om dit te doen, wat 'n verbreking van die Wet en Regulasies wat op daar die tydstip die verkoop, voorsiening of aflewering van sterkdrank reël nie.

ALDUS GEDAAN EN GETEKEN TE ..... Je Hoop Straat .....

OP HIERDIE ..... 12de ..... DAG VAN ..... November ..... 19 93.

GETUIES:

1. .....

2. .....

.....
BURGEMEESTER

GESERTIFISEER AS SYNDE OOREENKOMSTIG BESLUIT VAN DIE RAAD GEDATEER .....

.....
STADSKLERK

ALDUS GEDAAN EN GETEKEN NAMENS DIE ..... Je Hoop Straat .....
..... B.C. Malherbe .....

TE ..... Je Hoop Straat ..... OP HIERDIE ..... 12de .....

DAG VAN ..... November ..... 19 93 ...

BEHOORLIK DAARTOE GEMAGTIG DEUR 'N BESLUIT VAN DIE GESEGDE KLUB GEDATEER ..... 9de November 1993. WELKE BESLUIT AANGEHEG IS.

GETUIES:

1. .....

2. .....

.....
VOORSITTER

.....
SEKRETARIS

KOUGA MUNICIPALITY

(HUMANSDORP, JEFFREYS BAY, ST FRANCIS BAY, PATENSIE, HANKEY)

33 Da Gama Road
21, Jeffreys Bay, 6330

(042) 2931111

(042) 2931114

Verw.nr.:
Ref. No.:
Enxebelelwano: 17/5/2/4 (16346)(CD/mm)

Date: 21 May 2001

THE SECRETARY
JEFFREYS BAY BOWLING CLUB
P.O. BOX 241
JEFFREYS BAY
6330

Sir

EXTENSION OF LEASE : JEFFREYS BAY BOWLING CLUB

Your letter dated 15 March 2001 refers.

The Council at a meeting held on 26 April 2001 considered the matter and resolved :

"01/04/CS8 : (1 November 1993 - 31 October 2043)

(i) That the term of lease i.r.o. a portion of Erf 873 Jeffreys Bay by the Jeffreys Bay Bowling Club be extended with a futher 25 years and the original lease agreement be amended in accordance herewith.

(ii) That permission be granted for extension to improvements on the property subject to approval thereof by the Town Planner.

You will be notified of the signing of the amended agreement in due course.

Kindly direct enquiries to Mr W Vlok.

Yours faithfully

J.Z.A. VUMAZONKE
ACTING MUNICIPAL MANAGER

KOUGA MUNICIPALITY

(HUMANSDORP, JEFFREYS BAY, ST FRANCIS BAY, PATENSIE, HANKEY)

33 Da Gama Road
21, Jeffreys Bay, 6330

(042) 2931111

(042) 2931114

Verw.nr.:
Ref. No.:
Enxebelelwano: 17/5/2/4 (16346)(CD/mm)

Date: 21 May 2001

C W MALAN INC.
P.O. BOX 273
JEFFREYS BAY
6330

Sir

EXTENSION OF LEASE : JEFFREYS BAY BOWLING CLUB

The abovementioned matter refers.

The Council at a meeting held on 26 April 2001 resolved:

"01/04/CS8 :

(i) That the term of lease i.r.o. a portion of Erf 873 Jeffreys Bay by the Jeffreys Bay Bowling Club be extended with a further 25 years and the original lease agreement be amended in accordance herewith.

(ii) That permission be granted for extensions to improvements on the property subject to approval thereof by the Town Planner."

Your are instructed to amend the attached agreement in accordance with the above resolution.

Kindly direct enquiries to Mr W Viok.

Yours faithfully

J.Z.A. VUMAZONKE
ACTING MUNICIPAL MANAGER

Rig asb. Alle korrespondensie aan die Waarnemende Munisipale Bestuurder.

Please address all correspondence to the Acting Municipal Manager.

Nceda athumele yonke imbalelwano KuMbambeli Lomphathi KaMasipala.

01/04/CS8 EXTENSION OF LEASE : JEFFREYS BAY BOWLING CLUB
(17/5/2/4)(16346)(~~HSek Dtch~~) B 39

Resolved: (26 April 2001)

i) That the term of lease i.r.o. a portion of Erf 873 Jeffreys Bay by the Jeffreys Bay Bowling Club be extended with a further 25 years and the original lease agreement be amended in accordance therewith.

ii) That permission be granted for extensions to improvements on the property subject to approval thereof by the Town Planner.

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KOUGA MUNICIPALITY (EC108)

COMMUNITY SERVICES, SPORTS, ARTS AND CULTURE, YOUTH AND GENDER

DATE: 26 APRIL 2001 *ITEM NO. 01/04/CS8*

EXTENSION OF LEASE : JEFFREYS BAY BOWLING CLUB (17/5/2/4)(16346)

1. Introduction

1.1 The letter dated 15 March 2001 submitted by the Jeffreys Bay Bowling Club requests an extension of the term of the lease entered into by the said club and the Jeffreys Bay Municipality. The club requires an extension of the lease until 31 October 2100.

1.2 The request is motivated by the need for upgraded clubhouse facilities which in turn require a longer lease term in view of the substantial proposed investment in the said facilities.

1.3 A further motivation is the proposed usage of the extended facilities by the Memorable Order of Tin Hats (MOTHS) which would entail more intensive use of the facilities by the community.

1.4 The applicant confirms that the proposed extension will be done at no cost to the council.

2. Background

2.1 The current lease period which took effect on 1 November 1993 for a period of 25 years expires on 31 October 2018. A copy of the lease agreement is attached as annexure "1". It provides for the use of a portion of Erf 873 Jeffreys Bay for sports fields and concomittant buildings and structures, rental amount and various conditions pertaining to the use thereof;

2.2 Paragraph 1 of the agreement records a lease period of 25 years;

2.3 Paragraphs 6 and 7 address the usage of the land by parties other than the Bowling Club and the erection of structures on the land. Sub-letting and improvements or additions to the property require the prior authorization of the Town Clerk.

3. Comment

3.1 The Council is empowered to review the initial lease term of 25 years and to extend the said term for a reasonable period;

3.2 The Council may approve the proposed additions to the buildings on the property and the usage thereof by the MOTHS.

4. Recommendation

4.1 That the term of lease i.r.o. a portion of Erf 873 Jeffreys Bay by the Jeffreys Bay Bowling Club be extended for . . . . years and the original lease agreement be amended in accordance therewith;

4.2 That permission be granted for extensions to improvements on the property subject to approval thereof by the Town Planner.

FOR CONSIDERATION

40

Jeffreysbaai
Rolbalklub
Posbus 241
Jeffreysbaai 6330

President: Ivor Riggs
Tel.: (042) 293-2439

Jeffreys Bay
Bowling-club
P.O. Box 241
Jeffreys Bay 6330

Ere-Sekretaris: James Lessing
Tel.: (042) 296-1938

16346

Mr J Z A Vumazonke
Acting Municipal Manager
KOUGA MUNICIPALITY
33 De Gama Road
JEFFREYS BAY
6330

DORPSRAAD JEFFREYSBAAI
Lêer No: 15/2/4/Sek
Inkgting van:
Aantekeninge:
Antwoording vir: 55/5785
Afskrifte aan:
Opmerkings: APP Raad 2001

5 March 2001

2001 -03- 2 3
KOUGA TRANSITIONAL LOCAL COUNCIL

Dear Sir

MULTIPURPOSE USE OF FACILITIES – EXTENSION OF LEASE

Our Club is situated on Erf 873 which we lease from the Municipality. The lease expires on 31 October 2018.

We hereby wish to apply for the lease to be extended until 31 October 2100.

Our motivation is as follows:

1. Our bowling greens are all assessed by EP Bowls as "A" Grade, which is the highest standard achievable. They are therefore in great demand, not only by our own members, but also by bowlers throughout the RSA. Apart from holiday makers, these include competitors in Eastern Province leagues and championships, in inter-provincial events and in National Championships e.g. our club and Jeffreys Bay will be one of the venues for the Mens' Nationals to be played in May this year.
   However, our clubhouse facilities fall in many respects to match the capacity of our greens. We have often considered alterations/additions to the club-house, but our members are not prepared to invest any substantial amount in such facilities because we do not have the assurance of long-term occupation.

2. Over the years our clubhouse has been used, when available, by the MOTHs for their meetings and functions. The MOTHs are now involved in a major drive to expand their membership. Based on experience at other branches, they believe it essential to have a facility where they can meet regularly and where their memorabilia and regalia can be safely stored/displayed, which has not been the case until now.
   The MOTHs have therefore suggested, that provided we can extend our lease, an addition to our clubhouse be built which could be set aside for their use and which our club could also use as a committee room. This is a facility the club urgently needs.
   A sketch plan of the proposed extension is attached. *

3. This proposed multi-purpose use of facilities by two organisations which make a significant and growing contribution to our Community, would, we submit, make excellent economic sense.

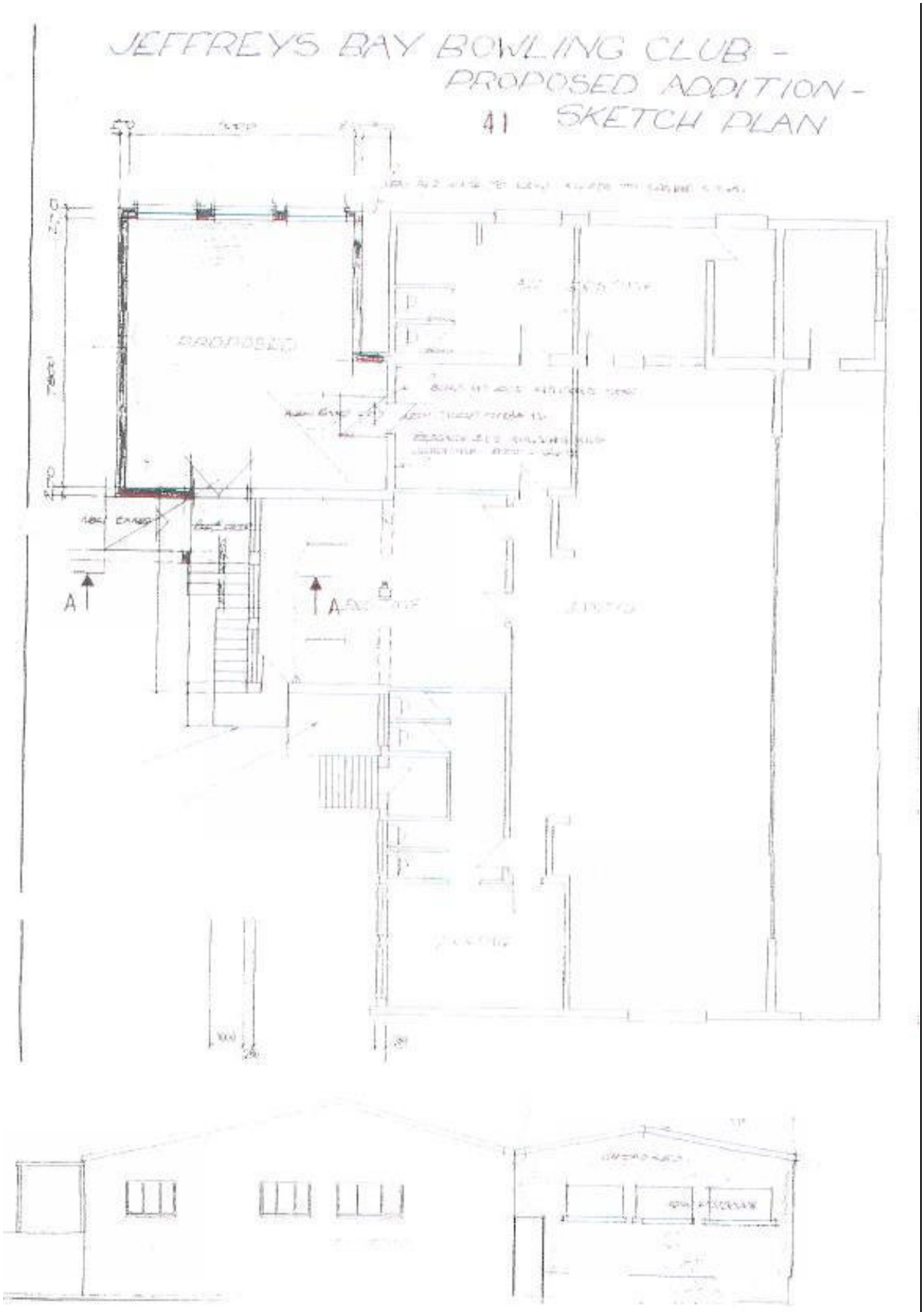
4. If the Municipality grants our request, building plans will be submitted in due course for Municipal approval.
   The extension will be at no cost to the Municipality.

Representatives of our club and the MOTHs are available at your convenience to discuss this application for the extension of our lease until 31 October 2100.

Yours faithfully

James Lessing
SECRETARY

c.c. Mr Vernon Stutman, Chairman, Standing Committee for Community Services, Sports, Arts & Culture, Youth and Gender.


JEFFREYS BAY BOWLING CLUB -
PROPOSED ADDITION -
41 SKETCH PLAN
PROPOSED
A
A

42 ANNEXURE "1" 839

H U U R O O R E E N K O M S

ERF 873

VIR SPORTGRONDE EN GEPAARDGAANDE GEBOUE EN STRUKTURE

ROLBALKLUB VAN JEFFREYSBAAI

Annexure "B"

DDP

Valuation Report

Unregistered portion of Rem Erf 873 Jeffrey's Bay

FOR

Kouga Municipality



MARKET VALUE:	R 1,885,000
INSURANCE VALUE	R 6,800,000
VALUATION DATE:	06 March 2024

www.ddp.co.za

PROPERTY DETAIL AND VALUATION REPORT

1. NAME OF APPLICANT: Kouga Municipality

2. STREET ADDRESS OF PROPERTY: Jeffrey's Bay Bowling Club, Cnr Tulip & Azalea Streets

3. PROPERTY DETAILS / TITLE DEED INFORMATION:

Title Deed Description:	Unregistered portion of Rem Erf 873 Jeffrey's Bay
Registered Owner:	Municipality Kouga
Title Deed Number:	T37180/2009
Transfer Date:	29 July 2009
Extent (parent erf):	861317 m² or 86.1317 Ha
Purchase Price:	N/A
Purchase Date:	N/A
Freehold/Leasehold/Sectional Title:	Freehold
Restrictive conditions/Servitudes:	No onerous conditions were noted on the Lightstone enquiry.

4. LOCAL AUTHORITY INFORMATION:

NAME OF LOCAL AUTHORITY:

TOWN PLANNING INFORMATION:

	Permitted	Actual	
Zoning:	Open Space Zone 2	Sports Club	
F.A.R.:	N/A	0.05	712
Coverage:	N/A	2.99%	426
Height:	N/A	Single storey with lower ground stores	
Building lines:	N/A	N/A	
Parking Ratio:	N/A	Ample parking provided	

Does the property comply with Local Authority restrictions? **Yes**

Municipal Valuation (As per current Valuation Roll):			**Randage**	**Annual Rates**
Total Value (parent erf):	**R**	**35,700,000**	**R**	**-**

PROPERTY DETAIL AND VALUATION REPORT

1. NAME OF APPLICANT: Kouga Municipality

2. STREET ADDRESS OF PROPERTY: Jeffrey's Bay Bowling Club, Cnr Tulip & Azalea Streets

3. PROPERTY DETAILS / TITLE DEED INFORMATION:

Title Deed Description:	Unregistered portion of Rem Erf 873 Jeffrey's Bay
Registered Owner:	Municipality Kouga
Title Deed Number:	T37180/2009
Transfer Date:	29 July 2009
Extent (parent erf):	861317 m² or 86.1317 Ha
Purchase Price:	N/A
Purchase Date:	N/A
Freehold/Leasehold/Sectional Title:	Freehold
Restrictive conditions/Servitudes:	No onerous conditions were noted on the Lightstone enquiry.

4. LOCAL AUTHORITY INFORMATION:

NAME OF LOCAL AUTHORITY:

TOWN PLANNING INFORMATION:

	Permitted	Actual	
Zoning:	Open Space Zone 2	Sports Club	
F.A.R.:	N/A	0.05	712
Coverage:	N/A	2.99%	426
Height:	N/A	Single storey with lower ground stores	
Building lines:	N/A	N/A	
Parking Ratio:	N/A	Ample parking provided	

Does the property comply with Local Authority restrictions? Yes

Municipal Valuation (As per current Valuation Roll):		**Randage**		**Annual Rates**
Total Value (parent erf):	R	35,700,000	R	-

5.3 TENANTS QUALITY:

Tenanted:	Yes	**Property Fully Occupied:**	Yes
Multi Tenants:	No	**Leases Market Related:**	N/A
Leases in Place:	Yes	**Lease Rental Utilised:**	N/A

5.4 MARKET CONDITIONS:

Classification: Stable Market

Income: The property is leased by the prospective purchaser, Jeffreys Bay Bowling Club, with a 25-year extention agreed with Kouga Municipality, commencing 01.09.2001. A nominal R1/annum is payable according to Mr. Marius Gysman of Kouga Municipality. The tenant intends purchasing the subject property. Income has not been utilised as a value determinant in this report.

Rental Rate Utilised in Calculation: **N/A**

Expenditure: N/A

Comparable Sales: We note land sales of tracts of serviced residential and industrial land sold in peripheral/secondary areas of Jeffreys Bay at around R290/m², with Portions 115 to 118 of Farm 335 Humansdorp RD, measuring 4,288m², selling for R1,242,000.00 in January 2021. Erven 8652 and 8646 Jeffrey's Bay, zoned Business 2 and located in the 'Fountains Business Park' precinct, sold for R464.19 and R596.95/m² (surface rate) respectively in early 2023, with the two land parcels measuring 3,770m² and 4,858m²respectively. These quoted land parcels are superior to the subject property's land component in terms of their utility, with the subject property's Open Space 2 zoning restricting use to uses such as a sports club and similar activities. In terms of improved properties with POS zoning, we note the sale of proposed Erf 3085 Sea Vista, comprising the St. Francis Bowling Club and measuring 6,311m² (survey diagrams have been approved). The site is smaller than the subject site. Allowing say R492,258.00 for the land component (±R78/m²), the improvements account for R857,742.00 of the total sales price of R1,350,000 less R600,000 which was calculated as the Present Value of the municipality's contributions over the years to the improvements. The sale was concluded late 2022 according to Mr. Marius Gysman and the writer has viewed extracts from council resolutions confirming the above sale details. The St. Francis Bowling Club is located on a smaller but more valuable tract of land (upmarket coastal resort town and with the land extent being smaller than that of the subject property), but its improvements are smaller (418m² vs 712m²) than those of the subject property. We have carried out the required adjustments when calculating the value of the subject property.

5.5 LOCATION:

Province: Eastern Cape **Area Rating:** 4 - Good

City: Jeffrey's Bay

Suburb: Wavecrest **LSM:** 7

The SAARF LSM (Living Standards Measure) has become the most widely used marketing research tool in Southern Africa. It divides the population into 10 LSM groups, 10 (highest) to 1 (lowest). The SAARF LSM is a unique means of segmenting the South African market.

Comments:

The property forms part of a large sports club node, comprising the Jeffrey's Bay golf, tennis, squash and bowls clubs in an upmarket and accessible suburb of Jeffrey's Bay.

5.6 LETTABILITY:

Classification: Average Lettability

5.7 SALEABILITY:

Classification: Average Saleability

5.8 GENERAL COMMENTS/RECOMMENDATION:

Good quality property with evidence of ongoing maintenance as well as refurbishments/extentions in recent times. The grounds and bowling greens are also well maintained. The locality is suburban in nature, ideal for a sports club, and easily accessible from the CBD and well as the N2 via St. Francis and Dias Streets.

9. DEPRECIATED REPLACEMENT COST VALUATION:

	Valuation	Insurance Estimate	m²	Insurance rate/m²
Land	R855 000,00		14 250	
Main Building	R720 000,00	R2 400 000,00	240	R10 000,00
Covered areas	R178 800,00	R894 000,00	149	R6 000,00
Store	R14 800,00	R148 000,00	37	R4 000,00
Secondary stores	R11 250,00	R225 000,00	286	R2 500,00
Surrounding works	R105 250,00	R1 052 500,00		
Total		**R4 719 500,00**		
Professional Fees		R566 340,00	12%	
Demolition Cost		R97 250,00	R250,00	
VAT		R707 925,00	15%	
Total	**R1 885 100,00**	**R6 091 015,00**		
Property Code:				Below average

In determining the value of R1,885,000.00 rounded, we applied a land value of R60/m², equating to R855,000.00 based on the estimated area of the proposed sub-division (subject property). The various improvements to the land have been depreciated (as per the above table) based on their degree of physical, functional and economic obsolescence, with a total value for improvements to the site amounting to ±R1,000,000.00 when rounded.

CURRENT MARKET VALUATION: **R 1,885,000**

10. CONDITION OF VALUATION:

1) **The above value would need to be adjusted by the Present Value of any contributions made by Kouga Municipality to the property.**

Having inspected the above-mentioned property and after taking due consideration of all relevant factors, I **Andrew Miskin,** in my capacity as a **Professional Valuer**, consider the above valuation to be a true and fair assessment of its current market value.

06 March 2024
DATE

Andrew Miskin
Professional Valuer
Reg No: 5183

11. PHOTOGRAPHS









1958









DDP VALUERS (PTY) LTD - INSURANCE VALUATION REPORT

REGISTERED OWNER: Municipality Kouga
DATE OF VALUATION: Wednesday, 6 March, 2024
DESCRIPTION OF PROPERTY: Unregistered portion of Rem Erf 873 Jeffrey's Bay
ADDRESS: Jeffrey's Bay Bowling Club, Cnr Tulip & Azalea Streets

The above mentioned property was inspected on the date indicated in the report.

It is recommended that the sum insured be adjusted as suggested below to provide for Replacement Costs, including Architects' and other Professional Fees where applicable; Municipal Plans, Scrutiny Fees; Costs of demolition and Erection of Hoarding where applicable, assuming total demolition if necessary.

No allowance has been made for additional costs which might be incurred in order to reinstate the property in compliance with an Act of Parliament and/or the requirements of any Provincial, Municipal or Local Authority, and it is recommended that this aspect be further investigated if there is any reason to believe that it could be relevant.

The rates suggested are for replacement with current normal building materials and do not allow for unusual items. Most of the information used is obtained from third parties over which we have little control, but effort within reason has been made to verify it.

Please Note: The figure suggested below is at the date of inspection and should be the minimum sum insured to protect the property owner. In terms of the agreed conditions with the insurer, an amount of 10 % p.a. should be added to the sum insured from the above date for the period of cover desired.

	Area in (no), (m), (m^2)	Estimated Cost per m^2 (R)	Sum Insured Suggested (R)
Main Building	240	R 10,000.00	R 2,400,000.00
Braai, covered deck areas	149	R 6,000.00	R 894,000.00
Precast concrete store	37	R 4,000.00	R 148,000.00
Lower ground floor stores	286	R 2,500.00	R 714,950.00
Allowance for site works	1	R 500,000.00	R 500,000.00
Fencing	470	R 1,000.00	R 470,000.00
Precast concrete wallig	55	R 1,500.00	R 82,500.00
Sub-Total	712		**R 5,209,450.00**
PROFESSIONAL FEES		12.00%	R 625,134.00
DEMOLITIONS COST	712	R 400.00	96,000.00
SUGGESTED REPLACEMENT COST (EXCLUDING VAT)			**R 5,930,584.00**
PLUS VAT		15%	R 889,587.60
SUGGESTED REPLACEMENT COST (INCLUDING VAT)			**R 6,820,171.60**
		SAY:	**R 6,800,000.00**

Andrew Miskin
Professional Valuer
Reg No: 5183

DATE: 06 March 2024

CAVEATS

1 FULL DISCLOSURE

This valuation review has been prepared on the basis that full disclosure of all information and factors that could affect the valuation ('all relevant factors') have been made to us. We accept no liability or responsibility whatsoever for the valuation if it should transpire that a full disclosure of all relevant factors was not made.

2 THIRD PARTY INVOLVEMENT

Where reliance was placed on information supplied by third parties in undertaking the review, we have assumed such information to be substantially correct. We accept no liability or responsibility whatsoever for the valuation if it should transpire that the information supplied was substantially incorrect.

3 REVIEW STANDARD

This valuation review has been prepared in accordance with the International Valuation Standards Committee requirements as adopted by the South African Council for the Property Valuers Profession and the South African Institute of Valuers.

4 CALCULATION OF AREAS

Where the client (or his/her representative) has provided all surface areas quoted within the Valuation Report, we assume such surface areas have been calculated in accordance with the SAPOA standard method of measurement. Where a valuer on site measures the surface areas, the SAPOA standard method of measurement shall be employed.

9 OUTGOINGS

It is assumed, except where otherwise stated, that the property is subject to the normal property owner's outgoings and that there are no onerous restrictions or unusual covenants of which we have no knowledge. In preparing our valuation review, we have formed our opinion of outgoings, having had reference to the various schedules of outgoings supplied by the client or a representative thereof.

10 STRUCTURAL CONDITION

The property has been reviewed in its existing state. In the event of its ownership or use changing in such a manner that the local authority will require the upgrading of the premises to comply with fire protection and other regulations, it may be necessary to suggest that the value be reduced by the amount covering the cost of such compliance. We have had regard to the apparent state and condition of the property but have not carried out a structural survey, nor inspected those areas, which were covered, unexposed or inaccessible, neither have we arranged for the testing of electrical, heating or other services. The valuation review assumes that the services and structures are in a satisfactory state of repair and condition, unless otherwise stated in our report. The valuation review further assumes that the improvements have been erected in accordance with the relevant Building and Town Planning Regulations as well as the Local Authority by-laws unless otherwise stated. We have not inspected woodwork or other parts of the structure, and we are therefore unable to repost that such parts of the property are free from rot, beetle or other defects. We have assumed that no deleterious or hazardous materials or techniques were used in

11 CONTAMINATION

Our valuation assumes that a formal environmental assessment is not provided and further that the property is not environmentally impaired nor contaminated, unless otherwise stated in our report.

12 VACANT LAND

No soil or substratum tests on the property have been undertaken and it is assumed that the property is suitable for the intended purpose, without having to provide excessive reinforcement to any structure built thereon.

13 STATUTORY NOTICE AND UNLAWFUL USE

We have assumed that the property and its value are unaffected by any statutory notice, and that neither the property nor its condition, nor its use, nor its intended use, is or will be unlawful.

14 INDIVIDUAL PROPERTIES

The value opinions reported are for the individual properties. No allowance is made for any premium, which may be applicable for an assembled portfolio of properties, nor is a discount allowed for any flooding of the market, which might exist if all, or a majority of the properties were offered for sale simultaneouslv.

15 CONFIDENTIALITY

This valuation review is produced exclusively for the client and for the specific purposes to which it refers. It may be disclosed to other professional advisers assisting you in respect of that purpose. We accept no responsibility whatsoever to any parties other than yourselves who make use of this valuation review.

DDP Group* values your privacy. Please note that by providing your personal information, you are giving DDP Group permission to process and store your personal information according to our PoPI Compliance Manual. The information that we process concerning our users is only used for the sole purpose that it is given for. Your information will only be shared with third parties as mandated by legislation. If you have any objections or questions, please contact our Information Officer (io@ddp.co.za).

DDP Group accepts no liability for any loss, damages and/or expenses of any nature which may arise as a result of, or which may be attributable directly or indirectly from information made available to us, or actions or transactions resulting therefrom. Please refer to our Privacy Policy for more information (https://ddp.co.za/legal/).

In the event of any changes to your personal information, you have an obligation to inform DDP Group within 30 days.

For more information regarding DDP Group, please refer to our website (https://ddp.co.za/legal/).

16 NON-PUBLICATION

Neither the whole nor any part of this valuation review report or certificate, nor any reference thereto, may be included in any published document, circular or statement, nor published in any way without the written approval of the Valuer, as to the form or context in which it may appear and acknowledgement that the Valuers are professional valuers.

17 INDEPENDENT VALUERS CLAUSE

Neither the Valuer, nor any employee, have any present or contemplated interest in this or any other properties or any other interests, which could affect the statements or values, contained in this valuation review report. The valuation review enclosed herewith was therefore undertaken on a completely independent basis by a valuer employed the Valuer, a company which specializes in valuation and which does not trade in these assets.

All figures quoted are exclusive of Value Added Tax.

18 COURT CASES

Please note that if this report or any portions of the report are used in a court case, additional fees will be applicable.

19 ZONING INFORMATION

In cases where zoning information could not be timeously obtained / supplied, the valuer has made assumptions regarding the permissible use of the property. Upon receipt of the zoning certificate, the valuation review shall be amended accordingly should it be required to do so.

20 LIABILITY

It is agreed that the maximum aggregate liability of DDP to the Client in respect of any loss or damage that may result from this engagement will be limited to a maximum of 300% of the fees paid or payable under this quotation.

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

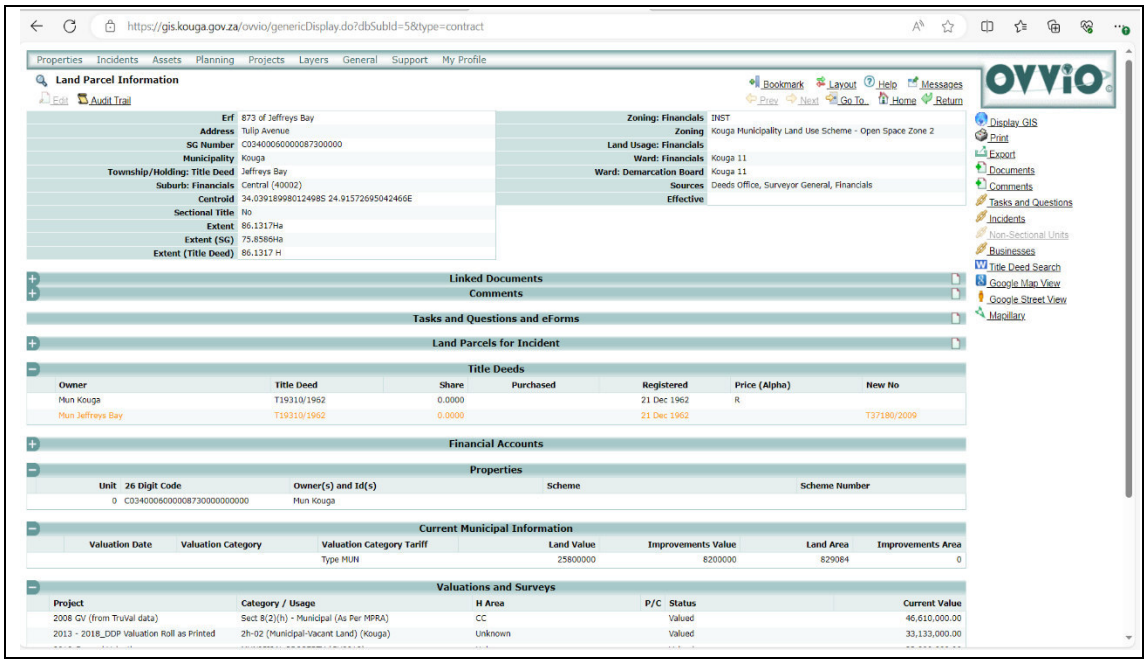
Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "D"





Comments by the Directorates (Sect. 14)

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 873	Jeffreys Bay	Supported	Supported	**General**: Supported on condition that the activities remain. Subdivision and any other administrative activities for the cost of the applicant.

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD20**

REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION OF ERF 137, PELLSRUS (LIZO PATRICK LETSEKHA)

1. **Introduction**

The purpose of this item is to request the Council's final approval for alienation and transfer of Erf 137 situated in Tuna Street, Pellsrus to Mr. Lizo Patrick Letsekha.

2. **Background**

In April 2000, the former employer of Mr. Letsekha, Mr. Blackbeard of Blackbeard Fishing, approached the then Housing Department for the transfer of the property to Mr. Letsekha and again in June 2004.

Mr. Letsekha occupied the property after erecting a house before 1994, hence he could not benefit from any of the Government subsidy schemes. Ever since the house was erected, Mr. Letsekha paid for all services, rates and taxes.

Attached is the historical information of Erf 137, Pellsrus. **See Annexure "A"**

3. **Discussion**

The advertisement Notice 8/2024 for comments/input for the disposal of Erf 137, Sea Vista was placed 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "B"**.

Section 14 process was concluded and is attached below with aerial image of the property attached as **Annexure "C"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.

6. **Legal Implications**

Should the Council approve the disposal of the immovable property described herein, the Municipal Manager will be authorized to institute the legislative proceedings to transfer the property, divesting the Kouga Municipality of ownership.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Reported noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant's final approval** for the out-of-hand alienation of Erf 137, Pellsrus to Mr. Lizo Patrick Letsekha through the Enhanced Extended Discount Benefit Scheme Subsidy (EEDBS) and therefore will be transferred at no cost to the beneficiary.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council authorizes the Accounting Officer to enter into a Deed of Sale for the purpose of transferring the said property.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

BLACKBEARD FISHING

82 Erasmus Drive, Summerstrand, Port Elizabeth, 6001
Tel: (041) 5832360 Fax: (041) 5832360 email: seaquest@agnet.co.za
Cell: 0826592030

Jeffreys Bay Municipality
Jeffreys Bay
6330
Tel:
14 April 2000

Att: Eivis Olivier

re. Transfer of property.

Further to our telephone conversation, regarding the plot 137 Tuna Street Pellsrus, I request that this property be transferred to Patrick Letsekha. He has erected a house and has had a telephone service installed on this property. He along with other unknown persons has been occupying this land for a number of years and I feel that they should cover the outstanding costs.

Your co-operation regarding this matter would be greatly appreciated.

Yours truly,

S.W. Blackbeard.

Lizo
08267 2404 28

BLACKBEARD FISHING

82 Erasmus Drive, Summerstrand, Port Elizabeth, 6001
Tel: (041) 5832360 Fax : (041) 5832360 mail: seaquest@agnet.co.za
Cell: 0826592030

Date 30th June 2004

Att: Terry

Re. Transfer of ownership of property.

In April 2000 my husband sent Elvis Olivier who was presently working at the municipality of Jeffrey's Bay, a letter requesting the transfer of the plot 137 Tuna Street in Pelsrus to Patrick Letsekha.
Patrick has been residing on this property for over ten years having erected a house, the electricity and water connected and a telephone installed.
Patrick was at this time quite prepared to pay the costs to get this erf transferred into his name.
We received no other correspondence from Elvis Olivier so presumed the transfer between the municipality and Patrick was taking place.
As of a few months ago it was brought to my attention that no transfer has taken place.
Patrick has sought legal advice and is still prepared to continue to have this erf transferred into his name.
I would greatly appreciate it if you could assist him with this transfer.
I am also going to forward the letter sent to Mr. Olivier in April 2000requesting the transfer.
I hope this letter will be of assistance in your endeavor.

Yours sincerely,

ANGIE BLACKBEARD.

Mar 08 12:59 Angie Blackbeard 041 5832360 p.2 1 COPY

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

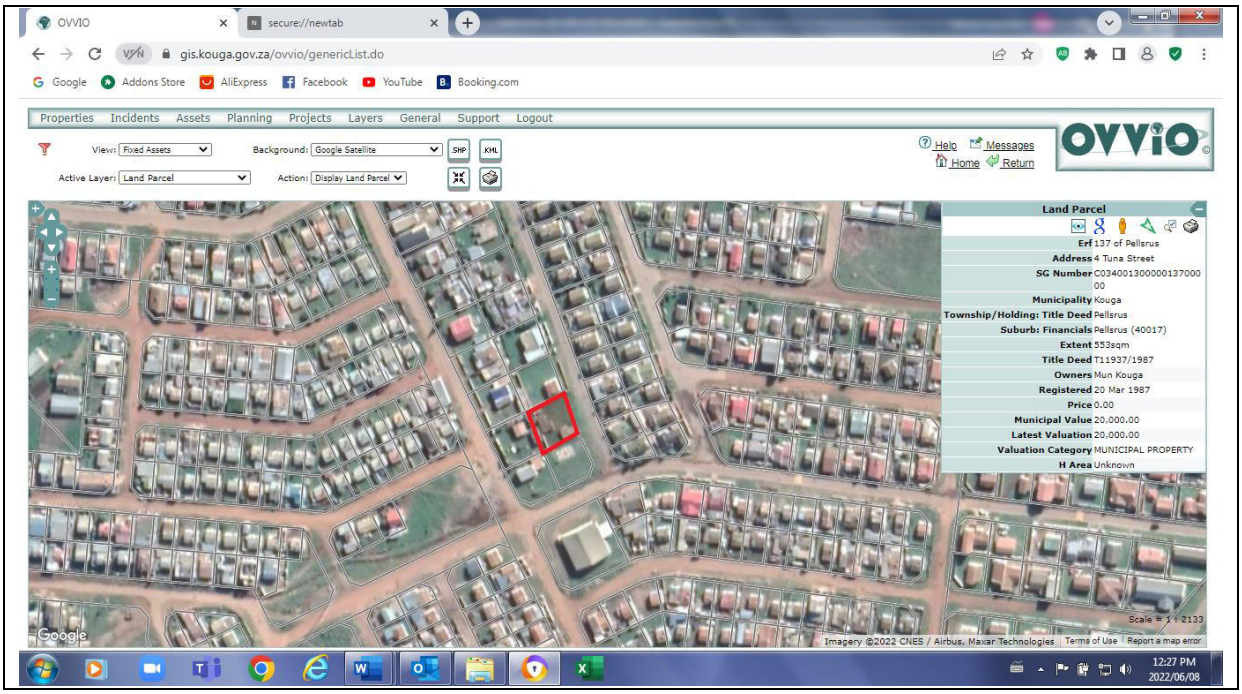
2024 007

Annexure "C"

ZONING INFORMATION



LOCALITY MAP



Section 14 comments by Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 137	Pellsrus	Residential use supported.	Applicant to verify if Building plans was approved and OC issued	AS: Supported TS: No Objection CS: No objection HS: No objection

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD21**

APPOINTMENT OF THE KOUGA MUNICIPALITY AS IMPLEMENTING AGENT FOR THE UPGRADING OF NINE (09) INFORMAL SETTLEMENTS FOR A PERIOD ON NINE (9) MONTHS

1. **Introduction**

The purpose of this item is to request Council's approval to accept the appointment of Kouga Local Municipality as Implementing Agent for the installation of permanent services in the nine (9) informal settlements earmarked for upgrading as part of the Informal Settlement Upgrading Programme (ISUP).

2. **Background**

The Housing Development Agency (HDA) was appointed by the Provincial Department of Human Settlements as Implementing Agent for the upgrading of Informal Settlements. The scope of their appointment was for the installation of interim services as phase 1 and permanent services as phase 2.

Due to underspending by HDA, the Provincial Department of Human Settlements took a decision to rather appoint Municipalities that do have the capacity to administer their own projects. Kouga Local Municipality was identified as one of those Municipalities with sufficient capacity (expertise and Human resources) to administer their own projects. The Informal Settlements that were identified for permanent services are as follows:

PROJECT NAME	UNITS
1. Humansdorp-Bangalow	103
2. Patensie-Cyril Ramaphosa	278
3. Jeffreys Bay-R10	58
4. Jeffreys Bay- Oceanview	1250
5. Humansdorp-Shukushukuma	93
6. Humansdorp- Polar Park	553
7. Humansdorp-Polar Park	257
8. Humansdorp-Donkerhoek	234
9. Thornhill	160

3. **Discussion**

Kouga Local Municipality received a letter from the Provincial Department of Human Settlements on 21 August 2023, informing them about their appointment as implementing agent for the installation of permanent services in the mentioned informal settlements, and which correspondence served before the Planning & Development Portfolio for noting. The total budget for this appointment is **R72 417 220.05** to seventy-two million four hundred and

seventeen thousand two hundred and twenty rand and five cents **[Capital of R 68 968 781.00 plus R3 448 439.05 Project Management Fee of 5%].**

The appointment will be guided by the Funding Agreement entered into between the Eastern Cape Department Human Settlements and the Kouga Municipality.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Section 26 of the Constitution of South Africa,
The Housing Act No.107 of 1997,
Informal Settlement Upgrading Programme – Subsidy provisions.
The National Housing Code
Local Government: Municipal Finance Management Act No. 56 of 2003.

6. **Legal Implications**

The Eastern Cape Department of Human Settlement and Kouga Municipality will be bound as parties to the Funding Agreement entered into in respect of the implementation of this Programme.

7. **Other Implications**

Once the funds are transferred to the Municipality, same will be incorporated into the municipal budget by way of an adjustment to the current budget.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report supported. Upon approval by Council, an adjustment budget must be considered and presented to Council for consideration.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item strongly supported.

8.4 **Director: Electro-Mechanical Services**

Item supported

8.5 **Director: Community Services**

Item supported

8.6 **Deputy Municipal Manager**

Supported

8.7 **Municipal Manager**

Recommendations supported.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council accept the appointment of Kouga Local Municipality as the Implementing Agent by the EC DHS for the upgrading of the nine (9) informal settlements to total monetary value of **R72 417 220.05 [Capital of R 68 968 781.00 plus R3 448 439.05 Project Management Fee of 5%].**

10.2 That the Accounting Officer be authorised to enter into formal Funding Agreement with the Eastern Cape Department of Human Settlement to secure the funding as per the appointment as Implementing Agent.

Item prepared by the: Act. Manager: Human Settlements

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD22**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 130, PELLSRUS

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 130 situated in Pellsrus to Mr. Leonard Barendse on behalf of Hepzibah Community Centre.

2. **Background**

The dilapidated building on Erf 130, Pellsrus was restored by Hepzibah Community Centre, who signed a short-term right-to-use agreement with Council. The applicant is represented by Mr. Barendse who is a municipal employee. The building is not only used for church services, but also as a community centre for children as per the application and Constitution attached as **Annexure "A"**.

The request is for the lease of Erf 130, Pellsrus for 9 years and 11 months for the purpose of a community centre.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 130, Pellsrus was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

This land will be used for operating a welfare Community Centre that seeks to address the challenges faced by the public, e.g. disability challenges, poverty, drug use, peer challenges, skills and training, old age challenges and any community developmental interest that will help empower the immediate community.

It must be noted that there is no approved building plan, and no occupation certificate was previously issued for the existing building. These building requirements need to be addressed by the applicant. It would also be required that the applicant also complies with town planning requirements in order to use the property for the purposes applied for.

Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.
Leasing Policy for Municipally Owned Immovable Property.

6. **Legal Implications**

If the long-term lease agreement is approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor and the Applicant herein as the Lessee, will be bound to the terms and conditions contained in such Lease Agreement, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grants final approval** for the lease of Erf 130, Pellsrus for 9 years and 11 months to Hepzibah Community Centre, with restrictive conditions in respect of the land usage for the sole purposes of social care uses.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related rental valuation of R190.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses.

10.4 That Council authorizes the Accounting Officer to obtain the services of a registered professional to submit building plans for approval and the costs be for the account of the applicant.

10.5 That Council authorizes the Accounting Officer to enter into a long-term lease agreement with the Hepzibah Community Centre and that an annual escalation clause be included in the written lease agreement.

10.6 That the building plans and rezoning be finalized, and the costs be for the account of the applicant.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA
local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

10/6/2022 @ 9h5

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Leonard Barendse

ID NUMBER: 7602085135081

CONTACT DETAILS: 0659078345

ERF/PROPERTY APPLYING FOR:

AREA: Pellsrus

ERF NUMBER: 130

ADDRESS: 18 Tunastraat

PURPOSE OF APPLICATION:

As per constitution

MOTIVATION:

Community Project for Children.

NAME: Leonard Barendse

SIGNATURE: [signature]

DATE: 28/4/2022

CONSTITUTION

1. NAME

1.1 The organisation will be called My Child is Your Child Community Project.

1.2 It's shortened name will be My Child is Your Child Community Project.

1.3 Body corporate.

The organization shall:

- **Exist in its own rights, separately from its members.**
- **Continue to exist even when it membership changes and there are different office bearers.**
- **Be able to own property and other possessions.**
- **Be able to sue and be sued in its own name.**

MAIN OBJECTIVES

(a) The organisation's main objective are to:

1. Focus and awareness on specific situations and issues affecting and concerning children.

2. Build moral characterization with the children.

(b) The organization's secondary objectives are to:

1. Teach children about mankind's and their own sinful state.

2. Ultimately point children to their need for God's saving grace through Jesus Christ.

3. INCOME AND PROPERTY

3.1 The organization will keep record of everything it owns.

3.2 The organization may not give any of its money or property to its members or office bearers. The only time it can do this is when it pays for work that a member or office bearer has done for the organization. The payment must be a reasonable amount for the work that has been done.

3.3 A member of the organization can only get money back from the organization for express that she or he paid for on behalf of the organization.

3.4 Members of office bearers of the organization do not have rights over things that belong to the organization.

4. MEMBERSHIP AND GENERAL MEETINGS

4.1 If a person wants to become a member of the organization, she or he will have to as the organization's management committee. The management committee has the right to say no.

4.2 Members of the organization must attend its annual general meetings. At the annual general meeting members exercise their right to determine the policy of the organization.

5. MANAGEMENT

5.1 A management committee will manage the organizarion. The management committee will be made up of not less than 10 members. They are the office bearers of the organization

5.2 Office bearers will serve for one year, but they can stand for re-election for another term in office after that. Depending on what kind of service they give to the organization, they can stand for re-election into office again and again. This is so long the service are needed and they are ready to give their services.

5.3 If a member of the management committee does not attend three management committee meetings in a row, without having applied for and obtaining leave of absence from the management committee, then the management committee will find a new member to take a person's place.

5.4 The management committee will meet at least once a month. More than half of the members need to be at the meeting to make decisions that are allowed to be carried forward. This constitutes a quorum.

5.5 Minutes will be taken at every meeting to record the management committee's decisions. The minutes of each meeting will be given to management committee members at least two weeks before the next meeting. The minutes shall be confirmed as a true record of proceedings, by the next meeting of management committee, and shall be signed by the chairperson.

5.6 The organization has the right to form sub-committees. The decisions that sub-committees take must be given to the management committee. The management committee must decide whether to agree to them or not at its next meeting. This meeting should take place soon after the sub-

committee's meeting. By agreeing to decisions to management committee ratifies them.

5.7 All members of the organization have to abide by decisions that are taken by the management committee.

6. POWERS OF THE ORGANIZATION

The management committee may take on the power and authority that it believes it need to be able to achieve the objective that are stated in point number 2 of this constitution. Its activities must abide by law.

6.1 The management committee has the power and authority to raise funds or to invite and receive contributions.

6.2 The management committee does, however have the power to buy, hire or exchange for any property that it needs to achieve its objectives.

6.3 The management committee has the right to make by-laws for proper management, including procedure for application, approval and termination of membership.

6.4 Organization will decide on the powers and function of office bearers.

6.5 The members and office bearers have no rights to property or other assist of the organization.

7. MEETINGS AND PROCEDURES OF THE COMMITTEE

7.1 The management committee must hold at least two ordinary meetings each year.

7.2 The chairperson, or two members of the committee, can call a special meeting if they want to. But they must let the other management committee members know the date of the proposed meeting not less than 21 days before it is due to take place. They must also tell the other members of the committee which issues will be discussed at he meeting. If however, one of the matters to be discussed is to appoint a new management committee member, then those calling the meeting must give the other committee members not less than 30 days notice.

7.3 The chairperson shall act as the chairperson of the management committee. If the chairperson does not attend a meeting, then members of the committee who are present choose which of them will chair that meeting. This must be done before the meeting starts.

7.4 There shall be quorum whenever such a meeting is held.

7.5 When necessary, the management committee will vote on issues. If the votes are equal on an issue, then the chairperson has either a second or deciding vote.

7.6 Minutes of all meetings must be kept safely and always be on hand for members to consult.

7.7 If the management committee thinks it is necessary, then it can decide to set up one of more sub-committees. It may decide to do this to get some work done quickly. Or it may ant a sub-committee to do an inquiry, for example. There must be at least three people on a sub-committee. The sub-committee must report back to the management committee on its activities. It should do this regularly.

8. ANNUAL GENERAL MEETINGS:

The annual general meeting must be held once a year, towards the end of the organization's financial year.

The organization should deal with the following business, amongst others, at its Annual meeting:

- Agree to the items to be discussed on the agenda.
- Write down who is there and who has sent apologies because they cannot attend.
- Read and confirm the previous meeting's minutes with matters arising.
- Chairperson's report
- Changes to the constitution that members may want to make
- Elect new office bearers.
- General
- Close the meeting.

9. FINANCE

9.1 An accounting officer shall be appointed at the annual general meeting. His or her duty is to audit and check on the finances of the organization

9.2 The treasure's job is to control the day to day finances of the organization. The treasurer shall arrange for all funds to be put into a bank account in the name of the organization. The treasurer must also keep proper records of all the finances.

9.3 Whenever funds are taken out of the account, the chairperson and at least two other members of the organization must sign the withdrawal or cheques.

9.4 The financial year of the organization ends on 1 March

9.5 The organization's accounting records and reports must be ready and handed to the Director of the Non-profit Organizations within six months after the financial year-end.

9.6 If the organization has funds that can be invested, the funds may only be invested with registered financial institutions. These institution are listed in Section 1 of the Financial Institution (Investment of funds) Act, 1984. or the organization can get securities that are listed on a licensed stock exchange as set out in the Stock Exchange Control Act, 1985. The organization can go to different banks to seek advice on the best way to look after its funds.

10. CHANGES TO THE CONSTITUTION

10.1 The constitution can be changed by resolution. The resolution has to be to agreed upon and passed by not less then two thirds of the members who are at the annual general meeting or special general meeting. Members must vote at this meeting to change to constitution.

10.2 Two thirds of the members shall be present at a meeting ("quorum") before a decision to change the constitution is taken. Any annual general meeting may vote upon such notion, if the details of the changes are set out in the notice referred to 7.3

10.3 A written notice must go out not less than 14 days before the meeting at which the changes to the constitution are going to be proposed. The notice must indicate the proposed. The notice must indicate the proposed changes to the constitution that will be discussed at the meeting.

10.4 No amendments may be made which would have the effect of making the organization cease to exist.

11. DISSOLUTION/WINDING – UP

11.1 The organization may close down if at least two thirds of the members present and voting at a meeting convened of the purpose of considering such matter, are in favor of closing down.

11.2 When the organization closes down it has to pay off all its debt. After doing this, if there is property or money left over it should not be paid or

given to the organization to members of the organization. It should be given in some way to another non-profit organization that has similar objectives. The organization's general meeting can decide what organization this should be.

12. ADOPTION OF THE CONSTITUTION

This constitution was approved and accepted by members of

.....

At a specific (general) meeting held on Day/Month/Year



....

CHAIRPERSON SECRETARY

.....

TREASURER

Certificate issued by the Companies & Intellectual Property Commission on Wednesday, March 3, 2021

Companies and Intellectual Property Commission
a member of the dti group

Abridged Certificate for Annual Returns

CoR 30.1

Registration Number: 2018 / 477490 / 08
Enterprise Name: HEPHZIBAH COMMUNITY CENTRE

ENTERPRISE INFORMATION

Registration Number	2018 / 477490 / 08
Enterprise Name	HEPHZIBAH COMMUNITY CENTRE
Enterprise Shortened Name	
Enterprise Translated Name	
Registration Date	2018-09-10 1
Business Start Date	2018-09-10 12:00
Enterprise Type	Non Profit Company
Enterprise Status	In Business
Financial Year End	February

Addresses

POSTAL ADDRESS
11 STEVE TSWETE STREET
MANDELA BAY
JEFFREYS BAY
EASTERN CAPE
6330

ADDRESS OF REGISTERED OFFICE
11 STEVE TSWETE STREET
MANDELA BAY
JEFFREYS BAY
EASTERN CAPE
6330

AUDITOR / ACCOUNTING OFFICER INFORMATION

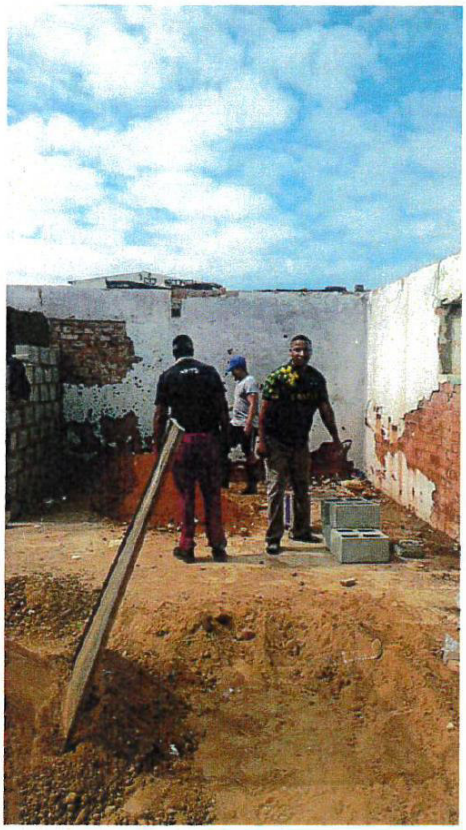
Auditor Name	Effective Date	Status	Type

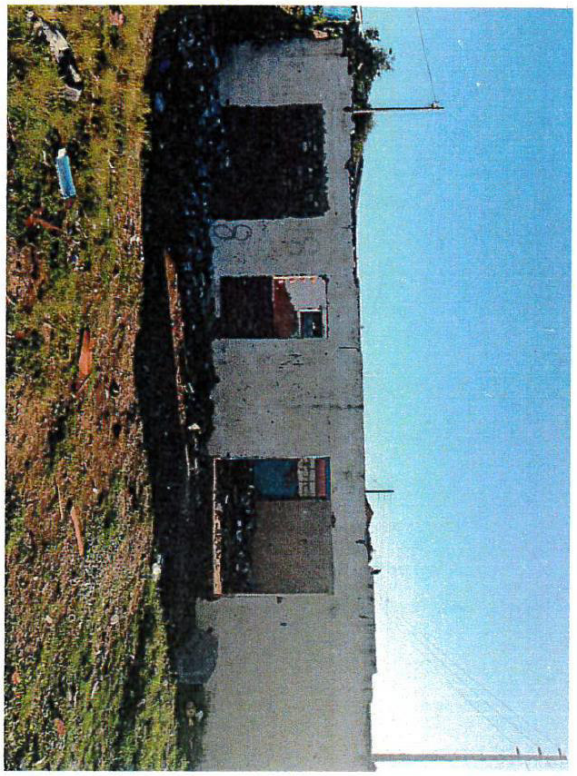
Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

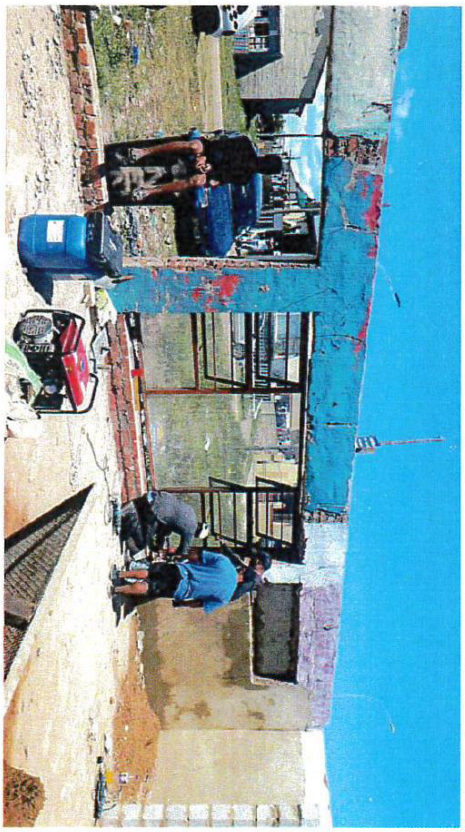
Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472 (CIPC)
Contact Centre (International): +27 12 394 9573

RESTORATIONS DONE AT THE BUILDING ON ERF 130, PELLSRUS

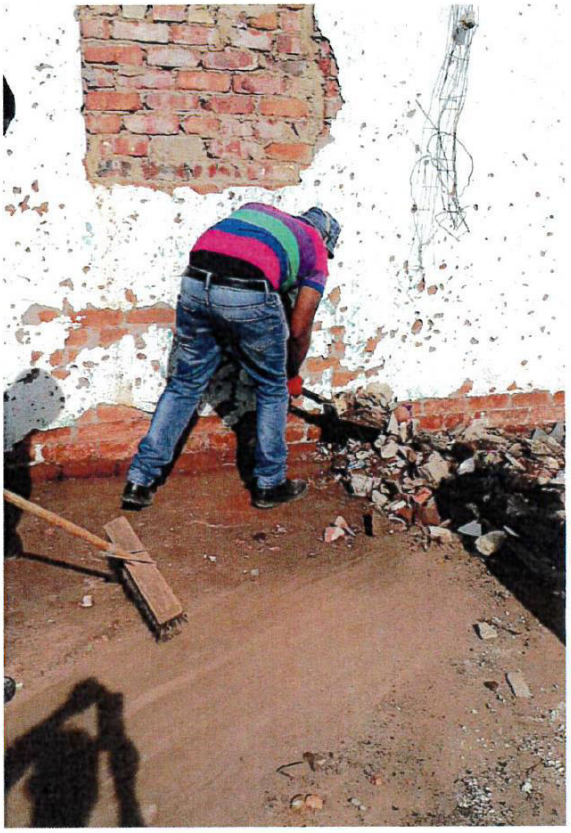




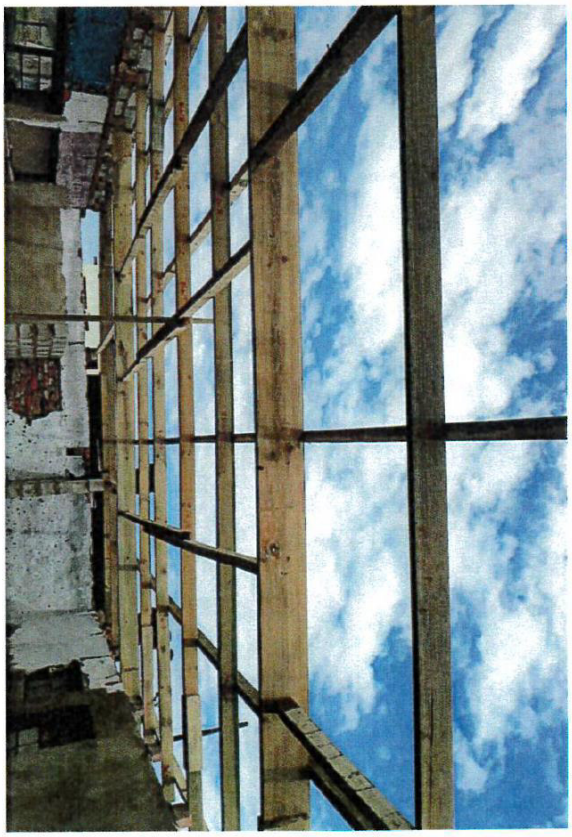












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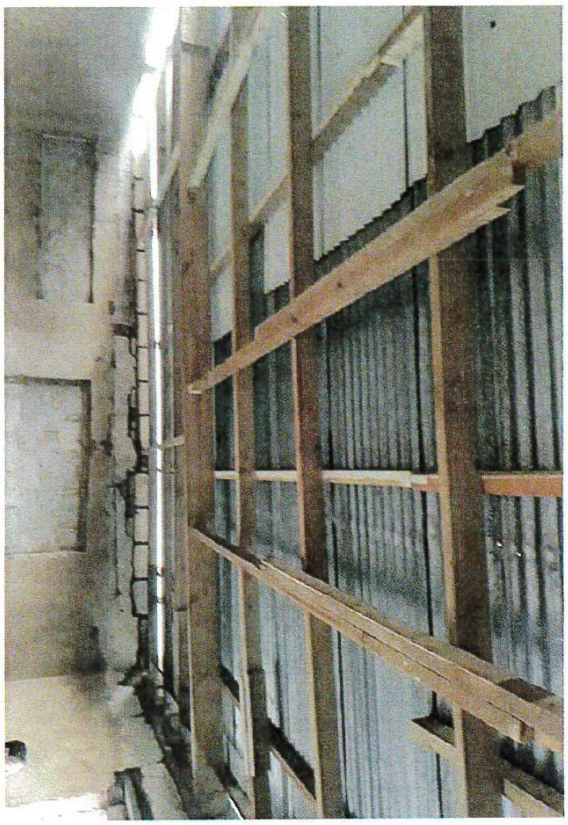







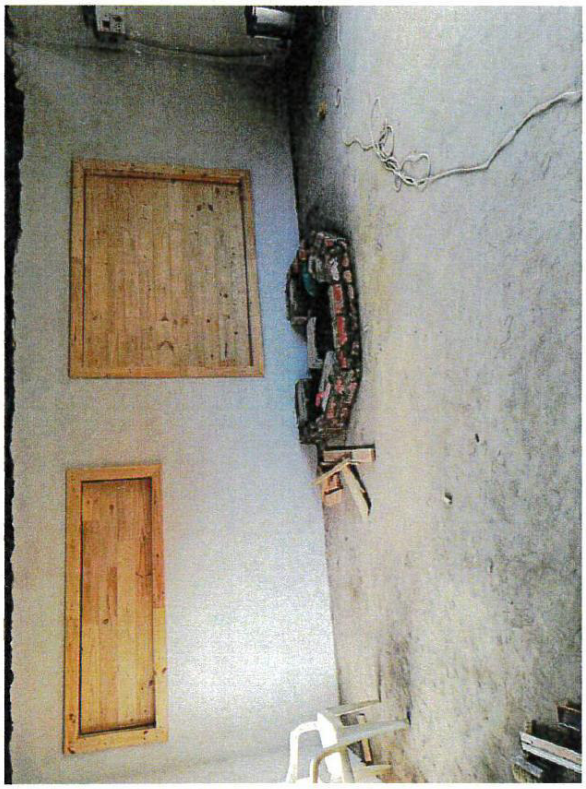

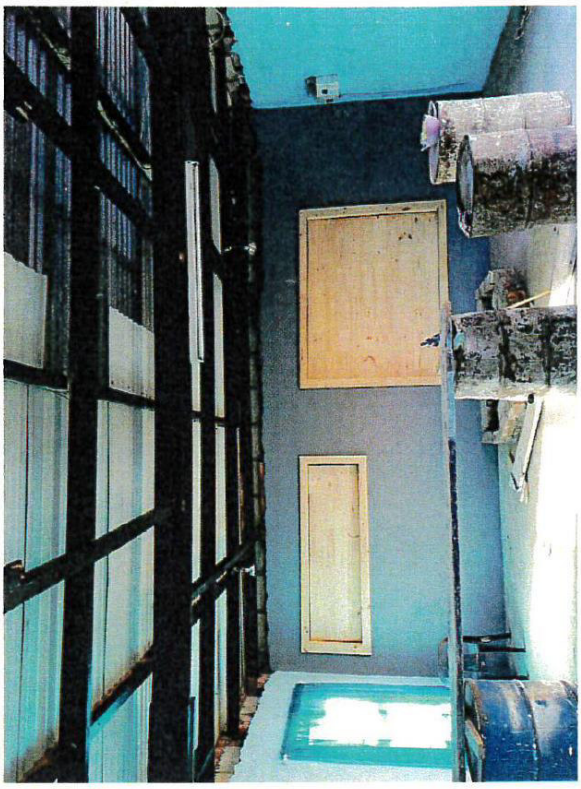

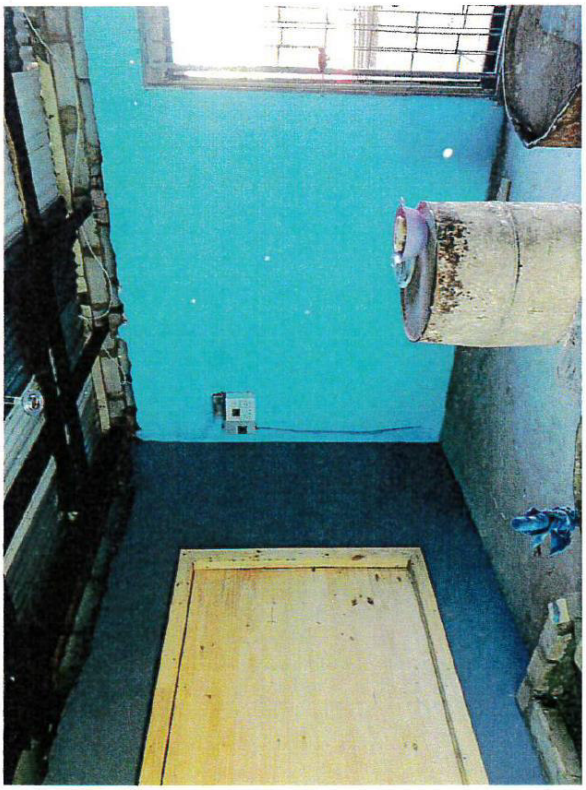



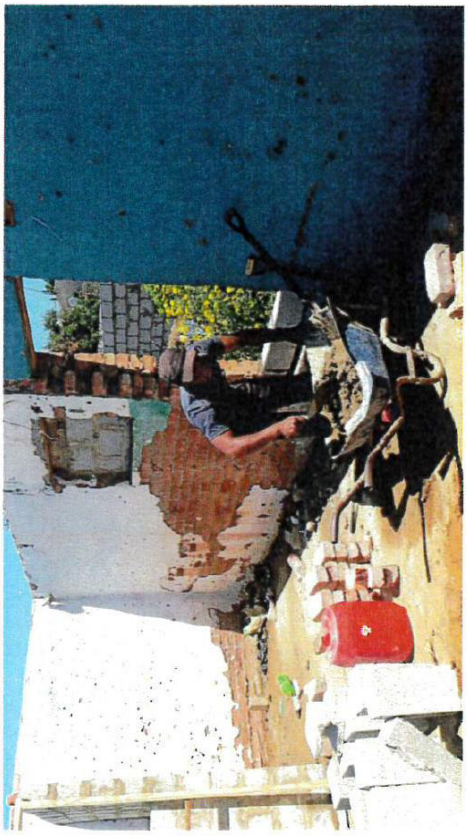

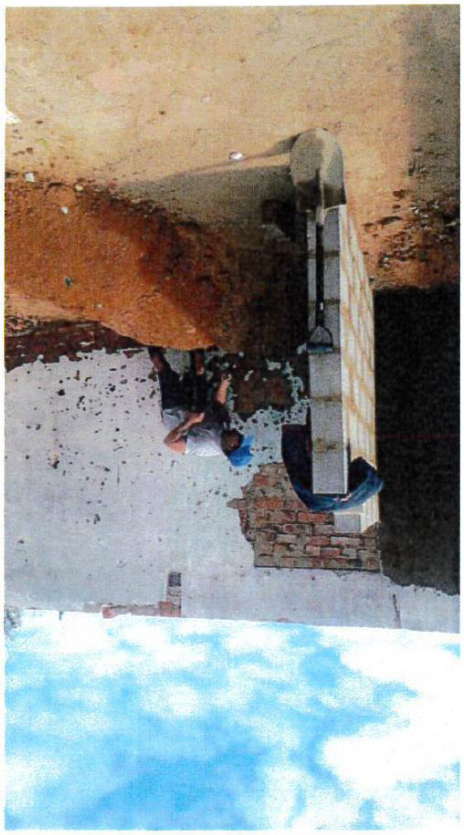

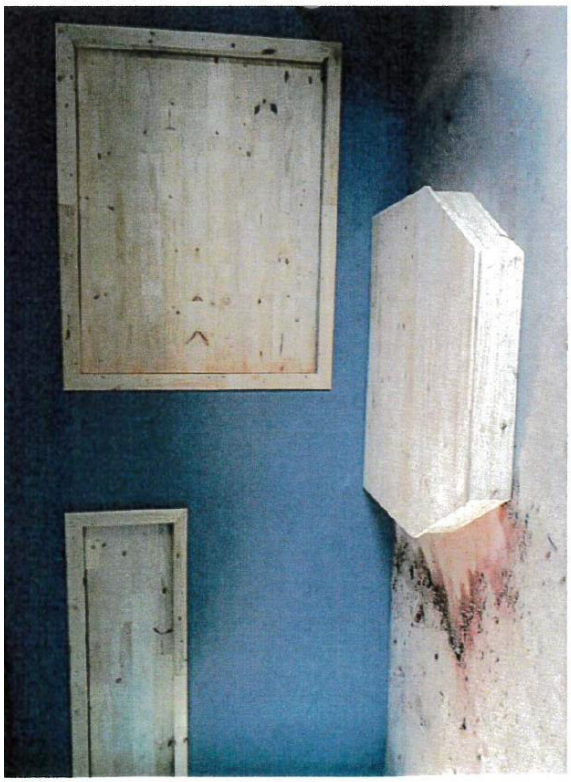

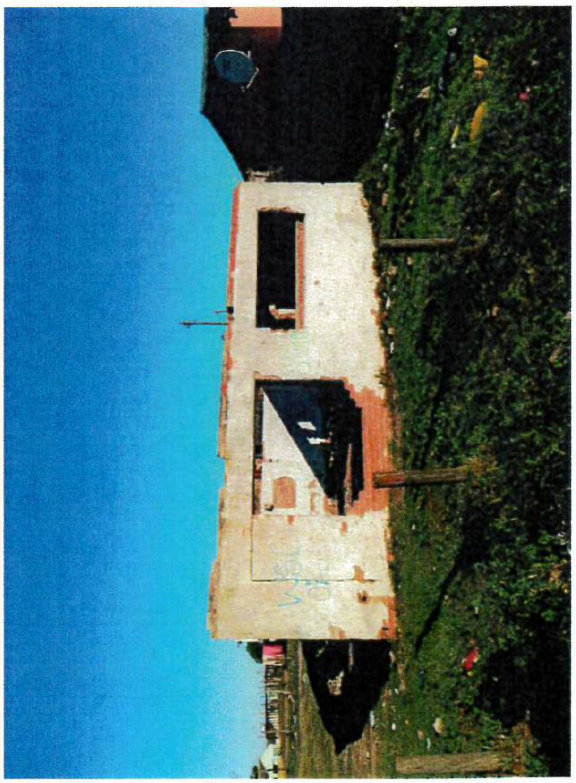

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

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A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

Erf 130 Pellsrus, EASTERN CAPE (Vacant land only) 487m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. (Improvements - 92m²)



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R190.00

(One Hundred and Ninety Rand Only) - per month for land only

Annexure "D"

Aerial image and Section 14 comments

Land Parcel

16 Feb 2023 08:36

Erf	130 of Pellsrus	**Zoning: Financials**	SRESB
Address	18 Tuna Street	**Zoning**	Kouga Municipality Land Use Scheme - Residential Zone 1
SG Number	C03400130000013000000	**Land Usage: Financials**	
Municipality	Kouga	**Ward: Financials**	Kouga 2
Township/Holding: Title Deed	Pellsrus	**Ward: Demarcation Board**	Kouga 2
Suburb: Financials	Pellsrus (40017)	**Sources**	Deeds Office, Surveyor General, Financials
Centroid	34.062219518079736S 24.917004206928627E	**Effective**	
Sectional Title	No		
Extent	487sqm		
Extent (SG)	487sqm		
Extent (Title Deed)	487.0000SQM		

Title Deeds

Owner	Title Deed	Share	Purchased	Registered	Price (Alpha)	New No
Mun Kouga	T11937/1987	0.0000		20 Mar 1987	T/T	
Mun Jeffreys Bay	T11937/1987	0.0000			T/T	T104618/2002

Financial Accounts

Account	Debtor	ID Number	Debtor Type	Owner Tenant
004000130019	Kouga Municipality (Jeffreys B		Departmental (DEPAR)	Owner (Kouga)

Properties

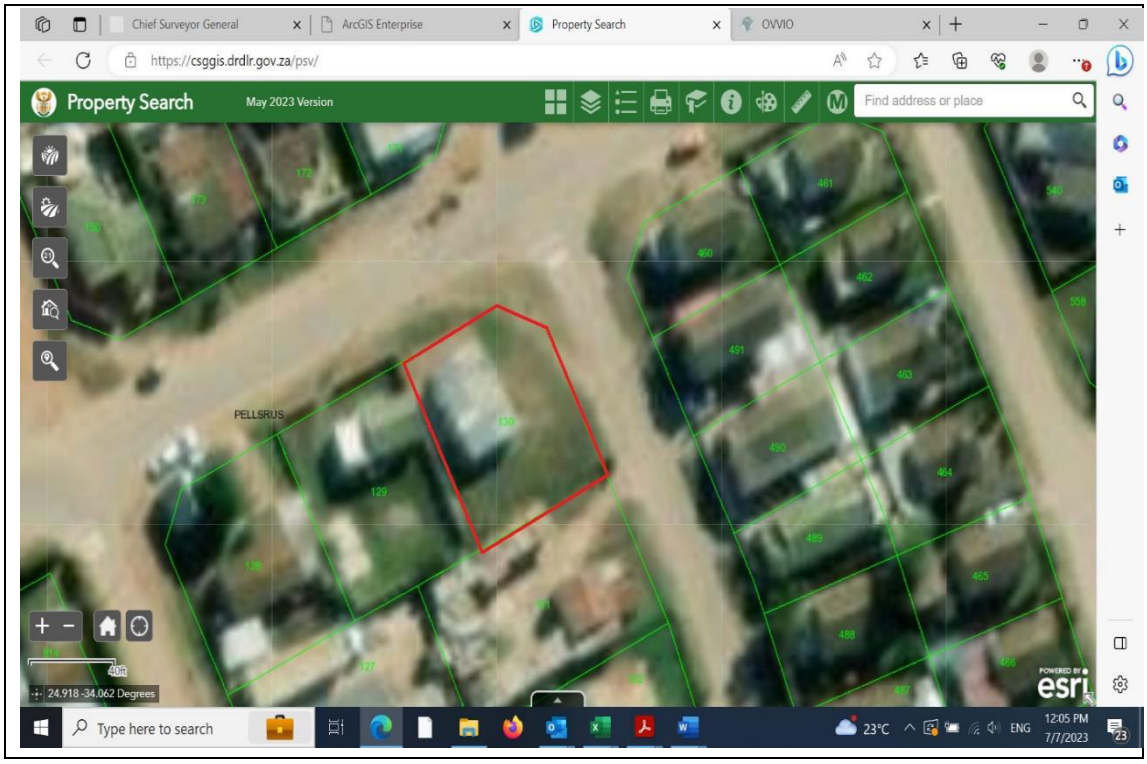
Unit	26 Digit Code	Owner(s) and Id(s)	Scheme	Scheme Number
0	C03400130000013000000000	Mun Kouga		

Current Municipal Information

Valuation Date	Valuation Category	Valuation Category Tariff	Land Value	Improvements Value	Land Area	Improvements Area
		2h_MUNICIPAL PROPERTIES (A) (2h)	25000	55000	487	0

Valuations and Surveys

Project	Category / Usage	H Area	P / C	Status	Current Value
Original Values before 2008 GV (Samras 1 Jun 2009)	Unknown (As Per MPRA)	Unknown		Valued	32,000.00
2008 GV (from TruVal data)	Sect 8(2)(a) - Residential (As Per MPRA)	OLD RDP		Valued	68,500.00
2013 - 2018_DDP Valuation Roll as Printed	2h-02 (Municipal-Vacant Land) (Kouga)	Unknown		Valued	60,000.00
2018 General Valuation	MUNICIPAL PROPERTY (GV2018)	Unknown		Valued	80,000.00



Section 14 comments by Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 130	Pellsrus	Proposed alienation supported subject to the property be used in line with the zoning. For any other use applicant (new owner) must obtain appropriate land use rights in terms of SPLUM By-law for KLM. Concerned about size of erf, ability to accommodate proposed use capacity.	Building Plans to be submitted after land use authorization	T.P: Parking space to be considered. Availability of services to be considered. A.S: Supported H.S: Supported. C.S: No comment

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD23**

REQUEST FOR COUNCIL'S FINAL APPROVAL: DISPOSAL (PURCHASE) OF A PORTION OF ERF 164 (A PORTION OF ROAD RESERVE VERGE IN DROMMEDARIS STREET) TO CONSOLIDATE WITH ERF 269, JEFFREYS BAY

1. **Introduction**

The purpose of this item is to request Council's final approval for the sale of a portion of Erf 164, Jeffreys Bay to Eskimo Pie (The Mexican Restaurant) who is represented by Ms. C. Kraak.

Initially, the application was to lease, but was changed to purchase on recommendation from the Council. This is due to the permanent nature of the structures erected on the road reserve verge of Drommedaris and building plan compliance which requires that the encroaching portion be subdivided and consolidated with erf 269, Jeffreys Bay.

2. **Background**

Eskimo Pie initially applied to lease the portion of road reserve adjacent to erf 164, in Drommedaris Street, opposite to the Shell Museum in Jeffreys Bay.

The application is to regularise the building in that a portion of the balcony and the wooden staircase which provides access on the Drommedaris Street (erf 164, Jeffreys Bay) side has been constructed over the erf boundary. The encroachment on the road reserve is 13.275 square meters in extent. ****See motivation attached as Annexure "A".**

Land Parcel information and Section 14 comments is attached as **Annexure "B"**.

3. **Discussion**

The proposed sale will not have a negative character on the area. There is sufficient space for pedestrian movement.

The advertisement Notice 8/2024 for comments/input for the for the disposal of a portion of Erf 164, Jeffreys Bay, was placed on 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "C"**.

Market-related valuation report is attached as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy as approved by Council.

6. **Legal Implications**

Should the Council approve the disposal of the immovable property described herein, the Municipal Manager will be authorized to institute the legislative proceedings to transfer the property, divesting the Kouga Municipality of ownership.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Report noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the purchase of a portion of Erf 164 (road reserve verge of Drommedaris Street), Jeffreys Bay.

10.2 That Council confirms that the land is not needed to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related valuation of R24,000.00 for the immovable property (13,275m²).

10.4 That town planning process be finalized and all other administrative costs be for the account of the applicant.

10.5 That Council authorises the Accounting Officer to enter into a Deed of Sale for the disposal of the property.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA
local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Eskimo Pie P/L.

ID NUMBER: 5307260088087

CONTACT DETAILS: Cheron 0826374553.

ERF/PROPERTY APPLYING FOR:

AREA: JEFFREYS BAY

ERF NUMBER: DROMMEDARIS VERGE (NEXT TO ERF 269)

ADDRESS: 19 DA GAMA ROAD

PURPOSE OF APPLICATION:

Encroachment lease agreement.

MOTIVATION:

See attached.

NAME: Cheron Kraak

SIGNATURE: Kraak

DATE: 8th June 2021.

MOTIVATION: APPLICATION TO LEASE PORTION OF ROAD RESERVE VERGE ADJACENT TO ERF 269 IN DROMMEDARIS STREET (OPPOSITE THE "SHELL MUSEUM"): JEFFREYS BAY

INTRODUCTION

This application is to regularize what appears to have been an oversight/misunderstanding at the time in that a portion of the balcony and the wooden stair access on the Drommedaris street side has been constructed over the erf boundary.

BACKGROUND

In 2003 a portion of the first storey, facing Da Gama Road and Drommedaris street, of the double storey building on erf 269, Jeffreys bay, was converted into a restaurant known as the Mexican. A timber wrap around balcony with a wooden stair on the Drommedaris street side of the building was added to provide access to the restaurant. This was all done to engineer's specification, Mr L. Beattie at the time.

It has come to my attention that alhough plans were submitted for approval, they were not approved for various reasons which the appointed architectural person apparently never addressed and re-submitted in consequence of which these plans were not approved.

This encroachment over the erf boundary of the balcony and stair access on the restaurant on the Drommedaris street side is a matter requiring regularization before any plans can be re -submitted for approval. Hence this application to enter into a lease agreement with the Council.

COMMENT

Attached is the following documentation for clarification and ease of reference:

1) Sketch No 1: CK – 269 – JB
2) Land Surveyor's (Jan Bester) sectional title survey for the building on erf 269 (sheet 2 of 5 sheets)
3) An aerial Google map (position circled and highlighted)
4) A street view from Da Gama Road
5) A street view from Drommedaris street

The actual encroachment I wish to have regularized by means of an "ENCROACHMENT LEASE AGREEMENT" is highlighted in orange on **Sketch No 1: CK – 269 – JB** and covers an area of 13.275 sq.m which is calculated as follows:

(11.8m X 0.75m) + (0.5mX 11.8 X 0.75m) = (8.85 sq.m) + (4.425 sq.m)

Total Lease Area = 13.275 sq.m

I wish to emphasize the following factors which I honestly believe are pertinent to the favourable consideration of this application:

- This encroachment has been in existence since 2003 (ie 18 years) without detriment to pedestrian movement;
- There is ample paved pedestrian walkway available even with the encroachment as shown;
- It does not and has not affected any of the existing services or the access thereto;
- The wooden stair is and has been the only access to the entrance to the restaurant from the beginning;
- There have been no complaints regarding the encroachment (stair and balcony included) over the past 18 years.

CONCLUSION

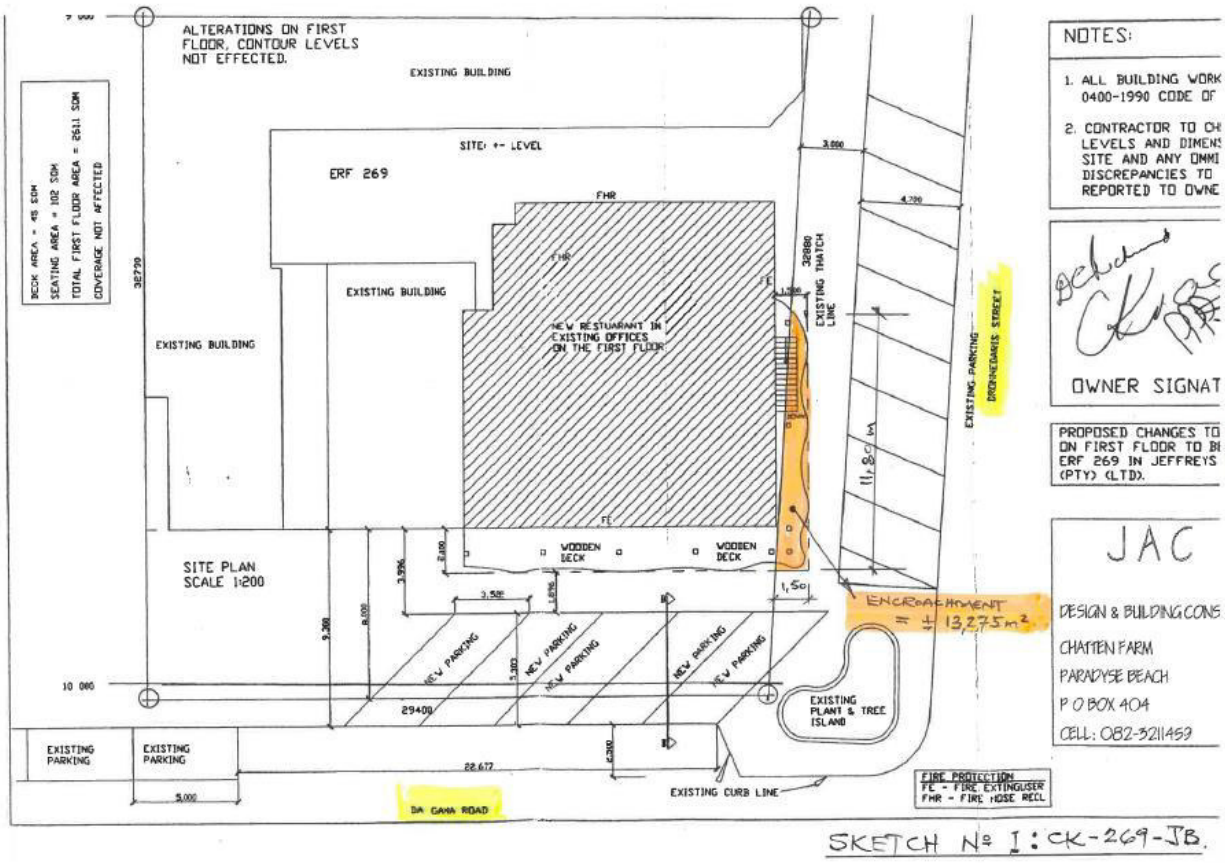
I sincerely believe that for reasons mentioned above, approval of this application for a lease agreement of the 13.275 sq.m verge in Drommedaris street which is being encroached upon, would not have any negative impact on the surrounding area or adjacent

properties. Had this been the case it would have been raised and attended to long ago.

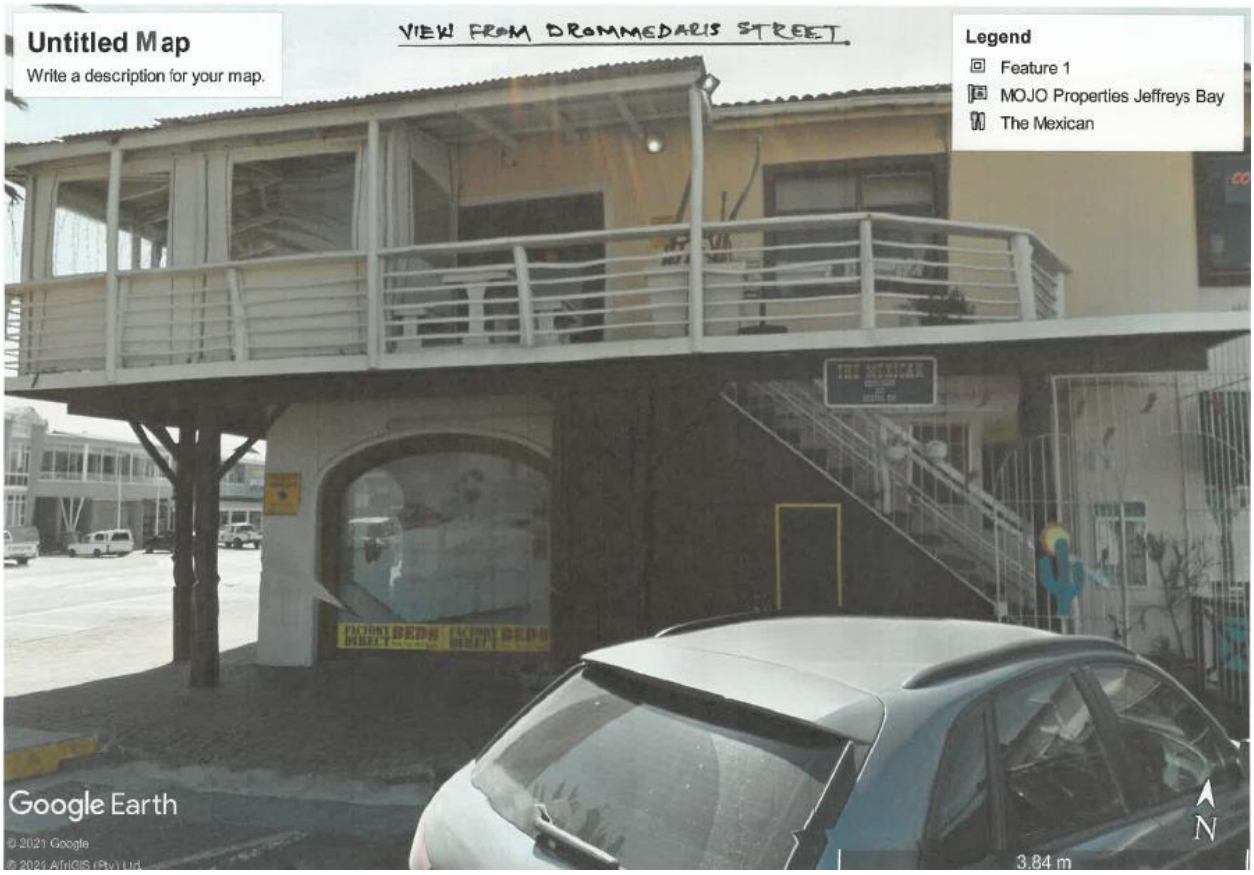
In view hereof, I appeal to you to give your favourable consideration to this application and approve the required lease of the 13.275 sq.m encroachment onto/over the Drommedaris street verge as per the attached Sketch No 1: CK – 269 – JB.

Thanking you.

C. Kraak

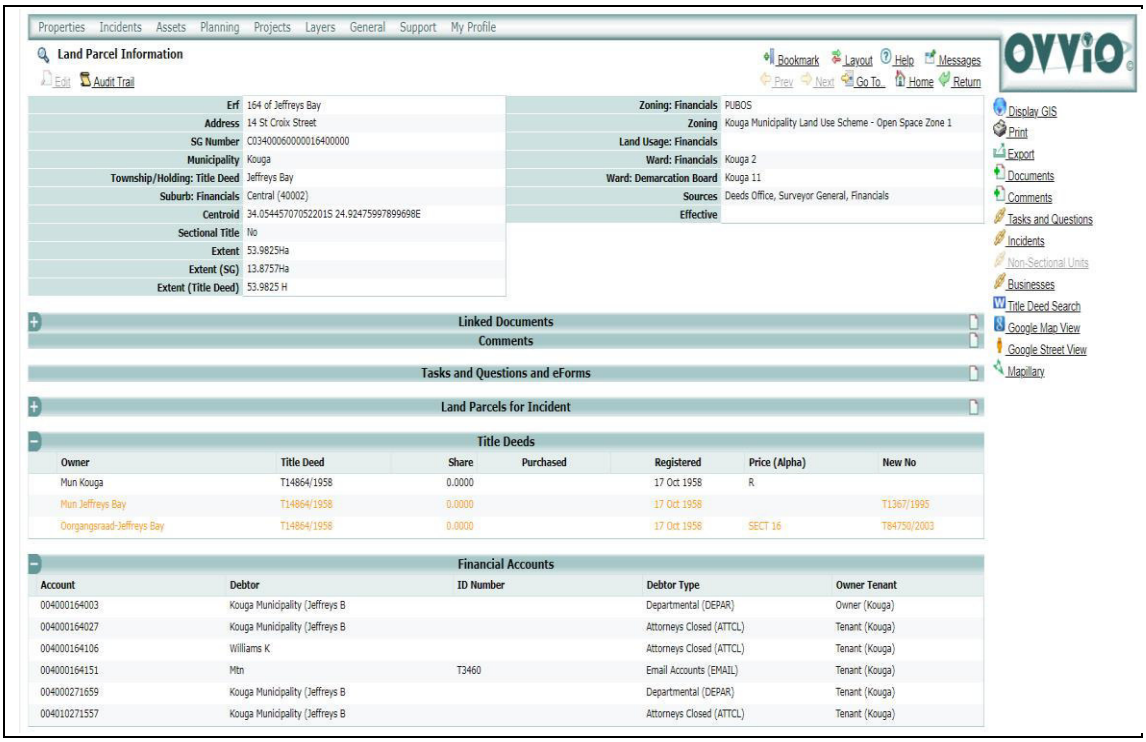



Untitled Map
Write a description for your map.
Legend
Feature 1
MOJO Properties Jeffreys Bay
The Mexican
THE MEXICAN
FACTORY DIRECT BEDS
VIEW FROM DA GAMA RD
Google Earth
© 2021 Google
© 2021 AfriGIS (Pty) Ltd.
1.89 m


Untitled Map
Write a description for your map.
VIEW FROM DROMMEDARIS STREET
Legend
Feature 1
MOJO Properties Jeffreys Bay
The Mexican
Google Earth
© 2021 Google
© 2021 AfriGIS (Pty) Ltd.
N
3.84 m

Annexure "B"

Zoning and property information:





Section 14 comments by the Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 843	Jeffreys Bay	If zoning is confirmed Business, developer must submit a detailed site development plan for consideration. Title deed restrictions, if any, must be taken into consideration. A lease is not supported as the structures are permanent in nature (deck & staircase). The owner must purchase affected land and consolidate with his/her property.	Plans to be submitted once all TP regulations are complied with. No mention of depth. Try to determine if can have access inside before outside. No disable parking. If inside in the form of lift. Not supported unless purchase first. Have staircase in building	**TP**: Supported, regulations must be complied with. **HS:** Supported **TS:** Supported, subject that encroachment area/extent to remain as is. **AS**: Supported

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

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Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
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Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
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Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "D"

Valuation report:

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

A PORTION OF ERF 164 JEFFREYS BAY {ENCROACHMENT}, EASTERN CAPE (13.275m²)

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET VALUE:

"The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion." (IVSC, 2005)

I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R 24 000.00
(Twenty-Four Thousand Rand Only)
(No value was added for the illegal use of the section since 2003)

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD24**

REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION (RIGHT-TO-USE) OF A PORTION OF ERF 164, JEFFREYS BAY

1. **Introduction**

The purpose of this item is to request Council's final approval for the alienation (right-to-use) of a portion of Erf 164, Jeffreys Bay to National Sea Rescue Institute (NSRI) as a Non-Profit Company, represented by Mr. Willem De Waal.

2. **Background**

The request is for the lease (right-to-use) of a portion of Erf 164, Jeffreys Bay to The National Sea Rescue Institute (NSRI) for sea rescue services.

The initial agreement was signed 5 April 2011, whereby the building was repaired and maintained as well as payment of services. ****See motivation attached as Annexure "A".**

Land Parcel information and Section 14 comments is attached as **Annexure "B"**.

3. **Discussion**

The Institute has used the subject portion for more than 13 years and the Municipality has not received any complaints. The previous Memorandum of Understanding (agreement) for the lease of the municipal property, namely a portion of Erf 164, Jeffreys Bay, is attached as **Annexure "D"**.

The advertisement Notice 8/2024 for comments/input for the for the alienation (lease) of a portion of Erf 164, Jeffreys Bay, was placed on 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "C"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No.56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020
Leasing Policy for Municipally owned Immovable Property.

6. **Legal Implications**

If Council approves the intended Right To Use the Accounting Officer will be authorized to enter into a Lease Agreement (right-to-use) with the National Sea Rescue Institute (NSRI) as a Non-Profit Company, and both parties shall be bound to the terms and conditions of the such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation is Supported.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the alienation (right-to-use) of a portion of Erf 164, Jeffreys Bay to National Sea Rescue Institute (NSRI) as a Non-Profit Company, represented by Mr. Willem De Waal for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That the applicant be responsible for any repairs and maintenance of the municipal property to the satisfaction of the Municipality.

10.4 That town planning process be finalized and all other administrative costs be for the account of the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if purpose for which the lease is applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That the Council authorizes the Accounting Officer to enter into a Lease Agreement (right-to-use) with the National Sea Rescue Institute (NSRI) as a Non-Profit Company, represented by Mr. Willem De Waal.

Item prepared by the: The Manager: Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: NATIONAL SEA RESCUE INSTITUTE OF SOUTH AFRICA

ID NUMBER: Co Reg No 1967/013618/08

CONTACT DETAILS: [redacted]earescue.org.za

ERF/PROPERTY APPLY...

AREA: JEFFREY'S BAY

ERF NUMBER: PORTION OF ERF 164

ADDRESS: 14 ST CROIX STREET

PURPOSE OF APPLICATION:

FOR USE AS AN NSRI RESCUE BASE, FOR EXECUTION OF TRAINING AND RESCUE OPERATIONS.

MOTIVATION:

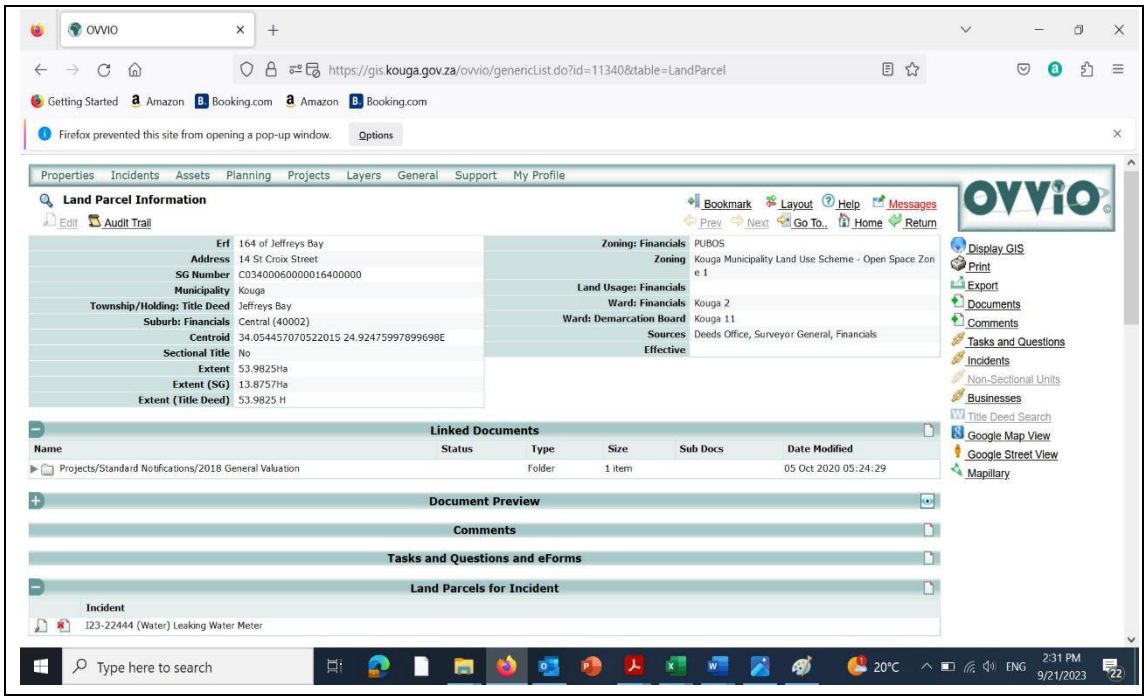
THIS IS THE EXTENSION OF AN EXISTING AGREEMENT, AS PER CLAUSE 4 OF THE EXISTING MOU. NEW USAGE PERIOD EXTENDED FOR ADDITIONAL 9 YEARS 11 MONTHS, AT NO RENTAL.
ALL OTHER CONDITIONS TO REMAIN UNCHANGED.

NAME: WILLEM DE WAAL
For The National Sea Rescue Institute of South Africa

SIGNATURE: _____ **DATE:** 16 AUGUST 2023

Annexure "B"

Zoning and property information:





Comments by the Directorates (Sect. 14)

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 164	Jeffreys Bay	Lease supported on condition that appropriate land use rights be obtained by the lessee in terms of SPLUM By-law. Proposed use on "Open Space Zone 1" zoning can only be considered as a temporary departure from the land use scheme provisions. The lease period may be granted in line with SPLUM By-law provision for temporary departure from land use scheme provisions, which is limited to a 5-year period. Rights for temporary departure may be extended for another 5-year period on application.	Supported.	**TS:** Supported. **H.S:** Supported **AS:** Supported. **S.P:** Supported. **Legal:** Must be considered as a new lease agreement as lease already lapsed.

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "D"

MEMORANDUM OF UNDERSTANDING

between:

THE KOUGA MUNICIPALITY

herein represented by

DR. EM RANKWANA

in his capacity as Municipal Manager and duly authorized thereto

hereinafter referred to as "the **LOCAL AUTHORITY**"

and

NATIONAL SEA RESCUE INSTITUTE OF SOUTH AFRICA

herein represented by

MR. I. R. WIENBURG

in his capacity as General Manager and duly authorized thereto

hereinafter referred to as "the **NSRI**",

and subject to the Lease Agreement entered into between the Local Authority and the Mobile Telephone Networks (Pty) Ltd on 25 September 2001, attached and marked Annexure "C".

1. DEFINITIONS:

In this agreement, unless the context clearly indicates otherwise:-

1.1 **Commencement Date**:
Notwithstanding the date of signature hereof the commencement date shall mean 1 December 2010.

1.2 **Parties**:
THE KOUGA MUNICIPALITY, herein represented by **DR. EM RANKWANA** in his capacity as Municipal Manager and duly authorized thereto of 33 Da Gama Road, Jeffreys Bay, 6330, South Africa

and

NSRI, herein represented by MR I.R WIENBURG in his capacity as General Manager and duly authorized thereto of 1 GLENGARIFF ROAD, THREE ANCHOR BAY, 8005 CAPE TOWN.

1.3 **The premises**:
Means the premises described as a portion of Erf 164 and in extent of approximately 100 square meters, as per Annexure "A" attached.

1.4 **The NSRI's personnel**:
Means any person instructed pursuant to this agreement to undertake any of the NSRI's obligations under this agreement, including the NSRI's employees and volunteers.

2. INTRODUCTION

2.1 The Local Authority is the Kouga Municipality constituted as such in terms of the Municipal Structures Act No 117 of 1998, with offices at No 33 Da Gama Road, Jeffreys Bay.

2.2 The NSRI carries on a non-profit organisation, *inter alia*, relating to sea rescue services.

2.3 The NSRI wishes to utilize the premises currently owned by the Local Authority and for the purpose of NSRI's sea rescue services in the Kouga Municipal area.

2.4 The Local Authority has agreed to allow the NSRI to utilize the premises, subject to the terms and conditions contained in this agreement.

2.5 The parties wish to record their agreement in writing.

3. USE OF PREMISES

3.1 The premises shall only be utilised for the purposes of a base station site which will involve the installation, monitoring, operation and maintenance of equipment owned by the NSRI and related to sea rescue activities.

3.2 The NSRI hereby expressly undertakes not to use the premises for any other activities, except for those mentioned in paragraph 3.1, without the express prior written consent of the Local Authority and also undertakes not to cause or allow any unauthorised access of any third person and / or institution on the premises.

4. USE PERIOD

This Agreement shall be for a period of 9 YEARS 11 MONTHS AT NO RENTAL as from date of commencement, being 1 December 2010. RENEWABLE FOR ANOTHER SIMILAR PERIOD AT NO RENTAL.

5. PAYMENTS

5.1 The NSRI shall be responsible for the payment of the follwing:

(a) Electricity and water

The Local Municipality shall supply electricity from the existing power supply available at the premises and the NSRI shall pay the Local Authority for all the electricity consumed by itself to operate its equipment on the premises which consumption shall be separately metered and calculated at the supply authority rates. The standard electrical fees and real cost connection fees shall be applicable and the NSRI shall bear the costs in this regard as well as any monthly availability charges.

(b) For all sewerage, sanitation, water availability and refuse charges levied in respect of the premises by the relevant Authority from time to time.

5.2 It is a condition of this Agreement that the NSRI be obliged to install separate meters for the determination of water and electricity consumption on the premises if necessary and if so requested by the Local Authority.

6. SIGNS

6.1 The NSRI may erect an acceptable sign on the premises in a position and style to be agreed to by the Local Authority in writing, and the NSRI shall first furnish drawings indicating the effect of such sign on the facade of the building or on the premises.

6.2 The NSRI indemnifies the Local Authority against any claims arising from the erection or existence of such sign.

7. INSURANCE

7.1 The NSRI will at all times have adequate insurance cover in respect of movables located on premises, any improvement on the premises effected by the NSRI, as well as sufficient public liability insurance.

7.2 The NSRI expressly undertakes to provide the LANDLORD, at commencement of this Agreement with proof of said insurance cover as mentioned in Paragraph 7.1. The NSRI also undertakes to obtain adequate public liability insurance in respect of all activity / liability that may occur on the premises.

7.3 The adequacy and sufficiency of aforementioned insurance shall be at the sole discretion of the Local Authority.

8. CESSION AND SUBLETTING

8.1 The NSRI shall not be entitled, except with the express prior written consent of the Local Authority which consent shall be at the sole and absolute discretion of the Local Authority.

8.1.1 to cede all or any of the rights of the NSRI under this agreement; or

8.1.2 to sublet or give up possession of the Premises, in whole or part, to any third party, whatsoever.

9. MAINTENANCE AND REPAIRS

9.1 The NSRI shall at its own expense and without recourse to the Local Authority;

9.1.1 throughout the Use Period maintain in good order and condition the *interior and exterior* of the premises and all parts thereof, including (without limitation of the generality of this obligation) all fronts, windows, doors, appurtenances, fixtures, fittings, painted facades, fencing, plumbing and electrical installations, if any, contained in or on the premises;

9.1.2 promptly repair or make good all damage occurring in the premises from time to time during the Use Period, whatever the cause of such damage, and including damage to any part of the interior or exterior of the premises or to any front, window, door, appurtenance, fixture, fitting, plumbing and electrical item and replace all such items (as well as any keys) which have been broken, lost or destroyed (again regardless of cause); and

9.1.3 on the termination of this agreement, howsoever and whenever it terminates, return the premises and all such parts thereof (including all keys) to the Local Authority in good order, condition and repair, fair wear and tear excepted.

9.2 The NSRI herewith confirms that, except for certain works, as mentioned in the attached Annexure "B", to be affected by the NSRI at its own costs, it acknowledges that the premises and all parts thereof are intact, in place, and in good order, condition and repair on date that the NSRI took possession of the premises under this agreement.

9.3 Should the NSRI fail to carry out any of its obligations under this agreement with regard to any maintenance, repair or replacement, the Local Authority shall be entitled, without prejudice to any of its other rights or remedies, to affect the required item of maintenance, repair or replacement and to recover the cost thereof from the NSRI on demand.

10. SUNDRY OBLIGATIONS OF THE NSRI

The NSRI shall:

10.1 keep the premises clean and tidy;

10.2 not bring into the premises or the building any article which, by reason of its weight or other characteristics, is liable to cause damage to the building or the premises;

10.3 not contravene any of the conditions of title of the premises or any of the laws, rules or regulations affecting owners, tenants or occupiers of the premises or the building; in this instance the NSRI expressly undertakes to see to it that music, if any, played on said premises will not at any time cause a disturbance or a nuisance to the peace of the neighbouring properties. The Local Authority will at its own discretion enforce this said condition.

10.4 The NSRI shall be obliged to comply with the statutory provisions of the National and / or Local Authorities as well as any safety regulations prescribed by any of the insurance policies of the Local Authority. The NSRI confirms that nothing contained in this agreement shall be construed as authorizing or consenting to the use of the premises for a specific purpose, without the NSRI applying for such consent or authority, if required by the Kouga Municipality or by statute.

10.5 The parties confirm that the legality and validity of this agreement is subject to any statutory approval (i.e. National or local Authorities approval) including but not limited to requirements in terms of the Local Government Municipal Finance Management Act 56 of 2003 and its regulations and in accordance with its Supply Chain Management and related Policies and should such approval / requirement no be granted / complied with neither party would be entitled to any claim against the other party as a result of and arising from this Agreement. The Agreement is also subject to any conditions that the Kouga Municipality as the local authority may prescribe prior to date of signature hereof. The NSRI confirm that it bears knowledge and understands the provision that said proposed agreement may have to be advertised for any objection against proposed Agreement and that the NSRI will be liable for such cost of said advertisement.

10.6 The NSRI will be obliged to comply with the provisions as contained in the Town planning scheme and servitudes as well as any provisions imposed by the title deed of the premises.

10.7 The NSRI will be obliged to ensure that no alcohol be consumed or sold on the premises.

10.8 The NSRI will not be entitled to sell any commodity or foodstuff from the premises.

10.9 Entrance to the premises shall only be allowed from the roads and entrance points as indicated from time to time by the Local Authority.

10.10 The NSRI confirms being aware of the agreement between the Local Authority and the Mobile Telephone Networks (Pty) Ltd and confirms

that this agreement is subject to the Local Authority obtaining the written consent from the aforementioned tenant to enter into this Memorandum of Understanding and shall not do anything or omit to do anything, in any way, which may directly or indirectly negatively influence the existing Lease Agreement entered into between Local Authority and the Mobile Telephone Networks (Pty) Ltd.

10.11 The NSRI undertakes to effect certain security measures to the premises at its own costs and at the instance of the Local Authority, including but not limited to restrictive access monitoring, fencing, alarm systems, etc.

11. IMPROVEMENTS, ALTERATIONS AND ADDITIONS

11.1 The NSRI shall not make any improvements, alterations or additions to the premises without the Local Authority's prior written consent, but the Local Authority shall not withhold its consent unreasonably to an improvement, alteration or addition which is not structural.

11.2 If the NSRI does alter, add to, or improve the premises in any way, whether in breach of clause 11.1 or not, the NSRI shall, if so required in writing by the Local Authority, restore the premises on the termination of this agreement to it's condition as it was prior to such alteration, addition or improvement having been made.

11.3 Save for any improvements which if removed from the premises as required by the Local Authority in terms of clause 11.2, all improvements made to the premises shall belong to the Local Authority and may not be removed from the premises at any time. The NSRI shall not, whatever the circumstances, have any claim against the Local Authority for compensation for any improvement to the premises.

12. LOCAL AUTHORITY'S RIGHTS OF ENTRY AND CARRYING OUT OF WORKS

12.1 The Local Authorities representatives, agents, servants and contractors, including any representatives from the Mobile Telephone Networks (Pty) Ltd, may at all reasonable times, without thereby giving rise to any claim or right of action on the part of the NSRI or any other occupier of the premises.

12.1.1 enter the premises in order to inspect them, to carry out any necessary repairs, replacements or other works, or to perform any other lawful function in the bona fide interests of the Local Authority; or

12.1.2 carry out elsewhere in the building or on the property any necessary repairs, replacements or other works, but the Local Authority shall ensure that this right is exercised with due regard for, and a minimum of interference with, the beneficial enjoyment of the premises by those in occupation thereof.

13. RULES

The NSRI shall at all material times comply with such rules and regulations as are laid down by the Local Authority.

14. TRAINING

The NSRI herewith agree and confirm that it will provide assistance and training to lifeguards appointed by the Local Authority in the Kouga Municipal area, which training to be agreed upon from time to time between the parties hereto.

15. DAMAGE AND DESTRUCTION

Should the premises be destroyed which result is not attributable directly or indirectly to any negligent act or omission on the part of the Local Authority or the NSRI either totally or to a degree which renders unfit for the specific use of the premises as intended in this agreement, for a period exceeding one month, then this agreement shall be cancelled and neither party shall have any further claim against the other.

16. EXCLUSION OF LOCAL AUTHORITY FROM CERTAIN LIABILITY AND INDEMNITY

16.1 The NSRI shall have no claim for damages against the Local Authority and may not withhold or delay any payment due to the Local Authority by reason directly or indirectly of

16.1.1 a breach by the Local Authority of any of its obligations under this lease:

16.1.2 any act or omission of the Local Authority or any agent or servant of, or contractor to, the Local Authority, whether or not negligent, wilfully wrongful, or otherwise actionable at law, and including (without limiting the generality of the aforegoing) any act or omission of any cleaner, maintenance person, handyman, artisan, labourer, workman, watchman, guard, or caretaker;

16.1.3 the condition or state of repair at any time of the property, the building, or any part of the property or the building;

16.1.4 any failure or suspension of, or any interruption in, the supply of water, electricity, gas, or any other amenity or service to the premises, the building, or the property whatever the cause;

16.1.5 any breakdown of, or interruption in the operation of, any machinery, plant equipment, installation or system situated in or on, or serving the property, the building, or the premises, and including (but without limiting the generality of the

aforegoing) any burglar alarm, or security installation or system, again regardless of cause;

16.1.6 any interruption of, or interference with, the enjoyment or beneficial use of the premises or the building caused by any building operations or other works to or in the building or elsewhere on or about the property, whether by the Local Authority or by anybody else; or

16.1.7 any other event or circumstance whatever occurring, or failing to occur, upon, in or about the property, the building, or the premises, whether or not the Local Authority could otherwise have been held liable for such occurrence or failure, and the NSRI indemnifies the Local Authority against all liability to any of the associates, directors, members, agents, customers, servants, guests the associates, directors, members or any visitors whatsoever to the premises and other invitees of the NSRI or of any of its Associates, and all other persons who may enter upon the premises used by the NSRI or any parts thereof.

16.1.8 except where arising from the negligence of the Local Authority or the Local Authority's employees, the NSRI hereby indemnify the Local Authority in respect of any costs or damages howsoever arising out of or related to breach of warranty or representation, contract or statutory duty, or tortuous acts or omissions or negligence by the NSRI or the NSRI's personnel or any claims made against the Local Authority by third parties in respect thereof.

16.2 The Local Authority does not warrant:

16.2.1 that the premises are suitable for the purposes of the NSRI or any of its Associates or that the NSRI or any of its associates will be granted any licence or consent which may be necessary for the of the intended sea rescue services on the premises.

17. CORRUPTION, COMMISSION, AND DISCOUNTS

The NSRI warrants and represents to the Local Authority that neither the NSRI nor any of the Local Authority's personnel:

17.1 has given, offered or agreed to give or accepted, any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done any act in relation to the obtaining or execution of any contract or for showing or forbearing to show favor or disfavor to any person or entity in relation to any contract; or

17.2 has entered into any contract in connection with which commission has been paid or agreed to be paid by or to the NSRI's or Local Authority's personnel or on behalf or on their behalf or to their knowledge unless, before such contact was made, particulars of any such commission and of the terms of any agreement for the payment of such commission were disclosed in writing to the Local Authority, whose written consent was subsequently given to such payment.

18. FORCE MAJEURE

18.1 A party is not liable for a failure to perform any of its obligations in so far as it proves:

18.1.1 That the failure was due to an impediment beyond its control;

18.1.2 That it could not reasonably be expected to have taken the impediment and its effects upon the party's ability to perform into account at the time of the conclusion of the contract; and

18.1.3 That it could not reasonably have avoided or overcome the impediment or at least its effects.

18.2 An impediment in sub clause 18.1 may result from events such as the following, this enumeration not being exhaustive:

18.2.1 war, whether declared or not, civil war, civil violence, riots and revolutions, acts of piracy, acts of sabotage;

18.2.2 natural disasters such as violent storms, cyclones, earthquakes, tidal waves, floods, destruction by lightning;

18.2.3 explosions, fires, destruction of machines, of factories and of any kind of installations;

18.2.4 boycotts, strikes and lock-outs of all kinds, go-slows, occupation of factories and premises, and work stoppages;

18.2.5 acts of authority, whether lawful or unlawful, apart from acts for which the party seeking relief has assumed the risk by virtue of any other provisions of this agreement.

18.3 For the purposes of sub clause 18.1 *supra* "impediment" does not include lack of authorizations, of licenses, of permits or of approvals necessary for the performance of the contract and to be issued by the appropriate public authority or professional bodies.

18.4 Relief from liability for non-performance by reason of the provisions of this clause shall commence on the date upon which the party seeking relief gives notice of the impediment relied upon and shall terminate upon the date upon which such impediment ceases to exist; provided that if such impediment continues for a period of more than 30 (thirty)

days/1 month either party shall be entitled to terminate the agreement by written notice to the other party.

19. SPECIAL REMEDY FOR BREACH

19.1 Should the NSRI be in breach any of the terms contained in this agreement in any way and fail to remedy such default or reach within (7)seven days after receiving a written demand that it be remedied, the Local Authority shall be entitled, without prejudice to any alternative or additional right of action or remedy available to the Local Authority under the circumstances, to cancel this agreement with immediate effect, be repossessed of the premises, and recover from the NSRI damages for the default or breach and the cancellation of this agreement as well as legal cost on an Attorney and own Client scale.

19.2 Clause 19.1 shall not be construed as excluding the ordinary lawful consequences of a breach of this lease by either party (save any such consequences as are expressly excluded by any right of cancellation of this lease) and in particular any right of cancellation of this agreement on the ground of a material breach going to the root of this agreement.

20. CANCELLATION

The parties hereto agree that either party shall have the right to cancel this agreement by way of a 3 (three) month written notice to that effect duly served on the other party at the hereinafter mentioned chosen *domicilium citandi et executandi*.

21. VARIATIONS

No variation in the terms of this agreement shall be effective without the Local authority's prior written consent and recorded in writing.

22. ASSIGNMENT

The NSRI shall not, without the prior written consent of the Local Authority, assign or transfer or cause to be assigned or transferred, whether actually or as the result of take-over, merger or other change of identity or character of the NSRI, any of its rights or obligations under this agreement or any part, share or interest therein.

23. DOMICILIUM CITANDI ET EXECUTANDI

23.1 The Local Authority: Kouga Municipality
33 Da Gama Road
Jeffreys Bay
6330

The NSRI: 1 GLENGARIFF ROAD
THREE ANCHOR BAY
CAPE TOWN
8005

23.2 Notices:

All notices to be given in terms of this agreement shall be given in writing and shall be addressed and delivered as follows:

23.2.1 In the case of the Local Authority:

23.2.1.1 either by registered mail to PO Box 21, Jeffreys Bay, 6330;

23.2.1.2 or by hand delivery to 33 Da Gama Road, Jeffreys Bay, 6330;

23.2.1.3 or by fax to fax number; .....

23.2.1.4 or by e-mail address at .....

23.2.2 In the case of the NSRI:

23.2.2.1 either by registered mail to P.O. BOX 154 GREEN POINT 8051

23.2.2.2 or by hand delivery to 1 GLENGARIFF ROAD, THREE ANCHOR BAY 8005

23.3 Either party may change any of its addresses aforementioned by giving seven (7) days' written notice to that effect to the other party.

24. SIGNATORY

The person signing this agreement on behalf of the NSRI expressly warrants their authority to do so and binds himself/herself personally and jointly liable and responsible with the NSRI for the due fulfilment of all the obligations, consequences and liabilities which the NSRI may have in terms of this Agreement.

25. COST

The NSRI shall be liable for the drafting fees as well as any related costs regarding implementation / registration (if required) of this Agreement.

26. JURISDICTION

The NSRI hereby consents to the jurisdiction of the Magistrates Court for the purpose of any proceedings in terms of or incidental to this agreement.

Provided however, that the Local Authority at its option shall be entitled to institute proceedings in any division of the Supreme Court having jurisdiction and in the event of the Local Authority electing to institute proceedings in the Supreme Court, the costs shall be determined on a scale applicable to the Supreme Court.

27. ENTIRE AGREEMENT

This agreement, together with all annexures annexed thereto, if any, represents the entire agreement between the parties and supersedes all other agreements or understandings, written or verbal, that the parties may have had with respect to the subject matter of this agreement.

28. WAIVER

No relaxation which either party may give in regard to the performance of the other party's obligations in terms of this agreement shall constitute a waiver of rights unless reduced to writing and signed by such party.

29. SUSPENSIVE CONDITION

29.1 This agreement may be subject to certain legal and administrative steps to be taken by the Local Authority. The parties agree to suspend the operation of the provisions of this agreement until the Local Authority has complied with all such legal and administrative requirements which the Local Authority undertakes to immediately, following signature hereof, give effect to. This agreement is therefore subject to any statutory requirements that might be applicable on the Local Authority's ability to enter into this agreement, e.g. Council's Resolutions, Advertisements/Notices/Approval from National authority, approval of National Treasury (specifically, but not limited, to Section 33 of the Municipal Finance Management Act 56 of 2003) and if applicable the approval of the Department Economic Affairs, Environment & Tourism (DEAET).

29.2 The NSRI herewith acknowledge that it has been informed of, and has had the opportunity to peruse the existing Lease Agreement entered into between the Local Authority and the Mobile Telephone Networks (Pty) Ltd in respect of the premises herein and dated 25 September 2001, and agree that this agreement will be subject to the Local Authority receiving a written letter of acknowledgement and consent from the Mobile Telephone Networks (Pty) Ltd, that this agreement may be entered into, specifically in respect to the premises herein, prior to the date of commencement of this agreement.

SIGNED AT Hermanus ON THIS 5 DAY OF April 2011

AS WITNESSES:

1. _____

2. _____

_____
Representative of the Local Authority

SIGNED AT CAPE TOWN ON THIS 26 DAY OF JANUARY 2010.

AS WITNESSES:

1. _____

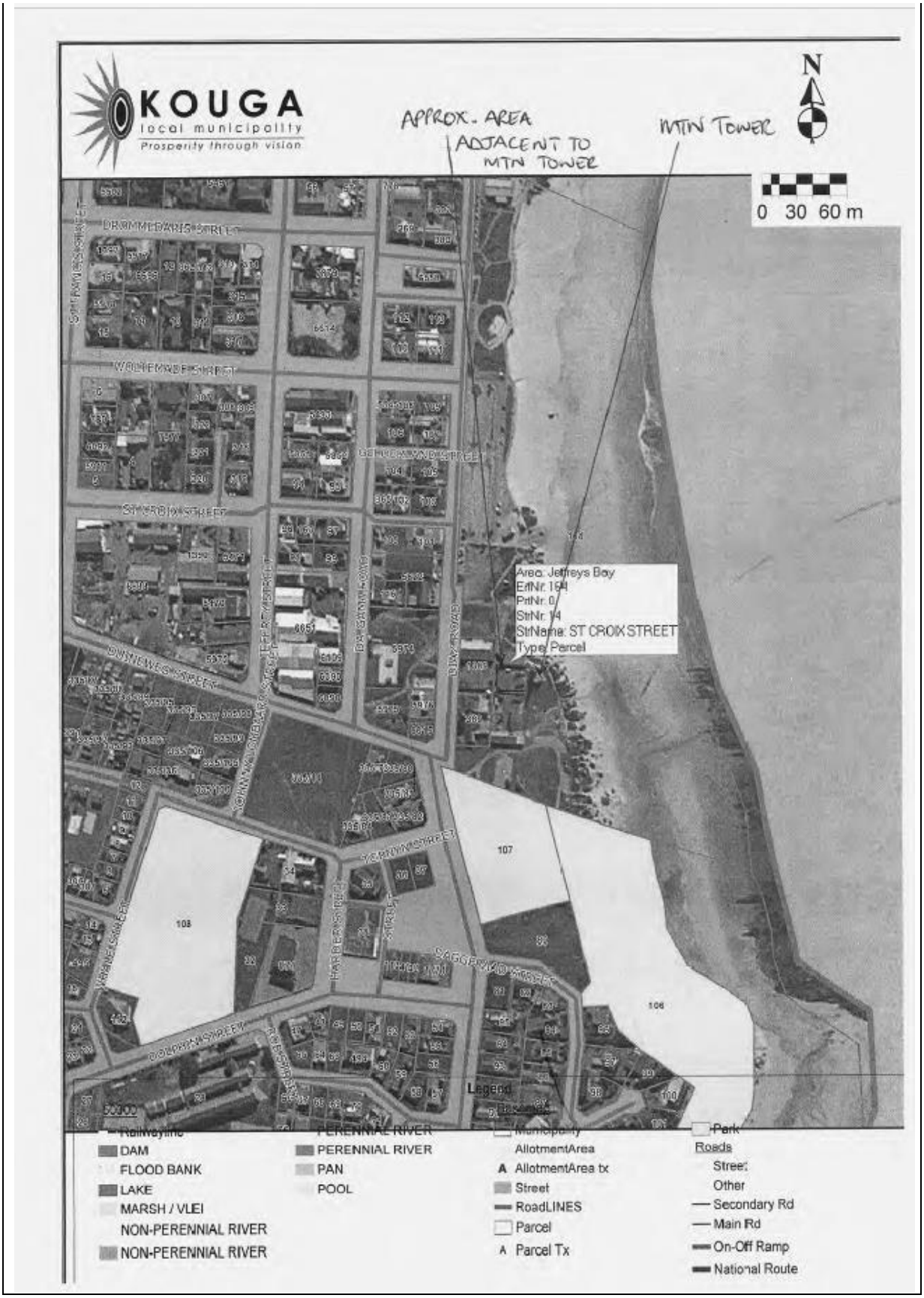
2. _____

_____
Representative of the NSRI

ANNEXURE "B"

INITIAL MAINTENANCE TO BE UNDERTAKEN BY THE NSRI

REPAIRS AND IMPROVEMENTS TO BE DONE TO BRING BUILDING UP TO NSRI SPEC. AND TO BE COMPLETED BY END OF 2011 CALENDAR YEAR.


KOUGA
local municipality
Prosperity through vision
APPROX. AREA ADJACENT TO MTN TOWER
MTN TOWER
N
0 30 60 m
Area: Jeffreys Bay
ErfNr: 164
PrtNr: 0
StrNr: 14
StrName: ST CROIX STREET
Type: Parcel
DRUMMEDARIS STREET
WALFENDEN STREET
ST CROIX STREET
DUNEWEG STREET
JOHN VORSTER DRIVE
DIAZ ROAD
TERRANCE STREET
HARBOUR ROAD
DAGGERWOOD STREET
GOLDEN MILE
107
108
106
Legend
RailWayline
DAM
FLOOD BANK
LAKE
MARSH / VLEI
NON-PERENNIAL RIVER
NON-PERENNIAL RIVER
PERENNIAL RIVER
PERENNIAL RIVER
PAN
POOL
AllotmentArea
AllotmentArea tx
Street
RoadLINES
Parcel
Parcel Tx
Park
Roads
Street
Other
Secondary Rd
Main Rd
On-Off Ramp
National Route

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD25**

REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION (LEASE) OF A PORTION OF ERF 164 (A PORTION OF ROAD RESERVE VERGE IN FERREIRA STREET), JEFFREYS BAY

1. **Introduction**

The purpose of this item is to request Council's final approval for the alienation (lease) of a portion of Erf 164, Jeffreys Bay to Marentia 0164 CC, who is represented by Mr. Dieter Sarel Le Roux.

2. **Background**

Marentia 0164 CC applied to lease the portion of road reserve, Erf 164, in Ferreira Street at the Spur in Jeffreys Bay.

Mr. le Roux would like to extend the seating area at Tampa Bay Spur with a temporary structure (outside decking area).

The external additions through an outside deck would improve the eating experience and improve the external façade of the building. ****See motivation attached as Annexure "A".**

Land Parcel information and Section 14 comments is attached as **Annexure "B"**.

3. **Discussion**

The proposed use is not a primary right on the subject property. The applicant is still required to obtain land use rights in terms of the Spatial Planning & Land Use Management By-law: Kouga Municipality, 2016 (By-law). The lease agreement must be subject to land use approval. Therefore, if the application is not approved in terms of the by-law, the lease agreement must be cancelled.

The advertisement Notice 8/2024 for comments/input for the for the alienation (lease) of a portion of Erf 164, Jeffreys Bay, was placed on 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "C"**. Market-related valuation report is attached as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If the Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the alienation (lease) of a portion of Erf 164 (road reserve verge of Ferreira Street), Jeffreys Bay to Marentia 0164 CC, who is represented by Mr. Dieter Sarel Le Roux for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related valuation of R170.00 for the lease of immovable property.

10.4 That town planning process be finalized and all other administrative costs be for the account of the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if the purpose for which the lease was applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That the Accounting Officer be authorised to enter into a written lease agreement with the Applicant, and that the written lease agreement makes provision for an annual escalation of the monthly rental amount.

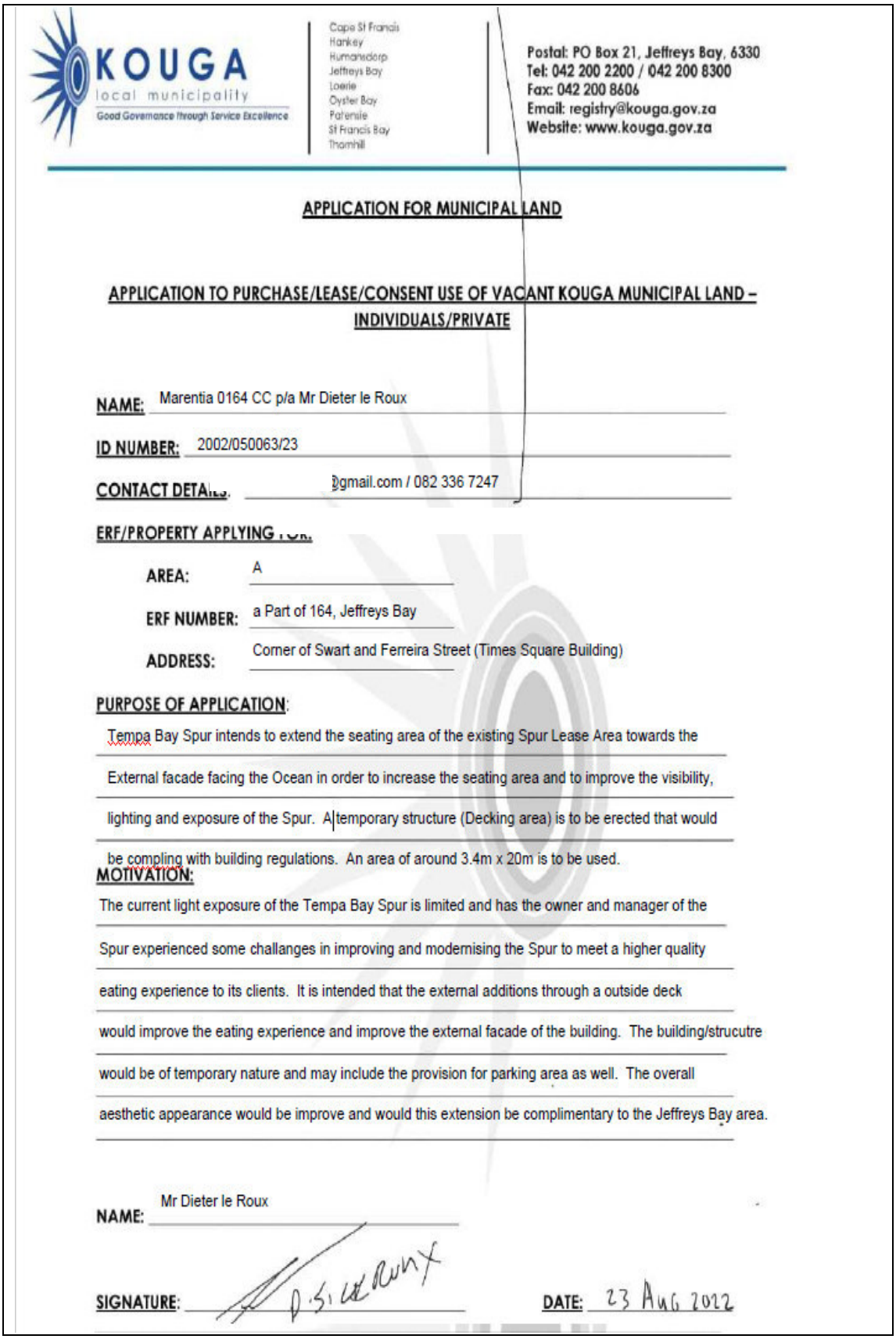
Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"



KOUGA local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Marentia 0164 CC p/a Mr Dieter le Roux

ID NUMBER: 2002/050063/23

CONTACT DETAILS: Dgmail.com / 082 336 7247

ERF/PROPERTY APPLYING FOR:

AREA: A

ERF NUMBER: a Part of 164, Jeffreys Bay

ADDRESS: Corner of Swart and Ferreira Street (Times Square Building)

PURPOSE OF APPLICATION:

Tempa Bay Spur intends to extend the seating area of the existing Spur Lease Area towards the External facade facing the Ocean in order to increase the seating area and to improve the visibility, lighting and exposure of the Spur. A temporary structure (Decking area) is to be erected that would be compling with building regulations. An area of around 3.4m x 20m is to be used.

MOTIVATION:

The current light exposure of the Tempa Bay Spur is limited and has the owner and manager of the Spur experienced some challanges in improving and modernising the Spur to meet a higher quality eating experience to its clients. It is intended that the external additions through a outside deck would improve the eating experience and improve the external facade of the building. The building/strucutre would be of temporary nature and may include the provision for parking area as well. The overall aesthetic appearance would be improve and would this extension be complimentary to the Jeffreys Bay area.

NAME: Mr Dieter le Roux

SIGNATURE: D.S. le Roux **DATE:** 23 Aug 2022

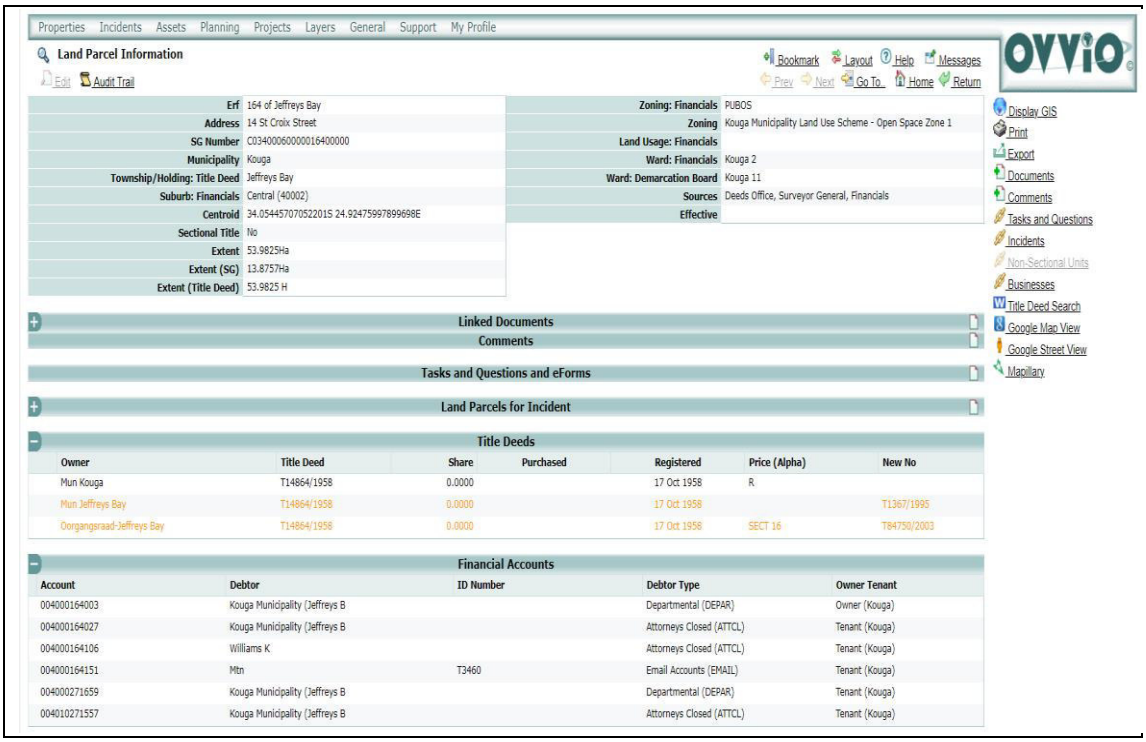
ANNEXURE A:



The proposed lease area depicted in red.

Annexure "B"

Zoning and property information:





Comments by the Directorates (Sect. 14)

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 164	Jeffreys Bay	Developer must obtain land use rights (Consent Use) for private development under existing zoning.	Building plans to be submitted after land use approval	**AS:** Supported **TS:** The concrete structure there with a pipe that comes out of the ground is a conservancy tank and it still gets serviced as and when required. We can therefore not allow the proposed seating area to cause any obstruction to the honey suckers servicing the site. **TP:** Building Plans to be submitted after submission and compliance with land use authorization and all other applicable legislation. **CS:** No objection **HS:** No objection

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "D"

Valuation report:

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

A PORTION OF ERF 164 JEFFREYS BAY (SPUR), EASTERN CAPE (Vacant land) 68m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. Property to be used as additional seating by Henk Kotze – 076 547 4948.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

I the undersigned, L Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

R170.00

(One Hundred and Seventy Rand Only) - per month

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD26**

REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION (LEASE) OF LAND FOR A 21m MONOPOLE TELECOMMUNICATIONS MAST (MOROPA SITE SOLUTIONS) – A PORTION OF ERF 835, PARADISE BEACH

1. **Introduction**

The purpose of this item is to request Council's final approval for the alienation (lease) a portion of Erf 835, Paradise Beach to Insite Towers to erect a 21m High Telecommunications Mast.

2. **Background**

The Telecommunications Mast will be erected on a pole and does not require extensive land for the mast. The norm is for an extent of 10x10 meters. **** Application attached as Annexure "A".**

The lease agreement was signed 1 August 2000 for 9 years and 11 months and expired after the second term.

The advertisement Notice 8/2024 for comments/input for the for the alienation (lease) of a portion of Erf 835, Paradise Beach, was placed on 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "C"**.

Land Parcel information and Section 14 comments is attached as **Annexure "B"**.

3. **Discussion**

Telecommunication towers provide improved connectivity and better coverage for mobile phones, allowing people to stay connected with each other.

The Planning & Development Directorate is the custodian of the Asset Disposal and Lease Policy for Municipal Owned Immovable Properties and in conjunction with the relevant Heads of Departments, responsible for the implementation of the policy as well as the monitoring of adherence thereof.

Market-related valuation report is attached as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548

Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If the Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the alienation (lease) of a portion (100m²) of Erf 835, Paradise Beach to Insite Towers to erect a 21m high Telecommunication Mast for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the land is not needed to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related valuation of R5,000.00 per month for the lease of immovable property.

10.4 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.5 That the position of the towers be as such where it can be disguised if possible.

10.6 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.7 That the lease be cancelled if the purpose for which it is applied for is not implemented within 3 years from date of signed lease agreement.

10.8 That Council authorizes the Accounting Officer to enter into a written long-term lease agreement with Insite Towers, and that the written agreement provides for the annual escalation of the monthly rental.

Item prepared by the: The Manager Land & Property Administration

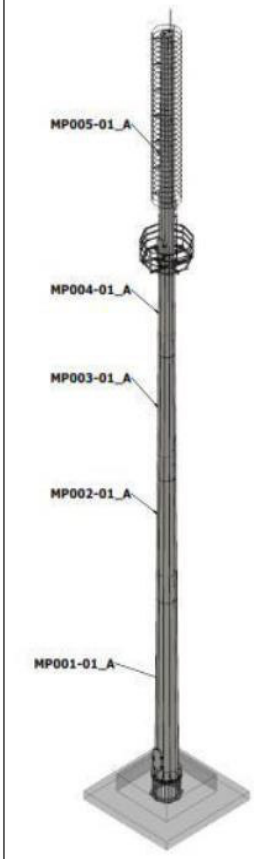
Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

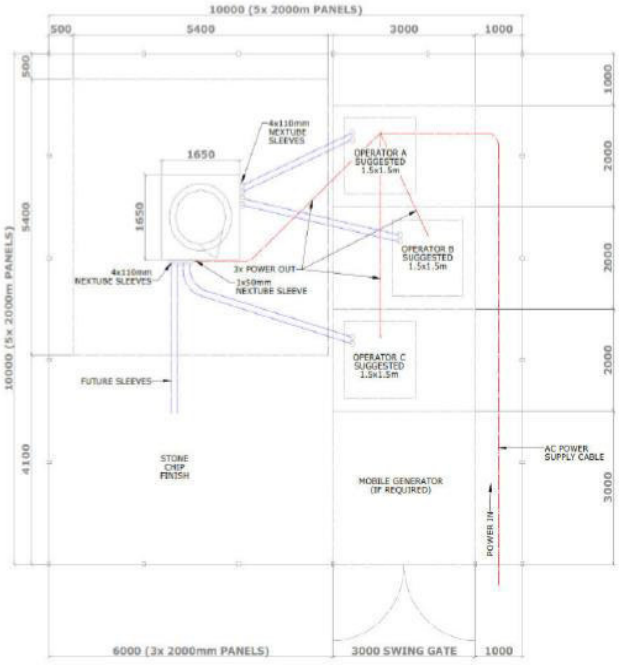
Item noted by Portfolio Chairperson:

Annexure "A"

Our proposed mast would be 21m Monopole Tower on a 10mx10m site footprint as depicted below:



Tower Design



Proposed Site Layout – tower to accommodate multiple operators

We are choosing to implement a monopole tower as opposed to a lattice tower as is visually more suitable for a residential area. The tower will be designed to accommodate at least 2 mobile operators. We have already applied to the Civil Aviation Authority for the permission to erect the tower on this space. We await their decision.

We look forward to working with the Kouga Municipality with this telecommunication infrastructure.

Kind Regards,
Sean Shipalana
081 395 4575

Annexure "B"

Zoning and property information:

3153 // 36488

Land Parcel

14 Feb 2023 08:56

Erf	835 of Paradysstrand	**Zoning: Financials**	SRESB
Address	Johan Muller Boulevard	**Zoning**	Kouga Municipality Land Use Scheme - Authority Zone
SG Number	C03400110000083500000	**Land Usage: Financials**	
Municipality	Kouga	**Ward: Financials**	
Township/Holding: Title Deed	Paradysstrand	**Ward: Demarcation Board**	Kouga 12
Suburb: Financials	Paradise Beach (40016)	**Sources**	Deeds Office, Surveyor General, Financials
Centroid	34.099191685245906S 24.887406801065843E	**Effective**	
Sectional Title	No		
Extent	29.5453Ha		
Extent (SG)	29.6414Ha		
Extent (Title Deed)	29.5453 H		

Title Deeds

Owner	Title Deed	Share	Purchased	Registered	Price (Alpha)	New No
Oorgangsraad-Jeffreys Bay	T32822/1976	0.0000		22 Oct 1976	R END 16	
Div-Afd Humansdorp	T32822/1976	0.0000		22 Oct 1976		T38313/1996
Mun Jeffreys Bay T38313/1996 EnD3(4)d	T32822/1976	0.0000		22 Oct 1976		T38314/1996

Financial Accounts

Account	Debtor	ID Number	Debtor Type	Owner Tenant
004000835037	Kouga Municipality (Jeffreys B		Departmental (DEPAR)	Owner (Kouga)

Properties

Unit	26 Digit Code	Owner(s) and Id(s)	Scheme	Scheme Number
0	C03400110000083500 00000000	Oorgangsraad-Jeffreys Bay		

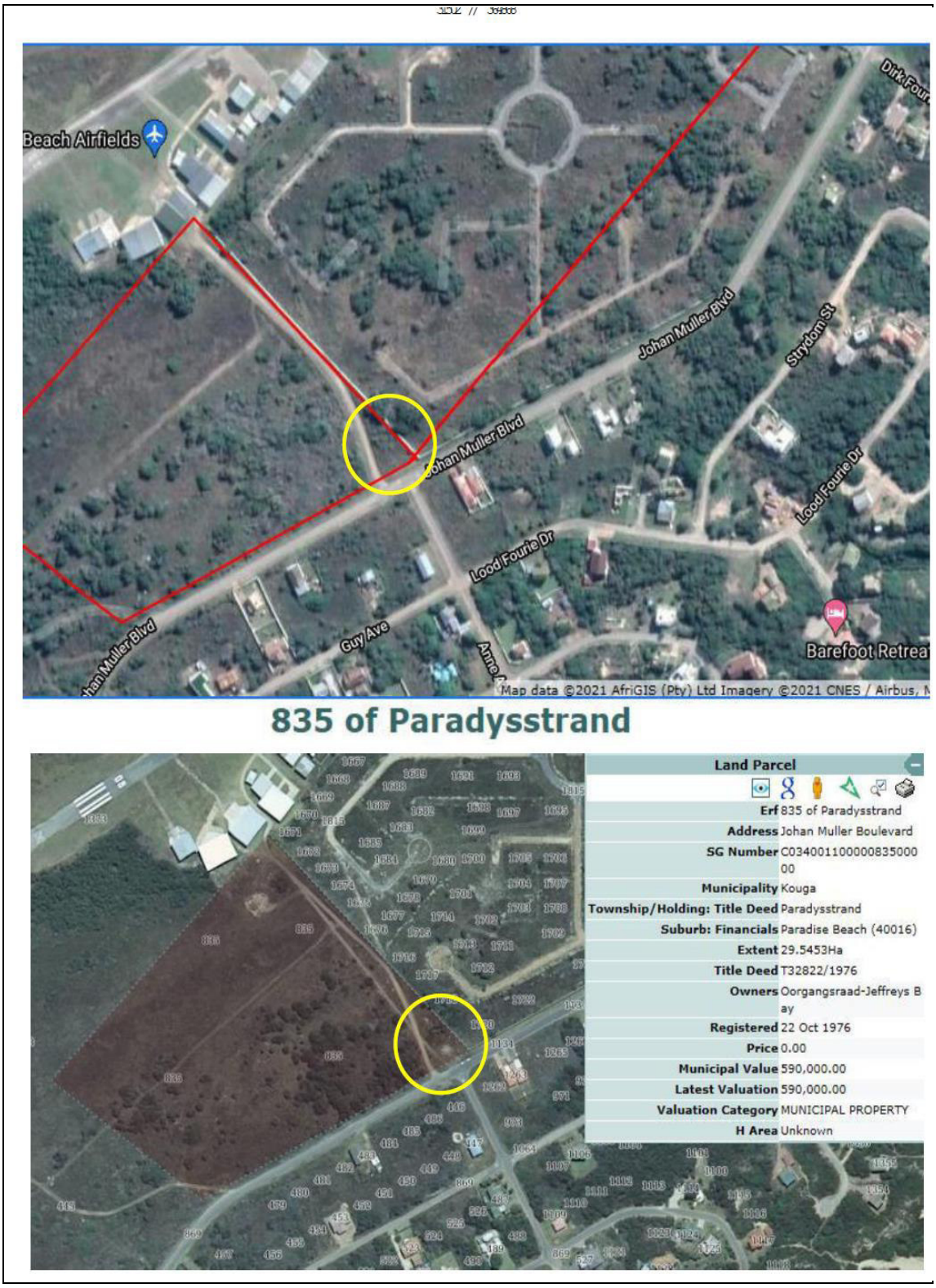
Current Municipal Information

Valuation Date	Valuation Category	Valuation Category Tariff	Land Value	Improvements Value	Land Area	Improvements Area
		2h_MUNICIPAL PROPERTIES (A) (2h)	590000	0	295453	0

Valuations and Surveys

Project	Category / Usage	H Area	P / C	Status	Current Value
Interim Valuation 2011-02	Unknown (As Per MPRA)	Unknown		Valued	5,750,000.00
2008 GV (from TruVal data)	Sect 8(2)(h) - Municipal (As Per MPRA)	P B		Valued	11,500,000.00
2013 - 2018_DDP Valuation Roll as Printed	2h-04 (Municipal-Public Roads) (Kouga)	Unknown		Valued	300,000.00
2018 General Valuation	MUNICIPAL PROPERTY (GV2018)	Unknown		Valued	590,000.00

The portion of land referred to is situated around Johan Muller Boulevard as depicted on below locality map.



Section 14 comments by the Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
A portion of Erf 835	Paradise Beach	No objection. A detailed proposal must be submitted together with a land use application. Applicant must lodge land use application (Permanent Departure from zoning scheme provisions i.t. SPLUM By-law). Note: In absence of a title deed, application must be accompanied by a Conveyancer Certificate in respect of restrictive conditions pertaining to the proposed use.	Application of submission of building plans after TP and all other legislative requirements are met.	**AS:** Supported **TP:** Supported subject to all requirements subject to compliance with 10,0m building lines on all sides for possible future services. **HS:** No objection **CS**: Requires EIA if mast is higher than 18.35 m **TS**: – Supported. Plans of all structures and infrastructure requirements to be submitted. As per OVVIO no services affected on site.

Annexure "C"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "D"

Valuation report:

RENTAL VALUATION CERTIFICATE

Instruction and Purpose:

The client has instructed the valuer to provide an open market related rental value for the subject property being an area of 48m² leased / used as a Vodacom Communications Tower, located on the Jeffreys Bay Bowling Club's parking area, on Erf 873 Jeffreys Bay.

Clients Name: **Kouga Local Municipality**

Date of Physical Inspection:

15 March 2023

Registered Property Description:

Erf 873 Jeffreys Bay

Rental Information as per Valuation Report:

Base/ Land Rentals

Province	Location	Description/ Name	Tenant	Monthly Rental	Escalation
KwaZulu Natal	Durban CBD	Rooftop Mast	MTN	R6,727.00	10.00%
KwaZulu Natal	Pietermaritzburg	Rooftop Mast	MTN	R9,255.00	8.00%
Gauteng	Rivonia	Ground Level	Telkom	R6,802.00	7.00%
KwaZulu Natal	Mkondeni	Ground Level	Vodacom	R7,731.00	7.00%
KwaZulu Natal	Everton	Ground Level	Vodacom	R7,000.00	3.20%
Eastern Cape	Gqeberha	Ground Level	Vodacom	R6,996.53	8.00%
Eastern Cape	Gqeberha	Ground Level	Cell C (Pty) Ltd	R8,813.62	8.00%
Eastern Cape	East London	Rooftop Mast	ATC	R8,285.00	6.00%
Eastern Cape	East London	Rooftop Mast	Telkom	R7,781.00	7.00%
Eastern Cape	East London	Rooftop Mast	Wispa	R554.00	5.00%
Eastern Cape	East London	Rooftop Mast	Vodacom	R5,611.00	6.00%
Eastern Cape	East London CBD	Rooftop Mast	EL Communication	R4,831.00	10.00%
Eastern Cape	East London CBD	Rooftop Mast	Crimson Moon	R5,940.00	9.00%
Eastern Cape	Port Elizabeth	Rooftop Mast	MTN	R6,887.00	7.00%

Type	Monthly Rental	Escalation
Average:	R6,658.15	7.23%
Standard Deviation Upper Parameter:	R8,787.96	9.08%
Standard Deviation Lower Parameter:	R4,528.35	5.37%

Executive Summary:

As noted in the market information above, rentals for land space / roof top space for communication towers range anything from R554 per month to R9,255 per month, depending on the locality / demand. In general these areas are generally let for around R3,800 per month to R6,000 on average. Taking the locality / exposure of the subject site into account as well as current market figures, a final rental of R5,000 excluding VAT is deemed a market related rental in current market conditions. Current escalation rates for leases of land / building space for telecommunication towers range between 5% - 10%, in general an escalation rate of 6% is deemed market related for the subject area.

Declaration

I/We declare that I/We have identified the property mentioned and have verified the particulars set out herein and have no personal interest in the property and/ or current ownership of the property.

We are of the opinion that the Open Market Rental of the subject property being The Vodacom Tower site in Jeffreys Bay, located on the Bowling Club's parking area, off Tulip Avenue, as at 15 March 2023, is as follows:

Area / Site	Rentable Area		Market Related Monthly Rental Excl VAT
Vodacom Tower Jeffreys Bay	48	m²	R5,000
Market Related Escalation Rate	6.00%		

All quoted rentals are per month and excludes VAT.

Effective Date: **15 March 2023**

Jason Stow
Professional Valuer
SACPVP REG NO: 6651/0

Executive Summary is based on rental of any communications tower

18. EXECUTIVE SUMMARY

The asset being valued is a 45m² site which is leased to a telecommunications company, where a communications tower has been erected. The subject tower / area has been occupied / used for these purposes for many years. In general demand for space for communications towers are fairly good, with rentals for these areas ranging anything from R2,500 per month to around R10,000 per month. The current lease in place for the lease area comes to an end on 31 July 2023, we have therefore ignored the current rental received and worked on a market related rental for the area of R5,000 per month, and used this figure in the valuation calculations. Taking all the factors as set out in this valuation report into consideration, the value of R400,000 is considered to be market related for the leased area in current market conditions.

Property / Building Rating

Scale	Rating	Lettability	Saleability	Condition
9	Excellent			
8	Very Good			
7	Good	X		
6	Above average		X	X
5	Average			
4	Below average			
3	Poor			
2	Very poor			
1	Derelict			

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD27**

REQUEST FOR COUNCIL'S FINAL APPROVAL: ALIENATION (LEASE) OF LAND FOR A 35m MONOPOLE TELECOMMUNICATIONS MAST (ORION TRUST) – A PORTION OF ERF 1996, SEA VISTA

1. **Introduction**

The purpose of this item is to request Council's final approval for the alienation (lease) of a portion of Erf 1996, Sea Vista for Orion Trust to erect a 35m High Telecommunications Mast.

2. **Background**

The Telecommunications Mast will be erected on a pole and does not require extensive land for the mast. The norm is for an extent of 10x10 meters.

The lease agreement was signed 1 August 2000 for 9 years and 11 months and expired after the second term.

Land Parcel information and Section 14 comments is attached as **Annexure "A"**.

The advertisement Notice 8/2024 for comments/input for the for the alienation (lease) of a portion of Erf 1996, Sea Vista, was placed on 11 January 2024 until 9 February 2024 and no objections were received. ****Attached as Annexure "B"**.

Market-related valuation report is attached as **Annexure "C"**.

3. **Discussion**

Telecommunication towers provide improved connectivity and better coverage for mobile phones, allowing people to stay connected with each other.

The Planning & Development Directorate is the custodian of the Asset Disposal and Lease Policy for Municipal Owned Immovable Properties and in conjunction with the relevant Heads of Departments, responsible for the implementation of the policy as well as the monitoring of adherence thereof.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If the Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

That an application form be submitted together with the following supporting documents, if needed:

- Copy of title deed (if privately owned)
- Proposed Site plans
- A comprehensive motivation
- Zoning Certificate
- Locality plan
- Power of attorney, if applicant is not the owner (Consent from the MM)
- Comments from EC Department of Environmental Affairs
- Civil Aviation Authorisation

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grant final approval** for the alienation (lease) of a portion (100m²) of Erf 1996, Sea Vista to Orion Trust to erect a 35m high Telecommunication Mast for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the land is not needed to provide the minimum level of basic municipal services.

10.3 That Council approves the market-related valuation of R5,000.00 per month for the lease of immovable property.

10.4 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if the purpose for which the lease was applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That Council authorizes the Accounting Officer to enter into a written long-term lease agreement with Orion Trust, and that the agreement make provision for the annual escalation of the monthly rental.

Item prepared by the: The Manager Land & Property Administration

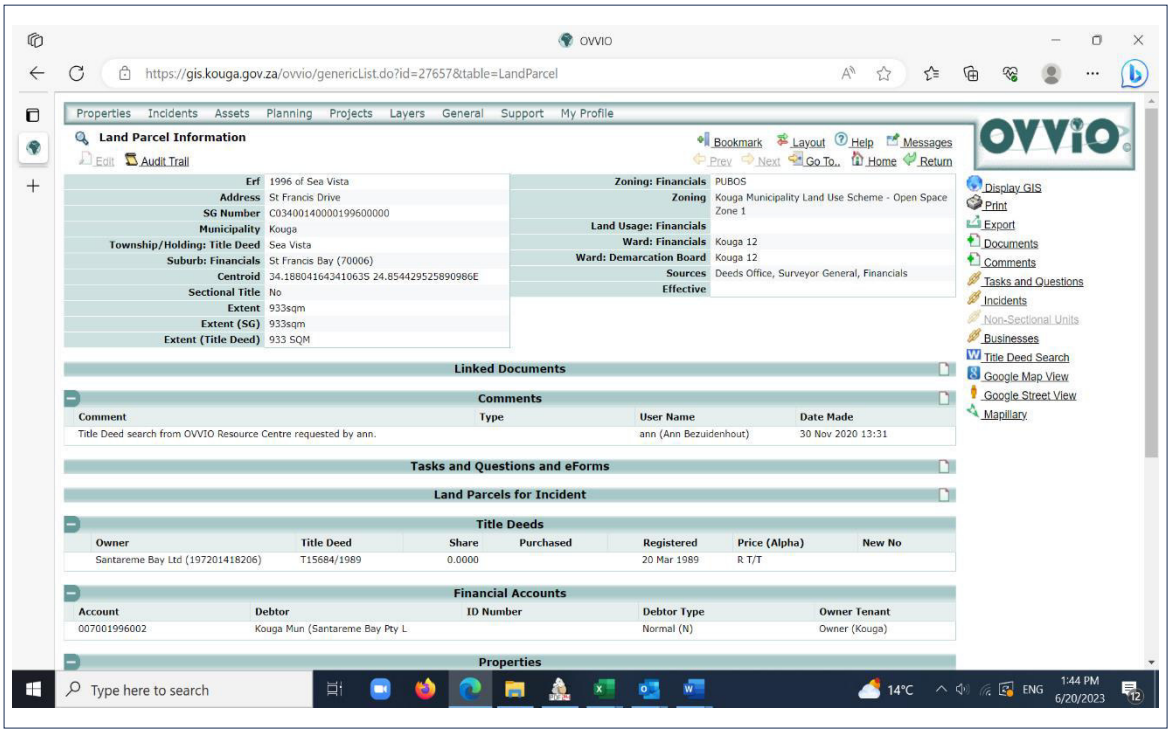
Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

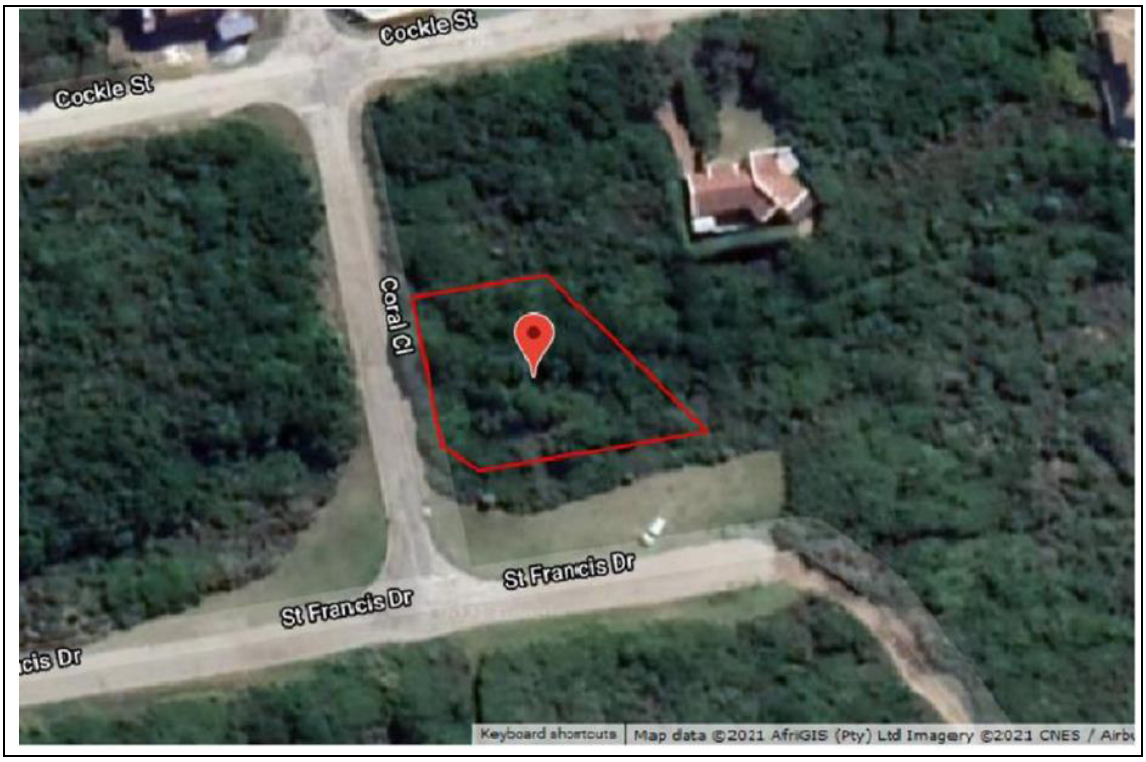
Item noted by Portfolio Chairperson:

Annexure "A"

Zoning and property information:



The portion of land referred to is situated around St Francis Drive as depicted on below locality map.



Section 14 comments by the Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 1996	Sea Vista	Applicant to lodge application for permanent departure from zoning scheme provisions for telecommunication mast. In absence of title deed, land use application must include a conveyancer certificate i.r.o. restrictive conditions pertaining to the proposed use. Applicant must also obtain environmental authorization for proposed facility on land	Building Plans to be submitted after land use, spatial planning authorization and compliance with all other applicable legislation	AS: Supported C.S: Supported on condition that an EIA is provided if meter is more than 18.35 meters in height. HS: No objection TP: regulations are complied with. TS: No Objection subject to:- 1) electrical supply being provided at applicants' costs. 2) support to be obtained from surrounding property owners. L.S: Difficult to take action against a trust. Provide proof that tower will be able to accommodate other networks.

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 007

Annexure "C"

Valuation report:

RENTAL VALUATION CERTIFICATE

Instruction and Purpose:

The client has instructed the valuer to provide an open market related rental value for the subject property being an area of 48m² leased / used as a Vodacom Communications Tower, located on the Jeffreys Bay Bowling Club's parking area, on Erf 873 Jeffreys Bay.

Clients Name: **Kouga Local Municipality**

Date of Physical Inspection:

15 March 2023

Registered Property Description:

Erf 873 Jeffreys Bay

Rental Information as per Valuation Report:

Base/ Land Rentals

Province	Location	Description/ Name	Tenant	Monthly Rental	Escalation
KwaZulu Natal	Durban CBD	Rooftop Mast	MTN	R6,727.00	10.00%
KwaZulu Natal	Pietermaritzburg	Rooftop Mast	MTN	R9,255.00	8.00%
Gauteng	Rivonia	Ground Level	Telkom	R6,802.00	7.00%
KwaZulu Natal	Mkondeni	Ground Level	Vodacom	R7,731.00	7.00%
KwaZulu Natal	Everton	Ground Level	Vodacom	R7,000.00	3.20%
Eastern Cape	Gqeberha	Ground Level	Vodacom	R6,996.53	8.00%
Eastern Cape	Gqeberha	Ground Level	Cell C (Pty) Ltd	R8,813.62	8.00%
Eastern Cape	East London	Rooftop Mast	ATC	R8,285.00	6.00%
Eastern Cape	East London	Rooftop Mast	Telkom	R7,781.00	7.00%
Eastern Cape	East London	Rooftop Mast	Wispa	R554.00	5.00%
Eastern Cape	East London	Rooftop Mast	Vodacom	R5,611.00	6.00%
Eastern Cape	East London CBD	Rooftop Mast	EL Communication	R4,831.00	10.00%
Eastern Cape	East London CBD	Rooftop Mast	Crimson Moon	R5,940.00	9.00%
Eastern Cape	Port Elizabeth	Rooftop Mast	MTN	R6,887.00	7.00%

Type	Monthly Rental	Escalation
Average:	R6,658.15	7.23%
Standard Deviation Upper Parameter:	R8,787.96	9.08%
Standard Deviation Lower Parameter:	R4,528.35	5.37%

Executive Summary:

As noted in the market information above, rentals for land space / roof top space for communication towers range anything from R554 per month to R9,255 per month, depending on the locality / demand. In general these areas are generally let for around R3,800 per month to R6,000 on average. Taking the locality / exposure of the subject site into account as well as current market figures, a final rental of R5,000 excluding VAT is deemed a market related rental in current market conditions. Current escalation rates for leases of land / building space for telecommunication towers range between 5% - 10%, in general an escalation rate of 6% is deemed market related for the subject area.

Declaration

I/We declare that I/We have identified the property mentioned and have verified the particulars set out herein and have no personal interest in the property and/ or current ownership of the property.

We are of the opinion that the Open Market Rental of the subject property being The Vodacom Tower site in Jeffreys Bay, located on the Bowling Club's parking area, off Tulip Avenue, as at 15 March 2023, is as follows:

Area / Site	Rentable Area	Market Related Monthly Rental Excl VAT
Vodacom Tower Jeffreys Bay	48 m²	R5,000
Market Related Escalation Rate	6.00%	

All quoted rentals are per month and excludes VAT.

Effective Date: **15 March 2023**

Jason Stow
Professional Valuer
SACPVP REG NO: 6651/0

Executive Summary is based on rental of any communications tower

18. EXECUTIVE SUMMARY

The asset being valued is a 45m² site which is leased to a telecommunications company, where a communications tower has been erected. The subject tower / area has been occupied / used for these purposes for many years. In general demand for space for communications towers are fairly good, with rentals for these areas ranging anything from R2,500 per month to around R10,000 per month. The current lease in place for the lease area comes to an end on 31 July 2023, we have therefore ignored the current rental received and worked on a market related rental for the area of R5,000 per month, and used this figure in the valuation calculations. Taking all the factors as set out in this valuation report into consideration, the value of R400,000 is considered to be market related for the leased area in current market conditions.

Property / Building Rating

Scale	Rating	Lettability	Saleability	Condition
9	Excellent			
8	Very Good			
7	Good	X		
6	Above average		X	X
5	Average			
4	Below average			
3	Poor			
2	Very poor			
1	Derelict			

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD28**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 3087, SEA VISTA

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 3087, Sea Vista to Little Urchins, Montessori (Registration Number: 2021/497872/07).

2. **Background**

The request and previous agreement for the lease of serviced municipal property, Erf 3087, Sea Vista to Little Urchins, Montessori for a creche and Day Care Centre is attached as **Annexure "A".**

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 3087, Sea Vista was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

The property is currently leased to the applicant on a short-term basis and with the continued growth of the creche, it will benefit the area immensely.

Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If the Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation Supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That Council **grant final approval** for the alienation (lease) of Erf 3087, Sea Vista to Little Urchins, Montessori (Registration Number: 2021/497872/07) for 9 years and 11 months.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That all applicable town planning activities and all other administrative processes be finalized at the cost of the applicant, if applicable.

10.4 That Council approves the market-related rental valuation of R3,350.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses.

10.5 That Council authorizes the Accounting Officer to enter into long-term lease agreement with Little Urchins, Montessori (Registration Number: 2021/497872/07) and which agreement must make provision for an annual escalation of the monthly rental.

10.6 That all other administrative costs (valuation, building plans, etc.), be for the cost of the applicant.

Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Chantal Jade Shooter

ID NUMBER: 7809140028082

CONTACT DETAILS: 0784580060 or LittleUrchins6312@gmail.com

ERF/PROPERTY APPLYING FOR:

AREA: St Francis bay

ERF NUMBER: 3087

ADDRESS: Assisi drive

PURPOSE OF APPLICATION:

long term lease on playground and established building of old post office and nursery school to continue as a nursery school with long term lease of 5 years.

MOTIVATION:

There is no creche available in central St Francis and with the growth the greater St Francis has experienced there is a dire need for child care.

I offer CHILD CARE FOR AGES 18months to 4years old.
Packages are: half day care 8 to 1, full day care 8 to 4 and holiday care.
As well as the opportunity for town visitors to drop their children in a safe environment whilst they enjoy the more extreme activities the town offers, which is great for tourism

NAME: Chantal Shooter

SIGNATURE: C Shooter

DATE: 23/06/2022

Previous rental agreement

KOUGA

LEASE AGREEMENT

Entered into by and between

KOUGA MUNICIPALITY (EC108)

A municipality as contemplated in Section 2 of the Local Government: Municipal Systems Act No.32 of 2000, and herein duly represented by the Municipal Manager, and who is duly authorised thereto;

Mr. Charl Du Plessis

Identity number: 6710155014085

(Hereinafter referred to as the **Lessor**)

and

Little Urchins Montessori

Registration number: 2021-497872-07

and herein represented by Chantal Shooter, in ~~his~~/her capacity as Owner who is duly authorized thereto

Identity number: 7809140028082.

(Hereinafter referred to as the Lessee)

PARTIES:

This Lease is made and entered into between -

(1) The Kouga Local Municipality, represented by the Municipal Manager in line with his delegated powers; and

(2) The Little Urchins, a Montessori culture, an organisation/~~company~~/ institution registered in accordance with the laws of South Africa .

Whereas:

A. The Lessor is the owner of the following erven and buildings erected thereon, (the **Property**):

- A portion of Erf 3087 Sea Vista in the extent of 68 sqm.

B. The Lessor intends to let the Property to the Lessee and the Lessee intends to lease the Property from the Lessor for the purpose of a primary private school under the registered name of Little Urchins.

C. The Lessor agrees to let the Property and the Lessee agrees to lease the Property on the terms and conditions herein contained in this lease agreement (the **Lease**).

D. <u>Now therefor the Parties agree as follows:</u>

1 **DEFINITIONS**

1.1 **Applicable Laws** means, in relation to a Party, all and any of the following:

1.1.1 statutes and subordinated legislation and common law;

1.1.2 regulations;

1.1.3 ordinances and by-laws;

1.1.4 directives, codes of practice, circulars, municipal policies, guidance notices, judgments and decisions of any competent authority, or any governmental, intergovernmental or supranational agency, body, department or regulatory, self-regulatory or other authority or organisation; and

1.1.5 other similar provisions;

1.2 **Arbitration Act** means the Arbitration Act, No. 42 of 1965, as may be amended from time to time'

1.3 **Building** means the building or buildings erected on the Property;

Initial here

1.4 **Business Day** means a day, other than a Saturday, a Sunday or a public holiday in the RSA, on which banks are open for business and in the event that a day referred to in terms of this Lease should fall on a day which is not a Business Day, then the relevant date shall be extended to the next succeeding Business Day;

1.5 **Commencement Date** means the commencement date of this Lease being, 1 January 2022, notwithstanding the Signature Date of the Agreement.

1.6 **Parties** means, collectively, the Lessor and the Lessee and "**Party**" shall mean either of them as the context may indicate.

1.7 **RSA** means the Republic of South Africa;

1.8 **Signature Date** means the date upon which this Lease is signed by the last of the Parties; and

1.9 **Termination Date** means the third anniversary of this Lease, being 3 (three) years from the Commencement Date of this Agreement, subject to clause 4 below.

2 **INTERPRETATION**

2.1 In this Lease, unless clearly inconsistent with or otherwise indicated by the context –

2.1.1 any reference to the singular includes the plural and vice versa;

2.1.2 any reference to natural persons includes legal persons and vice versa;

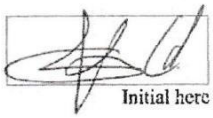
2.1.3 any reference to a gender includes the other genders; and

2.1.4 references to any enactment shall include references to such enactment as it may, after the Signature Date, from time to time be amended, supplemented or re-enacted.

2.1.5 Where appropriate, meanings ascribed to defined words and expressions in clause 1, shall impose substantive obligations on the Parties.

2.1.6 The clause headings in this Lease have been inserted for convenience only and shall not be taken into account in its interpretation.

2.1.7 In the interpretation of this Lease, the *contra proferentum* rule of interpretation shall not apply (this Lease being the product of negotiations between the Parties), nor shall this Lease be construed in favour of or against any Party by reason of the extent to which any Party or its professional advisors participated in the preparation of this Lease.



Initial here

2.1.8 The use of the word "including" followed by a specific example or examples shall not be construed or interpreted as limiting the meaning of the general wording preceding it and the *eiusdem generis* rule shall not be applied in the interpretation of such general wording and/or such specific example or examples.

2.1.9 Any provision imposing a restraint, prohibition or restriction on the Lessee shall be so construed that the Lessee is not only bound to comply therewith but is also obliged, to the extent reasonably possible, to procure that the same restraint, prohibition or restriction is observed by everybody occupying or entering the Property or any part thereof through, under, by arrangement with or at the invitation of, the Lessee, including its subsidiaries and the directors, member, officers, employees, agents, customers and invitees of the Lessee.

2.1.10 This Lease shall be governed by and construed and interpreted in accordance with the laws of the RSA and be subject to any Applicable Laws.

2.1.11 The Lessee understands and agrees that in order to operate a business on the property described herein the Lessee may need to obtain the required consent from the relevant authority. Should the Lessee in any way operate the intended business on the leased premises in the absence of the required consent, if any, the Lessor shall cancel this Agreement with immediate effect.

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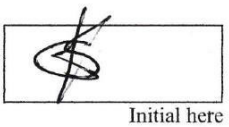

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LETTING AND HIRING

The Lessor lets to the Lessee which hires the Property subject to the terms and conditions of this Lease.

4 **COMMENCEMENT AND DURATION**

4.1 This Lease shall commence on the Commencement Date and shall be in place for a period of 1 (one) year, unless the Agreement is terminated in terms of another clause in the Agreement and 6.3 The parties agree that the LESSOR reserves the right where necessary, notwithstanding any other provisions in this Agreement, to resume the leased premises, or a portion thereof, and to cancel an existing lease in its entirety, should the leased premises be required for operational purpose or in the interest of the community or for any reason necessitating the cancellation thereof.

4.2 The Parties agree that the Lessee shall have the option to renew this Agreement for a further period of 1 (one) year, and which option the Lessee will exercise by providing the Lessor with a written notice to that effect, no later than 3(three) months prior to the termination date of this Agreement. Should the term of the Agreement be so renewed by the Parties, all the terms and conditions contained herein shall remain in full force and effect, safe for this clause 4.2.

5 **TEMPORARY LEASE AFTER EXPIRATION DATE WHERE LESSEE REMAINS IN OCCUPATION**

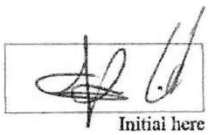
5.1 In the event of any occupation of the Property by the Lessee after the Termination Date, without the Parties having properly renewed the terms of this Lease and without a formal agreement (signed by both the Lessee and the Lessor) having been concluded for any reason whatsoever and irrespective of any oral discussions, representations, negotiations and correspondence that may have been exchanged between the Parties -

5.1.1 the Lessee shall be deemed to lease the Property on a temporary basis, subject to all the terms and conditions contained in this Lease, provided that either Party will be entitled to terminate such lease by giving 1 (one) month's written notice of termination to the other Party; and

5.1.2 the Lessee further agrees that, in such circumstances, that it shall be liable for all charges payable in respect of this Lease.

6 **DEPOSIT, RENTAL AND OTHER CHARGES**

6.1 Deposit:



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6.1.1 The Lessee shall, on the Signature Date pay to the Lessor a deposit in the amount of R2 800 (Two Thousand Eight Hundred Rand) (the **Deposit**) for each property leased under this Agreement.

6.1.2 The Lessor shall have the right to apply the whole or part of the Deposit, in respect property so leased, towards -

6.1.2.1 payment of any liability or amount whatsoever due by the Lessee in terms of this Lease;

6.1.2.2 the recovery of expenses incurred by the Lessor in carrying out any of the Lessee's obligations in terms of this Lease; and/or

6.1.2.3 the reinstatement of the Property by the Lessor or its agents in the event of the Lessee failing to procure such reinstatement of the Property upon vacation of the Property to the original state in which the Lessee received the Property from the Lessor.

6.1.3 The Lessor shall -

6.1.3.1 subject to what is provided below, retain the Deposit until the Lessee has vacated the Property and all the Lessee's obligations arising from this Lease have been fulfilled; and

6.1.3.2 repay to the Lessee any part of the Deposit not applied in terms of this 6.1.2.

6.1.4 The Lessee may not set-off against the Deposit any amount payable in terms of this Lease without the written consent of the Lessor.

6.1.5 In the event of the whole or part of the Deposit being utilised by the Lessor for any purpose as contemplated in this Lease, the Lessee shall, within a period of 10 (ten) Business Days after receipt of notice from the Lessor calling for reinstatement and specifying the amount required for that purpose, reinstate the Deposit, as the case may be, to its original amount.

6.1.6 Any part of the Deposit not applied in terms of this 6.1.2 will be refunded to the Lessee within [90 (ninety) days], of the Termination Date or vacation of the Property by the Lessee (whichever shall be the later).

6.2 Rent and Charges

6.2.1 The Parties agree that the monthly rental payable, excluding VAT, shall be in the amount of R2 800 (Two Thousand Eight Hundred Rand), payable monthly in advance, on or



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before the 7th day of each and every month of this Lease Agreement, and which rental shall escalate on the anniversary date of this Agreement with an amount equal to the percentage fixed in accordance with the prevailing Consumer Price Index (CPI) at the date of the anniversary of this Agreement.

6.2.2 The Lessee acknowledges that the Premises is a serviced erf, and that it shall be liable for all electricity and water availability and usage consumed on the premises for the duration of this Agreement, as well as sewerage, sanitation, water availability and refuse charges levied in respect of the Premises, by the relevant authority. The Parties agree that it shall remain the responsibility of the Lessee to obtain a monthly account from the LESSOR if one is not provided timeously

6.2.3 The Lessee acknowledges that -

6.2.3.1 the Property is rateable property in accordance with Applicable Laws;

6.2.3.2 the Lessee will be liable for all costs relating to the connection of services, service fees and any other costs associated with the Lease;

6.2.3.3 the Lessee, with the assistance of the Lessor, shall cause service accounts to be opened in its name; and

6.2.4 The Lessee-

6.2.4.1 undertakes to pay, within the period specified in the statements of account relating to such assessment of rates the amounts payable in terms of such statements of account; and

6.2.4.2 agrees that any failure by the Lessee to pay the amounts owing by the Lessee on due dates shall be regarded as a breach of this Lease and shall entitle the Lessor to immediately exercise such rights to which it is entitled by virtue of the provisions of this Lease, without prejudice to any other rights the Lessor may in law possess.

7 PURPOSE AND IMPROVEMENTS

7.1 The Parties specifically record that the Property is let of a purposed of a primary private school under the registered name of Little Urchins.

7.2 The Lessee agrees and acknowledges that it may not construct any permanent structure on the Property without the Lessor's consent. Where the Lessee undertakes the construction of a permanent structure at its own discretion, the Lessee undertakes to remove such structure at

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its own cost upon the termination of this Lease, or where such structures are acceptable to the Lessor, within its own discretion, ownership of the structure shall be transferred to the Lessor at no cost upon the termination of the Lease.

7.3 Should the Lessor, in its discretion, accept transfer of any permanent structure, it shall notify the Lessee in writing 1 (one) month prior to the termination of this Lease. The Lessee hereby irrevocably agrees to do all such things as may be necessary to effect transfer to the Lessor of any permanent structure erected by it on the Property.

7.4 All improvements may only be made once the relevant building plans have been approved by the Planning Department in terms of the National Building Regulations and Building Standards Act, 103 of 1977.

7.5 The Lessor shall similarly be entitled, but not obliged, to resile from this Lease and to cancel this Lease should the Lessee fail to comply with the provisions of clause 7.4.

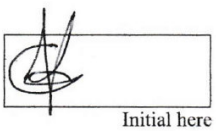
7.6 The Lessee accepts the Building "as is". The Lessee shall at all times keep and maintain the Building and improvements on the Property in a good state of repair and condition, reasonable wear and tear only excepted, at its own cost and expense and shall for the duration of the Lease, be responsible for the interior and exterior maintenance of the Building and said improvements and for all structural repairs.

7.7 In the event of the partial destruction of any improvements erected on the Property by fire, flooding, storms, acts of God or the RSA's enemies, by riot, political riot or insurrection or by any other cause the lessee shall take steps so soon thereafter as may be reasonably possible for the repair thereof;

7.8 Should the premises be destroyed or damaged to such an extent as to render the same in the opinion of the LESSOR's architect substantially or wholly unleasable, then the LESSOR shall be entitled to elect to declare this Lease to have terminated and to be cancelled with effect from the date of such destruction or damage.

7.9 In the event of the Lessee failing to reconstruct the improvements aforementioned or Buildings, or, in the sole discretion of the Lessor, delaying unduly in such reconstruction, the Lessor shall be entitled to terminate this lease upon written notice to the Lessee.

7.10 The Lessee confirms and agrees that any costs directly and indirectly related to the restoration and renovation works, building works and occupation of the Property will be for its own cost, and it shall have no claim against the Lessor for any of these costs, not during the existence of the agreement and not at or after the expiry of this agreement.



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7.11 The Lessee accepts the property in its present condition and will restore and renovate and maintain the property and all structures currently situated on the property.

7.12 The Lessee agrees that the Property will in no way be used prior to the Building Control department of the Lessor approving the occupation of the property by way of an Occupation Certificate issued by the Building Control Department of the Kouga Municipality, where applicable.

7.13 The Lessor does not warrant that the Lessee will be granted any licence, permit or consent which may be required or be necessary for carrying on of the intended use of the Property.

7.14 The Lessor in no way warrants that the leased premises is suitable for the intended use by the Lessee and the parties confirm that the lease is subject to the Lessee obtaining, at its own costs, the required approval, if any, to operate its intended primary private school operations from said leased premises.

7.15 The Lessee undertakes to use the Premises in such a way that it does not cause any interference with the use and enjoyment of surrounding premises in the vicinity where the Premises is situated, or a nuisance to the surrounding property owners and/or occupants.

7.16 The Lessee shall be responsible to take out adequate third-party insurance in respect of the property and shall provide the Lessor with proof of same within 7(seven) days from date of signature of this Agreement.

7.17 The Lessee shall ensure that it has adequate and comprehensive insurance at all times during the existence of this Agreement, in respect of the Property, all buildings erected on the property by the Lessee as well as all contents, goods and equipment brought onto the Property.

8 EXCLUSION OF LIABILITY

8.1 Neither the Lessor nor any of its directors, agents, employees or servants shall be liable for -

8.1.1 personal injury to or the death of any person or the loss of or damage to any property of whatever nature in the Buildings or on the Property, howsoever arising or caused, save by reason of the wilful default or gross negligence of the Lessor or of any of the said persons or otherwise;

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8.1.2 any failure or suspension of, or any interruption in, the supply of water, electricity, gas, district cooling, air-conditioning, heating, telecommunication service or any other amenity or service to the Buildings or Property or any part of the Property, whatever the cause may be;

8.1.3 any breakdown of, or interruption in the operation of, any machinery, plant, equipment, installation, or system situated in or on, or serving the Property or any part of the Property, including any, geyser, boiler, burglar alarm, or security installation or system, whatever the cause may be; or

8.1.4 any interruption of, or interference with, the enjoyment or beneficial occupation of the Property or any part thereof caused by any building operations or other works to the Property, whether by the Lessor or by anybody else.

8.1.5 For the purposes of 8.1.1, "personal injury to or death of any person or of loss of or damage to any property" shall include loss of profits, consequential damages or any damage to stock in trade, equipment, machines, raw materials, papers or other articles kept in the Buildings or on the Property (whether the property of the Lessee or that of anyone else) by rain, hail, lightning or fire or by reason of riots, strikes, state's enemies or as a result of theft or burglary, with or without forceful entry, or through any cause whatsoever.

8.1.6 The Lessee hereby indemnifies the Lessor and its directors, agents, employees and servants against any claim of whatever nature which may be made against any of them arising out of any of the aforegoing occurrences.

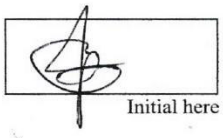
8.1.7 The Lessee hereby undertake to compensate the Lessor for any damage caused to the Buildings or Property.

9 THE LESSOR'S RIGHT TO INSPECT THE PROPERTY AND REVIEW OF THE LEASE

9.1 The Lessor or its duly authorised agents shall be entitled to inspect the Property at all reasonable times.

9.2 The Lessor may review this Lease periodically and may terminate the Lease in the case of non- or underperformance of the Lessee.

9.3 The Lessor reserves the right, where necessary, to resume Buildings or Property, or any portion thereof, and to cancel this Lease in its entirety where such Buildings or Property is required for operational purposes or in the interest of the community or for any reason necessitating the cancellation thereof.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10 **SUB-LETTING**

10.1 The Lessee shall not be entitled to assign, cede or transfer its interest under the Lease nor part with occupation of the Buildings to any other party or body without the written consent of the Lessor.

10.2 The Lessee shall be entitled, in consultation with the Lessor, to sub-let any part of the premises and shall inform the Lessor of the proposed sub-lease and provide the Lessor with such sub-lease agreement for consideration, setting out the name of the sub-lessee, the guarantor(s), if any, of the sub-lessee's obligations, the proposed date of commencement, the duration of the proposed sub-lease, the exact area, the proposed rental and any other consideration payable by the sub-lessee, if any.

10.3 In the event that the Lessee so sub-lets any property herein or any portion of a property herein, the Lessee shall in no way be relieved or dissolved of its obligations herein to the Lessor.

11 **BREACH**

11.1 Should the Lessor breach any of its obligations under this Lease and fail to remedy such breach within a period of 14 (fourteen) days (or such longer period as may be necessary to facilitate the remedying of the breach by diligent application thereto), the Lessee shall be entitled, without prejudice to any of its other rights under this Lease, to claim specific performance, if such an appropriate remedy exists in the circumstances, or to cancel this Lease by way of written notice to the Lessor and, in either event, to claim such damages as it may thereby have suffered.

11.1.1 Should the Lessee –

11.1.1.1 fail to pay any amount due by it to the Lessor in terms of this Lease on the due date or

11.1.1.2 commit any breach of the terms and conditions of this Lease which is incapable of being remedied and which goes to the root of the agreement; or

11.1.1.3 commit any breach of the terms of this Lease other than a breach referred to in 11.1.1.1 or 11.1.1.2 and fails to remedy such breach within 7 (seven) days (or such longer period as may be reasonably required should such breach not be capable of being remedied within 7 (seven) days) after written notice requiring that it be remedied; or

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11.1.1.4 so consistently breaches the terms of this Lease (whether by non-payment of any other amount due to the Lessor on the due date or by non-compliance with its terms) as to justify the Lessor in holding that the Lessee's conduct is inconsistent with an intention or an ability to carry out these terms; or

11.1.1.5 being a company or close corporation, is or is deemed in accordance with applicable legislation, to be unable to pay its debts,

then and in any of such events, the Lessor shall have the right but not be obliged, without prejudice to and in addition to any other rights which it may have at law and in its sole discretion, to the remedies set out in 11.1.2 below.

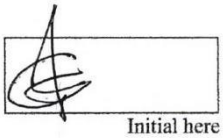
11.1.2 Under the circumstances described in 11.1.2 above, the Lessor shall be entitled to -

11.1.2.1 cancel this Lease, claim damages and retake possession of the Building or Property without prejudice to any of its other rights under this Lease or at law. In so doing, the Lessor shall be entitled to remove from the Property any goods situate therein, in which event, the Lessee shall have no claim whatsoever either for damages or otherwise against the Lessor. Any goods so removed from the Property, shall be stored at the cost and risk of the Lessee; and/or

11.1.2.2 convert this Lease into one which the Lessor (but not the Lessee who shall continue to be bound for the full period of the Lease) shall be entitled to terminate by giving 1 (one) month's written notice to the Lessee, the remaining terms and conditions being otherwise unaffected, without prejudice to the Lessor's claim for arrear rent and/or damages which it may have suffered by reason of the Lessee's breach or of the premature cancellation; and/or

11.1.2.3 claim specific performance and damages.

11.2 In the event of the Lessor instructing its attorneys to take legal action or other measures for the enforcement of any of the Lessor's rights under this Lease, the Lessee shall pay to the Lessor such legal fees and collection charges on an attorney-and-own-client scale (alternatively the highest permissible scale of legal fees) together with collection commission, counsel's fees, auditor's fees, forensic auditor's fees, valuator's fees, architect's fees, quantity surveyor's fees, other consultants, professional or expert's fees and all other reasonable costs incurred by the Lessor in having to take such legal steps as shall be lawfully charged by such persons to the Lessor, on demand made therefor by the Lessor.



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11.3 Any payments made by the Lessee after legal action has been instituted shall be appropriated first towards such legal costs as contemplated in 11.2 above.

12 **RESOLUTION OF DISPUTES**

12.1 Any dispute which the parties are unable to resolve by negotiation between them shall, at the instance of either Party, be submitted to and decided by arbitration if it concerns:

12.1.1 any matter arising out of; or

12.1.2 the interpretation of; or

12.1.3 the termination of; or

12.1.4 any matter arising out of the termination of:

this Lease.

12.2 The arbitration referred to in clause 12.1 above shall be held:

12.2.1 at Jeffreys Bay

12.2.2 in English and in accordance with the provisions of the Arbitration Act then in force in South Africa;

12.2.3 as soon as is reasonably practicable in the circumstances and with a view to it being completed expeditiously.

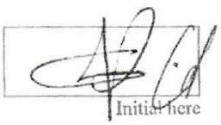
12.3 The arbitrator shall be a person agreed between the Parties and, failing agreement, a person nominated for such purpose by the Provincial Director for the time being of the Eastern Cape Legal Practice Council, subject to the following provisions –

12.3.1 if the question in issue is primarily a financial one, the arbitrator shall be an independent accountant of not less than 10 (TEN) years standing as such;

12.3.2 if the question in issue is primarily a legal matter or is not a matter which falls within the category contemplated in clause 12.3.1 above, the arbitrator shall be a practising Senior Counsel at the Port Elizabeth Bar.

12.4 The arbitrator shall determine, inter alia, which party shall pay the costs of and incidental to the arbitration or, if each is to contribute, the ratio of their respective contributions.

12.5 The parties irrevocably agree that the decision of the arbitrator shall, in the absence of manifest error:



12.5.1 be binding on them.

12.5.2 be carried into effect.

12.5.3 be capable of being made an order of any court of competent jurisdiction.

12.6 Notwithstanding the above, either Party shall be entitled to apply to the High Court for an interdict or a *mandamus* where such is appropriate in the circumstances.

13 **NOTICES AND *DOMICILIA***

13.1 Each Party chooses as its *domicilium citandi et executandi* its address set out in this 13 for all purposes arising out of or in connection with this Lease at which address all the processes and notices arising out of or in connection with this Lease, its breach or termination may validly be served upon or delivered to the Party.

13.2 For the purpose of the Lease, the Parties' respective addresses and domicilium address, facsimile and email address shall be –

13.2.1 the Lessor: 33 Da Gama Road, Jeffreys Bay, 6330; and

13.2.2 the Little Urchins Montessori Culture Lessee: chantsno2@gmail.com / littleurchins6312@gmail.com

or at such other address in the RSA, not being a post office box or poste restante, of which the party concerned may notify the others in writing.

13.3 Any notice given in terms of the Lease shall be in writing and shall –

13.3.1 if delivered by hand be deemed to have been duly received by the addressee on the date of delivery; and

13.3.2 if delivered by recognised courier service be deemed to have been received by the addressee on the first Business Day following the date of such delivery by the courier service concerned.

13.4 Notwithstanding anything to the contrary contained in this 13, a written notice or other communication actually received by a Party shall be adequate written notice or communication to it notwithstanding that the notice was not sent or delivered to its chosen address.

14 **MISCELLANEOUS**

14.1 Signature by Lessor

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This Lease shall only take effect and become binding upon the Lessor when signed by the Lessor, failing which the Lessee may not claim existence of a lease from negotiations having been conducted or concluded in regard thereto or by reason of this Lease having been drafted or signed by the Lessee. The execution by the Lessee of this document shall amount to an offer by the Lessee to enter into this Lease upon the terms and conditions set forth herein, which offer shall remain open for acceptance until signed by the Lessor. This offer shall not be affected in any way by subsequent negotiations which may be entered into by and between the Lessor and/or its agents with the Lessee, whether such negotiations amount to a counter-offer or not. If the Lessee takes occupation of the Property before this Lease has been executed, the Lessor shall be entitled to require the Lessee to vacate the Property by giving the Lessee 7 (seven) days written notice to that effect.

14.2 Enforcement by Lessor

14.2.1 Should the Lessee fail to carry out any of its obligations under this Lease then, without prejudice to any of the Lessor's rights, the Lessor shall be entitled at its discretion to enforce or to carry out the same on behalf of the Lessee, both during and after the termination of this Lease, and to recover from the Lessee the cost and expense thereof.

14.2.2 The Lessee shall have no claim against the Lessor or any defence to any claim by the Lessor arising out of any act or omission on the part of the Lessor connected with, effecting or attempting such compliance or, even if the Lessor has undertaken to effect such compliance, the Lessor failing to do so properly or at all.

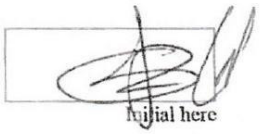
14.3 Cession of Lease by Lessor

The Lessor shall have the right at any time to cede, transfer and assign any or all of its rights and obligations in terms of this Lease to any company, close corporation or other person, juristic or otherwise, and the Lessee, upon being notified of such cession shall be bound to recognize the cessionary as the Lessor under this Lease.

14.4 Warranty of Authority

Each Party warrants to the other Party that it has power, authority and legal right to sign and perform the Lease and that this Lease has been duly authorised by all necessary actions of its directors and constitutes valid and binding obligations on it in accordance with the terms of this Lease.

14.5 Independent Advice



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Each of the Parties acknowledges that it has been free to secure independent legal advice as to the nature and effect of all of the provisions of this Lease and that it has either taken such independent legal advice or dispensed with the necessity of doing so. Further, each of the Parties acknowledges that all of the provisions of this Lease and the restrictions herein contained are fair and reasonable in all the circumstances and are part of the overall intention of the Parties in connection with this Lease.

14.6 Implementation and Good Faith

14.6.1 The Parties undertake to do all such things, perform all such acts and take all steps to procure the doing of all such things and the performance of all such acts, as may be necessary or incidental to give or be conducive to the giving of effect to the terms, conditions and import of this Lease.

14.6.2 The Parties shall at all times during the continuance of this Lease observe the principles of good faith towards one another in the performance of their obligations in terms of this Lease. This implies, without limiting the generality of the aforegoing, that they will -

14.6.2.1 at all times during the term of this Lease act reasonably, honestly and in good faith;

14.6.2.2 perform their obligations arising from this Lease diligently and with reasonable care; and

14.6.2.3 make full disclosure to each other of any matter that may affect the execution of this Lease.

14.7 Further Assurances

The Parties agree to perform any further acts and to execute and deliver any further documents which may be necessary or appropriate to carry out the purposes and the implementation of this Lease.

14.8 Whole Agreement

This Lease constitutes the whole agreement between the Parties as to the subject matter hereof and no agreement, representations or warranties between the Parties other than those set out herein are binding on the Parties.

14.9 Variation

No addition to or variation, consensual cancellation or novation of this Lease (including a variation of cancellation of this clause) and no waiver of any right arising from this Lease or its



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breach or termination shall be of any force or effect unless reduced to writing and signed by all the Parties or their duly authorised representatives.

14.10 Relaxation

No latitude, extension of time or other indulgence which may be given or allowed by the Lessor to the Lessee in respect of the performance of any obligation hereunder or enforcement of any right arising from this Lease and no single or partial exercise of any right by the Lessor shall under any circumstances be construed to be an implied consent by the Lessor or operate as a waiver or a novation of, or otherwise affect any of the Lessor's rights in terms of or arising from this Lease or estop the Lessor from enforcing, at any time and without notice, strict and punctual compliance with each and every provision or term hereof.

14.11 Costs

14.11.1 Save as otherwise expressly stated, each Party is responsible for its own costs incurred in the negotiation, drafting and settlement of this Lease.

14.11.2 All costs, including attorney and own client costs, incurred by one Party arising out of the breach of any provisions of this Lease by the other Party, shall be borne by the Party in breach.

SIGNED at ~~[illegible]~~ JEFFREYS BAY on this the 14th day of FEBRUARY 2021.

For and on behalf of
THE KOUGA LOCAL MUNICIPALITY

Signatory: CHRIS DU PLESSIS
Capacity: MUNICIPAL MANAGER
Who warrants his authority hereto

SIGNED at 14 Duiker Place on this the ~~[illegible]~~ 11 day of Feb. 2021.

For and on behalf of **LESSEE**

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Signatory:

Capacity:

Who warrants his authority hereto

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Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 3087, SEA VISTA, EASTERN CAPE (68m² STRUCTURE)

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**. Property to be used by Chantel Shooter – 078 458 0060.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

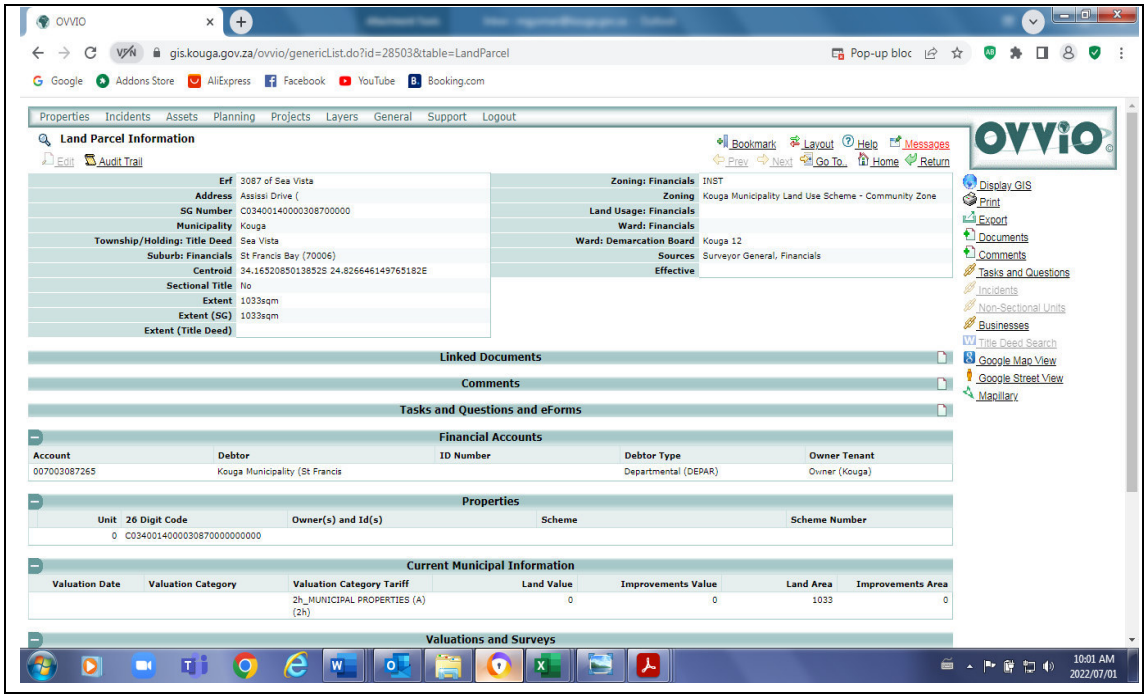
I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

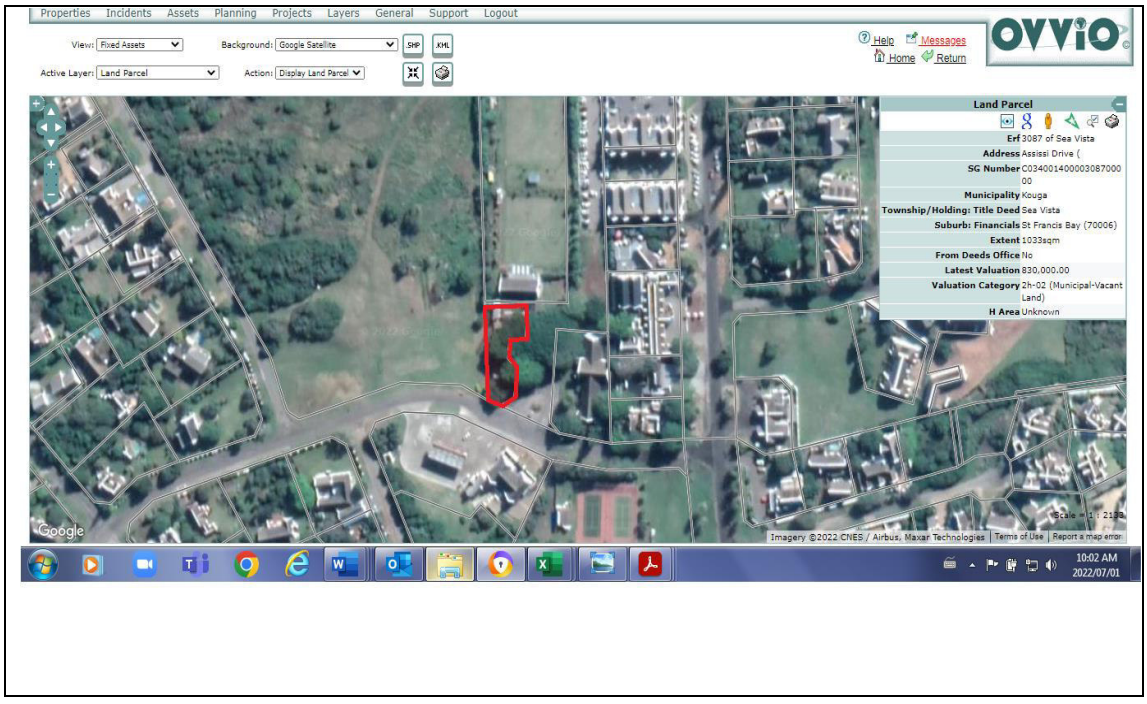
R3 350.00

(Three Thousand Three Hundred and Fifty Rand Only) - per month

Annexure "D"

Aerial image and Section 14 comments





Section 14 comments from service departments

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 3087	Sea Vista	Developer must obtain land use rights (Consent Use) for business development under existing zoning.	Building Plans to be submitted after land use authorization	AS: Supported TS: In support/no objection. Will not be required for municipal services. TP: Supported subject to: - Erf boundaries to be determined on site. - Position of existing services being determined and no lease/sale where there are services – area to be kept open. - SDP to be submitted. CS: No objection. HS: No objection

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD29**

REQUEST FOR COUNCIL'S FINAL APPROVAL FOR ALIENATION (LEASE) OF ERF 7263, JEFFREYS BAY (OCEANVIEW)

1. **Introduction**

The purpose of this item is to request Council's final approval for the lease of Erf 7263, Jeffreys Bay (Oceanview) to Mizamoyethu Community Centre.

2. **Background**

The request is for the lease of municipal property, Erf 7263, Jeffreys Bay (Oceanview)to Mizamoyethu Community Centre for a community centre as there are no such facilities in the area of Ocean View.

The Centre will be a community centre for vulnerable children and disadvantaged homes. ****Copy of application is attached as Annexure "A".**

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of a portion of Erf 1244, Pellsrus was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

The valuation report is attached as **Annexure "C"**.

3. **Discussion**

This land will be used for operating a welfare Community Centre that seeks to address the challenges faced by the public, e.g. disability challenges, poverty, drug use, peer challenges, skills and training, old age challenges and any community developmental interest that forms part of growth and development. The Centre will mainly focus on educational programs to empower the affected community.

The Planning & Development Directorate is the custodian of the Asset Disposal and Lease Policy for Municipal Owned Immovable Properties and in conjunction with the relevant Heads of Departments, responsible for the implementation of the policy as well as the monitoring of adherence thereof.

Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "D"**

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548

Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If the Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council **grants final approval** for the lease of Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months to Mizamoyethu Community Centre with restrictive conditions in respect of the land usage for the sole purposes of social care uses.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the property is not needed in future to provide the minimum level of basic municipal services.

10.3 That town planning activities and all other administrative processes be finalized at the cost of the applicant.

10.4 That Council approves the market-related rental valuation of R230.00 per month in line with the provisions of the approved Asset and Disposal Policy of Council for Social Care uses.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if purpose for which the lease was applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That Council authorizes the Accounting Officer to enter into a written long-term lease agreement with Mizamoyethu Community Centre.

Item prepared by the: The Manager: Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"

KOUGA
local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: NGXOZA Nkululeko

ID NUMBER: 8204275943082

CONTACT DETAILS: 0604940550/0632616244

ERF/PROPERTY APPLYING FOR:

AREA: Jeffrey's bay

ERF NUMBER: 7263

ADDRESS: Ocean view (40058)

PURPOSE OF APPLICATION:

The Land is going to be used for operating a Community Centre for children with disability, old age and etc.

MOTIVATION:

As the community faced with constant challanges of children with disabilities, drug use, old age and vulnerable homes, Mizamoyethu Community Centre as the organisation is a solution to address these challages.

NAME: Nkululeko

SIGNATURE: [signature]

DATE: 05/06/2021

PROPOSAL FOR LAND USE FOR A COMMUNITY CENTRE

Name of the organization: Mizamoyethu Community Centre

Project tittle: Welfare Centre

Date: 26/05/2021

Contact information

Name: Ngxoza Nkululeko

Phone: 0604940550

Email address: ngxozankuza@gmail.com

Home address: 55 B Transit Camp Ocean View

Jeffreys bay

Eastern Cape

6330

Application addressed to: Kouga Local Municipality

On behalf of Mizamoyethu community centre, I wish to apply for land in Jeffreys bay township ocean view Ert 7263 extent 2343sqm, extent (SG) 2341sqm and extent (Title Deed) 2343sqm.

This land will be used for operating a welfare community centre that seeks to address the challenges faced by its members, eg disability challenges, poverty, drug use, peer challenges, skills and training, old age challenges and any community developmental interest that forms part in the growth and development. The centre will be a communicational flatform for vulnerable children and disadvantaged homes. We believe that with the help of our local municipality to grant as this land, many families will realise the power and the importance of working together as united community in shaping the future success of our children to become great future leaders. An extensive relief by single mothers dealing with children with disabilities will be high benefit. Families dealing with children on drugs and high pregnancy rate on young girls will also see a great change through rehabilitation and educational programs provided by the centre. Un attended old age people will experience the safety of becoming part of a caring and loving society whilst providing the necessary support needed. I then therefore motivate that this land be considered for this great use that endeavours care for the social development, training skills and taking care of disadvantaged backgrounds.

CHALLENGES FACED BY OUR COMMUNITY TO BE ADDRESSED BY THE CENTRE

- Social welfare of people with disabilities
- Welfare of old age people
- Drug use
- Social and welfare of disadvantaged families
- Pear challenges
- Vulnerability of children

Summary of the project

Mizamoyethu community centre is committed to enhance the quality of life of all people intergrating them into a healthy society. The centres objectives is to foster friendship, understanding and mutual assistance among its members. To promote the welfare, education, training, rehabilitation, employment and other interests on its members. To enhance educational opportunities through bursaries, scholarships, grants, subsidies and exchange programs. To obtain necessary benefits and concessions for people with disabilities. To raise funds from the public and administer donations, gifts or bequests from any person, body or organization to promote the independence and quality of community members. To create among the community and the government an awareness of the special needs of people with disabilities and solicit their cooperation and assistance in furtherance of the objectives of the organization. Old age people form a very important part of this project as they become disable as they grow old.

RESEACH AND FINDINGS CONDUCTED BY THE COMMITTEE MEMBERS

- Our findings indicate a great need for community centres for children with disabilities. This is proven by parents who haven struggling for more than four years to get a school or a centre for their children.
- Transportation of these children to far schools available has imposed a challenge to the parents.
- Not being able to look for work to support their families especially for single parents due to taking care of these children at home has challenged them a great deal.
- High rate of drug use in the community has been a result of lack of social and educational groups.
- High rate of school drop outs is a result of drug use from the communities.
- Drug use has landed young girls being raped as they are paired to use drugs as well.
- Theft and house breaking is facilitated by drug use in the communities.
- Poverty and lack of skills developmental programmes in the communities has increased disadvantaged families.
- Pear challenges results in early pregnancy, high rate of abortion and high rate of single mothers, all due to non- availability of social community centres for workshops and mentorship programmes.
- Lack of such centres in the community has resulted to an increased number of vulnerable children e.g forced to cohabitation relations, abuse by relatives due to absenteeism of biological parents.

FUNDING NEEDS

The organization commits to work with government bodies, private sectors at large, local businesses, local municipality and individual bodies to make a success of this project through funding, gifts, freebies and donations. We believe that all those who have the best interest of impacting a positive change and radical development in our societies share the same vision. We then therefore call upon all stakeholders with a specification to our local government entity to respond to such emergencies and disaster preparedness for everyone including people living with disabilities the risk and develop a social culture that accept every individual in the society equally without discriminating in any of the ways.

I hereby then therefore plead for land suitable to make this operation a success and safe. Please plead as a voice of these future leaders that are at concern. I plead as a voice of the voiceless in order for our community to be able to benefit from this relief. In this indeed I recon that such a project with a big capacity, the people's municipality will share the same sentiments with its community members. I would also want to appreciate your consideration of this application in advance.

Kind regards: N. Ngxoza

Project Manager

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 7263 JEFFREYS BAY, EASTERN CAPE (Vacant land) 2 341m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman.**



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

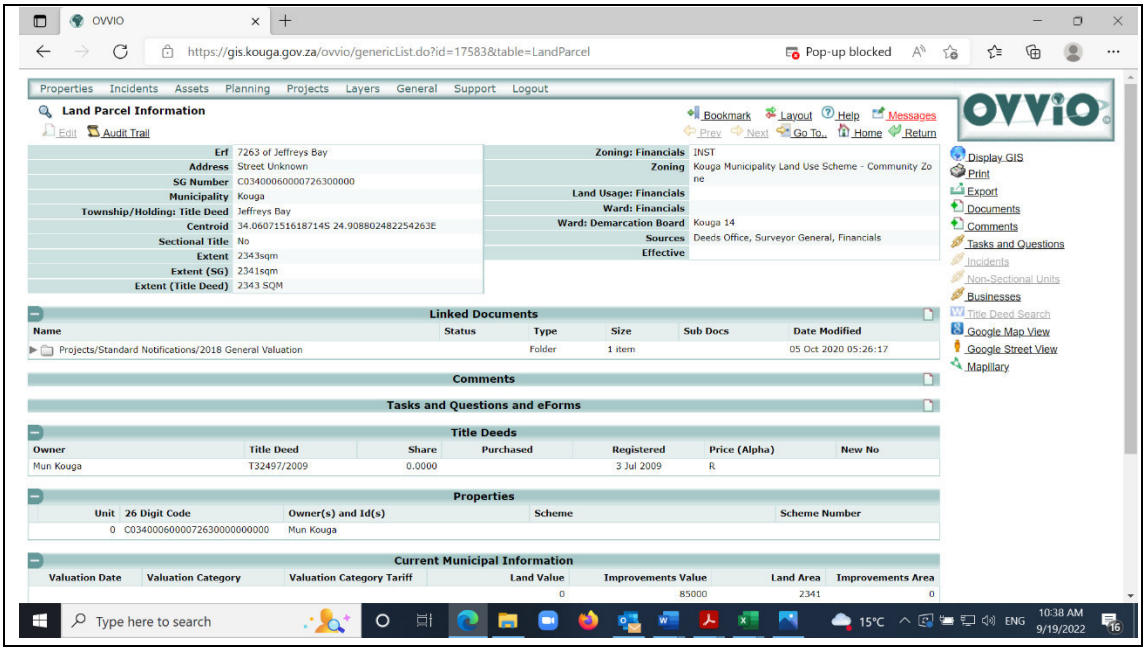
I the undersigned, L Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

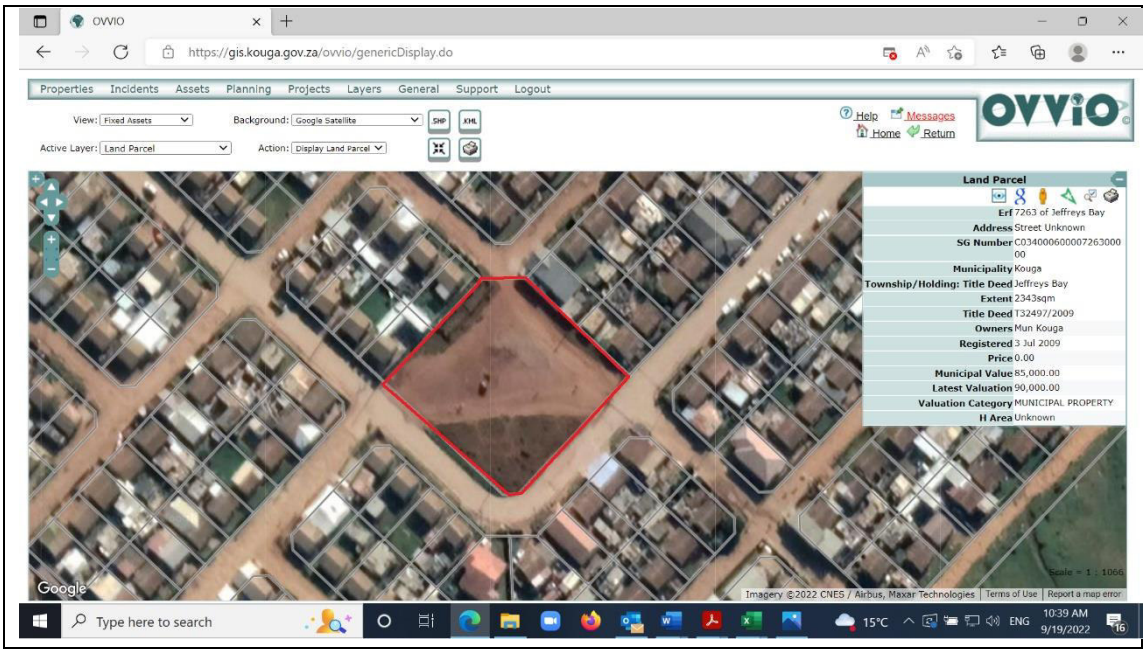
R230.00

(Two Hundred and Thirty Rand Only) - per month

Annexure "D"

Aerial image and Section 14 comments





Section 14 comments from service departments

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 7263	Jeffreys Bay (Oceanview)	Developer must obtain land use rights (Consent Use) for business development under existing zoning.	Building Plans to be submitted after land use authorization	**T.P**: Supported **Assets**: Supported subject to compliancy and all regulations and being considered. **BC**: Submit building plan and get occupation certificate. **Tech**: supported subject to SDP being submitted (consider 5-meter boundary distances) **HS:** Supported

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD30**

TO UPDATE COUNCIL ON THE APPLICATION (LEASE) OF ERF 7292, JEFFREYS BAY (OCEANVIEW) AND TO CALL FOR BUSINESS PROPOSALS FOR A RESTAURANT/TAKE-AWAYS/TSHISANYAMA

1. **Introduction**

The purpose of this item is to update Council on the lease of Erf 7292, Jeffreys Bay (Oceanview) based on applications received from Mr. C. Kondile and Mr. S. Qonono.

2. **Background**

Both applicants want to develop the property into a Take-aways/Tshisanyama as the Oceanview area does not have such businesses that caters for local as well as international visitors. Applications attached as **Annexure "A"**.

The advertisement Notice 8/2024 for comments/input for the alienation (lease) of Erf 7292, Jeffreys Bay (Oceanview) was placed 11 January 2024 until 9 February 2024 and no objections were received. ****See attached as Annexure "B"**.

Only one (1) comment in support of the initiative was received and is attached as **Annexure "C"**.

The valuation report obtained is attached as **Annexure "D"**.

3. **Discussion**

It was proposed by Council that both applicants share the property as both proposals were identical, being a Restaurant/Take-aways/Tshisanyama.

After consultation with both applicants, none of them were prepared to share the property or work together, hence it is recommended that we call for proposals for a Restaurant/Take-aways/Tshisanyama on Erf 7292, Jeffreys Bay (Oceanview) and accept the highest bidder.

Section 14 process was concluded and is attached below with aerial image of the property as **Annexure "E"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18

Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act No. 56 of 2003
Municipal Asset Transfer Regulations, August 2008
Kouga Municipal Disposal of Immovable Assets Policy of 2020, as approved by Council.
Leasing Policy for Municipality Owned Immovable Property.

6. **Legal Implications**

If Council approves the intended lease agreement the Accounting Officer will be authorized to enter into a Lease Agreement with the Applicant herein and both parties shall be bound to the terms and conditions of such an agreement.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Item noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council notes the progress on the application to lease Erf 7292, Jeffreys Bay (Oceanview).

10.2 That both applicants be requested to submit business proposals for the long-term lease of the municipal property and that the property be disposed through an auction to the highest bidder.

10.3 That Council takes note of the market-related rental valuation of R400.00 per month.

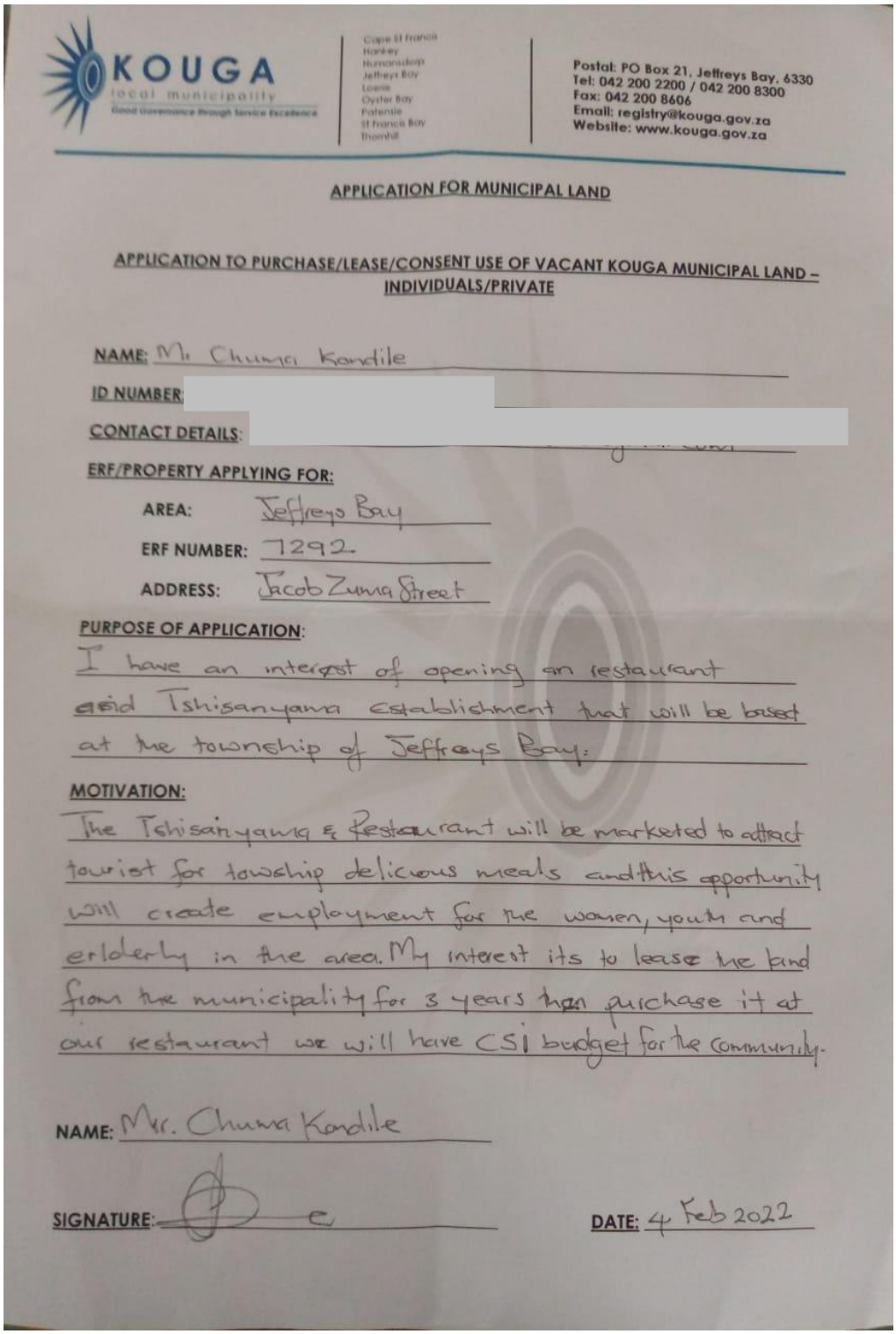
Item prepared by the: The Manager Land & Property Administration

Item approved by the: Acting Director Planning & Development

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure "A"



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Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Mr. Chuma Kandile

ID NUMBER: [redacted]

CONTACT DETAILS: [redacted]

ERF/PROPERTY APPLYING FOR:

AREA: Jeffreys Bay

ERF NUMBER: 7292

ADDRESS: Jacob Zuma Street

PURPOSE OF APPLICATION:

I have an interest of opening an restaurant and Tshisanyama establishment that will be based at the township of Jeffreys Bay.

MOTIVATION:

The Tshisanyama & Restaurant will be marketed to attract tourist for township delicious meals and this opportunity will create employment for the women, youth and elderly in the area. My interest its to lease the land from the municipality for 3 years then purchase it at our restaurant we will have CSI budget for the community.

NAME: Mr. Chuma Kandile

SIGNATURE:

DATE: 4 Feb 2022

SARS

TAX COMPLIANCE STATUS
PIN Issued

LETS MEAT TSHISANYAMA AND
RESTAURANT
07 MANGOLIA AVENUE
07 MANGOLIA AVENUE
JEFFERYS BAY
EASTERN CAPE
6330

Enquiries should be addressed to SARS:

Contact Detail

SARS
Alberton
1528

Contact Centre Tel: 0800 00 SARS (7277)
SARS online: www.sars.gov.za

Details

Taxpayer Reference Number: 9829307181

Always quote this reference number when contacting SARS

Issue Date: 2022/12/07

Dear Taxpayer

TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

TCS Details:	
Taxpayer Name	Lets Meat Tshisanyama And Restaurant
Trading Name	Not applicable
Tax Reference Number(s)	IT - 9829307181
Purpose of Request	Good Standing
Request Reference Number	0049934561GS0712220159176
PIN	BEB92732E3
PIN Expiry Date	07/12/2023

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel this PIN in the event that it was fraudulently issued or obtained.

Should you have any other queries please call the SARS Contact Centre on 0800 00 SARS (7277). Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely
ISSUED ON BEHALF OF THE SOUTH AFRICAN REVENUE SERVICE

KOUGA
local municipality
Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

APPLICATION FOR MUNICIPAL LAND

APPLICATION TO PURCHASE/LEASE/CONSENT USE OF VACANT KOUGA MUNICIPAL LAND – INDIVIDUALS/PRIVATE

NAME: Siyabonga Qonono

ID NUMBER:

CONTACT DETAIL

ERF/PROPERTY APPLYING FOR:

AREA: Ocean View, Jeffreys Bay

ERF NUMBER: 7292

ADDRESS: Ocean View, Jeffreys Bay

PURPOSE OF APPLICATION:

Intention to lease to buy erf 7292 Ocean View, Jeffreys Bay.

MOTIVATION:

Refer attached

NAME: Sibabonga

SIGNATURE: SDonono **DATE:** 12/01/2023

Received: S. Grootboom 12/01/2023

The Municipal Manager

Kouga Local Municipality

33 Da Gama Road

Jeffreys Bay

6330

12 January 2023

Siqonono Trading Company

Ocean View

Jeffreys Bay

6330

Dear Sir,

INTENTION: LEASE TO BUY ERF 7292 OCEAN VIEW, JEFFREYS BAY

I am a local resident who resides in Ocean View Residential Area in Jeffreys Bay.

Currently there is a need for recreational activities, economic opportunities and job creation especially for the youth.

I am of the intention to lease-to buy- erf 7293, Ocean View from the Municipality on short term basis to operate a traditional African cuisine take-aways, as well as a free community recreational space which entails entertainment stage to showcase local talents, games, poetry, as an initiative to keep our youth of the streets. The long-term vision is that this space will become a tourist attraction where tourists can enjoy African cuisine and learn more about the rich local cultures which will result in the creation of local jobs and the alleviation of many socio-economic ills.

I firmly believe that if we can provide alternatives to crime related activities that there will be a decline in the percentage of social problems facing our communities.

Yours faithfully

Mr. S. Qonono

Siqonono Trading Company

Annexure "B"

KOUGA MUNICIPALITY (EC108)

NOTICE NO: 8/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENDED DISPOSAL BY WAY OF A LEASE AND SALE AGREEMENT OF MUNICIPAL PROPERTIES.

Notice is hereby given that at an Ordinary Council Meeting held on 14 December 2023, the Council resolved to call for public comments and objections on the intended disposal, by way of a lease and sale agreement of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

Land earmarked for lease:

Erf 512, Hankey for 9 years and 11 months – 23/12/PD2
A portion of Erf 835, Paradise Beach (Telecommunication Mast) for 9 years and 11 months – 23/12/PD3
A portion of Erf 1244, Pellsrus for 9 years and 11 months – 23/12/PD4
Erf 1567, Pellsrus for 9 years and 11 months – 23/12/PD6
A portion of Erf 1996, Sea Vista (Telecommunication Mast) for 9 years and 11 months – 23/12/PD7
Erf 3087, Sea Vista for 9 years and 11 months – 23/12/PD10
Erf 130, Pellsrus for 9 years and 11 months – 23/12/PD12
A portion of Erf 164, Jeffreys Bay for 9 years and 11 months – 23/12/PD16 A portion of Erf 164, Jeffreys Bay (Telecommunication Mast) for 9 years and 11 months – 23/12/PD17
A portion of Erf 164, Jeffreys Bay (Sea Rescue) for 9 years and 11 months – 23/12/PD18
Erf 843, Jeffreys Bay for 9 years and 11 months – 23/12/PD21
Erf 1160, Humansdorp for 9 years and 11 months – 23/12/PD22
Erf 7263, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD23
A portion of Erf 1, Erf 2084, 2085 and a portion of Erf 2077 (Road), Humansdorp for 9 years and 11 months – 23/12/PD25
A portion of Erf 2, Kruisfontein for 9 years and 11 months – 23/12/PD26
Erf 7292, Jeffreys Bay (Oceanview) for 9 years and 11 months – 23/12/PD29

Land earmarked for disposal:

Erf 2593, Sea Vista – 23/12/PD9
Erf 137, Pellsrus – 23/12/PD13
A portion of Erf 873, Jeffreys Bay (Jeffreys Bay Bowling Club) – 23/12/PD20
Erf 1044, Sea Vista – 23/12/PD27
A portion of Erf 164, Jeffreys Bay (A portion of Road Reserve Verge in Drommedaris Street – to consolidate with Erf 269, Jeffreys Bay) – 23/12/PD30

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 9 February 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

MR. D DE JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
Jeffreys Bay
6330

2024 009

Annexure "C"

WARD 14 COMMUNITY PUBLIC COMMENT

Contact deatails:

Date:

We are writing this letter as the community members to express our greatest gratitude and appreciation to Kouga Local Municipality for finally advertising the erf 7292.As membrs of community and business we feel it is our collective responsibility to write this letter and express that we support the business of tshisanyama and restaurant on the land.

We are writing this to urge the municipality to consider a tshisanyama and restaurant as it will create employment opportunities and will contribute a lot to township tourism most also importantly passengers who are using public transport at the jeffreys bay taxi rank in ocean view will also be accommodated because a place of eatery and refreshments will be opposite the doors of the jeffreys taxi rank.

We as the community we are kindly requesting kouga local municipality consider our request because this initiatve will bring positive change to the community.

Thank you for your attention to this matter. We look forward to hearing from KLM soon.

Sincerely ,

Brian Mzotho

Name	Surname	Contact	Address	Signature
Mandisa	Mateasi	0738135601	Jacob Zuma Str	
Nobuhle	Luphondana	0677934588	Mandela Str	
Phumela	Luphondana	064 723 5863	Jacob Zuma Str	
T.A	Nyanyama	0786553005	Tokyo Sexwale Str	

Annexure "D"

EVERGREEN VALUERS Pty Ltd

Year Round Meticulous

PROPERTY DESCRIPTION:

ERF 7292 JEFFREYS BAY, EASTERN CAPE (Vacant land) 1200m²

This one-page certificate has been prepared on instruction received from Kouga Municipality, as represented by **Marius Gysman**.



DEFINITION OF MARKET RENTAL:

Market Rent is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

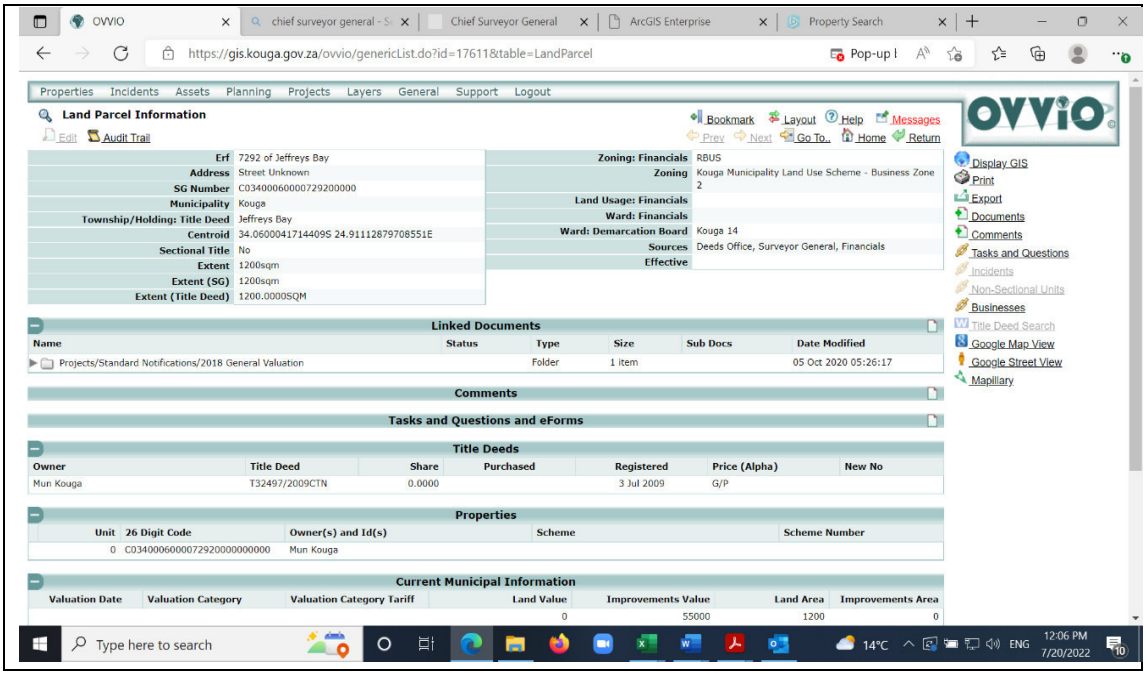
I the undersigned, L. Ferreira, consider this valuation to be a true reflection and a fair assessment of the subject property as on the date of valuation.

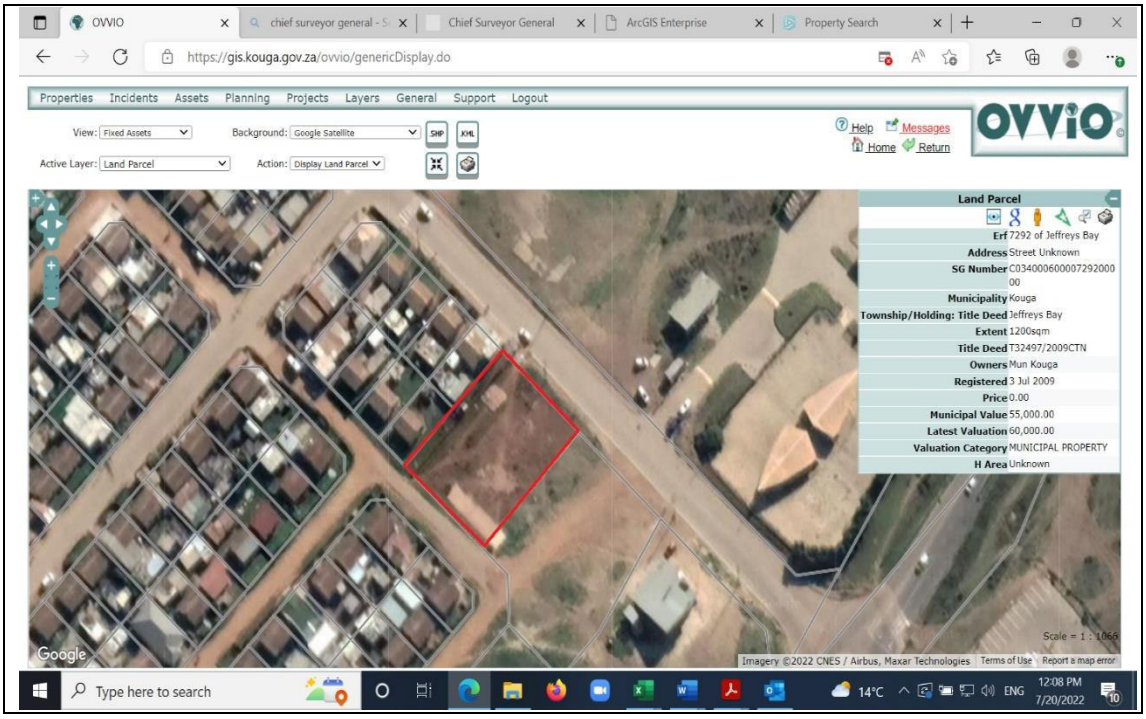
R400.00
(Four Hundred Rand Only) - per month

L Ferreira

Annexure "E"

Aerial image and Section 14 comments





Section 14 comments by the Directorates

ERF	AREA	LAND USE SCHEME	BUILDING CONTROL	MANAGEMENT
Erf 7292	Jeffreys Bay (Oceanview)	If zoning is confirmed Business, developer must submit a detailed site development plan for consideration.	Plans to be submitted once all TP regulations are complied with.	**SPATIAL:** Parcel earmarked for commercial use - Supported **AS:** Supported **TS:** No services on property **TP:** Supported if not wanted by the municipality for own use. **CS:** Supporting on condition that Building Control provides air quality regulations. **General:** Supported

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
PLANNING & DEVELOPMENT
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/PD31**

REQUEST TO GRANT COUNCIL'S FINAL APPROVAL TO ALIENATE (LEASE) OF COUNCIL PROPERTIES TO EARLY CHILDHOOD DEVELOPMENT CENTRES (CRECHES) TO REGISTERED SOCIAL CARE USERS

1. **Introduction**

The purpose of this report is to obtain Council's final approval to rescind Council resolution 22/06/PDT18 and to alienate (lease) municipal properties to the registered Early Childhood Development Centres (Creches) currently operating on the properties for the sole purposes of social care uses.

2. **Background**

The Land & Properties Section conducted a full Land Audit of all creches operating from municipal owned land in June 2022. Most Pre-school Educational Centres lease agreements have expired and are currently operating on a month-to-month basis which is determined at minimum rental cost of R10.00 per month.

3. **Discussion**

In compliance with Municipal Finance Management Act, 2003 (Act 56 of 2003) – Sections 14, 90 and 33 (MFMA), the public participation process was concluded.

However, the above method of disposal to donate was discussed further during a Collective Meeting and in conjunction with the Wind Farm who are supporting a number of these ECDC's it was advised that a more appropriate disposal method would be to provide long-term leases to the creches, hence to the request for Council to rescind resolution 22/06/PDT18. It also be noted that legislation does not make provision for donating land to non-governmental organizations.

On 7 November 2023, Council rescinded resolution 22/06/PDT18 which granted permission to dispose municipal properties to Early Childhood Development Centres by way of sale and that the alienation to the 25 Early Childhood Development Centres be on a long-term lease ****See attached as Annexure "A"**.

The below advertisement Notice 22/2024 for comments, input and objections for the alienation (lease) of properties to Early Childhood Development Centers (Creches) was placed 1 February 2024 until 1 March 2024. It be noted that objection was received from Sea Vista Property Owners NPO. The objection or comment rather request Council to consider a rental amount that should not

jeopardize the continued operation of these ECDC's. ****See attached as Annexure "B"**.

. The Section 14 process was concluded and is attached below as **Annexure "C"**.

4. **Financial Implications**

Completed by BTO -	
Project Description	Land Valuations & surveyor & planning services
Ukey no.	20210710001552
Budgeted Amount	R203 548
Amount spent and committed to date	R115 164.18
Amount Available	R88 383.82 KOUGA MUNICIPALITY 2024-03-11 BUDGET &TREASURY
Comment	

5. **Applicable Legislation**

Municipal Finance Management Act 56 of 2003
Municipal Asset Transfer Regulations
Kouga Municipal Disposal of Immovable Assets Policy of 2020

6. **Legal Implications**

If the long-term lease agreements are approved, the accounting officer will be authorized to enter into a written lease agreement with the proposed Lessee herein. The parties, being the Municipality as the Lessor/s and the Applicants herein as the Lessees, will be bound to the terms and conditions contained in such Lease Agreements, and in line with the provisions of the Leasing Policy for Municipally Owned Immovable Property.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Supported

8.2 **Acting Director: Planning & Development**

Recommendation supported.

8.3 **Director: Civil & Water Services**

Supported

8.4 **Director: Electro-Mechanical Services**

Noted

8.5 **Director: Community Services**

Noted

8.6 **Deputy Municipal Manager**

Supported

8.7 **Municipal Manager**

Supported

9. **Delegated Authority**

Council

10. **Recommendations**

10,1 That Council **grants final approval** for the alienation (long-term lease) of properties to the Registered Early Childhood Development Centres (Social Care Users) currently operating on the properties for the sole purposes of social care uses.

10.2 That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the properties listed below are not needed in future to provide the minimum level of basic municipal services.

10.3 That town planning activities and all other administrative processes be finalized.

10.4 That Council considers the current monthly rental of R10.00 paid by Creches as social care users.

10.5 That the property be used for the purpose applied for, and for no other purpose whatsoever, unless prior written consent has been obtained from the Lessor.

10.6 That the lease be cancelled if purpose applied for is not implemented within 3 years from date of signed lease agreement.

10.7 That Council authorizes the Accounting Officer to enter into long-term lease agreements with creches contemplated herein.

Item prepared by the: The Manager Land & Property Administration



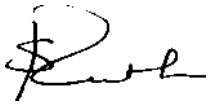
Item approved by the: Acting Director Planning & Development



Item endorsed by the Municipal Manager:



Item noted by Portfolio Chairperson:



Annexure "A"

SPECIAL COUNCIL MEETING HELD ON 7 NOVEMBER 2023: RESOLUTIONS

23/11/PD1 **REQUEST TO RESCIND PREVIOUS COUNCIL RESOLUTION AND GRANT COUNCIL'S INPRINCIPLE APPROVAL TO ALIENATE (LEASE) OF COUNCIL PROPERTIES TO EARLY CHILDHOOD DEVELOPMENT CENTRES (CRECHES) TO REGISTERED SOCIAL CARE USERS**

Resolved (7 November 2023)

1. That the Status Report: Land Audit on Creches operating from Council owned land be noted.

2. That Council rescind Council resolution 22/06/PDT18 and grant in-principle approval for the alienation (long-term lease) of property to the Registered Organizations (Social Care Users) currently operating on the properties with 53 restrictive conditions in respect of the land usage for the sole purposes of social care uses.

3. That in terms of Section 14 and 90 of the MFMA and departmental inputs, Council hereby confirms that the properties listed below is not needed in future to provide the minimum level of basic municipal services.

4. That Council grant authorization to the Accounting Officer to advertise Council's intention to alienate the properties by way of a long-term lease.

5. That town planning activities and all other administrative processes be finalized.

6. That Council authorizes the Accounting Officer to obtain the market-related rental valuation for consideration.

7. That Council authorizes the Accounting Officer to enter into long-term lease agreements with creches contemplated herein.

Annexure "B"

KOUGA
local municipality
Good Governance through Service Excellence

NOTICE NO 22/2024

PUBLIC PARTICIPATION NOTICE

PUBLIC INVITATION FOR COMMENTS AND OBJECTIONS TO THE COUNCIL'S INTENTION TO RESCIND COUNCIL RESOLUTION 22/06/PDT18 AND FOR THE DISPOSAL BY WAY OF A LEASE OF MUNICIPAL PROPERTIES

Notice is hereby given that at an Ordinary Council Meeting held on 7 November 2023, the Council resolved to rescind Council resolution 22/06/PDT18 and to call for public comments and objections on the intended disposal, by way of a lease of immovable assets, in accordance with all applicable Legislation and the Municipal Policy and Procedures of Immovable Assets:

That Council resolution 23/11/PD1 to grant in-principle approval for the alienation (long-term lease) of properties to the Registered Organizations (Social Care Users).

Land earmarked for alienation:

	Leasing Entity	Type	Property Description	Location	Extent
1	JEFFREYS BAY EDUCARE	CRECHE	ERF 33	PELLSRUS	1955m²
2	BIMBO CRECHE	CRECHE	ERF 85	KRUISFONTEIN	2691m²
3	ELDRID GROEP CRECHE	CRECHE	ERF 1568	PELLSRUS	1012m²
4	TOKYO SEXWALE CRECHE	CRECHE	A portion of ERF 492	PELLSRUS	6,9ha (Portion)
5	MKHUSELI KOLITI CRECHE	CRECHE	ERF 74 State Owned	THORNHILL	2151m²
6	UMZAMOMHLE CRECHE	CRECHE	ERF 2236	HANKEY	1772m² 3794m²
7	PHILLIPSVILLE CRECHE	CRECHE	ERF 15	HANKEY	5869m²
8	LOERIEHEUWEL CRECHE	CRECHE	ERF 47	LOERIE	2003m²
9	KABOUTER HESS & FREE CRECHE	CRECHE	ERF 1057	PATENSIE	942m²
10	NOXOLO CRECHE	CRECHE	ERF 570	PATENSIE	206m²
11	NOAH'S ARCH CRECHE	CRECHE	ERF 190	PELLSRUS	3566m²
12	HAASBEKKIES	CRECHE	A portion of ERF 5060	KRUISFONTEIN	1500m² of (1,5ha)
13	KOKKEWIET SPEELSKOOL	CRECHE	ERF 500	OYSTER BAY	1187m²
14	DIENKIE DOT CRECHE	CRECHE	A portion of ERF 1853	KRUISFONTEIN	3465m²
15	NKQUBELA CRECHE	CRECHE	ERF 2739	HUMANSDORP	1833m²
16	ETHEMBENI DAY CARE	CRECHE	ERF 2014	HANKEY	1798m²
17	MASIKHULE CRECHE / PRE SCHOOL	CRECHE	ERF 1301	HUMANSDORP	1487m²
18	SIEMBAMBA CRECHE	CRECHE	A portion of ERF 2	KRUISFONTEIN	1500m² of 7,6ha
19	MADIBA BAY CRECHE	CRECHE	ERF 1244	PELLSRUS	2300m²
20	DISNEY CRECHE	CRECHE	Erf 2596 Erf 2597 Erf 2598	SEA VISTA	370m²
21	KATE VAN DER MERWE CRECHE	CRECHE	A portion of Erf 710	KRUISFONTEIN	259m²
22	ANGELS DAY CARE	CRECHE	Erf 3365	KRUISFONTEIN	975m²

Members of the public or interested parties are hereby invited to submit comments and objections, on the intention of the municipality to lease and dispose of municipal land in writing to the Municipal Manager, 33 Da Gama Road, Jeffreys Bay, jreed@kouga.gov.za on or before Friday, 01 March 2024.

Further particulars are available for inspection at the office of the Directorate Planning and Development: Municipal Offices, 16 Woltemade Street, Jeffreys Bay. Contact: Mr. S. Grootboom: 0422002168

Mr. D de JAGER
DEPUTY MUNICIPAL MANAGER

P.O. Box 21
JEFFREYS BAY
6330

3824 118



SEAVISTA PROPERTY OWNERS

17 ELF STREET
SEAVISTA
ST FRANCIS
BAY 6312

Non-Profit Organisation Registration No: 2023/179085/08
Email: seavistapropertyowners@gmail.com

As the SVPO we encourage the means of increasing revenue to the Municipality through rentals. Our only objection is that when it's specific to Early Childhood Development rentals a more holistic approach should be taken. Since these are the enablers for steering communities towards inclusivity. Currently in Seavista the ECD's are not inclusive and centered towards exclusivity. Growth of these toddlers are not managed correctly and we therefore task the Municipality to investigate and place the criteria for languages offered, English as a first , Afrikaans and a third language.

Tourism a major income provider in the Kouga Region is an area where employment is offered to English speaking individuals. These positions are filled primarily by non-South Africans. This is but a tip of the iceberg in lack of educating our future generation to meet the demands of industry.

We task the Kouga Municipality to administer its property with future growth and prosperity of communities in mind.

Thank You

Acting Chair

Christo(Nathaar) Cupido

Annexure "C")

CRECHES AUDIT REPORT & S14 CONFIRMATIONS - JUNE 2022

	Leasing Entity	Type	Property Description	Location	Ownership	Extent	Zoning	Commencement Date Month-to-Month Lease Agreement	2018 Municipal Valuation	Rental	SDF	LAND USE	Section 14 AS: Assets TP: Town Planning HS: Human Resources TS: Technical Services
1	JEFFREYS BAY EDUCARE	CRECHE	ERF 33	PELLSRUS	Kouga Mun	1955m²	Educational	1 September 2018	680,000	R10,00pm 18/07/F15 26 July 2018	No objection. The property is in the urban edge and already zoned for the proposed use.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions.	AS: Recommended TP: No objection. The property is in the urban edge and already zoned for the proposed use. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
2	BIMBO CRECHE	CRECHE	ERF 85	KRUISFONTEIN	Regional Council	2691m²	Res 1	1 September 2018	410,000	R10,00 pa	No objection. A creche can be accommodated as a consent use on a residential property	Developer must obtain land use approval (Consent Use) for creche via formal application. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. A creche can be accommodated as a consent use on a residential property. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
3	ELDRID GROEP CRECHE	CRECHE	ERF 1568	PELLSRUS	Kouga Mun	1012m²	Group Housing	1 September 2018	580,000	R10,00pm 18/07/F15 26 July 2018	No objection. The property is in the urban edge and can be accommodated within residential areas.	Developer must obtain land use right (Consent use) for creche via a formal application. Application must be accompanied by resolution from Body Corporate in respect of proposed use... Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions.	AS: Recommended TP: No objection. The property is in the urban edge and can be accommodated within residential areas. Developer must obtain land use right (Consent use) for creche via a formal application. Application must be accompanied by resolution from Body Corporate in respect of proposed use. Title deed restrictions must be adhered TS: Supported HS: Supported

													CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
4	TOKYO SEXWALE CRECHE	CRECHE	A portion of ERF 492	PELLSRUS	Kouga Mun	6,9ha (Portion)	POS	1 September 2018	700,000	R10,00pm 18/07/F15 26 July 2018	No objection. The applicable scheme makes provision on public open spaces.	Should current zoning be "Public Open Space", the developer must obtain land use right (Consent Use) for creche on Public Open Space via formal application. If approved, developer must submit a detailed site development plan for approval prior to consideration of building plans. Title deed restrictions, if any, must be taken into consideration. . In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions.	AS: Recommend 1500m² TP: No objection. The applicable scheme makes provision on public open spaces. obtain land use right (Consent Use) for creche Title deed restrictions must be adhered TS: supported but needs to be subdivided HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
	Leasing Entity	**Type**	**Property Description**	**Location**		**Extent**	**Zoning**	**Commencement Date Month-to-Month Lease Agreement**	**2018 Municipal Valuation**	**Rental**	**SDF**	**LAND USE**	**Section 14 AS: Assets TP: Town Planning HS: Human Resources TS: Technical Services**
5	MKHUSELI KOLITI CRECHE	CRECHE	ERF 74 State Owned	THORNHILL	Province of EC	2151m²	POS	1 September 2018	200,000	R10,00pm 18/07/F15 26 July 2018	No objection. The applicable scheme makes provision on public open spaces.	Developer must obtain land use right (Consent Use) for creche on Public Open Space via formal application. If approved, developer must submit a detailed site development plan for approval prior to consideration of building plans. Title deed restrictions, if any, must be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Property Registered Provincial Dept T40195/1995. To be transferred to KLM TP: supported subject to all condition/requirements stated. obtain land use right (Consent Use) for creche Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
6	UMZAMOMHLE CRECHE	CRECHE	ERF 2236	HANKEY	Kouga Mun	1772m² 3794m²	Institutional	1 September 2018	490,000 1,000,000	R10,00pm 18/07/F15 26 July 2018	No objection. A creche can be accommodated as a consent use on a residential property.	Developer must obtain land use approval (Consent Use) for creche via formal application. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Report indicated as Erf 2236, Hankey are correct TP: Obtain land use approval (Consent Use) for creche Title deed restrictions must be adhered HS: Erf 695 - Private Property: Waith Rudoplh T109473/2002 CTN. Erf 2236, Hankey is correct erf number TS: Supported

7	PHILLIPSVILLE CRECHE	CRECHE	ERF 15	HANKEY	Kouga Mun	5869m²	POS	1 September 2018	1,200,000 40,000	R10,00pm 18/07/F15 26 July 2018	No objection. A creche can be accommodated as a consent use on a residential property.	Developer must obtain land use approval (Consent Use) for creche via formal application. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Report indicated as Erf 15, Hankey (1500m²) TP: obtain land use approval (Consent Use) for creche Title deed restrictions must be adhered HS: 1340 Private Property: Wensley Walsh T14818/2018. Erf 15, Hankey is correct erf number TS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
8	LOERIEHEUWEL CRECHE	CRECHE	ERF 47	LOERIE	Kouga Mun	2003m²	POS	1 September 2018	610,000	R10,00pm 18/07/F15 26 July 2018	No objection. The applicable scheme makes provision on public open spaces	Developer must obtain land use right (Consent Use) for creche on Public Open Space via formal application. If approved, developer must submit a detailed site development plan for approval prior to consideration of building plans. Title deed restrictions, if any, must be taken into consideration. . In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommend 1500m² TP: Property to be subdivided and rezoned obtain land use right (Consent Use) for creche. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.

	Leasing Entity	**Type**	**Property Description**	**Location**	**Ownership**	**Extent**	**Zoning**	**Commencement Date Month-to-Month Lease Agreement**	**2018 Municipal Valuation**	**Rental**	**SDF**	**LAND USE**	**Section 14 AS: Assets TP: Town Planning HS: Human Resources TS: Technical Services**
9	KABOUTER HESS & FREE CRECHE	CRECHE	ERF 1057	PATENSIE	Kouga Mun	942m²	Institution al	1 September 2018	480,000	R10,00pm 18/07/F15 26 July 2018	No objection. The proposed use is a primary use within this zone.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with

													Town Planning and Environmental Health Regulations.
10	NOXOLO CRECHE	CRECHE	ERF 570	PATENSIE	Kouga Mun	205m²	Res 1	1 September 2018	180,000	R10,00pm 18/07/F15 26 July 2018	No objection. A creche can be accommodated as a consent use on a residential property.	Developer must obtain land use approval (Consent Use) for creche via formal application. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. A creche can be accommodated as a consent use on a residential property. obtain land use approval (Consent Use) for creche. Title deed restrictions must be adhered TS: Supported but building seems to encroach on erf 1132 HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
11	NOAH'S ARCH CRECHE	CRECHE	ERF 190	PELLSRUS	Kouga Mun	3566m²	Special Business	1 September 2018	1,800,000	R10,00pm 18/07/F15 26 July 2018	No objection. The proposed use may be accommodated on business zone.	Developer must obtain approval for land use right for creche via formal application. If approved, developer must submit a detailed site development plan for approval prior to consideration of building plans. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. The proposed use may be accommodated on business zone. obtain approval for land use right for creche Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
12	HAASBEKKIES	CRECHE	A portion of ERF 5060	KRUISFONTEIN	Kouga Mun	1500m² of (1,8ha)	POS	1 September 2018	740,000	25% Market Related Rental	No objection. The applicable scheme makes provision on public open spaces	Developer must obtain land use right (Consent Use) for creche on Public Open Space via formal application. If approved, developer must submit a detailed site development plan for approval prior to consideration of building plans. Title deed restrictions, if any, must be taken into consideration. . In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommend 1500m² TP: No objection. The applicable scheme makes provision on public open spaces must obtain land use right (Consent Use) for creche. Title deed restrictions must be adhered TS: not supported – reservoir situated on portion. Erf 5060, Kruisfontein has been subdivided and registered HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and

													Environmental Health Regulations.

	Leasing Entity	Type	Property Description	Location	Ownership	Extent	Zoning	Commencement Date Month-to-Month Lease Agreement	2018 Municipal Valuation	Rental	SDF	LAND USE	Section 14 AS: Assets TP: Town Planning HS: Human Resources TS: Technical Services
13	KOKKEWIET SPEELSKOOL	CRECHE	ERF 500	OYSTER BAY	Kouga Mun	1187m²	Institutional	1 September 2018	190,000	25% Market Related Rental	No objection. The proposed use is a primary use within this zone.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
14	DIENKIE DOT CRECHE	CRECHE	A portion of ERF 1853	KRUISFONTEIN	Kouga Mun	3465m²	POS	1 September 2018	35,000	R10,00pm 18/07/F15 26 July 2018	No objection. The applicable scheme makes provision on public open spaces	According to record the property is zoned Open Space Zone 1. Developer must apply for land use right (Consent Use) for creche. If approved, a detailed site development plan will be required for approval prior to building plan. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommend 1500m² TP: To be subdivided and rezoned. No objection. The applicable scheme makes provision on public open spaces apply for land use right (Consent Use) for creche. Title deed restrictions must be adhered **ERF 5535, -** application to extend creche facilities TS: Supported but large portion HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
15	NKQUBELA CRECHE	CRECHE	ERF 2739	HUMANSDORP	Kouga Mun	1833m²	Institutional	1 September 2018	690,000	25 % Market Related Rental	No objection. The proposed use is a primary use within this zone.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must	AS: Recommended TP: No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported

												submit a conveyancer certificate in respect of possible title deed restrictions	HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
16	ETHEMBENI DAY CARE	CRECHE	ERF 2014	HANKEY	Kouga Mun	1798m²	Informal Res	1 September 2018	460,000	R10,00 pa	No objection. Creches may be accommodated as additional rights.	Developer must obtain approval for additional right to conduct a creche.	AS: Recommended TP: No objection. Creches may be accommodated as additional rights. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
17	MASIKHULE CRECHE / PRE SCHOOL	CRECHE	ERF 1301	HUMANSDORP	Sarah Felix	1487m²	Res 1	1 September 2018	890,000	R10,00 pa	No objection. A creche can be accommodated as a consent use on a residential property.	Developer must obtain land use approval (Consent Use) for creche via formal application. Council policy on child-care facilities on residential erf must be taken into consideration. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. A creche can be accommodated as a consent use on a residential property. Title deed restrictions must be adhered TS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations. HS: **Erf 349** - Private Property: Unathi Makolo T20249/2019. Erf 1301 is correct erf number
	Leasing Entity	**Type**	**Property Description**	**Location**		**Extent**	**Zoning**	**Commencement Date Month-to-Month Lease Agreement**	**2018 Municipal Valuation**	**Rental**	**SDF**	**LAND USE**	**Section 14 AS: Assets TP: Town Planning HS: Human Resources TS: Technical Services**
18	SIEMBAMBA CRECHE	CRECHE	A portion of ERF 2	KRUISFONTEIN	Kouga Mun	1500m² of 7,6ha	Agriculture	1 September 2018	1,600,000	R10.00 pa	No objection. Creches may be accommodated on Agricultural properties	Developer must obtain land use right (Consent Use) for creche. If approved, developer must submit a detailed site development plan for approval prior to submission of building plans. Title deed restrictions, if any, must also be taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended 1500m² TP: To be subdivided and rezoned. No objection. Creches may be accommodated on Agricultural properties obtain land use right (Consent Use) for creche Title deed restrictions must be adhered TS: Supported but needs to be subdivided. HS: Supported

													CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
19	MADIBA BAY CRECHE	CRECHE	ERF 1244	PELLSRUS	Kouga Mun	2300m²	Educational	1 September 2018	280,000	R10,00 pa	No objection. The proposed use is a primary use within this zone.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommended TP: No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
20	DISNEY CRECHE	CRECHE	Erf 2596 Erf 2597 Erf 2598	SEA VISTA	Kouga Mun	370m²	Institutional Institutional Institutional	1 September 2018	20,000 20,000 20,000	25 % Market Related Rental	No objection. The proposed use is a primary use within this zone.	Proposed use is in line with zoning. Developer must submit a detailed Site Development plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Supported TP: Physical visit should be done to confirm Erf numbers No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
21	KATE VAN DER MERWE CRECHE	CRECHE	A portion of Erf 710	KRUISFONTEIN	Kouga Mun	259m²	POS	1 September 2018	59,000	25 % Market Related Rental	No objection. The applicable scheme makes provision on public open spaces	According to record the property is zoned Open Space Zone 1. Developer must apply for land use right (Consent Use) for creche. If approved, a detailed site development plan will be required for approval prior to building plan. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	AS: Recommend TP: To be subdivided and rezoned. No objection. The applicable scheme makes provision on public open spaces apply for land use right (Consent Use) for creche. Title deed restrictions must be adhered **ERF 5535, -** application to extend creche facilities TS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.
22	ANGELS DAY CARE	CRECHE	Erf 3365	KRUISFONTEIN	Kouga Mun	975m²	Community Zone	New Application	20,000	25 % Market Related Rental	No objection. The applicable scheme makes provision on public open spaces	Proposed use is in line with zoning. Developer must submit a detailed Site Development	AS: Recommended

											Compliance with all other legislation requirements before building plans be submitted	plan for approval prior to consideration of building plans. Note: Title deed restrictions must be adhered taken into consideration. In absence of title deed, the developer must submit a conveyancer certificate in respect of possible title deed restrictions	TP: No objection. The proposed use is a primary use within this zone. Title deed restrictions must be adhered TS: Supported HS: Supported CS: In support, ECD centers to ensure compliance with Town Planning and Environmental Health Regulations.

REPORTS BY THE PORTFOLIO CHAIRPERSON: ELECTRO-MECHANICAL SERVICES

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
ELECTRO-MECHANICAL SERVICES
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/EMS6**

APPROVAL OF THE ELECTRICITY LOSSES REDUCTION PLAN

1. **Introduction**

The purpose of this item is to present to Council the Draft Electricity Losses Reduction Plan for consideration and approval.

2. **Background**

The Electro-mechanical Directorate, electrical section has made substantial improvements in line with the electrical loss reduction plan. The Plan has been drafted and updated to address the challenges contributing to the electrical losses.

The initiatives already implemented since July 2023:

- Prepaid meter inspections through the TID project.
- Install meters at pumpstation to register consumption where it was never measured before.
- Assessing large power users and their bulk meters to ensure accurate billing.
- Currently programing check meters on our Eskom bulk supplies.

3. **Discussion**

Refer to ***Annexure A*** for the Electricity Reduction Action Plan.

It is anticipated that once the Electricity Reduction Plan comes into full effect the necessary budget will be required to fund the impact which the Electricity Reduction Plan is intended to have in order to further reduce the electricity losses.

4. **Financial Implications**

Completed by BTO -	None
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	

BTO Signature	

5. **Applicable Legislation**

Electricity Regulations Act, No.4 2006

6. **Legal Implications**

None

7. **Other Implications**

This plan is also required to address an action in the Audit Action Plan

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report supported.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is supported.

8.4 **Director: Electro-Mechanical Services**

The electricity loss reduction plan is shared responsibility between the Electrical Department and the Finance Revenue section. If submitted information is not captured correctly or meters are not read it will influence the loss calculations.

The last reported losses at the end of July 2023 to NERSA was 12.22%,

8.5 **Director: Community Services**

Item supported

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That Council approves the Electricity Loss Reduction Plan.

Item prepared by the: Area Engineer Jeffreys Bay M Mangembe

Item approved by the: Director: Electro-Mechanical Services

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

Annexure A

Item	Problem	Action required	Department	Responsible Official	Timeframe	Output	Comments by directorate
1	Illegal connections / meter tampering	TID Roll out to be performed	Electro-mechanical	T Madatt	Oct-24	All prepaid meters to be inspected, monthly reports to be received from the team. Anomalies to be verified by the department.	The TID program is running reported meter anomalies are reported to the department to act on those meters conducting further inspections, 9441 meters inspected to date and re-programmed.
		Anomalies identified to be assessed and addressed accordingly	Electro-mechanical	T Madatt	Monthly	As the SP leave the area the report is handed over to Kouga to investigate.	Report submitted with invoice and Kouga staff attend to conduct further inspections, rectification is done.
		Weekly Reports from TID Roll out submitted to Revenue to updated Financial System	Electro-mechanical	T Madatt	Weekly	To be discussed with ONTEK on its feasibility	Preferred period monthly to assess comparative data.
		Financial System data to be updated (data cleansing)	Finance	S Daniels	Weekly		
		Low / No consumption Reports to be assessed to identify properties to be investigated	Electro-mechanical	T Madatt	Monthly	We discussed the population of our organogram to have dedicated staff for this.	No additional staff employed to date, extremely fatigued staff do what they able to.

		Meters at properties to be investigated / correction actions implemented'	Electro-mechanical	T Madatt	Monthly	Also to educate the meter readers as to what to look for when reading meters to assist.	No engagement has taken place, more complaints received on meters not properly read, Also SSEG reading removed from meter readers due to its technical composition.
		Meter reader training to identify illegal connections / tampering	Electro-mechanical	T Madatt	Once off	To be discussed between SD and Electrical team.	To be actioned.
2	Under-billing	Bulk Meter Audit to be performed to identify inaccuracies in usage (kwhr)	Electro-mechanical	T Madatt	5 Months	Tender to go to BSC Friday 07 July 2023, process to determine accurate timeframe	Tender withdrawn due to other priorities but will be resubmitted in the 2023/24 FY
		Assessed the info from audit and develop a corrective action plan	Electro-mechanical	T Madatt	8 Months	Tender to go to BSC Friday 07 July 2023, process to determine accurate timeframe. Timeframes are linked, realistically three months after appointment.	Electrical staff to issue option to change tariffs allowed once per every 12 months. Educate consumers about the payment structures so that the consumer is aware of the changes to their accounts.
		Implement correction actions i.e. replacement of factor meter with standard bulk meter	Electro-mechanical	T Madatt	8 Months	Once reports are received, action to follow.	Internal audit is conducted on all bulk meters, 20 meters has already been installed at pumpstations. A 7 day tender was advertised on 12 February 24 to procure more bulk meters to

							replace factor meters. Many businesses will now receive correct readings and be billed accordingly.
3	Meter readings	All electricity meters to be read monthly	Finance	S Daniels	Monthly		
		Automated meter readings to be performed (elimination of manual process)	Finance	S Daniels			
		All anomalies from meter readings to be reported to I&E monthly	Finance	S Daniels	Last working day of month		
		Monthly reporting on anomalies being addressed	Electro-mechanical	T Madatt	Monthly	Information received from ONTEK	The issues are addressed as the information is received.
		Installation of Automated Bulk Meters, based on outcome of Bulk Meter Audit	Electro-mechanical	T Madatt	8 Months	Study to indicate shortfall and rectification to commence.	To be actioned after the AMR tender is awarded.
4	Installation on New Electricity Meters	By-laws and Policies to be reviewed to enforce Smart Metering for all new developments	Electro-mechanical	T Madatt	3 months	Documents to be identified and workshopped, send to provincial for gazzetting	The document is in the process of being updated.
		Perform an assessment on converting all conventional meters to Smart meters (eliminate	Electro-mechanical	T Madatt	Immediately	As from 1 July all new connections pay for a smart electricity meter. Once the stores	Tender to be advertised as a stores item, a list of the residential units are compiled and will be

		meter readings / load management)				tender is accepted we will procure and install the backlog as from 1 July 23.	installed at the listed properties.
		Perform an assessment on converting all prepaid meters to Smart meters (load management)	Electro-mechanical	T Madatt	Immediately	A study will be conducted where meters are installed to pilot the full implementation.	Study has not started yet, need financial resources, staff and vehicles.
		Assessment of properties with no meters (All ratable properties excl plots assessed for both water and electricity meters)	Finance	S Daniels	31-Jul-23		
		List submitted to EM to install Electricity meters	Finance	S Daniels	Monthly		
		Electricity meters installed as per Assessment	Electro-mechanical	T Madatt	monthly		As received.
		SOP to be developed for installation of new meter and removal of old meter (info to flow to Revenue)	Electro-mechanical	T Madatt	End of September 24		SOP to be addressed, the procedure in place is that all applications submitted to finance department is recorded on a cover page, finance sign for all documentation received for control.

REPORTS BY THE PORTFOLIO CHAIRPERSON: CIVIL & WATER SERVICES

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
CIVIL & WATER SERVICES
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/CWS22**

APPROVAL OF THE FINAL PROJECT IMPLEMENTATION PLAN (PiP) FOR THE 24/25 FY MIG ALLOCATED GRANT FUNDING

1. **Introduction**

The purpose of this Item is to obtain Council approval for the Final MIG Project Implementation Plan (PiP) for the 24/25 FY.

2. **Background**

As per the Division of Revenue Act No. 5 of 2022 (DORA), each municipality must submit a Council approved Final Project Implementation Plan (PiP) for the MIG grant funded projects by 30 April 2024. The final Council approved PiP for the 24/25 FY must be submitted by 30 April 2024 to CoGTA.

This 24/25 FY PiP indicates that Kouga LM is fully committed to implement MIG funded projects for the 24/25 FY.

3. **Discussion**

As per the latest DORA Annexures published as in March 2024, Kouga LM's MIG allocation for the 24/25 FY is R36,558,000.00 (VAT inclusive).

The PMU has prepared the Final PiP for the 24/25 FY. The Final PiP is compliant with COGTA's Risk Adjustment Strategy to reach a 60% expenditure by December 2024. Refer to Annexure A for the Final 24/25 FY MIG PiP.

The Final 24/25 FY MIG PiP is attached to this Item for approval by Council.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	

BTO Signature	

5. **Applicable Legislation**

As per the Division of Revenue Act (DORA), each municipality must submit a Council approved Final Project Implementation Plan (PiP) by 30 April 2024.

6. **Legal Implications**

Duties and responsibilities of receiving officers are set out under the applicable legislation, which requires certain peremptory information to be submitted by a municipality in a report as contemplated in section 12(4) and, which must form part of the report contemplated in section 171 of the LG: Municipal Finance Management Act No. 56 of 2003.

Funds transferred by error or fraud will be recovered from the transferring officer as contemplated in section 24 for DORA, unless set-off instructions are received from National Treasury.

Expenditure incurred contrary to DORA by Kouga Municipality results in irregular expenditure and an official guilty of non-compliance is guilty of financial misconduct, as contemplated in sections 32 and 33 of DORA.

7. **Other Implications**

None.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The adoption of the Final PiP for MIG Grant funded projects by Council is critical to ensure Kouga LMs adherence to DORA requirements.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item noted

8.6 **Deputy Municipal Manager**

Item noted.

8.7 **Municipal Manager**

Item noted.

9. **Delegated Authority**

Council

10. **Recommendations**

10.1 That the Final Project Implementation Plan for MIG projects for the 24/25 FY be approved by Council.

Item prepared by the: PMU Manager

Item approved by the: Civil and Water Services:

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

MUNICIPAL INFRASTRUCTURE GRANT (MIG)
MANAGEMENT (PMU) FINAL BUSINESS PLAN: - 2024/2025 FINANCIAL YEAR

Name of Municipality	Kouga Local Municipality				
PERSONNEL EXPENDITURE					
PMU Position	**Person Nominated**	**Qualifications of nominated person**	**Contact Details**	**Monthly Billing**	**Annual Billing (Salary Only)**
PMU Manager	Jacques Du Toit	Beng: PR ENG	jdutoit@kouga.gov.za 042 2002 8619 067 106 3691	R 55 292,78	R 663 513,36
PMU Technician	Bukeka Matshikili	NDIP: Civil Engineering	bmatshikili@kouga.gov.za 042 200 8367 083 256 5301	R 32 001,06	R 384 012,72
Contracts Officer	Zirk Buys	Btech: Civil Engineering	zbuys@kouga.gov.za	R 31 267,92	R 375 215,04
Data Capturer	Akhona Saul	Matric	asaul@kouga.gov.za 042 200 2200	R 5 300,00	R 63 600,00

NONE PERSONAL EXPENDITURE ITEMS		
Expenditure Item	**Monthly Expenditure**	**Annual Expenditure**
Salaries, wages and allowances	R 117 954,79	R 1 415 450,88
Housing benefits	R 1 801,76	R 21 621,12
Social Contributions and accomodation	R 32 569,00	R 390 828,00
	R 152 325,55	**R 1 827 900,00**

SIGNED BY CFO) (Or delegated person, include letter of delegation)

NAME: _____

SIGNATURE: _____

DATE: _____

CONTACT DETAILS: _____

SIGNED BY MUNICIPAL MANAGER (Or delegated person, include letter of delegation)

NAME: _____

SIGNATURE: _____

_____

DATE: _____

CONTACT DETAILS: _____

KOUGA LM FINAL MIG IMPLEMENTATION PLAN (AS AT 11 MARCH 2024): 2024/2025 FINANCIAL YEAR

Name of Municipality	KOUGA LOCAL MUNICIPALITY

MIS Form ID	National Registration Number (as on the MIG-MIS)	Project Title	EPWP Y/N	MIG Category (B,P or E)	Project Type (water, sanitation etc)	Total Project Cost	Registered MIG Funds	Project Status (Not registered, Registered, Design & Tender, Contractor appointed,	Date: Consultant appointed or to be appointed	Date: Tender advertised or to be advertised	Date: Contractor appointed or to be appointed	Date: Project to be completed yy-mm-dd	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total planned expenditure on MIG for 2024/25 (excl VAT)	Total planned expenditure on MIG for 2024/25 (incl VAT)
458 320	S/EC/19290/22/25	Upgrading of KwanoMzamo WWTW	Y	B	Sanitation	R42 360 556.91	R42 360 551.91	Registered	Zutari	N/a	Lekratek	Feb-25	4 000 000	3 000 000	4 000 000	3 200 000	2 000 000	3 600 000	2 500 000	2 000 000	2 000 000	1 500 000	1 000 000	369 587	29 169 587	33 545 025,00
458 559	EC2022/23/11/146	Upgrading of gravel roads in Kouga Phase 2	Y	P	Road	R37 038 263.90	R37 038 263.90	Registered	JG Afrika	30/04/2024	30/06/2024	Dec-25	50 000	50 000		-	-	-	-					50 000	150 000	172 500,00
461 213	EC2022/23/11/149	La Mer New Sewer Rising Main - **Planning**	Y	B	Sanitation	R1 480 050.00	R1 480 050.00	Registered	MJM	N/a	N/a	N/a	50 000	50 000	50 000	20 000	20 000	10 000	-				-	-	200 000	230 000,00
460 633	S/EC/19292/23/26	Jeffreys Bay Sewer Pipe Upgrade in Oceanview **Planning stage**	Y	B	Sanitation	R747 500.00	R747 500.00	Registered	Jul-23	N/a	N/a	N/a	20 000	20 000	20 000	15 000	5 500		-				-		80 500	92 575,00
501248	EC2023/24/22/264	Phillipsville Sportsfield Upgrade	Y	P	Sports facility	R11 393 193,75	R11 393 193,75	Registered	Jul-24	May-30	N/A	N/A	20 000	30 000	80 000	100 000	60 000		70 000	70 000	70 000				500 000	575 000,00
461 916	EC2022/23/11/152	Design of new High Mast Lights- **Planning**	Y	E	Electricity	R645 150.00	R645 150.00	Registered	In place	N/a	N/a	N/a	25 000	25 000	25 000	25 000	-	-	-	-	-	-	-	-	100 000	115 000,00
		PMU ADMIN (5% Top Slice)											132 457	132 457	132 457	132 457	132 457	132 457	132 457	132 457	132 457	132 457	132 457	132 457	1 589 478	1 827 900,00
																					TOTAL MIG ALLOCATION 24/25				**31 789 565**	**36 558 000**

This must be equal to the allocations published in the DoRA for the MIG.

SIGNED BY MUNICIPAL MANAGER (Or delegated person, include letter of delegation)

NAME: _____

SIGNATURE: _____

DATE: _____

CONTACT DETAILS: _____

CHIEF FINANCIAL OFFICER

NAME: _____

SIGNATURE: _____

DATE: _____

CONTACT DETAILS: _____

REPORTS BY THE PORTFOLIO CHAIRPERSON: COMMUNITY & SAFETY SERVICES

KOUGA
local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
COMMUNITY SERVICES
OPEN
DATE: 14 MARCH 2024
ITEM NO: **24/03/CSS6**

PROCLAMATION OF KOUGA MUNICIPALITY AS MANAGEMENT AUTHORITY OF NOORSEKLOOF NATURE RESERVE AND THE DECLARATION OF TWO NEW NATURE RESERVES IN THE KOUGA MUNICIPAL REGION

1. **Introduction**

The report aims to inform the Council that the MEC for Economic Development, Environmental Affairs, and Tourism of the EC has approved and assigned Kouga Local Municipality as the Management Authority of the Noorsekloof Nature Reserve. Additionally, the report declares the two new nature reserves in the Kouga Municipal Region, namely Vorentoe Nature Reserve and Thula Moya Nature Reserve.

2. **Background**

In May 2023 Kouga Municipality applied to the MEC for Economic Development, Environmental Affairs and Tourism of the Eastern Cape Province to assign Kouga Local Municipality as the Management Authority of the Noorsekloof Nature Reserve in terms of Section 38(2)(A) of the National Environmental Management: Protected Areas Act (Act No. 57 of 2003) ("the Act").

The Noorsekloof Nature Reserve was proclaimed as a local authority nature reserve in terms of section 7(5) of the Nature and Environmental Conservation Ordinance, 1974 (Ordinance 19 of 1974), by the Province of the Cape of Good Hope Gazette Number 4272, Notice No. 356/1983 of 24 June 1983. It should be noted that section 12 read together with section 23(5) of the Act expressly deems areas that were reserved or protected in terms of provincial legislation immediately before the promulgation of the Act, to be regarded as a nature reserve in terms of section 23 of the Act. Therefore, the Noorsekloof Nature Reserve is accordingly regarded as being declared in terms of section 23 of the Act.

3. **Discussion**

The MEC is duly authorised in terms of section 38(2)(a) of the Act to assign, in writing, the management of a nature reserve to a suitable person, organization or organ of state.

The property comprising the local nature reserve, known as Noorsekloof Nature Reserve, is vested in the Kouga Local Municipality and therefore the KLM is accordingly regarded as a "suitable organ of state".

Kouga Local Municipality was informed that it is now formally assigned as the Management Authority of the Noorsekloof Nature Reserve in terms of the NEM:

Protected Areas Act. Please refer to the notice on page 6 of the attached Provincial Gazette, Annexure 3. The attached Gazette also included the declarations of 2 new Nature Reserves in the Kouga region, namely the Vorentoe Nature Reserve and Thula Moya Nature Reserve.

The following information is attached as Annexures:

3.1 **Annexure 1** – Copy of the proclamation notice whereby the Noorsekloof Nature Reserve was proclaimed as a local authority nature reserve in terms of section 7(5) of the Nature and Environmental Conservation Ordinance, 1974 (Ordinance 19 of 1974), by the Province of the Cape of Good Hope Gazette Number 4272, Notice No. 356/1983 of 24 June 1983.

3.2 **Annexure 2** – A diagram delineating the boundaries of the proclaimed Noorsekloof Nature Reserve.

3.3 **Annexure 3** – No. 5051 Provincial Gazette, Extraordinary 15 February 2024

4. **Financial Implications**

Completed by BTO -	Not Applicable.
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

National Environmental Management Act (NEMA)
Section 38(2)(A) of the National Environmental Management Act: Protected Areas Act (Act No. 57 of 2003) ("the Act").

Section 7(5) of the Nature and Environmental Conservation Ordinance, 1974 (Ordinance 19 of 1974), by the Province of the Cape of Good Hope Gazette Number 4272, Notice No. 356/1983 of 24 June 1983.

6. **Legal Implications**

The declared areas are now considered to be protected and all legislative provisions regarding protected areas must be adhered to by the Municipality.

The management authority for the two newly declared reserves must be determined.

7. **Other Implications**

Since the Management Authority assignment is completed, Eastern Cape Parks and Tourism (ECPTA) needs to facilitate the processes to get the management plan for the **Noorsekloof Nature Reserve** formally approved. ECPTA needs to facilitate a public participation process for the approval of the required management plans.

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted

8.2 **Acting Director: Planning & Development**

Item supported

8.3 **Director: Civil & Water Services**

Item supported

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community Services**

Item supported.

8.6 **Deputy Municipal Manager**

Supported.

8.7 **Municipal Manager**

Supported.

9. **Delegated Authority**

Council

10. **Recommendation**

10.1 That the approval of the MEC for Economic Development, Environmental Affairs, and Tourism of the Eastern Cape Province to assign Kouga Local Municipality as the Management Authority of the Noorsekloof Nature Reserve be noted and supported.

10.2 That the declaration of two new Nature Reserves, Vorentoe and Thula Moya Nature Reserve in the Kouga Region be noted.

10.3 That the management plans be developed by the directorate within 12 months from date of promulgation.

Item prepared by the: Environmental Specialist

Item approved by the: Director – Community & Safety Services

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

of unoccupied developed premises where such service is available and not made use of.

(c) The owner of the premises referred to in paragraph (b) shall be liable for the payment of such fee.

Exemptions

13. The Council may, on the recommendation of the Chief Health Inspector exempt the owner or occupier of any dwelling, public building or other premises from the implementation of sections 2 (1), 3 (1), 3 (2) and 6 (1) of this by-law; provided that the Council shall be satisfied that no nuisance will result therefrom; provided further that the Council may at any time rescind any such exemption and thereupon the said section shall again apply to such occupier.

Obstruction

14. Any person who wilfully interferes with, molests, obstructs or impedes any employee of the Council in the execution of his duties in terms of this by-law, shall be guilty of an offence.

Penalty

15. Any person who contravenes or fails to comply with any provision of this by-law, shall be guilty of an offence and liable on conviction to a penalty not exceeding R200, and, in the case of a continuing offence, to an additional penalty not exceeding R10 for each day on which such offence is continued.

P.N. 356/1983 24 June 1983

JEFFREYS BAY MUNICIPALITY: ESTABLISHMENT OF A LOCAL NATURE RESERVE

Notice is hereby given in terms of section 7 (5) of the Nature and Environmental Conservation Ordinance, 1974 (Ordinance 19 of 1974), that the Administrator has granted an application for approval of the establishment of a local nature reserve by the Jeffreys Bay Municipality in the area of jurisdiction of the said Municipality on land vested in such Municipality, which will be known as the "Noorsekloof Nature Reserve", and the boundaries whereof are as indicated on a diagram filed in the office of the Director: Nature and Environmental Conservation and the office of the Municipal Council of Jeffreys Bay.

bewoonde beboude persele waar sodanige diens beskikbaar is, maar nie gebruik word nie.

(c) Die eienaar van die perseel in paragraaf (b) vermeld, is aanspreeklik vir die betaling van sodanige geld.

Vrystellings

13. Die raad kan op aanbeveling van die hoofgesondheidsinspekteur die eienaar of okkupeerder van 'n woning, openbare gebou of ander perseel vrystel van die werking van artikels 2 (1), 3 (1), 3 (2) en 6 (1) van hierdie verordening; met dien verstande dat die raad daarvan oortuig moet wees dat geen oorlas daardeur sal ontstaan nie; voorts met dien verstande dat die raad te eniger tyd enige sodanige vrystelling kan intrek en daarna is genoemde artikels weer van toepassing op sodanige okkupeerder.

Verhindering

14. Iedereen wat hom opsetlik inmeng met enige werknemer van die raad by die uitvoering van sy pligte ingevolge hierdie verordening of wat sodanige werknemer molesteer, dwarsboom of hinder, is skuldig aan 'n misdryf.

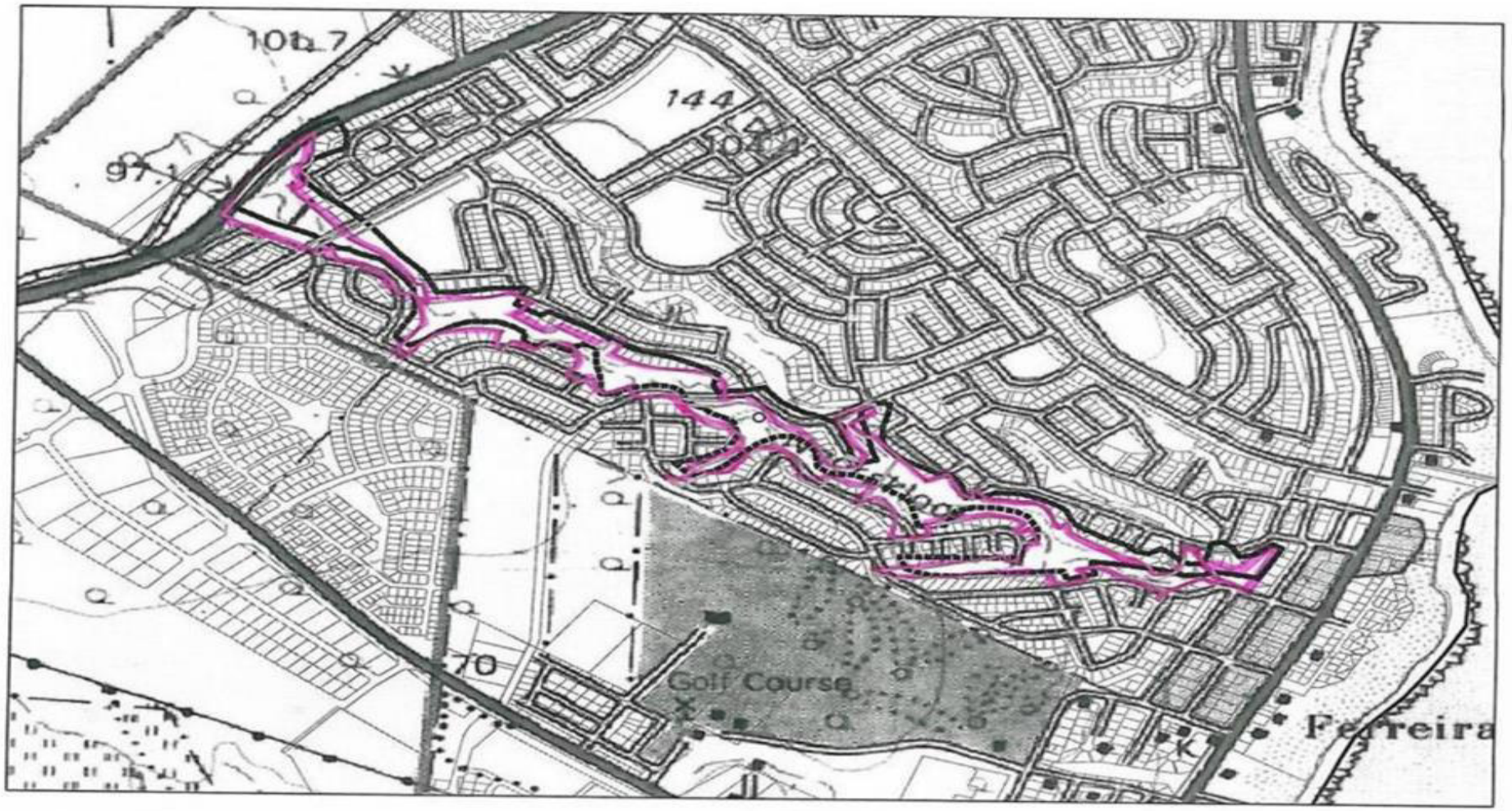
Strafbepaling

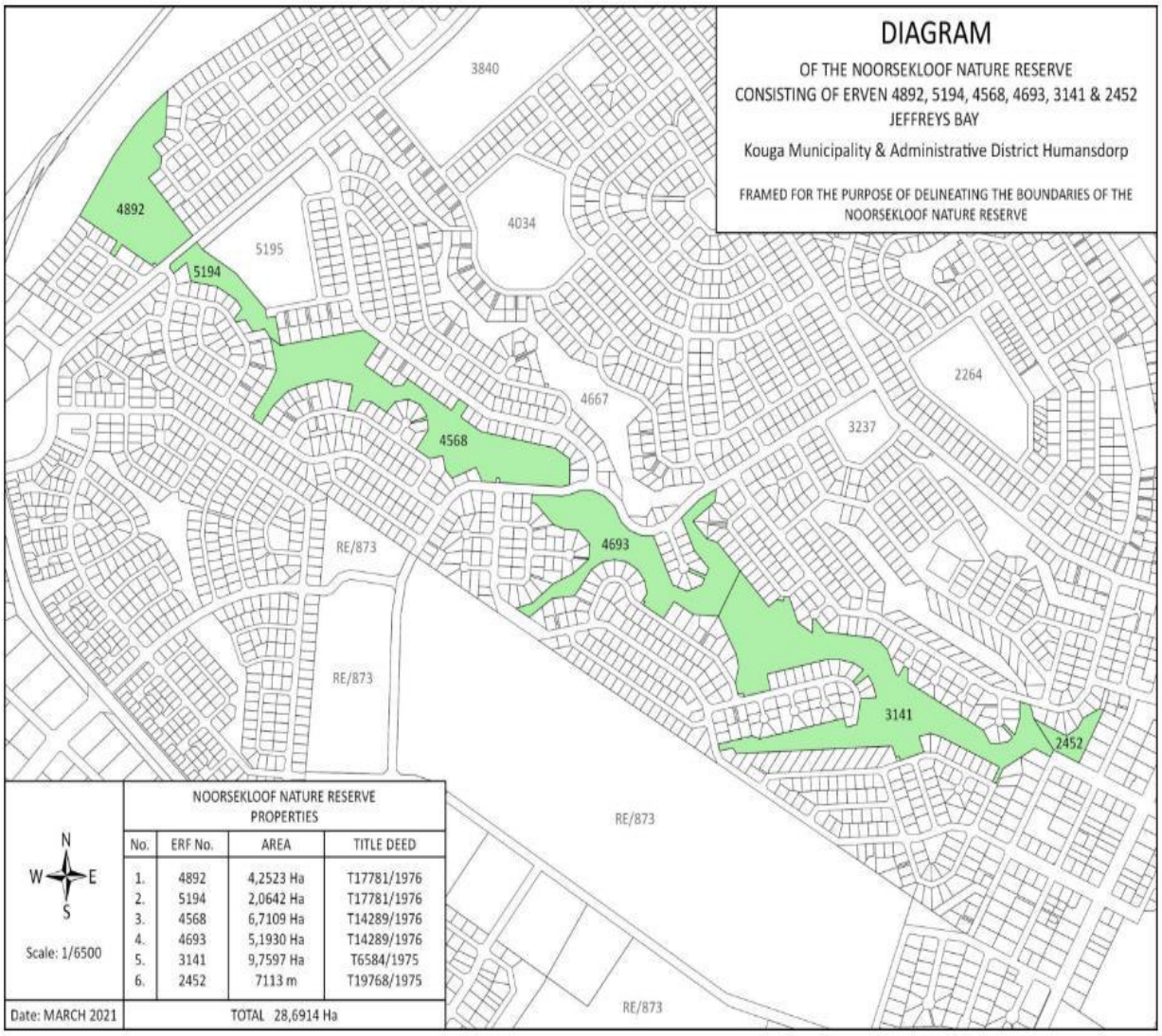
15. Iedereen wat enige bepaling van hierdie verordening oortree of in gebreke bly om daaraan te voldoen, is skuldig aan 'n misdryf en by skuldigbevinding strafbaar met 'n boete van hoogstens R200 en, in die geval van 'n voortdurende misdryf, met 'n verdere boete van hoogstens R10 vir elke dag wat sodanige misdryf voortduur.

P.K. 356/1983 24 Junie 1983

MUNISIPALITEIT JEFFREYSBAAI: STIGTING VAN 'N PLAASLIKE NATUURRESERVAAT

Kennis geskied hiermee ingevolge artikel 7 (5) van die Ordonnansie op Natuur- en Omgewingsbewaring, 1974 (Ordonnansie 19 van 1974), dat die Administrateur 'n aansoek toegestaan het om die goedkeuring van die stigting van 'n plaaslike natuurreservaat deur die Munisipaliteit Jeffreysbaai in die regsgebied van genoemde Munisipaliteit op grond wat by sodanige Munisipaliteit berus, wat bekend sal staan as die "Noorsekloof-Natuurreservaat", en waarvan die grense is soos aangedui op 'n kaart geliasseer in die kantoor van die Direkteur: Natuur- en Omgewingsbewaring en die kantoor van die Munisipale Raad


144
97
70
Golf Course
Ferreira
SANBI
Cadastral Boundary
NOORSEKLOOF
No Description - Map in some office in Cape Town



NOORSEKLOOF NATURE RESERVE PROPERTIES

No.	ERF No.	AREA	TITLE DEED
1.	4892	4,2523 Ha	T17781/1976
2.	5194	2,0642 Ha	T17781/1976
3.	4568	6,7109 Ha	T14289/1976
4.	4693	5,1930 Ha	T14289/1976
5.	3141	9,7597 Ha	T6584/1975
6.	2452	7113 m	T19768/1975
		TOTAL 28,6914 Ha	

PROVINCE OF THE EASTERN CAPE
IPHONDO LEMPUMA KOLONI
PROVINSIE OOS-KAAP

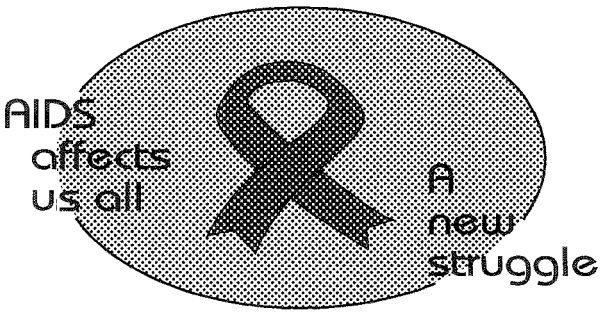
Provincial Gazette
Igazethi Yephondo
Provinsiale Koerant

Extraordinary

BISHO/KING WILLIAM'S TOWN

Vol: 31 15 February 2024 **No: 5051**
15 Februarie 2024

We all have the power to prevent AIDS



AIDS
HELPLINE
0800 012 322
DEPARTMENT OF HEALTH

Prevention is the cure

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ISSN 1682-4555

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PROCLAMATIONS • PROKLAMASIES

PROCLAMATION NOTICE 17 OF 2024

ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM FOR THE EASTERN CAPE PROVINCE

THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, 2003 (ACT NO. 57 OF 2003)

DECLARATION OF THE ROYALSTON NATURE RESERVE IN TERMS OF THE SECTION 23(1) OF THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, 2003 (ACT NO. 57 OF 2003)

This Notice relates to page 3 and page 4 of the Provincial Gazette Notice 3144 Notice Number 18 of 17 March 2014, wherein the erstwhile Member of the Executive Provincial Council ('MEC'), declared the Royalston Nature Reserve as a Nature Reserve in terms of the National Environmental Management: Protected Areas Act, 2003 ('the Act'). In particular, the parts on page 3 and page 4 of the Provincial Gazette Notice 3144 Notice Number 18 of 17 March 2014 relating to the Royalston Nature Reserve, was published *ultra vires* insofar as it contained a number of material defects and preceded the date on which the written agreement, as contemplated in section 23(3) of the Act, was signed by the MEC and private landowner. Accordingly, the parts on page 3 and page 4 of Provincial Gazette Notice 3144 Notice Number 18 of 17 March 2014 relating to the declaration of the Royalston Nature Reserve are hereby revoked and the following is published:

By virtue of the powers vested in me by section 23(1) of the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003) ('the Act'), as amended, I do hereby revoke the parts on page 3 and page 4 of Provincial Gazette Notice 3144 Notice Number 18 of 17 March 2014 applicable to the Royalston Nature Reserve and declare and make known that, **with effect from the date of publication of this Notice**, the properties described in the Schedule hereunder situated in the Province of the Eastern Cape, shall be a Nature Reserve as contemplated in terms of section 23(1)(a)(i) of Act and shall be known as the Royalston Nature Reserve as contemplated in terms of section 23(1)(b) of the Act.

MR MLUNGISI GERALD MVOKO
MEMBER OF THE EXECUTIVE COUNCIL FOR ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM, PROVINCE OF EASTERN CAPE

SCHEDULE

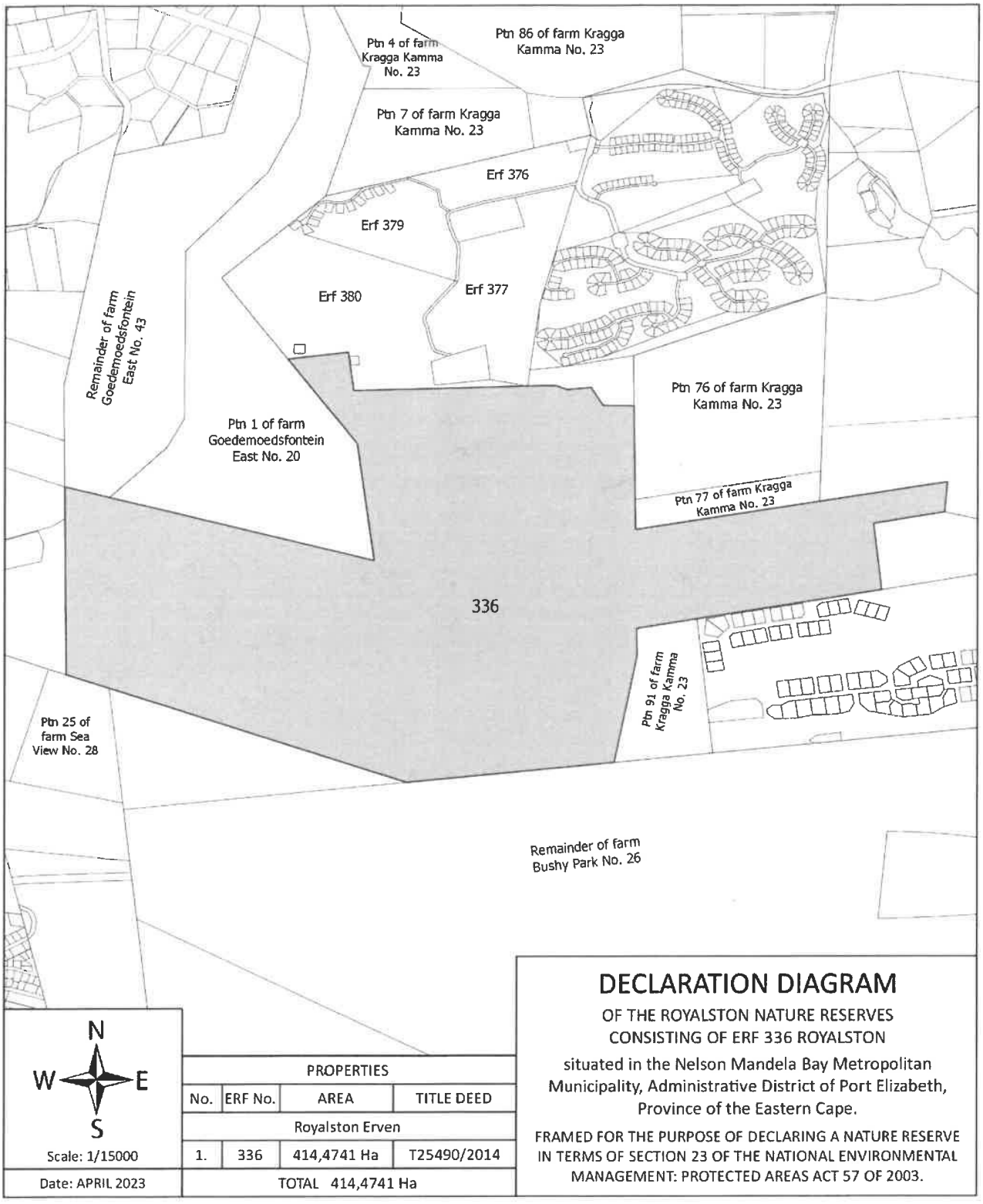
Name of the protected area (section 23(1)(b) of the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003): **Royalston Nature Reserve**.

Category of protected area (section 23(1)(i) of the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003): **Nature Reserve.**

Assignment of Management Authority assignment (according to section 38(2)(a) of the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003): **East Cape Game Properties (Pty) Ltd (Registration No. 1998/019078/07).**

Description of the protected area: the protected area is depicted in the diagram below and comprises the following properties:

Royalston Nature Reserve
Erf 336 Royalston, in the Nelson Mandela Bay Metropolitan Municipality, Division of Port Elizabeth, Province of the Eastern Cape. In extent 414,4741 (Four Hundred and Fourteen comma Four Seven Four One) hectares, held by Deed of Transfer No. T25490/2014 and shown in SG Diagram No. 575/2012.


Ptn 4 of farm Kragga Kamma No. 23
Ptn 86 of farm Kragga Kamma No. 23
Ptn 7 of farm Kragga Kamma No. 23
Erf 376
Erf 379
Erf 380
Erf 377
Remainder of farm Goedemoedsfontein East No. 43
Ptn 1 of farm Goedemoedsfontein East No. 20
Ptn 76 of farm Kragga Kamma No. 23
Ptn 77 of farm Kragga Kamma No. 23
336
Ptn 91 of farm Kragga Kamma No. 23
Ptn 25 of farm Sea View No. 28
Remainder of farm Bushy Park No. 26
N
W
E
S
Scale: 1/15000
Date: APRIL 2023
PROPERTIES
No. | ERF No. | AREA | TITLE DEED
Royalston Erven
1. | 336 | 414,4741 Ha | T25490/2014
TOTAL 414,4741 Ha
DECLARATION DIAGRAM
OF THE ROYALSTON NATURE RESERVES CONSISTING OF ERF 336 ROYALSTON
situated in the Nelson Mandela Bay Metropolitan Municipality, Administrative District of Port Elizabeth, Province of the Eastern Cape.
FRAMED FOR THE PURPOSE OF DECLARING A NATURE RESERVE IN TERMS OF SECTION 23 OF THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT 57 OF 2003.

PROCLAMATION NOTICE 18 OF 2024

ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM FOR THE EASTERN CAPE PROVINCE

THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, 2003 (ACT NO. 57 OF 2003)

ASSIGNMENT OF A MANAGEMENT AUTHORTIY FOR THE NOORSEKLOOF NATURE RESERVE IN TERMS OF SECTION 38(2)(a) OF THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT (ACT NO. 57 OF 2003)

The Noorsekloof Nature Reserve was proclaimed as a local authority nature reserve in terms of section 7(5) of the Nature and Environmental Conservation Ordinance, 1974 (Ordinance 19 of 1974), by the Province of the Cape of Good Hope Gazette Number 4272, Notice No. 356/1983 of 24 June 1983. Section 12 read together with section 23(5) of the National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003) ("the Act") expressly deem areas that were reserved or protected in terms of provincial legislation immediately before the promulgation of the Act, to be regarded as a nature reserve in terms of section 23 of the Act. Therefore, the Noorsekloof Nature Reserve is accordingly regarded as being declared in terms of section 23 of the Act.

I do hereby assign the management of the Noorsekloof Nature Reserve to the Kouga Local Municipality in terms of section 38(2)(a) of the Act and, with effect from the date of publication of this Notice, the Kouga Local Municipality is therefore regarded as the Management Authority for the Noorsekloof Nature Reserve in terms of section 38(3) of the Act.

MR MLUNGISI GERALD MVOKO
MEMBER OF THE EXECUTIVE COUNCIL FOR ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM
PROVINCE OF EASTERN CAPE

PROCLAMATION NOTICE 19 OF 2024

ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM FOR THE EASTERN CAPE

EASTERN CAPE PARKS AND TOURISM AGENCY

DECLARATION OF THE THULA MOYA NATURE RESERVE IN TERMS OF SECTION 23(1) OF THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, 2003 (ACT NO.57 OF 2003)

Under and by virtue of the powers vested in me by section 23(1) of the Act, I, Mlungisi Gerald Mvoko, Member of the Executive Council (MEC) for Economic Development, Environmental Affairs and Tourism, Eastern Cape hereby declare and make known that, with effect from the date of publication hereof, the properties and parts thereof described in the Schedule hereunder and shown in the attached SG Diagram No. 559/2019 shall be a Nature Reserve as contemplated in terms of section 23(1)(a)(i) of the Act and shall be known as the Thula Moya Nature Reserve as contemplated in terms of section 23(1)(b) of the Act and assign Management Authority in terms of section 38(2)(a) the Act, as indicated on the attached schedule.

MR. MLUNGISI GERALD MVOKO

MEC: ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM

PROVINCE OF THE EASTERN CAPE

SCHEDULE OF PROPERTIES

Name of the Protected Area (section 23(1)(b) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Thula Moya Nature Reserve.**

Category of Protected Area (section 23(1)(a)(i) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Nature Reserve.**

Assignment of Management Authority (section 38(2)(a) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Macohy Investments (Pty) Ltd.**

The description of property or part thereof comprising the Thula Moya Nature Reserve

The Thula Moya Nature Reserve is shown in the attached declaration diagram number 559/2019 and comprises the following immovable property or part thereof:

Remainder of Portion 8 (Portion of Portion 6) of the Farm Ongegunde Vryheid No. 746, in the Kouga Municipality, Registration Division of Humansdorp, Province of the Eastern Cape, in extent 292,4091 (Two Hundred and Ninety-Two comma Four Zero Nine One) hectares, held by Deed of Transfer No. T38683/1989, with the part comprising the Thula Moya Nature Reserve measuring 289,4990 hectares in extent and shown in SG Diagram No. 559/2019.

Moorscholk & Partners Humansdorp
SIDES Metres
ANGLES OF DIRECTION
CO-ORDINATES System WG 25
Y
X
AB 1022,48 Constant -0,00 +3700000,00
BC 585,69 264 28 10 A +20161,14 +83156,67
CD 591,30 354 49 10 B +19143,42 +83058,10
DE 321,59 264 33 30 C +19090,54 +83641,40
EF 1970,30 354 52 20 D +18501,90 +83585,33
FG 110,36 276 15 10 E +18473,16 +83905,63
GH 86,28 347 42 10 F +16514,58 +84120,26
HJ 136,72 352 52 50 G +16491,07 +84228,09
JK 12,36 357 28 10 H +16480,38 +84313,71
KL 430,72 74 38 20 J +16474,34 +84450,30
LM 198,61 83 16 20 K +16486,26 +84453,58
MN 43,46 82 53 50 L +17206,99 +84538,60
NP 861,31 71 56 50 M +17634,40 +84591,86
PQ 136,95 140 13 00 N +17823,23 +84653,41
QR 603,59 85 34 50 P +17851,04 +84620,01
RS 1462,94 110 48 30 Q +18709,79 +84686,39
ST 188,58 91 52 20 R +18837,81 +84637,74
TA 150 27 40 S +19441,08 +84618,03
180 21 50 T +20162,33 +83345,24
(310) BUFFELSB △ +21620,15 +82818,19
(309) REBEL △ +23035,12 +84018,04
BEACONS:
Iron standard: A
Calculated point: B, C
15mm iron peg: D, F, G, H, J, K, L, M, N
Planted stone: E, P, Q, R, S
Wagon axle: T
S.G. No 559/2019
Approved
for Surveyor-General
2019-06-04
T.M.
Portion 238
GOED GELOOF No.745
Portion 5
Portion 92
Portion 15
Portion 8
Portion 12
Portion 78
Scale 1:20000
The figure A B C D E F G H J K L M N P Q R S T
represents 289,4990 hectares of land, being
THE THULA MOYA NATURE RESERVE OVER
REMAINDER OF PORTION 8 OF THE FARM ONGEGUNDE VRYHEID No.746
situate in the Kouga Municipality.
Administrative District of Humansdorp.
Province of Eastern Cape
Framed for the purpose of declaring a Nature Reserve in terms of Section 23 of the National Environmental Management Protected Areas Act 57 of 2003.
in April 2019 by us.
D.E Lategan (PLS 1168)
Professional Land Surveyor
J. Du T. Bester (PLS 1056)
Professional Land Surveyor
This diagram is annexed to
No.
dated
i.f.o.
Registrar of Deeds
The original diagram is
No. 1243/1913 annexed to
Transfer/Grant
No. 1914-28-1700
File No. Humd. 746
S.R. No. 192/2019
Comp AN-2DAC(3632)
AN-2DAD(3633)
AN-2DCA(3634)
AN-2DCB(3635)
LPI C0340000
DIAGRAM FRAMED FOR PROCLAMATION PURPOSES
559/2019

PROCLAMATION NOTICE 20 OF 2024

ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM FOR THE EASTERN CAPE

EASTERN CAPE PARKS AND TOURISM AGENCY

DECLARATION OF THE VORENTOE NATURE RESERVE IN TERMS OF SECTION 23(1) OF THE NATIONAL ENVIRONMENTAL MANAGEMENT: PROTECTED AREAS ACT, 2003 (ACT NO.57 OF 2003)

Under and by virtue of the powers vested in me by section 23(1) of the Act, I, Mlungisi Gerald Mvoko, Member of the Executive Council (MEC) for Economic Development, Environmental Affairs and Tourism, Eastern Cape hereby declare and make known that, with effect from the date of publication hereof, the properties and parts thereof described in the Schedule hereunder and shown in the attached SG Diagram No. 222/2020 shall be a Nature Reserve as contemplated in terms of section 23(1)(a)(i) of the Act and shall be known as the Vorentoe Nature Reserve as contemplated in terms of section 23(1)(b) of the Act and assign Management Authority in terms of section 38(2)(a) the Act, as indicated on the attached schedule.



MR. MLUNGISI GERALD MVOKO

MEC: ECONOMIC DEVELOPMENT, ENVIRONMENTAL AFFAIRS AND TOURISM

PROVINCE OF THE EASTERN CAPE

SCHEDULE OF PROPERTIES

Name of the Protected Area (section 23(1)(b) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Vorentoe Nature Reserve.**

Category of Protected Area (section 23(1)(a)(i) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Nature Reserve.**

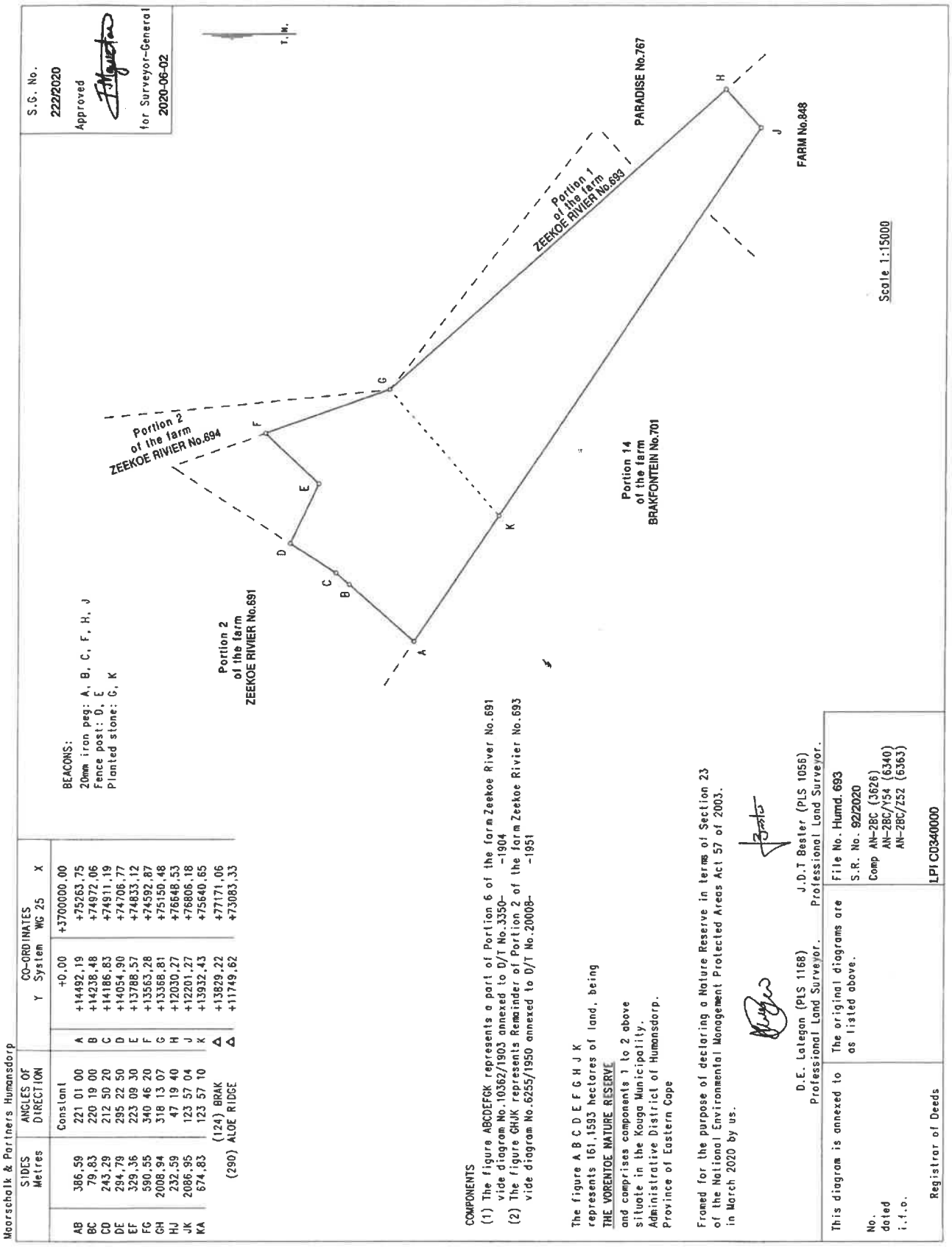
Assignment of Management Authority (section 38(2)(a) of the National Environmental Management: Protected Areas Act (No. 57 of 2003)): **Jenny Marlene Joubert.**

The description of property or part thereof comprising the Vorentoe Nature Reserve

The Vorentoe Nature Reserve is shown in the attached declaration diagram number 222/2020 and comprises the following immovable properties or part thereof:

Remainder of Portion 2 (a Portion of Portion 1) of the Farm Zeekoe Rivier No. 693, in the Kouga Municipality, Registration Division of Humansdorp, Province of the Eastern Cape, in extent 98,6321 (Ninety-Eight comma Six Three Two One) hectares, held by Deed of Transfer No. T67752/2004 and shown in SG Diagram No. 222/2020.

Portion 6 (a Portion of Portion 2) of the Farm Zeekoe Rivier No. 691, in the Kouga Municipality, Registration Division of Humansdorp, Province of the Eastern Cape, in extent 78,3156 (Seventy-Eight comma Three One Five Six) hectares, held by Deed of Transfer No. T67752/2004, with the part included in the Vorentoe Nature Reserve measuring 62,5272 hectares in extent according to SG Diagram No. 222/2020.


Moorscholk & Partners Humansdorp
SIDES Metres
ANGLES OF DIRECTION
CO-ORDINATES Y System WG 25 X
AB 386,59 Constant +0,00 +3700000,00
BC 79,83 221 01 00 A +14492,19 +75263,75
CD 243,29 220 19 00 B +14238,48 +74972,06
DE 294,79 212 50 20 C +14186,83 +74911,19
EF 329,36 295 22 50 D +14054,90 +74706,77
FG 590,55 223 09 30 E +13788,57 +74833,12
GH 2008,94 340 46 20 F +13563,28 +74592,87
HJ 232,59 318 13 07 G +13368,81 +75150,48
JK 2086,95 47 19 40 H +12030,27 +76648,53
KA 674,83 123 57 04 J +12201,27 +76806,18
123 57 10 K +13932,43 +75640,65
(124) BRAK Δ +13829,22 +77171,06
(290) ALOE RIDGE Δ +11749,62 +73083,33
BEACONS:
20mm iron peg: A, B, C, F, H, J
Fence post: D, E
Planted stone: G, K
T.I.M.
Portion 2 of the farm ZEEKOE RIVIER No.694
Portion 2 of the farm ZEEKOE RIVIER No.691
Portion 1 of the farm ZEEKOE RIVIER No.693
PARADISE No.767
FARM No.848
Portion 14 of the farm BRAKFONTEIN No.701
A
B
C
D
E
F
G
H
J
K
Scale 1:15000
COMPONENTS
(1) The figure ABCDEFGK represents a part of Portion 6 of the farm Zeekoe River No.691 vide diagram No.10362/1903 annexed to D/T No.3350– –1904
(2) The figure GHJK represents Remainder of Portion 2 of the farm Zeekoe Rivier No.693 vide diagram No.6255/1950 annexed to D/T No.20008– –1951
The figure A B C D E F G H J K represents 161,1593 hectares of land, being THE VORENTOE NATURE RESERVE and comprises components 1 to 2 above situate in the Kouga Municipality, Administrative District of Humansdorp, Province of Eastern Cape
Framed for the purpose of declaring a Nature Reserve in terms of Section 23 of the National Environmental Management Protected Areas Act 57 of 2003. in March 2020 by us.
D.E. Lategan (PLS 1168) Professional Land Surveyor.
J.D.T Besler (PLS 1056) Professional Land Surveyor.
This diagram is annexed to
No.
dated
i.f.o.
Registrar of Deeds
The original diagrams are as listed above.
File No. Humd. 693
S.R. No. 92/2020
Comp AN-2BC (3626)
AN-2BC/Y54 (6340)
AN-2BC/Z52 (6363)
LPI C0340000
S.G. No.
222/2020
Approved
for Surveyor-General
2020-06-02

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KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
COMMUNITY SERVICES
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/CSS7**

KOUGA LOCAL MUNICIPALITY FLOOD MANAGEMENT PLAN ADOPTION

1. **Introduction**

The purpose of this report is to seek the Council's approval of the attached Kouga Local Municipality Flood Management Plan.

2. **Background**

According to the Disaster Management Act 57 of 2002, a municipality must within the applicable Disaster Management Framework prepare a contingency plan for specific known hazards to mitigate the impacts on vulnerable populations, areas, and properties.

The objectives of the Kouga Local Municipality are to:

- Avoiding new flooding risk
- Reducing the impact of the existing flood risks
- Strengthening flood resilience of the at-risk communities
- Raising flood awareness and
- Implementing cooperative principles in dealing with flooding

3. **Discussion**

The Kouga Local Municipality Flood Management Plan is attached as Annexure A. That it be noted that the Kouga Local Municipality Flood Management Plan was workshopped internally and externally on the 8th of March 2024.

4. **Financial Implications**

Completed by BTO -	Not applicable
Project Description	
Ukey no.	
Budgeted Amount	
Amount spent and committed to date	
Amount Available	
Comment	
BTO Signature	

5. **Applicable Legislation**

Disaster Management Act 57 of 2002

6. **Legal Implications**

Once the Plan is approved by Council, the provisions of this Plan must be implemented as and when required and Council and officials are bound by the provisions of same.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is supported.

8.4 **Director: Electro-Mechanical Services**

Item supported

8.5 **Director: Community Services**

Item supported

8.6 **Deputy Municipal Manager**

Item supported.

8.7 **Municipal Manager**

Item supported.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Kouga Local Municipality Flood Management Plan be approved.

Item prepared by the: Manager Fire & Disaster



Item approved by the: Director Community Services



Item endorsed by the Municipal Manager:



Item noted by Portfolio Chairperson:



Annexure A

Kouga Local Municipality

KOUGA
local municipality
Good Governance through Service Excellence

Flood Plan (Draft)

2024

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DEFINITION OF TERMS

Disaster Risk Management: The term "disaster risk management" refers to integrated multisectoral and multidisciplinary administrative, organizational, and operational planning processes and capacities aimed at lessening the impacts of natural hazards and related environmental, technological, and biological disasters.

Disaster Risk Reduction refers to all the elements that are necessary to minimize vulnerabilities and disaster risks throughout a society. It includes the core risk reduction principles of prevention, mitigation, and preparedness.

Disaster Risk Assessment: A process of determining the nature and the tent of risk by analysing potential hazards and evaluating existing conditions of vulnerability that could pose a potential threat or harm to people's property, livelihoods, and the environment on which they depend.

Levees: An embarkment that is used to prevent water from the sea or river from spreading to the residential areas

Storm Surge is an abnormal rise of sea water generated by a storm, over and above the predicted astronomical spring high tides. Storm surge is produced by water being pushed toward the shore by the force of the winds and waves associated with the storm.

Disaster Prevention refers to actions that provide outright avoidance of the adverse effects of impact of hazards and related environmental, technological, and biological disasters.

Disaster Mitigation refers to structural and non-structural measures that are undertaken to limit the adverse effects impacts of natural hazards, environmental degradation and technological hazards on vulnerable areas, communities, and households.

Preparedness contributes to disaster risk reduction through measures taken in advance to ensure effective response to the impact of hazards, including timely and effective early warning and the temporary evacuation of people and property from threatened locations.

Disaster Response refers to the provision of assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of those people affected. It can be of an immediate, short-term or protracted duration.

1. INTRODUCTION

Flooding is caused by a combination of human activity and natural physical conditions, and consequences vary. In determining the risk posed by flooding, an account needs to be taken of the likelihood, depth, speed, and extent of inundation and the potential for anticipatory action to be taken because of preplanning and warning. Flood Warning notice is provided by the South African Weather Services to inform the authorities and affected communities to be prepared and reduce risk to life and damage to properties by providing local authorities and the public with notice, information, and advice so that they can respond to potential flooding and flood emergencies.

Flooding is a natural event; the water cycle is a balance system. Water flowing into one part of the cycle (like streams) is) is balanced by water flowing back to the sea. Sometimes, however, the amount flowing into one area is greater than the capacity of the system to hold it within natural confines. The result is a flood, which occurs when the amount of water arriving on the land (from rainfall, snow melt, surface flow, flow in watercourses, or inundation by the sea) exceeds the capacity of the land or drainage system to discharge that water. It can occur in any location but mainly occurs on land adjacent to watercourses (fluvial flood plains) or low-lying ground next to the coast (coastal flood plains) or ponding of surface runoff in urban areas.

1.1. CONTRIBUTING FACTORS TO FLOODING IMPACTS

- Building developments in floodplains, where they are vulnerable to flooding hazards.
- Built developments catchments and other changes in land use, which increase the rate and volume of runoff in catchment.
- Sediment movement changing river cross-sections and affecting flood levels.
- Lack of maintenance of flood defence systems, watercourses, culverts (including flood storage areas around them), and road gullies, particularly where this leads to channel blockage.
- Canalisation, modification, and diversion of rivers and watercourses, which increase the rate of flow and decrease the time taken to travel within a catchment.
- The building of structures e.g. (embarkments), which restrict flows over historical flood plains and thereby create additional flood risk both upstream and downstream.
- Land management practices blockages of hydraulic structures.

1.2. THE SEVERITY OF IMPACT OR DAMAGE CAUSED BY FLOODING DEPENDS ON:

- Flow velocity (the larger the flow velocity the greater the risk of damage and injury)
- Warning time and the rate of onset of inundation, will dictate the amount of time to prepare.
- Predictability of flooding
- Duration of inundation
- Depth of inundation
- Contaminants

- Types and number of risk receptors (e.g. flood plain properties, terrain, population density

Flooding is generally accompanied by poor weather conditions. Significant flood events can be complex, and they can occur at any time day or night and last for an uncertain period. Responders may work in dangerous conditions, there may be considerable numbers of people displaced from their homes and there may be considerable business, infrastructure, and utility interruption. All of the above are the factors, which will influence how to prepare a response in a flood emergency.

1.3. THE POTENTIAL IMPACTS OF THIS HAZARD ON EMERGENCY OPERATIONS:

- Impaired land transportation
- Closure or diminished functionality of some fixed facilities
- Disruption of Utilities
- May require evacuation of facilities.
- Ongoing hazardous conditions for field responders
- May cause hazardous materials releases.
- May be sustained for several days.

Kouga Local Municipality has the primary responsibility for the welfare of residents and should incorporate flood emergency response into municipal emergency planning. This Flood Contingency Plan is a tool for everybody to understand and adapt to play a role in the prevention, mitigation, preparedness, response, and recovery of flood events.

1.4. TYPES AND CAUSES OF FLOODING

Different types of flooding present different forms and degrees of danger to the people, property, and the environment, due to the varying, depth, velocity, duration rate of onset, and other hazards associated with flooding. With climate change, the frequency, patterns, and severity of flooding are expected to change. There are essentially two major causes of flooding.

- **Coastal flooding** is caused by higher sea levels than normal, largely because of storm surges, resulting in the sea overflowing onto the land. Coastal flooding is influenced by the following three factors, which often work in combination:

- High tide level
- Storm surges caused by low biometric pressure exacerbated by high by winds (the surges can be developed from hurricanes); and
- Wave action which is dependent on wind speed direction, and exposure.

- **Inland flooding**, which is caused by prolonged and /or intense rainfall. Inland flooding can include several different types:

- **Overland flow** occurs when the amount of rainfall exceeds the infiltration capacity of the ground to absorb it. This access water flows overland, ponding in natural hollows and lying areas or behind obstructions. This occurs as a rapid response to intense rainfall and eventually enters a pipped or natural drainage system.
- **River flooding** occurs when the capacity of a watercourse is excess or blocked or restricted, and excess water spills out from the channel onto adjacent low-

lying areas (the flood plain) This can occur as rapidly in short steep rivers or after some time and sometimes and some distance from where the rain fell in rivers with a gender gradient

- **Flooding from artificial drainage systems** results when flow entering the system, such as an urban stormwater drainage system, exceeds the discharge capacity, and the system becomes blocked, and/or cannot be discharged due to a high-water level in the receiving watercourse. This mostly occurs as a rapid response to intense rainfall. Together with the overland flow, it is often known as pluvial flooding.
- **Groundwater flooding** occurs when the level of water stored in the ground rises because of prolonged rainfall to the ground surface and flows pot over it, when the capacity of this underground reservoir is exceeded. Groundwater flooding tends to be very local and results from interactions of site-specific factors such as tidal variations. While the water level may rise slowly, it may be in place for extended periods. Hence, such flooding may often result in significant damage to property rather than be a potential risk to life.
- **Estuarial flooding** may occur due to a combination of tidal and fluvial flows, i.e. interaction between rivers and the sea, with tidal and tidal levels being dominant in most cases. A combination of high flow in rivers and a high tide will prevent water from flowing out to sea tending to increase water levels inland, which may flood over riverbanks.

2. INTEGRATED INSTITUTIONAL CAPACITY

2.1. RESPONSIBILITIES IN THE EVENT OF LOCAL DISASTER

Responsibilities to manage flood in KLM, are the shared responsibilities of all individual internal municipal departments and entities as well as external stakeholders. The municipality's main stakeholders in disaster management and their primary responsibilities are summarised in the table below:

GENERIC STAKEHOLDERS	PRIMARY ROLES AND RESPONSIBILITIES
Municipal Council	The Municipal Council declares a state of disaster and receives and considers reports regarding disaster management
Municipal Manager office	The overall responsibility of the MM office is municipal governance including Disaster Management
Disaster Management function	The main responsibility of DM is to manage and coordinate disasters, as per section 44 of the act which states that each municipal organ of state must complete its disaster management plans, to be incorporated into the Municipality's Disaster Management Plan
Fire& Emergency Services	Assist with disaster reduction, implementation, and cooperation.
Disaster Management Volunteers	The formal, trained volunteer unit Disaster Management in their function

Residents and affected communities	Assist with disaster risk reduction and cooperation
Ward Councillors	The ward councillors assist with community liaison
Community leaders	The Community leaders assist community liaison
Non-Governmental Organisation (NGOs) and Community based Organisation (CBOs)	The NGOs and CBOs assist with disaster risk reduction and cooperation
Health Care	Assist with prevention/mitigation, response, and recovery actions. Treating and transporting of patience.
Corporate Services and Financial Services	Assisting with administration, legal advice, and funding
Private sector and industry	Assist with disaster risk reduction and cooperation
Communication & Public Participation and Community facilitation.	Assisting the disaster management function with communication and Awareness
Development, infrastructure & Technical Services and Community Service	Assisting with prevention/mitigation, response, and recovery

Table 1: Responsibilities in the event of local disaster

2.2. STANDBY CAPACITY

Standby capacity is an important element of the integrated coordinated response efforts. The capacity includes monitoring systems and physical, human, and logistic resources. A flood contingency plan must identify and outline the standby arrangements, responsibilities, and roles of the response team. After every incident is responded to, debriefing, reflection and lessons learned should be shared as part of the improvement strategy.

The response team consists of staff coming from sectors and other areas of specialization and forms the basic standby roaster ready to be deployed in case of the emergence. Disaster Operation Centres play an important role in preparedness and should be well-equipped in terms of necessary equipment and resources. It serves as a single focal point for multi-agent stakeholders, decision-making, and information management systems, are executed.

3. DISASTER RISK ASSESSMENT

The hazards must be identified to understand and be knowledgeable of the extent and degree of the existing flood risk in the area. Access to the hydrological information needs to be acquired including information about historical and predictive flood maps and knowledge of the communities and infrastructure likely to be at risk from flooding.

Understanding flood risk is a key step in managing the impacts of flooding. FLOOD risk is a combination of the likelihood of flooding and the potential consequences arising. There are components of flooding that must be considered in applying this guidance consistently:

- Likelihood of flooding is normally defined as the percentage probability of a flood of a given magnitude or severity occurring or being exceeded in any given year.
- Consequences of flooding depend on the hazards associated with the flooding It is including factors like depth of water, speed of flow rate of onset, duration of wave action effects, water quality, type of development, existing and reliability of mitigation measures, etc)

3.1. UPDATING A COMPREHENSIVE DISASTER RISK ASSESSMENT

Disaster risk is driven by a combination of hazard and vulnerability processes, including patterns of land use, infrastructure development/maintenance, urban growth, settlement density and the size and composition, health status, and the level of livelihood security affect household potential or loss. Currently, our risk profile is updated and is based on the data collected from workshops, and consultations, as well as our data from line function departments internal and external of the Municipality.

The current KLM Disaster Risk Profile indicates that Hydro-meteorological hazards have been identified as highly rated. This risk includes hazards such as drought and floods. The most prevalent floods occurring around the jurisdiction include coastal, overland flow, artificial drainage systems and estuarial flooding.

3.1.1. PRIORITY FLOOD RISKS IN KLM MUNICIPALITY

3.1.2. INLAND OVERFLOW FLOODING

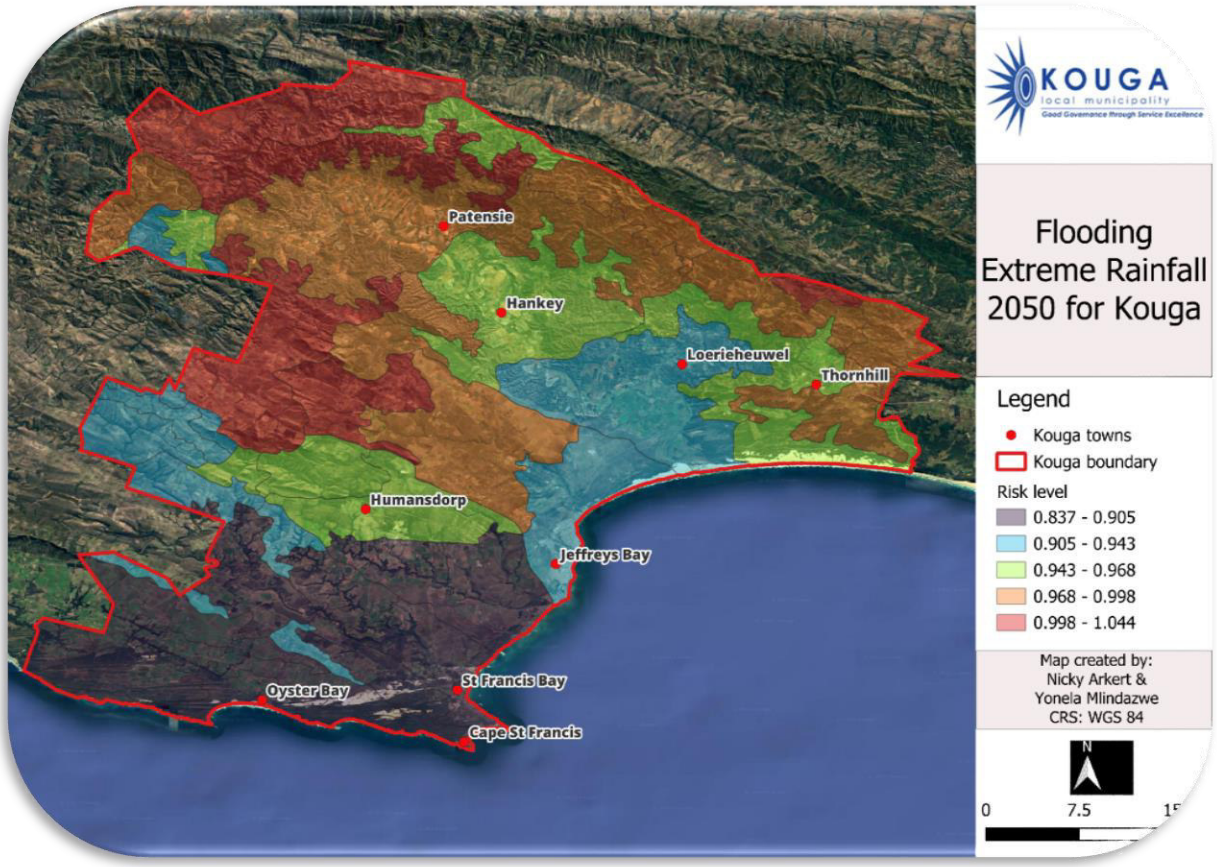

FIGURE 1- FLOODING EXTREME RAINFALL 2050 FOR KOUGA

Flood risk levels due to extreme rainfall indicates that Humansdorp, Jeffrey's Bay, Hankey and Thornhill are more likely to experience flooding in the next 25 years. On the other hand, St Francis, Cape St Francis, and Oyster Bay have a low flood risk.

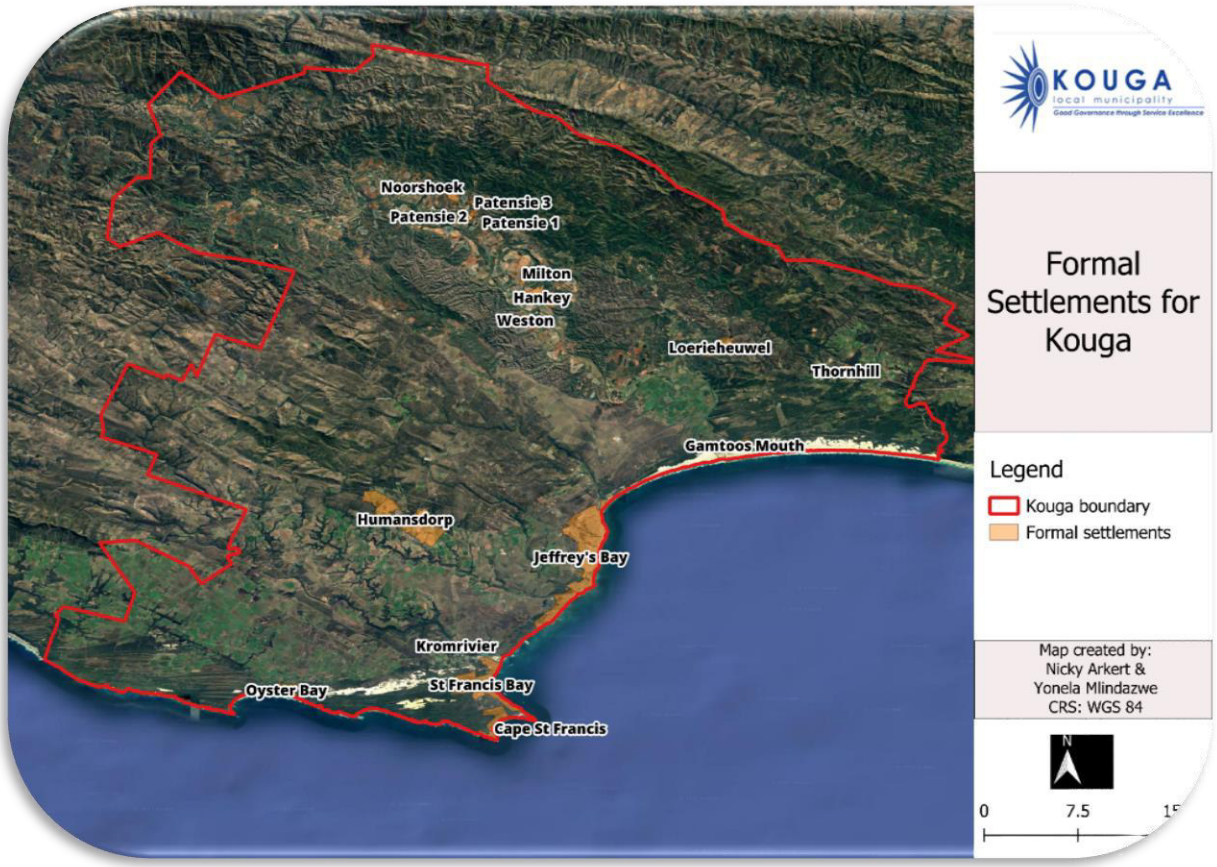

FIGURE 2-FORMAL AND INFORMAL SETTLEMENT FOR KOUGA



FIGURE 3- FLOODING IN HANKEY

Several existing developments both formal and informal settlements would be flooded. This is caused mainly by such development being located on the floodplains. The following areas are at high risk of experiencing flooding: St Francis, Jeffrey Bay, Cape St Francis, Pellsrus, Kabeljouws, Aston Bay, Paradise Beach, Wavecrest, Gamtoos mouth Oyster Bay, Cape St Francis, Kromrivier, Weston, Milton, Patensie 1, Patensie 2, Patensie 3, Noorshoek and Loerie Heuwel.

3.1.3. ROAD FLOODING AND MUDSLIDE

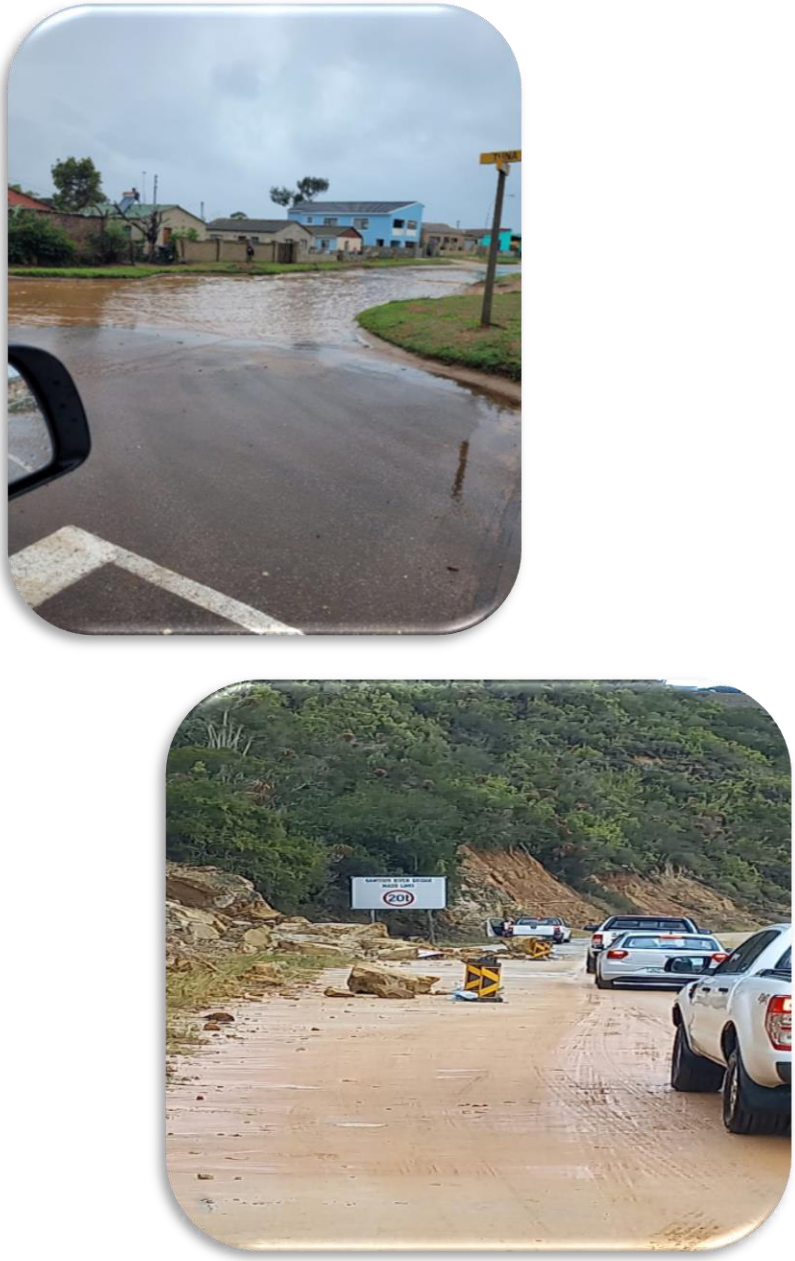

FIGURE 4- ROAD DAMAGED BY FLOOD IN HANKEY AND GAMTOOS

3.1.4. COASTAL FLOODING



FIGURE 5-COASTAL FLOODING RISK FOR WARD 12: ST FRANCIS BAY

Coastal flood risk levels of the majority of coastal areas of Kouga indicate a very high risk of flooding. The following areas are at high risk of experiencing coastal flooding: St Francis, Jeffrey Bay, Cape St Francis, Pellsrus, Kabeljouws, Aston Bay, Paradise Beach, Wavecrest, Gamtoos, Oyster Bay, Cape St Francis.

3.1.5. STORM SURGE



FIGURE 5- DAMAGES CAUSED BY SEPTEMBER 2023 STORM SURGE

Storm surge is an abnormal rise of seawater generated by a storm, over and above the predicted astronomical spring high tides. Storm surge is produced by water being pushed toward the shore by the force of the winds and waves associated with the storm. This rise in water level can cause extreme flooding in coastal areas, particularly when a storm surge coincides with a spring high tide. This rise in water level can cause severe flooding in coastal areas, particularly along shallow slopes along the coast.

The majority of coastal areas of Kouga are at high risk of storm surge. The following areas are at high risk of experiencing coastal flooding: St Francis, Jeffrey Bay, Cape St Francis, Pellsrus, Kabeljouws, Aston Bay, Paradise Beach, Wavecrest, Gamtoos, Oyster Bay, Cape St Francis.

3.1.6. COASTAL SET-BACK LINES

National Environmental Management Act and the Environmental Impact Assessment Regulations, as well as the Integrated Coastal Management Act (ICMA) now call for coastal development setback lines to be determined. Specifically, section 25 of the ICMA indicates the priority for setback lines to be established (or changed from existing locations), as follows:

1. An MEC must in regulations published in the Gazette—
(a establish or change coastal set-back lines—
(i) to protect coastal public property, private property, and public safety.
(ii) to protect the coastal protection zone.
(iii) to preserve the aesthetic values of the coastal zone; or
(iv) for any other reason consistent with the objectives of this Act; and
(b prohibit or restrict the building, erection, alteration, or extension of structures that are wholly or partially seaward of that coastal set-back line

The setback line is to be plotted on maps as part of zoning and made available to the public, as indicated in the ICMA:

2. A local municipality within whose area of jurisdiction a coastal set-back line has been established must delineate the coastal set-back line on a map or maps that form part of its zoning scheme to enable the public to determine the position of the set-back line to existing cadastral boundaries.
Therefore, the purpose of the Coastal setback lines is to ensure public safety and the minimization of property damage because of:

- Storm Surge
- Sea-Level Rise
- Tsunamis

3.1.7. RIVERINE FLOODING RISK

Kouga Local Municipality has many rivers that is running throughout its municipal areas. These rivers include:

- Gamtoos River
- Krom river
- Kabeljouws River
- Seekoei River/ Estuary

These river courses wind their way through residential areas, estuary and as such, pose a significant flooding threat during severe weather incidents.

3.2. THE DYNAMIC NATURE OF DISASTER RISK

Risks change over time, as does the vulnerability of the community. It is expected that Climate Change will increase the severity and frequency of extreme weather events, such as drought and severe storms. It is recommended that this phenomenon be closely monitored during the next few years and assessed as part of future Disaster Risk studies.

4. DISASTER RISK REDUCTION

4.1. IDENTIFICATION OF VULNERABLE AREAS COMMUNITIES AND HOUSEHOLDS

Not all areas, communities, and households face the same disaster risks. In undertaking disaster risk management planning, priority must be placed on those areas, communities, and households that are exposed to natural or other threats and have the least capacity to resist and recover from the resulting impacts. These are called at-risk areas, communities, or households.

4.2. PRIORITIES FOR FOCUSING ON DISASTER RISK REDUCTION EFFORTS

These priorities include the following:

- Strategic infrastructure or lifeline services whose damage or disruption in disaster events would result in serious and widespread consequences.

- Critical economic, commercial, agricultural, and industrial zones or sites whose damage or disruption would have serious and widespread consequences.

- Fragile natural ecosystems and environmental assets that offer protective environmental services and which, if damaged or destroyed in a disaster event, would result in serious natural and economic losses.

- Communities in areas exposed to extreme weather and/or other natural and technological hazards and which are therefore likely to sustain serious human and property losses in the event of a disaster.

- Poor and underserved rural and urban communities, including informal settlements, especially those located in fragile ecological areas, that sustain repeated losses from recurrent small, medium, and large disaster events, and that lack insurance coverage to facilitate recovery.

- Highly vulnerable households in at-risk areas with limited capacity to resist or recover from external shocks, particularly child-headed households or those headed by the elderly, or households affected by chronic illness.

4.3. DISASTER PREVENTION

Disaster prevention refers to actions that provide outright avoidance of the adverse effects of the impact of hazards and related environmental, technological, and biological disasters. Many disasters can be prevented through effective land-use planning, basic public works, and effective municipal services that factor in the frequency and severity of natural and other hazards as well as human actions such as:

- Replanting indigenous grasses or trees on the recently burned slopes near roads or dwellings to stabilize the soil and prevent damaging land subsidence.
- Locating critical rail, road, and telecommunications structures behind a coastal setback line in areas exposed to storm surges to prevent disruption to critical during violent summer or winter storms.
- Carefully positioning storm-water drainage and its ongoing maintenance, along with protection of natural wetlands, to prevent destructive flooding during heavy rain.
- Municipal by-laws to control development in the floodplain areas.

Unfortunately, many small, medium, and large disaster events cannot be completely prevented. Their severity can be reduced through mitigation efforts.

4.4. DISASTER MITIGATION

Disaster Mitigation refers to structural and non-structural measures that are undertaken to limit the adverse effects impacts of natural hazards, environmental degradation and technological hazards on vulnerable areas, communities, and households. These efforts can target the hazard or threat itself (for example, levees that stops water from spreading close to residential areas) This is often referred to as "structural mitigation "since it requires infrastructure structures or engineering measures to keep the hazard away from those at risk.

Development of defence infrastructure (structural measures)

- Levees
- Flood walls.
- Fills
- Alternating stream channels
- Operation of flood defence
- Preparing for shelter and evacuation facilities including identification of evacuation routes

Disaster mitigation efforts can also target people who are at risk, by reducing their vulnerability to a specific threat (for example promoting community responsibility for controlling flood risk in an informal settlement). This is often called "non-structural mitigation", as it promotes risk-avoidance behaviours and attitudes.

Flood education and awareness.

Advice for the public:

- *FLOOD WARNING: 'GO IN, STAY IN, TUNE IN'*
- Stay calm.

- Ensure that neighbours know of the warning and be prepared to help them.
- Keep a list of useful telephone numbers.
- Monitor local radio stations.
- Make a flood kit: medications, warm clothing, sealed food, blankets, matches, candles, flashlights, portable radio, spare batteries, rubber gloves, water purification tablets, personal documents etc.

Personal Flood Plan:

- Discuss a plan with family members, friends, and neighbours.
- Know how to disconnect gas, electricity, and water supplies.
- Know where to move vehicles in an emergency.
- Store valuable property in a raised secure location.
- Fill containers with clean water (Avoid using flood water).
- Care for the needs of pets and domestic animals.

Remember!

If you live in a flood-risk area, have:

- Sufficient sandbags or other devices to block doors, ventilators, and openings.
- Appropriate insurance cover
- Essential sealed foods, as food supplies may become limited.
- If evacuated, you may not be able to return to your property for some time.

If flooding is imminent:

- Turn off electricity and gas.
- Move family members, pets, and supplies to elevated areas.

Sandbags(demonstrations):

- Fill sandbags not more than ¾ full.
- Lay them in layers with each row tight to each other, end to end.
- Stamp them down before laying another row on top.
- If a wall is more than two sandbags high, place a double line of bottom sandbags, followed by a second double line, and then a single line on top.
- Make sandbags with compost bags, carrier bags, or pillowcases filled with sand or earth.
- Put a plastic sheet down first to function as an extra seal.
- Protect all water entry points including air bricks, air vents, and utility openings.
- If gas vents are sealed, disconnect any gas supply.
- Seals around doors and windows should be made watertight.
- It can take 60 sandbags to correctly seal an external door.

General health and safety:

- Do not walk, drive, or swim through floods.
- Be aware of hidden dips in a road.
- Floods often contain sewage.
- Avoid food that may have been contaminated by floodwater.
- Avoid wet electrical equipment.

- Ventilate your property as much as possible, while maintaining security.
- If evacuation is necessary, follow police advice from Law Enforcement and Security Services.

5. OPERATIONAL PLANNING: PREPAREDNESS, RESPONSE, AND RECOVERY

5.1. FLOOD PREPAREDNESS

Preparedness contributes to disaster risk reduction through measures taken in advance to ensure an effective response to the impact of hazards, including timely and effective early warning and the temporary evacuation of people and property from threatened locations.

Flood preparedness includes the following:

- Planning for seasonal heavy rainfall, flooding, and storm surge
- Anticipating and planning for the potential dangers associated with large concentrations of people at sporting, entertainment, or other events.
- Dissemination of flood risk information
- Dissemination of flood mitigation information to communities
- Preparation of flood map
- Use of historical floodmarks to raise awareness.
- Flood early warning from South African Weather Services
- Methods and tools for disseminating flood early warning to the flood risk areas: pamphlets, loud hailing, SMS, media, and social platforms.
- Specifying evacuation procedures, routes and sites in advance of expected emergencies, including the evacuation of schools in areas exposed to flash floods.

5.2. FLOOD RESPONSE

Disaster response refers to the provision of assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of those people affected. It can be of an immediate, short-term or protracted duration.

5.3. FLOOD PLAN RESPONSIBILITIES

ACTIVITIES	RESPONSIBILITIES
Initiate response action	Fire and Disaster Management
Prepare for response action	Fire and Disaster Management
Flood fighting. • Mobilizing emergency teams • Distribute sandbags to flood-risk areas. • Coordinate workforce and community volunteers	• Fire and Disaster Management • Law enforcement • Traffic department • Environmental Management • Emergency response(ambulances) • Officials from Civil and Water and Electro-Mechanical • Search and rescue teams
Response to serious flood emergencies • Prepare and open shelters.	• Human Settlement • Parks and amenities

• Implement evacuation plan. • Operate shelter and emergency relief actions	• Social development • SAPS and Law enforcement • Disaster Management • Department of health
Responding to flood that occur without warnings. • Designate individuals to implement pre agreed community actions	Fire and Disaster Management

TABLE 2: FLOOD RESPONSE ACTIVITIES AND RESPONSIBILITIES

KOUGA local municipality
Good Governance through Service Excellence

KOUGA MUNICIPALITY (EC 108)
ORDINARY COUNCIL MEETING
COMMUNITY SERVICES
OPEN
DATE: 27 MARCH 2024
ITEM NO: **24/03/CSS18**

SPONSORSHIP REQUESTS FOR EIGHT NON PROFIT ORGANISATIONS (NGOs) FOR A PERIOD OF THREE (3) YEARS

1. **Introduction**

The purpose of this item is to seek the Council's approval by considering and funding applications received from Animal Management and Rescue, Recycling, Beautification (Climate Change), and Lifesaving Organisations in the Kouga Municipal area.

2. **Background**

Kouga Municipality has received requests for sponsorship from eight organizations (SPCA Assisi, Jbay Animal Rescue, St Francis Animal Rescue, NSRI, "Dorp Van Drome/Village of Dreams, Patensie Pronk, Jbay Recycling, and "In God se Hande/In God's Hands" recycling in Patensie as per attched Annexures A - H, for three years.

Kouga has three recognized animal rescue organizations that have been working in the field for decades, helping creatures that cannot help themselves. They look after abandoned pets, heal sick animals in town, township, and informal settlements, educate the youth, investigate reports of animal cruelty, and help animals find new, loving homes. They also facilitate the rescue of wildlife, including garden birds, heal and rehabilitate them and return them to the wild.

Two active and recognized Recycling Organisations (JBay Recycling and Patensie - In God's Hands) operate as NGOs in KM supporting recycling initiatives where they have facilities exchanging recyclables for goods (school accessories, fruit and vegetables, groceries, and other small items).

Dorp van Drome/Village of Dreams and Patensie Pronk play a significant role in keeping our towns beautiful, addressing climate change by planting trees, and conducting education/awareness.

The NSRI is assisting with the much-needed lifesaving operations along the coastline and the training of lifeguards.

All these organizations provide valuable services for the benefit of the Kouga Municipal area.

3. **Discussion**

One of the main functions of the organizations is to play a role in the education of our community regarding animal management, waste minimization, and climate change impacts as well as saving lives. The organizations are working closely with the Community Services department, fulfilling a much-needed role.

The organizations work with volunteers from the community. The volunteers have the necessary experience, credentials, and interests relative to the organization or category that they represent.

4. **Financial Implications**

Completed by BTO -	
Project Description	
Ukey no.	
Budgeted Amount	See BV attached
Amount spent and committed to date	
Amount Available	
Comment	

KOUGA MUNICIPALITY
2024-03-01
BUDGET & TREASURY

5. **Applicable Legislation**

Local Government: Municipal Finance Management Act- Section 67 provides that:

(1) Before transferring funds of the municipality to an organization or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction, the accounting officer must be satisfied that the organization or body—

(a) has the capacity and has agreed—
(i) to comply with any agreement with the municipality;
(ii) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement;
(iii) to report at least monthly to the accounting officer on actual expenditure against such transfer; and
(iv) to submit its audited financial statements for its financial year to the accounting officer promptly;
(b) implements effective, efficient, and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and
(c) has in respect of previous similar transfers complied with all the requirements of this section.

(2) If there has been a failure by an organization or body to comply with the requirements of subsection (1) in respect of a previous transfer, the municipality may despite subsection (1)(c) make a further transfer to that organization or body provided that—
(a) subsection (1)(a) and (b) is complied with; and
(b) the relevant provincial treasury has approved the transfer.

(3) The accounting officer must through contractual and other appropriate mechanisms enforce compliance with subsection (1).

(4) Subsection (1)(a) does not apply to an organization or body serving the poor or used by the government as an agency to serve the poor, provided—
(a) that the transfer does not exceed a prescribed limit; and
(b) that the accounting officer—
(i) takes all reasonable steps to ensure that the targeted beneficiaries receive the benefit of the transferred funds; and
(ii) certifies to the Auditor-General that compliance by that organization or body with subsection (1)(a) is uneconomical or unreasonable.

Only organization contemplated in Section 67 of the MFMA, which is either registered in terms of Section 13 on the Non-Profit Organization Act, 1997 or a company incorporated as a non-profit company in terms of the Companies Act, 2008, or an organ of state or properly constituted community, a welfare or voluntary organization which has a constitution, provable active membership and an annual general meeting held within the previous 12 months were considered.

6. **Legal Implications**

Failing to effect payment in line with the provisions of the MFMA may result in any such payment being considered as irregular expenditure as defined in the Local Government: Municipal Finance Management Act. A written agreement must be entered into with each applicant in order to set out the duties and obligations of the applicant and the municipality.

7. **Other Implications**

None

8. **Comments by Directorates:**

8.1 **Chief Financial Officer:**

Report noted.

8.2 **Acting Director: Planning & Development**

Supported

8.3 **Director: Civil & Water Services**

The item is noted.

8.4 **Director: Electro-Mechanical Services**

Item noted

8.5 **Director: Community & Safety Services**

Item supported.

8.6 **Deputy Municipal Manager**

Item supported.

8.7 **Municipal Manager**

Item supported.

9. **Delegated Authority**

Council.

10. **Recommendations**

10.1 That the Council approves sponsorship requests for the eight NGOs as follows:

ANNEX	BENEFICIARIES	TERM	AMOUNT	UKEY #
A	SPCA	3 Years	R 250 000.00	20230707065868
B (2)	St Francis Animal Rescue	3 Years	R 100 000.00	20230707065868
C	JBay Animal Rescue	3 Years	R 100 000.00	20230707065868
D	NSRI	3 Years	R 220 000.00	20210710002297
E	Dorp van Drome	3 Years	R 100 000.00	20170702071052
F	JBay Recycling	3 Years	R 40 000.00	20240131064534
G	"Ïn God's Hands"	3 Years	R 40 000.00	20240131064534
H	Patensie Pronk	3 Years	R 40 000.00	20240131064534

10.2 That the Council authorizes the Accounting Officer to conclude a Sponsorship Agreement/SLA for sponsorship stated above and that the Municipality is at liberty to request any further and/or additional information in respect of the expenditure report and the beneficiaries must comply with all reporting, financial management, and auditing requirements as stipulated in the SLA.

Item prepared by the: Manager: Waste and Environmental Management

Item approved by the: Director: Community Services

Item endorsed by the Municipal Manager:

Item noted by Portfolio Chairperson:

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Website: www.kouga.gov.za

GRANT IN AID APPLICATION FORM JANUARY 2024

Name of Organisation: SPCA Assisi

INSTRUCTIONS

Please indicate (mark with an 'X') if your application for funding is in terms of

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		**Other: Animal Welfare Society**	X

NB: All the questions must be answered and if not applicable be marked as such. Each page of the application must be initialised and the last page must be signed by at least three signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialised by the applicant.

Applicant deeming assistance with regards to the completion of this form must contact the relevant Directorate:
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED:
Please make sure that the following documents are attached to the application form
(Tick with an 'X" where applicable)

Copy of Organisation's Registration Certificate	
Organisation's Constitution, Articles of Association or Trust Deed	
Detailed budget with Motivation	
Business and Implementation Plan	
Signed audited financial statements where applicable of most recent financial statements	

DECLARATION

Chairman: Gerhardt Fouche ID NUMBER 6001055004081

Treasurer: Jennifer Putter ID NUMBER **5104140146080**

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Website: www.kouga.gov.za

Hereby declare under oath on behalf of

SPCA Assisi

That we are authorised to sign this declaration and that to the best of our knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organisation will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organisation has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilised for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date:

Signature Chairperson: Gerhardt Fouche .....

Signature Treasurer: Jenny Putter .....

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Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANISATION

1. **Postal Address**
   P O BOX 421
   HUMANSDORP
   POSTAL CODE: 6300

2. **Street Address:**
   ST FRANCIS ROAD
   HUMANSDORP

3. **Telephone Number: 042-295 2814**
   Cell Number: 0662979010

4. **E-Mail Address:**
   office@spcaassisi.com

5. **When was the organisation formed?**
   1982

6. **Is the organisation registered?**
   YES
   Give reasons if not
   N/A

7. **If yes, what type of registration (e.g. NPO, Section 21 Company, Trust, etc)**
   NPO

8. **Date of Registration?**
   9 June 2005

9. **Registration number:**
   041-023-NPO 930022833-PBO
   (Please attached copy of registration certificate) ATTACHED

10. **Details of the main contact person in the organisation.**
    NAME: GERHARDT FOUCHE
    POSITION: CHAIRMAN
    SA ID NUMBER: 6001055004081
    CELL: 0824643099
    EMAIL ADDRESS: chair@spcaassisi.com

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Website: www.kouga.gov.za

11. Details of second contact person in organisation:

NAME: LUYANDA RENGE
POSITION: SOCIETY INSPECTOR
SA ID NUMBER: 8911065356081
CELL: 083 607 8596
EMAIL ADDRESS: inspector@spcaassisi.com

12. Names and Positions of three other members of the Management Committee:

12.1 NAME: JENNY PUTTER
POSITION: TREASURER
SA ID NUMBER: 5104140146080
CELL: 0825794361
EMAIL ADDRESS: treasurer@spcaassisi.com

12.2 NAME: LOUISE BAKKES
POSITION: VICE CHAIR
SA ID NUMBER: 5804190006080
CELL: 0828796509
EMAIL ADDRESS: log@spcaassisi.com

12.3 NAME: JAYNE WRIGHT
POSITION: OPERATIONS
SA ID NUMBER: 6607270189083
EMAIL ADDRESS: ops@spcaassisi.com

13. Is the organisation affiliated to another organisation?

YES - NSPCA

14. Is the organisation an umbrella body?

NO

15. Describe the main purpose of the organisation:

We prevent cruelty to animals, promote kindness and alleviate the suffering of animals. Our objective is to serve and protect ALL animals, to uplift their welfare and to ensure that the protection they have under South African Law is upheld and respected.

We achieve this by practising the 5 freedoms of the SPCA:

Freedom from thirst, hunger and malnutrition
Freedom to express normal behaviour
Freedom from discomfort
Freedom from fear and distress
Freedom from pain, injury or disease
And our wish for all Wildlife, the Freedom to be free

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16. **Describe the types of services that the organisation provides and the people who will benefit from the services:**
    a. **Registered animal clinic – accessible vet care to community of Kouga and ensuring the health aspects of animals and people in the Kouga area.**
    b. **Education platforms – visits and interactive theatres with all the schools in the Kouga area. Educating the general population on an on going basis regarding good animal husbandry. Educating the outlaying communities regarding good animal husbandry through outreaches.**
    c. **Small Animal Pound – housing the Kouga Strays and surrendered animals.**

17. **Number of staff and voluntary workers presently employed in your organisation:**

PAID STAFF		VOLUNTEERS	
No of full time staff	No of part time staff	No of full time volunteers	No of part time volunteers
10	0	5	15

18. **Summary of staff duties:**
    a. **Full time staff:**

Justice Olifant, Kennel Hand, employed since 2018.

Helman Daza. Kennel Hand employed since 2018.

Lwazil August, Maintenance, employed since 2019.

Andrew Strydom, Shop Security, employed since 2018.

Gavin Randall Shop Manager, employed since 2021.

O Kotze, Liaison Manager, employed since 2021

L Renge, Inspector, employed since 2021

L Swanepoel, charity shop, employed since 2022

L Kumbaca, Kennel Hand, employed since 2022

N Starbucks, charity shop, employed since 2023

    b. **Part time staff:**
    N/A

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GRANT-IN-AID APPLICATION FORM

Name of Organization:

INSTRUCTIONS

Please indicate (mark with an "X") if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		Other	X

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an "X" where applicable)

Copy of Organization's Registration Certificate	X
Organization's Constitution, Articles of Association or Trust Deed	X
Detailed budget with Motivation	X
Business and Implementation Plan	X
Signed, audited financial statements where applicable of most recent financial statement.	X

DECLARATION

Chairperson: Susan Rae Fox
ID number: 5002200128180

Vice Chairperson: Bernice Irene Katakuzinos
ID Number: 5911230124086

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Treasure: David Chandler Judnick
ID Number: 5308145126183

Hereby declare under oath, on behalf of
ST Francis Animal Rescue
name of organization

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date:

Signature Chairperson .....

Signature Vice Chairperson .....

Signature Treasurer.....

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SECTION A: DETAILS OF ORGANIZATION

1 Postal address:
No Postal Address

Postal code: _____

2 Street address:
56 ST Andrew's Drive ST Francis Links

3 Telephone Number: _____
Cell Number: 0832891452

4 E-mail address: sfar6312@gmail.com

5 When was the organization formed (date?) January 2016

6 Is the organization registered? Yes
Give reasons if not _____

7 If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.)

8 Date of registration? 21.09.2019

9 Registration number: 177-685 NPO
(Please attach copy of registration certificate)

10 Details of main contact person in organization:
Name: Susan Rae Fox
Position: Chairperson
South African ID number: 5002200128180
Phone Number: 0832891452 Cell:
E-mail address: susanrf@mweb.co.za

11 Details of second contact person in organization:
Name: David Chandler Judnick
Position: Treasurer
South African ID number: 5308145126183
Phone Number: 0825 290 901 Cell:
E-mail address: dcjudnick@gmail.com

12 Names and Positions of three other members of the Management Committee:

12.1 Name: Shena Rosanne Ruth
Position: Member
South African ID number: 6805120062084
Phone Number: 0780728598 Cell:
E-mail address: shenruthpvt@gmail.com

12.2 Name: Bernice Katakuzinos
Position:
South African ID number: 5911230124086
Phone Number: 0824429617 Cell:
E-mail address: bernicek@tiscali.co.za

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12.3 Name:
Position:
South African ID number:
Phone Number: _____ Cell:
E-mail address:

13 Is the organization affiliated to another organization? No

14 Is the organization an umbrella body? No

If yes, what organizations are affiliated to you? (attach a list if necessary)
N/A

15 Describe the main purpose of the organization:

Our principal and guiding mission, is still primarily to sterilize the dogs and cats of the community of Sea Vista. ST Francis Animal Rescue sterilizes over 250 Dogs and Cats each year and over the past 5 years have done 1400 sterilizations.
We continue operating an Outreach in Sea Vista every Thursday afternoon, providing education in nutrition and care of pets to the pet owners, as well as providing medical care, and food for the cats and dogs living in this area.Dogs and cats, puppies and kittens are sprayed for control of fleas and ticks and regularly provided with deworming medication.
Basic medical treatment is done on site, while seriously sick or hurt animals are taken to one of our participating vets, for treatment.
On the first Thursday of each month, puppies and dogs are vaccinated against diseases such as Distemper, Biliary and Parvo Virus.
Currently we are averaging 50 vaccines monthly. As a consequence of this, we have seen a significant decrease in incidents of these often fatal diseases
Due to the ongoing assistance with care and education, we have seen a marked difference in the condition and treatment of the township animals
Chain Free Campaign - Identifying properties where dogs are chained up. Education of dog owners about cruelty and illegality of chaining dogs up. Assisting owner by providing labour and materials to erect a fence in order to secure the property, allowing the dog to be unchained

16 Describe the types of services that the organization provides and the people who will benefit from the services:

Sterilisation and vaccination drives in previously disadvantaged communities
Education concerning and / or prevention of abuse and cruelty towards working and domestic animals.
As part of Chain Free Campaign to date, over 90 dog owners have been assisted with perimeter fencing to secure creating a secure enviroment, so that the dog's chain can be permanantly removed.
Weekly Outreach held in the Sea Vista area

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF		VOLUNTEERS	
No of full times staff	No of part time staff	No of full time volunteers	No of part time volunteers
N/A	3	N/A	12

SRZ

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18 Summary of duties of staff (Name function and give summary duties):

Full time staff:

18.1.1 All staff are volunteers and offer their service on a daily basis as required

18.2.1 Part time staff:

Sam Cupido - Delivery of food twice a month

Beavan Muchenje + 2 assistants - Packing of food twice a month

Nicky Miggels- Asiistance with collecting and returning dogs for steilizationa or medical treatment

ST FRANCIS ANIMAL RESCUE

APPLICATION FOR KOUGA GRANT IN AID

Mar 2024- Feb 2025

BUSINESS AND IMPLEMENTATION PLAN

Since the inception of St Francis Animal Rescue, 8 years ago, the township of Sea Vista has seen rapid growth fuelled by an influx of people from outside our area, seeking relative safety and stability, lower crime rates, less abuse of drink and drugs and fewer instances of gang wars.

Along with increasing numbers of families settling in Sea Vista from Zimbabwe, Malawi and Nigeria, members of many Sea Vista families have increased as children grow up, get married and set up homes of their own in the area.

There are currently approximately seven thousand residents now living in Sea Vista's various suburbs and these numbers have led to an overwhelming increase in both farm and domestic animals. New residents from beyond our borders bring dogs that are usually unvaccinated and unsterilized which increases incidents of life-threatening diseases like Distemper and results in higher numbers of unwanted puppies.

Given these numbers, St Francis Animal rescue is finding it more difficult to sustain our efforts in striving to improve the quality of life of cats and dogs through our ongoing support in the form of sterilization, feeding, medical care and widespread education of both children and adults. Dealing with increasing numbers of animals needing our help serves to strain resources exacerbated by rising costs across the board, particularly veterinary costs and pet food expenses.

For these reasons, we are requesting funding from the Kouga Grant to enable St Francis Animal Rescue to continue our vital mission in providing essential care to Sea Vista's animals in need.

Our charity has also grown significantly since we were established in 2016. From our original group of 3 outreach volunteers and 3 fund-raisers, we now number 12 mixed race outreach volunteers, 8 fund raisers, 6 Transporters, a CEO, CFO and Treasurer. None of our Volunteers receive any remuneration although we employ an invaluable Outreach Assistant, three staff members who pack food for our charity and a driver who delivers food for sale to local Spaza Stores.

These five part- time employees are paid nominal salaries for their services.

An unexpected development arising from our sustained work has been the creation of a successful blue-print for an animal rescue charity. We are frequently asked for assistance and advice by other animal rescue groups in the Eastern Cape and elsewhere in South Africa. Humane Society International has a Cape Town Branch currently using our model to set up an animal rescue group in the Cape. We have also been instrumental in assisting in the establishment of a non-profit rescue group in Graaf Reniet, whose members spent time 'training' with our outreach Volunteers before founding their charity, based upon our tried and trusted guidelines.

Given the success and efficacy of St Francis Animal Rescue's business model, we see no reason to change this going forward and our key objectives remain as follows:

1. To continue with our Thursday afternoon Outreach Program for the cats and dogs of Sea Vista, where we vaccinate, deworm, treat for fleas and ticks, offer medical treatment for sick or wounded pets, treat for skin conditions like mange, bath and groom pups and dogs, feed and water dogs on site, provide free food for each pup, kitten, dog or cat brought by an owner, and provide free veterinary care for more serious cases. One of our primary functions at our Outreach is education which focuses on constantly reinforcing the importance of sterilization, health care, disease prevention and good nutrition. We also provide a 'hospital ambulance' service during the week where volunteers collect sick or injured dogs and take them for urgent veterinary treatment. Our monthly numbers are consistent and we currently vaccinate 50 pups and dogs and provide an average of 40 dogs and cats with veterinary care, monthly. Over 80 or so dogs and pups are bathed and groomed, dewormed, sprayed with flea and tick control medication and treated for skin conditions every month. With access to increased

funds, we can increase these numbers exponentially. *The cost of vaccines increased by 25% last year.

Our Rabies Vaccination program, whereby we vaccinate all pups over the age of 3 months, will continue whilst the vaccine is still available. (Currently out of stock.)

2. We will focus on driving our 'Open Your Eyes & Sterilize' campaign to boost sterilization numbers of both cats and dogs in Sea Vista. Our current sterilization numbers average 25-30 animals per month. Sterilization costs have increased by 20% across participating 'welfare vets'.
3. Our feeding program, as implemented by our weekly Thursday Outreach in Sea Vista, and subsidised sales through local Spaza Stores is set to continue despite a hefty increase of 54% per kg in food costs. Puppy food has increased by 96% per kg.

   Each month, SFAR subsidises 588kgs of quality pet food sold through Spaza Stores at R6.00 per 450g bag. A total of R402kgs of pet food is given free to animal owners bringing dogs and pups to our outreach. *To claim food, cat owners are registered and provided with a cat owner card to show our volunteers and thus prevent any risk of cats being harmed at our outreach.

   Using food donations and extra food purchased independently by Volunteers, we also give away an additional 300kgs of dog food to 'hardship' cases – people living in dire poverty who cannot afford to feed their animals and yet, despite this, take good care of them.
4. With increased numbers of pets in Sea Vista, we have witnessed an alarming escalation of dogs and cats requiring emergency veterinary treatment after car accidents, poisoning, burns, cuts and deep wounds created accidentally or deliberately. Outbreaks of Biliary increase vet visits but at least 2 or 3 dogs per week, in the height of summer. Costs in veterinary care have increased by 25%.
5. Through Volunteer training, supported by the Humansdorp Vet Clinic, we are learning how to splint legs, dress wounds, treat Parvo Virus and Kennel Cough, and provide medicine for ear and eye problems, mange and other skin related diseases. As we learn more about the care and treatment of sick and wounded animals, our need for medicine, bandages, syringes, needles, cotton wool, gauze etcetera, continues to grow and requires funding. There has been a minimum of 15% increase in costs of these products, some greater than others.

6. Our bathing station requires specialist shampoos to treat tick and fleas, mange, skin irritations, hot spots and allergies. We also purchase grooming aids including shavers, brushes and flea combs.
7. St Francis does not own a shelter, specifically because we prefer to invest our funds directly into the needs of dogs and cats, rather than incurring costs in renting and maintaining a property. We use private kennelling to house cats and dogs removed from cruelty or neglect. The cost of keeping rescues in private kennels has increased from R40 - R50 per night. It is always difficult to budget for this expense since we never know how many animals will be surrendered or confiscated at any given time.

   The outcome of years of work invested in Sea Vista is the formation of a strong relationship of mutual trust and cooperation with local animal owners and, through education, the ability to change the quality of life of the cats and dogs they own.
8. To ensure the sustainability of our charity, we are extremely active on the fund raising front and usually hold at least one event every month. Our Fund Raising Team are focused on building a network of St Francis Bay supporters willing to donate funds to our charity, or participate in our events. SFAR is also very visible on social media which creates awareness of our many events and ensures, as much as possible, that these fund raisers are successful. We have a number of donors who make payments of R100 per month into our 'Have a Heart Fund' To supplement this, we are encouraging holders of the Woolworths MySchool, MyVillage, MyPlanet Card to make our charity their beneficiary of choice and derive monthly funds through this initiative.

   Regular events include our Bake Sales, Bingo Nights, Dog Shows, Fur Child Fridays, The Doggie Dash, The Lucky Ducky Race, Sway for Strays – and our biggest event, our annual Golf Day. Whenever funds run low, we hold raffles and on-line auctions and each year produce a calendar – this year a recipe book – which, with a print run of 300 units sold at R200 each – brings in funds of R60,000.

   It is our policy not to plead poverty with requests for for help pay veterinary or food costs – but rather offer our loyal supporters some form of benefit in the shape of entertainment or appealing prizes, in return for affordable donations. In this way, we keep our funds consistently topped up, as much as feasible, given the tough economic conditions in which we operate.

St Francis Animal Rescue is proud of the work we do. The outcome of 8 years of community service invested in Sea Vista, is the formation of strong relationships of mutual trust and cooperation with local animal owners and, through ongoing education, the ability to change the quality of life of the cats and dogs they own. The advantage we have over many other animal rescues is that we work regularly and consistently within the township of Sea Vista where we are well known by its residents. They have our cell numbers and call for medical emergencies or help with other pet related matters. Trust has been forged between SFAR and animal owners and we are very careful to ensure that all our volunteers spread the same messaging so there is no confusion whatsoever regarding the rights and wrongs of animal care.

Whenever we encounter animal cruelty or neglect, our attitude is one of ‘no compromise’ and we have made this widely known in the community. We will not condone ill treatment of any animals and will remove them from threatening conditions immediately, if we deem this necessary.

Our business plan for 2024 is to continue to follow our successful blueprint, doing what we do best, to improve the lives of cats and dogs living in Sea Vista, who deserve more care and attention. Additional funding will go a long way towards making it possible for us to improve and change the lives of more cats and dogs.

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GRANT-IN-AID APPLICATION FORM

Name of Organization: JBAY ANIMAL RESCUE SANCTUARY

INSTRUCTIONS

Please indicate (mark with an "X") if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		Other X	X

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an "X" where applicable)

Copy of Organization's Registration Certificate	✓
Organization's Constitution, Articles of Association or Trust Deed	✓
Detailed budget with Motivation	✓
Business and Implementation Plan	✓
Signed, audited financial statements where applicable of most recent financial statement.	✓

DECLARATION

Chairperson: Jessica Madeline Naude
ID number: 5905160096082

Vice Chairperson: Cindy Ann Muller
ID Number: 7508100242085

J Naude

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Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Treasure: Sandy Young
ID Number:

Hereby declare under oath, on behalf of
JBAY ANIMAL RESCUE COMMUNITY ANIMAL SANCTUARY
.....
name of organization

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date: 30.01.2024

Signature Chairperson ..... J Vaude .....

Signature Vice Chairperson ..... Muller .....

Signature Treasurer .....

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address:
17 JEFFREYS STREET, CENTRAL, JEFFREYS BAY

Postal code: 6330

2 Street address:
85 GRIFFITHS MXENGE STREET, OCEANVIEW, JEFFREYS BAY

3 Telephone Number: 0766756633

Cell Number: 0766756633

4 E-mail address: jbayanimals@gmail.com

5 When was the organization formed (date?) March 2014

6 Is the organization registered? YES NPO 136-753

Give reasons if not n/a

7 If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.)

8 Date of registration? 21 MAY 2014

9 Registration number: NPO 136-753

(Please attach copy of registration certificate)

10 Details of main contact person in organization:

Name: JESSICA NAUDE

Position: CHAIRLADY

South African ID number: 5905160096082

Phone Number: 0836506373 Cell:

E-mail address: jessicanaude@hotmail.com

11 Details of second contact person in organization:

Name: CINDY ANN MULLER

Position: VICE CHAIRLADY

South African ID number: 7508100242085

Phone Number: 0833204173 Cell:

E-mail address: cindyels1975@gmail.com

12 Names and Positions of three other members of the Management Committee:

12.1 Name: SANDY YOUNG

Position: TREASURER

South African ID number: 4905270091087

Phone Number: 0735678699 Cell:

E-mail address: baysly@gmail.com

12.2 Name: Annelize Meyer

Position: secretary and educator

South African ID number: 7506050023083

Phone Number: 0833218905 Cell:

E-mail address: annelize4kids@gmail.com

J Naude

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

12.3 Name: MARTIN HUMPHRY
Position: ACCOUNTANT
South African ID number: 4808015180008
Phone Number: 0827770303 Cell:
E-mail address: martin@doorware.co.za

13 Is the organization affiliated to another organization? NO.

14 Is the organization an umbrella body? NO.

If yes, what organizations are affiliated to you? (attach a list if necessary)

15 Describe the main purpose of the organization: Our main mission is to privide a service for the animals in the underpriviledged communities and assist wherever necessary. Due to many not having transport we collect and medicate free of charge to the community. We also supply nutritious dog, cat, chicken and pig food at cost from out Clinic outlet. We educate the youth how to treat, nourish and tratin their animals for future generations to benefit. Our weekly sterlisation days we also encourage youth of the comminity to assist in order to encourage them to make decisions for their futures. In surrounding townships we encourage and educate field officers in order to identify cruelty cases, to assess animals in need of veterinary treatment and educate the communities to identify animals for sterilisations to prevent unwanted puppies. The Clinic provides a cattery for unwanted cats and kittens and kennels for unwanted and injured dogs. we hold 24/7 contact for all emergencies and have assisted many dog injuries re panga, dog fights or car accidents late in the evenings. Our Clinic staff have been trained to assisted as nurses. We also hold a daily dipping bath for dogs This prevents dieseases from ticks and fleas which is contegious to children. Vaccinations are also provided to prevent dieseases and rabies. We are most priviledges and graterl to be situated in Oceanview amongst the people.

16 Describe the types of services that the organization provides and the people who will benefit from the services: IN MOST TOWNS THERE IS A HUMAN CLINIC, WE PROVIDE AN ANIMAL CLINIC AND ALSO SERVICE ALL THE TOWNSHIPS IN THE SURROUNDING AREAS. THE COMMUNITY CAN BRING AND WE ALSO GO OUT TO COLLECT AND PROVIDE MONTHLY OUTREACHES FOR THEIR ANIMALS. AS AN UNSTERLISED DOG CAN MORE THAN 80 OFFSPRING AND CATS TRIPLICATE THAT AMOUNT OUR STERLISATIONS ARE MOST IMPORTANT. WE AVERAGE 100 STERILISATIONS PER MONTH AT R300 PER ANIMAL TOTALLING R30,000. WE ALSO VACCINATE PREVENTING DIESEASES AND TREAT AND DIP DOGS DAILY FOR TICKS AND FLEAS WHICH CONTAMINATE CHILD The most important service is education in animal welfare for the children of the community and we also create employmen

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF 25	VOLUNTEERS 20

No of full times staff	No of part time staff	No of full time volunteers	No of part time volunteers
13	12	10	10

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Website: www.kouga.gov.za

18 Summary of duties of staff (Name function and give summary duties):

Full time staff:

18.1.1 FULL TIME STAFF AT OCEANVIEW CLINIC

Siya January - field officer and kennel manager
Bernadine Claasen - saleslady for clinic outlet
Chantelle Dyansi - cleaner and communicator
Gift Khumalo - security officer
James Jazelle - caretaker and maintenance
Dr Shannon - registered vet
Vusi Singatha - Driver and clinic nurse attendant

STAFF AT CHARITY SHOP - 17 Jeffreys St, Central, Jeffreys Bay

Dorothy - shop managress
Lente Hollis - sales lady
George Jazele - sales man and communicator
Audrey - clothes packer and pricing structure.
Sonja Lathina - cleaner
Sharin - assistant saleslady

18.2.1 Part time staff:

We hire partime staff to assist with our weekly outreaches and spay days.

Dr Mirijam - registered vet
Cindy - veterinary technologist
Annelize - nursing assistant
3 x youth from the community

We rotate our youth from the community on monthly basis, this encourages them to understand better the involvement of animal treatments and prepare them for the future of whether they wish to attend veterinary school as their degree of purpose and passion As students they require a small form of income so we do offer a stipend to encourage them to attend weekly class. This really works.

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GRANT-IN-AID APPLICATION FORM

Name of Organization:

National Sea Rescue Institute (NSRI)

INSTRUCTIONS

Please indicate (mark with an "X") if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		Other - Rescue Services and Drowning Prevention	x

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an "X" where applicable)

Copy of Organization's Registration Certificate	x
Organization's Constitution, Articles of Association or Trust Deed	x
Detailed budget with Motivation	x
Business and Implementation Plan	x
Signed, audited financial statements where applicable of most recent financial statement.	X

DECLARATION

Chairperson: Dr Cleeve Robertson
ID number: 590820 5069 080

Vice Chairperson: Brett Ayres
ID Number: 810901 5008 080

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Treasure: Natasha Smith
ID Number: 820811 0123 081

Hereby declare under oath, on behalf of
National Sea Rescue Institute
name of organization

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date:

Signature Chairperson .....

Signature Vice Chairperson .....

Signature Treasurer.....

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address:
P O Box 154, Green Point
Postal code: 8005

2 Street address:
4 Longclaw Drive, Milnerton, Cape Town, 7441

3 Telephone Number: 021 434 4011
Cell Number: 082 992 1191

4 E-mail address: alison@searescue.org.za

5 When was the organization formed (date?) Founded in1967

6 Is the organization registered? Yes
Give reasons if not N/A

7 If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.) NPO

8 Date of registration? 25 January 2001

9 Registration number: 002-870
(Please attach copy of registration certificate)

10 Details of main contact person in organization:
Name: Dr Cleeve Robertson
Position: Chief Executive Officer
South African ID number: 590820 5069 080
Phone Number: 021 434 4011 Cell: 082 991 0761
E-mail address: cleeve@searescue.org.za

11 Details of second contact person in organization:
Name: Alison Smith
Position: National Fundraising Manager
South African ID number: 640126 0039 080
Phone Number: 021 434 4011 Cell: 082 992 1191
E-mail address: alison@searescue.org.za

12 Names and Positions of three other members of the Management Committee:

12.1 Name: Natasha Smith
Position: Accounts Manager
South African ID number: 820811 0123 081
Phone Number: 021 434 4011 Cell: 076 183 1588
E-mail address: nats@searescue.org.za

12.2 Name: Janine Van Stolk
Position: Director Fundraising and Marketing
South African ID number: 620122 0089 088
Phone Number: 021 434 4011 Cell: 067 414 8150
E-mail address: janine@searescue.org.za

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Website: www.kouga.gov.za

12.3 Name: Brett Ayres
Position: Director Rescue Services
South African ID number: 810901 5008 080
Phone Number: 021 434 4011 Cell: 082 437 3244
E-mail address: brett@searescue.org.za

13 Is the organization affiliated to another organization? No

14 Is the organization an umbrella body? No

If yes, what organizations are affiliated to you? (attach a list if necessary)

N/A

15 Describe the main purpose of the organization:

The National Sea Rescue Institute is a volunteer rescue organisation that is on call 24/7. Our mission is to save lives on South African waters. But we're more than a rescue service. We educate communities and strive to innovate and constantly evolve and extend our water-safety initiatives through empowerment and visibility.

NSRI is manned by more than 1450 unpaid volunteers at over 55 rescue bases, including satellite or auxiliary stations and inland dams. In addition, we contracted with several municipalities to provide Lifeguarding services at 72 beaches around the country during the 2023-2024 season.

We mobilise for swift-water and flooding scenarios, fires on vessels, and medical evacuations off ships and coastal clifftops. We assist commercial trawlers and leisure yachts. We activate for fishermen, swimmers, anglers, hikers, paddlers and surfers. We also rescue animals. Families and communities are impacted emotionally and economically when lives are lost. Through water-safety education and active rescue, we can save lives, change lives and create futures.

Our sea-going crew is complemented by a volunteer Lifeguard Unit and Survival Swimming squads, a host of dedicated full-time water-safety personnel, an Emergency Operations Centre situated at our head office, and dedicated fundraisers who are in communication with our donors and supporters. We're a people's organisation, constantly innovating and expanding our footprint to serve our communities through preventive services and education.

16 Describe the types of services that the organization provides and the people who will benefit from the services:

The NSRI provides an essential rescue service to water users who find themselves in difficulty on South African coastal and inland waters. Manned entirely by volunteer crew we are the only nation-wide service of its kind, operating 24/7 and 365 days of the year.

- In order for our crews to perform their life-saving work safely and effectively, they rely on the latest equipment, technology with modern, efficiently run bases from which to for a rescue.
- We currently have an active fleet of over 100 rescue vessels that are used for a wide range of call-outs – from JetRIBs for surf and inshore rescues to our new 14.8 m Offshore Rescue Craft (ORC) that can respond to emergencies far out to sea. On base, we make use of ATVs and quad bikes to access casualties quickly, and our bases' 4x4 vehicles which operate on a rotational fleet system, this means they are all less than four years old. We also undertake significant remodelling to extend base structures to accommodate additional or larger rescue craft. With each remodelling, rebuild or new build, we conform to the latest legislation regarding energy use, which allows us to install rainwater harvesting systems and proper wastewater management, for example. While energy consumption is relatively low at our rescue bases, we still aim to ensure the buildings are as energy efficient and environmentally friendly as possible.

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- Our volunteer crew are required to achieve, master and maintain a wide range of skills to perform their lifesaving work in often very diverse scenarios. To achieve this, each station around the country hosts regular training sessions for its crew. From time to time stations host each other for training and collaboration sessions, where knowledge and skills are shared. Our training team visits each station at least once a year to perform on-site training and also holds regular structured three-day training courses, including coxswain assessment courses, at our Training Academy in Cape Town.
- Staying current through agility and adaptability led to the development of our eLearning Academy, an online portal where volunteers can attend virtual training classes in theoretical aspects of rescue. With crew sustainability in mind, we also introduced an intensive shorter-form full-time rescue course that allows volunteers to achieve their crew badges and join a station.

No person should drown. And yet, in South Africa 29% of fatal drownings are children under 14 years of age. Drowning is preventable and the NSRI is committed to being at the forefront of reaching as many people as possible with our Drowning Prevention initiatives.

- The NSRI's Water Safety Education programme is focussed on teaching people throughout South Africa to be safe in and around water, especially those who are most vulnerable, being children under 14 years.
- NSRI's Pink Rescue Buoys are placed strategically on signs at selected inland rivers, dams and at beaches, act as a reminder to take care if there are no lifeguards on duty, and that in the event of someone getting into difficulty in the water, they can be used as emergency flotation until help arrives. Their bright pink colour allows them to be easily seen.
- The NSRI's Survival Swimming Programme teaches children the basic skills to stay afloat should they find themselves in difficulty in the water.
- NSRI Lifeguarding has proudly collaborated with various municipalities and local communities, through community and skills upliftment and providing a top-quality service. Our comprehensive approach includes hazard identification, strategic signage placement, beach camera monitoring, quality equipment, and expert training and management. As of 2023, We have amassed over 14 000 preventions, effectively reducing incidents encountered by our lifeguards and reinforcing our mission of saving lives on South African waters.

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF		VOLUNTEERS	
No of full times staff	No of part time staff	No of full-time volunteers	No of part time volunteers
182		1480	

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Website: www.kouga.gov.za

18 Summary of duties of staff (Name function and give summary duties):

This is staff directly involved in this request. The other staff is from different departments like training, fundraising, admin, general and call centre markerters.

Full time staff:

18.1.1 Chief Executive Officer: Dr Cleeve Robertson

Director Fundraising and Marketing: Janine Van Stolk

Lifeguard Manager: Rebecca Carter-Smith

Procurement Officer: Aasimah Ismail

Accounts Manager: Natasha Smith

Finance Clerk: Robin Jones

National Fundraising Manager: Alison Smith

PRB Co-Ordinator: Aty Holmes

18.2.1 Part time staff:

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Website: www.kouga.gov.za

GRANT-IN-AID APPLICATION FORM

Name of Organization: **Jeffreysbaai Dorp van Drome NPO 293-127**

INSTRUCTIONS

Please indicate (mark with an ''X'') if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		Other	X

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an ''X'' where applicable)

Copy of Organization's Registration Certificate	X
Organization's Constitution, Articles of Association or Trust Deed	X
Detailed budget with Motivation	X
Business and Implementation Plan	X
Signed, audited financial statements where applicable of most recent financial statement.	X

DECLARATION

Chairperson: B Dhludhlu
ID number: 700223 5541 082

Board member/General Manager: Loulita Vosloo
ID Number: 660502 0043 087

Board Member: Hendrik Pieter Visser
ID Number: 511006 5037 089



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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Hereby declare under oath, on behalf of

Dorp van Drome Jeffreys Bay
Name of organization

That we are authorized to sign this declaration, and that to the best of our knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date: 17 February 2024

Signature Chairperson ……..

Signature Board member ……

Signature Board member……

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address:
__1 Cowrie Street, C-Place , Jeffreys Bay_____
Postal code: _6330_____

2 Street address:
___1 Cowrie Street, C-Place, Jeffreys Bay_____

3 Telephone Number: _____n/a_____
Cell Number: 083 747 0031

4 E-mail address: dorpvandrome@gmail.com

5 When was the organization formed (March 2012)

6 Is the organization registered? YES
Give reasons if not _____
_____

7 If yes, what type of registration: NPO

8 Date of registration? November 2022

9 Registration number: APP22/414986
(Please attach copy of registration certificate)

10 Details of main contact person in organization:

Name: **Bryan Dhludhlu**
Position: Chairperson
South African ID number: 700223 5541 082
Phone Number: _____n/a___ Cell: 083 747 0031
E-mail address: dorpvandrome@gmail.com

11 Details of second contact person in organization:
Name: **Loulita Kruger Vosloo**
Position: General Manager
South African ID number: 02 May 1967
Phone Number: _____n/a__ Cell: 072 828 6230
E-mail address: louvosloo@gmail.com

12 Names and Positions of three other members of the Management Committee:

12.1 Name: **Pieter Hendrick Visser**
Position: Board member
South African ID number: 06 June 1951
Phone Number: ____n/a___ Cell: 076 654 9565
E-mail address: visser.hendrik1@gmail.com

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Website: www.kouga.gov.za

12.2 Name: **Deon Goosen**
Position: Team leader
South African ID number: 09 July 1947
Work Phone Number: _____n/a__ Cell: 084 444 0763
E-mail address: gjfgoosen@gmail.com

12.3 Name: **Corine van Dyk**
Position: Marketing specialist
South African Date of birth: 25 March 1951
Phone Number: _ Cell: 082 922 2260
E-mail address: corinevdyk@gmail.com

12.4 Name: **Leilani Coetsee**
Position: Projects Manager
South African ID/Date of birth: 30 May 1980
Cell Number: 084 681 3702
E-mail address: leilanicoetsee19@gmail.com

13 Is the organization affiliated to another organization? No

14 Is the organization an umbrella body? YES
If yes, what organizations are affiliated to you? (attach a list if necessary)
_____
_____

15 Describe the main purpose of the organization:

Greening and Beautification of Kouga public municipal community parks and places of interest, maintenance and voluntary assistance to supplement the above
.
Collaboration with Kouga Municipality and other stakeholders on environmental awareness, education and beautification of Schools, the CBD, the Jeffreys Bay police station garden, Post Office, clinic and all municipal places of interest, voluntary pick up and clean-up operations to supplement the municipality using volunteers from all communities.

To proactively encourage the pubic to get involved in assisting the municipality to stay green as part of the “Keep Kouga Green” initiative. To grow and further influence the communities to look after their areas better in terms of keeping their areas clean and furthermore beautify and green their surroundings.

To increase the movement to reach all other areas and towns of the municipality as we have assisted with the establishment of Patensie Pronkers as an example.

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Website: www.kouga.gov.za

16 Describe the types of services that the organization provides and the people who will benefit from the services:

- Cleaning cutting and painting of overgrown road verges and corners,
- Painting of kerbs and bollards at the beachfront
- Trimming/maintenance of overgrown palm trees at the main beach, parks, encroaching bushes at declared green sanctuaries eg Noorsekloof enclave
- Painting and maintenance of municipal infrastructure not limited to public bus stops, public structures, parks, environmental sensitive arears.
- Planting water wise flowers and assisting individuals who are keen to beautify and maintain a piece of land outside their property that belongs to the municipality thus promoting well-being and good custodianship.

Design and construction of iconic statues:e.g.

- The Dolphin statue and Brag the fisherman's dog at the main beach in Jbay
- Surf rider at Tecoma Beach in Kabeljous,
- Heart statue at Zoetelief on Seetuin road and most recently
- The labyrinth on Noorsekloof road, Wavecrest.

The beneficiaries are the whole residents of Jeffreys Bay and tourists! The Vision, Mission and goal of Dorp van Drome is to promote the town as the best destination of choice to live in or visit. This is linked to Kouga Municipality's vision to make Kouga the best destination of choice for tourists.

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF	VOLUNTEERS

No of full-time staff	No of part-time staff	No of full-time volunteers	No of part-time volunteers
	6	1	+-50

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Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

18 Summary of duties of staff (Name function and give summary duties):

Full time volunteer staff:

18.1.1

Our full-time volunteer is our General Manager Loulita Vosloo, she is a retired lady and part time estate agent, she is responsible for the day-to-day operations including municipal liaison and resources gathering. She is also responsible for our expenditure and is our authorised signatory with the Chairperson for the bank account.

.

18.2.1 Part time volunteers:

Deon Goosen is one of our elder and team-leader for our works program, he is a retired ex headmaster and is responsible for compiling the schedule for greening and painting crews and determining work functions and assigning working group tasks.

Geoffrey Unwin, Johan, Deysel, Veronica Fourie, Hettie Erasmus, Eric Erasmus, Hester and Willie Styger, Delene Swarts, Teresa Venter, Renier Viljoen, Zuanda Badenhorst to mention a few._____
_____
_____
_____

Part-time staff

__Dorp van drome has 7 part time paid staff_____
_____
_____
_____
_____
_____
_____



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GRANT-IN-AID APPLICATION FORM

Name of Organization: JBAY RECYCLING PROJECT

INSTRUCTIONS

Please indicate (mark with an "X") if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	
Sport		Other	✓

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an "X" where applicable)

Copy of Organization's Registration Certificate	✓
Organization's Constitution, Articles of Association or Trust Deed	✓
Detailed budget with Motivation	✓
Business and Implementation Plan	✓
Signed, audited financial statements where applicable of most recent financial statement.	✓

DECLARATION

Chairperson: Kerry Dianne Smith
ID number: 5501060106087

Vice Chairperson: n/a - Project Director: Tanja Lategan
ID Number: 7305240053088

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Treasure: Susan Smit
ID Number: 7005250974088

Hereby declare under oath, on behalf of
JBAY RECYCLING PROJECT
name of organization

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date: 11 FEBRUARY 2024

Signature Chairperson .....

Signature Vice Chairperson .....
Project Co-ordinator:

Signature Treasurer.....

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address: P.O. Box 153 Jeffreys Bay

Postal code: 6330

2 Street address: 1244 Sarah Baartman Ave, Pelsrus, Jeffreys Bay
Telephone Number: 0846846771

3 Cell Number: 0846846771
E-mail address:jbayrecyclingproject@gmail.com

4 When was the organization formed (date?) January 2011

5 Is the organization registered? Yes

6 Give reasons if not _____N/A_____

If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.)

7 Date of registration? 06-05-2013

8 Registration number: 120-373

9 (Please attach copy of registration certificate)
Details of main contact person in organization:

10 Name: Tanja Lategan
Position: Co-ordinator
South African ID number: 7305240053088
Phone Number: __0846846771 ___ Cell: 0846846771
E-mail address: wvjbay@mweb.co.za
Details of second contact person in organization:

11 Name: Susan Smit
Position: Treasurer
South African ID number: 7005250974088
Phone Number: _0828642714_____ Cell: 0828642714
E-mail address: sue@peth.co.za
Names and Positions of three other members of the Management Committee:

12

12.1 Name: Kerry Smith
Position: Chairperson
South African ID number: 5501060106087
Phone Number: 076 687 5886 Cell: 076 687 5886
E-mail address: kerrysmith600@gmail.com

12.2 Name: Henry Dillon
Position: Press Officer
South African ID number: **7506075078088**
Phone Number: 064 655 1726 Cell: 064 655 1726
E-mail address: majorgoodvibes@gmail.om

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Website: www.kouga.gov.za

12.3 Name: Kelly Tommelein
Position: Secretary
South African ID number: Permanent Resident NO: PE23/2019/PRP 1001197532
Phone Number: 060 339 9352 Cell: 060 339 9352
E-mail address: kelly.tommelein@gmail.com

13 Is the organization affiliated to another organization? No

14 Is the organization an umbrella body? No
If yes, what organizations are affiliated to you? (attach a list if necessary) ____
_n/a_____
_____

15 Describe the main purpose of the organization:

Empowering children through education, connection, awareness and responsibility.

To enable children to trade collected REYCLABLE MATERIAL for basic necessities.

This enables them to remain in school and develop into fully rounded individuals with dignity.

16 Describe the types of services that the organization provides and the people who will benefit from the services:

Recycling swop shop, run by volunteers whereby children can bring their recyclable materials and swop them for basic necessities.

Benefits the children in the community between the ages of 3 and 17 and their families.

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF		VOLUNTEERS	
No of full times staff	No of part time staff	No of full time volunteers	No of part time volunteers
1	7	4	10-20 weekly

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18 Summary of duties of staff (Name function and give summary duties):

Full time staff: (VOLUNTARY COMMITTEE)

18.1.1

1. TANJA LATEGAN: PROJECT DIRECTOR - Management, co-ordinating, purchasing, operation, media, administrative
2. SUSAN SMIT: TREASURER - Financial, operational, management, administrative, secretarial
3. KERRY SMITH: CHAIRPERSON - Management, advisory, liaison, operational, administrative
4. KELLY TOMMELEIN: SECRETARY - Management, operational, secretarial
5. HENRY DILLON: SOCIAL MEDIA - Management, operational, social media

18.2.1 Part time staff:

6 x Paid Casual Staff to weigh and sort the recyclable materials every Monday

1 x Paid Casual Staff to man the gate and ensure no bullying/theft every Monday

1 x paid Casual staff to operate computer and input data every Monday
BETWEEN 10 and 20 Non-paid volunteers to work in the swop shop assisting children with their purchases, hand out food, wash hands, try on clothing and advise them, to set up at the beginning of trading day and pack away / stock take at the end of the trading day.

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GRANT-IN-AID APPLICATION FORM

Name of Organization:

God se Hande

INSTRUCTIONS

Please indicate (mark with an ''X'') if your application for funding is in terms of:

Arts and Culture		Heritage and museums	
Tourism		Local Economic Development	x
Sport		Other	x

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an ''X'' where applicable)

Copy of Organization's Registration Certificate	x
Organization's Constitution, Articles of Association or Trust Deed	x
Detailed budget with Motivation	
Business and Implementation Plan	
Signed, audited financial statements where applicable of most recent financial statement.	x

DECLARATION
Chairperson: Tamsyn Scheepers
ID number: 9107280116082

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Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Vice Chairperson: Sine Coetzee
ID Number: 9108020122083

Treasure: Nadia du Preez
ID Number: 8410160033083

Hereby declare under oath, on behalf of

God se Hande
name of organization

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date:

Signature Chairperson ……..

Signature Vice Chairperson ……

Signature Treasurer……

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Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address:
N/A
Postal code: 6335

2 Street address:
Erf 388,Tier street, Ramaphosa Village, Patensie

3 Telephone Number: N/A
Cell Number: 0828939782

4 E-mail address: projek.godsehande@gmail.com

5 When was the organization formed (date?) 05 February 2021

6 Is the organization registered? yes
Give reasons if not _____
_____

7 If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.)
NPO

8 Date of registration? 28 May 2021

9 Registration number: 259-276 NPO
(Please attach copy of registration certificate)

10 Details of main contact person in organization:
Name: Tamsyn Scheepers
Position: Chairperson
South African ID number: 9107280116082
Phone Number: N/A Cell: 0828939782
E-mail address: tamsyngrey@gmail.com

11 Details of second contact person in organization:
Name: Sine Coetzee
Position: Secretary
South African ID number: 9108020122083
Phone Number: N/A Cell: 0825780353
E-mail address: sinedupr@gmail.com

12 Names and Positions of three other members of the Management Committee:

12.1 Name: Shaula Greyvenstein
Position: Communications officer
South African ID number: 850408005084
Phone Number: N/A Cell: 0845566599
E-mail address: shaulagreyvenstein@gmail.com

12.2 Name: Nadia du Preez

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Position: Treasurer
South African ID number: 8410160033083
Phone Number: N/A Cell: 0839686149
E-mail address: patensieislekker@gmail.com

12.3 Name: Cherese Rautenbach
Position: Project Coordinator
South African ID number: 9010200069086
Phone Number: N/A Cell: 0797560156
E-mail address: cheresew@gmail.com

13 Is the organization affiliated to another organization? No

14 Is the organization an umbrella body? No
If yes, what organizations are affiliated to you? (attach a list if necessary)

_____

_____

15 Describe the main purpose of the organization:

It is an empowerment initiative to give disadvantaged children the opportunity to improve their circumstances and to make good choices.

The objective of project is threefold:
1- To meet children's basic needs;
2- Teach kids about recycling and awareness of their environment
3- To teach children about trade-in, hard work

16 Describe the types of services that the organization provides and the people who will benefit from the services:

The project offers children the opportunity to exchange recyclable materials for items they need.

Children up to the age of 13 gather recyclable materials weekly. Every week on a Tuesday, the children bring their recyclable materials to the project site in Ramaphosa Village. Each child's material is weighed individually and a "token" value is assigned. "Tokens" can be used immediately or saved for later use. On the premises is a "swop shop" where the children can exchange their "tokens" for everyday goods for example; Soap, toothbrush, toothpaste, toilet paper, clothes, shoes, school accessories, toys, food etc.

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17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF	VOLUNTEERS

No of full times staff	No of part time staff	No of full time volunteers	No of part time volunteers
		2	12

18 Summary of duties of staff (Name function and give summary duties):

Full time staff:

18.1.1 Currently no paid full time staff due to lack of funds.

_____

18.2.1 Part time staff:

Currently no part time paid staff due to lack of funds

_____

Function and duties of full time volunteers

Full time volunteers are expected to organize every project day on a Tuesday, to inform local schools that the project will be open or closed, manage volunteers for the project day. Run the project on the project day. Keep contact with the recycling company to pick up recycling from the storage container when needed.

Also expected to do a full stock take at the end of each month and to list and buy stock when needed. Pricing the stock and packing out the stock is one of the duties of the full time volunteers.
Reaching the public to participate in donation and participation. Organizing the marketing of the project at local events.

Book keeping of the projects financials and upkeep of the premises.

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GRANT-IN-AID APPLICATION FORM

Name of Organization:

Patensie Pronk

INSTRUCTIONS

Please indicate (mark with an ''X'') if your application for funding is in terms of:

Arts and Culture	X	Heritage and museums	
Tourism	X	Local Economic Development	
Sport		Other	X

NB: All the questions must be answered and if not applicable, be marked as such. Each page of the application must be initialed and the last page must be signed by at least signatories. If there is not enough space for answers, please use and attach further sheets of pages which must also be initialized by the applicant.

Applicant desiring assistance with regards to the completion of this form must contact the relevant Directorate.
Incomplete applications will not be forwarded for consideration.

CHECKLIST FOR DOCUMENTATION NEEDED.

Please make sure that the following documents are attached to the application form. (Tick with an ''X'' where applicable)

Copy of Organization's Registration Certificate	X
Organization's Constitution, Articles of Association or Trust Deed	
Detailed budget with Motivation	
Business and Implementation Plan	
Signed, audited financial statements where applicable of most recent financial statement.	

DECLARATION

Chairperson: **Nadia Du Preez**
ID number: **8410160033083**

Vice Chairperson: **Carin Scheepers**
ID Number: **7902260079082**

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Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

Treasure:
ID Number:

Hereby declare under oath, on behalf of

.....
name of organization **Patensie Pronk**

That we are authorized to sign this declaration, and that to the best of my knowledge all answers to questions on and attachments to this application form are accurate. In the event that the application is successful, this organization will use the grant only for the purposed specified in the application, and will comply with all the terms and conditions as set out in the Grant-in-Aid Policy. We confirm that the organization has the power to accept grant subject to conditions and to repay the grant if the conditions are not met. We also confirm that any funds not utilized for the purpose it was granted, must be reimbursed to the Kouga Municipality as well as any unspent funds.

Date:

Signature Chairperson .....

Signature Vice Chairperson .....

Signature Treasurer.....

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Website: www.kouga.gov.za

SECTION A: DETAILS OF ORGANIZATION

1 Postal address: **Posbus 304**

Postal code: **6335**

2 Street address: **Erf 375 Alexander Laan, Patensie, Eastern Cape**

3 Telephone Number: _____

Cell Number: **083 968 6149**

4 E-mail address: **patensieislekker@gmail.com**

5 When was the organization formed (date?) **Februarie 2020**

6 Is the organization registered? **Yes**

Give reasons if not _____

7 If yes, what type of registration: (e.g. NPO, Section 21 Company, Trust, etc.)

8 Date of registration? **20 September 2020**

9 Registration number: **282-362 NPO**

(Please attach copy of registration certificate)

10 Details of main contact person in organization:

Name: **Nadia Du Preez**

Position: **Chairperson**

South African ID number: **8410160033083**

Phone Number: _____ Cell: **083 968 6149**

E-mail address: **patensieislekker@gmail.com**

11 Details of second contact person in organization:

Name: **Carin Scheepers**

Position: **Project Coordinator**

South African ID number: **7902260079082**

Phone Number: _____ Cell: **082 821 0821**

E-mail address: **tolbos@baviaans.net**

12 Names and Positions of three other members of the Management Committee:

12.1 Name: **Cato Pasques**

Position: **Communications officer**

South African ID number: **6812060021088**

Phone Number: _____ Cell: **076 758 4091**

E-mail address: **cato.pasques12@gmail.com**

12.2 Name: **Yolande Vermaak**

Position: **Secretary**

South African ID number: **7212300059080**

Phone Number: _____ Cell: **072 877 1033**

E-mail address: **yolande.v@gamtooswater.co.za**

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Website: www.kouga.gov.za

12.3 Name: **Chrisna Rens**
Position: **Treasurer**
South African ID number: **9411180276081**
Phone Number: _____ Cell: **079 924 5087**
E-mail address: **chrisnarek@gmail.com**

13 Is the organization affiliated to another organization? **No**

14 Is the organization an umbrella body? **No**
If yes, what organizations are affiliated to you? (attach a list if necessary)

_____
_____

15 Describe the main purpose of the organization:

The local community would like a clean, functional town - we are assisting the Kouga Municipality with cleaning and beautifying gardens, parks and buildings.

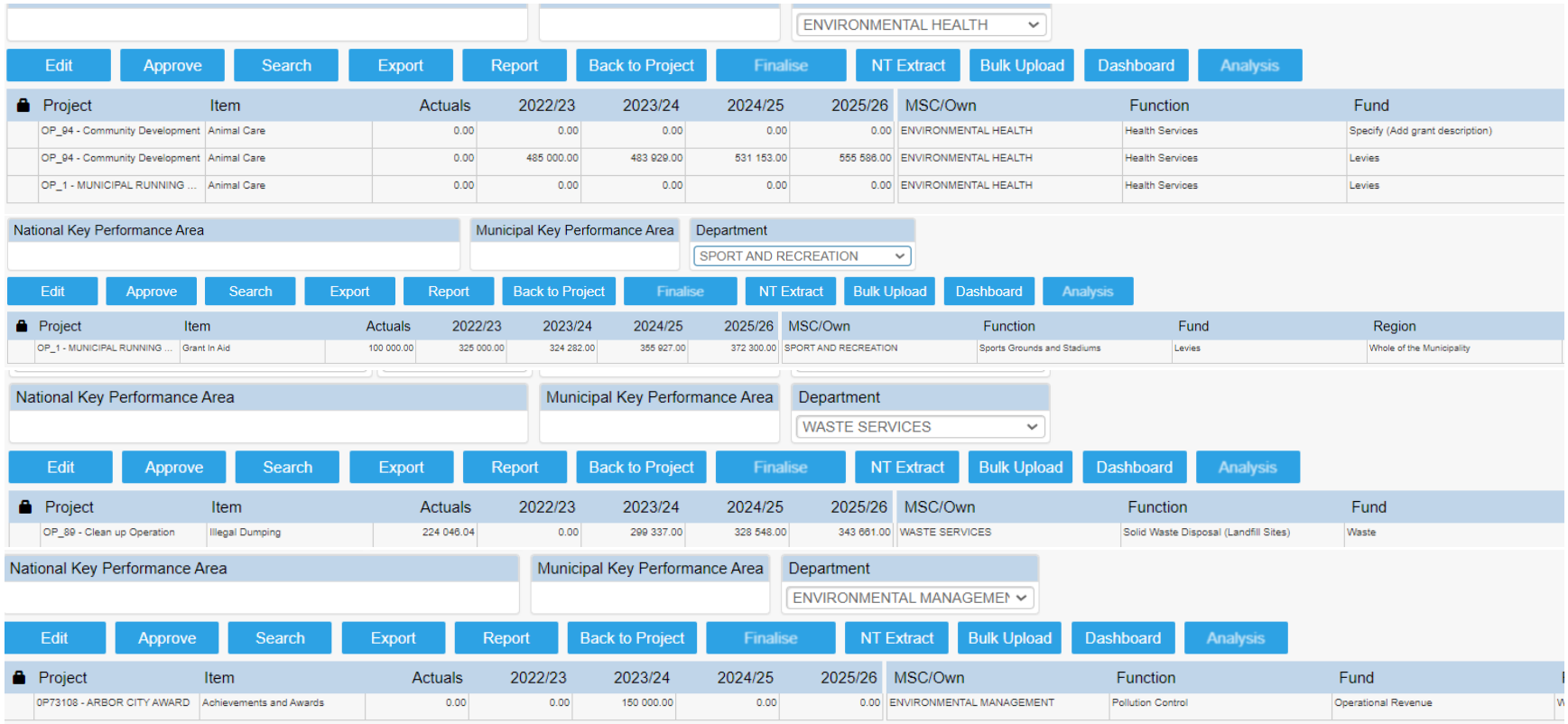
16 Describe the types of services that the organization provides and the people who will benefit from the services:

The community provides their time to clean and come up with ideas as to how we can create a cleaner and better future for all residents. Local businesses, pedestrians and tourists will benefit from this.

17 Number of staff and voluntary workers presently employed in your organization:

PAID STAFF	VOLUNTEERS **30**

No of full times staff	No of part time staff	No of full time volunteers	No of part time volunteers
			30



KOUGA MUNICIPALITY

2024-03-01

BUDGET & TREASURY