

Message from the Mayor, Councilor Rudi Laws

It is indeed a honour and privilege for me to present this Annual Report as Executive Mayor of the Eden District Municipality. As Mayor, I remain committed to a programme of action that will ensure that we have developmental local government and sustainable and shared growth.

We live in the most exciting times of our history as a young and vibrant nation that has to face the challenges of crime, unemployment, poverty, HIV/AIDS and it is a growing sentiment within our council that we should seize the opportunities of shared growth and sustainable growth; a vibrant youth and deepening of our democracy

As we move from the past financial year it becomes important to reflect upon some of the key events which have shaped the future of our District:

- HIV/AIDS Summit which was to share and raise awareness on Poverty and HIV/AIDS
- Economic Development Strategy which was launched during November 2005 and which should facilitate economic growth and address issues pertaining to unemployment, poverty and inequality.
- Youth and Gender with the development of a youth and gender policies and capacity development for youth leaders
- Environmental Projects ranging from an Integrated Waster Management Strategies to a school-based Biomonitoring Project
- Socio Economic Survey which set out to generate more accurate household data
- Preparation for the Growth and Development Summit which was set to take place during the second half of 2006.

I wish to thank the Deputy Executive Mayor, the members of the Mayoral Committee, the Speaker and all other councilors for their contributions. My thanks also go to the municipal manager and his staff for their continued efforts to sustain the municipality as a high performer.

Executive Mayor

Rudi Laws

OVERVIEW OF THE EDEN DISTRICT MUNICIPALITY

A district of contrasts

Eden District Municipality (EDM) was established in terms of Notice No P.K. 497 of 22 September 2000 as a result of the amalgamation of the Klein Karoo District Council and the South Cape District Council. The Eden district consists of the following municipalities:

- Bitou Local Municipality
- Knysna Local Municipality
- George Local Municipality
- Langeberg Local Municipality
- Mossel Bay Local Municipality
- Kannaland Local Municipality
- Oudtshoorn Local Municipality, and District Management Area including Uniondale, Haarlem and Avontuur.

The EDM is located along the south-eastern coast of the Western Cape Province. It stretches roughly for 350 km along the Indian Ocean coast, from the Bloukrans River in the east, to Witsand at the Breede River Mouth in the west. The coastline of this vast area varies dramatically, from white sandy beaches to rocky cliffs. This region is often described as one of the most beautiful in South Africa, with the Garden Route as the centre of its tourism industry. The EDM is endowed with rich natural resources and landscapes, the most prominent of which are associated with the coastal zone, the indigenous forests on the coastal plateau and the dry Succulent Karoo environment of the Klein Karoo. The main access routes to the region are the national road (N2) via Swellendam in the west, and Coldstream in the Eastern Province, as well as the regional road (R62). Various mountain passes provide access from the coastal areas to the Klein Karoo region in the north; beyond the Outeniqua mountain range (including the R323, R328, N12, N8 and R339).

The region is a study of contrasts in many aspects. Geographically, the Outeniqua mountain range creates a physical divide between the Klein Karoo and South Cape. This impact on very definite differences in respect of climate, economic activities, tourism, demographic tendencies, social patterns and service delivery of the municipalities.

Our people

According to the Census 2001 (SA Stats) the population for Eden District Municipality was approximately 455 000 persons. When compared with the 1996 results, a **19.39%** increase is evident. The district is predominantly urban with increased urbanization having taken place between the 2 census periods. There has been an increase of **39%** in urban population in this period in Eden District as a whole, compared to an increase of 19% in rural population. All the local municipalities except Oudtshoorn have shown a greater increase in urban as opposed to rural population.

The migration of people to the Eden district, and in particular to the coastal towns of Bitou, Knysna, George and Mossel Bay contributed to a population growth of **19%** from 1996 to 2001. Bitou experienced a **35%** growth during this period. As a result, 46% of the district population growth of **19%** represents people migrating to Eden that were unemployed. This places an enormous burden on the municipalities in terms of the supply of free basic services, housing and developmental planning issues. The practical application is that the infrastructural commitments of coastal towns are growing at a quicker pace than what budget increments allow. Coupled to this reality, one must be mindful of other social problems which are commonplace where basic human needs are not met. Presently, three of the five towns in the Western Cape Province with the highest incidence of HIV/Aids are within the boundaries of the Eden district.

If the population growth over the five years preceding 2001 is linearly projected to the next five years, the Eden district should then be home to about 543 000 people in 2006. Given the economic unprecedented growth in the district over the last two years, it is expected that this figure will be surpassed.

Our economy

During 2004 the Provincial Government of Local Government and Housing commissioned a study on the growth potential of towns within the Western Cape. This study was done as input for National and Provincial Spatial Development Plans.

The aim of the study was the following: Non-metropolitan areas can be distinguished between a relatively small number of localities (towns) that have the economic potential to restructure and a significantly large number that are ultimately likely to decline, since they seem to possess limited resources to generate sustainable economic activity. It can be argued that spending by government is likely to be more effective and efficient if aligned with the primary social environmental and economic trends described in National Spatial Development Plan (NSDP).

The abovementioned argument is based on the understanding that economic growth is most likely to continue where it previously occurred, and therefore economic potential is highest in these localities. The approach of the NSDP seeks to focus the bulk of fixed investment of government on those areas with the potential for sustainable economic development. It can be shown that it is in these areas that the government's objectives of both promoting economic growth and alleviating poverty will be best. In areas of limited potential, it is recommended that, beyond a level of basic services to which all citizens are entitled, government should concentrate primarily on social investment. The above is of particular significance for the Eden region because all the major towns within the region such as George, Mossel Bay, Knysna and Oudtshoorn were in the top ten of towns with the best growth potential in the Western Cape. This must be encouraging to the administrative and political leadership within the Eden region to work with the private sector and social partners to ensure that economic development is a central focus area of each municipality. It illustrates the need for the Eden District Municipality to build-up its capacity around LED to enhance, support, coordinate and guide B municipalities and private sector.

Economic activities in the Eden Region are clustered in an east to west axis through the George- and Mossel Bay municipal area's and on a north to south axis, through George and Oudtshoorn. Together, George, Mossel Bay and Oudtshoorn contribute 80% of total RSC levy income for the Eden District Municipality

Our environment

The environment, both naturally and human made, is widely accepted as one of the Eden region's most valuable assets, and many stakeholders – as it proved from the contentious debates during the Environmental Management and Spatial Planning summit- were concerned by the (seemingly) lack of integrated conservation and planning mechanisms to address and protect the environment for the benefit of all its inhabitants.

- The EDM comprises unique natural attributes that justify its status as a national asset.
- The natural environment and its resources of the EDM are sensitive and susceptible to over-exploitation or inappropriate use.
- The EDM supports viable economic sectors.
- The EDM comprises a significant cultural heritage.
- The EDM includes natural ecosystems and habitats that are of global importance.
- There is a substantial need for social upliftment and community development and empowerment.

- Priority should be given to issues such as rural development, land reform, environmental conservation, statistics, a regional dumping site, economic development, tourism, roads and infrastructure (N2), golf estates and the use of agricultural land for non-agricultural purposes. These aspects should be addressed on a district level.
- There is a general lack of co-ordination of development and land use on a bioregional level, which emphasizes the need for an integrated planning framework, within which government, community, corporate, and other private interests, would share responsibility for coordinating land-use planning for both public and private.

EXECUTIVE SUMMARY

The Eden district municipality’s vision is to establish Eden as:

“A home and future for all“

To achieve its vision the district municipality has set the following strategic objectives:

- Good governance through institutional transformation, intergovernmental cooperation and public consultation to ensure accountability;
- Develop appropriate regional economy that ensures shared prosperity and sustainability;
- Create an enabling social environment that ensures safe, healthy and vibrant communities that participate actively in Eden;
- Ensure an effective and affordable service and infrastructure delivery in Eden to meet the needs of the people;
- Develop human & social capital by investing in women and youth development, and
- Sustain Eden environment through resource conservation, good land use practices & people-centered planning.

As the sphere of government closest to the community, local government has been tasked with facilitating the process of 'bringing people back in'. Municipalities are legally obliged to ensure the participation of communities and organizations in the formulation of municipal budgets and plans. This is largely done through the establishment of integrated development plans (IDP's) at district and local level.

It cannot be disputed that Eden’s recent IDP Review process generated the most public participation in municipal planning, in its the history. The people of EDEN have spoken, together we need to create and build **“EDEN A home and future for ALL!”**

In support of the vision set out in the IDP the district municipality’s portfolio committees underwent restructuring in order to meet these strategic objectives. A portfolio committee was established for each of the six strategic objectives.

The programs and projects of the various departments, contained later on in this report, also bear testimony that the district municipality is serious to achieve its strategic objectives. We trust that these departmental reports will give you some insight into our activities for 2005/06.

CHAPTER 2

PERFORMANCE HIGHLIGHTS

A. DEPARTMENT: CORPORATE SERVICES
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1. Development of policies

1.1 Records Management System and Registration Procedure Manual

Tenders were invited for the compilation of a Records Management Policy and a Registration Procedure Manual as prescribed by the Act on National Archives, No 43 of 1996 and instructed by the Provincial Archives Offices in Cape Town. This will be utilized by Hessequa, Mossel Bay, Oudtshoorn, Knysna, Kannaland and Eden Municipalities and therefore result in the pro rata sharing of the costs by the various municipalities.

1.2 Collaborator Implementation and Support

The following initiatives are planned for the remainder of the year.

1.2.1 Supply Chain Management

- Final Implementation of Supply Chain Management (SCM) at Eden District Municipality, with specific reference to the Requisitions Process and the publication of statutory requirements related to the MFMA (Municipal Finance Management Act) documentation.
- The initiation of training and implementation of SCM at Mossel Bay Municipality in respect of the Requisition Process. The remainder of SCM processes is currently in progress.
- The scanning and indexing of the Supply Database is currently in progress at Oudtshoorn Municipality and is planned for completion by 15 December 2006.

1.2.2 Decision Management

- Final preparations and training for implementation of the Decision Management process at Knysna Municipality Automatic agenda generation to commence in January 2007.
- Resolution Actioning and the implementation status monitoring there currently in progress at Hessequa Municipality. This process will be up and running by the 15th of December 2006.

1.2.3 Customer Care

- The project team, in collaboration with Mossel Bay Management, is in the process of establishing a Helpdesk/Customer Care office and Customer Care Statement of Intent in view of final implementation of Customer Care.
- In order to boost the public's confidence in Municipal Service delivery and as part of the Customer Care solution, the implementation of Receiving Notifications for all types of Communication (Correspondence, E-mail and telephone calls) directed to municipalities is being implemented.

1.3 Legal Plan

The legal plan for the region has been completed and submitted. A legal advisors forum has also been established. The register will be updated and submitted to council. The updated information to be inserted needs to focus on the work done that is performed for Kannaland.

1.4 Standard Rules of Order

This rule of Order has been approved in principle by Council and must still be advertised for public comment. This will be done shortly where after it will be taken back to council for final approval before it is submitted to the MEC for publication as a By-law. The advertisement will be placed early in 2007.

B. DEPARTMENT: FINANCIAL SERVICES
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1. Procurement

The 2005/06 period saw increased effort to comply with the section 11 of the Municipal Finance Management Act (MFMA). In this respect, a number of initiatives were undertaken over the last year, including the development of a supply chain policy and improvement of tender documents to enable a sound review process and reduce the number of appeals against tenders not won.

2. Expenditure

One of the key considerations in relation to expenditure is the extent to which the district municipality expenditure supports small, medium and micro enterprises (SMMEs) and Black Economic Empowerment (BEE). While fronting remains a problem for the Directorate, there has been considerable increase in SMME and BEE spends within the district municipality. Sixty six percent (66%) of formal tenders were awarded to HDI/BEE companies during the financial. Only twenty nine percent (29%) of quotations for non- capital purchases were allocated to BEE companies. This is mainly due to a lack of BEE suppliers on the district municipality's supplier database. Due to constant updating the supplier database will be more comprehensive during the 2006/07 financial year and therefore rotation of suppliers will be much easier.

3. Revenue

In its focus on driving efficiency, the RSC levy section undertook an awareness campaign to lobby the support of business, local municipalities and bookkeepers with the registration of businesses for RSC levy purposes. RSC levies will be abolished on 30 June 2006 and therefore it was important to collect as much as possible levies during this financial year.

2005/06 also saw the revision of the Credit Control and Debt Management Policy (aligned with national policy), which addresses the management of indigents. This policy ensures that those who cannot pay their accounts but are indebted to the district municipality are handled in the most appropriate manner.

Over the 2005/06-performance year, the problem of unidentified cash was partially resolved. Significant amounts of unidentified cash, which had been a problem in the past, were allocated to the correct customer accounts and further inflow is now being allocated without delay. This resulted in an audit report that recorded no exception in respect of unidentified cash.

4. Budgets

In the 2005/06 financial year, the district municipality managed an operating budget of R179, 190 million and a capital budget of R13, 543 million. The total budget for 2005/06 was set at R192, 733 million – an amount that falls within the affordability and sustainability parameters set by Council and were approved at the May 2005 Council meeting.

5. Finance

As part of its key mandate, the Finance section ensured the timeous and accurate submission of VAT returns, together with the completion and submission of Financial Statements to the Office of the Auditor- General. This involved the restatement of closing year general ledger balances to comply with GAMAP/GRAP requirements (Generally Accepted Municipal Accounting Practices/General Recognized Accounting Practices), the updating of the District Municipality's asset register, and an improvement in accounts reconciliation. As these requirements have been met and audit queries resolved the district municipality is in a position to meet legislative requirements.

6. Payroll

2005/06 saw the Payroll section successfully manage and control the monthly payment of salaries (including third party payments) to staff and councillors, with the section adhering at all times to legislative requirements.

C. DEPARTMENT OF STRATEIC SERVICES

1. PIMMS CENTRE AND RESEARCH SECTION

1.1 Establishment of research section

The inception of an in-house research unit was a major step forward to establish the District Municipality at the strategic level in local government. Through proper scientific research, the purpose objective of the unit is to assist councillors and personnel of Eden District Municipality with the strategic positioning of the DM and to develop operational effective business processes to implement strategy. A specific local government business research process was developed to generate dependable data derived by practices that are conducted professionally and can be used reliably for managerial decision making. It follows the standards of the Scientific Method.

Two major research programs were launched during the year:

- business incubation, and
- the establishment and functioning of ward committees.

1.2 Eden Socio Economic Survey

The purpose of this project was to generate more precise household data and develop relevant ward profiles across the district.

- Development of shared evidence based analysis
- Identifying the key needs of communities in each target area in order to inform local authorities in Eden around appropriate investment in facilities

Three hundred unemployed youth were recruited from across the district. They received accredited training from University of Stellenbosch as field workers, to conduct a survey. Supervisors, checkers and data capturers were appointed and trained as well. Technical panel was made up of all government departments i.e. Stats SA, Provincial treasury, Population Unit etc. Steering Committee consisted of representatives of all local municipalities.

1.3 HIV and AIDS & Poverty Alleviation

Establishment of Intergovernmental Task team for HIV/ AIDS and Poverty Alleviation

Hosted the Eden HIV and Poverty Imbizo

The purpose of the Imbizo was to:

- Share information and raise awareness on the impact of Poverty and HIV and AIDS on the people of Eden

2. ITC SECTION

The ITC section had the following performance highlights during 2005/06:

- Successful establishment of a regional GIS workgroup
- Service Agreement between Eden district municipality and local municipalities within its area of jurisdiction
- Acceptance of Best Practice Models, COBIT and ISO 17799. These models were developed with the assistance of Prof Rossouw von Solms (Director: Institute for ICT Advancement, School of ICT, Nelson Mandela Metropolitan University) and Prof Basie Von Solms, President-Elect: IFIP (International Federation for Information Processing), HOD: Academy for Information Technology, University of Johannesburg)

3. LED SECTION

3.1 Growth and development summit

The Department of Strategic Services was central in organising the recent Growth and Development Summit in conjunction with the other departments of Eden and our partners, in partnership with the seven local B municipalities and the Provincial Government of the Western Cape. This summit, which is the first one of its kind held in the Western Cape, was convened in response to the call by the State President, the honorable Thabo Mbeki, in his State of the Nation address of February 2006, for Districts to hold Growth and Development Summits to promote rising levels of growth, investment, job creation, and people-centered development.

The Summit was preceded by mini-Summits, which took place within the local municipalities which fed into the four (4) sectoral themes of the conference:-

- Economic Development
- Strategic Infrastructure Development
- Spatial and Environmental Sustainability
- Social Development

3.2 Economic Development Strategy

Eden District Municipality has taken up the challenge of preparing an economic development strategy for the region, through an interactive, inclusive and participative approach. This process was launched with the Eden Sustainable Development Summit in March 2005; included monthly workshops with officials from B Municipalities; a two-day workshop in Stilbaai with B municipal, provincial and national officials on 19th and 20th October 2005; bilateral meetings with B municipal officials during October and November 2005; the official launch of Eden Economic Development Strategy on 18 November 2005 and the completion of the Eden Terms of Reference date 5 December 2005.

Eden District Municipality has appointed MCA as well as a range of sector specialist to assist with the preparation of an Economic Development Strategy for the region.

The overriding concern of the EDEDS is to facilitate economic growth and address issues pertaining to unemployment, poverty and inequality. The approach to the preparation and implementation of the EDEDS will be based on a Strategic Planning Approach. The EDEDS is a vital component of the Eden IDP, the overarching strategic and integrated development plan for the district.

3.3 2010 FIFA Soccer world cup

The soccer world cup takes place every four years and is one of the largest sporting events in the world. The tournament, organized by FIFA, comprised 32 teams from across the world competing for the status of world champions. The 2006 event was hosted by Germany in 12 cities, and South Africa has been nominated to host the 2010 event. There was a need to ascertain certain organizational aspects first hand in Germany, and EDEN DM was fortunate to have Paul Hoffman (lecturer at Nelson Mandela Metropolitan University visiting Germany for the duration of the 2006 event) to research and investigate certain marketing issues, as well as tourism related issues and the possibility to position George and the Southern Cape as a potential base camp for one of the teams. Eden DM was actively involved in this initiative by sponsoring his trip to the amount of R10 000-00. This was done primarily because of the realization how important market research is if Eden DM wishes to reap benefits and opportunities presented by the 2010 Soccer World Cup.

3.4 WESGRO'S Export and development program

Wesgro launched the Exporter Development Program (EDP) for potential, recent and established exporters in the Western Cape in 2004.

The purpose of the EDP is to contribute to increased exports and provide sustainable access to global markets for Western Cape businesses. A key component of this program is a focus on giving special support to small, medium enterprises (SMEE's), black and women-owned businesses. The main aim of this program is delivering export related courses for selected small businesses as a means of improving the abilities of SSME's to compete globally.

The successful implementation of the Exporter Development Program calls for the strengthening of partnerships with district municipalities. It is due to this reason that Wesgro took a position to strengthen its relationship and partnership with district municipalities for 2006/07 financial year. EDEN District Municipality has been chosen as an important partner for both export promotion and export development given the vast potential for economic growth.

3.5 Tourism PDI inisiatief

Met die Toerisme as belangrikste ekonomiese sektore binne Eden en die Wes-Kaap Provinsie is besluit om dit deel te laat uitmaak van die Eden Distriksmunisipaliteit se Ekonomiese Strategie. Terwyl die proses ontvou het, is agtergekom dat daar heelwat leemtes binne die gebied bestaan om beduidende inset vanaf agtergeblewene gemeenskappe in te win. In

oorlegpleging met MCA Konsultante, is daar toe besluit dat die beste manier om hierdie uitdaging die hoof te bied, is om 'n reeks werkswinkels te organiseer. Entrepeneurs, binne toerisme vanoor die hele streek, sou dan geleentheid hê om hierdie werkswinkels as platform te gebruik om hul griewe, verwagtinge en posisies oor te dra. Dit sou ook die ideale geleentheid wees om die groep so te organiseer dat hulle 'n liggaam kan stig wat hulle verteenwoordig op streeksvlak. Die uitkomstebereik deur hierdie inisiatief is belangrik vanweë die feit dat groot impak sal hê op kwessies wat aangespreek sal raak binne die Ekonomiese Strategie, sowel as besprekingspunte vir die komende Groei-en Ontwikkelingsberaad op 11 Oktober 2006.

3.6 Assistance to Hessequa Municipality with the development of a tourism strategy

Hessequa Municipality received an amount of R150 000-00 earlier this year from Eden District Municipality to promote Tourism within their municipal boundaries. They requested assistance from Eden DM to guide them in designing the best possible way in which to continue. Regular meetings and planning sessions led to the implementation of a project plan for the promotion of Tourism in the Hessequa region.

Eden DM was instrumental in this initiative, and the first step decided on was to compile a strategic plan. It was agreed upon that some of the consultants involved in the Eden District Economic Strategic Plan, are going to assist in drawing up this strategic plan. Again Eden DM will be actively involved by playing a supportive and advisory role as long as requested by the Hessequa Municipality.

3.7 MTN Women on in business training

Eden District Municipality (LED Unit) partner with the MTN Foundation has join forces to establish and manage a MTN's Information and Communication Technology (ICT) Centre and under MTN's Rural Women Entrepreneurship Program.

MTN's ICT and Rural Entrepreneurship Program are based on the vision of rural communities in which entrepreneurs use ICT to develop and improve business performance and quality of life. This will be done by facilitating access and building the capacity of rural women entrepreneurs to use ICTs. Innovation, partnerships, sustainability and broad-based black economic empowerment are some of the values driving the program.

Objectives of the program include:

- Creation of opportunities for rural entrepreneurs' access to information and technology;
- Enhancing rural entrepreneurship through establishment of ICT infrastructure and support program; and
- Facilitating the development of sustainable rural enterprises by building entrepreneur capability.

To date 28 rural business women throughout the Eden region completed the training.

3.8 EDEN LED Resource centre

Lack of access to relevant, current and up to date information within government are often the reasons and basis for poor planning and development strategies. The establishment of an Information and Documentation Resource Centre within the Eden District Municipality will benefit, empower and inform a broad range of regional stakeholders, its own staff and the various learners that form part of various skills training programs within the district. The establishment of such a resource centre will provide users with access to a system of integrated information sources that will not only capacitate different state departments to make

informed decisions around the implementation of different policies in the Eden District, but also enable a better flow of communication between regional stakeholders thereby promoting effective intergovernmental relations. It will also create an integrated platform or "home" for regional developmental, economic, population and other relevant data

The set-up phase of the centre has been completed and an extensive list of government, non-government and private sector information is available from the centre. Relevant magazines and news papers are also available from the resource centre. The centre has become a useful source for research for municipal officials, students and the public in general.

4. TOURISM

4.1 Access to the CAPE Garden route and Klein Karoo

The objectives of this program were:

- To provide school children in the Garden Route & Klein Karoo region an opportunity to explore tourism attractions, and
- To get a first hand experience of what the tourism industry has to offer.

More than fifty school children from each of the 7 municipal areas of the Eden district were identified, routes planned, transport, meals and accommodation were arranged. Participants visited the Cango Caves, Cango Wildlife Farm, Safari Ostrich Farm, Ster Kinekor, Seven Seas Mossel Bay.

4.2 CAPE Tourism showcase

Traditionally the Cape Tourism Showcase has been providing small business and entrepreneurs of the Western Cape, Eastern Cape and Northern Cape an opportunity to showcase their leisure products to trade as well as consumers. This year the showcase went further and exposed SMME's not only to leisure but the business and events tourism markets as well.

Eden DM Tourism office created a platform to exhibit for the seven SMME's which were identified for a three year training program launched at Indaba 2006. The participants were sponsored with regards to stand costs and exhibition material. The respective Local tourism organisations sponsored traveling and accommodation requirements.

4.3 Overseas exhibitions

World travel market

Eden District Municipality (Garden Route & Klein Karoo Tourism) participated at The World Travel Market Exhibition held in London. This trade show is a business to business exhibition that provides a unique opportunity for the whole global travel trade industry to meet, network, negotiate and conduct business.

The event was attended by 47 544 professionals, 11 369 trade visitors and 3 165 print and broadcast journalists. There were 67 events, conferences, seminars, presentations and debates on the latest industry trends and developments.

International trade and consumer shows 2007

Garden Route and Klein Karoo and its surrounding areas is still not as visible and known in the international travel market place as we would like it to be and for the next five years this

will be and ongoing objective to increase its awareness and visibility to the traveling public international and national and to those from the African continent.

Furthermore, local tourism offices in the Eden District reached an agreement to pool their marketing budgets and attend certain of the international exhibitions as a holistic body, the **Garden Route & Klein Karoo**, and not attend all shows as different towns. The objective is to maintain the district's presence and also for Eden DM to create a platform for local tourism bureau to profile their products at these events.

5. PROJECT MANAGEMENT SECTION

5.1 Eden 06: Communication project

The communication project, strives to change the status quo in communication and participation. The task team has identified the critical gaps which causes and are an obstacle to effective communication within the organization.

The project aims is to:

- Create and encourage open door policy and cultural diversity
- Performance management system be implemented to reward and punish performance and lack thereof
- Effective internal network
- Implement effective induction, coaching and mentoring programs

5.2 Rural sanitation project

Nine hundred (900) Ventilated Improved Pit Toilets have been constructed in the Hessequa during this financial year. These toilets, which are constructed when the geography does not allow for connecting sewage facilities to a sewage line, are funded from the Municipal Infrastructure Grant (MIG) which is a grant from National Government. To date R 3.8 million has been spent for this year which started in June 2006.

5.3 Working for water

Eden District Municipality acts as implementing agent on behalf of DWAF for five (5) working for water projects. Negotiations on the implementation of a high altitude project are under way and should be finalized during 2006/07.

The Uniondale project was taken over from DWAF on 1 April 2005. This project is managed by UNIEP, a local NGO in Uniondale. The Uniondale project under-performed in previous financial years and the turn-around, during the 2005/06 financial year are remarkable. The Karatara and Knysna projects were taken over from MTO Forestry on 1 September 2005. Operations on MTO owned properties were suspended and transferred to private properties in the areas. Initial clearing operations took place during 2005/06 and will be managed in future to ensure timeous follow up operations.

In the Brandtwacht, Great Brak River and Uniondale projects the focus was on the final clearing of property units to enable the issuing of directives and the transfer of responsibilities to the applicable owners.

The following are interested statistics pertaining to this project:

- Total expenditure of R10 191 754 or 96, 39% of the approved budget.
- Initial clearing of alien vegetation: 6227ha
- Follow up clearing of alien vegetation: 7803ha

- Number of contractors employed :61
- Number of jobs created:610

D. DEPARTMENT: INFRASTRUCTURE, PUBLIC WORKS AND TRANSPORT
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The works undertaken by the department include primarily the execution of the core budget provided by the Provincial Government Western Cape: Department of Transport and Public Works: Branch Roads Infrastructure DOT for maintaining ± 6900 km road network and also for statutory planning and implementation of projects for public transport.

During the financial year, a large increase in the departments' budget resulted due to:

1. Roads Agency

• Core Budget (R5)	R 50, 402, 000.00
• Interest accrued	R 1, 002, 333.50
• EPWP allocation	R 2, 000, 000.00
• Reseal (own)	R 5, 362, 000.00
• Additional reseal for DRE	R 5, 300, 000.00
• Funds rolled forward	R 2, 516, 574.00
• Flood damage (December 2004) allocation	R 15, 300, 000.00
• DRE Works:	
○ TR 59 normal maintenance	R 420, 000.00
○ TR 59 regravelling	R 1, 500, 000.00
○ DRE CCTV camera	R 136, 528.32
• Reseal: Murraysburg, Central Karoo District Municipality	R 367, 000.00
• Income from minor roads funded by the public	R 244, 667.00
• DMA streets maintenance	R 45, 537.68
• Repair guardrails – Maalgatebridge	R 7, 462.04
• Boland District Municipality	R 10, 774.92
• Terblanche	R 18, 260.99
• Public Transport	<u>R 450, 000.00</u>
TOTAL	R 85, 083, 138.45

2. Flood damage

R15, 300, 000.00 was allocated. Of this unplanned for expenditure, R2, 577, 589.34 was left unspent. Projects not completed in 2005/06 will be dealt with in 2006/07 financial year.

3. Extended Public Works Program

R2, 000, 000.00 was allocated additionally for EPWP projects for the first time by the PGWC. Of this amount, R677, 593.77 was left unspent due to a lack of capacity of the official (see mentorships below) and the lack of tender documentation available for these projects. The funds were spent on the following projects:

- P/1600 en P/1772 – Brenton
- Signs for contracts
- Matjiesrivier minor road (concrete strips)
- P/0401 (Uniondale) Cleaning of road reserve
- P/342 (Herbertsdale) Cleaning of road reserve
- P/1526 (Stilbaai) Cleaning of road reserve

- P/344 and P/345 (Klein Brak) Cleaning of road reserve
- P/1688 Cleaning of road reserve
- Containers for signs



Labour Intensive projects completed during 2005/2006 financial year

Item No.	Road No.	Road Name	Type of work done	Jobs created			Length of project	Man days
				Men	Women	Total		
1	P/355	Saasveld	Road reserves, pipes, cleaning of side drains and cut up of trees and bushes.	8	4	12	40 days	480
2	P/1621 & P/1622	Wilderness	Road reserves, pipes, cleaning of side drains and cut up of trees and bushes.	8	4	12	60 days	720
3	P/1600 & P/1772	Brenton on sea & lake Brenton	Road reserves, pipes, culverts, side drains, cleaning and cut up of trees and bushes.	10	4	14	90 days	1260
4	P/1526	Stilbaai	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	4	11	15	50 days	750
5	P/1526	Stilbaai	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	9	15	50 days	750
6	P/344 & P/345	Groot Brakrivier & Klein Brakrivier	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	9	15	40 days	600
7	P/342	Herbertsdale Road - Mosselbay	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	6	12	45 days	540
8	P/1688	Sementpad - Calitzdorp	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	2	10	12	40 days	480
9	P/1688	Sementpad - Calitzdorp	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	3	10	13	40 days	520
TOTAL								6100
10	HP 401	Uniondale pass	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.					

4. Mentorships

Owing to a lack of capacity of the EPWP official as well as the need to improve the standard of work by the three concrete teams, we were fortunate in obtaining the appointment of two mentors via the SAICE/DPLG initiative aimed at trying to intervene in municipalities that are in a near state of collapse due to the chronic shortage of civil engineering practitioners. Eden is the only municipality that was fortunate enough to have two mentors appointed whilst the others only received one. Good work has been done by these mentors (no cost to Eden) and two civil engineering students and a graduate will be appointed in 06/07 (students subsidised @ R1850 per month by the LG SETA, the graduate is 100% funded by SAICE/DPLG.)

5. Public Transport

Statutory Planning

The first Public Transport (PTP) and Integrated Transport Plans (ITP) were produced and submitted to the PGWC. No projects in terms of the three Public Transport Taxi Shelters at Noll, Avontuur and Haarlem could be built owing to the department having to re-do the public participation process "de Novo" and having to deal with a lengthy process of obtaining land adjacent to provincial roads for the purpose. The lesson learnt from this tedious process is that in future land will be expropriated for the purpose.

The NMT Master Plan for Eden's rural area was completed and funds (R500, 000) have been made available by the PGWC for the extension of the study to include all B-municipal urban areas. The result of this process will then be a fully integrated Non-Motorised Transport Master Plan for the entire Eden District municipal area. This plan will then act as key to the unlocking of funds for NMT projects.

E. DEPARTMENT: COMMUNITY SERVICES

1. Gender policy development

Eden DM and the Gender Education and Training Network (GETNET) – the partners in this process - concluded formalities by signing a Memorandum of Understanding and agreeing on financial arrangements.

Whilst the initial proposal presented to the Mayoral Committee included establishing task teams at B-type municipalities, in consultation with officials of Eden District Municipality, it was agreed, that due to time constraints, that component of the process should be removed. The objectives of the project were as follows:

- Establishing Effective and Efficient Structures to drive the process
- Consultation and Participation
- Research to inform the process and outcome
- Building Capacity to support the policy development process.
- Monitoring and evaluation

2. Development of Youth policy:

The process of developing a youth policy for the District started with the appointment of the consultants Common Ground to facilitate the participation of all youth and youth organizations.

Key objectives with the development of a District youth policy

- To serve as guide to local municipalities on effective Youth Development strategies and practices;
- to create a uniform basis for sustainable youth development across the district;
- through the policy to fast track the establishment of Youth Units in local municipalities;
- align district and local youth strategies provincial and national processes and strategies; and
- to present to a District-wide policy conference for youth to input.

Consultative workshops have been held in all the local municipal areas and based on feedback, have been very successful.

An average of 45-55 young people representing various youth organizations, attended the workshops, however young people who do not currently belong to youth organizations, were also accommodated. This also gave the opportunity to encourage them to get involved in recognized and organized youth structures within their respective communities.

Various Government departments, as well as Youth agencies e.g. Umsobomvu Youth Fund, Provincial Youth Commission, South African Youth Council, committed them to the process. A District Youth Conference was organized from the 2nd to the 3rd of December 2005 in Mossel Bay.

The participants at the conference resolved:

- To continue our efforts to get all youth formations in Eden (wherever they are), involved and part of ward and area Youth Councils,
- To constitute a representative, democratic and inclusive District Youth Council consisting of all area and ward youth councils with a specific mandate for a period not exceeding 12 months,
- As representatives of our various youth formations, we will report back the outcomes of the historical District Youth Conference to all our communities and local youth;
- That each ward & area-based Youth Council draft a dedicated youth Programme of Activities for youth in each community.
- To ensure that the leadership of the new Eden Youth Council present youth project proposals for consideration to the District Municipality and other funders.

3. Capacity building programme for Youth leaders:

An informal tender was awarded for a capacity building programme to the amount of R89 280.00.

The training focussed on issues as was outlined in the terms of reference, such as:

- Leadership;
- Organizational skills;
- Roles and responsibilities;
- Meeting procedures;
- Report writing;
- Conflict management;
- Diversity management;
- Communication methods;

- Understanding and interpreting a policy; and
- Understanding local government.

It was concluded from the workshop that further training in conflict management and People Management and Diversity is necessary.

4. HIV and AIDS Youth Summit:

The summit was the initiative of the departments of Social Services, Local Government and Housing and the Western Cape Youth Commission. The vision was to have three summits in 3 areas, namely, Southern Cape, Metro and the West Coast.

An amount of R30 000.00 had been allocated by the Provincial Department of Social Services and Poverty Alleviation towards the youth summit.

The theme for the summit was "Get organized" and the date for the Eden was the 11th of February 2006.

The summit focussed on the following:

- The needs and discussions by the youth(age 14 to 35);
- to strengthen the working relationships with the youth;
- to narrow the gap between the youth and role players;
- High prevalence areas.

A working committee was established in Eden which included role players from the different municipalities, government departments, non-governmental organisations and the District youth council. This committee was responsible to take the issue forward in terms of arrangements, representation and other logistical arrangements. A number of 250 delegates, of which 160 were youth, were invited to the summit.

Five commissions had been formed, namely:

- Positive living;
- Teenage pregnancy and sexuality;
- HIV and AIDS and disabilities;
- HIV and AIDS and substances; and
- Cultural issues.

5. Biomonitoringsprojek

Hierdie projek het ten doel om reviere in die streek te monitor om te verseker dat die water kwaliteit voldoen aan gesondheidsstandaarde.Die projek het gedurende September 2005 in die George area afgeskop en opleiding is aan 12 onderwysres gegee.Ses skole en dertig leerders vorm deel van die aanvanklike projek.Opleiding word ook aan leerders verskaf.Die projek is intussen uitgebrei na ander dorpe binne die streek.Die projek het ook reeds erkenning gekry van die Departement van Waterwese en Bosbou.

Geïntegreerde afval bestuursplanne

Ingevolge die Nasionale Afval Bestuurstrategie moet elke munisipaliteit 'n Geïntegreerde Afval Bestuursplan opstel vir sy regsgebied waaruit die onder-skeie Distrikmunisipaliteite 'n Distrik Afval Bestuursplan moet opstel.Uit hierdie planne wat ontvang word vanuit die provinsie moet 'n Provinsiale Afval Bestuurstrategie deur die Departement van Omgewingsake en Ontwikkelingsbeplanning: Wes-Kaap opgestel word.

Die Geïntegreerde afval bestuursplanne van Hessequa, Mosselbaai, George, Knysna, Bitou en Oudtshoorn munisipaliteite afgehandel en afgestuur aan die Departement van Omgewingsake en Ekonomiese ontwikkeling vir goedkeuring. Die geïntegreerde afvalbestuursplanne van Kannaland munisipaliteit en die Distriksbestuursgebied is nog in sy konsepfase en moet die publieke deelname proses en goedkeuring deur die betrokke Rade nog plaasvind.

Die Distrikmunisipale plan is ook nog in konsepfase. Die afhandeling van die planne van Kannaland en die DBG word afgewag ten einde die distrikplan af te handel.

6. Wise up on Waste Project



Die Distrikmunisipaliteit het oor die afgelope vyf jaar ongeveer R 2.6 miljoen beskikbaar gestel om die rommelprobleem wat voortdurend toeneem binne sy gebied, in samewerking met die B-munisipaliteite, aan te spreek. Dit is gedoen deur verskeie opruimingsaksies uit te voer met behulp van werklose persone asook in sekere gevalle met leerders van skole in die gebied. Min aandag is egter gegee aan die inlig en opvoed van inwoners ten opsigte van die afvalprobleem, met die gevolg dat hierdie probleem net bly voortbestaan het.

Met hierdie projek word die klem dus verskuif van opruiming na opvoeding en spesifiek opvoeding van die kind. Opvoeding is een van die komponente van die Geïntegreerde afval bestuursplan en is hierdie dus 'n voorloper van die bewusmaking aspek van die plan.

Opvoeding van die kind ten opsigte van afval bestuur is meer toekoms gerig aangesien 'n verantwoordelikheid ontwikkel word by die toekomstige besluitnemers van die gemeenskap. Deur die kind in te lig het ook verder die voordeel dat die boodskap sy pad vind na die ouers en familie.

R 500 000.00 is deur die Distrikmunisipaliteit beskikbaar gestel uit prioriteitsfondse ten einde hierdie projek te loods binne die Langeberg, George en Oudtshoornstreke.

Opvoeders betrokke by graad R tot graad 8 sal betrek word by die opleidingsprogram wat dit dan weer sal toepas in hul onderskeie skole as deel van hulle daaglikse lesplanne.

7. Risk and Vulnerability assesment

Risk And Vulnerability Assessment: In terms of section 47 of the Act the Eden District Municipality's Disaster Management Centre is responsible to give guidance to the relevant

stakeholders on ways and means of determining levels of risk; of assessing vulnerability of communities and households to disasters that may occur; of increasing the capacity of communities and households to minimize the risk and impact of disaster that may occur; and monitoring the likelihood and state of alertness to disasters that may occur.

It also requires the development and implementation of appropriate risk reduction methodologies and the integration of such methodologies into development plans, programmes and initiatives as well as the management of high risk developments.

8. Resorts

Three star grading

Both the caravan parks of Calitzdorp Spa and De Hoek Mountain Resort received a three star grading for 2006.

Klein Karoo Classic

A record number of entrants (300 plus) took part in a very rainy eighth annual Klein Karoo Classic initiated by ourselves in order to increase occupancy during a quiet month. The first race took place in 1999 and has been growing tremendously since. The organisers plan to do a night race next year to add uniqueness to this event.

Internet Website

This advertisement medium exceeded all our expectations with over 2500 enquiries per annum generated via the website linked to caravanparks.com.

CHAPTER 3: HUMAN RESOURCES AND ORGANISATIONAL MANAGEMENT

The Human Resources Section, located within the Department Corporate Services, delivers a support service to the other departments in Human Resource Management.

Its primary function is to co-ordinate all human Resource activities, which involves training and development, labour matters, health & safety, human resources support programmes, administrative and serves the political office bearers.

In order to achieve Eden's objectives of service delivery, enhanced staff performance plays a fundamental role. Eden'06 was initiated with the vision to create a home and future for all staff of Eden District Municipality. Various activities were established to involve staff within committee structures, such as the following:

- Structures
- Communication
- Culture Identity & Values
- Leadership
- Human Resource Capacity Building & Development
- Systems and Procedures

CURRENT MACRO STRUCTURE



A total of 46 employees were appointed for the period 1 January 2006 – 31 December 2006. The employment equity analyses of these appointments are as follows:

POST LEVEL	AFRICAN		COLOURED		WHITE	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
4						1
5			1			
6			1	1		
7	3	1	1	4	1	1
9	1				1	
10	1	1	4	2		1
11		1	1			
12				1		
13/12			1	2		
16			2	1		
17			1	1		
18		1	7	1		

No candidates from the Indian and disabled groups were appointed

The Human Resources Section is managed by mr Gerhard le Roux, who was seconded to TASK for three years and now focus on the establishment of process renewal. The HR Section consists of the following disciplines:

- HR RECEPTIONIST/TYPIST - Estelle Ruiters
- LABOUR RELATIONS - Alexa Moos
- TRAINING & DEVELOPMENT - Vacant
- OCCUPATIONAL HEALTH AND SAFETY - Vacant
(Isaac Rondganger)
- RECRUITMENT & SELECTION - Wendy Nojoko
- EMPLOYMENT EQUITY - Kelvin Vollenhoven
- HR ADMINISTRATION - Lynette Jv Rensburg
Hailey Oktober
Isaac Rondganger
- HR ROADS - Alvin Botha

A Strategic Planning session is scheduled for early 2007 to promote the moral and team building amongst these HR disciplines and to clarify roles in the Section.

There will also be focussed on policy development for implementation by the end of February 2007 for Recruitment and Selection, Training and Development, HIV/AIDS and a Smoking policy.

The Human Resources Section adopted the following vision and is committed to service delivery to the employees of Eden and take up their role within the Eden District: ***“The best we can be.”***

The disciplines are responsible for the following roles to give effect to Eden’s service delivery objectives within the organization:

LABOUR RELATIONS

Counseling sessions, Disciplinary Tribunals/Hearings and Dispute resolutions are all part of the duties of Labour Relations. Assistance and advice to Managers and Supervisors are given on a daily basis with regards to Labour Relations.

Training of Presiding Officers, Prosecutors and Trade Unions according to the disciplinary code of the SALGBC is planned for 2007.

OCCUPATIONAL HEALTH AND SAFETY

The post of Assistant Personnel Officer: Occupational Health and Safety is currently vacant. The aim is to have the OHS Officer appointed early in 2007.

This post is responsible for IOD claims, reporting of incidents, corresponding with the Compensation Commissioner and adhere to OHS legislation.

RECRUITMENT & SELECTION

The Assistant Personnel Officer: Recruitment and Selection conducts short listings and interviews together with relevant role players (Managers, Supervisors and unions). The updating of the organizational structure is also part of this process.

HR ADMINISTRATION

HR Administration involves communication and correspondence with the different medical aid and pension funds to administer employee benefits.

Administration of permanent- and contract appointments, service exits and leave are all part of this discipline.

TRAINING & DEVELOPMENT

Although this position is also vacant, the following is scheduled regarding Training and Development:

Training

Life Skills Training

PA / Secretarial Training

Clearing Overdue Tasks (Collaborator) Revising of the Induction Training

Identifying Needs Analysis for Abet Rolling out of Abet Program

Bursaries

Recovering / Arranging for Outstanding Money

Updating Files

Rearranging the Bursary filing system

Obtaining End of Year Results

EMPLOYMENT EQUITY

District Skills Development

Roll out of Learnership 1000, Roll out of Learnerships in LED, IDP, and Finance/Admin. Sustain

District Skills Development Forum

Municipal

- Develop database of Municipal WSP's
- Develop district municipal skills gap
- Develop district skills programme for municipalities

External

Establish HRD Committee Establish Training Service providers Forum

CHAPTER 4

AUDITED STATEMENTS AND RELATED FINANCIAL INFORMATION

FINANCIAL RESULTS FOR THE 2005/2006 FINANCIAL YEAR

The financial statements for the 2005/06 financial year for the district municipality are attached as Annexure A.

This was the second time that the financial statements were compiled in terms of the GAMAP/GRAP format. Although it was the second set of financial statements compiled on GAMAP/GRAP principles it was still difficult to comply fully. Except for the compulsory eleven(11) GAMAP/GRAP standards the Auditor General required municipalities also take international accounting standards into account in compiling the 205/06 financial statements. The financial statements of the Eden district municipality were compiled based on the February 2006 specimen financial statements issued by National Treasury.

The financial statement documentation comprises a detailed reporting mechanism of the results achieved by the district municipality for the year under review. To endeavor to include motivations for all statements, annexures or notes is impossible, especially since a large portion of the statements/annexures are included for information and comparison purposes only. This report will address the following aspects:

- A: Result: Capital Expenditure 2005/06
- B: Result: Operational Expenditure 2005/06
- C: Result: Operational revenue 2005/06
- D: Analysis / Performance Ratio's
- E: Major challenges to fully comply to GAMAP/GRAP standards

A. RESULT: CAPITAL EXPENDITURE 2005/06:

Annexure C of the annual financial statements reflects the detailed results of Capital expenditure for 2005/06, in summary and per function.

The spending per cost centre is as follows:

1. Executive and Council	R 104 531
2. Finance and Administration	R 8 572 961
3. Planning and Development	R 189 481
4. Public Safety	R 1 017 572
5. Health	R 35 862
6. Sport and Recreation	R 288 524
7. Waste Management	R 132 352
8. Waste Water Management	R 295 633
Total capital expenditure	R 10 636 916

An addition to the existing council buildings comprises the bulk of 2005/06 capital expenditure. Other capital expenditure includes the acquisition of furniture and equipment, vehicles and fire fighting and disaster management equipment.

Capital expenditure was financed from the Capital Replacement Reserve and operating revenue. Fixed property and infrastructure to the value of **R 29 545 528** was brought into the books for the first time at municipal valuation. These properties will be revalued at market price during the 2006/07 financial year.

Total additions to property, plant and equipment for the 2005/06 financial year amounted to **R 40 182 444**.

B. RESULT: OPERATIONAL REVENUE 2005/06

Annexure E (1) of the annual financial statements includes heading "revenue" and the total actual result compared to the budgeted revenue is:

Actual Revenue 2005/06	R 116 426 253
Budgeted Revenue 2005/06	R 149 242 510
Variance Amount	R 32 816 258
Variance %	22.0 %

The main variances on specific items are as follows:

Decreased Government grants and subsidies	(R21 860 444)
Decreased Contribution from accumulated surplus	(R14 635 637)
Increased RSC Levies	R 1 467 440
Increased Revenue from agency function	R 2 511 572
Increased other income	R 701 864

The decreased revenue from government grants and subsidies is due to the fact that all gazetted transfers did not realized 2005/06 financial year and grants some of the projects were not finish at year end. Grants and subsidies are only recognized to the extent that it was spent. The unspent portion is shown as "Unspent grants and subsidies on the Statement of Financial Position.

No contribution from the accumulated surplus was needed due to lower than budgeted expenditure and increased income from RSC levies and revenue from agency functions.

The RSC levy section embarked on an intensive awareness campaign to urge businesses to pay their outstanding levies. Growth in the district's economy also contributed toward increased revenue from RSC levies.

Agency revenue derives from a 10% administrative levy on the actual expenditure of agency functions. The increase in revenue from agency functions is due to an increase in the Roads agency expenditure.

C. RESULT: OPERATIONAL EXPENDITURE 2005/06

Annexure E (1) of the annual financial statements includes a heading "Expenditure" and the total actual result compared to the budgeted revenue is:

Actual Expenditure 2005/06	R125 875 034
Budgeted Expenditure 2005/06	R179 927 190
Variance Amount	R 54 052 156
Variance %	30.0 %

The main variances on specific items are as follows:

Decreased employee cost and councilor remuneration	(R 6 777 302)
Increase in Provision for Bad Debts	R 11 520 591
Decreased spending on repairs and maintenance	(R 2 037 853)
Decrease spending on Contracted services	(R 2 462 871)
Decreased spending from grants and subsidies	(R 13 875 228)
Decreased spending on allocations to municipalities	(R 30 856 398)

Decreased general expenditure

(R 9 756 696)

Employee related cost decreased due to the not filling of a number of budgeted posts. This however did not result in ineffective service delivery.

The provision for bad debt had to be increased to cover at least debt outstanding for longer than 90 days.

Lower spending on repairs and maintenance was necessary because most assets are reasonably new and required lower maintenance.

The decrease in contracted services is a result of the appointment of fewer consultants and a drop in costs for maintenance contracts.

Spending on projects financed from government grants and subsidies started late in the financial year and will continue into the 2006/07 financial year.

The district municipality makes funds available to local municipalities to fund infrastructure projects at local level. The largest portions of these allocations were not taken up by municipalities before year end. The unspent amounts will be rolled over to the 2006/07 financial year.

Decreased general expenditure was the result change in the accounting policy in respect of the treatment of amounts debited out (administrative costs).

D. ANALYSIS / PERFORMANCE RATIO'S

Ratios related to Revenue Management

Level of Reliance on Govt Grants

Purpose: The purpose of this ratio is to determine what percentage of the municipality's revenue is made up of government grants - to determine level of reliance on government funding by the municipality.

Formula: Grants & Subsidies/Total Revenue

THESE FIGURES ARE FOUND ON THE FACE OF STATEMENT OF FINANCIAL PERFORMANCE & APPENDIX D

Table 4: Grants & Subsidies/Total Revenue

YEAR	GRANTS AND SUBSIDIES	TOTAL REVENUE	%
	R	R	
2003/2004	10,338	79,921	12.93
2004/2005	11,400	92,350	12.34
2005/2006	16,410	116,426	14.09

Source: Provincial Treasury's analysis and interpretation, April 2007

ANALYSIS AND INTERPRETATION:

- The trend indicates that the grants and subsidies are increasing.
- The grants and subsidies increased by 43,95 per cent while the total revenue increased by

26 per cent compared to 2004/2005 financial year. The fact that income is increasing at a low rate than the grants and subsidies indicates that the municipality is becoming increasingly reliant on government grants and subsidies.

This ratio will worsen because of the abolishment of RSC levies on 30 June 2006.

Actual revenue vs budgeted revenue

PURPOSE: THE PURPOSE OF THIS RATIO IS TO IDENTIFY DEVIATIONS BETWEEN ACTUAL AND BUDGETED REVENUE AND TO ASCERTAIN REASONS FOR THE DEVIATIONS

Formula: (Actual Revenue - Budgeted Revenue)/Budgeted Revenue

These figures are found on the face of the Statement of Financial Performance.

Table 5: (Actual Revenue - Budgeted Revenue)/Budgeted Revenue

YEAR	ACTUAL REVENUE	BUDGETED REVENUE	VARIANCE	VARIANCE
	R000	R000	R000	%
2004/2005	92,350	71,500	20,851	29.16
2005/2006	116,426	149,243	-32,816	-21.99

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The acceptable standard is that the actual revenue for a financial year must equal or exceed the approved budget for the financial year.
- The variances in excess of 10 per cent between the actual revenue and budgeted revenue were found in the following line items:
 - Property rates-penalties imposed and collection charges more than budget by 87 per cent. Budget provision was inadequate.
 - Service charges less than budget by 19 per cent. Budgeted amount was inadequate.
 - Rental of facilities and equipment less than budget by 53 per cent. Reason was not supplied in appendix E(1).
 - Fines more than budget by 51 per cent. The reason supplied in appendix E(1) needs to be clarified.
 - Income for agency services more than budget by 34 per cent. This can be attributed to an increase of budget by PAWC Roads.
 - Government Grants and Subsidies less than budget by 57 per cent. There were grants and subsidies that were budgeted for but not received.
 - Other income more than budget by 17 per cent. This was a direct income.

Ratios related to Expenditure Management

Personnel Cost to Total Expenditure

Purpose: The purpose of this ratio is to indicate what percentage of total Expenditure is attributable to personnel costs.

FORMULA: SALARIES, WAGES AND ALLOWANCES/TOTAL EXPENDITURE

THESE FIGURES ARE FOUND ON THE FACE OF THE STATEMENT OF FINANCIAL PERFORMANCE AND APPENDIX D(2).

Table 6: Salaries, wages and allowances/Total Expenditure

YEAR	PERSONNEL COSTS	TOTAL OPERATING EXPENDITURE	%
	R	R	
2003/2004	28,610	57,710	49.57
2004/2005	39,281	92,893	42.29
2005/2006	46,822	125,875	37.20

Analysis and interpretation:

- The norm for this ratio as per National Treasury Guidelines is 35-38 per cent of total expenditure.
- It must be noted that the trend is improving year on year.
- The personnel costs increased by 19, 20 per cent while the total expenditure increased by 35, 51 per cent. The decrease in the ratio could be partly related to the increase in the total expenditure.
- The municipality is within the norm.

Actual Expenditure vs Budgeted Expenditure

PURPOSE: THE PURPOSE OF THIS RATIO IS TO IDENTIFY DEVIATIONS BETWEEN ACTUAL AND BUDGETED EXPENDITURE AND TO ASCERTAIN REASONS FOR THE DEVIATIONS.

FORMULA: (ACTUAL EXPENDITURE LESS BUDGETED EXPENDITURE)/BUDGETED EXPENDITURE

THESE FIGURES ARE FOUND ON APPENDIX D(2) AND ON THE FACE OF THE STATEMENT OF FINANCIAL POSITION.

Table 7: Actual expenditure less Budgeted expenditure)/ Budgeted expenditure

YEAR	ACTUAL EXPENDITURE	BUDGETED EXPENDITURE	VARIANCE	VARIANCE %
	R000	R000	R000	
2004/2005	92,893	70,989	21,904	30.86
2005/2006	125,875	179,927	54,052	30.04

Analysis and interpretation:

- The acceptable norm for this ratio is that actual expenditure should not be less than 90 per cent of budgeted expenditure and furthermore actual expenditure may not exceed the expenditure budget.
- In total the variance between actual revenue and budgeted revenue indicates that the municipality under-spent its budget by 30, 04 per cent in 2005/06 financial year.
- The following variances per line item in excess of 10 per cent were found and should be explained:
 - Employee related costs less than budget by 14 per cent. This can be attributed to the posts that were not filled during the year.
 - Provision for bad debt more than budget by 845 per cent. The provision for bad debts had to be increased.
 - Depreciation more than budget by 21 per cent. This was due to the adjustment in depreciation that was not budgeted for.
 - Repairs and maintenance less than budget by 44 per cent. Pro-active plans put in place to reduce maintenance costs.
 - Interest paid less than budget by 18 per cent. The budget was not estimated correctly.
 - Contracted services less than budget by 19 per cent. Projects that were not completed and had to be carried over to the following year.
 - General expenses less than budget by 37 per cent. Savings in administrative costs.

The reasons for the above are the following:

- *Inaccurate assumptions were made regarding the extent of funds which needed to be rolled over to the 2005/06 financial year. In addition spending of funds allocated to local municipalities for priority projects was slow.*
- *The provision for bad debt had to be raised to cover debt outstanding for longer than 90 days.*
- *The depreciation had to be adjusted to comply with an informal query raised by the Auditor General.*
- *General expenses were less than budgeted because local municipalities did not claim funds for priority projects.*

Interest as a percentage of Total Expenditure:

Purpose: This ratio indicates the percentage of total expenditure that is attributable to interest costs.

Formula: External interest paid/Total expenditure

THESE FIGURES ARE FOUND ON THE FACE OF THE STATEMENT OF FINANCIAL PERFORMANCE, APPENDIX D AND NOTES TO AFS.

Table 8: Total interest paid/Total expenditure

YEAR	EXTERNAL INTEREST	OPERATING EXPENDITURE	VARIANCE %
	R000	R000	
2003/2004	892	57,710	1.55

2004/2005	768	92,893	0.83
2005/2006	943	125,875	0.75

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The trend indicates that the ratio is decreasing each year.
- Although the trend indicates a decrease in the ratio, the interest has increased by 22, 89 per cent.
- Since there were no loans that were taken up during the year, the increase in the interest can be attributed to the market interest rate adjustments.
- The loans are decreasing due to redemption that took place during the year.

Repairs & Maintenance as a percentage of Total Expenditure

Purpose: The purpose of this ratio is to determine whether municipalities are spending adequate amounts on repairs and maintenance of Property Plant and Equipment in order to maintain the useful life of the asset.

Formula: Repairs and Maintenance/Total Operating Expenditure

THESE FIGURES ARE FOUND ON THE FACE OF THE STATEMENT OF FINANCIAL PERFORMANCE AND APPENDIX D

Table 9: Repairs and Maintenance/Total Operating Expenditure

YEAR	REPAIRS AND MAINTENANCE	OPERATING EXPENDITURE	VARIANCE %
	R000	R000	
2003/2004	2,912	57,710	5.05
2004/2005	2,327	92,893	2.51
2005/2006	2,566	125,875	2.04

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The trend also indicates that the percentage spending ratio is decreasing each year.
- The repairs and maintenance increased by 10, 25 per cent while the total expenditure increased by 35, 51 per cent compared to 2004/05. The decrease in the ratio can be attributed to the high increase in total expenditure compared to 2004/05.
- Pro-active plans are in place to reduce repairs and maintenance costs.

It must be noted that the district municipality do not have large infrastructure and networks that need constant maintenance. The district municipality only maintains infrastructure and networks in the District Management Area.

Ratios related to Asset Management

Acquisition of Property, Plant and Equipment – Actual vs Budget

Purpose: *The purpose of this ratio is to identify per class of asset whether a municipality has a variance of more than 5 per cent when actual and budgeted PPE acquisitions are compared.*

Formula:
$$\frac{\text{Actual Acquisition of PPE} - \text{Budget Acquisition of PPE}}{\text{Budgeted PPE Acquisition}}$$

These figures are found in Appendix C

Table 10: (Actual Acquisition of PPE – Budget Acquisition of PPE)/Budgeted PPE Acquisition

YEAR	ACTUAL PPE ACQUISITION	BUDGETED PPE ACQUISITION	VARIANCE R	VARIANCE %
	R000	R000		
2004/2005	1,518	4,164	2,646	63.54
2005/2006	10,637	13,543	2,906	21.46

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The requirements of National Treasury for Annual Financial Statements prepared on GAMAP/GRAP principles are that the municipality must provide reasons of variances in excess of 5 per cent.
- Under-expenditure occurred in the following:
 - Executive & Council less than budget by 67 per cent. Some of the assets were not purchased.
 - Finance and admin less than budget by 8 per cent. The upgrade on buildings was not completed.
 - Planning and Development less than budget by 87 per cent. Projects that will be completed in 2006/07.
 - Health less than budget by 88 per cent. This can be attributed to Health Services that were transferred to PGWC.
 - Community & Social Services less than budget by 100 per cent. The reason supplied in appendix E(1) need to be clarified.
 - Road and transport less than budget by 100 per cent. The reason supplied in appendix E(1) need to be clarified.

Debtors Collection Period

Purpose: The purpose of this ratio is to provide an indication of how long it takes the Municipality in terms of number of days to collect money from debtors. When money is collected in the shortest period of time, it will ensure continuous cash inflow.

Formula: $\frac{\text{Consumer Debtors (before deducting Provision for Bad Debts)}}{\text{Service revenue}} \times 365$

These figures are found on Appendix D (2), Notes to AFS and Statement of Financial Performance

Table 11: Consumer Debtors (before deducting Provision for Bad Debts)/ Service revenue * 365

YEAR	DEBTORS CONSUMER SERVICES	SERVICE INCOME	DEBTORS COLLECTION PERIOD
	R000	R000	DAYS
2003/2004	6,725	65,429	37.52
2004/2005	5,809	70,496	30.08
2005/2006	5,525	79,919	25.23

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The norm is 42 days and will be used as basis of interpretation.
- The Municipality is within the norm.
- Although the municipality is within the norm, it must be noted that there are debtors that are outstanding for more than 180 days which amounts to R5,3 million in 2005/06 financial year.

Provision for bad debt in relation to total debtors

Purpose: The purpose of this ratio is to express the provision for non-recoverable debt as a percentage of the total debt. This is also an indication of the municipality's ability to recover outstanding debt. The higher the percentage provision in relation to total debtors, the less likely the municipality will be able to recover the debt.

Formula: $\frac{\text{Provision for bad debts}}{\text{Total debtors}}$

These figures are found in Appendix D and Balance Sheet.

Table 12: Provision for bad debts/Total debtors

YEAR	PROVISION FOR BAD DEBTS	TOTAL DEBTORS	%
	R000	R000	
2003/2004	400	8,027	4.98
2004/2005	2,194	7438	29.50
2005/2006	12,152	27,760	43.78

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The higher the percentage provision in relation to total debtors, the less likely the municipality will be able to recover the debt.
- The trend shows that the Provision for bad debts increases year on year.
- It must be noted that in the previous year the municipality was under-providing for the bad debts hence in the current year the provision had to be increased as stated in Appendix E(1) in the annual financial statements.

Ratios related to Debt Management

Acid test ratio

Purpose: The purpose of this ratio still needs to be developed for GRAP AFS. A municipality with a higher ratio than other municipalities or with an exceptional increase in the ratio from one year to the next may have too high levels of stockholding.

FORMULA: (CURRENT ASSETS LESS INVENTORY)/CURRENT LIABILITIES

THESE FIGURES ARE FOUND IN THE STATEMENT OF FINANCIAL POSITION.

Table 13: Current assets less inventory

YEAR	CURRENT ASSETS LESS INVENTORY	CURRENT LIABILITIES	ACID TEST RATIO
	R000	R000	RATIO
2003/2004	118,246	52,241	2.26
2004/2005	79,399	20,748	3.83
2005/2006	79718	28,762	2.77

Source: Provincial Treasury's analysis and interpretation, April 2007

Analysis and interpretation:

- The norm for this ratio is 1.5:1, i.e. the Current Assets less Inventory must exceed the Current Liabilities by 150 per cent.
- The ratio has weakened by 1,02 percentage point compared to 2004/05 financial year.
- The current assets increased by 1,66 per cent while the current liabilities increased by 38,63 per cent compared to 2004/2005 financial year. The increase in current liabilities more than the current assets has contributed to the weakening of the ratio.
- The major items, which contributed toward an increase in current liabilities, are: Unspent conditional grants by 66,98 per cent and Provisions by 110,43 per cent. The municipality is still within the norm.

Total Liabilities as a percentage of Total Assets

Purpose: The purpose of this ratio is to determine the degree to which the municipality's assets exceed its liabilities in the long term. The norm for this ratio is 57 per cent and should solvency decline to the point where liabilities exceed assets, the entity has become

insolvent and faces termination. Solvency is therefore extremely important to creditors and especially long-term creditors.

Formula: Total liabilities/Total Assets

These figures are found in the Annual Financial Statements.

Table 14: Total liabilities/Total Assets

YEAR	TOTAL LIABILITIES	TOTAL ASSETS	RATIO
	R000	R000	%
2003/2004	78,756	144,916	54.35
2004/2005	29,432	103,985	28.30
2005/2006	36,456	142,237	25.63

Source: Provincial Treasury's analysis and interpretation, April 2007

ANALYSIS AND INTERPRETATION:

- The norm for this ratio is for Total Liabilities not to exceed 57 per cent of Total Assets.
- The Municipality's net asset position has slightly strengthened by 2,67 percentage points.
- The liabilities increased by 23,86 per cent while the assets increased by 36,79 per cent.
- The assets are increasing with a higher rate than the liabilities, which has contributed to a good net asset position.
- The municipality is within the norm.

E. Major challenges to fully comply with GAMAP/GRAP standards

The biggest challenge with the implementation of GAMAP/GRAP is to compile a fully GAMAP/GRAP compliant asset register. During the 2005/06 financial year a number of properties have been brought into the books for the first time. The properties were brought in at municipal value and not at market value as required by GAMAP/GRAP. The district municipality recently embarked on a process to value all its properties at market value. Fixed property still has to be split between land and buildings in order to accurately calculate depreciation. It will take at least another two financial years to finalize the asset register.

The Auditor General's viewpoint that municipalities who implemented GAMAP/GRAP need to take into account all the international accounting standards when compiling financial statements also pose a challenge to the district municipality.

REPORT OF THE AUDITOR-GENERAL TO THE COUNCIL ON THE FINANCIAL STATEMENTS OF THE EDEN DISTRICT MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2006

1. AUDIT ASSIGNMENT

The financial statements as set out on pages ... to ... for the year ended 30 June 2006 have been audited in terms of section 188(1)(b) of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004) and section 126(3) of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003)(MFMA). These annual financial statements are the responsibility of the Accounting Officer. My responsibility is to express an opinion on these financial statements based on the audit.

2. SCOPE

The audit was conducted in accordance with the International Standards on Auditing read with *General Notice 1512 of 2006*, issued in *Government Gazette no 29326 of 2006*. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements
- assessing the accounting principles used and significant estimates made by management
- evaluating the overall financial statement presentation.

I believe that the audit provides a reasonable basis for my opinion.

3. BASIS OF ACCOUNTING

The District Municipality has elected to early adopt the preparation of its financial statements on the basis of accounting determined by the National Treasury, as described in the addendum to this report.

4. QUALIFICATION

4.1 Post retirement benefits

The District Municipality has not recognised its obligation in respect of ex gratia pension benefits and medical aid benefits payable to former employees as required in terms of IAS19 (AC116): *Employee Benefits*. The effect on liabilities, net surplus and accumulated surplus of the District Municipality recognised in the annual financial statements could not be quantified as the District Municipality has never obtained an actuarial valuation in respect of these obligations. The annual payments by the District Municipality in respect of ex gratia pensions and post retirement medical aid contributions for the year to 30 June 2006 amounted to R157 088 and R985 508 respectively.

4.2 Leave pay obligation

It was not possible to rely on the integrity of the underlying data used in the compilation of the accrued leave pay obligation due to pervasive control and procedural weaknesses with regard to filing in general, completeness of personnel files, completion and processing of leave applications and completion of attendance registers.

Under these circumstances it was not possible to carry out all the auditing procedures, or to obtain all the information and explanations considered necessary, to satisfy myself as to the completeness, valuation and obligations in respect of the accrued leave pay obligation amounting to R 1 190 491 (2005: R2 035 190).

4.3 Property, plant and equipment

4.3.1 Capitalisation of land and buildings at Municipal valuations

Certain fixed property with a carrying value of R 29 443 120 was capitalised for the first time during the current financial year. These properties had not been recognised as assets of the District Municipality in prior periods and there was no applicable cost price. The carrying values of the fixed property have been measured with reference to the municipal valuation of each property. In terms of GAMAP 17 fixed property recognised under these circumstances should be measured at fair value. Fair values of land and buildings are usually their market value, determined by appraisal normally undertaken by a member of the valuation profession who holds a recognised and relevant professional qualification. In the absence of sworn appraisals for each property in question it was not possible to determine whether or not the municipal valuations used were a reasonable approximation for fair values and therefore whether or not land and buildings are correctly measured in the financial statements. It is acknowledged in this regard that the District Municipality is in the process of obtaining sworn valuations for each property.

4.3.2 No depreciation provided on buildings

No depreciation has been provided on buildings in the current year as required in terms of paragraph 55 of GAMAP 17. Furthermore, the entire accumulated depreciation balance amounting to R7 900 196 which had erroneously been provided in respect of both land and buildings, for the period to 30 June 2005 was reversed with retrospective effect.

4.3.3 Impairment of assets

In terms of IAS36 (AC128) *Impairment of assets*: the District Municipality must at each reporting date assess whether there is any indication that an asset may be impaired. If so, the asset must be tested for impairment.

The above was not done by the District Municipality during the year under review due to the recent conversion to the new accounting framework. In addition, no accounting policy was included in the annual financial statements for the impairment of assets. It is acknowledged that an explicit statement has been made in note 10 to the financial statements that no assessments of impairment has been done as yet.

4.3.4 Assessment of useful life

In terms of GAMAP 17, the useful life of property, plant and equipment should be reviewed periodically and, if expectations are significantly different from previous estimates, the depreciation charge for the current and future periods should be adjusted.

Due to the District Municipality's recent conversion to the new accounting framework the useful life of items of property, plant and equipment was not reviewed in the year under review.

4.3.5 Residual values

In terms of GAMAP 17, the depreciable amount of an asset is determined after deducting the residual value of the asset.

Due to the District Municipality's recent conversion to the new accounting framework it did not determine or assess the residual values of property, plant and equipment for the year under review.

The effect of the departures from GAMAP 17 listed above on the carrying values of property, plant and equipment recognised in the annual financial statements could not be quantified.

4.4 Investment property

Income from rental of facilities and equipment amounting to R258 371 (2005: R530 973) has been recognised per the Statement of Financial Performance. No fixed property has however been classified and recognized as investment property and the separate disclosures required in relation to investment properties have not been made as required in terms the provisions of IAS40 (AC135): *Investment Property*.

It is acknowledged that the District Municipality is in the process of assessing each newly capitalised property with a view to appropriate classification, recognition, measurement, presentation and disclosure before 30 June 2008.

4.5 Long term receivables

No formal loan agreements could be presented in support of balances owing to the District Municipality by various local Municipalities totalling R1 820 301. One of the balances amounting to R347 006 described as "Vicbay Sewerage and Paving" has been outstanding for a considerable period of time and no payments were received against this loan during the current year. It was not therefore possible to confirm inception dates, principal debt, interest rates and terms of repayment relating to these balances. Under these circumstances it was not possible to confirm the recoverability, rights, valuation and completeness of these balances, or the short term portions thereof.

4.6 Financial instruments

The District Municipality has not applied the provisions of IAS 39 (AC133) *Financial Instruments: Recognition and Measurement* or IAS32 (AC125) *Financial Instruments: Presentation and Disclosure* in their accounting processes and in the compilation of the

annual financial statements at 30 June 2006. This is due to their recent conversion to the new accounting framework. It was not possible to quantify differences, if any, between the fair values of financial instruments and their carrying amounts. Details of the carrying amounts of financial instruments at 30 June 2006 are set out below.

- Held to maturity investments: R94 604 (2005: R94 604)
- Long term receivables: R3 406 159 (2005: R13 710 290)
- Consumer debtors: R931 274 (2005: R5 244 688)
- Other debtors: R14 676 807 (2005: R 15 415 877)
- Call investment deposits: R17 780 367 (2005: R49 010 077)
- Bank balances and cash R46 288 261 (2005: R8 070 235)
- Long term liabilities: R8 591 670 (2005: R9 458 018)
- Creditor balances: R10 079 699 (2005: R33 871 387)

4.7 Statement of changes in net assets

GRAP 3: *Accounting Policies, Changes in Accounting Estimates and Errors* requires that material prior period errors are corrected retrospectively in the first set of financial statements authorised for issue after their discovery by:

- restating the comparative amounts for the prior period(s) presented in which the error occurred; or
- if the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets for the earliest prior period presented.

Note 29 to the financial statements provides a breakdown of the items representing prior period errors totalling R11 234 317. This amount has been credited directly to the accumulated surplus via the statement of changes in net assets. Comparative amounts, and opening balances at 1 July 2004 have not however been restated as required in terms of GRAP3.

Property, plant and equipment totalling R29 443 119 recognised for the first time has also been credited directly to the accumulated surplus via the statement of changes in net assets. Comparative amounts, and opening balances at 1 July 2004 have not however been restated as required in terms of GRAP3.

Total net assets per the sub total line item “Restated balance” does not agree to net assets per the balance sheet at 30 June 2005. Furthermore, the column “Capital Replacement Reserve” has not been split to separately present Pre-GAMAP Reserves and Funds” and movements thereon on conversion to GAMAP.

4.8 Compilation of annual financial statements

A number of other deficiencies and discrepancies with regard to compilation of the annual financial statements were noted. The more significant deficiencies and discrepancies were as follows:

4.8.1 Statement of Financial Performance

Depreciation: The prior year charge does not transfer correctly from the property, plant and equipment note and related annexure.

4.8.2 Cash Flow Statement

- Cash utilised in operations in the current year amounts to R7 525 921 whereas note 30 reflects cash generated from operations amounting to R30 007 036.
- Cash inflows have been presented as outflows and vice versa in the prior year.
- Note 30 to the annual financial statements contains a line item “Surplus for the year” which should read “Deficit for the year” for both the current and prior financial years. In addition, the surplus of R9 972 510 presented for the prior year does not agree to the prior year deficit of R542 395 per the statement of financial performance.
- Note 30 to the Annual Financial Statements also contains a line item “GAMAP conversion” amounting to R7 737 626 in the current period. This amount could not be supported. The conversion to GAMAP took place in the previous financial year.
- Note 31 to the annual financial statements discloses that total cash and cash equivalents included in the cash flow statement comprise bank balances and cash per the statement of financial position. Cash and cash equivalents per the cash flow statement do in fact also include the call investment deposit balances per the statement of financial position.

4.8.3 Notes

- Note 14: Summary of debtors by customer classification: The totals do not reconcile correctly to total consumer debtor balances. The difference is represented by insurance and rental agreement debtor balances which have been excluded from the summary of debtors by customer classification. It is acknowledged in this regard that insurance and rental agreement transactions are not processed via the accounts receivable module of the management information system and have not therefore been aged.
- Note 20 the annual financial statements does not correctly transfer to the statement of financial performance for the prior financial year. The reason for this is that the total has not been reduced by the portion of grants and subsidies unspent at the year end date.
- Note 20.5 to the annual financial statements reflects anticipated growth in the RSC Levy grant from the 2008 to 2009 financial year of 17.8%. This amount has been incorrectly calculated and should read 12.5%.
- The comparative amount in the note 22 does not agree with the signed prior year financial statements and no reconciliation has been provided for any restatements or reclassifications.

4.8.4 Annexures

Annexure F should present details of grants and subsidies as required in terms of Section 123 of the MFMA. This annexure however presents statistical information.

5. QUALIFIED AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matters referred to in the preceding paragraph, the financial statements present fairly, in all material respects, the financial position of the District Municipality at 30 June 2006 and the results of its operations and cash flows for the year then ended, in accordance with the basis of accounting determined by the National Treasury of South Africa, as described in paragraph 3, and in the manner required by the MFMA.

6. EMPHASIS OF MATTER

Without further qualifying the audit opinion expressed above, attention is drawn to the following matters:

6.1. Inadequate disclosure in the financial statements

The following disclosures have not been made in the financial statements as required by the relevant GAMAP, GRAP and International Accounting Standards (IAS):

- (a) Risk management policies and the risk exposure to interest rate risk and credit risk as required in terms of IAS 32 (AC125) *Financial Instruments: Presentation and disclosure* paragraphs 67 and 76.
- (b) The accounting policies regarding post retirement employment benefits in terms of IAS 19 (AC116) *Employee benefits*.
- (c) Details of operating leases in terms of IAS 17 (AC105): *Leases*.
- (d) Details of related party relationships, transactions with related parties, balances owed or owing to or by related parties and key management personnel compensation as required in terms of IAS24 (AC126) *Related party disclosures*. It is acknowledged that partial compliance with regard the requirements of this statement relating to key management personnel remuneration has been achieved through disclosures made in notes 23 and 24 which disclose the remuneration of the Municipal Manager, Chief Financial Officer, Executive Directors and Councillors.

6.2. District Council Levies

It was not possible to verify the completeness and accuracy of recorded income from levies as it could not be confirmed that a structured basis for collection of such levies exists.

It is however acknowledged that levy inspectors are assigned to cover the entire area of jurisdiction of the District Municipality and are incentivised to maximize collection of levies.

Taking into account the relative percentages of turnover and payroll applied in calculation of the establishment and services levies, the extent of levy income that is not collected from unregistered enterprises may not be material.

It should also be noted in this regard that District Council levies have been abolished with effect from the end of June 2006.

6.3. Non Compliance with laws and regulations:

A number of instances of non compliance with applicable laws and regulations were surfaced during the course of my audit. Instances noted include the following:

- MFMA: Sections 121, 127 and 164(1)(c).
- Housing Act, 1997: Section 10(4) (f)

6.4. Internal controls

In terms of Section 62 of the MFMA it is the responsibility of the Municipal Manager to ensure that an effective system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control mechanisms require improvement.

6.5. Performance management

The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, 2000 (Act No. 32 of 2000) has been reported on in separate report on performance measurement.

6.6. Annual Financial Statements

Material changes and corrections were made to the statements submitted for audit. The statements were subsequently re-signed and dated on 15 December 2006.

6.6. Un-audited additional information

The supplementary schedule set out on page 37 does not form part of the annual financial statements and is presented as additional information. This schedule has not been audited and accordingly no opinion is expressed thereon.

7. APPRECIATION

The assistance rendered by the staff of the Eden District Municipality during the audit is sincerely appreciated.

J Williams for Auditor-General

Cape Town

15 March 2007



A U D I T O R - G E N E R A L

**ADDENDUM TO THE REPORT OF THE AUDITOR-GENERAL TO THE COUNCIL ON
THE FINANCIAL STATEMENTS OF EDEN DISTRICT MUNICIPALITY FOR THE
YEAR ENDED 30 JUNE 2006**

GRAP & GAMAP:

Basis of preparation

The financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practices (GRAP) and the Standards of Generally Accepted Municipal Accounting Practices (GAMAP) prescribed by the Minister of Finance in terms of:

- *General Notice 991 of 2005, issued in Government Gazette no. 28095 of 7 December 2005; and*
- *General Notice 992 of 2005, issued in Government Gazette no. 28095 of 15 December 2005.*

The standards comprise of the following:

GRAP 1	Presentation of Financial Statements
GRAP 2	Cash Flow Statements
GRAP 3	Accounting Policies, Changes in Accounting Estimates and Errors
GAMAP 4	The Effects of Changes in Foreign Exchange Rates
GAMAP 6	Consolidated Financial Statements and Accounting for Controlled Entities
GAMAP 7	Accounting for Investments in Associates
GAMAP 8	Financial Reporting of Interests in Joint Ventures
GAMAP 9	Revenue
GAMAP 12	Inventories
GAMAP 17	Property, Plant and Equipment
GAMAP 19	Provisions, Contingent Liabilities and Contingent Asset

Accounting policies for material transactions, events or conditions not covered by the above GRAP and GAMAP Standards have been developed in accordance with paragraphs 7, 11 and 12 of GRAP 3. These accounting policies and the applicable disclosures have been based on the South African Statements of Generally Accepted Accounting Practices (GAAP) including any interpretations of such Statements issued by the Accounting Practices Board.

REPORT OF THE AUDITOR-GENERAL TO THE COUNCIL OF THE EDEN DISTRICT MUNICIPALITY ON THE FINANCIAL STATEMENTS OF THE PGWC: ROADS AGENCY FUNCTION FOR THE YEAR ENDED 30 JUNE 2006

1. AUDIT ASSIGNMENT

The financial statements as set out on pages 1 to 12 for the year ended 30 June 2006 have been audited in terms of section 188(1)(b) of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004) and section 126(3) of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003). These annual financial statements are the responsibility of the Accounting Officer of the Eden District Municipality. My responsibility is to express an opinion on these financial statements based on the audit.

2. NATURE AND SCOPE

The audit was conducted in accordance with the International Standards on Auditing read with *General Notice 1512 of 2006*, issued in *Government Gazette* no 29326 of 2006. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements
- assessing the accounting principles used and significant estimates made by management
- evaluating the overall financial statement presentation.

I believe that the audit provides a reasonable basis for my opinion.

3. BASIS OF ACCOUNTING

The municipality's policy is to prepare the financial statements on the entity specific basis of accounting as described in accounting policy note 1 to the financial statements.

4. QUALIFICATION

Going Concern

The agency function's liabilities exceeded its assets by an amount of R 2 299 834 as at 30 June 2006 (2005: R2 878 108). Current assets exceed current liabilities by an amount of R2 478 661 (2005: R3 482 171). In addition, the bank overdraft facility at 30 June 2006 of R5 000 000 was exceeded by an amount of R279 517.

The agency function does not appear to be in a position to settle its current liabilities totalling R 7 303 852 (2005: R 6 545 010) and depends on continued financial support by PGWC's Department Public Works, its bankers and the Eden District Municipality.

It is considered doubtful whether the Agency function will be able to continue as a going concern without this continued financial support.

With reference to the paragraph in the Treasurer's report referring to the going concern issue it should be noted that:

- Ownership of the plant and equipment to which reference is made vests in PGWC and not in the Agency Function. The agency function would not be able to realise such assets in order to settle amounts owed.
- No evidence could be presented which indicates that the accumulated deficit will be extinguished within the next 12 months.

Interest set off

The interest expense on the bank overdraft of the Roads Agency Function has been set off against a banking account the Eden District Municipality. The extent of the understatement of interest expense and overstatement of the net surplus could not be qualified.

5. QUALIFIED AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matters referred to in paragraph 4, the financial statements fairly present, in all material respects, the financial position of the PGWC: Health Agency Function at 30 June 2006 and the results of its operations and cash flows for the year then ended in accordance with the basis of accounting described in note 1 to the annual financial statements and in the manner required by the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

6. EMPHASIS OF MATTER

Without further qualifying the audit opinion expressed above, attention is drawn to the following matters:

Annual Financial Statements

- 6.1.1 The annual financial statements of the Roads Agency Function do not comply in all respects with the requirements of the standards laid down by the Institute of Municipal Finance Officers (IMFO) in its code of Accounting Practice (1997) and Report on Published Annual Financial Statements (Fourth Edition as amended). The deficiencies and discrepancies surfaced have been brought to the attention of the Accounting Officer in my management letter.
- 6.1.2 In terms of Section 126(1)(a) of the Municipal Finance Management Act (No. 56 of 2003) the accounting officer of the municipality must within two months after

the end of the financial year submit the annual financial statements to the Auditor General for auditing.

Certain changes and corrections had to be made to the statements submitted for audit on 31 August 2006. The statements dated on 15 December 2006 were re-submitted for auditing on the same date.

Internal controls

In terms of Section 62 of the Municipal Finance Management Act it is the responsibility of the Municipal Manager to ensure that an effective system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control mechanisms require improvement.

The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, Act 32 of 2000 has been reported on in separate report on performance measurement.

Non Compliance with laws and regulations:

The agency function has made loans to officials for study purposes which is a contravention of Section 164(c)(i) of the Municipal Finance Management Act No.56 of 2003.

The agency function has budgeted for a deficit which is a contravention of Section 18 of the Municipal Finance Management Act No.56 of 2003.

The agency function's bank overdraft facility was not taken up, extended or repaid in accordance with the requirements set out in terms of Section 45 of the Municipal Finance Management Act No.56 of 2003.

Un-audited additional information

The supplementary schedules set out on pages 13 to 16 do not form part of the annual financial statements and are presented as additional information. These schedules have not been audited and accordingly no opinion is expressed thereon.

7. APPRECIATION

The assistance rendered by the staff of the Eden District Municipality's during the audit is sincerely appreciated.

**J Williams *for* Auditor-General
CAPE TOWN**

22 December 2006



A U D I T O R - G E N E R A L

REPORT OF THE AUDITOR-GENERAL TO THE COUNCIL OF THE EDEN DISTRICT MUNICIPALITY ON THE FINANCIAL STATEMENTS OF THE PGWC: HEALTH AGENCY FUNCTION FOR THE YEAR ENDED 30 JUNE 2006

1. AUDIT ASSIGNMENT

The financial statements as set out on pages 1 to 11 for the year ended 30 June 2006 have been audited in terms of section 188(1)(b) of the Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996), read with sections 4 and 20 of the Public Audit Act, 2004 (Act No. 25 of 2004) and section 126(3) of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003). These annual financial statements are the responsibility of the Accounting Officer of the Eden District Municipality. My responsibility is to express an opinion on these financial statements based on the audit.

2. NATURE AND SCOPE

The audit was conducted in accordance with the International Standards on Auditing read with *General Notice 1512 of 2006*, issued in *Government Gazette* no 29326 of 2006. Those standards require that I plan and perform the audit to obtain reasonable assurance that the financial statements are free of material misstatement.

An audit includes:

- examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements
- assessing the accounting principles used and significant estimates made by management
- evaluating the overall financial statement presentation.

I believe that the audit provides a reasonable basis for my opinion.

3. BASIS OF ACCOUNTING

The municipality's policy is to prepare the financial statements on the entity specific basis of accounting as described in accounting policy note 1 to the financial statements.

4. QUALIFICATION

The agency function's liabilities exceeded its assets by an amount of R 4 217 171 as at 30 June 2006. Current liabilities totaling R 5 817 438 (2005: R 5 800 791) include an amount of R 5 787 891 (2005: R 4 609 919) owed to the Eden District Municipality.

The agency function does not appear to be in a position to settle these liabilities and depends on continued financial support by both the Eden District Municipality and PGWC Department of Health.

It is considered doubtful whether the Agency function will be able to continue as a going concern without this continued financial support.

It is acknowledged that:

- Responsibility for the agency function was transferred back to the PGWC Department of Health with effect from 1 July 2006; and
- Expenditure incurred by Eden District Municipality after 1 July 2006 date is reimbursed by the PGWC Department of Health based on agreed amounts and claims submitted.

5. QUALIFIED AUDIT OPINION

In my opinion, except for the effect on the financial statements of the matter referred to in paragraph 4, the financial statements fairly present, in all material respects, the financial position of the PGWC: Health Agency Function at 30 June 2006 and the results of its operations and cash flows for the year then ended in accordance with the basis of accounting described in note 1 to the annual financial statements and in the manner required by the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

6. EMPHASIS OF MATTER

Without further qualifying the audit opinion expressed above, attention is drawn to the following matters:

a. Annual Financial Statements

6.1.3 The annual financial statements of the Health Agency Function do not comply in all respects with the requirements of the standards laid down by the Institute of Municipal Finance Officers (IMFO) in its code of Accounting Practice (1997) and Report on Published Annual Financial Statements (Fourth Edition as amended). The deficiencies and discrepancies surfaced have been brought to the attention of the Accounting Officer in my management letter.

6.1.4 In terms of Section 126(1)(a) of the Municipal Finance Management Act (No. 56 of 2003) the accounting officer of the municipality must within two months after the end of the financial year submit the annual financial statements to the Auditor General for auditing.

Certain changes and corrections were made to the statements submitted for audit on 31 August 2006. The amended statements dated 15 December 2006 were re-submitted for auditing on the same date.

b. Internal controls

- i. In terms of Section 62 of the Municipal Finance Management Act it is the responsibility of the Municipal Manager to ensure that an effective system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control mechanisms require improvement.
- ii. The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, Act 32 of 2000 has been reported on in separate report on performance measurement.
- iii. Non Compliance with laws and regulations:

The agency function has made loans to officials for study purposes which is a contravention of Section 164(c)(i) of the Municipal Finance Management Act No.56 of 2003.

c. Un-audited additional information

The supplementary schedules set out on pages 12 to 14 do not form part of the annual financial statements and are presented as additional information. These schedules have not been audited and accordingly no opinion is expressed thereon.

7. APPRECIATION

The assistance rendered by the staff of the Eden District Municipality's during the audit is sincerely appreciated.

**J Williams for Auditor-General
CAPE TOWN**

22 December 2006



A U D I T O R - G E N E R A L

PLAN OF ACTION TO RECTIFY AREAS OF AUDIT QUALIFICATION 2005/2006 FINANCIAL YEAR

4.QUALIFICATION

Numbering as per Auditor-General's report

Ref	ISSUE RAISED	PLAN OF ACTION	TIMEFRAMES	ACCOUNT ABLE
4.1	Post retirement benefits			
	The District Municipality has not recognised its obligation in respect of ex gratia pension benefits and medical aid benefits payable to former employees as required in terms of IAS19 (AC116): <i>Employee Benefits</i> . The effect on liabilities, net surplus and accumulated surplus of the District Municipality recognised in the annual financial statements could not be quantified as the District Municipality has never obtained an actuarial valuation in respect of these obligations. The annual payments by the District Municipality in respect of ex gratia pensions and post retirement medical aid contributions for the year to 30 June 2006 amounted to R157 088 and R985 508 respectively.	Appoint an Actuary to assist with the calculations. Pass the necessary entries and do the required disclosure in the financial statements.	April 2007 to 31 August 2007	T Matthysen & L Hoek
4.2	Leave pay obligation			
	It was not possible to rely on the integrity of the underlying data used in the compilation of the accrued leave pay obligation due to pervasive control and procedural weaknesses with regard to filing in general, completeness of personnel files, completion and processing of leave applications and completion of attendance	Ensure that the calculations as per PAYDAY are correct in order to make the correct provision	May to July 2007	M Jacobz & L Hoek

	<p>registers.</p> <p>Under these circumstances it was not possible to carry out all the auditing procedures, or to obtain all the information and explanations considered necessary, to satisfy myself as to the completeness, valuation and obligations in respect of the accrued leave pay obligation amounting to R 1 190 491 (2005: R2 035 190).</p>			
4.3	Property ,plant and equipment			
	<p>4.3.1 Capitalisation of land and buildings at Municipal valuations</p> <p>Certain fixed property with a carrying value of R 29 443 120 was capitalised for the first time during the current financial year. These properties had not been recognised as assets of the District Municipality in prior periods and there was no applicable cost price. The carrying values of the fixed property have been measured with reference to the municipal valuation of each property. In terms of GAMAP 17 fixed property recognised under these circumstances should be measured at fair value. Fair values of land and buildings are usually their market value, determined by appraisal normally undertaken by a member of the valuation profession who holds a recognised and relevant professional qualification. In the absence of sworn appraisals for each property in question it was not possible to determine whether or not the municipal valuations used were a reasonable approximation for fair values and therefore</p>	<p>Appoint a valuator to value properties at market value. Take the new values up in the Asset register.</p>	<p>May/June 2007</p>	<p>J Adams & D Lott</p>

<p>whether or not land and buildings are correctly measured in the financial statements. It is acknowledged in this regard that the District Municipality is in the process of obtaining sworn valuations for each property.</p> <p>4.3.2 No depreciation provided on buildings</p> <p>No depreciation has been provided on buildings in the current year as required in terms of paragraph 55 of GAMAP 17. Furthermore, the entire accumulated depreciation balance amounting to R7 900 196 which had erroneously been provided in respect of both land and buildings, for the period to 30 June 2005 was reversed with retrospective effect.</p> <p>4.3.3 Impairment of assets</p> <p>In terms of IAS36 (AC128) <i>Impairment of assets</i>: the District Municipality must at each reporting date assess whether there is any indication that an asset may be impaired. If so, the asset must be tested for impairment.</p> <p>The above was not done by the District Municipality during the year under review due to the recent conversion to the new accounting framework. In addition, no accounting policy was included in the annual financial statements for the impairment of assets. It is acknowledged that an explicit statement has been made in note 10 to the financial statements that no assessment of</p>	<p>Ensure that Valuators spit valuations between Land & Buildings in order to calculate depreciation on buildings. Pass the required depreciation entries.</p> <p>Appoint service provider to assist with the implementation of this standard.</p>	<p>May/June 2007</p> <p>June/July 2007</p>	<p>T Matthysen & L Hoek</p> <p>D Lott & T Matthysen</p>
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	<p>impairment has been done as yet.</p> <p>4.3.4 Assessment of useful life</p> <p>In terms of GAMAP 17, the useful life of property, plant and equipment should be reviewed periodically and, if expectations are significantly different from previous estimates, the depreciation charge for the current and future periods should be adjusted.</p> <p>Due to the District Municipality's recent conversion to the new accounting framework the useful life of items of property, plant and equipment was not reviewed in the year under review.</p> <p>4.3.5 Residual values</p> <p>In terms of GAMAP 17, the depreciable amount of an asset is determined after deducting the residual value of the asset.</p> <p>Due to the District Municipality's recent conversion to the new accounting framework it did not determine or assess the residual values of property, plant and equipment for the year under review.</p> <p>The effect of the departures from GAMAP 17 listed above on the carrying values of property, plant and equipment recognised in the annual financial statements could not be quantified.</p>	<p>Appoint service provider to assist with a policy and implementation guidelines in this regard.</p> <p>Appoint service provider to assist with a policy and implementation guidelines in this regard.</p>	<p>June to Aug. 2007</p> <p>June to Aug. 2007</p>	<p>D Lott & T Matthysen</p> <p>D Lott & T Matthysen</p>
<p>4.4</p>	<p>Investment property</p>			

	<p>Income from rental of facilities and equipment amounting to R258 371 (2005: R530 973) has been recognised per the Statement of Financial Performance. No fixed property has however been classified and recognized as investment property and the separate disclosures required in relation to investment properties have not been made as required in terms the provisions of IAS40 (AC135): <i>Investment Property</i>.</p> <p>It is acknowledged that the District Municipality is in the process of assessing each newly capitalised property with a view to appropriate classification, recognition, measurement, presentation and disclosure before 30 June 2008.</p>	<p>Determine on asset register which properties qualify to be categorized as Investment Property.</p> <p>Appoint service provider to assist with a policy and implementation guidelines in this regard.</p>	<p>April 2007 to June 2008</p>	<p>Legal Advisor, Town Planner and D Lott</p>
<p>4.5</p>	<p>Long term receivables</p> <p>No formal loan agreements could be presented in support of balances owing to the District Municipality by various local Municipalities totalling R1 820 301. One of the balances amounting to R347 006 described as "Vicbay Sewerage and Paving" has been outstanding for a considerable period of time and no payments were received against this loan during the current year. It was not therefore possible to confirm inception dates, principal debt, interest rates and terms of repayment relating to these</p>	<p>Compile acknowledgement of debt agreements and arrange for the signing thereof by Kysna, George and Mossel Bay</p>	<p>June to August 2007</p>	<p>Legal Advisor and D Lott</p>

	balances. Under these circumstances it was not possible to confirm the recoverability, rights, valuation and completeness of these balances, or the short term portions thereof.			
4.6	<p>Financial instruments</p> <p>The District Municipality has not applied the provisions of IAS 39 (AC133) <i>Financial Instruments: Recognition and Measurement</i> or IAS32 (AC125) <i>Financial Instruments: Presentation and Disclosure</i> in their accounting processes and in the compilation of the annual financial statements at 30 June 2006. This is due to their recent conversion to the new accounting framework. It was not possible to quantify differences, if any, between the fair values of financial instruments and their carrying amounts. Details of the carrying amounts of financial instruments at 30 June 2006 are set out below.</p> <ul style="list-style-type: none"> • Held to maturity investments: R94 604 (2005: R94 604) • Long term receivables: R3 406 159 (2005: R13 710 290) • Consumer debtors: R931 274 (2005: R5 244 688) • Other debtors: R14 676 807 (2005: R 15 415 877) • Call investment deposits: R17 780 367 (2005: R49 010 077) • Bank balances and cash R46 288 261 (2005: R8 070 235) • Long term liabilities: R8 591 670 (2005: R9 	<p>Appoint service provider to assist with a policy and implementation guidelines in this regard.</p> <p>Pass necessary entries and disclose required information as advised by service provider.</p>	<p>June to August 2008</p>	<p>L Hoek D Lott</p>

	458 018) <ul style="list-style-type: none"> • Creditor balances: R10 079 699 (2005: R33 871 387) 			
4.7	Statement of changes in net assets			
	<p>GRAP 3: <i>Accounting Policies, Changes in Accounting Estimates and Errors</i> requires that material prior period errors are corrected retrospectively in the first set of financial statements authorised for issue after their discovery by:</p> <ul style="list-style-type: none"> • restating the comparative amounts for the prior period(s) presented in which the error occurred; or • if the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets for the earliest prior period presented. <p>Note 29 to the financial statements provides a breakdown of the items representing prior period errors totaling R11 234 317. This amount has been credited directly to the accumulated surplus via the statement of changes in net assets. Comparative amounts, and opening balances at 1 July 2004 have not however been restated as required in terms of GRAP3.</p> <p>Property, plant and equipment totaling R29 443 119 recognised for the first time has also been credited directly to the accumulated surplus via the statement of changes in net assets.</p>	<p>Ensure that the correct entries are passed for 2006/07. Ensure that the Statement of changes in Net Assets only reflect items contained in the specimen statements provided by National Treasury.</p>	August 2007	L Hoek & T Matthysen

	<p>Comparative amounts, and opening balances at 1 July 2004 have not however been restated as required in terms of GRAP3.</p> <p>Total net assets per the sub total line item "Restated balance" does not agree to net assets per the balance sheet at 30 June 2005. Furthermore, the column "Capital Replacement Reserve" has not been split to separately present Pre-GAMAP Reserves and Funds" and movements thereon on conversion to GAMAP.</p>			
4.8	Compilation of annual financial statements			
	<p>A number of other deficiencies and discrepancies with regard to compilation of the annual financial statements were noted. The more significant deficiencies and discrepancies were as follows:</p> <p>4.8.1 Statement of Financial Performance</p> <p>Depreciation: The prior year charge does not transfer correctly from the property, plant and equipment note and related annexure.</p> <p>4.8.2 Cash Flow Statement</p> <ul style="list-style-type: none"> Cash utilised in operations in the current year amounts to R7 525 921 whereas note 30 reflects cash generated from operations 	<p>Pass the necessary adjustments required to correct prior year errors.</p> <p>Ensure that the Cash flow statement comply with accounting standard.</p>	<p>July/August 2007</p> <p>July/August 2007</p>	<p>L Hoek & T Matthyssen</p> <p>L Hoek & T Matthyssen</p>

	<p>amounting to R30 007 036.</p> <ul style="list-style-type: none"> • Cash inflows have been presented as outflows and vice versa in the prior year. • Note 30 to the annual financial statements contains a line item “Surplus for the year” which should read “Deficit for the year” for both the current and prior financial years. In addition, the surplus of R9 972 510 presented for the prior year does not agree to the prior year deficit of R542 395 per the statement of financial performance. • Note 30 to the Annual Financial Statements also contains a line item “GAMAP conversion” amounting to R7 737 626 in the current period. This amount could not be supported. The conversion to GAMAP took place in the previous financial year. • Note 31 to the annual financial statements discloses that total cash and cash equivalents included in the cash flow statement comprise bank balances and cash per the statement of financial position. Cash and cash equivalents per the cash flow statement do in fact also include the call investment deposit balances per the statement of financial position. <p>4.8.3 Notes</p> <ul style="list-style-type: none"> • Note 14: Summary of debtors by customer 	<p>Ensure that similar errors do not occur with the finalization of the 2006/07</p>	<p>July/August 2007</p>	<p>L Hoek & T Matthysen</p>
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	<p>classification: The totals do not reconcile correctly to total consumer debtor balances. The difference is represented by insurance and rental agreement debtor balances which have been excluded from the summary of debtors by customer classification. It is acknowledged in this regard that insurance and rental agreement transactions are not processed via the accounts receivable module of the management information system and have not therefore been aged.</p> <ul style="list-style-type: none"> • Note 20 the annual financial statements do not correctly transfer to the statement of financial performance for the prior financial year. The reason for this is that the total has not been reduced by the portion of grants and subsidies unspent at the year end date. • Note 20.5 to the annual financial statements reflect anticipated growth in the RSC Levy grant from the 2008 to 2009 financial year of 17.8%. This amount has been incorrectly calculated and should read 12.5%. • The comparative amount in the note 22 does not agree with the signed prior year financial statements and no reconciliation has been provided for any restatements or 	<p>financial statements.</p>		
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	<p>reclassifications.</p> <p>4.8.4 Annexures</p> <p>Annexure F should present details of grants and subsidies as required in terms of Section 123 of the MFMA. This annexure however presents statistical information.</p>	<p>A Grants and subsidies register was introduced. The required annexure F will therefore be compiled for the 2006/07 financial year.</p>	<p>July/August 2007</p>	<p>L Hoek & T Matthyssen</p>
6 EMPHASIS OF MATTER				
6.1	<p>Inadequate disclosure in the financial statements</p> <p>The following disclosures have not been made in the financial statements as required by the relevant GAMAP, GRAP and International Accounting Standards (IAS):</p> <p>(e) Risk management policies and the risk exposure to interest rate risk and credit risk as required in terms of IAS 32 (AC125) <i>Financial Instruments: Presentation and disclosure</i> paragraphs 67 and 76.</p> <p>(f) The accounting policies regarding post retirement employment benefits in terms of IAS 19 (AC116) <i>Employee benefits</i>.</p> <p>(g) Details of operating leases in terms of IAS 17 (AC105): <i>Leases</i>.</p> <p>(h) Details of related party relationships, transactions with related parties, balances owed or owing to or by related parties and</p>	<p>Refer to comments in 4.2, 4.3, 4.4 and 4.6.</p>	<p>None</p>	<p>D Lott Matthyssen and L Hoek</p>

<p>6.2</p>	<p>key management personnel compensation as required in terms of IAS24 (AC126) <i>Related party disclosures</i>. It is acknowledged that partial compliance with regard the requirements of this statement relating to key management personnel remuneration has been achieved through disclosures made in notes 23 and 24 which disclose the remuneration of the Municipal Manager, Chief Financial Officer, Executive Directors and Councillors.</p> <p>District Council Levies</p> <p>It was not possible to verify the completeness and accuracy of recorded income from levies as it could not be confirmed that a structured basis for collection of such levies exists.</p> <p>It is however acknowledged that levy inspectors are assigned to cover the entire area of jurisdiction of the District Municipality and are incentives to maximize collection of levies.</p> <p>Taking into account the relative percentages of turnover and payroll applied in calculation of the establishment and services levies, the extent of levy income that is not collected from unregistered enterprises may not be material.</p>	<p>RSC levies were abolished on 30 June 2006.</p> <p>The District Municipality employs four private Inspectors to collect outstanding levies as at 30 June 2007.</p>	<p>August 2007</p>	<p>J Adams</p>
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	It should also be noted in this regard that District Council levies will be abolished with effect from the end of June 2006.			
6.3	<p>Non Compliance with laws and regulations:</p> <p>A number of instances of non compliance with applicable laws and regulations were surfaced during the course of my audit. Instances noted include the following:</p> <ul style="list-style-type: none"> • MFMA: Sections 121, 127 and 164(1)(c). • Housing Act, 1997: Section 10(4)(f) 	<p>Sec.121 and 127: The annual report was approved by Council on 7 June 2007.It will now be published for public comment.</p> <p>Sec.164 (1) (c) deal with loans to officials for study purposes. Although we do not agree with the interpretation of the AG, the policy will be adjusted to comply with MFMA requirements.</p>	Completed by 31 August 2006	Corporate Services Department
6.4	<p>Internal controls</p> <p>In terms of Section 62 of the MFMA it is the responsibility of the Municipal Manager to ensure that an effective system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control</p>	<p>Implement recommendations of internal audit in order to improve internal controls.</p> <p>Implement Finance Standard Operating procedures developed to improve internal controls.</p>	Ongoing	All Managers

<p>6.5</p> <p>Performance management</p> <p>The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, 2000 (Act No. 32 of 2000) has been reported on in separate report on performance measurement.</p> <p>6.6</p> <p>Annual Financial Statements</p> <p>Material changes and corrections were made to the statements submitted for audit. The statements were subsequently re-signed and dated on 15 December 2006.</p> <p>6.7</p> <p>Un-audited additional information</p> <p>The supplementary schedule set out on page 37 does not form part of the annual financial statements and is presented as additional information. This schedule has not been audited and accordingly no opinion is expressed thereon.</p>	<p>mechanisms require improvement.</p> <p>Noted</p> <p>Noted. A service provider was appointed to assist in addressing some of the 2005/06 audit queries. A similar situation will therefore not arise in 2006/07.</p> <p>Noted</p>	<p>None</p> <p>None</p> <p>None</p>	<p>None</p> <p>None</p> <p>None</p>
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Ref	ISSUE RAISED	PLAN OF ACTION	TIMEFRAMES	ACCOUNT ABLE
ROADS AGENCY FUNCTION				
4. QUALIFICATION				
Numbering as per Auditor – General report				
4.1	Going Concern			
	<p>The agency function's liabilities exceeded its assets by an amount of R 2 299 834 as at 30 June 2006 (2005: R2 878 108). Current assets exceed current liabilities by an amount of R2 478 661 (2005: R3 482 171). In addition, the bank overdraft facility at 30 June 2006 of R5 000 000 was exceeded by an amount of R279 517.</p> <p>The agency function does not appear to be in a position to settle its current liabilities totalling R 7 303 852 (2005: R 6 545 010) and depends on continued financial support by PGWC's Department Public Works, its bankers and the Eden District Municipality.</p> <p>It is considered doubtful whether the Agency function will be able to continue as a going concern without this continued financial support.</p> <p>With reference to the paragraph in the Treasurer's report referring to the going concern issue it should be noted that:</p> <ul style="list-style-type: none"> • Ownership of the plant and equipment to which reference is made vests in PGWC and not in the Agency Function. The agency function would not be able to realise such 	<p>The DM performs this function on behalf of PGWC. Although there is no agency agreement in place, past experience has shown that the PGWC meet their obligations in respect of the Roads agency function.</p> <p>The outstanding debtor will be cleared over time by utilizing the additional income from the 10% administration levy charged to PGWC Roads.</p>	Ongoing	D Lott

	<p>assets in order to settle amounts owed.</p> <ul style="list-style-type: none"> No evidence could be presented which indicates that the accumulated deficit will be extinguished within the next 12 months. <p>The agency function's liabilities exceed its assets by an amount of R2 299 834 (2 878 108 : 2005). The agency function does not appear to be in a position to settle its current liabilities totalling R6 545 011 (2004:R11 538 615) and depends on continued support by the PGWC's Department of Transport and Public Works and Eden District Municipality.</p> <p>It is considered doubtful whether the Agency function will be able to continue as a going concern without continued support by PGWC Public Works and Eden District Municipality.</p>			
4.2	Interest set off			
	The interest expense on the bank overdraft of the Roads Agency Function has been set off against a banking account the Eden District Municipality. The extent of the understatement of interest expense and overstatement of the net surplus could not be qualified.	Council's three bank accounts are linked to each other and therefore the bank set off interest received and interest paid against each other. Bank overdraft balances will be avoided by proper cash flow management.	Ongoing	T Matthysen
6. EMPHASIS OF MATTER				
6.1	Annual financial statements			
6.1.1	The annual financial statements of the Roads Agency Function do not comply in all respects with the requirements of the standards laid down by the Institute of Municipal Finance Officers (IMFO) in its code of Accounting Practice (1997) and Report on Published Annual Financial	Noted. Where possible adjustments will be made in the 2006/07 financial statements to comply in all respects with the IMFO requirements.	31 August 2007	T Matthysen

6.1.2	<p>Statements (Fourth Edition as amended). The deficiencies and discrepancies surfaced have been brought to the attention of the Accounting Officer in my management letter.</p> <p>In terms of Section 126(1)(a) of the Municipal Finance Management Act (No. 56 of 2003) the accounting officer of the municipality must within two months after the end of the financial year submit the annual financial statements to the Auditor General for auditing.</p> <p>Certain changes and corrections had to be made to the statements submitted for audit on 31 August 2006. The statements dated on 15 December 2006 were re-submitted for auditing on the same date.</p>	<p>Noted. A service provider was appointed to assist in addressing some of the 2005/06 audit queries. A similar situation will therefore not arise in 2006/07.</p>	None	None
6.2	Internal controls			
6.2.1	<p>In terms of Section 62 of the Municipal Finance Management Act it is the responsibility of the Municipal Manager to ensure that an effective system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control mechanisms require improvement.</p> <p>The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, Act</p>	<p>Implement recommendations of internal audit in order to improve internal controls. Implement Finance Standard Operating procedures that were developed.</p> <p>Implement an organizational performance management system.</p>	<p>Ongoing</p> <p>June 2007</p>	<p>All Managers</p> <p>Municipal Manager</p>

<p>6.2.2</p>	<p>32 of 2000 has been reported on in separate report on performance measurement.</p> <p>Non Compliance with laws and regulations:</p> <p>The agency function has made loans to officials for study purposes which is a contravention of Section 164(c)(i) of the Municipal Finance Management Act No.56 of 2003.</p>	<p>Noted but do not agree with the query of the Auditor General. A limited number of employees will make use of the bursary scheme if they have to pay study cost upfront and only claim when they are successful with their studies.</p> <p>The budget for 2006/07 has no deficit.</p>	<p>None</p> <p>None</p>	<p>None</p> <p>X Jantjies</p>
<p>6.2.3</p>	<p>The agency function has budgeted for a deficit which is a contravention of Section 18 of the Municipal Finance Management Act No.56 of 2003.</p> <p>The agency function's bank overdraft facility was not taken up, extended or repaid in accordance with the requirements set out in terms of Section 45 of the Municipal Finance Management Act No.56 of 2003.</p>	<p>Mayoral committee approval for the increased overdraft was given on 4 December 2006</p>	<p>4 December 2006</p>	<p>D Lott</p>
<p>6.3</p>	<p>Un-audited additional information</p> <p>The supplementary schedules set out on pages 13 to 16 do not form part of the annual financial statements and are presented as additional information. These schedules have not been audited and accordingly no opinion is expressed thereon.</p>	<p>Noted</p>	<p>None</p>	<p>None</p>

HEALTH AGENCY FUNCTION

4. QUALIFICATION

Numbering as per Auditor – General report

4.1	Going Concern			
	<p>The agency function's liabilities exceeded its assets by an amount of R 4 217 171 as at 30 June 2006. Current liabilities totaling R 5 817 438 (2005: R 5 800 791) include an amount of R 5 787 891 (2005: R 4 609 919) owed to the Eden District Municipality.</p> <p>The agency function does not appear to be in a position to settle these liabilities and depends on continued financial support by both the Eden District Municipality and PGWC Department of Health.</p> <p>It is considered doubtful whether the Agency functions will be able to continue as a going concern without this continued financial support.</p> <p>It is acknowledged that:</p> <ul style="list-style-type: none"> • Responsibility for the agency function was transferred back to the PGWC Department of Health with effect from 1 July 2006; and • Expenditure incurred by Eden District Municipality after 1 July 2006 date is reimbursed by the PGWC Department of Health based on agreed amounts and claims submitted. 	<p>A provision of R5 661 853 has been made in the books of Eden district municipality to write off outstanding debt of PGWC Health. A report in this regard will be submitted to Council.</p>	<p>31 March 2007</p>	<p>D Lott</p>

6. EMPHASIS OF MATTER				
6.1	Annual Financial Statements			
6.1.1	The annual financial statements of the Health Agency Function do not comply in all respects with the requirements of the standards laid down by the Institute of Municipal Finance Officers (IMFO) in its code of Accounting Practice (1997) and Report on Published Annual Financial Statements (Fourth Edition as amended). The deficiencies and discrepancies surfaced have been brought to the attention of the Accounting Officer in my management letter.	Noted. Where possible adjustments will be made in the 2006/07 financial statements to comply in all respects with the IMFO requirements.	31 August 2007	T Matthysen
6.1.2	In terms of Section 126(1)(a) of the Municipal Finance Management Act (No. 56 of 2003) the accounting officer of the municipality must within two months after the end of the financial year submit the annual financial statements to the Auditor General for auditing. Certain changes and corrections were made to the statements submitted for audit on 31 August 2006. The amended statements dated 15 December 2006 were re-submitted for auditing on the same date.	Noted. A service provider was appointed to assist in addressing some of the 2005/06 audit queries. A similar situation will therefore not arise in 2006/07	None	None
6.2	Internal controls			
6.2.1	In terms of Section 62 of the Municipal Finance Management Act it is the responsibility of the Municipal Manager to ensure that an effective	Implement recommendations of internal audit in order to improve internal controls.	Ongoing	All Managers

	<p>system of internal control is implemented and maintained. In the light of matters raised in my management letter, it appears that internal checking and control mechanisms require improvement.</p>	<p>Implement Finance Standard Operating procedures that were developed.</p>		
6.2.2	<p>The assessment of the controls implemented by municipal management to implement and manage the Eden District Municipality's performance management system as required by section 45(b) of the Municipal Systems Act, Act 32 of 2000 has been reported on in separate report on performance measurement.</p>	<p>Implement an organizational performance management system.</p>	<p>30 June 2007</p>	<p>Municipal Manager</p>
6.2.3	<p>Non Compliance with laws and regulations:</p> <p>The agency function has made loans to officials for study purposes which is a contravention of Section 164(c)(i) of the Municipal Finance Management Act No.56 of 2003.</p>	<p>Noted but disagree with the query of the Auditor General. A limited number of employees will make use of the bursary scheme if they have to pay study cost upfront and only claim when they are successful with their studies.</p>	<p>None</p>	<p>None</p>
6.3	<p>Un-audited additional information</p> <p>The supplementary schedules set out on pages 12 to 14 do not form part of the annual financial statements and are presented as additional information. These schedules have not been audited and accordingly no opinion is expressed thereon.</p>	<p>Noted</p>	<p>None</p>	<p>None</p>

CHAPTER 5

FUNCTIONAL AREA SERVICE DELIVERY REPORTING

DEPARTMENT: CORPORATE SERVICES

1. INTRODUCTION

The department of Corporate Services is the corporate arm of the Council which renders services which includes the following:

- Administration
- Human Resources
- Legal Services
- Interacting with the provincial and national organs of state departments
- Rendering support to the Councillors
- The arrangement of all Council and Sub-committee meetings of the Council
- The communication with various stakeholders – business partners, members of the public and generally all relevant stakeholders
- Archives and Records Services
- Messengers/Cleaners Services
- Telephone Switchboard/Reception Services
- Reproduction Services

The Administration Section is operated via the following sub-sections:

(i) Council Affairs

Core Responsibilities

- Writing of reports
- Collection of reports from other departments
- Compilation of council and committee agendas
- Distribution of agendas
- Arrangements for Council and Committee meetings
- Writing of minutes of Council and Committee meetings
- Attend to and correspondence regarding the execution of council and mayoral resolutions
- Arrangements/preparations for meetings
- Translation duties

(ii) Registration and Archives

Core responsibilities

- Receipt and despatch of daily mail
- Processing of daily mail – opening, sorting, stamping, scanning, index, distribution and e-mail messages
- Filing of correspondence onto filing system

- Safekeeping of files and other records in cabinets and strong rooms
- Assistance to staff members with daily archival enquiries
- Purchases: Tea, coffee, sugar, milk, crockery, protective clothing, stationery, etc.
- Management of council's vehicles
- Management of messengers, cleaners and telephone switchboard

(iii) Refreshments / Cleaners / Messengers

Core Responsibilities

Refreshments

- Preparing and serving of refreshments like tea and coffee to staff members and visitors
- Washing of scullery

Cleaning

- Daily cleaning of offices, floors, corridors, toilets, committee rooms, council chamber by male and female cleaners
- Cleaning and minor maintenance of gardens, premises and buildings by males
- Cleaning of official vehicles by males.

Messengers

- Collection from and delivery of mail to post office on daily basis
- Internal messenger duties
- External messenger duties

(iv) Telephone switchboard / Reception

Core responsibilities

- Daily operation of telephone switchboard by handling incoming and outgoing phone calls
- Receipt of messages for members of staff and the delivery of same to appropriate members of staff
- Receipt of visitors and to direct them to staff members
- Receipt of small parcels.

2. COUNCILLORS SUPPORT PROGRAMME

- The Council have thirty(30) Councillors that constitute the Council. All logistical support which deals with the training and development, arrangements of meetings with other relevant organisations, are conducted by this department.
- The Councillors are participating in various training programmes, which are:
 - Integrated Development programme (IDP) of the Council;
 - Project Consolidate which is the provincial presidential initiative;
 - Eden 06, which is the district municipality programme concentrating on the activities of the Council beyond the 2005/2006 local government elections.

There are other in-house training that the Councillors are attending from time to time as indicated in the training programme of the Council through the workplace skills plan and training implementation reports that are submitted to the local government water and related services seta (LGWSETA).

The Nelson Mandela Metropolitan University through ISGAD is presenting a course on Councillors Development Programme in which all Councillor in the district are participating.

3. ADMINISTRATION

3.1 Staff Component

The Administration staff consists of the following positions:

	Postlevel Section 57 appointment
• Manager Corporate Services	
• Assistant Director: Administration	3
• Chief Administrative Officer	4
• Committee Clerk / Translator	7
• Administrative Assistant	8
• Administrative Assistant (Vacant)	8
• Administrative Assistant / Typist	9
• Typist / Clerk	10
• Administrative Officer: Properties	5
• Administration Officer Grade I	7
• Clerk Grade I	10
• Clerk Grade I: Registration	10
• Reproduction Assistant	13
• Supervisor: Cleaner / Messenger	12
• Gardener / Cleaner	17
• Labourer / Messenger	17
• Senior Cleaner	17
• Senior Cleaner	17
• Office Messenger / Cleaner	17
• Senior Labourer	17
• Senior Operator / Switchboard	10

The core function of the administration is the rendering of support services to the Councillors and various departments in the organisation, which are finance, community services, roads and economic development and tourism.

The following committees exist in the Council:

- Council
- Executive Mayoral Committee
- Institutional Management
- Finance
- Community Services
- Roads
- Economic Development and Tourism
- Human Resources

3.2 Functions of the Committees

3.2.1 Council

- * The Council sits once in two(2) months time in order to consider and approve minutes of the Executive Mayoral Committee and other portfolio committee minutes.
- * The Speaker is in charge and presides over the Council meetings.
- * In terms of S10(b) of the Municipal Structures Act (MSA) 117 of 1998; the Council is a municipality with an Executive Mayoral Committee.

The Council through the Integrated Development Programme adopted six(6) strategic objectives which informed the development of six(6) clusters which are indicated below. In the IDP the areas of focus are explained in detail and the strategic objectives are:

- (a) Good governance through institutional transformation, intergovernmental co-operation and public consultation to ensure accountability.
- (b) Develop appropriate regional economy that ensures shared prosperity and sustainability.
- (c) Create an enabling social environment that ensures safe, healthy and vibrant communities that participate actively in Eden.
- (d) Develop human and social capital by investing in women and youth development.
- (e) Ensure an effective and affordable service and infrastructure delivery in Eden to meet the needs of the people.
- (f) Sustain Eden environment through resource conservation, good land use practices people centred planning.

3.3 Executive Mayoral Committee

- The Executive Mayoral Committee consists of the Executive Mayor, Deputy Executive Mayor and five(5) Councillors that are the chairpersons of the portfolio committees.
- The Executive Mayoral Committee members are appointed by the Executive Mayor in terms of S60(a) of the MSA, 117 of 1998.
- The Executive Mayoral Committee meets twice(2) a month and when the Executive Mayor requests in consultation with the Executive Mayoral Committee members.
- The schedule of such meetings is contained in the schedule of meetings of the Council.

3.4 Cluster Committees

There are six (6) cluster committees that are chaired by the members of the Mayoral Committee.

The Cluster Committees are:

- ∇ Institutional Management
- ∇ Finance
- ∇ Roads
- ∇ Economic Development and Tourism
- ∇ Community Services
- ∇ Human Resources

3.4.1 Human Resources

- Its primary function is to co-ordinate all human resources activities, which involves training and development, labour matters, health and safety; human

resources support programmes; administrative and serves the political office bearers.

- The members of the committee consist of councillors and officials.
- The cluster convenes once a month.
- All the recommendations made by the cluster are submitted to the Executive Mayoral Committee for approval.
- A detailed report of the Governance and Institutional Development Cluster is available.

3.4.2 Finance

- The primary function is to deal with all financial matters of the Council, which are financial statements, financial audit reports, budgeting and regional services levies.
- The members of the cluster consist of Councillors and officials.
- The cluster convenes once a month. All recommendations made by the cluster are submitted to the Executive Mayoral Committee for approval.
- A detailed report of all the activities performed by this department is available.

3.4.3 Community Services

- The main function of the cluster is to render community, social and human development services to the whole area of jurisdiction of the Council in consultation with category B municipalities.
- The members of the cluster consist of councillors and officials.
- The cluster convenes once a month. All recommendations made by the cluster are submitted to the Executive Mayoral Committee for approval.
- A detailed report of all the activities performed by this department is available.

3.4.4 Roads

- The main function of this cluster is the rendering of roads and infrastructure development within the area of jurisdiction of the Council.
- The cluster is also rendering an agency function in terms of the agreement entered with the provincial department of roads and public transport.
- The members of the cluster consist of Councillors and officials.
- The cluster convenes once a month. All recommendations made by the cluster are submitted to the Executive Mayoral Committee for approval.
- A detailed report of all the activities performed by this department is available.

3.4.5 Economic Development & Tourism

- The cluster deals with the promotion of local tourism for the area of the district municipality in terms of S84(1)(m) of the MSA, 117 of 1998.
- The members of the cluster consist of Councillors and officials.
- The cluster convenes once a month. All recommendations made by the cluster are submitted to the Executive Mayoral Committee for approval.
- A detailed report of all the activities performed by this department is available.

3.5 Other Committees

3.5.1 House Committee

- The Speaker and the chief whips of the Democratic Alliance, African National Congress, African Christian Democratic Party, Independent Democrats and Independent Civic Organisation of South Africa from part of the Rules Committee.
- The Speaker presides in all the meetings of the House Committee and the discussions include any other logistical in-house arrangements in the affairs of the Council.
- The committee convenes once(1) a month and the municipal manager and/or the Manager of Corporate Services attend these meetings.

3.5.2 District Intergovernmental Relations Forum

- In terms of the Intergovernmental Relations Framework Act 13 of 2005, the Council has established the forum for the district which is chaired by the Executive Mayor.
- The forum involves all seven(7) local municipalities in the district (Bitou George, Hessequa, Kannaland, Knysna, Mossel Bay and Oudtshoorn); government departments and parastatals.
- The purpose of the forum is to regulate all matters of mutual interest that affect the district as a whole.
- The chairperson of the intergovernmental forum convenes a meeting of the district intergovernmental forum at a time and place set up in the agenda.

3.6 Sub-Committees

3.6.1 Local Labour Forum

- It regulates the all-labour matters and is constituted by Councillors, officials and the unions (IMATU & SAMWU).
- The membership of the committee is equally between the unions and the employer (Councillors and officials).
- The committee convenes once(1) a month and the chairperson in this financial year 2005/2006 is on the employer's side.

3.6.2 Occupational Health and Safety Committee

- There are three(3) health and safety committees which regulate health and safety matters within the Council.
- All three(3) committees have their health and safety representatives and the chairpersons that preside over these meetings.
- All the recommendations made at these meetings are subsequently submitted to the Executive Mayoral Committee.

3.6.3 Training and Development Committee

- This committee convenes once(1) and its primary function is to provide training and development to all staff members and Councillors.
- The members of the committee consist of Councillors, union representatives and officials.

- The Committee is responsible for the development of the workplace skills plan of the Council and the submission of such a plan to the Local Government Water and Related Services Seta.

3.6.4 Employment Equity Committee

- The employment equity committee formulates the employment equity plan of the Council.
- The Committee consists of officials, Councillors and the union representatives.
- The Committee convenes once(1) a month and the municipal manager in terms of his core functions is responsible for the employment equity plan.

The employment equity plan and the annual employment equity reports are submitted to the Department of Labour for their information and approval.

4. Development of policies

4.1 Records Management System and Registration Procedure Manual

Tenders were invited for the compilation of a Records Management Policy and a Registration Procedure Manual as prescribed by the Act on National Archives, No 43 of 1996 and instructed by the Provincial Archives Offices in Cape Town. This will be utilized by Hessequa, Mossel Bay, Oudtshoorn, Knysna, Kannaland and Eden Municipalities and therefore result in the pro rata sharing of the costs by the various municipalities.

5. Electronic Communication System for Councillors

The electronic communication between Council and councillors is under investigation. There are options of laptops or smart phones. An amount of R440 000.00 was budgeted for in this regard on the capital budget. A contract must then still be engaged with a service provider. At a cost of approximately R150.00 per month more per item everything can be leased on a contract basis for a period of three (3) years, without any capital layout and then the contract renewed again. Instead of buying it and after 3 years sit with outdated equipment and then buy again. Lease will only cost R200.00 x 36 (months) x 30 (councillors) = R216 000.00. Saving of half price and the equipment can be updated regularly.

6. Collaborator Implementation and Support: Reports

The following initiatives are planned for the remainder of the year.

Supply Chain Management

- Final Implementation of Supply Chain Management (SCM) at Eden District Municipality, with specific reference to the Requisitions Process and the publication of statutory requirements related to the MFMA (Municipal Finance Management Act) documentation.
- The initiation of training and implementation of SCM at Mossel Bay Municipality in respect of the Requisition Process. The remainder of SCM processes is currently in progress.
- The scanning and indexing of the Supply Database is currently in progress at Oudtshoorn Municipality and is planned for completion by 15 December 2006.

Decision Management

- Final preparations and training for implementation of the Decision Management process at Knysna Municipality Automatic agenda generation to commence in January 2007.
- Resolution Actioning and the implementation status monitoring there currently in progress at Hessequa Municipality This process will be up and running by the 15th of December 2006.

Customer Care

- The project team, in collaboration with Mossel Bay Management, is in the process of establishing a Helpdesk/Customer Care office and Customer Care Statement of Intent in view of final implementation of Customer Care.
- In order to boost the public's confidence in Municipal Service delivery and as part of the Customer Care solution, the implementation of Reveal Notifications for all types of Communication (Correspondence, E-mail and telephone calls) directed to municipalities is being implemented.

Collaborator Support

Continuous Systems Improvement and General Support (Training, etc.) will continue for the remainder of the year.

Agenda items and Resolutions Actioning

- Committee Clerks are currently receiving training in providing feedback on Agenda items and Resolution Actioning. Eden requested a Resolutions action reports to be generated in Collaborator in order to monitor resolution implementation.

No outstanding incidents at this stage.

Collaborator Support

- Continuous Systems Improvement and General Support (training, ect) will continue for the remainder of the year.

In conclusion it is pointed out that at the time of writing the report, Council was in the process of considering the proposed restructuring of the Macro Structure and Committee system.

7. HUMAN RESOURCES SECTION

The Human Resources Section, located within the Department Corporate Services, delivers a support service to the other departments in Human Resource Management.

The current organisational structure for Human Resources is as follow:

The Section is managed by mr Gerhard le Roux, who was seconded to TASK for three years and now focus on the establishment of process renewal. The HR Section consists of the following components:

- | | | |
|--|---|---|
| • LABOUR RELATIONS | - | Alexa Moos |
| • TRAINING & DEVELOPMENT | - | Loyiso Tyalimpi |
| • OCCUPATIONAL HEALTH AND SAFETY
(Isaac Rondganger) | - | Vacant |
| • RECRUITMENT & SELECTION | - | Wendy Nojoko |
| • EMPLOYMENT EQUITY | - | Kelvin Vollenhoven |
| • HR ADMINISTRATION | - | Lynette Jv Rensburg |
| • HR ROADS | - | Alvin Botha
Hailey Oktober
Isaac Rondganger |

The duties and responsibilities of the different disciplines within the HR Section are as follows:

7.1 LABOUR RELATIONS

Alexa Moos was appointed recently as Assistant Personnel Officer: Labour Relations (1 Augustus 2006). Counseling sessions, Disciplinary Tribunals/Hearings and Dispute resolutions are all part of the duties of Labour Relations. Assistance and advice to Managers and Supervisors are given on a daily basis with regards to Labour Relations.

Training of Presiding Officers, Prosecutors and Trade Unions according to the disciplinary code of the SALGBC is planned for 2007.

7.2 TRAINING & DEVELOPMENT

The Assistant Personnel Officer: Training and Development, Loyiso Tyalimpi, have the following scheduled regarding Training and Development:

- **Training**
 - Life Skills Training
 - PA / Secretarial Training
 - Clearing Overdue Tasks (Collaborator)
 - Revising of the Induction Training
 - Identifying Needs Analysis for Abet
 - Rolling out of Abet Program

- **Bursaries**
 - Recovering / Arranging for Outstanding Money
 - Updating Files
 - Rearranging the Bursary filing system
 - Obtaining End of Year Results

7.3 OCCUPATIONAL HEALTH AND SAFETY

The post of Assistant Personnel Officer: Occupational Health and Safety is currently vacant. It was advertised unsuccessfully. The aim is to have the post advertised again and have the OHS Officer appointed early in 2007.

Isaac Rondganger, Clerk Gr.II: HR, acts in the post and deals with the administration of Occupational Health and Safety. He is currently busy with outstanding IOD Claims.

7.3 RECRUITMENT & SELECTION

Assistant Personnel Officer: Recruitment and Selection, Wendy Nojoko, conducts short listings and interviews together with relevant role players (Managers, Supervisors and unions). The following vacancies are currently being advertised and after the closing date Wendy will be starting with the selection process:

- Reception: Typist/Clerk (HR)
- PA: Deputy Mayor
- Administrative Assistant: Speaker
- Building Inspector/Law Enforcement Officer/Building Superintendent
- Senior Town Planning Technician
- Sub-District Co-Ordinators: Hesequa and Knysna/Sedgefield
- Committee Clerk
- Administrative Officer: Properties

- Occupational Health & Safety Officer

7.4 EMPLOYMENT EQUITY

Employment Equity/Skills Development Manager, Kelvin Vollenhoven is planning the following 2006/2007:

District Skills Development	Roll out of Learnership 1000 Roll out of Learnerships in LED, IDP, Finance/Admin. Sustain District Skills Development Forum
Municipal	Develop database of Municipal WSP's Develop district municipal skills gap Develop district skills programme for municipalities
External	Establish HRD Committee Establish Training Service providers Forum

7.5 HR ADMINISTRATION

Lynette Janse van Rensburg, Senior Clerk: HR, is responsible for HR Administration which entails communication and correspondence with the different medical aid and pension funds to administer employee benefits.

A total of 39 employees were appointed since January 2006 from advertised vacancies.

Service exits were as follows:

- 13 Resignations
- 11 Retirements
- Disabilities
- Deaths
- 3 Dismissals

Isaac is also responsible for the administration of contract appointments. Estimates of fifteen contract appointments are made per month.

Hailey October, Clerk Gr.III:HR is responsible for leave administration. Approximately 800 leave forms are processed each month. The leave administration system will be reviewed by the end of January 2007 in terms of the internal audit recommendations. The Audit Charter specifications also need to be developed by the end of January 2007. It is also planned to have a leave guideline developed before the end of December 2006.

A Strategic Planning session is planned for 19 January 2007 to promote the moral and team building amongst these disciplines and to clarify roles in the Section. There will also be focussed on policy development for implementation by the end of February 2007 for Recruitment and Selection, Training and Development, HIV/AIDS and a Smoking policy.

The Human Resources Section adopted the following vision and is committed to service delivery to the employees of Eden and take up their role in the Eden District.

LEGAL SECTION

The legal section in this department renders services to the whole organization and also to Kannaland Municipality. This section is managed by Mr. Reginald Smit and includes also the fixed property of the municipality.

Legal Section:

As from the 1st of July 2006 Reggie has been busy with tasks mentioned hereunder and some of it has been completed. Others need constant attention and will be completed in due course.

Delegation Register

The Delegation Register which deals with the powers of council, committees of council and that of the Municipal Manager and Directors reporting to him has been adopted by Council. The delegation register will be revisited to cater for delegation of staff members from post level 0-3.

Legal Plan

The legal plan for the region has been completed and submitted. A legal advisors forum has also been established. The register will be updated and submitted to council. The updated information to be inserted needs to focus on the work done that is performed for Kannaland.

Standard Rules of Order

This rule of Order has been approved in principle by Council and must still be advertised for public comment. This will be done shortly where after it will be taken back to council for final approval before it is submitted to the MEC for publication as a By-law. The advertisement will be placed early in 2007.

Advise on By-laws

That department has received request from the Finance and Community Services Departments for comments on draft- policies and by-laws as prepared by them and technical support on the same.

Contracts

The frequently receives draft contracts and memoranda of agreement or understanding which must be perused and amended if necessary.

Bid Committee

The legal advisor sits in on Bid Committee meetings to assist the members in working through the documentation and also to ensure that the relevant legislation and policies are adhered to.

Court cases

In this year the legal section has instructed attorneys to handle some cases on behalf of council Madeleyn Inc in Plettenbergbay:

Illegal occupation of council property and cutting down of trees on 428/7 Harkerville;
GKSW in George

Illegal occupation of Council property at Moerasrivier. This case is still pending;

Belhar College Trust. This matter landed on my table after it has been referred to me by Johan Stander. This is an old matter in which summons had been issued and an application for summary judgement for 21 November 2006 was on the role in George magistrate's court. The matter has been dealt with satisfactorily by our attorneys.

Duvenhage Keyser & Jonck

Volmoed Quarries. In this regard we had to appoint an attorney in Oudtshoorn to represent Council where the latter's property has been attached for sale in execution in a summary judgment application. This is a Roads Department matter;
Van Rensburg & Co.

This firm handled the matter of the previous Executive Mayor, Leon Dorfling. The council was successful in its case which was concluded on 11 October 2006. the account for council in the court case amounted to approximately R88 000.00

Properties

Enrico Campher has been transferred from the office of the Mayor to this section and handles the property portfolio. The work entails establishing a comprehensive data base of all the properties of council which include the following information:

- Location
- Type
- Size
- Price
- Marketability
- Whether its is vacant or used
- Rental or not
- Rental amount paid; etc

The tender for the valuation of council properties greater than 10 hectares was awarded to Suid-Kaap Waardeerders and a report in this regard was received on Friday 8 December 2006. A tender for the valuation of council properties smaller than 10 hectares must be placed early in 2007. At the moment the office of the Deeds office must supply Council with the last batch of the title. We are still waiting on our last batch.

Disciplinary Hearings

We do from time to time receive request from presiding officers in the organization to advise whether the decisions they take are in fact correct.

“The best that we can by leading the rest.”

DEPARTMENT: FINANCIAL SERVICES

The Finance Department comprise of the following functional areas, against which performance for the 2005/06 period has been reported:

Financial Management Services

- Budgeting – providing guidance and support to the District municipality in respect of all budget-related matters and monitoring the actual performance against budgeted projections on an ongoing basis.
- Finance – ensuring support in respect of the corporate functions of accounting, asset management, treasury and costing.
- Procurement – managing the procurement of goods and services in a fair, economical and efficient manner that protects tenders and complies with legislative procedures and processes.

Income

- Valuations – focusing on the execution of general and additional valuations.
- Revenue – ensuring that funds due to the district municipality are correctly billed and collected and those accurate and transparent accounting processes are used.

Expenditure

- Expenditure – recording, controlling and processing all payments for the district municipality in an efficient and accurate manner, thereby assisting with budget control and cash flow management.
- Stores – managing the procurement and issuing of goods in a fair, economical and efficient manner that protects tenders and complies with legislative procedures and processes.
- Payroll and operational support – maintaining a well-run and efficient pay office to ensure timeous payment to employees and councillors.

Departmental Performance 2005/06

Procurement

The 2005/06 period saw increased effort to comply with the section 11 of the Municipal Finance Management Act (MFMA). In this respect, a number of initiatives were undertaken over the last year, including the development of a supply chain policy and improvement of tender documents to enable a sound review process and reduce the number of appeals against tenders not won.

Expenditure

One of the key considerations in relation to expenditure is the extent to which the district municipality expenditure supports small, medium and micro enterprises (SMMEs) and Black Economic Empowerment (BEE). While fronting remains a problem for the Directorate, there has been considerable increase in SMME and BEE spends within the district municipality. Sixty six percent (66%) of formal tenders were awarded to HDI/BEE companies during the financial. Only twenty nine percent (29%) of quotations for non- capital purchases were allocated to BEE companies. This is mainly due to a lack of BEE suppliers on the district municipality's supplier database. Due to constant updating the supplier database will be more comprehensive during the 2006/07 financial year and therefore rotation of suppliers will be much easier.

Revenue

In its focus on driving efficiency, the RSC levy section undertook an awareness campaign to lobby the support of business, local municipalities and bookkeepers with the registration of businesses for RSC levy purposes. RSC levies will be abolished on 30 June 2006 and therefore it was important to collect as much as possible levies during this financial year.

2005/06 also saw the revision of the Credit Control and Debt Management Policy (aligned with national policy), which addresses the management of indigents. This policy ensures that those who cannot pay their accounts but are indebted to the district municipality are handled in the most appropriate manner.

Over the 2005/06-performance year, the problem of unidentified cash was partially resolved. Significant amounts of unidentified cash, which had been a problem in the past, were allocated to the correct customer accounts and further inflow is now being allocated without delay. This resulted in an audit report that recorded no exception in respect of unidentified cash.

Budgets

In the 2005/06 financial year, the district municipality managed an operating budget of R179, 190 million and a capital budget of R13, 543 million. The total budget for 2005/06 was set at R192, 733 million – an amount that falls within the affordability and sustainability parameters set by Council and were approved at the May 2005 Council meeting.

Finance

As part of its key mandate, the Finance section ensured the timeous and accurate submission of VAT returns, together with the completion and submission of Financial Statements to the Office of the Auditor- General. This involved the restatement of closing year general ledger balances to comply with GAMAP/GRAP requirements (Generally Accepted Municipal Accounting Practices/General Recognized Accounting Practices), the updating of the District Municipality's asset register, and an improvement in accounts reconciliation. As these requirements have been met and audit queries resolved the district municipality is in a position to meet legislative requirements.

Payroll

2005/06 saw the Payroll section successfully manage and control the monthly payment of salaries (including third party payments) to staff and councillors, with the section adhering at all times to legislative requirements.

Performance Plans 2006/07

Supply Chain Management

The new Supply Chain Management subsection consists of a Senior Accountant and two Supply Chain Management Officers. Approval has already been to fill an additional post of Buyer to assist the Roads agency function. The roll out of the approved Supply Chain Management Policy will be improved by using an electronic SCM system (Collaborator) this will result in compliance with the MFMA guidelines.

Revenue

Policies relate to pre-paid electricity, cash management, credit control and debt management, will be implemented during 2006/07. We are aware of the fact that most of the consumers in the district management area are season workers and therefore battle to meet their obligation towards council.

Action will however be taken against those who can afford to pay. A private company has been appointed to follow up on outstanding levies as at 30 June 2006.

Valuations

The greatest challenge for the Valuations section is the full implementation of the new Property Rating Act. For the 2006/07 period, implementation will require a full review of the district municipality's Rating Policy, as well as a general valuation of all properties in the district municipality's jurisdictional area, in accordance with the new requirements. A service provider has already been appointed to assist in this regard.

Annual Financial Statements

One of the challenges for the 2006/07 financial year relates to the continued implementation of the new accounting standards, so as to support the timely completion of the annual financial statements in the revised format issued by National Treasury. A service provider will assist with the compilation of finance standard operating procedures. This will guide personnel in their daily tasks and will ensure accurate information for the annual financial statements. Areas of particular concern include the completion of changes necessary in respect of accounting and asset-related policies and the implementation thereof.

DEPARTMENT STRATEGIC SERVICES

SECTIONS

- A. Research
- B. Planning Implementation and Management Services
- C. Information Technology
- D. Local Economic Development
- E. Tourism
- F. Projects
- G. Communication

A. RESEARCH

The inception of an in-house research unit was a major step forward to establish the District Municipality at the strategic level in local government. Through proper scientific research, the purpose objective of the unit is to assist councillors and personnel of Eden District Municipality with the strategic positioning of the District Municipality and to develop operational effective business processes to implement strategy. A specific local government business research process was developed to generate dependable data derived by practices that are conducted professionally and can be used reliably for managerial decision making. It follows the standards of the Scientific Method.

Two major research programs were launched during the year:

- business incubation, and
- the establishment and functioning of ward committees.

In support of the development of a local economic development strategy, the unit contributed with studies based on the research question:

- How can physical and virtual business incubations be employed as vehicles to harness entrepreneurial growth and growth of both high-technology and low-technology focused SMME's?

The unit started a study on the establishment and functioning of ward committees in the Eden District that will come forward with new information and knowledge that will assist municipalities to address gaps and challenges in their ward committee systems, in order to fulfill their role as key mechanisms for enhancing participatory democracy in local government.

B. PLANNING IMPLEMENTATION AND MONITORING (PIMS)

1. Eden Socio Economic Survey

The purpose of this project was to generate more precise household data and develop relevant ward profiles across the district. Development of shared evidence based analysis identifying the key needs of communities in each target area in order to inform local authorities in Eden around appropriate investment in facilities.

Three hundred unemployed youth were recruited from across the district. They received accredited training from University of Stellenbosch as field workers, to conduct a survey. Supervisors, checkers and data capturers were appointed and trained as well. Technical panel was made up of all government departments i.e. Stats SA, Provincial treasury, Population Unit etc. Steering Committee consisted of representatives of all local municipalities.

2. Community ward-based training

Eden District Municipality collaborated with the Department of Provincial and Local Government in hosting the training. The workshop was for all officials in the Eden who are involve and responsible for community participation and ward planning in their municipalities. The facilitators shared the information and experience at the same time raised awareness with government officials on the process of Community base planning.

The purpose, was to equip and train all officials who deal with the public on daily basis with community based techniques as well as to link the practice of community based planning with the IDP process on a local level.

3. HIV and AIDS & Poverty Alleviation

Intergovernmental Task teams for HIV/ AIDS and Poverty Alleviation was established and an Eden HIV and poverty imbizo was held. The purpose of the Imbizo was to:

- Poverty and HIV and AIDS on the people of Eden
- And Strengthen and or contribute to the outcomes of the Eden intergovernmental task team on HIV and AIDS, and Poverty Alleviation amongst other.

The event was well attended by over three hundred participants from across the Eden district, and thousands more had the opportunity to listen to the proceedings through live coverage by regional community radio station, Eden FM.

4. Eden 06: Communication project

The communication project, strives to change the status quo in communication and participation. The task team has identified the critical gaps which causes and are an obstacle to effective communication within the organization.

The project aims is to:

- Create and encourage open door policy and cultural diversity
- Performance management system be implemented to reward and punish performance and lack thereof
- Effective internal network
- Implement effective induction, coaching and mentoring programs
- Develop guidelines for conflict management amongst other
- Communication Officer is appointed

5. Capacity building: IDP Managers

Regular IDP managers' regional capacity building workshops were held and the purpose of the workshops was to integrate and align local municipalities, activities and anticipated milestones with the District and Provincial sphere.

The IDP framework was developed which included a process plan that will guide the planning, drafting and review of the municipality's integrated development plan for the next five years.

6. District and Local IDP Process plans finalized

To align IDP, Budget, PMS and sectoral plans and timeframes.

7. IDP support and assistance to district and local municipalities: IDP & LED

Integrated regional support structure that addresses IDP and capacity constraints in a collective manner and regional platform.

C. INFORMATION AND TECHNOLOGY

1. Staff:

The technology staff consists of:

1.3.1	IT Manager	(1)
1.3.2	GIS Administrator	(1)
1.3.3	Senior Network Controller	(1)
1.3.4	Help desk/ Systems Controller	(1)
1.3.5	PC Technician	(2)
1.3.6	Information Officials	(4)
Total employees		(10)

Staff expense up to date (this book year) is approximately R 844,070.00.

The staff is adequate to support the current technology of the council, however the fact that some key personnel still have to perform functions outside their responsibility cause some disturbance, but we believe that this problem will be sorted out as soon as all the current IT positions are permanently filled.

2. System Adjustments

2.1 Operating System

The operating system supporting the Abakus financial system has been adjusted from Unix to the Linux operating system. Linux is an Open Source system and can be operated at much lower costs. Access tot the Abakus financial system has also be adjusted to enable queries to the system via the Eden Website. Users working directly onto the system still gain access as usual.

2.2 Network

The current local network has been expanded to include the Mossel Bay, Riversdale, Knysna, Plettenberg Bay and Oudtshoorn offices. The use of radio network technology is currently being investigated to be able to handle all category B and C municipalities on one single network.

2.3 Internal IT Help desk and Register system

Users lodge IT related queries via an electronic helpdesk. Tasks are distributed electronically to the responsible person to take care of. Records of all tasks are kept for management purposes. This system also makes provision for an electronic register. Hardware is electronically monitored and audited.

2.4 Internet / E Mail

The Internet connection was drastically upgraded from 128kb/s to a 1mb/s ADSL connection. The upgrade was financed from savings and restructuring and no additional costs was incurred. Council's website is live and being upgraded internally to make provisions for internal content management and adhere to all relevant legislative aspects.

2.5 Website

Council's current website does not adhere to all relevant legislation and was developed by consultant in such a way that internal content management can not be done successfully. IT personnel have developed a new website and hope to launch and publish this new and improved site by the end of January 2007. The process of content management is no under investigation and a process document will soon be presented.

3. Systems

3.1 GIS

The GIS Administrator (vacant) focuses on the regional GIS goal, being the establishment of a corporate management system within the Eden Council as well as the Eden region. Eden has the support and commitment of Provincial Government Western Cape whose goal is to support Eden and other municipalities with the capturing and maintenance of data and establishing working relationships between local municipalities and the district municipalities and themselves.

The GIS currently looks as follows:

- Web based mapping available to Council's Intranet.
- GIS based Council owned property database has been designed according to specifications given by various role players within Council.
- GIS based general property database consisting of usual Aktex information. This database is not being updated at the moment but will be done so automatically as soon as the GIS system is connecting to the financial system.
- Planning and building control each has their own database and a page displaying standards documentation to be down loaded. Further development will be done as needed.
- GIS based management system is currently being investigated.

Personnel with access to the web based GIS maps can view cadastral and topographical data, aerial photography, satellite imagery, maps with tourism and environmental information, flood risk areas, air disaster and fire risks. These datasets are being updated and added to periodically.

Future planning for GIS:

- Connecting the GIS to the financial system.
- Design and development of a web page database updating facility to enable IT personnel to make changes and updates without having to work through a consultant. (90% finalized).
- Design and development of an economic development database.
- Design and development of a SG Diagram updating database for the DMA.
- The possible purchase of a spatial database engine (SDE) that will enable various users to capture and update information to the same dataset simultaneously.
- Effectively market a regional GIS with provincial support in the form of CMIP.

As clearly shown above, the IT division is working towards the establishment of a regional GIS management system by creating the necessary base and internal organizational structure. This GIS can only be as good and trustworthy as the data that it captured into it, the people managing it and exposing it to this organisation and the region. It is of crucial importance to the survival of such a system that data should be used, maintained and tested regularly.

3.2 Financial System

The development of web based interaction proceeds as needs arise.

3.3 Personnel System

IT is currently investigating software capable of interaction between the current Personnel System and an organogram application. The personnel division needs an organogram application that connects directly to the personnel system.

3.4 Archive and Workflow

The Collaborator system is currently being used with great success and applied to document management and workflow. The system has recently been expanded to handle the procuring management process electronically.

3.5 Client Service

Unfortunately, this system is not being used due to a possible gap within the operation of Client services within Eden District Municipality.

3.6 Information sharing

This project is part of current regional projects and could be addressed by the LGNet service provided by the Development Bank of SA. The goal of this project is the connection of all local authorities as well as other governmental entities such as SALGA, Demarcation Board, etc with one network. This service is already in place but are unfortunately totally under utilised. We are planning to use the new Eden Website to publish useful information for users.

3.7 Internet, Email, Calendar and Events

Users are able to read their emails anywhere, any place, by accessing the Eden Website. Users currently gain access to the internet using 3G cards. This process will be upgraded regularly as new technology becomes available.

Council meeting dates for 2007 are visible to all users via their Outlook Calendar. This should prevent clashes between meetings and availability of conference rooms. Users will be able to book Events via the new Eden Website from January 2007.

4. Performance highlights

- Levies personnel transferred to ICT
- Personnel's positive attitude towards change
- Successful completion of ICT Research Project



Handing over the outcome of the Research Project to Eden District Municipality Mayor

- Successful establishment of a regional GIS workgroup

- Service Agreement between Eden and B's
- Above averaged capability and co-operation of IT Personnel
- Acceptance of Best Practice Models, COBIT and ISO 17799

5. Projects currently in process

5.1 IT Governance Framework for Eden District Municipality

The project was initiated as a research project with the primary objective to analyze the current situation regarding information technology governance in municipalities and propose some IT Governance Framework to improve the situation. This project was conducted with specific emphasis on the Eden District Municipality and its Local Municipalities.

The primary objective of this project was to determine a strategic, practical and suitable governance framework for information technology in district and local municipalities.

This objective was met through a number of secondary objectives, namely:

- Analyzing the Input Factors that influence the IT Governance situation at Eden District Municipality
- Concluding the Current Situation at Eden District Municipality
- Proposing an IT Governance Framework and Implementation Plan to Eden District Municipality

The outcome of the project and the associated strategic objective plan (SOP) can play an integral role in helping to define the IDP as the continual efficiency of IT services are dependant on good IT Governance. The SOP, which forms part of the output of this project, actually advocates and provides guidelines towards good IT Governance.

6. The current IT situation in the Eden District

The IT infrastructures of municipalities within the Eden district are handled on very ad-hoc approach. Various factors have an influence:

- Dependence of the IT function on other departments, i.e. not independent
- Budgeting constraints
- Human resource constraints
- Lack of skills
- Lack of coordination and synchronization
- Lack of vision of the importance of information technology

Therefore, information technology in the municipalities within the Eden district is continued to be underutilized. There is a great need for sound information technology development, implementation and governance procedures and policies in order to escalate information technology to acceptable levels within the municipal district.

In conclusion it can be said that implementing a large governance framework such as COBIT that meets the desired maturity levels of the different processes as described in the SOP will require great effort from both organizational management and its employees.

Many constraints may have an effect on the strategic implementation of such a framework. These might include financial constraints, time constraints, adequate number of skilled personnel, human factors (resilience to change, political influences) and many other. Therefore, it is important to have a strategic implementation plan to motivate and aid the implementation of the framework.

The IT Strategic Objective Plan has the following advantages:

- It prioritizes processes based on their importance to the municipality.
- It combines these prioritised processes into small, manageable phases to make implementation realistic.
- The IT-SOP provides detailed information on the different processes as well as the ISO 17799 security requirements and controls.
- By implementing the first two phases of the IT-SOP, the majority of shortcomings stated in the yearly audit reports will be addressed.
- Municipalities within the Eden district will have the same IT governance procedures – making collaboration easier.

D. LOCAL ECONOMIC DEVELOPMENT

1. Growth and development summit

The Department of Strategic Services was central in organising the recent Growth and Development Summit in conjunction with the other departments of Eden and our partners, in partnership with the seven local B municipalities and the Provincial Government of the Western Cape. This summit, which is the first one of its kind held in the Western Cape, was convened in response to the call by the State President, the honourable Thabo Mbeki, in his State of the Nation address of February 2006, for Districts to hold Growth and Development Summits to promote rising levels of growth, investment, job creation, and people-centred development.

The Summit was preceded by mini-Summits, which took place within the local municipalities which fed into the four (4) sectoral themes of the conference:-

- Economic Development
- Strategic Infrastructure Development
- Spatial and Environmental Sustainability
- Social Development

During the proceedings, the more than 400 delegates, which included representatives from civil society, the private sector, communities and government including partners such as the National Ports Authority and PETROSA, affirmed the need to promote sustainable growth and development of Eden to attain healthy communities, a growing economy and a well managed environment, as is reflected in the Millennium Goals, NEPAD and ASGISSA. Just some of the issues which were raised within the four focus groups were; inequalities within the Eden with regard to access to services, housing, amenities, job opportunities and the right to a dignified existence. The challenges which the conference set out to address were poverty, marginalization, creating employment and development opportunities, improving the ecological footprint, improving inter-governmental coordination of actions in reinforcing sustainable resource utilisation to ensure effective and coordinated resource management, planning and budgeting. The social development cluster raised health, education, safety and security in order to create a platform for positive social development and social cohesion. During the group discussions delegates engaged in robust discussion in debating the development trajectory for the Eden District.



A strong belief framework emerged expressing that, in embarking on the path to long-term economic growth, equity and effective resource management, choices should be exercised which put into place the necessary cultural, economic, social and political mandates, which look beyond the immediate demands necessary for future generations to grow and prosper.

At the end of the Summit District Mayor, Rudi Laws presented a Conference Declaration, which was based on the conference discussions, and which was endorsed by the conference. The Declaration focused on mandating the District Municipality, together with social partners to take forward the Summit Recommendations:-

- to develop a Growth and Development Strategy.
- which should include clear targets, outcomes and time frames
- and should be presented to the social partners within the first quarter of 2007.

2. The EDEN District Municipal local economic development strategy (EEDS)

Eden District Municipality has taken up the challenge of preparing an economic development strategy for the region, through an interactive, inclusive and participative approach. This process was launched with the Eden Sustainable Development Summit in March 2005; included monthly workshops with officials from B Municipalities; a two-day workshop in Stilbaai with B municipal, provincial and national officials on 19th and 20th October 2005; bilateral meetings with B municipal officials during October and November 2005; the official launch of Eden Economic Development Strategy on 18 November 2005 and the completion of the Eden Terms of Reference date 5 December 2005.

Eden District Municipality has appointed MCA as well as a range of sector specialist to assist with the preparation of an Economic Development Strategy for the region.

The overriding concern of the EEDS is to facilitate economic growth and address issues pertaining to unemployment, poverty and inequality. The approach to the preparation and implementation of the EEDS will be based on a Strategic Planning Approach. The EEDS is a vital component of the **Eden IDP**, the overarching strategic and integrated development plan for the district.

The LED strategies of local municipalities have been included in the EEDS. Realization of the District strategies would therefore assist with the implementation of local strategies. Regular interactions (month –to-month) occurs between the local and District Municipality, providing the forum to exchange ideas and co-ordinate efforts. All of the District's LED Strategies are based on different type of partnership arrangements and requiring a role for a local municipality. In order for the goal of credible LED plans to be achieved, it is necessary for the EEDS to obtain the buy-in and subsequent support from local civil societies, labour, and the private sector. Many of the strategies identified require partnership arrangements and for some the lead agent would be an NGO, CBO, business or labour. This approach recognizes that other role players are better equipped to deal with certain issues, for example poverty reduction and human resource development. The EEDS will be tabled for consideration at the summit. It is important that this are tabled as resulting from the process, which included many of these social partners. The various role players will be requested to confirm and add to implementation strategies.

Proposed lead roles in terms of partnership formations will be proposed for discussion. This will prepare the platform for the role and function of all role players, including the social partners.

3. 2010 FIFA SOCCER WORLD CUP

The soccer world cup takes place every four years and is one of the largest sporting events in the world. The tournament, organized by FIFA, comprised 32 teams from across the world competing for the status of world champions. The 2006 event was hosted by Germany in 12 cities, and South Africa has been nominated to host the 2010 event. There was a need to ascertain certain organizational aspects first hand in Germany, and EDEN District Municipality was fortunate to have Paul Hoffman (lecturer at Nelson Mandela Metropolitan University visiting Germany for the duration of the 2006 event) to research and investigate certain marketing issues, as well as tourism related issues and the possibility to position George and the Southern Cape as a potential base camp for one of the teams.

Eden District Municipality also realized how crucial it is, as a regional authority, to have a strategic plan in place if we wish to be successful in our efforts to market our region as a prime destination for tourists/fans and abroad teams. Paul Hoffman returned from Germany with a massive amount of

valuable information around the 2006 Soccer World Cup campaign as presented by FIFA in Germany. Eden District Municipality, in conjunction with Paul Hoffman, invited key role-players to an information session. Representation from various institutions attended, and after Paul Hoffman's presentation, everybody agreed that a combined effort between the public and private sector is of paramount importance should we wish to have successful economic and social spin-offs for the Eden region.

4. WESGRO'S Export and development program

Wesgro launched the Exporter Development Program (EDP) for potential, recent and established exporters in the Western Cape in 2004.

The purpose of the EDP is to contribute to increased exports and provide sustainable access to global markets for Western Cape businesses. A key component of this program is a focus on giving special support to small, medium enterprises (SMEE's), black and women-owned businesses. The main aim of this program is delivering export related courses for selected small businesses as a means of improving the abilities of SMEE's to compete globally.

The successful implementation of the Exporter Development Program calls for the strengthening of our partnerships with district municipalities. It is due to this reason that Wesgro took a position to strengthen its relationship and partnership with district municipalities for 2006/07 financial year. EDEN District Municipality has been chosen as an important partner for both export promotion and export development given the vast potential for economic growth.

The program that Wesgro will in partnership with Eden implement is the EDP Level 2. The emphasis of the EDP Level 2 is on building the competitive capacity of businesses in order to enable them to export or expand their current exports. The program combines the theory of marketing planning, market development strategies and international trade logistics with practical assignments based on the day-to-day operations of small businesses. The method of training and development allows for a high degree of interaction between the participants and the trainers.

The program is designed for entrepreneurs with existing businesses and who intend and have the potential to enter the export market and products and companies who want to diversify their existing export markets.

5. TOURISM PDI-INISIATIEF

Met die Toerisme as belangrikste ekonomiese sektore binne Eden en die Wes-Kaap Provinsie is besluit om dit deel te laat uitmaak van die Eden Distriksmunisipaliteit se Ekonomiese Strategie. Terwyl die proses ontvou het, is agtergekom dat daar heelwat leemtes binne die gebied bestaan om beduidende inset vanaf agtergeblewene gemeenskappe in te win. Dit het veral duidelik na vore getree met die samestelling van die Eden Ekonomiese Strategie Konsepdokument.

In ooreenkoms met MCA Konsultante, is daar toe besluit dat die beste manier om hierdie uitdaging die hoof te bied, is om 'n reeks werksinkels te organiseer. Entrepreneurs, binne toerisme vanoor die hele streek, sou dan geleentheid hê om hierdie werksinkels as platform te gebruik om hul griewe, verwagtinge en posisies oor te dra.

Dit sou ook die ideale geleentheid wees om die groep so te organiseer dat hulle 'n liggaam kan stig wat hulle verteenwoordig op streeksvlak.

Die uitkomstebereik deur hierdie inisiatief is belangrik vanweë die feit dat groot impak sal hê op kwessies wat aangespreek sal raak binne die Ekonomiese Strategie, sowel as besprekingspunte vir die komende Groei-en Ontwikkelingsberaad.

6. Assistance to Hessequa Municipality with their tourism strategy

Hessequa Municipality received an amount of R150 000-00 earlier this year from Eden District Municipality to promote Tourism within their municipal boundaries.

They requested assistance from Eden DISTRICT MUNICIPALITY to guide them in designing the best possible way in which to continue. Regular meetings and planning sessions led to the implementation of a project plan for the promotion of Tourism in the Hessequa region.

Eden DISTRICT MUNICIPALITY was instrumental in this initiative, and the first step decided on was to compile a strategic plan. It was agreed upon that some of the consultants involved in the Eden District Economic Strategic Plan, are going to assist in drawing up this strategic plan. Again Eden DISTRICT MUNICIPALITY will be actively involved by playing a supportive and advisory role as long as requested by the Hessequa Municipality.

7. MTN women in business training

Eden District Municipality (LED Unit) partner with the MTN Foundation has join forces to establish and manage a MTN's Information and Communication Technology (ICT) Centre and under MTN's Rural Women Entrepreneurship Program.

Job creation and economic development remain critical issues on government's agenda. Stakeholders including municipalities, government departments across all spheres and the private sector are challenged to establish partnerships, develop and implement sustainable programs that address these priorities. Information and communication technologies (ICT) are essential to the creation of a knowledge-based economy and play an important part in the promotion of sustainable development and accelerated growth.

Recognising the role that ICTs play in sustainable development, in particular, socio-economic development, MTN is investing in an ICT and Rural Entrepreneurship program. MTN's vision is that of rural communities in which entrepreneurs, in particular women; use ICT to contribute to their economic and social empowerment.

MTN's ICT and Rural Entrepreneurship Program are based on the vision of rural communities in which entrepreneurs use ICT to develop and improve business performance and quality of life. This will be done by facilitating access and building the capacity of rural women entrepreneurs to use ICTs. Innovation, partnerships, sustainability and broad-based black economic empowerment are some of the values driving the program. Objectives of the program include:

- Creation of opportunities for rural entrepreneurs' access to information and technology;
- Enhancing rural entrepreneurship through establishment of ICT infrastructure and support program; and
- Facilitating the development of sustainable rural enterprises by building entrepreneur capability.

To date 28 rural business women throughout the Eden region completed the training. One of the 28 women has been selected to go on extensive business and ICT training to ensure successful operation and management of the centre. MTN also agreed to sponsor the senior LED Clerk to attend this training to ensure the sustainability of the project.

MTN foundation is funding this project.

8. EDEN LED resource centre

Lack of access to relevant, current and up to date information within government are often the reasons and basis for poor planning and development strategies. The establishment of an Information and Documentation Resource Centre within the Eden District Municipality will benefit, empower and inform a

broad range of regional stakeholders, its own staff and the various learners that form part of various skills training programs within the district. The establishment of such a resource centre will provide users with access to a system of integrated information sources that will not only capacitate different state departments to make informed decisions around the implementation of different policies in the Eden District, but also enable a better flow of communication between regional stakeholders thereby

promoting effective intergovernmental relations. It will also create an integrated platform or “home” for regional developmental, economic, population and other relevant data

The need for accurate information regarding the local economy and a structured integrated regional information system is a need expressed in 2005 Eden Reviewed IDP. It has also been a consistent capacity constraint indicated by all municipalities and specifically IDP and LED managers in the Region.

Key to the empowerment of marginalised communities is access to relevant information within an integrated regional network, coupled with the development of skills and capacity that would equip these communities to utilise such information for community building purposes. The same can be said of municipal institutions. The purpose of establishing a user friendly information system in the form of an information and documentation resource centre will empower and capacitate municipalities to plan better, to deliver better quality services and ensure that integrated development plans, economic development strategies and various other policies reflect the reality of the challenges communities face.

The set-up phase of the centre has been completed and an extensive list of government, non-government and private sector information is available from the centre. Relevant magazines and news papers are also available from the resource centre. The centre has become a useful source for research for municipal officials, students and the public in general.

The funding for the project was received from the Department of Economic Development.

9. Support to Kannaland Municipality with an organic farming initiative

A request was received from the mayor of Kannaland Municipality to assist with a local economic development program they wish to implement in the area. The municipality, in partnership with National Organic Producing Initiative and Casidra, is investigating the possibility of establishing an organic farm in the area of Zoar. As they do not have the internal capacity to drive and coordinate this initiative, they approach Eden DISTRICT MUNICIPALITY. On 5th of September 2006, an official from Eden DISTRICT MUNICIPALITY attended an information session which was attended by the mayor, deputy-mayor of Kannaland and a representative from NOPI. The idea is to establish a SIVA (Sustainable Integrated Village of Agriculture) in order to grow organic seed and vegetables. NOPI already secured funding from an external funder, but in order for the program to be implemented, certain memorandums of understanding must be signed. Other key role players consist of National Department of Housing and Department of Labour. Meanwhile a business plan is being drafted, and a stakeholder meeting would be set up in due course. Eden DISTRICT MUNICIPALITY is going to co-ordinate the processes leading up to the implementation phase. This initiative is included in the Kannaland IDP, and would contribute significantly in terms of job creation, poverty alleviation, land reform, skills development and economic empowerment.

E. TOURISM

1. EDEN fun ride

Learners, 15 years and younger from all the school in the Southern Cape were invited to participate in cycling trials which were held in Oudtshoorn and George. The first event took place on Saturday 19 August 2006 in Bridgton and the second in Pacaltsdorp on Saturday 26 August 2006. Twenty kids were selected from these events to take part in the final under 15 fun ride in George on the 3rd September 2006.



The following sponsors were secured:

- Powerade: sponsoring of the overall winner prize monies
- Checkers/Shoprite: sponsoring of lucky draws
- Stanmar Motors: sponsoring of vehicles for officials
- Kia Motors: sponsoring of sweep vehicles.

Extensive advertising were done in regional and ocal newspapers. Posters were distributed and displayed at all the main cycling shops and restaurants. Entry Forms were also distributed and made available at all the main cycling shops.

Despite rain and extremely cold conditions 122 cyclists entered for the event. Forty of these rides were youngsters from the previously disadvantaged communities. At the event the allocation of Eden Cycling kits to 20 learners of the previously disadvantaged groups took place. An announced on the two learners to be taken up in a cycling development program during 2007 was also made.

Eden District Municipality proved their commitment to create a “Home and Future for All” by arranging sport, entertainment and business opportunities for all people in the region.A sound foundation was established for the hosting of similar events in the future. More youngsters were made aware of the benefits in cycling as a sport.

Cycling officials had collective opportunities to identify more youngsters with talent. The efforts to advance development in cycling made it possible for Southern Cape Cycling Association to successfully negotiate the participation of a person of colour in a training course to be presented during October 2006 by a top Australian coach.

Serious consideration will be given to reinstate the 5-day stage race during 2007.The one day Fun Ride will coincide with the final day of the last stage of Tour de Eden.

2. Access to the CAPE project



Eden District Municipal Council approved of a Road Cycling Fun Ride to take place in George on the 3rd September 2006.The fun ride focused on the participation of previous disadvantaged learners between the ages of 13 to 15 years and endeavoured to identify riders to be taken up in a cycling development program. The program entailed the grant of a racing bike, cycling kits, membership to a cycling club, a training program and support with regards to the entry and participation in a number of selected cycling events. The Eden Fun Ride were combined with the Access to the Cape program as both projects focused on creating opportunities and development of the youth in our region.

For many years local communities has distanced themselves from major tourism attractions and this isolation mainly stems from issues relating to ownership, affordability, accessibility and lack of awareness.

During September 2004 Cape Town Routes Unlimited in partnership with the Department of Economic Development & Tourism launched the first Access to the Cape Campaign to start addressing the above-mentioned issues. This initiative allowed for more than 2100 historically disadvantaged individuals to get a first hand experience of what the Tourism Industry has to offer. Through the establishment of strategic partnerships with key private sector partners, major tourism attractions and

icons were made accessible for local inhabitants to enjoy. Private sector involvement ranged from free access to attractions, reduced rates, special family rates, special deals on meals and free-guided tours.

Based on the success of the 2004 campaign Cape Town Routes Unlimited has already engaged major role-players to once again participate in this year's program. The objective of the campaign is as follows:

to market special packages to encourage local inhabitants to travel, to provide marginalized communities an opportunity to explore and discover tourism icons and attractions in their region, to make these tourism attractions and icons more accessible to local communities through the development of partnerships with the private sector, to encourage cultural diversity and exposure and to ensure economic benefit black owned tourism businesses.

3. Access to the CAPE Garden Route & Klein Karoo

The objectives of this program were:

- To provide school children in the Garden Route & Klein Karoo region an opportunity to explore tourism attractions, and
- To get a first hand experience of what the tourism industry has to offer.

Eden District Municipality Tourism Office co-ordinated the project. More than fifty school children from each of the 7 municipal areas of the Eden district were identified, routes planned, transport, meals and accommodation were arranged. The tour took place from Friday 1 September - Sunday 3 September 2006. The following tourism attractions were visited and the funride event was also attended: Cango Caves, Cango Wildlife Farm, Safari Ostrich Farm, Ster Kinekor, Seven Seas Mossel Bay.

4. CAPE Tourism showcase

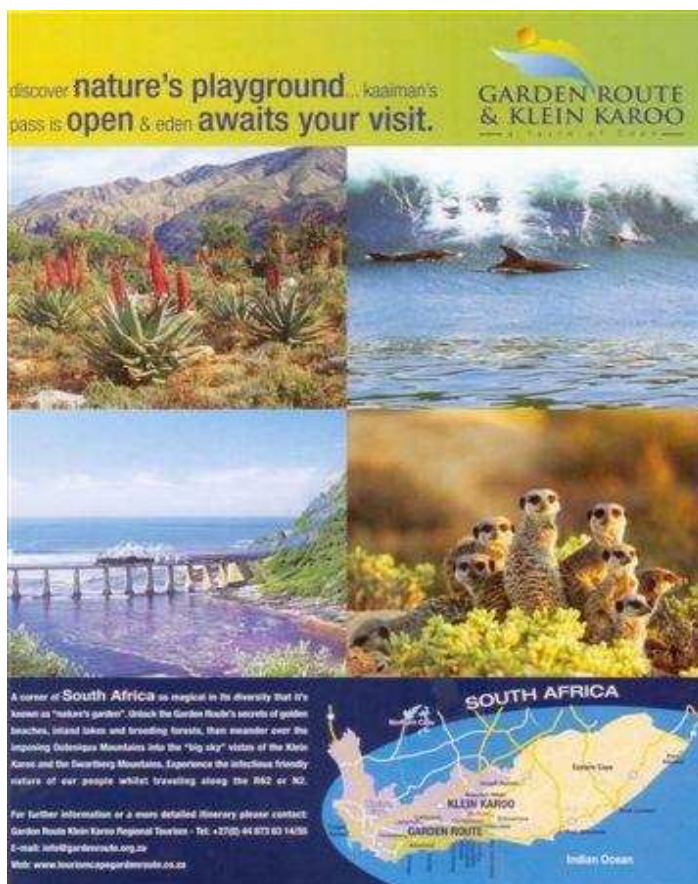
The Cape Tourism Showcase now in its fifth year, took place from 15 – 17 September 2006 in Cape Town. Traditionally the Cape Tourism Showcase has been providing small business and entrepreneurs of the Western Cape, Eastern Cape and Northern Cape an opportunity to showcase their leisure products to trade as well as consumers. This year the showcase went further and exposed SMME's not only to leisure but the business and events tourism markets as well.

Eden District Municipality's tourism office created a platform to exhibit for the seven SMME's which were identified for a three year training program launched at Indaba 2006.

The participants were sponsored with regards to stand costs and exhibition material. The respective LTO's sponsored traveling and accommodation requirements.

5. Advertisement in the CNN Traveller

As we are aware currently the Garden Route is receiving 30% of its visitors from overseas and the aim is to increase these numbers further. As a region Eden has lots of potential as a destination for world wide visitors and advertisement space is booked in the November/December edition of the CNN Traveller, which will have a focus on Africa. The CNN Traveller is a bi-monthly travel and current affairs magazine and published in association with CNN International. The magazine is available to business and leisure traveller at key distribution points worldwide, including in-flight with airline partners including BA, Lufthansa, Virgin Atlantic and KLM and hotels across Europe, the Middle East and Africa. Circulation of 850 000 of each issue of CNN Traveller. Focus was to correct the current perception that the Garden Route is non accessible to tourists due to the Kaaimans. We negotiated a special rate with the publishers for an A4 advertisement at the total price of 3800 pounds (normal price is 7 995 pounds).



6. Outdoor Expo

The Outdoor Expo was held at the Bienne Donne Wine Farm outside Franschoek. The Garden Route & Klein Karoo hosted a 16 m² stand. Eden District Municipality also created a platform for Local tourism organizations (LTO's) to exhibit and George and Mossel Bay Tourism Bureau formed part of this exhibition.

All the tourism products were placed in two huge adjoining tents, with the outdoor products all around the area. There were helicopter trips, paint ball games, 4x4 routes, survivor games, cars, boats, tents, all kinds of camping and outdoor equipment, the normal food stalls and much more available.

Friday (day 1) was reasonably quiet but by Saturday (day 2), with the weather being on our side, the numbers grew. In the afternoon the numbers dwindled in the tent as there were two rugby matches on and the visitors were watching on the big screens in the food area. According to the organizers, attendance for the first two days was up by 20% on last year when the show was held at the CTICC. On Sunday (day 3) the weather had become windy and rainy but even that did not seem to stop people from visiting the show. Every so often during the day we were inundated with people sheltering from the rain in the tent and therefore had a captive audience.



7. Garden Route Klein Karoo map

The Tourism Office is busy to compile a generic map for the region. This brochure will be used by various tourism facilities and towns with their marketing efforts. Focus will be on routes that link current attractions and experiences in the region with complimentary experiences in surrounding areas. The map will also be translated in Dutch in German for distribution at various overseas exhibitions.

8. World travel market

Eden District Municipality (Garden Route & Klein Karoo Tourism) participated at The World Travel Market Exhibition held in London from 6 – 9 November 2006. This trade show is a business to business exhibition that provides a unique opportunity for the whole global travel trade industry to meet, network, negotiate and conduct business.



There were 67 events, conferences, seminars, presentations and debates on the latest industry trends and developments.

9. International Trade and Consumer shows 2007

Garden Route and Klein Karoo and its surrounding areas is still not as visible and known in the international travel market place as we would like it to be and for the next five years this will be and ongoing objective to increase its awareness and visibility to the travelling public international and national and to those from the African continent.

Furthermore, local tourism offices in the Eden District reached an agreement to pool their marketing budgets and attend certain of the international exhibitions as a holistic body, the **Garden Route & Klein Karoo**, and not attend all shows as different towns. The objective is to maintain the district's presence and also for Eden DISTRICT MUNICIPALITY to create a platform for Local Tourism Bureau to profile their products at these events.

With the newly proposed scheme of the joint marketing efforts of the LTO's and Eden District Municipality, only three persons from the region will be representing the region at one show and hence only one person from each LTO will be considered as one of the three representatives. Only generic maps and brochures will be distributed at these shows.

F. PROJECT MANAGEMENT SECTION

1. Rural sanitation project

Nine hundred (900) Ventilated Improved Pit Toilets have been constructed in the Hessequa during this financial year. These toilets, which are constructed when the geography does not for connecting sewage facilities to a sewage line, are funded the Municipal Infrastructure Grant (MIG) which is a grant from National Government. To date R 3.8 million has been spent. A challenge to this project was the recent floods which made it impossible for contractors to gain access to the farms where these toilets are mostly constructed.



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2. Working for Water

Eden District Municipality acts as implementing agent on behalf of DWAF for the following projects:

- Brandtwacht
- Great Brak River
- Karatara
- Knysna
- Uniondale

Negotiations on the implementation of a high altitude project are under way and should be finalized during 2006/07.

The Uniondale project was taken over from DWAF on 1 April 2005. This project is managed by UNIEP, a local NGO in Uniondale. It under-performed in previous financial years and the turn-around, during the 2005/06 financial year is remarkable.

The Karatara and Knysna projects were taken over from MTO Forestry on 1 September 2005. Operations on MTO owned properties were suspended and transferred to private properties in the

areas. Initial clearing operations took place during 2005/06 and will be managed in future to ensure timeous follow up operations. In the Brandtwacht, Great Brak River and Uniondale projects the focus was on the final clearing of property units to enable the issuing of directives and the transfer of responsibilities to the applicable owners.

Eden District Municipality also embarked on PGWC – Roads funded road reserve clearing. Existing contractors were asked to do the operations and 11 contracts totalling R257 000 were successfully completed. It also embarked on a pilot project with a private property owner in the Great Brak River project. Working for Water principles, including employment and job creation principles apply to the pilot project. The pilot project statistics are documented and will be compared with normal Working for Water project statistics to assist in determining future clearing principles in Eden. An integrated approach will ensure additional funding in this regard and road reserve operations during 2006/07 should total R750 000.

The following table details the approved budgets as well as the actual expenditure incurred during the 2005/06 financial year.

Contractor and job creation statistics

The following table details the number of contractors per project as well as the number of jobs created through the working for water projects.

Contractors: Summary per project 2005/06 and 2006/2007

Project	Current No of Contractors 2005/2006	No of Contractors Exiting 2006/2007	No of New Contractors 2006/2007	Total No of Contractors 2006/2007
Brandtwacht	8	8	8	8
Great Brak River	9	9	11	11
HAT	4	0	0	4
Karatara	11			11
Knysna	21			21
Uniondale	8	0	4	12
Total	61	17	23	67
Number of Workers	610	170	230	670

Job creation is an important Working for Water project principle. There are 61 contractors active in the various projects. Each contractor employs 10 workers resulting in 610 jobs having been created during the 2005/06 financial year.

The strict enforcement of health and safety standards in all the projects prevented any major injuries. This high standard will be carried forward into the 2006/07 financial year.

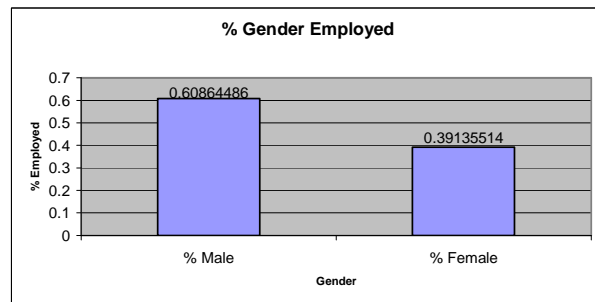
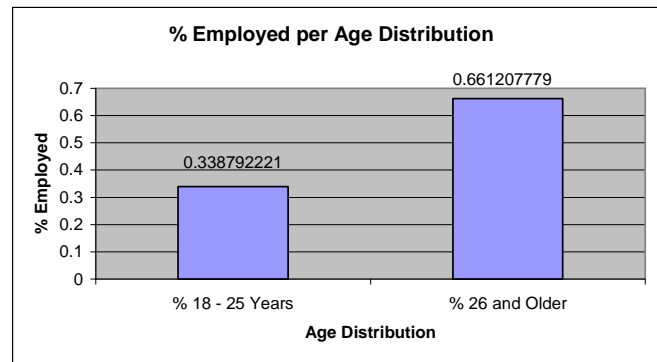
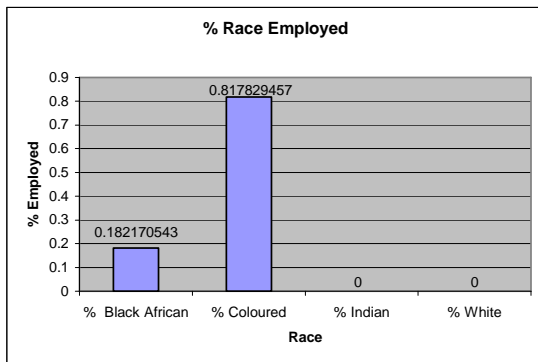
Employment statistics

The following table details the employment statistics for the 2005/06 financial year.

WORK FOR WATER EMPLOYMENT STATISTICS

Eden DM

Detail	Total %	Total Persons	Brandt wacht	Groot Brak	Karatara	Knysna	Uniondale	HAT
% Black African	18%	94	-	-	10	71	-	13
% Colored	82%	422	85	102	103	10	94	28
% Indian	0%	-	-	-	-	-	-	-
% White	0%	-	-	-	-	-	-	-
Total	100%	516	85	102	113	81	94	41
% Male	61%	521	90	102	113	81	94	41
% Female	39%	335	55	31	63	93	62	31
Total	100%	856	145	133	176	174	156	72
% 18 - 25 Years	34%	331	25	71	113	80	32	10
% 26 and Older	66%	646	60	102	176	173	94	41
Total	100%	977	85	173	289	253	126	51
% Disabled	0%	-	-	0	0	0	0	0



The number of person days of employment per project is as follow:

Brandtwacht	7 370
Great Brak River	8 580
Karatara	10 374
Knysna	13 508
Uniondale	11 464
Total Person Days Employment	51 296

DWAF allows the appointment of a project manager, quality controller and admin assistant per project. Eden District municipality manages 5 projects with 8 personnel members compared to 15 personnel members allowed resulting in substantial cost savings.

The personnel involved in the Working for Water projects during the 2005/06 financial year, performed very well and should receive all the credit for another successful year.

Training statistics

The following table details the training statistics per project for the 2005/06 financial year.

Eden DISTRICT MUNICIPALITY Working for Water

Training Statistics per Project 2005/2006

Course	Brandtwacht	Great Brak River	Karatara	Knysna	Uniondale	EDEN District Municipality total
Chainsaw Basic	8	10	16	38	33	105
Chainsaw Handling	7	14	14	15	11	61
Field Safety	32	26	21	28	35	142
Accounting Comes Alive	8	10	15	15	0	48
Plant Identification	33	34	17	78	44	206
First Aid Level 1	18	31	60	39	29	177
LPC Re-examination	0	0	7	0	0	7
HIV/AIDS Awareness	23	20	74	111	47	275
Health and Safety 1	33	0	20	45	48	146
Herbicide Applicators	18	0	48	128	41	235
Fire Fighting	0	0	0	0	16	16
Induction	19	31	38	64	0	152
Home Based Care	0	0	14	0	0	14
Total Number of People	199	176	344	561	304	1584
Total Number of Person Days	427	349	763	1134	783	3456

2006/2007 financial year

The Annual Plan of Operations (APO's) for the 2006/2007 financial year was drawn up, and submitted for approval, based on the following principles:

- Follow up operations in terms of Nbal analysis (First in First out)
- Properties in top to bottom order
- New initial operations in terms of the Fence to Fence principle
- Final offers to clear made to property owners
- Ensure the issuing of directives on completion of clearing operations
- Ensure support to and from property owners.

The approved budgets for the 2006/2007 financial year are as follow:

Project	Operational	Project Management	Non DoL Training	IA Fee	Total
Brandtwacht	R 1,450,833.60	R 257,227.24	R 141,039.48	R 138,682.52	R 1,987,782.84
Great Brak River	R 1,452,975.86	R 254,102.68	R 134,904.10	R 138,148.70	R 1,980,131.34
Karatara	R 1,453,345.28	R 257,372.94	R 157,649.28	R 140,127.56	R 2,008,495.06
Knysna	R 1,450,231.06	R 259,288.66	R 150,160.30	R 139,476.00	R 1,999,156.02
Uniondale	R 1,451,543.30	R 258,984.10	R 159,543.38	R 140,255.31	R 2,010,326.09
Total	R 7,258,929.10	R 1,286,975.62	R 743,296.54	R 696,690.09	R 9,985,891.35

The focus for the 2006/2007 financial year will be on follow up clearing in Brandtwacht, Great Brak River and Uniondale. In Karatara and Knysna initial clearing will be done on new properties and follow up clearing will be done on the properties where initial clearing was done during 2005/06.

The way forward on the high altitude project will also be finalised during 2006/07.

In conclusion it can be said that the partnership between Eden District Municipality and the Department of Water Affairs and Forestry (DWAF) on the implementation of Working for Water projects in Eden is working well. It is trusted that additional funding from central, provincial and local government will enable the extension of Working for Water projects throughout Eden.

G. COMMUNICATIONS

1. Introduction

The Strategic Services Department has, taken the initiative to enable Eden to actively manage its own communications through the creation of the position of Communications Officer. Even though this is a new functional area, the initiatives undertaken have strengthened the profile of Eden as a role-player within the immediate district and the broader South Africa.

Eden has, to date, been engaged in various dynamic processes ranging from the IDP hearings, the Presidential Imbizo, the recent Eden Growth and Development Summit and Eden 06. A common need which emerged out of these processes was, that in order to avoid haphazard and mixed messages, the need was identified to adopt a more cohesive strategic approach to the municipality's communications processes, especially relating to the delivery of services. The Communication Working Group of Eden 06, which is also currently in process of developing a policy on internal communications, has also reflected on the need to accord Communications the strategic focus which is required given the new context.

2. Print Media

A fair portion of the work within Communications has been to coordinate advertising campaigns in the print media, either paid or free. To this end the following media articles have been placed by Eden:



Newspaper	Date	Focus/Impact
Die Burger-	Saturday 18 November 2006-	Focus on GDS, 100 Days Campaign and Socio Economic Survey-
Die Rapport and Sunday Times-	3 December 06	Tourism Promotion on Eden District to convey information on roads situation-
Rapport-	10 December 06	Tourism Promotion-Information on eden Roads
Die Burger-	19 December	Highlights of the 100 Days Campaign

This campaign has been well received and appreciated by tourism role-players. The Communication section, has also, in cooperation with the Tourism Section, developed a Tourism Welcome bookmarker which was handed over by the Mayor during a meeting with tourism bureau during the run up to the festive season. The bookmarkers, of which 5 000 were printed, were applauded by all the tourism bureau present and will be distributed through the tourism bureau as part of a tourism welcome campaign.

In addition to this paid exposure, the following free media exposure has been leveraged through an aggressive approach by the Communication Officer. This approach has involved photographing and generating press releases for all news-worthy events and circulating these widely through the media network we have built up:-

Newspaper	Date	Focus
Burger	23 November 2006	Article to inform readers of GDS
CXpress	December 13 2006	Focus on GDS
George Herald	14 December 2006	Article on readiness of Eden
George Herald	14 December 2006	Launch of Eden Youth Unit
Garden Route Investment	December 2006 to Feb 2007	Focus on GDS
Burger	Thursday 21 December 2006	Anti litter Campaign-
EP Herald	Friday 5 January 2007	Anti Litter Campaign-
George Herald		Infrastructure handover in DISTRICT MUNICIPALITYA

3. Community Radio

Eden FM, a local community radio station, broadcasted under a special license for the period 6 December to 7 January 2006, and during this period the Communication section coordinated the following activities on radio:-
Interview with the District Mayor- Clr R Laws on Tuesday 13 December 2006

Recording and the broadcast of the Mayoral Christmas and New Years Wishes of Eden Mayor

Recording and the broadcast of Special Eden Advertisements-

Live Interviews with LED staff on GDS outcomes

Live interviews with Infrastructure role-players

Live interviews with Environment and Planning role-players

Live interviews with Social Development role-players



4. 100 Days Campaign

During November 2006 Mayor Rudi Laws launched the 100 days Campaign and to date the Department Strategic Service has coordinated and actively promoted following events have formed part of this campaign:-

- Growth and Development Summit 24 November
- Socio Economic Survey
- Handing over donations
- Handing over District Management Area infrastructure projects: Paving, Sewage dam, pig stays.

This campaign which is set to come to an end during-January-February 2007

5. Growth and Development Summit

Eden District Municipality was the first District Municipality to host a Growth and Development Summit in the Western Province and which attracted more than 350 participants from all spheres of society. The Communication section supported this event in coordinating media attendance as well as organising a Press Conference, which provided the municipalities a platform to address issues raised by the press. This entailed preparing press releases inviting media to the event, attending to their needs, as well as preparing a press release at end of the summit. The media present at the of event were George Herald, Garden Route Investment, EP Herald, SABC TV an Radio and



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day

6. Conclusion

In conclusion, most of the newspapers have applauded Eden for taking the initiative in creating a Communication function and rightly so, an expectation has also been created that a structured approach will be followed with regard to communication.

In conclusion, the following projects are still being planned:-

- KKNK Festival Guide -15 000 printed
- Focus on Infrastructure
- Focus on environmental Health in commission from Community Services
- Focus on 100 Days Campaign
- Monthly Press Clipping Update for senior Managers and senior politicians

**DEPARTMENT: INFRASTRUCTURE, PUBLIC WORKS AND
TRANSPORT**

The works undertaken by the department include primarily the execution of the core budget provided by the Provincial Government Western Cape: Department of Transport and Public Works: Branch Roads Infrastructure DOT for maintaining ± 6900 km road network and also for statutory planning and implementation of projects for public transport.

During the financial year, a large increase in the departments' budget resulted due to:

Roads Agency

• Core Budget (R5)	R 50, 402, 000.00
• Interest accrued	R 1, 002, 333.50
• EPWP allocation	R 2, 000, 000.00
• Reseal (own)	R 5, 362, 000.00
• Additional reseal for DRE	R 5, 300, 000.00
• Funds rolled forward	R 2, 516, 574.00
• Flood damage (December 2004) allocation	R 15, 300, 000.00
• DRE Works:	
○ TR 59 normal maintenance	R 420, 000.00
○ TR 59 regravelling	R 1, 500, 000.00
○ DRE CCTV camera	R 136, 528.32
• Reseal: Murraysburg, Central Karoo District Municipality	R 367, 000.00
• Income from minor roads funded by the public	R 244, 667.00
• DMA streets maintenance	R 45, 537.68
• Repair guardrails – Maalgatebridge	R 7, 462.04
• Boland District Municipality	R 10, 774.92
• Terblanche	R 18, 260.99
• Public Transport	R 450, 000.00
TOTAL	R 85, 083, 138.45

1. Core Budget

The following is a reflection of the growth in the core budget over the last three financial years.

	2003/04	2004/05	2005/06
Direct Allocation	R34, 190, 000.00	R41, 650, 000.00	R45, 820, 000.00
10% Admin (H.O)	R3, 419, 000.00	R4, 165, 000.00	R4, 582, 000.00
Total	R37, 609, 000.00	R45, 815, 000.00	R50, 402, 000.00

The core budget for 2005/06 is thus 34% more than in 2003/04.

The following additions were made to the above core budget for roads in 2005/06:

2. Reseal (own)

R5, 362, 000.00 was allocated in addition to our core budget by the Provincial Government Western Cape.

All projects were completed successfully.

Outeniqua Region:

Road	Town	Km Section	Length
P/0355	Rheenendal – N2	56,98 – 65,95	8,97 km
P/0355	Rheenendal – N2	65,95 – 70,83	4,88 km
P/0394	Keurboomstrand	0,0 – 4,5	4,50 km
P/1626	Hoekwil	0,0 – 1,52	1,52 km
P/1772	Lake Brenton	0,0 – 1,55	1,55 km
TOTAL A			21, 42 km

Hessequa Region:

Road	Town	Km Section	Length
P/0271	Heidelberg - Witsand	0,0 – 9,95	9,95
P/0286	Heidelberg - Suurbrak	6,1 – 12,6	6,5
P/0331	Jongensfontein	0,0 – 10,4	10,4
P/1573	Riversdale (Novo)	7,83 – 8,5	0,67
P/1577	Riversdale (Kruisrivier)	0,0 – 1,04	1,04
P/1582	Brandwacht	0,12 – 1,29	1,17
TOTAL B			29, 73 km

Klein Karoo Region

Road	Town	Km Section	Length
P/0363	Matjiesrivier	35 – 41,14	6,14 km
P/1668	Kleinspoort	15,22 – 16,26	1,04
TOTAL C			7,18 km

- Total length resealed (own roads) (R 5, 362, 000.00)
(A + B + C) 58,33 km
 - Total length resealed (DRE trunk roads) (R 5, 300, 000.00)
TR 34/01 25, 34 km
- Total length resealed 83, 67 km

The total allocation of R10, 662, 000.00 was underspent by R616, 448.03 indicating a saving for the Provincial Government Western Cape versus estimated cost.

Murraysburg:

Murraysburg (Central Karoo) 2, 04 km of roads were resealed at a cost of R367, 000.00 (recoverable works) at their request of the MEC.

3. Flood damage

R15, 300, 000.00 was allocated. Of this unplanned for expenditure, R2, 577, 589.34 was left unspent. Projects not completed in 2005/06 will be dealt with in 2006/07 financial year.

P/ 351 – Barrington

Subsidence and sinkholes and erosion of cuttings.

R2, 100, 000.00 (estimate)



P/1644 – Van Wyksdorp

Km 0 – 9

Gravel loss, causeways washed-away, pipes washed away and wingwalls damaged.

R137, 200.00

P/1661 – Rooiberg (Calitzdorp)

Km 27 – 32

Gravel loss, drains silted up and water deflecting-berms damaged.

R141, 400.00



OG 286 Slangrivier (Heidelberg)

Approached to structure washed away.

R70, 000.00



4. DMA Streets

The following roads were graded:

Haarlem – 20,7km

Uniondale – 10,940 km



5. EPWP

R2, 000, 000.00 was allocated additionally for EPWP projects for the first time by the PGWC. Of this amount, R677, 593.77 was left unspent due to a lack of capacity of the official (see mentorships below) and the lack of tender documentation available for these projects. The funds were spent on the following projects:

- P/1600 en P/1772 – Brenton
- Signs for contracts
- Matjiesrivier minor road (concrete strips)
- P/0401 (Uniondale) Cleaning of road reserve
- P/342 (Herbertsdale) Cleaning of road reserve
- P/1526 (Stilbaai) Cleaning of road reserve
- P/344 and P/345 (Klein Brak) Cleaning of road reserve
- P/1688 Cleaning of road reserve
- Containers for signs



Labour Intensive projects completed during 2005/2006 financial year

Item No.	Road No.	Road Name	Type of work done	Jobs created			Length of project	Man days
				Men	Women	Total		
1	P/355	Saasveld	Road reserves, pipes, cleaning of side drains and cut up of trees and bushes.	8	4	12	40 days	480
2	P/1621 &	Wilderness	Road reserves, pipes, cleaning of side drains and cut up of trees and bushes.	8	4	12	60 days	720
	P/1622							
3	P/1600 &	Brenton on sea & lake Brenton	Road reserves, pipes, culverts, side drains, cleaning and cut up of trees and bushes.	10	4	14	90 days	1260
	P/1772							
4	P/1526	Stilbaai	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	4	11	15	50 days	750
5	P/1526	Stilbaai	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	9	15	50 days	750
6	P/344 &	Groot Brakrivier &	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	9	15	40 days	600
	P/345	Klein Brakrivier						
7	P/342	Herbertsdale Road - Mosselbay	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	6	6	12	45 days	540
8	P/1688	Sementpad - Calitzdorp	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	2	10	12	40 days	480
9	P/1688	Sementpad - Calitzdorp	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.	3	10	13	40 days	520
				TOTAL 6100				
10	HP 401	Uniondale pass	Road reserve, pipes, culverts, side drains. Cleaning and cut of trees and bushes.					

All teams received the following training:

1. Safe chopping down of road reserves.
2. Safe handling of a spade and shovel.
3. Safe digging of bushes.
4. Safe opening of pipes.
5. Safe spreading of sand and stone.
6. Safe loading of wheelbarrow or
7. Safe maintenance of tools.
8. The do's and don'ts inside and outside of vehicle/implement safety.

The contract no. 8 at Calitzdorp was handed to a female contractor. Man hours for contractors are not included in the jobs created table.

6. Mentorships

Owing to a lack of capacity of the EPWP official as well as the need to improve the standard of work by the three concrete teams, we were fortunate in obtaining the appointment of two mentors via the SAICE/DPLG initiative aimed at trying to intervene in municipalities that are in a near state of collapse due to the chronic shortage of civil engineering practitioners. Eden is the only municipality that was fortunate enough to have two mentors appointed whilst the others only received one. Good work has been done by these mentors (no cost to Eden) and two civil engineering students and a graduate will be appointed in 06/07 (students subsidised @ R1850 per month by the LG SETA, the graduate is 100% funded by SAICE/DPLG.)

7. Public Transport

Statutory Planning

- The first Public Transport (PTP) and Integrated Transport Plans (ITP) were produced and submitted to the PGWC. No projects in terms of the three Public Transport Taxi Shelters at Noll, Avontuur and Haarlem could be built owing to the department having to re-do the public participation process "de Novo" and having to deal with a lengthy process of obtaining land adjacent to provincial roads for the purpose. The lesson learnt from this tedious process is that in future land will be expropriated for the purpose.
- The NMT Master Plan for Eden's rural area was completed and funds (R500,000) have been made available by the PGWC for the extension of the study to include all B-municipal urban areas. The result of this process will then be a fully integrated Non-Motorised Transport Master Plan for the entire Eden District municipal area. This plan will then act as key to the unlocking of funds for NMT projects.

8. Normal Maintenance Budget

1. Regravelling: 138,06 km of roads were regavelled at a total cost of R17, 313, 118.67 or 3,4% below budget (all projects completed) (average of R125, 402.86/km).
2. Rehabilitation of Borrowpits

An amount of R379, 755.68 was spent on rehabilitating borrowpits on;

TR1/2	Uniondale
MR309	Seweweekspoort
DR 1682	Andrieskraal / Langverwag
DR 1649	Volmoed
DR 1668	Kleinpoort
DR 1602	Kleinplasia

3. Fencing Subsidies

A total of R426, 251.98 was paid out as fencing subsidies.

4. Road Signs

R977, 311.60 was spent on directional, warning and regulatory signs. A further R159, 021.43 was spent on emergency signage for flood damage projects.

5. Km markers

R122, 894.43 was spent on km markers.

6. Concrete works

Funded out of flood damage funds, the following projects were completed:

Road numbers	Expenditure	Work opportunities created			Training
		Men	Women	Man days	
P/352	R 690,420	6	2	560	Safety, Gabions,
P/1649	R 39,730	5	3	160	Safety
P/351	R 350,000	7	3	600	Safety
P/4885	R 421,000	7	3	600	Safety

P/83/1	Claim DPI	6	2	320	Safety
P/83/1	Claim DPI	6	2	144	Safety
P/1577	R 662,577	8	3	1320	Safety, Gabions
P/1328	R 778,757	12	5	2040	Safety, Gabions



7. Mechanical Workshops

A total income of R20, 568, 172.92 was generated out of plant rental and income from servicing Eden's own fleet. The artisan rate is R150.00 per hour which is far less than the private sector.

8. Minor Roads Income

Receipts from recoverable work done on minor roads for the public amounted to R244, 667.00.

9. Human Resources

LEAVE DAYS

	2005						2006						TOTAL
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
UNPAID LEAVE	243	29	5	8	18	13	7	3	0	9	17	10	362
SICK LEAVE	305	165	139	233	227	118	81	160	255	117	248	334	2382

APPOINTMENTS

	2005						2006						TOTAL
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
PERMANENT	3	2	2	3	3	1	1	2	1	4	0	4	28
TEMPORARY	0	0	1	14	10	0	27	60	0	6	0	14	132

DISCIPLINARY ACTIONS

	2005						2006						TOTAL
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
	1	0	2	0	2	0	0	0	0	0	02	0	7

STAFF TURNOVER

	2005						2006						TOTAL
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
RESIGNATIONS	0	0	2	0	1	2	1	0	0	0	0	0	6
RETIREMENTS	2	1	1	0	0	2	0	2	1	2	1	0	12
DISMISSALS	1	1	0	0	0	0	0	0	0	0	0	0	2
DECEASED	0	1	0	0	1	0	0	0	0	0	0	0	2

FINANCIAL IMPLICATIONS

Due to the additional works performed by the department, the initial R4, 165, 000.00 agency fees due to Eden for supporting our department grew to R6, 844, 453.00.

DEPARTMENT COMMUNITY SERVICES

Our Department consists of the following sections, namely:

- Social Development;
- Municipal Health Services;
- District Management Area;
- Disaster Management;
- Fire and Rescue Services;
- Environmental Management;
- Resorts, and
- Planning

SOCIAL DEVELOPMENT

GENDER POLICY DEVELOPMENT PROCESS

Eden DM and the Gender Education and Training Network (GETNET) – the partners in this process - concluded formalities by signing a Memorandum of Understanding and agreeing on financial arrangements.

Whilst the initial proposal presented to the Mayoral Committee included establishing task teams at B-type municipalities, in consultation with officials of Eden District Municipality, it was agreed, that due to time constraints, that component of the process should be removed.

It should also be noted upfront that, whilst all attempts were made to keep all B-type municipalities on board, a number of activities had to be cancelled or rescheduled. These postponements and cancellations have had a bad impact on the overall process, both in conceptual and financial terms.

REVIEWING SOME OF THE APPROACHES AND OUTPUTS.

The portfolio committee endorsed the report and therefore the issues for the way forward. In addition, GETNET and the officials of Eden District Municipality met to review the progress and plan for the next phase of the project. This joint meeting agreed on the following broad framework for taking the work forward, namely:

- Outstanding matters need to be implemented as a matter of urgency. This include as priority, the media and publicity campaign and research;
- new approaches need to be considered to improve/augment the weak participation of communities in the public consultation process;
- new approaches need to be considered to improve the participation of B-type municipalities and government departments – at institutional level;
- the need to review the participation of task team members and the overall role of the task team; and
- the above requires a review of the implementation plan with due regard for time frames and costs.

Whilst all attempts were made to ensure readiness for gender programming as a precondition for participation and output, it has now become clear that given the complexities, our overall approach with the policy development process should change.

ACTIVITIES IN SUPPORT OF THE POLICY DEVELOPMENT PROCESS.

Monitoring and Evaluation

Task team meetings

The task team will meet at least once a month to evaluate progress and direct the process. These meetings will be rotated to different areas. See attached schedule

Reporting to principles

Reports to principles happens with due regard for individual reporting requirements. To this extend, reports to the portfolio committee happens monthly and weekly reports will be compiled for GETNET.

Formalizing and Strengthening the process at Municipal Level

Public Launch of the process

This event aims to give publicity to the policy process and further strengthen the role of politicians and senior management. It will take the form of a cocktail with full publicity. Meetings with Municipal Managers and Senior Staff

The intention of these meetings is to start the process of formalizing the process at b-type level. Task team members must be part of these engagements where to form and process towards formalization will be discussed per municipality.

Ad Hoc Support to Members of the Task Team

Support to members of the task team was identified as a critical component towards the success of the implementation plan.

The nature and level of support will be limited to generic interventions across the DM. (i.e. a standard letter on a specific issue in support of the process, a standard item for municipal portfolio committee meetings etc.)

CONSULTATION SESSIONS WITH COMMUNITY STAKEHOLDERS



The process of developing a youth policy for the District started with the appointment of the consultants Common Ground to facilitate the participation of all youth and youth organizations.

DISTRICT YOUTH FORUM AND POLICY

KEY OBJECTIVES WITH THE DEVELOPMENT OF A DISTRICT YOUTH POLICY

- To serve as guide to local municipalities on effective Youth Development strategies and practices;
- to create a uniform basis for sustainable youth development across the district;
- through the policy to fast track the establishment of Youth Units in local municipalities;
- align district and local youth strategies provincial and national processes and strategies; and
- to present to a District-wide policy conference for youth to input.

PROPOSED PROCESS

Visits to communities

Visits to each of the seven municipal areas over 2-3 days each. These visits will involve meetings, focus groups and consultations with identified youth stakeholders (government and civil society).

Consultations with Eden District

Specific meetings and consultations with Eden District officials and stakeholders.

Desktop research & Policy Analysis

Access and scrutinize existing documents, policies, etc. to align with Integrated Development Plans and other strategic policies of District and local municipalities.

Provincial Consultations

Consult with specific provincial government departments i.e. Departments of Local Government, Social Development, Public Works, as well as the newly-formed Provincial Youth Commission and the Premier's Office.

National Consultations

Consult with specific national government departments i.e. the National Youth Commission, Umsobomvu Youth Fund, SAYC National.

Writing of Draft Youth Policy

Based on these we will be able to develop an initial draft Youth Policy

District Workshop on Draft Policy

Convene a district Workshop/Conference to present Draft Youth Policy to all relevant stakeholders

Final Draft of District Youth Policy

Presentation of Final Draft to Eden District Municipality for adoption & implementation.

Consultative workshops have been held in all the local municipal areas and based on feedback, have been very successful. An average of 45-55 young people representing various youth organizations, attended the workshops, however young people who do not currently belong to youth organizations, were also accommodated. This also gave the opportunity to encourage them to get involved in recognized and organized youth structures within their respective communities.

Various Government departments, as well as Youth agencies e.g. Umsobomvu Youth Fund, Provincial Youth Commission, South African Youth Council, committed themselves to the process.

A District Youth Conference was organized from the 2nd to the 3rd of December 2005 in Mossel Bay.

The draft district youth policy was work shopped for further input and adoption by the conference.

The following objectives were envisaged and achieved:

- Establishing of a District Youth structure and a mandate to this Structure to take the process forward;
- adoption of the District Youth policy;
- the adoption of a conference declaration; and
- expectations outside the youth policy;

The participants at the conference resolved:

- To continue our efforts to get all youth formations in Eden (wherever they are), involved and part of ward and area Youth Councils,
- To constitute a representative, democratic and inclusive District Youth Council consisting of all area and ward youth councils with a specific mandate for a period not exceeding 12 months,
- As representatives of our various youth formations, we will report back the outcomes of the historical District Youth Conference to all our communities and local youth;
- That each ward & area-based Youth Council draft a dedicated youth Program of Activities for youth in each community.
- To ensure that the leadership of the new Eden Youth Council present youth project proposals for consideration to the District Municipality and other funders.

Capacity building programme for Youth leaders:

An informal tender, was requested for a capacity building programme and was awarded to Development Networks, Knysna. The tender was awarded to the above company in February 2006, but the workshop was postponed due to the non-availability of identified participants. It finally took place from 17th to 18th June 2006 at the De Hoek resort.

The training focussed on issues as was outlined in the terms of reference, such as:

- Leadership;
- Organizational skills;
- Roles and responsibilities;
- Meeting procedures;
- Report writing;
- Conflict management;
- Diversity management;
- Communication methods;
- Understanding and interpreting a policy; and
- Understanding local government.

A SWOT analysis was done with the group to determine what their weak points and strong points are and how it can be utilized in setting and achieving goals to the benefit of the youth in Eden.

It was concluded from the workshop that further training in conflict management and People Management and Diversity is necessary.

HIV and AIDS Youth Summit:

The summit was the initiative of the departments of Social Services, Local Government and Housing and the Western Cape Youth Commission. The vision was to have three summits in 3 areas, namely, Southern Cape, Metro and the West Coast.

An amount of R30 000.00 had been allocated by the Provincial Department of Social Services and Poverty Alleviation towards the youth summit. The theme for the summit was "Getting organized" and the date for the Eden was the 11th of February 2006.

The summit focussed on the following:

- The needs and discussions by the youth(age 14 to 35);
- to strengthen the working relationships with the youth;
- to narrow the gap between the youth and role players;
- High prevalence areas.

A working committee was established in Eden which included role players from the different municipalities, government departments, non-governmental organisations and the District youth council. This committee was responsible to take the issue forward in terms of arrangements, representation and other logistical arrangements. A number of 250 delegates, of which 160 were youth, were invited to the summit.

It had been decided at the first committee meeting that the summit will be held in the George, Civic centre, York Street.

Five commissions had been formed, namely:

- Positive living;
- Teenage pregnancy and sexuality;
- HIV and AIDS and disabilities;
- HIV and AIDS and substances; and
- Cultural issues.

The Eden District Municipality contributed an amount of R15 000.00 towards the summit.

Youth Day Programme: 16 June 2006

All the local youth councils in conjunction with their respective local municipalities in the District, organized their own youth event for the day. The District municipality contributed an amount of R2 000.00 to each local municipality in support of their youth day celebrations.

The District Management Area youth council received an amount of R10 000.00 for their event of the 16th of June 2006 and a total of four hundred youth participated in the activities of the day.

Youth were transported from Noll, Kamanassie, Avontuur, Haarlem, Ongelegen and Diepkloof farms, to participate in the activities which took place in Uniondale.



EARLY CHILDHOOD DEVELOPMENT

UPGRADINGS OF PRE-SCHOOLS

An amount of R50 000.00 was made available for the upgrading of two pre-schools in the DMA, namely Mina Moo in Uniondale and Diepkloof Voorskool.

Both pre-schools are the property of Eden District Municipality. The upgrading at Mina Moo was limited to painting, replacement of gutters doors and toilet pots and hand basins. The upgrading of this crèche was seen as a first phase due to the limited funding as additional funding was necessary for the erection of an ablution facility for boys, as well as the construction of two extra class rooms to be able to accommodate more children. The upgrading of Diepkloof was far more intense, as this building was in a very bad state and needed urgent attention.

The pre-school was also supplied with electricity which means that the building can also be utilized after hours and on weekends for other community purposes. This facility also serves the surrounding communities in the area and has currently a total of 70 children under the age of 6.

The project was completed in June 2006 and was officially opened on 8th of July 2006.

Mina Moo crèche before upgrading



Mina moo



Diepkloof Pre-school after upgrading



Official opening of Diepkloof Pre-school



Eden District Municipality has entered into an agreement with the Provincial Department of Social Services and Poverty Alleviation with regards to a food security programme for the District, which focuses on strengthening existing soup kitchens, as well as community food gardens. The funding supporting this agreement amounts to the total of R 557 160.00 and covers only the South Cape part of the District. No funding is currently available from Social Services for implementation of projects in the Klein Karoo/DMA area.

An implementation plan was compiled by representatives from the Departments of Agriculture and Social Services and Eden . The implementation plan not only focuses on funding available as per agreement, but also on funding obtained by these project from other sources, for example the Global Fund.

COMMUNITY FOOD GARDENS

The agreement makes provision for the strengthening of four (4) community gardens, one in each of the four municipalities in the South Cape part of the District. The total for these projects amounts to R218 160.00.

The implementation plan reflects the expansion or developing of four gardens, namely Brandwacht (clinic premises), Riversdale (premises of Child and Family Welfare), Knysna (Smutsville) and Bitou.

The following has already been implemented in the Hessequa project, Riversdale, namely:

- Water tanks and an irrigation system have been erected.
- Two additional gardeners have been recruited to assist with the expansion of the current garden. These two are both food parcel recipients.

Negotiations are in process with Bitou and Knysna municipalities with regards to the identification of the specific sites and will be finalized by middle of August 2006.

It must also be noted that provision has been made in the budget for the payment of stipends to all the personnel working in the community gardens as well as the soup kitchens, R30.00

per person per working day. This is to ensure that the participants stay motivated which contributes to the sustainability of these projects.

Meetings have been held in Brandwacht and Riversdale with all the stakeholders/role players within these projects, including the municipalities. The agendas for these meetings are attached as **annexure B**.

The linkages between the soup kitchens and food gardens have been discussed and clarified with all the role players and it was agreed that all fresh produce for the soup kitchens will be obtained from the food gardens where available, this is also included in the agreement with the service providers.

A training component is built into the programme as indicated in the implementation plan. This training will focus on record keeping and administration skills, as well as business skills, as the long term vision for these projects is to be self-sustained and generate income for the participants.

The Department of Social Services has entered into a separate agreement with the Social Change Assistance Trust (SCAT), who will be involved with capacity building training. The objective of this is to prepare the participants to manage their own projects as a medium to long term outcome.

AVONTUUR FOOD SECURITY PROJECT

Eden appointed the company, The Permaculture and Training Centre to investigate the establishment of a sustainable community food garden in Avontuur.

The reason for appointing them was that they work together with Department of Agriculture on various projects, and their concept is a designed framework for agriculture which is based on local ecologies. This also means that vegetables are grown organically and no pesticides are used.

The project proposal suggested that we look into extending and upgrading the existing garden at the Avontuur Primary School, as well as the establishment of a nursery which will contribute to the sustainability of the project. Ten people from Avontuur were recruited, which included the people already involved in the garden on the school grounds. Permission was obtained from the Congregational church for the utilization of the extra land around the school for the extension of the current garden. These participants were put through a training course in Permaculture for six days.

The course is participatory, practical and dynamic and the prior knowledge and skills of participants are acknowledged. Outcomes based and accelerated learning techniques to cover the depth of information that is shared and where possible theory is reinforced through practice. A handbook is also made available to participants that can be used as reference and resource after the completion of the course. We also included a period of mentoring to ensure that participants get proper practical guidance on site which will contribute to the success of the project. Eden made an amount of R25 000,00 available for this project. The Department of Agriculture made gardening tools available to the participants. Some of the participants already established the same gardening concept in their own yards.

We are planning to extend the project further when additional funding is obtained.

Other role players in the project are the Department of Agriculture and South Cape Land Committee.



COMMUNITY DEVELOPMENT WORKERS' PROGRAMME

Two youth from the DMA completed the first roll out of the Government's Community Development Workers' learnership programme, namely Yule Philiso and Marildien Arends. These two persons were appointed since January 2006 on a contract basis in Uniondale and Haarlem respectively. They are currently involved in all the development programmes and projects in the DMA and are the first contact point for the community in relation with the municipality, as well as other government services.



SPORTS DEVELOPMENT

Obtaining of new sports equipment:

An amount of R50 000.00 was allocated for the obtaining of new sports equipment for sport codes in the DMA. The objective of this was to promote and motivate participation in sports activities and to develop new sporting codes in this area.



MUNICIPAL HEALTH SERVICES

INTRODUCTION

It is a privilege for this division of Municipal Health to give Council an overview of the division's activities for the past year. The main purpose of this report is to highlight our main activities which are as follows:

- Water quality monitoring;
- Food Control;
- Waste Management;
- Health surveillance of premises;
- Surveillance and prevention of communicable diseases, excluding immunizations;
- Vector Control
- Environmental pollution control
- Disposal of the dead; and
- Chemical safety.

DESCRIPTION OF ACTIVITIES		Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	TOTAL
1	ADMINISTRATION GENERAL											
1.1	Building Plans											1
1.2	Consent Use Applications/ Change off											636
1.3	Correspondence											121
1.4	Court Cases - General											968
1.5	Demolitions/ Conversions											7
1.6	EIA Comments											2
1.7	Export Certificates											13
1.8	Legal Action (Notices)											1
1.9	Meetings, Congresses, Seminars Etc											89
1.10	Office Bound Activities											1
1.11	Reports											482
												6
												607
												721
2	CHEMICAL SAFETY											
2.1	Offensive Trades											59
2.2	Scheduled Processes											32
2.3	Paraffin Poisoning											3
2.4	Pesticide Poisoning											6
2.5	Chemical Spillages											1
3	DISPOSAL OF THE DEAD											
3.1	Crematoriums, funeral undertakers											111
3.2	Exhumations / Reburials											5
3.3	Registration Of Premises											18
4	ENVIRONMENTAL POLLUTION CONTROL											
4.1	Air Pollution											
	-Dust Pollution - Mines											7
	- Industrial											20
	- Surface Dust											15
	- Fuel Burning Appliances											103

	- Illegal Burning											116
	- Industrial - Air Pollution Control											23
	- Monitoring Stations											0
	- Offensive Trade Processes											23
	- Scheduled Industries											3
	- Vehicle monitoring - Diesel											0
4.2	Noise Pollution											
	- Monitoring											2
	- Nuisances - Animals											34
	- Nuisances - Other											51
	- Vehicles											5
4.3	Soil Pollution											
	- Dumping Of Pollutants											66
	- Industrial Effluent											15
4.4	Water Pollution											
	- Beaches											187
	- Estuaries											54
	- Ground Water											7
	- Monitorin											46
	- Rivers											112
	- Waste Water Nuisances											220
5	FOOD CONTROL											
5.1	Court Cases											0
5.2	Food Condemnation											
	- Seized by EHP											17
	- Surrendered by Food Premises											219
5.3	Food Poisoning Outbreaks											36
5.4	Food Premises											
	- Dairy Farms											510
	- Food Handling Formal											2
	- Food Handling Informal											390
	- Food Preparation Formal											1
	- Food Preparation Informal											265
	- Food Preparation Formal											2
	- Food Preparation Informal											178
	- Food Preparation Informal											1
	- Food Preparation Informal											674
5.5	Labeling											310
5.6	Meat Inspections											125
5.7	Sampling											
	- Bacteriological											332
	- Chemical											263
	- Histological											15
	- Swabs											6
5.8	Special Investigations/Actions											71
5.9	Transportation Of Food											163
6	HEALTH SURVEILLANCE OF PREMISES											
6.1	Accommodation Establishments											
	- Caravan Parks											280
	- Chalets											162
	- Guest Houses/ Selfcatering											261
	- Hostels											97
	- Hotels											88

	- Night Shelters										33
	- Old Age Homes										167
	- Private Hospitals										38
6.2	Barbers and Hairdressers										111
6.3	Body Piercing /Tattoo Parlours										20
6.4	Dwellings / Buildings										
	- Formal										390
	- Informal										289
	- Illegal Dwellings / Squatters										116
6.5	Educational Institutions										
	- Childcare Facilities										245
	- Places of Care										142
	- Schools										243
	- Tertiary Institutions										39
6.6	Farms										
	- Housing										86
	- Sanitation										222
	- Water										94
	- Waste Disposal										108
6.7	Laundries										46
6.8	Open Areas / Vacant Land										
	- Beaches										321
	- Council										306
	- Estuaries										86
	- Government Owned										83
	- Private										749
	- Rivers										160
6.9	Premises Where Animals Are Kept										188
6.10	Provincial / Municipal / State / Premises										
	- Buildings										90
	- Clinics										89
	- Hospitals										35
	- Police Stations/ Court Cells										9
	- Prisons										2
6.11	Public Toilet Facilities										350
6.12	Recreational Ablution Facilities										
	- Beaches										292
	- Day Visitor Premises										188
	- Gymsnasiums										7
	- Swimming Pools										74
	- Railway Stations										
7	SURVEILLANCE AND PREVENTION OF COMMUNICABLE DISEASES										
7.1	Health Education										270
7.2	Notification Investigations										69
8	VECTOR CONTROL										
8.1	Fly control										
	- Composting										16
	- Kraals/ Poultry Structures										35
	- Landfill Sites										31
	- Sewage Sludge										6
8.2	Mosquito Control										
	- Council Premises										12

	- Government / Provincial																			6
	- Private Premises																			19
8.3	Rodent Control																			
	- Council Premises																			8
	- Government / Provincial																			1
	- Private Premises																			31
8.4	Vermin Control																			
	- Council Premises																			4
	- Government / Provincial																			1
	- Private Premises																			7
9	WASTE MANAGEMENT																			
9.1	Health Care Waste																			
	- Clinics - Municipal																			94
	- Provincial																			15
	- Dentists																			66
	- Disposal Facilities																			7
	- Doctors/ Other Medical Premises																			132
	- Ear Piercing/ Tattoo Parlours																			3
	- Home Base Care																			5
	- Hospital / Clinics - Private																			35
	- Provincial																			25
	- Old Age Homes/ Retirement Villages																			97
	- Pharmacies																			82
	- Places Of Care																			7
	- Traditional Healers																			0
	- Veterinaries																			31
9.2	Solid Waste																			
	- Mini Dumping Sites																			109
	- Point Of Source																			229
	- Recycling Points																			48
	- Refuse Dumping Sites																			275
	- Refuse Transfer Stations																			134
	- Uncontrolled Refuse Dumpings																			307
9.3	Sewage																			
	- Composting																			9
	- Other Disposal Systems																			25
	- Sewage Disposal Works																			182
	- Sewage Sludge																			26
10	WATER QUALITY MONITORING																			
10.1	Sampling																			
	- Drinking Water																			278
	- Purified Sewage Water																			98
	- Swimming / Recreational																			57
10.2	Storage Facilities																			
	- Dams																			21
	- Fountains																			10
	- Reservoirs																			28
	- Rivers																			87
10.3	Plants / Works																			
	- Chlorination																			61
	- Purification																			31
11	SUNDRIES																			

11.1	Business License Inspections													171
11.2	Business Premises													520
11.3	Certificate of Acceptability													
	- Childcare Facilities													93
	- Educational Institutions													16
	- Food Preparation Premises													531
	- Frail Care Facilities													113
	- Funeral Undertakers													10
	- Institutions For The Disabled													7
	- Places of Care													8
	- Service Centres													0
12	COMPLAINTS													
12.1	Animals													206
12.2	Food related													149
12.3	Housing													216
12.4	Mines / Works													82
12.5	Pest Control													32
12.6	Pollution													
	-Air													74
	-Noise													66
	-Soil													114
	-Water													133
12.7	State Premises													34
12.8	Vacant Land													143
12.9	Workshops / Industries													66
13	PROJECTS													
13.1	Educational Institutions													253
13.2	Community													357

SUMMARY OF STATISTICS IN REGIONAL CONTEXT

HESSEQUA REGION

THE AIM IS TO PROMOTE EFFICIENCY AND EFFECTIVENESS OF ENVIRONMENTAL HEALTH SERVICES.

To accept responsibility for functions as set out in the scope of Practice for Environmental Health Practitioners.

“Environmental Health” means a condition of optimal wholesomeness of the environment in which man exists and interacts with, through the lowest possible presence there in or total absence of any stimulus detrimental to health”.

ADMINISTRASIE

Bou planne – Totaal van 425 bouplanne is nagesien. Die tendens dat “B” Owerhede die afgelope tyd versuim om ons kommentaar te vra op bouplanne wek kommer.

Grondgebruik / Afwykende gebruike – Versoeke vir kommentaar word selde ontvang, selfs na verskeie versoeke aan die “B” Owerheid. Hierdie kommentaar geld ook ten opsigte van Omgewingsimpakstudie Inligting.

Veilige Hantering van Chemiese stowwe – Die noodsaaklikheid vir ‘n Protokol ten opsigte van stortings van gevaarhoudende stowwe moet sterk oorweeg word. Haz Chem opleiding is ook nodig vir alle Omgewingsgesondheidspraktisyns.

Beskikking van menslike oorskot – Geen versoeke vir herbegrawings of opgrawings is ontvang nie. Registrasie en roetine inspeksie van persele word deurlopend gedoen.

Omgewingsbesoedelingsbeheer – Lugbesoedeling – Betrokkenheid by “B” Owerhede soos vereis met die nuwe “Air Quality Act” sal Omgewingsgesondheidspraktisyns van Eden nouer betrek met lugbesoedelingsbeheer.

Geraasbeheer – Hierdie funksie sorteer tans direk by die “B” Owerhede. Klagtes word deurgegee aan “B” Owerhede.

Grond Besoedeling – Betrokkenheid tans beperk. Slegs enkele gevalle waar industriële uitvloei aanleiding gegee het tot klagtes, is ondersoek.

Water Besoedeling – Omgewingsgesondheidspraktisyns woon Estaurium Komitee vergaderings by en lewer insette op ‘n deurlopende basis. Roetine inspeksies en monitering word gedoen. Die oorloop van riool pompstasies in rivierstelsel word tans as ‘n prioriteit aangespreek. Opnames van Stormwater uitlate veral naby swem areas word ook aangespreek.

Voedselbeheer – Deurlopende voorligting word onderneem – audio visuele hulpmiddels word aangewend by die werksplek aan voedsel hanteerders. Slegs 1 geval van voedsel vergiftiging is aangemeld. Die beslaglegging en vernietiging van ongesonde voedselware het drasties afgeneem. Dit kan toegeskryf word aan voorskrifte deur verspreiders en voorligting deur Omgewingsgesondheidspraktisyns.

Voedselpersele

TIPE	AANTAL INSPEKSIES
Melkplase	219
Voedsel Hantering Formeel	1191
Voedsel Hantering Informeel	272
Voedsel Voorbereiding Formeel	1624
Voedsel Voorbereiding Informeel	246

Voedselmonster Moniteringsprogram – Gedurende die verslag tydperk is monsters as volg geneem.

Bakteriologiese, Chemies 57, Voldoen Bakteriologiese en Chemies 40.

Die bakteriologiese kwaliteit van veral Bulk Gepasteuriseerde melk wek kommer.

Hernieude aandag word weer gegee vanaf die produsent tot verbruiker om die oorsaak van besoedeling te beperk, veral etiketering van chemiese monsters word sterk aangespreek.

Gesondheidstoetsing oor persele – Roetine inspeksies word toenemend onderneem om gebreke te identifiseer en reg te stel.

Sterilisering van toerusting by haarkappers en barbiers wek kommer en word tans aangespreek.

Die hantering van mediese afval by tatoeë salonne word sterk aangespreek.

Inspeksie van wonings. Verlaagde klagtes ten opsigte van klammigheid en afvalwater word ontvang en verwys na die Bou – en behuisingafdeling van Mosselbaai munisipaliteit.

Die gebrek aan basiese bestuursgeriewe in die informele woonareas word verwys na die “B” Owerhede.

Klem word geplaas op die basiese vereistes van veral crèches en ouerhuise.

Sanitasie vereistes in die landelike areas word tans aangespreek.

Publieke ablusie geriewe bly ‘n bron van kommer as gevolg van vandalisme en gebrek aan toesig.

Dagkamperingsareas veral na naweke is bron van klagtes en word saam met die “B” Owerhede aangespreek.

Toetsing oor voorkoming van oordraagbare siektes – Omgewingsgesondheidspraktisyns tree slegs op as verwysingsfasiliteit. Voorligting ten opsigte van ontsmetting van persele word wel gegee.

Vektor Beheer – Soos uit die statistiese opgawe blyk, word slegs enkele klagtes by ons aangemeld. Voorligting ten opsigte van beheerprogramme, spuitprogramme en bekamping van broei areas word gegee.

Vaste Afval Bestuur – Mediese Afval – Omgewingsgesondheidspraktisyns was aktief betrokke by die opnames van genereerders van mediese afval. Deurlopende voorligting word ook tydens roetine inspeksies gegee.

Mini Stortingsareas – Identifikasie / fotos en verslae word deurgegee aan “B” Owerhede vir opruiming en aanbring van storting verbode kennisgewings.

Oorlaastasies word op ‘n weeklikse basis besoek en tekortkominge verwys.

Riool - Roetine inspeksies by streeks- en plaaslike riolsuiweringswerke word onderneem. Die aanwending van gedroogte rioolslyk wek kommer en word aangespreek. Die standaard van finale gesuiwerde riool uitvloeï wek kommer en word tans aangespreek in samewerking met die Departemente van Gesondheid en Waterwese.

Water Kwaliteit Monitoring – Watermonsters van die huishoudelike voorraad word gereeld geneem. Probleem gevalle word aangespreek in samewerking met die “B” Owerhede.

Algemeen – Geskiktheidsertifikate – aantal uitgereik Voedsel 128, Chreches 16, Begrafnisondernemingspersele 8, Ouetehuis 9.

Klagtes – Uit die statistiese opgawe word die volgende vyf hoofklagtes weergegee, nl.:

- Behuising - 200
- Voedselverwant - 138
- Opgeboude grond - 106
- Grondbesoedeling - 69
- Pesbeheer - 68

PROJEKTE

Opruimingsprojek Kwa-Nonqaba – 27 Februarie 2006 – 10 Maart 2006

Vyf werklose persone is aangestel. Noordelike hange van deurpad tussen Voorbaai en Kwa-Nonqaba woongebied. Koördineerder Senior Omgewingsgesondheidspraktisyn J Schoeman. R 60.00 per dag vergoeding. Materiaal deur Eden voorsien. Totale Lone uitbetaal R 3 000.00.



Leke inenters betrokke - werklose persone 10. Alle entstowwe beskermende klere en koelhouers deur Mosstrich Abattoir voorsien. Projek periode – 29 Mei 2006 tot 9 Junie 2006. Pluimvee eenhede geënt – 2946. Totale lone uitbetaling – R 4 080.00. Omgewingsgesondheidspraktisyns betrokke – A Marais, C Saayman, J Schoeman, P van Rensburg.

Air Quality Project

Kick off and introduction, 15 – March 2006. Follow-up Air Quality Officers Forum meeting 23 March 2006. Background report to Council explaining our responsibilities. Road Show “B” Local Authorities to finalize cooperation and joint responsibilities.

Introduce concept of Assessment Survey. Discussion with authorities on completion of fuel burning / scheduled processes equipment inventories. Coordinate collection and completion of completed questionnaires. Forward relevant documentation to Department of Environmental Affairs and Development Planning Sub-directorate Air Quality for auditing. Arrange setup meeting / training session for Environmental Health Practitioners on Passive Monitoring stations. Training arranged for 16 August 2006 in Mossel Bay.

The new Air Quality Act No. 39 of 2004 becomes effective On 11 September 2005. It is of utmost importance that our authority implements this legislation consistently throughout the Eden District. The aim is to protect our people, the environment, our social conditions, economic conditions, ecological conditions and our cultural heritage. It is of importance to set standards for ambient Air Quality in our regions as well as to determine priority areas within Eden.

Aanhou van diere opname projek

Alle Omgewingsgesondheidspraktisyns in hul distrikte, Groot Brakrivier ingesluit. Inligting deurgegee aan SPCA tak van Mosselbaai. Inligting deurgegee aan Gemeenskapsdienste Mosselbaai munisipaliteit. Opvolg aksies tydens roetine inspeksies (fotos aangeheg), Omgewingsgesondheidspraktisyns P van Rensburg, J Swart, J Schoeman en C Saayman.

GEORGE REGION

Chemical Safety (Paraffin Safety)

The George Region undertook to give Health Education of paraffin safety to crèches, clinics and schools. After a case of paraffin poisoning was reported to George office. (A death of 18 months old child in Thembaletu)



Health Education sessions (April 2006-June 2006) were conducted at the following venues:

- Thembaletu Community Hall 50 Children (School holiday programmes)
- Waboomskraal Community Hall 30 Children (School holiday programmes)
- Touwsrante Community Hall 43 Children (School holiday programmes)
- Thembaletu Health Centre 160 Adults (2 Sessions)
- Nompumelelo Crèches 85 Children
- Thembaletu Primary School 50 learners and 20 teachers
- Tyolora Primary School 750 learners and 20 teachers

Dispose of the Dead

This Directorate received applications for the exhumations and re-interments of the deceased. Some of the deceased had to be re-buried in the Eastern Cape Province (Previously know as Ciskei and Transkei). Inspections of funeral parlours and state mortuaries and crematoriums are still been carried out. (Survey was also conducted regarding the disposal of medical waste) at the mentioned premises.

Environmental Pollution Control

Complaints of fuel burning appliances are still been investigated by the Eden District Municipality although that function remains George Municipality's function.

Pollution of rivers, beaches and waste water canal are still being monitored by the Municipal Health Section.

Food Control

The Environmental Health Practitioners conducted regular inspection of premises handling food for sale to the public. Particular attention, of course, was directed to the maintenance of a clean premises and the hygienic handling of food at all stages up to the point of sale to the public, including the transportation and storage of food.

Food Sampling Program

Regular food sampling (bacteriological and chemical) was conducted in terms of food stuffs, cosmetics and disinfection Act 54 of 1972.

Number of samples taken

Bact	Chemical	Complied	Not complied
92	98	80%	20%

Where the Premises did not meet the required standards, advice was given and appropriate action was taken (written reports, notices and legal proceedings). It is important to note that most of the non-compliance instances were in connection with the improper food labelling on the containers.

Informal Food Training (Hawkers)

The unsatisfactory storage, display and sale of perishable foods by the informal sectors in our area of Jurisdiction, continue to give cause of serious concern in other instances. However the regular inspections and sampling programmes in the area has improved the situation tremendously.

Food Condemnation

Quantities of food stuffs condemned as unfit for Human Consumption and seized or voluntarily surrendered for destruction by the owner, were disposed of to the Municipal Land Fill site and later to the George refuse transfer station.

Milk Stalls Inspection

Regular inspections of milk sheds were carried out and 60% of milk samples procured was in compliance.

Where the required milk standards were not met with again advice was given and appropriate action was taken.

SURVEILLANCE AND PREVENTION OF COMMUCABLE DISEASES

A notified communicable disease was investigation and reported to the Western Cape Provincial Administration: Western Cape: Health Department. Also to mention under this topic is the issue of the traditional circumcision practice.

This institution for male initiation is regarded as a social ritual transformation process to symbolically integrate new men into adult society. Traditional circumcision is an established and much respected tradition among Xhosa speaking people in George.

The high number of hospital admission of initiates from the initiation school and poor wound management, due to lack of training of both Traditional Surgeon and Traditional Nurses has become a matter of concern not only in the Southern Cape but Nationally as well.

July 2006 – 30 June 2006 Scenario in George

Eleven (11) initiates were taken to Provincial Hospital as a result septic wound. All eleven (11) initiates were discharged from the Provincial Hospital after they were treated. No deaths.

MEDICAL HEALTH WASTE

102 premises were visited to determine how they dispense of their Medical Health Waste. These premises includes hospitals (state as well as private) clinics, general practitioners, veterinarians, old age homes, animal hospitals, general practitioners, dentists, beauty parlours, chemists, crematorium, correctional services, tattooist, mortuary, funeral parlours, cleaning services, frail care centers, blood transfusion services, beauty salons, George Airport, Rescue services (ambulance)

Based on information the disposal of medical waste is done according to set standards and norms. Only one case of illegal dumping was received and investigated. Very good response and effective steps were implemented to ensure a re-currency.

LAKES REGION

Chemical Safety: Currently awaiting implementation of Regional Chemical Safety Protocol.

Disposal of the dead: Implementation of the revised registration form for funeral / Undertakers Premises.

Air Pollution: Survey was conducted regarding the registration of fuel burning appliances in the lakes area.

Noise Pollution: Continuous monitoring when necessary.

Water Pollution: collaboration with the lagoon management forum (Knysna) was initiated in monitoring the current lagoon contamination. Monitoring was conducted by Environmental Health Practitioners and Prof. Allanson.

Food Control: Surface Swabs, bacteriological and chemical sampling is done on a monthly basis. Continuous inspections of food premises are conducted and regularly. Basic hygiene and food handling education is given to food handlers.

Health Services Surveillance of Premises: Registration of food premises. All health risk issues are dealt with by the Environmental Health Practitioner and Nuisances by Knysna Municipality (B municipality).

Surveillance of Communicable Diseases: Mr. GJ Vos has compiled educational material (booklets) which have been distributed throughout the lakes area.

Waste Management: Medical Waste Awareness Campaign to be launched as a pilot project in the Lakes Area. The purpose of the Campaign is to inform Medical Waste generators of their responsibility regarding the safe disposal of medical waste. This forms part of the Medical Waste strategy for the Eden District.

Sewage: A survey was conducted in collaboration with PAWK regarding sewage disposal works in the lakes area.

Water quality monitoring: Monthly monitoring of drinking, recreational, river and final effluent water is conducted.

KLEIN KAROO REGION

Chemiese Veiligheid: Voorligtingsprogram oor voorkoming van pestisides- en paraffien vergiftigings is opgestel en aan 'n aantal plaasskole aangebied. Drie gevalle van organofosfaatvergiftiging was ondersoek – almal was selfmoordpogings.

Beskikking van Afgestorwenes: Alle begrafnisondernemers persele (voorbereiding en stoor van liggeme) beskik oor geskikheidsertifikate.

Voeselbeheer: Ongeveer 621 formele en 403 Informele voedselpersele, + 99% van bestaande persele beskik, oor geskikthiedsertifikate. Monitering van gemelde persele was op

'n gereelde grondslag en volgens 'n vooraf opgestelde program gedoen. Monsters van 'n verskeidenheid voedselprodukte was geneem vir chemiese, sowel as bakteriologiese ontleding. 31 Bakteriologiese monsters van gepasteuriseerde melk van twee plaaslike melkverspreiders was geneem. Hiervan het 14 nie voldoen nie, wat moontlik daarop dui dat sommige melkplase waarskynlik nie altyd melk van aanvaarbare gehalte lewer nie. Monsters was dan ook by verdagte leweransiers geneem en intensiewe voorlitingsprogramme was met hulle deurloop. Verskeie produkte wat positief getoets het vir Sudan Rooi kleurstof was vanaf winkelrakke verwyder. 759 Inspeksies van voedselstalletjies was gedurende die KKNK gedoen.

Omgewingsbesoedelingsbeheer: Geen ernstige besoedelingsprobleme was in die streek ondervind nie.

Gesondheidstoetsing van persele: Roetine inspeksies was uitgevoer by 'n verskeidenheid van diverse nie-voedsel persele.

Voorligtingsessies oor persoonlike- en omgewingsgesondheid en -higiëniese toestande was aan 21 leke voorligters gegee wie dit weer op 'n gekontroleerde wyse aan 328 huishoudings gelewer het. (PHAST opleiding)

Vektor beheer: Daar was hoofsaaklik gekonsentreer op vliegbeheer op stortingsterreine, komposteringsaanlegte en stedelike persele waarop diere (vee) aangehou word. In gevalle waar klagtes ontvang was van knaagdiere infestasië was rotgif in pilvorm met die nodige gebruiksaanwysings aan klaers verskaf.

Vaste afvalbestuur: 'n Opname was gedoen by alle genereerders van gesondheidsorg afval aangaande die tipes en hoeveelhede afval gegenereer. Probleme word ervaar met kleiner stortingsterreine waar vullis nog verbrand word. 'n Verdere probleem wat by alle stortingsterreine ervaar word is die ongemagtigde toegang deur persone wat afvalmateriaal vanaf die terreine verwyder. Probleme was ondervind met die Ladismith rioolsuiweringswerke wat alreeds die afgelope 2 jaar nie meer gefunksioneer het nie. Rou onbehandelde riool het in die verdampingsdamme ingevloei en daarvandaan op aangrensende veldgrond. Probleme was ook by die Uniondale rioolsuiweringswerke ondervind toe rioolwater oor die laaste verdampingsdam se walle gevloei en in 'n opgaardam op aangrensende plaasgrond beland het

Water kwaliteit monitoring: 73 Monsters was geneem van drinkwater waarvan 56 voldoen het. Met die uitsondering van die 6 monsters van Zoar se drinkwater wat nie voldoen het as gevolg van die nie-fuksionering van die watersuiweringswerke, het slegs enkele ander monsters nie aan die vereistes voldoen nie, wat daarop dui dat die gehalte van drinkwater oor die algemeen op standaard is. Die 11 monsters van gesuiwerde rioolwater wat vanaf die Oudtshoorn suiweringswerke in die Olifantsrivier inloop, het nie een aan die vereistes voldoen nie, vernameamlik weens die oorbelading van die suiweringswerke. 'n Aantal monsters was ook geneem van rivierwater op punte waar biomonitoring gedoen word. Geeneen van hierdie monsters het aan die vereistes voldoen nie.

HOOF PROJEKTE

Biomonitoringsprojek

George Area – September 2005

Twaalf (12) onderwysers het opleiding ontvang.

Ses (6) skole reeds deel van projek.

Dertig (30), vyf (5) per skool leerders opleiding voltooi.

Malgas – bywoning riviere gebruik as opleiding.

Ses (6) moniteringspunte geïdentifiseer – een punt per skool.

Skole betrokke by projek

Kretzerhoop Primêr, Hibernia Primêr, St Mary's Primêr, Heidedal Primêr Conville Primêr en Parkdene Primêr.

Oktober 2005 – Molenrivier ook geïdentifiseer as moniteringspunt. Bakteriologiese monsters toon E Coli besoedeling. Moontlike oorsaak oorloop van riool pompstasie. Verwys na George munisipaliteit.

Uitstalling gereël by hoof biblioteek, Caledonstraat op 18 Oktober 2005 tydens Wêreld Biomonitoringsdag. Publieke belangstelling in die biomonitoringsprojek, was bo verwagting. Hulle was veral verras dat projekte soos biomonitoring van riviere, plaasvind in die George area.

Uitstalling gereël tydens Internasionale Waterweek 27 tot 31 Maart 2006.

Gedurende Mei 2006 het 'n verdere vier (4) nuwe skole aangesluit by die projek: Nxoxolo, Tembalethu, Tyolora en M.M Mateza Primêre skole. Genoemde skole sal biomonitoring op die Malgasrivier verrig.

Watermonsters wat op die rivier geneem is toon merkwaardige uitslae ten opsigte van veral E.Coli besoedeling. Plek waar opleiding gegee word, byna geen besoedeling terwyl monsters wat geneem is nadat die rivier deur woonbuurtes geloop het, hoë tellings van E.Coli weergee. Dit is uitdagings soos hierdie wat die rol van biomonitoring benadruk. Praatjies ten opsigte van bekamping van besoedeling, is alreeds aan die publiec asook skoolleerders gegee. Die plaaslike B munisipaliteite is ook al genader ten opsigte van besoedeling as gevolg van rioolverstopings.

Denneoord Primêre skool en York hoërskool het ook reeds aanduiding gegee dat hulle graag wil deelneem aan die projek. Koordeineerders, Me E Douglas en Mnr D Papier word bedank vir hul toewyding en entoesiasme.

Mosselbaai area – Groot Brakrivier

Groot Brakrivier Sekondêre skool en Groot Brak Primêr.

Laerskool Vorentoe.

Groot Brakrivier as moniteringspunt geïdentifiseer.

Sewe (7) bakteriologies en agt (8) chemiese monsters is geneem.

Die Mini SASS telkaarte toon telling van tussen ses en sewe wat dui op 'n uitstekende toestand.

Mnr S Bendle het goeie werk verrig in samewerking met PetroSA in die Groot Brakrivier forum.

- Mosselbaai area – Herbertsdale – Skole
- Herbertsdale Primêr.
- Herbertsdale Laerskool.
- Twee onderwysers per skool, opleiding voltooi.
- Tien leerders (vyf per skool), opleiding voltooi.
- Langtourivier as moniteringsfasiliteit geïdentifiseer.
- Beide skole het ook 'n opvolg aksie geloods op 19 Mei 2006 by die Langtourivier.
- Mnr C Saayman het hom intussen bereidwillig verklaar om met die projek in die landelike gebied voort te gaan.
- Hessequa area
- In samewerking met Wes Kaap Natuurbewaring is besluit dat die Goukourivier as moniteringspunt gebruik sal word.
- Die Molen-, Kruis- en Klein Kruisriviere vloei in die Goukourivier en is besluit om Biomonitoring ook daar te doen.

Vyf (5) onderwysers en vyf en twintig (25) leerders geïdentifiseer vir opleiding. Opleiding voltooi op 7 September 2005.

Uitstalling gereël tydens Internasionale Waterweek op 30 Maart 2006.

Die Koordeineerder, Me K Esau, word bedank vir haar entoesiasme ten spyte van 'n moeilike werkslading. Moniteringsaksies was ook beperk tydens die droogte tydperk.

Die Mere gebied – skole

Rheenendal Primêr

Karatara Primêr

Plettenbergbaai Primêr

New Horizons Primêr

Hillview Primêr

Rivierstelsels

Homtini rivier

Karatararivier

Keurboomsrivier

Klein Piesangrivier

Bosrivier

Bitourivier



Uitstalling gereël tydens Internasionale Waterweek 27 tot 31 Maart 2006. Gedurende Junie 2006 het vyf (5) groepe van drie (3) leerlinge en een (1) onderwyser 'n sessie bygewoon by die Keurboomrivier. 'n Artikel het hierna ook in hul skoolkoerant verskyn.

Die Mini-SASS telkaart het reeds probleme gewys by twee punte in die Bitourivier. Verdere ondersoek het getoon dat 'n afloopyp vanaf 'n ou varkplaas vir die besoedeling verantwoordelik was. Die nodige regstellings is gedoen. Bakteriologiese en chemiese ontleding toon dat die deursnit kwaliteit goed is. Monitering word op 'n maandelikse roetine basis gedoen. Resultate is beskikbaar. Köördineerders, Mnre C Vos en J McCarthy word bedank vir hul ywer.

Klein Karoo-Kannaland en DBG gebied – skole

Amalienstein Primêr
Rhodewal Primêr
Laerskool Van Rheede
Uniondale Sekondêr

Rivierstelsels

Sewensweekpoortrivier
Bo-Grobbelaarsrivier
Laer Grobbelaarsrivier
Kamanasierivier

Opleiding van onderwysers en leerlinge voltooi op 9 Januarie 2006.

Chemiese en bakteriologiese monsters is van die onderskeie rivier geneem. Die uitslae toon geen besoedeling nie.

Die Mini SASS opnames staaf die resultate van die chemiese en bakteriologiese monsters.

Verwys monsters geneem op 30 Augustus 2005, 1 September 2005.

Die Mini SASS tellings wissel van 8,83 tot 5,6 dus goeie kwaliteit tot een geval van effens geïmpakkeer.

Waar kommer bestaan soos waar die telling 5,6 beloop in die Grobbelaarsrivier sal verdere aandag gegee word. Die Köördineerder, Mr P Crous, het uitstekende werk verrig ten spyte van die droogte tye in die gebied.

SANITASIE PROJEK

Hierdie projek, gefinansier uit MIG – en prioriteitsfondse wat deur die Klein Karoo streekkantoor gekoördineer is, het sanitasie geriewe, die sogenaamde VIP (Ventilated Improved Pitlatrines) toilette aan plaaswerkers voorsien. Die laaste gedeelte van die projek in die Kannaland landelike gebied was gedurende die jaar afgehandel toe die laaste van 'n totaal van 1309 eenhede opgerig was en die opleiding van leke opvoeders in PHAST opleiding (Participatory Health and Sanitary Training) afgehandel was.

In die Oudtshoorn landelike gebied was die projek aan die einde van Junie 2006 ongeveer 85% voltooi met die oprigting van 695 eenhede. PHAST opleiding was ook reeds aan 122 gesinne verskaf. Aansoeke vir die oprigting van 118 eenhede in die George landelike area ten noorde van die Outeniqua bergreeks was ook alreeds ontvang.

In die Hessequa landelike gebied wat met die vierde fase van die projek volgende aan die beurt kom, was tenders reeds aangevra en toegeken aan 'n verskaffer van die eenhede, asook aan 'n kontrakteur wie die onderdele van die toilette na die plase sal vervoer en daar oprig. (Die plaaseienaar is verantwoordelik vir die grawe van die putte vir die toilette) Verder is aansoekvorms vir die oprigting van die eenhede op hul plase met die hulp van boereverenigings onder die boere versprei.

GEÏNTEGREERDE AFVAL BESTUURSPLANNE

Ingevolge die Nasionale Afval Bestuurstrategie moet elke munisipaliteit 'n Geïntegreerde Afval Bestuursplan opstel vir sy regsgebied waaruit die onder-skeie Distrikmunisipaliteite 'n Distrik Afval Bestuursplan moet opstel.

Uit hierdie planne wat ontvang word vanuit die provinsie moet 'n Provinsiale Afval Bestuurstrategie deur die Departement van Omgewingsake en Ontwikkelings-beplanning: Wes-Kaap opgestel word.

Teen Junie 2006 is die Geïntegreerde afval bestuursplanne van Hessequa, Mosselbaai, George, Knysna, Bitou en Oudtshoorn munisipaliteite afgehandel en afgestuur aan die

Departement van Omgewingsake en Ekonomiese ontwikkeling vir goedkeuring. Die geïntegreerde afvalbestuursplanne van Kannaland munisipaliteit en die Distriksbestuursgebied is nog in sy konsepfase en moet die publieke deelname proses en goedkeuring deur die betrokke Rade nog plaasvind. Die Distrikmunisipale plan is ook nog in konsepfase. Die afhandeling van die planne van Kannaland en die DBG word afgewag ten einde die distrikplan af te handel.

WISE UP ON WASTE PROJEK



Die Distrikmunisipaliteit het oor die afgelope vyf jaar ongeveer R 2.6 miljoen beskikbaar gestel om die rommelprobleem wat voortdurend toeneem binne sy gebied, in samewerking met die B-munisipaliteite, aan te spreek. Dit is gedoen deur verskeie opruimingsaksies uit te voer met behulp van werklose persone asook in sekere gevalle met leerders van skole in die gebied.

Min aandag is egter gegee aan die inlig en opvoed van inwoners ten opsigte van die afvalprobleem, met die gevolg dat hierdie probleem net bly voortbestaan het.

Met hierdie projek word die klem dus verskuif van opruiming na opvoeding en spesifiek opvoeding van die kind. Opvoeding is een van die komponente van die Geïntegreerde afval bestuursplan en is hierdie dus 'n voorloper van die bewusmaking aspek van die plan.

Opvoeding van die kind ten opsigte van afval bestuur is meer toekoms gerig aangesien 'n verantwoordelike ontwikkel word by die toekomstige besluitnemers van die gemeenskap. Deur die kind in te lig het ook verder die voordeel dat die boodskap sy pad vind na die ouers en familie.



Tenders is toegeken aan Mikromatica 975 om hulp te verleen met die opstel en aanbied van 'n opvoedingsprogram vir die onderwysdepartement in afvalbestuur. Die eerste fase van die opleiding, naamlik die opleiding van OGP's en vaste afvalbestuurders, is afgehandel aan die einde van Junie 2006.

Opleiding van leerkragte asook die personeel van Suid-Kaap Karoo onderwysentrum vind plaas in die derde kwartaal van 2006.

MEDIESE RISIKO BEWUSMAKINGSVELDTOG

Vier amptenare van hierdie departement het 'n kursus in mediese afvalbestuur, wat deur JSI aangebied word in Pretoria gedurende September 2005, bygewoon.

In die loop van hierdie kursus is verteenwoordigers van JSI ingelig dat Eden Distrikmunisipaliteit reeds in die konsep fase met die opstel van hul onderskeie geïntegreerde afvalbestuursplanne gevorder het. Met dit ingedagte het JSI besluit om 'n loodsprojek in mediese afval bestuur te loods binne die Eden Distrikmunisipale gebied.

Hulle oogmerk is om soortgelyke projekte binne ander munisipale gebiede te loods na afloop van die loodsprojek in Eden asook 'n soortgelyke projek wat afgeskop is in die Oos-Kaap provinsie.

Gedurende November 2005 is 'n Status Quo ondersoek geloods van al die mediese risiko afval genereerders binne die Eden Distrikmunisipale gebied deur middel van vraelyste wat deur die Omgewingsgesondheidspraktisyns behartig is. Driehonderd nege en twintig genereerders het aan hierdie ondersoek deelgeneem.

Uit hierdie inligting wat ingesamel en verwerk is, is agt leemtes / behoeftes geïdentifiseer, naamlik:

- Die behoefte en gebrek aan behoorlike opleidingsprogramme en opleidings-materiaal vir mediese risiko afval hanteerders.
- Die gebrekkigheid in die aanwending / voorsiening van persoonlike beskermende toerusting aan mediese risiko afval hanteerders.
- Die gebrek aan 'n generiese stel verordeninge ten opsigte van die hantering en beskikking van mediese afval binne die Eden Distrikmunisipale gebied.
- Mediese risiko afval verbrandingsoorde steeds in gebruik in die Eden Distrikmunisipale gebied wat nie voldoen aan voorgeskrewe wetlike vereistes nie.
- Gesondheidsrisiko's wat geskep word met die metode van vervoer van mediese risiko afval vanaf vaste klinieke deur mobiele klinieke na versamelplekke.
- Die afwesigheid van 'n eenvormige en toepaslike protokol ten opsigte van die hantering van mediese risiko afval gegeneer tydens aansteeklike siekte uitbrake.
- Afwesigheid van 'n databasis van tradisionele genesers en "Home Base Care Patients".
- Die afwesigheid van 'n protokol ten opsigte van die hanterings en beskikking van sanitêre afval vanaf besighede en kantoor geboue asook diere karkasse vanaf veerterspersele.

Hierdie bevindinge is dan ook gedurende 'n vergadering gehou op 1st Desember 2005 voorgelê aan verteenwoordigers van JSI ten einde befondsing te bekom om hierdie leemtes / behoeftes aan te spreek. 'n Opvolg werkwinkel is ook gehou tesame met verteenwoordigers van JSI op 17 Februarie 2006.

Na afloop van die werkwinkel het JSI onderneem om hierdie Raad by te staan met die loods van 'n mediese risiko afval hanteerders bewusmakingsveldtog ten einde die leemte ten opsigte van die tekortkoming aan opleiding en die aanwending van persoonlike beskermingstoerusting aan te spreek. Alle kostes ten opsigte van so 'n projek sal deur hulle gedra word en direk deur hulle vereffen word. Die organisering van die projek sal behartig

word deur JSI in samewerking met die Stuurkomitee. Die bedrag van R 900 000.00 is deur JSI beskikbaar gemaak vir hierdie betrokke projek.

JSI het egter versoek dat 'n bekendstellingsfunksie waartydens die projek oorhandig sal word aan die Burgemeester van die Eden Distrik munisipaliteit, gereël moet word deur die Stuurkomitee vir hulle berekening.

Hierdie funksie het dan ook plaasgevind op 19 Junie 2006. Die opleidingsprogram vind plaas in die derde kwartaal van 2006.

DISASTER MANAGEMENT

PERSENEEL

Die personeel van die Munisipale Rampbestuursentrum (MDMC) staan steeds op vyf permanente lede (waarvan drie lede deur Oudtshoorn Munisipaliteit vergoed word) en die vrywillige korps wat huidiglik slegs uit twee opgeleide persone bestaan. Die vrywillige lede word van tyd tot tyd op kontrak aangestel soos nodig. Twee poste is op die einde van die boekjaar geadverteer en sal vroeg in die nuwe boekjaar gevul word; hierdie poste behels een Radio Operateur en een Senior Radio Operateur.

BUDGET & PRIORITIES

Capital Budget

R1 110 000 has been budgeted for and the following new items had been purchased:

- TV & VCR/DVD - R 5 000
- Crockery - R 350
- 40kVa and 63kVa Generators - R169 000
- Ford Ranger 2.5 Diesel LWB - R150 000
- Canopy for bakkie - R 8 000
- 4 Torches (Hazmat friendly) - R 5 000
- 3 Green rotating lights with magnets - R 1 350
- The rest of the Capital Budget has been allocated for the erection of a Municipal Disaster Management Centre.

Operational Budget

R1 375 977

CONTROL CENTRE

Statistics for the Control Centre: 01/07/05 – 30/06/06

	INCOMING CALLS	OUTGOING CALLS	EMERGENCY CALLS	SERVICE CALLS	FIRE PERMITS ISSUED
Julie 2005	3102	2 727	47	1 92	2 5
Augustus 2005	3425	3 258	5 7	241	35
September 2005	3190	3177	41	231	59
Oktober 2005	4929	3438	67	288	28
November 2005	4187	3828	56	276	15
Desember 2005	4293	3462	38	205	7
Januarie 2006	3178	2938	39	182	13
Februarie 2006	4780	3375	48	263	25

Maart 2006	3008	3076	54	230	29
April 2006	3328	3251	48	238	39
Mei 2006	3223	3337	39	224	29
Junie 2006	3284	3155	52	287	21
TOTAAL	43927	39022	586	2857	325

233 Incident Management System calls on the N2 were handled for the Garden Route IMS and Southern Cape IMS.

RAMPBESTUUR WAS BETROKKE BY DIE VOLGENDE GROOT INSIDENTE BINNE DIE GEBIED VAN EDEN DM:

- **Wolkbreuk te Oudtshoorn:** Donderdag, 2 Februarie 2006 - aansienlike skades is op verskeie terreine in Oudtshoorn, Dysveldsdorp en De Rust aangerig.
- **Watertekort in Ladismith:** Februarie tot Junie 2006
- **Kragonderbrekings in die Wes-Kaap:** Gesien in die lig van die gereelde kragonderbrekings en die beperkte toevoer van krag vanaf Koeberg vir die Skiereiland was dit noodsaaklik om gebeurlikheidsplanne in plek te stel vir elke munisipale gebied binne Eden Distriksmunisipaliteit. Hierdie toedrag van sake het veroorsaak dat die onttrekking van krag vanaf die transmissiellyn van ESKOM vir die Eden-gebied beïnvloed was. Van tyd tot tyd het kragonderbrekings plaasvind. Die besparing van krag binne Eden-gebied het ook help met die aanvullende krag vir die Wes-kaap.
- Klein Karoo Nasionale Kunstefees: 1-8 April 2006 te Oudtshoorn

Projects

- **Risk And Vulnerability Assessment:** In terms of section 47 of the Act the Eden District Municipality's Disaster Management Centre is responsible to give guidance to the relevant stakeholders on ways and means of determining levels of risk; of assessing vulnerability of communities and households to disasters that may occur; of increasing the capacity of communities and households to minimize the risk and impact of disaster that may occur; and monitoring the likelihood and state of alertness to disasters that may occur.
- It also requires the development and implementation of appropriate risk reduction methodologies and the integration of such methodologies into development plans, programmes and initiatives as well as the management of high risk developments.

A critical step in ensuring effective and focused risk reduction planning is to develop a disaster management plan that, among other aspects, includes a disaster risk assessment. Such a risk assessment will further inform the disaster management planning process of this Council.

The project went out on tender and SRK Consultants were appointed; the first meeting was held with all the roll players on 10 May 2006 and the project will run for approximately 6 months.

- **Nuwe Eden Rampbestuursentrum:** Planne is reeds opgetrek vir die oprig van 'n Munisipale Rampbestuursentrum te George. Onderhandelinge met die Direkteur Generaal: Vervoer en Openbare Werke is reeds in 'n gevorderde stadium vir die verkryging van 'n geskikte erf van 4 000m² in Yorkstraat.

RESORTS

FINANCIAL PERFORMANCE

The income of the resorts has increased as follows; compared to the previous financial year: 12% at the Calitzdorp Spa; 90% at De Hoek; 13% at Swartvlei and 44% at Victoria Bay.

The realized income has exceeded the budgeted income by 19% at the Spa; 41% at De Hoek and 49% at Victoria Bay. Swartvlei's income is 2% less than the budget.

OCCUPANCY

CALITZDORP SPA CHALET

	2003/2004	2004/2005	2005/2006
July	701	687	593
August	428	364	389
September	607	540	444
October	445	318	288
November	201	243	229
December	324	406	416
January	251	338	457
February	219	218	242
March	208	460	383
April	323	305	584
May	246	361	349
June	290	451	463
TOTALS	4243	4691	4837

The number of chalets occupied has grown steadily over the past three years by 6.5% per annum.

DE HOEK

	Chalets (not persons)			Dormitories (Persons)		
	2003/2004	2004/2005	2005/2006	2003/2004	2004/2005	2005/2006
July	112	156	185	204	362	783
August	193	214	225	1956	2448	1332
September	357	258	261	1464	1944	2328
October	309	217	178	2508	2640	1776
November	201	211	200	1332	900	780
December	382	388	495	1776	1284	1416
January	281	292	264	660	768	720
February	162	195	180	600	888	480
March	273	279	298	1224	1164	1584
April	288	249	298	1128	1032	626
May	181	164	108	960	924	720
June	150	176	187	396	900	756
TOTALS	2889	2799	2879	14208	15254	13301

The chalet occupancy has increased marginally, but the dormitory occupation decreased by 12% from the previous year.

PROJECTS

Upgrading of Calitzdorp Spa

- Upgrading of the Caravan Park



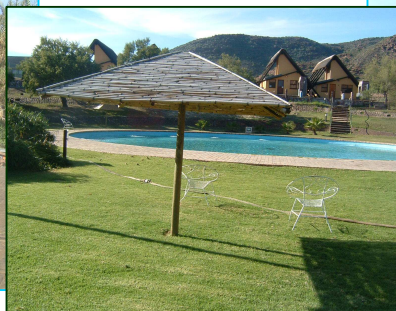
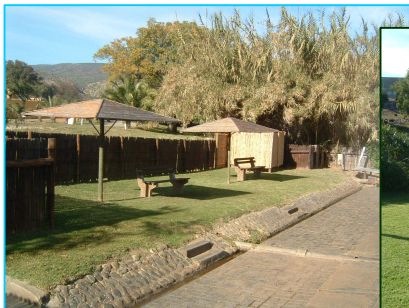
Servicing of Thatch Roofs
(Pool chalets 1 – 20 and Restaurant Complex)



Rehabilitation of dilapidated
walkway from Pool Chalet 1 – 14



Upgrading the Outdoor Warm Water Pool Area as well as the Cold Water Pool Area with
umbrellas, benches and shower cubicles



Upgrade Staff Housing (painting and electrify)

Upgrade Mountain Chalets (paint,
bougainvillea trellis)



replace



DE HOEK MOUNTAIN RESORT

Rehabilitate Cold Water Pool Area



VICTORIA BAY

Upgrade office and acquire vehicle



Upgrade ablution blocks



GENERAL

Three star grading

Both the caravan parks of Calitzdorp Spa and De Hoek Mountain Resort received a three star grading for 2006.

Klein Karoo Classic

A record number of entrants (300 plus) took part in a very rainy eighth annual Klein Karoo Classic initiated by ourselves in order to increase occupancy during a quiet month. The first race took place in 1999 and has been growing tremendously since. The organisers plan to do a night race next year to add uniqueness to this event.

Internet Website

This advertisement medium exceeded all our expectations with over 2500 enquiries per annum generated via the website linked to caravanparks.com.

Printing Press

Adverts placed for the resort include the official Garden Route & Klein Karoo Guide, the travel magazines *Weg* and *Sleep*, the Western Cape Tourism's tourist manual, R62 guides, various Holiday Guides during the December period distributed throughout the Southern Cape, Internet advert (linked to CaravanParks.com) on www.calitzdorpspa.co.za and www.dehoekmountainresort.co.za, 10 000 brochures were printed and are continuously distributed in the region as far as Cape Town and Port Elizabeth, Colesberg as well as resorts belonging to the Association of Resort Managers, Getaway Magazine, Caravanning and Camping guide compiled by CaravanParks.com in conjunction with Jurgens, posters at various tourism bureaux and membership of these associations (including the information bureau at the Waterfront in Cape Town). The events that take place at the resorts also ensure free publicity and spin-offs.

ARM: Association of Resort Managers

This association representing resort managers/owners across the Western Cape was initiated by the Calitzdorp Spa and has grown to include both the public and private sector resorts. The members meet at a different resort every quarter. Valuable networking is done and the association plans to standardise certain expectations of the travel sector that resorts lure. This association is in the process of designing a map of the Western Cape depicting all the member resorts for marketing purposes. This map will feature on www.caravanparks.com and at all member resorts. It will be an essential tool in the cross marketing of the various resorts.

Spa Joint Marketing Venture

ATKV Goudini Spa, Avalon Springs, Warmwaterberg (Barrydale) and Calitzdorp Spa got together at Avalon to discuss a joint marketing venture. This proved to be tremendously fruitful.

The first step in working together will be producing a brochure of all four these resorts of which 20 000 will be printed and distributed at identified points of entry to R62. The resorts also want to work closely with R62 as more visitors along this route would impact on occupancy. The idea also is to market the spa's along R62 not only as accommodation, but as an attraction as the spas actually add value to Route 62.

Surprisingly all four participating resorts' clientele are from Cape Town and environs (80%). Furthermore we all experience that 95% of our visitors are domestic and only 5% foreign.

Being associated with ATKV and Avalon Springs will be of extreme value to the Spa and we plan to exploit this initiative.

Springbok Rally

After hosting this event at another resort the previous year, the organisers have once again made use of their favourite venue at De Hoek Mountain Resort. The 2006 event will also be hosted at this resort. This event generates two to three times as much as a fully booked weekend.

To Hell and Back

An exclusive and popular mountain bike race commencing at the resort to Gamkaskloof and back again the following day ensures occupancy and publicity in the otherwise quiet month of November.

Cango Marathon

Annually held in February/March before the National Arts Festival also commences at De Hoek. The resort is usually fully booked and many participants have the opportunity of seeing the resort.

Tour Operators

New Tour Operators making use of De Hoek in particular on a regular base is Sunway Safari's and Absolutely Tours. Regular operators concerned with school groups are EduXcertions, Solo Outdoor Experiences, groups from Danie Lategan, Johan Koch and Sonja van Zyl.

PLANNING

INLEIDING

Die Beplanning en Boubeheer afdeling was gedurende die afgelope jaar betrokke in die toepassing van die Ordonnansie op Grondgebruiksbeplanning (Ord 15/1985), asook die Wet op Boustandaarde en Bouregulasies (Wet 107/1977). Deur die bewusmaking van die vereistes van die betrokke wetgewing, het daar gedurende die jaar verskeie grondeienaars na vore getree om onwettige grondgebruiks aktiwiteite reg te stel, wat ook bygedra het tot die indiening van die voorgeskrewe aansoeke.

In terme van beplanning is daar 'n verskeidenheid van aansoeke, vanuit die landelike gebied ge-geneereer en spesifiek om onderverdelings. Die strategie van die DBG ruimtelike ontwikkelingsraamwerk, naamlik om die ekonomie van die landelike gebied te stimuleer, is deurgaans toegepas in die oorweging van die aansoeke.

'n Eksklusiewe ontwikkeling in die Hartebeestfontein omgewing geniet tans nog die oorweging van die Subdirektoraat: Omgewingssake, en sal na ontvangs van die kommentaar aan die Raad voorgelê word vir besluitneming. Die ontwikkeling behoort 'n groot bydrae te maak tot die ontwikkeling van die plaaslike ekonomie van Uniondale.

Die afdeling het gedurende die jaar ook die aanstelling van die konsultante van die ruimtelike ontwikkelingsplanne vir Uniondale en Haarlem gefinaliseer.

Die projek is 75% voltooi en word die insette van die gemeenskappe afgewag alvorens die konsep dokument aan die Raad voorgelê word vir oorweging. Die doel van die planne, is om die bestaande ontwikkeling op 'n ge-ordende basis te bestuur binne 'n groter ontwikkelings raamwerk en om toekomstige ontwikkeling te rig. Die projek koste beloop R221 160.00 en word fondse wat deur die Provinsiale Administrasie: Wes-Kaap, Dept: Omgewingsake en Ontwikkelingsbeplanning aan die Eden Distriksmunisipaliteit beskikbaar gestel is, hiervoor aangewend.

Die firma, Londoloza, is ook gedurende die afgelope jaar aangestel om 'n omvattende erfenis studie te onderneem in Uniondale en Haarlem. Die doel van die studie is om die besondere erfenis van die gemeenskappe te beskerm en riglyne met betrekking tot toekomstige grondgebruiksaktiwiteite daar te stel. Uniondale en Haarlem het besondere geskiedkundige strukture en word daar gepoog om met die riglyne toekomstige bouaktiwiteite binne die historiese konteks te akkommodeer, ten einde ekonomiese waarde by te voeg. Die projek behoort teen einde 2006 voltooi te wees vir oorweging deur die Raad. Die projek koste beloop R291 905.60.

Een van die 'mylpale' wat bereik is, was die voltooiing van die lugopmetingsprojek vir Uniondale en Haarlem. Die projek het ten doel gehad om 'n grondgebruiks databasis daar te stel. Hierdie databasis het ingesluit alle kadastrale inligting, bestaande eiendomsgrense, kontoere, asook die ligging van alle strukture op die eiendomme. Daar kon nou, vir die eerste keer, 'n raamwerk gebruik word waarop besluitneming gerig kon word. Die databasis is ook aangewend vir die opstel van die ruimtelike planne waarna daar reeds verwys is en wat op 'n konsep dokument stadium is. Die projek koste het R139 705.00 beloop en is onderneem deur Azur Lugopmetings. Die projek is befonds deur fondse ontvang van die Department Omgewingsake en Ontwikkelingsbeplanning.

Die afdeling het ook gedurende die afgelope jaar 'n grondgebruikskaart vir Uniondale en Haarlem opgestel, om die bestaande grondgebruike in die twee nedersettings te reflekteer. Die kaart sal ook as basis vir die opstel van die nuwe skema regulasies gebruik word, wanneer die suksesvolle konsultante deur die bodkomitee aangestel word.

Die administratiewe personeel is tans besig om 'n omvattende leër stelsel te skep vir alle eiendomme in die distriksbestuursgebied (DBG), met die fokus op Uniondale en Haarlem. Tydelike personeel is aangestel om met die taak behulpsaam te wees. Ongeveer 1500 (een duidend vyf honderd) eiendomsleërs is intussen oopgemaak vir die dorpe en sowat (twee honderd en dertig) 230 vir die landelike gebied. Die doelwit is om alle inligting wat verband hou met die betrokke eiendom, in 'n leer te vervaar. Dit sluit onder andere huurkontrakte, bouplanne, grondgebruike, aansoeke, waardasies, LG diagramme, titelaktes, ens in. Die doelwit van die stelsel is om amptenare en raadslede in staat te stel om ingeligte besluite te neem rakende die betrokke eiendom wat ter sprake mag wees.

In terme van boubeheer het die afdeling verskeie grondeienaars per skrywe in kennis gestel van onwettige bouaktiwiteite, waar aktiwiteite onderneem is sonder dat die voorgeskrewe bouplanne ingedien en goedgekeur is. 'n Opname is gemaak van elke erf waar daar die afgelope tyd bouwerk gedoen was of nog besig is.

Dit is gedoen om sodoende te bepaal of daar wel bouplanne ingedien was vir die aanbouings of nuwe geboue. Tot op hede is daar ± een honderd en vyftien (115) persele waar daar tans gebou word. Omtrent 40 % van die persele het goedgekeurde bouplanne waarvan die bouplanfooië nog nie eers betaal is nie, 40 % van die bouplanne is betaal en 20 % besit geen bouplanne nie. In die afgelope 3 maande is daar 13 bouplanne ingedien, waarvan tot op hede nog net vyf (5) goedgekeur kon word. Van die ander agt (8) planne is daar nog bouplanfooië of ingenieurs sertifikate of spesifikasies of terreinplanne wat nog ontbreek, alvorens die bouplan goedgekeur kan word.

In die hofsak teen Mnr C Chetty van erf 846 Uniondale was 'n uitspraak deur die hof gegee wat nog nie finaal deur die Munisipaliteit uitgevoer was nie. Die Boubeheerafdeling is tans besig om die saak weer te herroep om die gebou te kan sloop. Die saak is tans by ons regsafdeling.

Die Eden Distriksmunisipaliteit is slegs een van drie plaaslike owerhede in die streek wat oor die kundigheid van 'n omgewingsbeampte beskik en was die eerste in die streek. Mnr Reggy Nkosi se salaris word vir die eerste jaar van die drie jaar aanstelling befonds deur WWF. Die eenheid lewer onder andere kommentaar op ontwikkelingsaansoeke en omgewingsgesondheids kwessies en is betrokke by die uitroei van indringerplante op raadseiendom, die samestelling van die 'state of environment report' wat vereis word asook omgewingsimpakstudies. Die finale tender inhoud word tans voorberei vir advertering.