

WEST COAST DISTRICT MUNICIPALITY DRAFT ANNUAL REPORT 2013 / 2014



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CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: EXECUTIVE MAYOR OVERVIEW

MAYOR’S FOREWORD



MAYOR'S FOREWORD

a. Vision

(A succinct narrative on the direction of travel, key strategic objectives and the major changes that are being addressed). This is the most important single statement in the Annual Report.

b. Key Policy Developments

(This is based on Strategic alignment to the Provincial Growth and Development Strategy, and the IDP strategies included in the IDP especially with focus on impact and outcome achieved – bearing in mind that foreword provides details that should be included in the chapters to follow.

c. Key Service Delivery Improvements

(Comment on the major successes of the year included and provide an indication of challenges overcome.)

d. Public Participation

(Methods and/or processes used to increase public awareness on service availability engage public in decision making and improve accountability to communities.)

e. Future Actions

(Initiatives committed whereby service delivery will be improved over the next few years.)

f. Agreements / Partnerships (announcements on special partnerships initiated)

g. Conclusion

Final thoughts on the year.

(Signed by :) _____

Mayor/Executive Mayor

Delete Directive note once comment is complete – The Mayor may wish to make brief mention of initiatives attempted that were not entirely successful in the interests of accountability and forming a closer, trusting relationship with the community

T 1.0.1

EXECUTIVE MAYOR: CLLR JH CLEOPHAS



COMPONENT B: EXECUTIVE SUMMARY

1.1 MUNICIPAL MANAGERS OVERVIEW

MUNICIPAL MANAGERS FOREWORD



MUNICIPAL MANAGER'S OVERVIEW

Delete Directive note once comment is complete - Municipal Manager to provide brief comments on improvements made to service delivery and 'mechanisms' or initiatives' initiated during the year to improve overall efficiency and effectiveness of municipal activities. Provide specific references with regard to: (i) the alignment of services to IDP indicators and Council priorities; (ii) service delivery performance; (iii) financial sustainability as represented by the financial health ratios; (iv) the efforts the municipality is making to conserve power and water in its offices and other facilities to compliment the conservation measures its residents are being requested to adopt in their own housekeeping; and (v) provide details of administrative policies made during the year reflecting the pressures from the world recession that impact on everyone (e.g. restrictions on conferences and other events outside your municipality and the use of meeting accommodation other than your municipality's own venues). See also Compiler's Guide.

Please describe any shared service arrangements (e.g. sharing ICT; payroll, billing, revenue collection; or internal audit) your municipality has entered into with other municipalities (or other organisations). Give the reasons and the effects.

T 1.1.1

MUNICIPAL MANAGER: MR HF PRINS



1.2 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

The West Coast District Municipality, a category C municipality comprises of five local municipalities. The District covers an area 31 099 km² (31 124.24km²)¹. Statistics South Africa (2001) estimated the population of the entire West Coast region at 282 671.

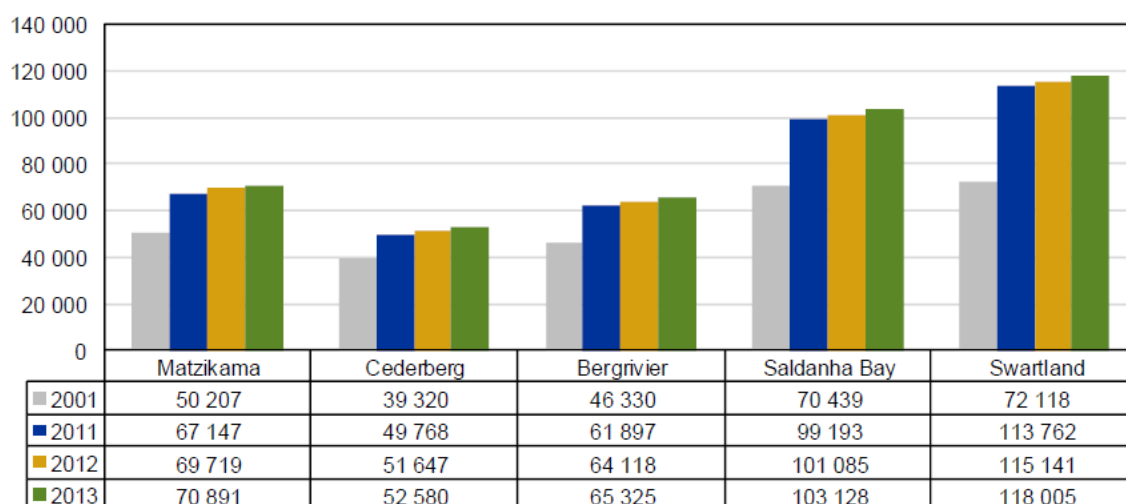
West Coast District



Headquarters of the B-Municipalities

Code	Local Municipality	Headquarters
WC013	Bergrivier Municipality	Piketberg
WC012	Cederberg Municipality	Clanwilliam
WC011	Matzikama Municipality	Vredendal
WC014	Saldanha Bay Municipality	Vredenburg
WC015	Swartland Municipality	Malmesbury

Population size of the West Coast District



Source: Stats SA, Census 2001, Census 2011 and Quantec 2012, 2013 projections

All the municipalities within the West Coast District experienced increases in its total population from 2001 to 2011. The slowest growth was recorded in Cederberg at 26.6 per cent and the fastest population growth was recorded in Saldanha and Swartland municipalities 40.8 to 57.7 per cent respectively over the reporting period. The projections for 2013 are in line with the prevailing trends for the past decade. At Municipal level, (70 891) and Cederberg (52 580) display the largest variances from the 2012 figures. The economically strong municipalities of Saldanha Bay and Swartland display negligible increases for 2013.

West Coast District at a glance

Population	2001	2011
Total number	282 673	391 766
Percentage share	2001	2011
African	9.8	16.5
Coloured	72.4	67.1
Indian/Asian	0.3	0.6
White	17.5	15.8
Socio-economic indicators		
Education		2011
Literacy rate		79.1%
Health		2013
<i>Number of Primary Health Care Facilities 2013 -</i> 26 Clinics, 20 Satellite clinics, 20 mobile clinics, 1 Comm. Centre		67
Immunisation rate		96.3%
Crime (numbers)		2012/2013
Murder		136
Total sexual crimes		732
Drug related crimes		5 363
Poverty levels		2013
Number of indigent households		18 248
Unemployment rate - 2013		14.5%
Access to housing and municipal services (Percentage share of households with access)	2001	2011
Formal dwellings	85.5%	93.0%
Informal dwellings	6.0%	7.0%
Electricity for lighting	88.1%	89.4%
Flush toilets (sewerage system)	85.5%	92.0%
Piped water inside dwelling	98.2%	99.1%
Refuse removal (by local authority at least once a week)	69.0%	77.0%
Economy		
GDP-R - 2011		R10.261 billion
Average annual growth, 2000 - 2010		3.3%
Largest sector contributions to GDP-R (% composition: 2011)		
- Finance, insurance, real estate and business services - 25.6%		
- Manufacturing - 17.7%		
- Agriculture; hunting; forestry and fishing - 14.6%		

Source: Western Cape Government Provincial Treasury: Regional Development Profile 2013



Population Groups

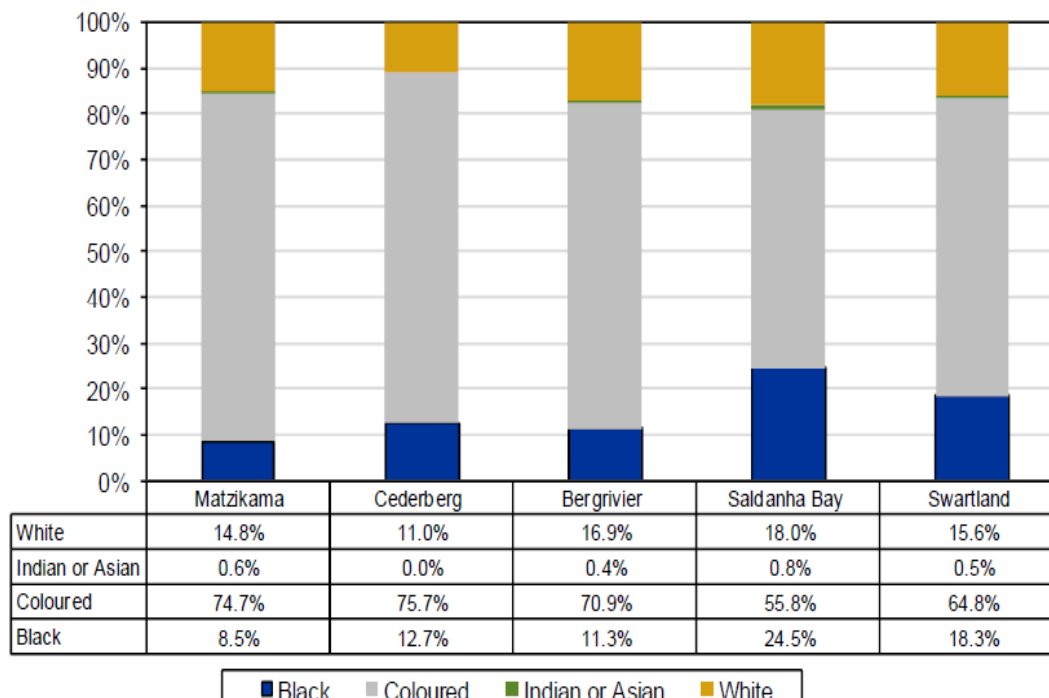
Migration patterns, in turn have implications for current and future demand for municipal services. In addition, population disaggregation provides insights into the service levels of the various racial groups to the employment opportunities and government services. These dynamics hold implications for government planning, including the delivery of education, health, housing and basic services.

West Coast District Municipality Population Groups, 2001 and 2011

Population Group	2001	Percentage of Population 2001	2011	Percentage of Population 2011	Average Annual Growth rate 2001 - 2011 %
African	27 737	9.8	64 110	16.5	15.0%
Coloured	204 628	72.4	260 850	67.1	4.1%
Indian or Asian	856	0.3	2 181	0.6	16.9%
White	49 450	17.5	61 527	15.8	3.7%
Total	282 672	100.0	388 668	100.0	5.5%

Source: Statistics South Africa, Census 2011

West Coast District Population Groups



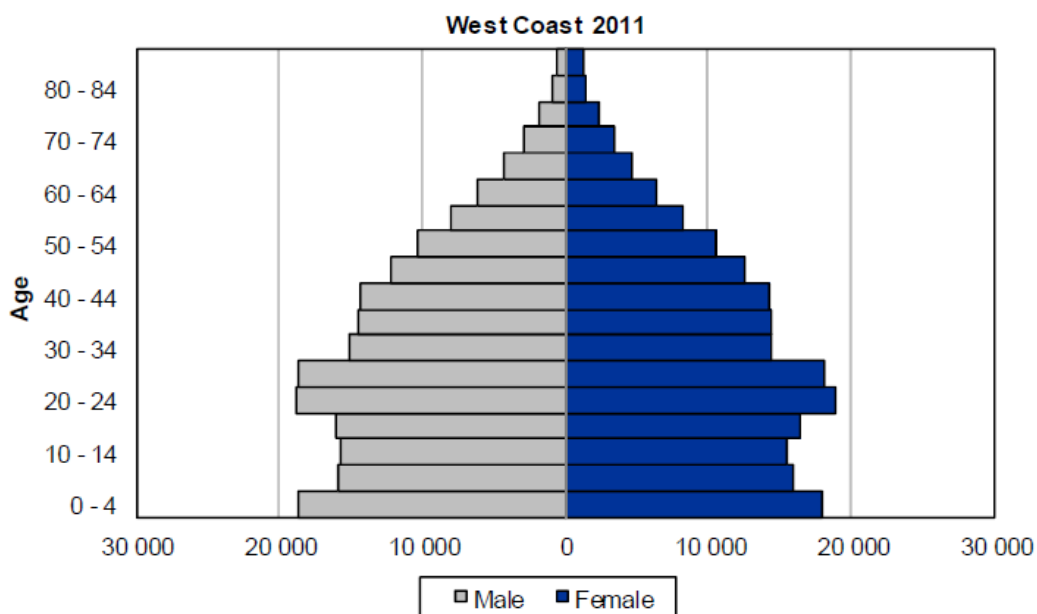
Source: Statistics South Africa, Census 2011

Age Distribution



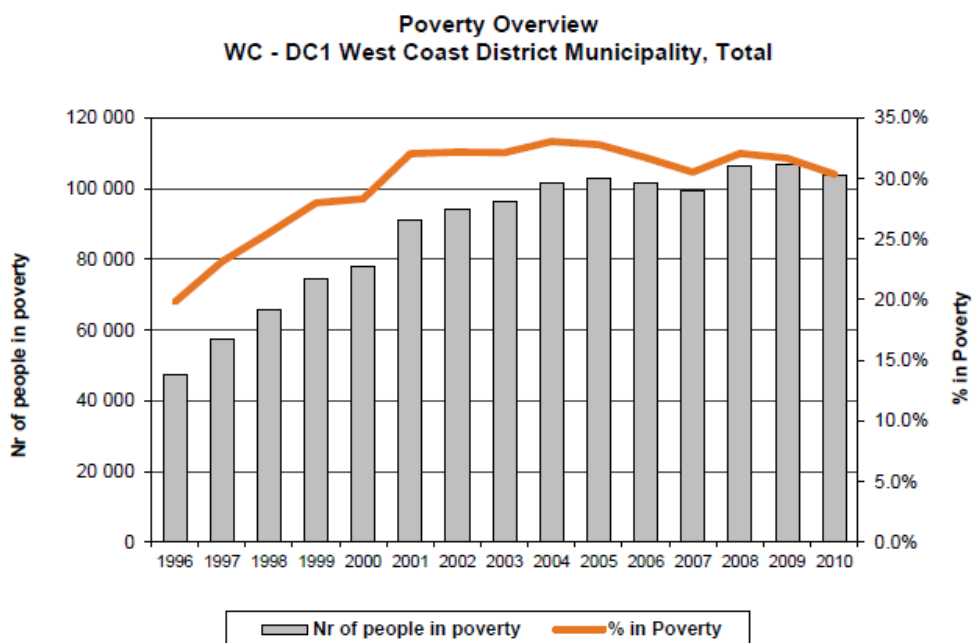
Statistics of the age distribution of a particular population can assist in targeting resources more appropriately toward the relevant age groups.

West Coast District Population Pyramid



Source: Statistics South Africa, Census 2011

West Coast Poverty Overview



Source: Global Insight Regional Explorer, 2011



Poverty rate 2001, 2007 and 2011

Code	Municipality	2001	2007	2010
D014	WC014: Saldanha Bay Local Municipality	22.3%	22.8%	23.9%
D015	WC015: Swartland Local Municipality	32.8%	27.6%	26.8%
D013	WC013: Bergrivier Local Municipality	34.2%	34.0%	33.8%
D011	WC011: Matzikama Local Municipality	35.3%	33.5%	31.7%
D012	WC012: Cederberg Local Municipality	41.2%	41.9%	42.7%
DC01	WC - DC1 West Coast District Municipality	32.0%	30.5%	30.4%

Source: Global Insight Regional Explorer, 2011

West Coast HIV Prevalence and Care

Municipalities	ART Patient Load; June 2010	ART Patient Load; June 2011	Number of Anti-Retroviral Treatment (ART) Sites; June 2010	Number of Anti-Retroviral Treatment (ART) Sites; June 2011	PCR test result - positive 2010/11	Accept PCR test 2010/11	HIV transmission rate of infants 2010/11
West Coast District	2 149	3 205	4	17	22	507	4
Matzikama Local Municipality	272	368	1	1	6	50	12
Cederberg Local Municipality	448	586	1	5	7	162	4
Bergrivier Local Municipality	0	253	0	9	3	34	9
Saldanha Bay Local Municipality	657	959	1	1	6	159	4
Swartland Local Municipality	772	1 039	1	1	0	101	0
West Coast DMA	0	0	0	0	0	1	0

Source: Western Cape Department of Health, 2010 and 2011

⁶ Based on 2011 population projection totals from the Demographics section above.

SOCIO ECONOMIC STATUS

Year	Unemployment rate	Proportion of low-skilled employment	HIV/AIDS Prevalence
2011/2012		28% (2007)	3205 ART patients
2012/2013	14.6%		3547 ART patients
2013/2014	14.6%		4561 ART patients



Comparison of Labour force across the Local Municipalities in the West Coast District

Municipalities	Labour force	Percentage of district labour force	Employed	Percentage of district employed	Unemployed	Percentage of district unemployed	Unemployment rate (Percentage)
Matzikama	20 803	16.0	16 617	15.1	4 186	20.7	20.1
Cederberg	14 655	11.3	13 309	12.1	1 346	6.7	9.2
Bergrivers	19 393	14.9	17 332	15.8	2 061	10.2	10.6
Saldanha Bay	38 098	29.3	31 268	28.5	6 830	33.8	17.9
Swartland	34 325	26.4	29 182	26.6	5 143	25.4	15.0
West Coast DMA	2 703	2.1	2 059	1.9	644	3.2	23.8
West Coast District*	129 979	100.0	109 769	100.0	20 210	100.0	15.5

* Weighting of data leads to the introduction of decimal fractions. These fractions have been rounded to whole numbers. The sum of the separate numbers may therefore differ slightly from the totals given. A similar effect can be seen with the percentages, which are rounded to one decimal place, and therefore might not always total 100.

Source: Statistics South Africa, Community Survey 2007

Characteristics of the Unemployed

West Coast District	Unemployment rate within group	Percentage share of the labour force	Percentage share of unemployed
Gender			
Male	13.2	56.3	47.8
Female	18.6	43.7	52.2
Population group			
African	25.8	10.6	17.6
Coloured	17.0	70.4	76.9
Indian or Asian	8.0	0.2	0.1
White	4.4	18.7	5.3
Age			
15 - 19	51.6	6.0	20.0
20 - 24	27.2	13.9	24.3
25 - 34	15.2	29.7	28.9
35 - 44	10.1	27.6	17.9
45 - 54	7.2	16.4	7.6
55 - 65	3.0	6.5	1.3

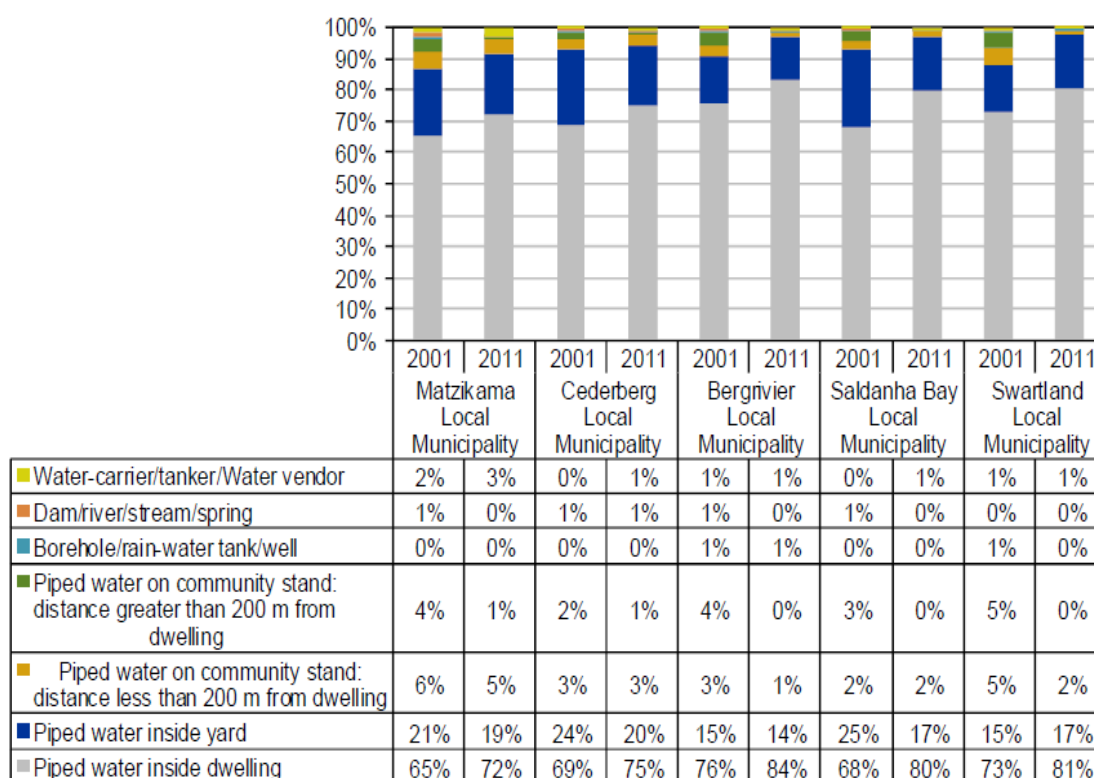
Source: StatsSA, Community Survey 2007

SERVICE DELIVERY OVERVIEW

1.3 INTRODUCTION

The West Coast District Municipality is responsible for the delivery of basic services in terms of bulk water provision to local municipalities, maintenance of provincial roads on an agency basis for the Western Cape Department of Transport and Public Works and for spatial planning and planning on a regional basis. No households are provided with basic services by the District Municipality.

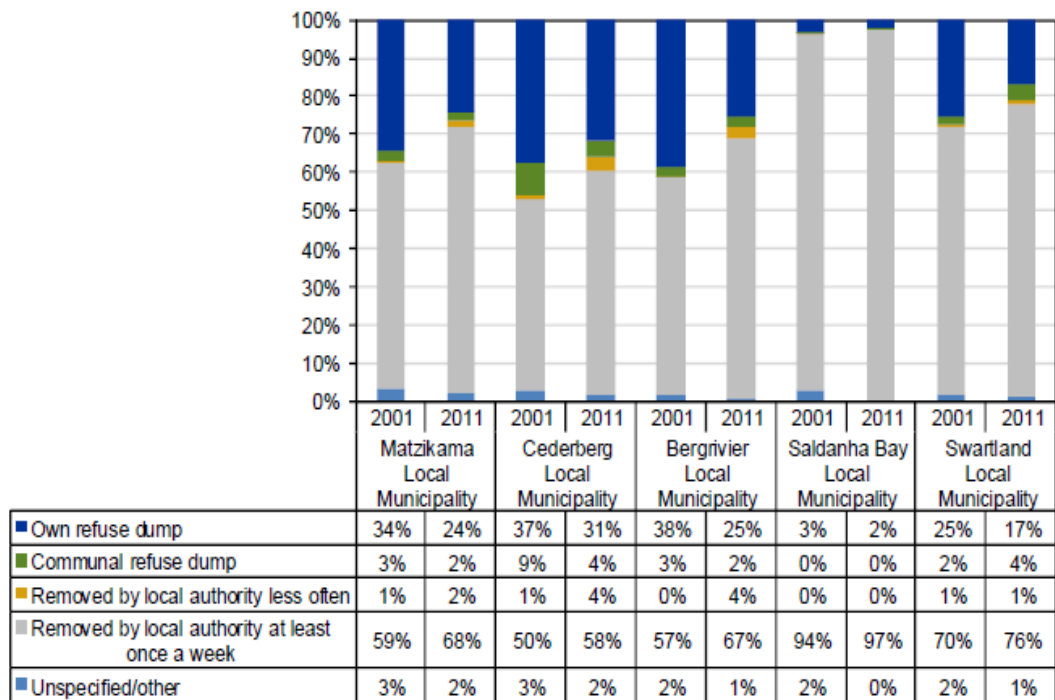
Access to water in the West Coast District 2001, 2011



Source: Stats SA, Census 2011

Household access to water in the West Coast District has also improved considerably between 2001 and 2011. When looking at general access to water, the proportion of households with access to piped water within their dwelling increased from 71.9 to 77.4 per cent on average in all the municipalities in the West Coast District. As a result, there was a noticeable decrease in other less convenient sources such as piped water inside yard and outside yard (from 26.4 per cent to 21.1 per cent).

Access to Refuse Removal in the West Coast District, 2001 – 2011 Percentage Share Comparison



Source: Statistics South Africa, Census 2001 and 2011

1.4 FINANCIAL HEALTH OVERVIEW

Introduction

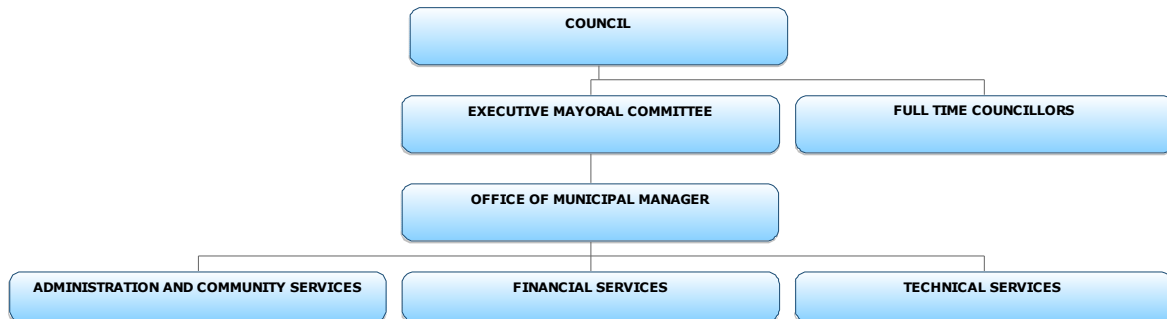
Financial Overview 2013/2014				R' 000
Details	Original budget	Adjustment Budget	Actual	
Income				
Grants	73	86	78	
Taxes, Levies and tariffs	77	77	82	
Other	79	85	84	
Sub Total	229	248	244	
Less Expenditure	273	292	275	
Net Surplus / (Deficit)	(44)	(44)	(31)	
				T1.4.2

Operating Ratios	
Detail	%
Employee Cost	25%
Repairs & Maintenance	8%
Finance Charges & Depreciation	11%
T1.4.3	

Total Capital Expenditure: Year -1 to Year 1				R'000
Detail	2011 / 2012	2012/2013	2013/2014	
Original Budget	71,494,400	62,935,130	30,810,300	
Adjustment Budget	71,494,400	62,935,130	30,810,300	
Actual	70,189,260	62,964,873	31,671,142	
				T1.4.4



1.5 ORGANISATIONAL DEVELOPMENT OVERVIEW



The District Municipality's macro-organisational structure constitutes the Council's policy according to which the micro-organisational structure had been developed. The District Municipality consists of three departments with their respective division as well as the Office of the Municipal Manager. The three departments report to the Municipal Manager.

It is as follows:

(a) **Office of the Municipal Manager**

- Human Resources
- Internal Auditing
- Strategic Services
- Social and Community Development
- Tourism

(b) **Department: Administration and Community Services**

- Administration
- Air Quality
- Municipal Environmental Health
- Municipal Environmental Management
- Disaster Management
- Fire Services
- Public Relations

(c) **Department: Financial Services**

- Financial Management and Control
- Income
- Expenditure
- Supply Chain Management
- Information Technology
- Ganzekraal Resort

(d) **Department: Technical Services**

- Town and Regional Planning



- Roads Construction and Maintenance
- Mechanical Workshops
- Water Purification
- Water Distribution
- Civil Engineering Projects

The respective departments are responsible for the following functions:

(a) **Office of the Municipal Manager**

- Human Resource Development
- Occupational Health and Safety
- Training and Development
- Employment Equity
- Employment Assistance Programme
- Organisational and Workstudy
- Labour Relations
- Internal Auditing
- Internal Audit Risk Management
- Strategic Management
- Strategic Programmes
- IDP/LED
- Social and Community Development
- Tourism Marketing and Development

(b) **Department: Administration and Community Services**

- Archive services
- Secretariat services
- Public Relations
- Legal Support services
- Reprographic services
- Cleaning services
- Municipal Environmental Health
- Air Quality Control
- Environmental Management
- Fire and Rescue services
- Disaster Management
- Administrative support services

(c) **Department: Financial Services**

- Financial Statements
- Budget Control
- Information Technology
- Revenue (Income)
- Expenditure Control
- Supply Chain Management
- Asset control
- Resort management



(d) **Department: Technical Services**

- Construction of Roads
- Maintenance of Roads
- Water purification
- Bulk water supply
- Building maintenance
- Town and Regional Planning
- Mechanical workshops
- Project management
- Technical support (electrical, instrumentation, etc)



1.6 AUDITOR-GENERAL REPORT 2011/2012 AND 2012/2013

During the 2011 / 2012 and 2012/2013 financial years a Clean Audit Report was obtained.

Commitment to Clean Audit Target

The WCDM achieved a clean audit for the two financial years and strived to sustain the audit opinion / outcome therefore the clean audit in the following year.

Political Commitment to sustaining Clean Audit Opinion

- Mayor leads commitment to improve and sustain good governance
- All councillors committed and understand their oversight role (Training initiatives)
- Creating positive environment for administration to focus on implementation

Level of progress made

1. IT Controls

- Established an IT governance framework that supports and enables the business, delivers value and improves performance.
- Designed and implemented formal controls over IT systems to ensure the reliability of the systems and the availability, accuracy and protection of information.

2. Milestones achieved

- Management has ensured that adequate and sufficiently skilled resources are in place and that performance is monitored.
- Policies and procedures have been established and communicated to all role-players to enable and support understanding and execution of internal control objectives, processes and responsibilities.
- Proper record keeping were implemented in a timely manner to ensure that complete, relevant and accurate information is accessible and available to support financial and performance reporting.



1.7 STATUTORY ANNUAL REPORT PROCESS

No	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period.	August
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise 4 th quarter Report for previous financial year	
4	Submit Draft 2013/14 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	November
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General.	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General assesses draft Annual Report including consolidated Annual Financial Statements and Performance data	September - October
12	Municipalities receive and start to address the Auditor General's comments	November
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	December
15	Oversight Committee assesses Annual Report	January / February
16	Council adopts Oversight report	
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	January / February
19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input.	

COMMENT ON THE ANNUAL REPORT PROCESS

In terms of Section 129 of the MFMA, every municipality must within nine months after the end of a financial year deal with the annual report of the municipality. A copy of the Draft Annual Report 2013/2014 in the new format as prescribed by Treasury Circular Mun No. 30/2012 was submitted to Management and the Auditor-General on the 04th August 2014 for scrutinisation. After approval of the Draft Annual Report, submission of the Annual Report to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province. Afterwards the annual report is advertised for public comments.



CHAPTER 2: GOVERNANCE

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

2.1 POLITICAL GOVERNANCE

Overview to indicate how comprehensive political oversight is within the municipality currently.

As committee members have, or are able to, develop specialised skills, the quality of the work done by committees is potentially of a higher standard than larger structures. A committee's composition is normally representative of all of the political parties

Sections 79 and 80 create non-executive and executive committees: Section 79 committees are non-executive committees that may be established for the effective and efficient performance of any of a municipal council's functions, or the exercise of any of its powers, provided that the municipal council determines the functions of a committee and delegates duties and powers to it. The council must appoint the chairperson, and may authorise a committee to co-opt advisory members who are not members of the council within the limits determined by the council. The council may also determine a committee's procedure.

Section 80 committees are provided for to assist the executive committee or executive mayor. If a municipal council has an executive committee or executive mayor, it may appoint, in terms of section 79, committees of councillors to assist the executive committee or executive mayor. Such committees may not in number exceed the number of members of the executive committee or mayoral committee. The executive committee or executive mayor appoints a chairperson for each committee from the executive committee or mayoral committee, and may delegate any powers and duties of the executive committee or executive mayor to the committee. Section 80 committees must report to the executive committee or executive mayor in accordance with the directions of the executive committee or executive mayor.

Oversight Committee

The Oversight Committee at the West Coast DM is established in terms of Section 79 of the Municipal Structures Act. Only non-executive members serve on the Oversight Committee.

The composition of the Oversight Committee follows the MFMA Circular 32 guidance on the oversight process when considering the Annual Report and producing the Oversight Report.

The Oversight committee could be responsible for the detailed analysis and review of the annual report and then drafting an oversight report that may be taken to full council for discussion. Such a committee may receive and review made by the public and also seeks inputs from other councillors and council portfolio committees.

Municipalities should take into account all costs of the various mechanisms (oversight committee and other meetings) for reviewing the annual report and preparing an oversight report – the cost needs to be balanced against the need for transparency, good governance practice and accountability, the capacity of the municipality and the need for an effective process within the time allowed.

Audit Committee

Section 166 (1) of the Municipal Finance Management Act, Act 56 of 2003 (MFMA) states *“that each municipality or municipal entity must have an Audit Committee”* and Section 166(4) (a) of the MFMA that *“an Audit Committee must consist of at least three persons with appropriate experience”* The Audit Committee is an independent advisory body and currently consists of five members that are appointed by the Council. With reference to the West Coast District Municipality Audit Charter the Committee assist the Council by providing inputs to ensure effective systems that complement service delivery, safeguarding of municipal assets the maintenance of financial records, risk management, corporate governance and an effective internal control system. The Audit Committee also investigates matters within the scope of the Committee’s duties if referred to by Council or the Municipal Manager.

Provides independent specialist advice on financial performance, efficiency and effectiveness, performance management and compliance with legislation



MEMBERS OF THE EXECUTIVE MAYORAL COMMITTEE



Executive Mayor: Cllr JH Cleophas



Speaker: Cllr A Kruger



Executive Deputy-Mayor: Ald JJ Josephus

Members of the Executive Mayoral Committee

	
<p style="text-align: center;">Cllr AP Mouton</p> <p style="text-align: center;">Chairperson: Portfolio Committee: Finance</p>	<p style="text-align: center;">Cllr M Koen</p> <p style="text-align: center;">Chairperson: Portfolio Committee: Strategic Support and Economic Development</p>

	
<p style="text-align: center;">Late Cllr IF Julies: 01 July 2013 – 24 February 2014</p> <p style="text-align: center;">Cllr WD Loff</p> <p style="text-align: center;">Chairperson: Portfolio Committee: Administration and Community Services</p> <p style="text-align: center;">(from 25 March 2014 – 30 June 2014)</p>	<p style="text-align: center;">Cllr BJ Stanley</p> <p style="text-align: center;">Chairperson: Portfolio Committee: Infrastructure Services</p>

FUNCTION: EXECUTIVE AUTHORITY AND COUNCIL

The West Coast District Municipality consists of 24 councillors of which 40% have been directly elected (proportional). 60 % of the remaining representation is members who have been elected from the municipalities with the district municipality's area of jurisdiction.

The 60% are representatives from the following municipalities:

Swartland Municipality	4 representatives
Cederberg Municipality	2 representatives
Bergrivier Municipality	2 representatives
Saldanha Bay Municipality	4 representatives
Matzikama Municipality	2 representatives

The Mayoral Committee is comprised of the chairs of the respective portfolio committees which have been established in terms of Section 80 of the Local Government: Municipal Structures Act (117 of 1998).

Mayor	Cllr JH Cleophas
Deputy Mayor	Ald JJ Josephus
Speaker	Cllr A Kruger

The Section 80 committees advise and make recommendations to the Executive Mayoral Committee and Council.

The following Section 80 committees have been established and the chairs of these committees are as follows:

Portfolio Committee: Strategic Support and Economic Development	Cllr M Koen
Portfolio Committee: Finance	Cllr AP Mouton
Portfolio Committee: Administration and Community Services	Late Cllr IF Julies 1 July 2013 – 24 February 2014 Cllr WD Loff: 25 March 2014 – 30 June 2014
Portfolio Committee: Infrastructure Services	Cllr B Stanley

Members of the Council are as follows:

Speaker	Cllr A Kruger	DA	Saldanhabay Municipality
Executive Mayor	Cllr JH Cleophas	DA	Swartland Municipality
Executive Mayoral Committee	Ald JJ Josephus	DA	West Coast District Municipality
Executive Mayoral Committee	Cllr M Koen	DA	West Coast District Municipality
Executive Mayoral Committee	Cllr AP Mouton	DA	West Coast District Municipality
Executive Mayoral Committee	Late Cllr IF Julies 01 July 2013 – 24 February 2014 Cllr WD Loff 25 March 2014 – 30 June 2014	DA DA	Matzikama Municipality West Coast District Municipality
Executive Mayoral Committee	Cllr BJ Stanley	DA	Swartland Municipality

Councillors		
Cllr J Swart	ANC	West Coast District Municipality
Cllr R Skei	ANC	West Coast District Municipality
Late Cllr C Ovies 01 July 2013 – 28 February 2014	ANC	West Coast District Municipality
Ald E Plaatjies 19 March 2014 – 30 June 2014		
Cllr NG Delpont	ANC	West Coast District Municipality
Cllr CH Heyns	DA	West Coast District Municipality
Cllr WD Loff	DA	West Coast District Municipality
Cllr MR Smit	DA	West Coast District Municipality
Cllr CJ Snyders	DA	Bergivier Municipality
Cllr SR Claasen	ANC	Bergivier Municipality
Cllr J Barnard	DA	Cederberg Municipality
Cllr JJ Fransman	ANC	Cederberg Municipality
Cllr EL Mqingi	ANC	Matzikama Municipality
Cllr A Sindyamba 19 March 2014 – 30 June 2014	DA	Matzikama Municipality
Ald JJ Cillie	DA	Saldanhabay Municipality
Cllr ST Vries	DA	Saldanhabay Municipality
Ald NV Mgoqi	ANC	Saldanhabay Municipality
Ald NJA Rust	DA	Swartland Municipality
Cllr NS Zatu	ANC	Swartland Municipality

The Council meets once per quarter and the Council has also delegated all powers and functions (except those functions which according to law cannot be delegated) to the Executive Mayor. In this way, effective service delivery can be accelerated.

Appendix A where a list of Councillors can be found (including committee allocations and attendance at council meetings).





Appendix B which sets out committees and committee purposes.



2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

In terms of Section 60(b) of the MFMA: The Municipal Manager of a municipality is the accounting officer of the municipality for the purposes of this Act and must provide guidance on compliance with this Act to political structures; political office bearers, and officials of the municipality and any entity under the sole or shared control of the municipality.

OFFICE OF THE MUNICIPAL MANAGER		
	 <p>MUNICIPAL MANAGER: MR HF PRINS</p>	
 <p>DIRECTOR ADMINISTRATION AND COMMUNITY SERVICES: MR W MARKUS</p>	 <p>DIRECTOR FINANCE: MR J KOEKEMOER</p>	 <p>DIRECTOR: INFRASTRUCTURE MR H MATHEE</p>

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

2.3 INTERGOVERNMENTAL RELATIONS

NATIONAL INTERGOVERNMENTAL STRUCTURES:

- IDP Managers forum,
- LED Managers forum,
- Various SALGA National working groups,

PROVINCIAL INTERGOVERNMENTAL STRUCTURES:

- Premiers Co-ordinating Forum ‘
- Technical Committee,
- Western Cape Municipal Manager’s forum, the
- Chief Financial Officers forum,
- Provincial IDP Managers forum, -
- LED Managers forum, the
- Various SALGA Provincial working groups,
- Provincial Public participation forum and others.

RELATIONSHIPS WITH MUNICIPAL ENTITIES:

No Municipal entities

DISTRICT INTERGOVERNMENTAL STRUCTURES:

- District Co-ordinating Forum and Technical Committee (Municipal Managers Forum),
- IDP Co-ordinating Committee,
- Multi-Sectoral Forum,
- District Safety Forum,
- Disaster Management Advisory Forum,
- IDP LED Managers forum incorporating public participation,
- District Internal Auditors forum and others,
- Regular bi-lateral engagements between district and local municipalities and with the respective provincial and national sector departments.

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

Section S15 (b) of the Municipal Systems Act (MSA), requires a municipality to establish and organise its administration to facilitate and cultivate a culture of accountability amongst its staff. S16 (i) states that a municipality must develop a system of municipal governance that complements formal representative governance with a system of participatory governance. S18 (i) (d) requires a municipality to supply its community with information concerning municipal governance, management and development.

COMMENT ON PUBLIC ACCOUNTABILITY

Public participation, accountability and citizen engagement are achieved through a structured process of targeted public stakeholder engagement. This process is driven in conjunction with all the local municipalities in the district, using a shared platform of public engagement at the municipal level, and is further enhanced through direct engagements with the local municipalities in the district. In this regard, priority issues emanating from the local municipality areas are incorporated into the strategic planning of the District Municipality and, where applicable, referred to the relevant sector department.

In addition, the West Coast District Municipality also promotes and supports district-wide public participation and the mobilisation of civil society through initiatives aimed at strengthening the functioning of ward structures throughout the region.



2.4 PUBLIC MEETINGS

Public Meetings					
Nature and purpose of meeting	Date of events	Number of participating Municipal councillors	Number of participating Municipal administrators	Number of community members attending	Dates and manner of feedback given to community
B Municipal level engagements <ul style="list-style-type: none"> • Swartland • Matzikama • Bergrivier • Saldanha 	22 January 2014 4 February 2014 3 March 2014 10 March 2014	Seven (7)	Five (5)		
IDP Coordinating Committee meetings (utilised for IDP process)	20 March 2014	Six (6) – WCDM Plus some councillors from B Municipalities	Twelve (12)		
IDP Indaba – West Coast (utilised for IDP process)	16 September 2013 (Special PCFTech) 10-11 February 2014	0	Three (3)		

2.5 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the section 57 managers?	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 outcomes?	Yes
Were the indicators communicated to the public?	Yes
Were the four quarters' aligned reports submitted within stipulated time frames?	Yes
* Section 26 Municipal Systems Act 2000	

COMPONENT D: CORPORATE GOVERNANCE

2.6 RISK MANAGEMENT

Risk Management is one of management's core responsibilities according to section 62 of the Municipal Finance Management Act (MFMA) and is an integral part of the internal processes of a municipality. It is a systematic and formalised process to identify, assess, manage, monitor and report risks on a continuous basis before such risks can impact negatively on the service delivery capacity of the West Coast District Municipality. When properly executed risk management provides reasonable assurance that the institution will be successful in achieving its goals and objectives.

A Risk Assessment is quarterly conducted by Risk Management Shared Services; through facilitating the process of identifying and assessing risk per Directorate to determine the magnitude of risk exposure by assessing the likelihood of the risk materialising and the impact that it would have on the achievement of objectives. The identified risks are prioritised which enables Management to focus more time, effort and resources on higher risk areas.

To mitigate the risks it is confronted with, Management implements control activities by establishing policies and appropriate procedures such as approvals, authorisations, segregation of duties, reconciliations and physical safeguards.

In addition the Risk Management Shared Services reports quarterly to the Risk management Committee on work performed and other operating measures that are of interest to the Committee.

Financial Performance: Risk Management					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	300 000	422 783	422 783	422 783	100%
Expenditure:					
Employees	107 639	362 043	362 043	362 043	100%
Repairs and maintenance					
Other	169 578	60 740	60 740	60 740	100%
Total Operating Expenditure	277 217	422 783	422 783	422 783	100%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6

2.7 ANTI-CORRUPTION AND FRAUD

FRAUD AND ANTI-CORRUPTION STRATEGY

The municipality have zero-tolerance where it comes to fraud and corruption and this is further enhanced by our fraud prevention policy.

Our officials have the ability, to report any suspected fraud or corruption anonymously on our national whistle blowing hotline 0800 701 701.

During the year under review we are delighted to report that no instances of suspected fraud or corruption took place.

Anti-corruption Strategy

The West Coast District Municipality has developed the following policy documents to prevent fraud, corruption and theft:

- Fraud Prevention Plan
- Whistle Blowing Policy

The documents provides assurance that West Coast District Municipality has a non-tolerance policy for fraudulent and corruption activities. This has led to a fraudulent and corruption free financial year for the West Coast District Municipality.

2.8 SUPPLY CHAIN MANAGEMENT (APPENDIX G)

West Coast District Municipality adopted and approved her SCM Policy on 14 December 2005.

An assessment of the Municipality's SCM policy was conducted by the Provincial Treasury in November 2010.

Recommendations were provided to the municipality in order to align the policy to the regulatory framework. The necessary amendments were made and the amended policy was submitted to Provincial Treasury for scrutiny and to determine its consistency with the Supply Chain Management legislation.

The assessment of the amended SCM policy by Provincial Treasury was very satisfactory with minor recommendations. The reviewed SCM Policy was adopted by Council on 30 November 2011.

Regulation 3 of the Supply Chain Management Policy of the West Coast District Municipality determines that each Municipality must annually review and if necessary, amend its Supply Chain Management Policy.

The Supply Chain Management Policy was again reviewed and amended with the newest Supply Chain Management prescripts and practices. The new reviewed SCM Policy was adopted by Council on 5 December 2012.

The SCM Policy of 5 December 2012 was submitted to Provincial Treasury for scrutiny and to determine its consistency with the Supply Chain Management legislation as contained in the MFMA and the SCM Regulations as well as alignment to the SCM Model Policy and SCM guidelines.

Provincial Treasury responded on 25 October 2013 and found:

- a) The Municipality's SCM Policy is of sound quality and closely to the Model Policy,*
- b) Paragraph and sub paragraph numbers are correctly numbered and are all in proper order,*
- c) The policy document is free from spelling and grammatical errors.*

Provincial Treasury's minor findings on the assessed SCM Policy was refined and considered in the next amendment of the Supply Chain Management Policy to be tabled at the next Council meeting.

2.9 BY-LAWS

In terms of Note: MSA 2000 S11 (3) (m) provides municipal councils with the legislative authority to pass and implement by-laws for the betterment of the community within the terms of the legislation

The following by-laws as published in the 2013/2014 financial year:

Date published	Government gazette nr	Name of By-Law
30 August 2013	Province of the Western Cape: Provincial Gazette 7166	Rules of order for conducting of meetings by-law of The West Coast District Municipality
6 September 2013	Province of the Western Cape: Provincial Gazette 7170	West Coast District Municipality Air Quality By-law
6 September 2013	Province of the Western Cape: Provincial Gazette 7170	Section 14 of the Promotion of Access to information Act, Act 2 of 2000

2.10 WEBSITES

Municipal Website : Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	Yes / No>	Notes
Current annual and adjustments budgets and all budget-related documents	Yes	
The previous annual report 2012/2013	Yes	
The annual report 2013/2014 to be published		Date approved
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act and resulting scorecards	Yes	
All service delivery agreements	Yes	
All long-term borrowing contracts	Yes	
All supply chain management contracts above a prescribed value (give value) for 2013/2014	Yes	
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during 2013/2014	Yes	
Contracts agreed to which subsection (1) of section 33 apply, subject to subsection (3) of that section	Yes	
Public-private partnership agreements referred to in section 120 made in	None - Not applicable	
All quarterly reports tabled in the council in terms of section 52 (d) during 2011/2012	Yes	
Note: MFMA S75 sets out the information that a municipality must include in its website as detailed above.		

Comment Municipal Website Content and Access

The Website Committee was established in June 2011. The Committee ensures that all information as required in terms of Section 75 of the MFMA is available on the website.

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

COMPONENT A: BASIC SERVICES

INTRODUCTION

The West Coast District Municipality is responsible for the delivery of basic services in terms of bulk water provision to local municipalities, maintenance of provincial roads on an agency basis for the Western Cape Department of Transport and Public Works, and for spatial planning and planning on a regional basis. No households are provided with basic services by the District Municipality.

3.1 WATER PROVISION

INTRODUCTION TO WATER PROVISION

The West Coast District Municipality (WCDM) is the bulk Water Services Provider for the southern West Coast region and provides potable water to 22 towns and 904 farmers in the region through an extensive bulk distribution system.

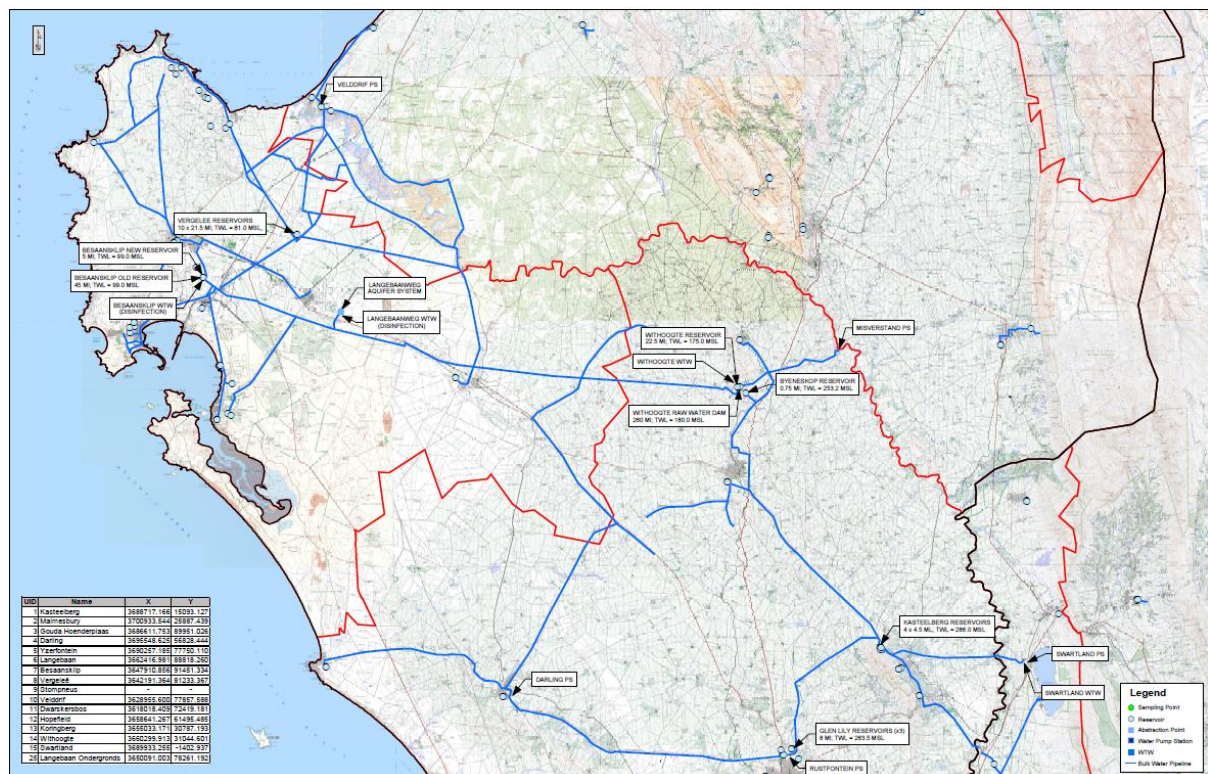


Figure 1 Map of the jurisdiction of the West Coast District Municipal area

The system consists of the Swartland Scheme in the south of the region, and the Management Scheme in the north. The Swartland Scheme supplies bulk water from the Voëlvlei Dam via the Voëlvlei Water Treatment Works

to the towns of Hermon and Gouda in the Drakenstein Municipal area and to the towns of Riebeeck West, Riebeeck Kasteel, Malmesbury (including Chatsworth, Riverlands, Abbotsdale and Kalbaskraal), Darling, Yzerfontein, Moorreesburg and Koringberg in the Swartland Municipality.

The Misverstand Scheme supplies bulk water from the Misverstand Dam via the Withoogte Water Treatment Works to the towns of Velddrif and Dwarskersbos in the Berg River Municipality, and to Hopefield, Langebaan, Saldanha Bay, Vredenburg, Paternoster, St. Helena Bay and Stompneusbaai in the Saldanha Bay Municipality. The Misverstand Scheme is augmented with extraction from the Langebaan Road aquifer at Langebaan Road.

Blue Drop awards were achieved in the years 2009, 2010, 2011 and 2012 for both these systems, as well as for the Gouda system. WCDM also received awards for the fourth best blue drop performance nationally, as well as for the third best provincially. Blue drop evaluation is done from 2013 every second year. The next evaluation is only after June 2014

The two systems are interlinked and operated as an integrated system.

The current water allocation and demand, the future demand and shortfall for 2018 as well as the quantum of this additional allocation (for next 20 years - 2033) for the system are as indicated in the table below.

Table 1 Water allocation and demand, 2013–2018

Source	Current license	License no.	2013/2014 Abstraction	Growth rate	2018 Demand	2018 Shortfall	Additional Application up to 2033
	m ³ /annum		m ³ /annum	%	m ³ /annum	m ³ /annum	m ³ /annum
Voëlvlei	4 200 000	22 062 777	6 497 447	2.8%	7 335 000	3 135 000	6 900 000
Misverstand	17 440 000	22 062 820	20 363 425	3.5%	21 482 000	4 042 000	17 199 000
Langebaan Road Aquifer	1 460 000	22 062 688	0	0.0%	1 460 000	0	0
Total	23 100 000		26 860 872		30 277 000	7 177 000	24 099 000

Growth rates

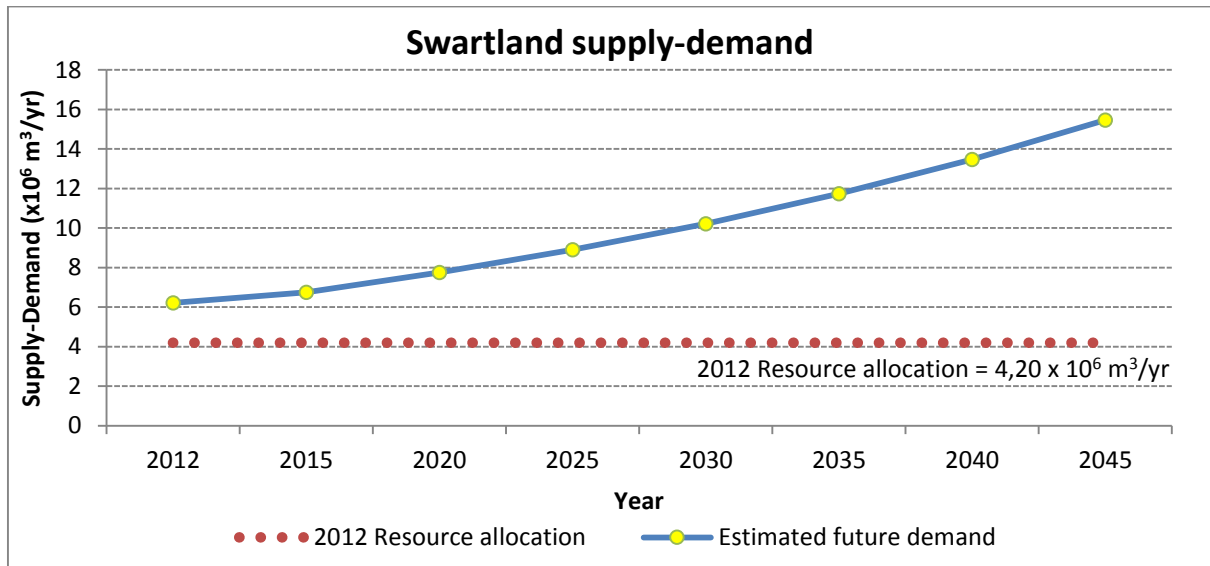
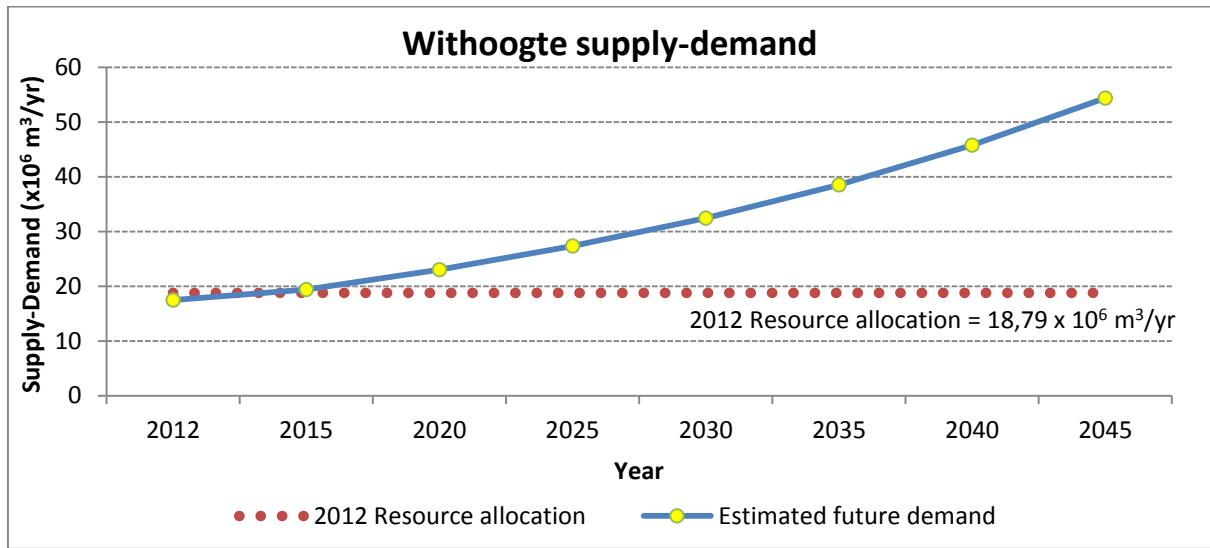
In order to prioritise upgrades to the WCDM system a future compounded growth rate for the Withoogte and Swartland systems were determined based on historic demands from 1995 to date for the respective systems. A compounded growth rate of 3,5 % was adopted for planning for the Withoogte system and 2,8 % for the Swartland system.

In order to ensure sustainable economic development in the West Coast region, where especially Malmesbury and the Saldanha Bay area have been identified as high growth potential areas, the WCDM started with a comprehensive feasibility study in 2007 to identify a sustainable long - term alternative water source for the region. Further was the Master Plan updated in June 2013 due to the high growth in the region.

The Master Plan June 2013 entails the updating of existing computer models for the Withoogte and Swartland water distribution systems, the establishment of computer models for the rural water distribution systems in the jurisdiction area of the WCDM, the linking of these models to the latest water meter data and analysis of water demand based on the treasury's financial system, followed by evaluation and master planning of the water distribution systems and the posting of all information to Infrastructure Management Query Station



Table 26 Annual Demand from Withoogte and Swartland resources (2012–2045)



COMMENT ON WATER USE BY SECTOR

Bulk water is provided by the West Coast District Municipality to three local municipalities and 904 farms in the West Coast region.

Table 37 Water consumption, 2008–2013 WATER CONSUMPTION

Year	Quantity (kilolitres)			Losses	
	Raw water withdrawn	Purified water delivered	Water Sales	Purification	Distribution
2008/2009	24 585 837	23 083 499	21 790 185	6.11 %	5.60 %
2009/2010	24 315 601	22 769 765	22 076 522	6.36 %	3.04 %
2010/2011	24 314 294	22 777 941	21 496 174	6.32 %	5.63%
2011/2012	25 205 808	23 692 176	22 490 474	6.01 %	5.07 %
2012/2013	26 220 257	24 550 591	23 328 832	6.37 %	4.98 %
2013/2014	26 860 870	24 896 806	23 662 082	7.31 %	4.96 %

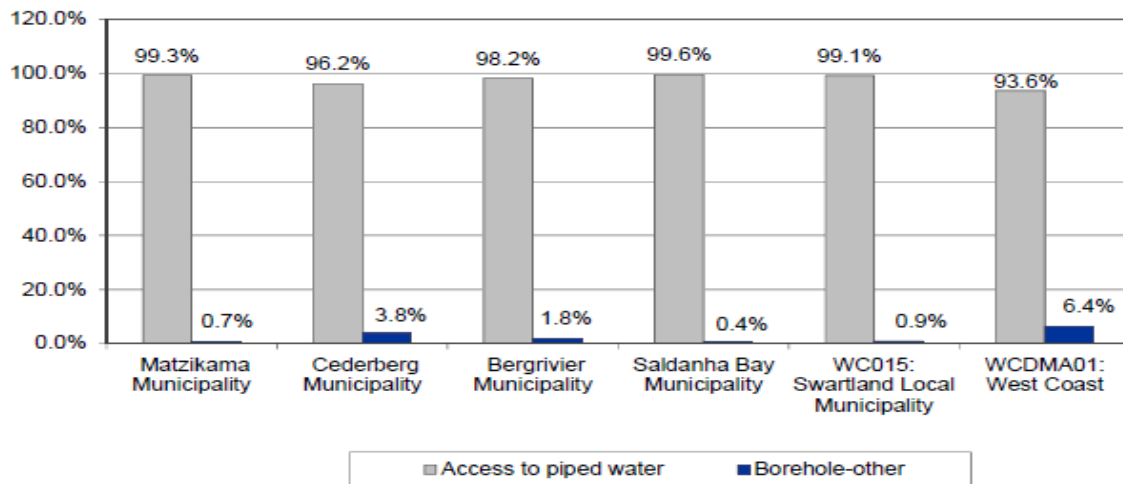
Table 48 Access to water in the West Coast District, 2001 and 2007

Water source	Census 2001	Per cent share of households 2001	Community survey 2007 estimates	Per cent share of households 2007	Average annual growth 2001 - 2007
Piped water inside the dwelling	53 438	69%	66 275	87%	4%
Piped water inside the yard	16 117	21%	7 191	9%	-13%
Piped water from outside the yard	6 497	8%	1 768	2%	-20%
Other	1 618	2%	991	1%	-8%
Total	77 670	100%	76 225	100%	0%

Source: StatsSA, Community Survey 2007



Table 59 Access to water in the West Coast District: percentage share comparison



Source: StatsSA, Community Survey 2007

Table 20 Employment statistics: Water provision, 2013-2014

Job level	2012/2013	2013/2014			
	Number of employees	Number of Post	Number of Employees	Number of Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
0-3	30	37	31	6	16.22
4-6	24	28	27	1	3.57
7-9	28	40	31	9	22.50
10-12	7	11	7	4	36.36
13-15	2	3	2	1	33.33
16-18	1	1	1	0	0
19-20	0	0	0	0	0
Total	92	120	99	21	17.50

Table 61 Financial performance: Water services, 2013-2014

Financial Performance Year 1: Water Services					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	95 075 155	106 510 510	106 510 510	110 798 924	(- 0.040)
Expenditure:					
Employees	20 165 196	22 553 210	23 568 380	22 562 135	
Repairs and maintenance	4 889 919	4 062 500	4 062 500	3 330 857	
Other	61 612 004	69 309 860	68 625 330	63 105 177	
Total Operating Expenditure	86 667 119	95 925 570	96 256 210	88 998 169	(0.072)
Net Operating Expenditure	8 408 036	10 584 940	10 254 300	21 800 755	(- 1.059)



Financial Performance: Planning Waste and Projects						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	143					
Expenditure:						
Employees	819 675	1 071 870	1 071 870	773 491	72.16%	
Repairs and maintenance						
Other	688 783	236 500	236 500	214 667	90.77%	
Total Operating Expenditure	1 508 458	1 308 370	1 308 370	988 158	75.53%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>						T3.42.6
Financial Performance: Water Division						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	93 472 881	106 510 510	106 510 510	110 798 923	104.03%	
Expenditure:						
Employees	19 891 995	22 551 150	22 551 150	22 562 136	100.05%	
Repairs and maintenance	4 152 742	4 012 500	4 012 500	3 330 861	83.01%	
Other	62 051 867	69 692 560	69 962 560	63 841 616	91.25%	
Total Operating Expenditure	86 096 604	96 256 210	96 256 210	89 734 608	93.22%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>						T3.42.6

Table 72 Capital expenditure: Water services, 2013/2014

Capital Expenditure: Water Services					
Capital projects	2013/2014				
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	Total project value
Total all	15 200 000	15 200 000	15 753 703	(3.51)	
Upgrade pipelines	1 400 000	1 400 000	1 380 929		
Water Treatment works Rehab	3 800 000	3 800 000	4 068 112		
Desalination Saldanha	10 000 000	10 000 000	10 304 662		500 000 000

Table 83 Progress report on bulk water capital projects, 2013/2014

PROJECT	BUDGET	EXPENDITURE	% SPEND	COMPLETION DATE
SWARTLAND PIPELINES (WCW11 - Swartland pipeline)	1 400 000	1 380 929	98.64	15 May 2014
FILTER REHABILITATION VOËLVLEI WTW	3 800 000	4 068 112	107.06	15 September 2014
DESALINATION SALDANHA (WCW32 - Desal. ph. 1&2)	10 000 000	10 304 662	103.05	December 2017
TOTAL	15 200 000	15 753 703	103.64	

Table 10 Technical services policy objectives taken from the IDP, 2011–2015



Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (xi)	*Following Year (xi)
Service objective									
Update Bulk Water System Master Plan by the end of June 2013		N.A	N.A	N.A	100%	100%	100%	N.A	N.A
Development of the Desalination Plant as an alternative supply source for Bulk water		N.A	N.A	N.A	100%	50%	100%	N.A	N.A

**WATER KWALITEITE VAN GROOTMAAT VOORSIENINGS STELSLS VAN DIE WESKUS
DISTRIKSMUNISIPALITEIT**



WATERVOORSIENING

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MOORREESBURG 7310
Telefoon / Phone: (022) 433-2352/3 (24h)
Faks / Fax: (022) 4331013

	Eenhede	SANS 241:2011 Standaard	Withoogte Finaal 	Voëlvlei Finaal 
pH	pH eenhede	5.0 to 9.7	8.7	8.3
Kleur	(mg/l Pt)	≤ 15	5	5
Troebelheid	(NTU)	< 1	0.6	0.6
Geleiding	(mS/m)	≤ 170	22	16
Totale Opgeloste vaste stowwe	(mg/l)	≤ 1200	141	102
Totale alkaliniteit	(mg/l as CaCO ₃)	Geen	38	15
Chloriede	(mg/l)	≤ 300	37	21
Kalsium	(mg/l as Ca)	Geen	14	13
Magnesium	(mg/l as Mg)	Geen	4.1	2.2
Yster	(µg/l)	≤ 300	30	<10
Mangaan	(µg/l)	≤ 100	<10	<10
Aluminium	(µg/l)	≤ 300	50	20
Sink	(mg/l)	≤ 5.0	<0.01	<0.01
Lood	(µg/l)	≤ 10	<0.5	<0.5
Fluoriede	(mg/l)	≤ 1.5	<0.1	<0.1
Nikkel	(µg/l)	≤ 70	<10	<10
Nitrat as N	(mg/l)	≤ 11	<0.1	<0.1
Sulfaat	(mg/l)	≤ 250	16	22
Kwik	(µg/l)	≤ 6	<1	<1
Totale THM's	(µg/l)	≤ 560	236	34
Phenols	(µg/l)	≤ 10	<0.01	<0.01
Totale organiese koolstof	mg/l	≤ 10	2.5	1.6
Virusse en Parasiete	Telling/10L	0	0	0
E. coli	Telling/100ml	0	0	0

Om vir die Blou Druppel status/erkenning in aanmerking te kom moet aan die volgende kriteria voldoen word:

- Water Veiligheidsplan en Gebeurtenis Bestuurs- Protokol
- Prosesbeheer, Instandhouding en Bestuursvernuif
- Drinkwater Kwaliteit Monitoring Program
- Drinkwater kwaliteit voldoen aan SANS 241: Drinkwater
- Drinkwater monster analise
- Inhandiging van drinkwater kwaliteit resultate
- Publikasie van drinkwater kwaliteit bestuur prestasie
- Drinkwater Bate Bestuur

November 2013



Financial Performance: Housing						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	1 602 274	1 589 300	1 589 300	1 760 964	110.80%	
Expenditure:						
Employees	273 201	411 720	411 720	331 631	80.55%	
Repairs and maintenance	701 254	800 000	800 000	193 588	24.50%	
Other	2 267	4 000	4 000	2 669	66.73%	
Total Operating Expenditure	976 722	1 215 720	1 215 720	527 888	47.12%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>						T3.42.6

Financial Performance: Planning Waste and Projects						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	143					
Expenditure:						
Employees	819 675	1 071 870	1 071 870	773 491	72.16%	
Repairs and maintenance						
Other	688 783	236 500	236 500	214 667	90.77%	
Total Operating Expenditure	1 508 458	1 308 370	1 308 370	988 158	75.53%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>						T3.42.6

Financial Performance: Land and Buildings						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	1 410 573	1 377 100	1 377 100	1 418 245	102.99%	
Expenditure:						
Employees	663 066	744 230	744 230	733 939	98.62%	
Repairs and maintenance	494 909	536 100	536 100	111 975	20.89%	
Other	1 837 965	2 130 410	2 130 410	1 573 911	73.88%	
Total Operating Expenditure	2 995 940	3 410 740	3 410 740	2 419 825	70.95%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>						T3.42.6



3.2 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

The West Coast District Municipality consist of an Indigent Policy (District Management Area) which was transferred to Matzikama Municipality on 30 June 2011.

Only 11 households were left at Withoogte Water Purification Plant. The Policy includes the following:

- a) Water 6 Kl (Maximum)
- b) Refuse
- c) Sewerage
- d) Electricity 100 Units
- e) Rates up to maximum valuation R50 000.00
- f) House Rental 67 % of Debt raised.

Free Basic Services to Low Income Households											
	Number of Households										
	Households earning less than R2,508 per month										
	Total	Total	Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse		
Access			%	Access	%	Access	%	Access	%		
2009/10	921	371	371	100	253	100	921	100	500	100	
2010/11	921	438	438	100	241	100	921	100	529	100	
2011/12	88	11	11	100	11	100	88	100	11	100	
2012/13	88	11	11	100	11	100	88	100	11	100	
2013/14	88	10	10	100	10	100	88	100	10	100	



COMPONENT B: AGENCY SERVICES –ROADS

3.3 ROADS

INTRODUCTION TO ROADS

West Coast District Municipality maintain tarred and gravelled roads on an agency bases for the road authority which happens to be the Provincial Government Western Cape. The roads consists of main, divisional and minor roads. Funds are received through last mentioned from the National Treasury.



Opradering van Afdelingspad 2175 (Citrusdal omgewing)

COMMENT ON ROADS USE BY SECTOR

The maintenance of the roads are done by upgrading from gravel to tar, reseal and rehabilitation of existing tarred roads, regavel and maintenance of gravel roads and maintenance of furniture alongside and within road reserve. The maintenance of the Yellow fleet are also taken care off.

Mentioned activities are done by two (2) Construction/Regavel -, one (1) Concrete -, eleven (11) Maintenance- and fifteen (15) Grader teams as well as two(2) Workshops. Last mentioned are situated in Moorreesburg and Vanrhynsdorp respectively. The gravel- and maintenance teams are distributed through the jurisdiction of 32 000 square kilometres.

The roads and equipment was maintained by a personnel component of 213 at yearend.



Rehabilitasie van Amco strukture te Afdelingspad 2224 (Koekenaap omgewing)

GRAVEL INFRASTRUCTURE				Kilometers
Financial year	Total Gravel Roads	New Gravel Roads	Gravel roads upgraded to tar	Gravel roads graded / maintained
2011/2012	8030.96			2070.29
2012/2013	8001.78		25.82	2044.47
2013/2014	7993.21		8.57	2035.90
				T3.7.2

The average layer thickness of gravel roads (2013 statistics) is in the order of 12 mm whilst the threshold is 25 millimetre.



ASPHALT INFRASTRUCTURE					Kilometers
Financial year	Total asphalted roads	New asphalt roads	Existing asphalt roads re-asphalted	Existing asphalt roads re-sheeted	Asphalt roads maintained
2011/2012	1162.20			45.14	1162.20
2012/2013	1189.01	23.40		20.72	1189.01
2013/2014	1197.58	8.57		18.32	1197.58
					T3.7.3

The condition of the tarred roads varies from good (10%), fair (30%) to very poor (60%) [2013 statistics]. The rehabilitation thereof by the road authority is welcomed and the next contract of 56 kilometres was advertised on the 11th July this year with another 19 kilometres to follow.



Herseleël van bestaende teepad (Citrusdal omgewing)

COST OF CONSTRUCTION / MAINTENANCE						
Financial year	Gravel			Tar		
	New	Gravel - Tar	Maintained	New	Re-worked	Maintained
2011/2012			43 822 455		2 166 211	11 770 650
2012/2013		15 094 641	42217098		-	10 211 109
2013/2014		10 741 212	58 407 547			14 709 107
						T3.7.4



Natskraap van Afdelingspad in Brand-se-Berg-omgewing

Employees: Road Services					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3	119	148	135	7(6.97)	8.78
4-6	25	38	31	1(0.5)	4.69
7-9	27	31	30	1	3.22
10-12	8	15	9	6	40
13-15	3	3	3	0	0
16-18	1	1	1	0	0
19-20					
Total					

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

T3.1.7



Personeel van die Afdeling Paaie tydens die konstruksie van Afdelingspaaie 2175 en 2178 (Omgewing Citrusdal)



Financial Performance: Roads Construction & Maintenance					R'000
Details	2012/2013	2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget
Total Operating Revenue	69 680 317	81 368 000	78 670 000	96 305 044	118.36%
Expenditure:					
Employees	4 102 547	3 789 600	3 789 600	3 069 314	80.99%
Repairs and maintenance	5 824 791	70 264 860	24 366 860	21 233 554	30.22%
Other	60 874 168	7 313 540	50 513 540	72 002 176	984.51%
Total Operating Expenditure	70 801 506	81 368 000	78 670 000	96 305 044	118.36%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6



Panoramiese uitsig oor 'n gedeelte van ons bedieningsgebied.

Capital Expenditure: Road Services					
R' 000					
Capital projects	2013/2014				
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	Total project value
DR 2175(Km 8.12- 13.44) Upgrade	4 000 000		4 219 331	219 331	12 018 925
DR 2178(Km 26.5-28.5) Upgrade	2 500 000		2 272 005	272 005	2 734 362
DR 1163(Km 4.70- 5.95)	4 500 000		3 471 075	1 028 925	3 471 075
DR 1171(Km 2.43- 3.40) Upgrade	4 500 000		1 753 867		☺
DR 2196(Km 31.4- 32.4) Regravel	270 000		448 897	178 897	448 897
DR 2196(Km 1.85 -22.0) Regravel	6 046 000		8 836 696	2 790 696	8 836 696
MR 228(Km 0.16- 11) Regravel	4 336 000		3 511 082	824918	3 511 082
DR 2262(Km 0 – 8.94) Regravel	3 129 000		5 120 207	1 991 207	5 120 207
DR2262(Km 9.82 – 31.16) Regravel	8 536 000		1 697 915		☺
DR 2266(Km58.16-61.16) Regravel&(Km 50.16- 58.16) Rework	2 500 000		99 074		☺
DR2164(Km1.33)Rehab of Stormwaterstructure	250 000		551 336		☺
DR2164(Km5.95)Rehab of Stormwaterstructure	1 300 000		249 576		☺
MR 310(Km 113.5 -114.29) Reseal	200 000		138 700	61 300	138 700
DR1163(Km 1.47-1.82) Reseal	107 000		104 553	2 447	104 553
DR1163(Km 5.95-7.30) Reseal	420 000		403 276	16 724	403 276
DR 2157(Km 0 -1.03) Reseal	350 000		323 538	26 462	323 538
MR 539(Km 5.95-7.30) Reseal	841 000		1 107 199	(266 199)	1 107 199
Minor Road 5302(Km 0 – 1.26) Reseal	325 000		265 984	59 016	265 984
Minor Road 5520(Km 0 – 2.80) Reseal	714 000		488 406	225 594	488 406
Minor Road 5537(Km 0 – 1.01) Reseal	189 000		420 220	(231 220)	420 220
Minor Road 7602(Km 6.21 – 6.83) Reseal	158 000		127 893	30 107	127 893



Capital Expenditure: Road Services						R' 000
Capital projects	2013/2014					
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	Total project value	
Minor Road 7605(Km6.05 – 6.99) Reseal	234 000		163 648	70 352	163 648	
Minor Road 7605(Km 7.40 – 9.60) Reseal	923 000		710 155	212 845	710 155	
Minor Road 7608(Km 0.79 – 1.10) Reseal	98 000		68 209	29 791	68 209	
Minor Road 7779(Km 0 – 2.71) Reseal	496 000		326 562	169 438	326 562	
Minor Road 7919(Km 0 – 1.65) Reseal	168 000		545 135	(377 135)	545 135	
Minor Road 9734(Km 0 – 1.65) Reseal	453 000		439 837	13 163	439 837	
Divisional Road 2215(Km 9.60 – 15.73) Reseal	3 014 000		1 959 972	1 054 028	1 959 972	
Minor Road 7664(Km 12.56 – 13.30) Reseal	335 000		908 620	(573 620)	908 620	
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					T37.9	

☺= Project not completed

()= Over expenditure

Financial Performance: Roads Construction & Maintenance						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	69 680 317	81 368 000	78 670 000	96 305 044	118.36%	
Expenditure:						
Employees	4 102 547	3 789 600	3 789 600	3 069 314	80.99%	
Repairs and maintenance	5 824 791	70 264 860	24 366 860	21 233 554	30.22%	
Other	60 874 168	7 313 540	50 513 540	72 002 176	984.51%	
Total Operating Expenditure	70 801 506	81 368 000	78 670 000	96 305 044	118.36%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6	



Roads: Policy Objectives taken from IDP

Service Objective Service Indicators (i)	Outline Service Targets (ii)	2012/2013		2013/2014		2013/2014	2014/2015		
		Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (xi)	*Following Year (xi)
Service Objective									
Annual plan compiled for the comprehensive maintenance of provincial roads						1			
Provincial roads is maintained in terms of the percentage of the maintenance budget spent						100%			



COMPONENT C: TOWN PLANNING

3.40 TOWN PLANNING

INTRODUCTION TO PLANNING

In accordance with the Municipal Systems Act 32 of 2000, the West Coast District Municipality is currently in the process of updating and reviewing the Spatial Development Framework (SDF) to align with the latest policies and guidelines in order to compile a SDF to guide and inform spatial planning decisions in the West Coast District for the next five years.

Comments are provided on all projects that are circulated to the West Coast District Municipality as part of the Public Participation Process for environmental assessments in terms of the National Environmental Management Act, 1998 (NEMA). Socio-economic, spatial planning and environmental comments are provided on all projects or developments that have a regional impact or that impact West Coast District Municipal functions.

The West Coast District Municipality does not process applications for land use management. This is the function of the respective B-Municipalities in their areas of jurisdiction. However, comments on socio-economic, spatial planning, environmental health, environmental management, fire management and disaster management are provided by the WCDM when land use management applications in the B-Municipal areas are circulated for comment to stakeholders and organs of state as required by legislation.

COMMENTS ON PLANNING

ENVIRONMENTAL ASSESSMENT REPORTS

The Division: Spatial Planning and Development provided comments to the Environmental Assessment Practitioners and the competent authorities on Environmental Assessment Reports for 58 projects in the West Coast District Municipal Area undergoing Environmental Assessment in terms of NEMA.

LAND USE MANAGEMENT APPLICATIONS

34 Land use management applications received by B-Municipalities were circulated to the West Coast District Municipality for comment. Comments on these applications were provided to the respective Municipalities.

SPATIAL DEVELOPMENT FRAMEWORK

The update and review of the West Coast District Municipality Spatial Development Framework (SDF) commenced in September 2012. The service provider compiled a Draft SDF which was presented to the Steering and Technical Committee meeting during May 2013. However, the Growth Potential of Towns Study, undertaken by Stellenbosch University for the Provincial Department of Environmental Affairs and Development Planning as part of the Provincial Spatial Development Framework, did not reflect the latest census data. The West Coast District Municipality and the service provider agreed to postpone the updating and review of the WCDM SDF until the updated version of the Growth Potential of Towns Study was available, since the results of the study is an important informant in all SDF's. Upon receipt of the updated figures of the Growth Potential of Towns Study in early 2014, the project proceeded. The revised Draft SDF was presented to the Steering and Technical Committees, as well as Council during April 2014. The public participation process commenced in June 2014 and is running until 4 July 2014. It is estimated that the Final SDF will be approved by Council in August 2014.

SHARED SERVICES

The West Coast District Municipality provides spatial planning and land use management services to Cederberg Municipality.

CEDERBERG MUNICIPALITY ENVIRONMENTAL ASSESSMENT REPORTS The Division: Spatial Planning and development submitted comments to the Environmental Assessment Practitioners for 9 projects situated in the rural area of Cederberg Municipal area undergoing Environmental Assessment in terms of NEMA.



LAND USE MANAGEMENT APPLICATIONS

23 Land use management applications were processed and submitted to Cederberg Municipality for Council's decision.

Employees: Town Planning					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12					
13-15	1	1	1	1	1
16-18					
19-20					
Total					

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

T3.42.5

Financial Performance: Land and Buildings						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	1 410 573	1 377 100	1 377 100	1 418 245	102.99%	
Expenditure:						
Employees	663 066	744 230	744 230	733 939	98.62%	
Repairs and maintenance	494 909	536 100	536 100	111 975	20.89%	
Other	1 837 965	2 130 410	2 130 410	1 573 911	73.88%	
Total Operating Expenditure	2 995 940	3 410 740	3 410 740	2 419 825	70.95%	
Net Operating Expenditure						

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



Town Planning: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	*Following year (xi)
Service objective									



3.41 STRATEGIC SERVICES: LOCAL ECONOMIC DEVELOPMENT

INTRODUCTION TO LOCAL ECONOMIC DEVELOPMENT



Employees: Strategic Services					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9	1	1	1	0	0
10-12	1	1	0	1	1
13-15					
16-18	1	1	1	0	0
19-20					
Total	3	3	2	1	1

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

Financial Performance Strategic Services					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue				43 600	
Expenditure:					
Employees		583 250	969 520	883 646	151.50%
Repairs and maintenance		4 000	4 000	1 438	35.95%
Other		1 404 980	1 245 120	1 159 449	82.52%
Total Operating Expenditure		1 992 230	2 218 640	2 044 533	102.63%
Net Operating Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



3.42 TOURISM

INTRODUCTION TO TOURISM

The Tourism Section of the West Coast District Municipality's mandate, to develop and promote tourism, is drawn from the South African Constitution (Act 108 of 1996), where municipalities are made responsible for leading, managing and planning for development, as well as the Municipal Structures Act, (Act No 117 of 1998), where District Municipalities are responsible for the "Promotion of local tourism for the area of the district municipality".

COMMENT ON TOURISM

Tourism is regarded as the fastest growing economic sector in the world and therefore is a sector that has the potential to stimulate global economic recovery. Since the tourism sector contributes to a variety of economic sectors and being a labour-intensive industry, it has a major capacity to create jobs, which for many towns on the West Coast, is the backbone of the economy.

Economic Activity by Sector				R'000
Sector	2011/2012	2012/2013	2013/2014	
Tourism	705 600 000	736 725 000	745 565 700	
Total	705 600 000	736 725 000	745 565 700	
				T3.42.1
Economic Employment by Sector				Jobs
Sector	2011/2012 No	2012/2013 No	2013/2014 No	
Tourism	2736	3142	3233	
TOTAL	2736	3142	3233	
				T3.42.2
Job Creation through EPWP Projects				
Detail	EPWP Projects No	Jobs created through EPWP projects No		
2011/2012	Applied for funding but money was allocated for non-tourism projects	0		
2012/2013	Applied for funding but money was allocated for non-tourism projects	0		
2013/2014	1	Tourism student was employed for 6 months		
				T3.42.3



Tourism: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014		2014/2015
		Target	Actual	Target		Actual	Target	Actual	Target
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	*Following year (xi)
Service objective									
2. IDP Objective: To pursue economic growth and the facilitation of job opportunities Promotion of tourism in the WCDM area	Increase visitors by 2% Tourism promotional activities e.g. expos, adverts, educationals Distribution of promotional collateral.	2%	15% increase of visitors	2%	2%	4.5% increase of visitors	2%	8%	2%
		8	22	8	16	26	16	47	32
		40000	53473	40000	40000	48285	40000	51305	40000
3. IDP Objective: To promote the social well-being of residents, communities and targeted social groups in the district.	Tourism SMME Training workshops SMME's assisted to grow tourism businesses	8	10	8	8	12	8	12	8
		8	21	8	8	17	12	24	16
									T3.42.4



Employees: Tourism					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9	58	11010001-22	58	0	0
10-12	59 and 54	11010001-22	59 and 54	0	0
13-15	57	11010001-22	57	0	0
16-18					
19-20					
Total					
					T3.42.5

Financial Performance Tourism						R'000
Details	2012/2013	2013/2014				
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	1 723	10 000	10 000			
Expenditure:						
Employees	1 192 933	1 305 800	1 349 000	1 301 897	96.51%	
Repairs and maintenance						
Other	958 162	1 001 320	958 120	881 926	92.04%	
Total Operating Expenditure	2 151 095	2 307 120	2 307 120	2 183 823	925.61%	
Net Operating Expenditure						
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6	



COMMENT ON TOURISM PERFORMANCE OVERALL

The development of tourism products as well as the dynamic promotion of the West Coast region were done in collaboration with the local municipalities, the Local Tourism Organisations (LTOs), the National Department of Tourism (NDT), the Western Cape Department of Economic Development and Tourism (DEDAT) and Wesgro.

The 8% increase in visitors to the West Coast compared to 2012-2013, as well as the awards won by the Tourism Division, prove that we are on the right track, and the growth in Black tourism businesses on the West Coast indicates that the tourism strategy is being implemented successfully.

Visitors to the West Coast: Statistics for 2013 – 2014

Icons & Attractions	Festivals & Events	Accommodation	Food & Beverage	Domestic visitors to tourism offices	Provinces	International visitors to tourism offices	Countries	Purpose of visit	Average length of stay
1679325	206583	1075510	766354	65 491 (88%) 2012-2013 51517 (87%)	Wcape 77.2% Gau 10.4% Mpum 2.4% ECape 2.3% NCape 2.3% KZN 1.9% Fstate 1.7% NW 1.2% Limp .6%	8 538 (12%) 2012-2013 8123 (13%)	UK 26% Germany 25.4% Netherl 13% Namibia 5.1% France 4.9% USA 4.1% Australia 3.1% Switzerl 3% Japan 2.9% Belgium 2.8% Scandin 1.9% Canada 1.6% East Europ 1.6% China 1.3% Africa 1.1% Spain .9% OtherAsian .4% India .3% UE .3% Brazilia .2% Portugal .1%	Leisure 30% Flowers 27% Heritage/Culture 18% Festivals 8% Wine 6.5% Business 6% Adventure 3% Birding 1% Game viewing .5%	1-3 days 1-9 days 1-15 days



Beeld Expo Johannesburg
West Coast Tourism exhibited at the show in partnership with Matzikama and Saldanhaabaai on 14- 16 February 2014. It was a huge success and 22 368 visitors attended the expo.



At the **Tourism Indaba** held in Durban from **10-12 May 2014**, West Coast Tourism exhibited on the Wesgro stand with the other Western Cape Regions. The stand won a gold award for innovation, design, energy and good interaction.



West Coast Educational
In partnership with Namaqua West Coast & Cederberg, we hosted 5 Tourism Officials from the Overberg/ Agulhas Region and one from Wesgro to introduce them to the West Coast on **24-26 March 2014**



West Coast exhibited at the Namibia Expo from **4-7 June 2014**, in partnership with Matzikama-, Berggrivier- & Saldanhaabaai Tourism. It was a great success and 24 326 visitors attended the show.



The annual **West Coast Tourism Awards** recognise outstanding business practices and encourages Tourism businesses to improve their standards and services. This year it was hosted on **11th Oct 2013**.



SMME Assistance.
Skills Development and training of SMMEs took place throughout the year and included customer service, tourism business management, HR and financial management.



51 305 Promotional Brochures/maps were printed and distributed at tourism expos, events and information offices. Although e-marketing is taking over, there are travellers who still prefer to use brochures and especially maps.



Promotional material was distributed at tourism expos and events to make visitors aware of the West Coast as the destination of choice.. Sunglasses were handed out to tourists during the Welcome Campaign in December.

COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.50 CHILD CARE, AGED CARE, SOCIAL PROGRAMMES

INTRODUCTION TO SOCIAL DEVELOPMENT

Social development is about putting people at the centre of development. This means a commitment that development processes need to benefit people, particularly but not only the poor, but also a recognition that people, and the way they interact in groups and society, and the norms that facilitates such interaction, shape development processes.

It is the mandate of the Development Division to enhance the well being of communities through programmes and projects that will attribute meaningfully to the lives of people.

The Development Division’s key focus was to facilitate and ensure the development and empowerment of the poor and most vulnerable people, particularly women, children, youth, the disabled and elderly persons.

Programmes	
<p>ECD: Invest in and ensure quality services to children. In partnership with Department Social Development, assisted unregistered crèches with their application for registration. Hosted 4 capacity building workshops for ECD Practitioners and board members and 2 ECD Indabas within the West Coast. Assisted and strengthened the Bergrivier ECD Forum. Established a Toy Library op Piket-Bo-Berg.</p>	 
<p>OLD AGE CARE: To protect, recognize and support our Elderly as valuable citizen’s of the West Coast by hosting the West Coast Golden Games for 600 Elderly people and People with Disabilities throughout the West Coast. Implemented various capacity building workshops on the Older Persons Act</p>	 
<p>TEENAGE PREGNANCY: To equip teenage parents with positive parenting skills. To prevent teenage pregnancies through various awareness workshops.</p>	



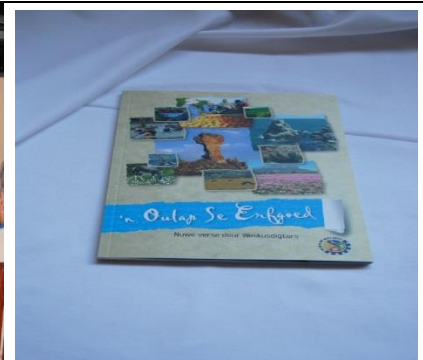
HIV/AIDS: To bring down the infection rate by involving 1000 truck drivers and other motorists in awareness campaign. To ensure that 20 Orphan's and vulnerable children (OVC's) complete their school career



DISABILITY: Provision of integrated programmes and services to persons with disabilities and families by the strengthening and support to the Bergviev Disability Forum. Compiled a database on disability within the Bergviev area. Celebrated National Day for People with Disabilities.



CULTURE: Released an anthology of West Coast poems, "Oulap se Erfgoed" as an act of social cohesion and nation building.



SUBSTANCE ABUSE: Strengthening and promotion of drug abuse prevention. Implement awareness campaigns focussing on the impact of Substance abuse on vulnerable families and families. Trained and strengthened support groups for substance abuse. Trained learners at 2 schools in peer counselling.



CHILD PROTECTION: Strengthened family relations. Decreased levels of domestic violence and child abuse.



16 DAYS OF ACTIVISM: To advance a coordinated, multi-sectoral, culturally competent restorative response to violence against women and children through awareness and information sessions, training workshops and peer counselling training.



Trainer explaining flip chart and Delia practicing



YOUTH DEVELOPMENT: Improved access to education and enhance employment opportunities.



Employees: Social Development					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12	5	5	93, 832, 92, 831, 98	0	0
13-15	1	1	90	0	0
16-18					
19-20					
Total					

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

T3.42.5

Financial Performance Development						R'000
Details	2012/2013		2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	25 776			27 000		
Expenditure:						
Employees	1 789 945	1 972 760	1 972 760	1 911 314	96.89%	
Repairs and maintenance						
Other	830 060	994 700	994 700	721 136	72.50%	
Total Operating Expenditure	2 620 005	2 967 460	2 967 460	2 632 450	88.71%	
Net Operating Expenditure						

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



	community capacity.								
	Implementation of social initiatives targeted at vulnerable groups annually to build community capacity.	1	31	1	4	13	2		
	Establishing and training of committees annually to build community capacity.	3	5	3	3	2	2		
	Implementation of HIV AIDS public awareness annually	2	2	2	2	2	2		
	Implementation of Elderly care programmes in the district through Golden Games and other Elderly	2	5	2	1	10	1		



	care initiatives within the year.								
	Implementation of Youth development programme annually through West Coast Youth Unit .	1	13	1	1	10	1		
	Implementation Substance Abuse and crime prevention and awareness programmes annually	2	2	2	2	13	2		
	Implementation of Domestic violence prevention and awareness programmes annually				2	14	2		
	Implementation of Teenage pregnancy prevention programmes annually				2	2	2		
	Implementation of Early				2	4	2		



	Childhood Development programmes annually								
	An implementation plan for the Gender Policy Framework is developed and adopted	1	0	1	1	1			



COMPONENTE: ENVIRONMENTAL PROTECTION

3.51 POLLUTION CONTROL

INTRODUCTION

The National Environmental Management Air Quality Act, 2004 (Act 39 of 2004) (NEM: AQA) came into full effect on 1 April 2010.

Section 17 of NEM: AQA places an obligation on organs of state to submit an annual report. Each sphere of government, which also includes local government as defined in terms of section 239 of the Constitution (Act 108 of 1996), must report on the implementation of its air quality management plan, including information on:

- a) Air quality management initiatives undertaken by it during the reporting period;
- b) The level of its compliance with ambient air quality standards;
- c) Measures taken by it to secure compliance with those standards;
- d) Its air quality monitoring activities.
- e)

Employees: Pollution Control					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12	1	2	1	1	50
13-15	1	1	1	1	0
16-18					
19-20					
Total					

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

T3.51.1



Pollution Control: policy objectives taken from IDP

<div style="border: 1px solid black; padding: 5px;">Service objective</div> <hr style="border: 0; border-top: 1px solid black;"/> <div style="border: 1px solid black; padding: 5px; text-align: center;">Service indicators (i)</div>	Outline service targets (ii)	2011/2012		2012/2013		2013/2014	2014/2015		
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (ix)	*Following year (x)
Service objective									
Compile Air quality management plan			Approved: Nov. 2011						
Appoint Manager: Air Quality					July 2012				
Appoint Senior Air Quality Officer					December 2012				
Publish Air Quality Management By Law						06 September 2013			

Note: This statement should include no more than the top four priority service objectives. The indicators and targets specified above (columns (i) and (ii)) must be incorporated in the indicator set for each municipality to which they apply. These are 'universal municipal indicators'. 'Previous year' refers to the targets that were set in the 2009/2010 budget/IDP round, 'Current year' refers to the targets set in the 2010/2011 budget/IDP round. Note that all targets in the IDP must be fundable within the approved budget provision. MSA 2000, Chapter 5 sets out the purpose and character of integrated development plans (IDPs), and Chapter 6 sets out the requirements for the reduction of performance management arrangements by municipalities in which IDPs play a key role.



3.52 BIODIVERSITY, LANDSCAPE AND COASTAL PROTECTION – ENVIRONMENTAL INTEGRITY

INTRODUCTION BIO-DIVERSITY, LANDSCAPE AND COASTAL PROTECTION

The National Environmental Management Air Quality Act, 2004 (Act 39 of 2004) (NEM: AQA) came into full effect on 1 April 2010.

Section 17 of NEM: AQA places an obligation on organs of state to submit an annual report. Each sphere of government, which also includes local government as defined in terms of section 239 of the Constitution (Act 108 of 1996), must report on the implementation of its air quality management plan, including information on:

- a) Air quality management initiatives undertaken by it during the reporting period;
- b) The level of its compliance with ambient air quality standards;
- c) Measures taken by it to secure compliance with those standards;
- d) Its air quality monitoring activities.

Employees: Environmental Integrity					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12					
13-15	1	1	1	0	0
16-18					
19-20					
Total					

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

T3.52.1



Financial Performance Environmental Integrity					R'000
Details	2012/2013	2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget
Total Operating Revenue	2 579 000	1 300 000	0	1 300 000	0
Expenditure:	2 179 000	900 000	0	900 000	0
Employees	400 000	400 000	0	400 000	0
Repairs and maintenance	0	0	0	0	0
Other	0	0	0	0	0
Total Operating Expenditure	2 579 000	1 300 000	0	1 300 000	0
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.52.2

Capital Expenditure: Environmental Integrity						R' 000
Capital projects	2013/2014					
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	Total project value	
Total all	900 000	0	900 000	0		
Education and awareness	50 000	0	50 000	0		
Estuary Management	120 000	0	120 000	0		
Coastal Management	120 000	0	120 000	0		
Alien Veg removal and cleanups	80 000	0	80 000	0		
GCBC	50 000	0	50 000	0		
EPWP Programme	375 000	0	375 000	0		
Professional Fees (CMP)	105 000	0	105 000	0		
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					T3. 52.3	

Environmental Integrity: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	*Following year (xi)
Service objective									
Environmental Education	10	10	10	10	10	10	10	10	10
Response to environmental related queries	75%	75%	75%	75%	75%	75%	75%	75%	75%
Environmental Liaison and Work sessions	60%	60%	60%	60%	60%	60%	60%	60%	60%
R.o.D Monitoring and Inspections	75%	75%	75%	75%	75%	75%	75%	75%	75%



COMPONENT F: HEALTH

3.6 HEALTH INSPECTIONS, FOOD LICENSING AND INSPECTIONS

INTRODUCTION TO HEALTH INSPECTIONS, FOOD LICENSING AND INSPECTIONS

Aware of the constitutional right of every person to an environment that is not harmful to his or her health or well-being, and the principles that underlie the National Health Act, 2003 (Act 61 of 2003) as well as the National Environmental Management Act, 1998 (Act 107 of 1998), the Division Environmental Health wants to protect and promote the health and well-being of all our residents in the West Coast District Municipality Region by providing, in conjunction with applicable laws, a sustainable, effective and responsible Environmental Health Service”

Section 24 of the Constitution of South Africa, 1996 (Act 108 of 1996) states that every resident of our country have the right to an environment that is not harmful to his/her health and wellbeing. All local authorities in the West Coast District Municipality Region still stand before the challenge to ensure such an environment to its residents.

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

The Division Environmental Health is there for responsible for the identification, evaluation, control and prevention of those factors that can be detrimental to people’s health and well-being
In terms of the above mentioned Act the functions of the Environmental Health Services are as follows :

1. Waste management and monitoring
2. Food control
3. Control of premises
4. Communicable disease control
5. Vector control
5. Environmental pollution control
6. Chemical Safety
7. Disposal of the dead



Employees: Environmental Health - Health Inspection					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3	3	3	2	-	-
4-6	1	1	1	-	-
7-9	-	-	-	-	-
10-12	28	28	28	5.124	0
13-15	-	-	-	-	-
16-18	1	1	1	0	0
19-20	-	-	-	-	-
Total	33	33	32	5.124	0

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

T3.6.1

Financial Performance: Environmental Health						R'000
Details	2012/2013		2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	5 108 844	5 836 620	5 836 620	5 056 983	86.64%	
Expenditure:						
Employees	11 649 053	13 436 740	13 436 740	12 528 234	93.24%	
Repairs and maintenance	7 518	25 000	25 000	10 588	43.35%	
Other	2 040 222	2 493 410	2 493 410	3 415 261	136.97%	
Total Operating Expenditure	13 696 793	15 955 150	15 955 150	15 954 083	99.99%	
Net Operating Expenditure						

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



Capital Expenditure: Environmental Health - Health Inspection					
R' 000					
Capital projects	2013/2014				
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	Total project value
Total all					
Basic living conditions on farms	800 000	800 000	800 000	800 000	800 000
Building work: Vredenburg Offices	320 000	320 000	320 000	320 000	320 000
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					T3. 6.3

Basic living conditions on farms consist of upgrading of essential services such as water, sewage, electricity

Building work at Vredenburg is the extension of existing offices



Environmental Health - Health Inspection: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	*Following year (xi)
Monitoring of food to ensure compliance with the required legislative standards		1756	1685	1756	1700	1700	1700	1080	1080
Monitoring of food production and /or handling sites complying with the required standards measured in terms of the number of inspections per site		2244	3162	2200	2200	2200	2200	2200	2200
Monitoring the quality of water in the West Coast District to ensure that the water complies with SANS 241 specifications through monthly monitoring		840	1005	800	800	800	800	800	800
Monitoring the quality of bacterial levels of final sewage effluent in the West Coast District through monthly monitoring		224	224	307	220	220	220	220	220



COMPONENT G – SECURITY AND SAFETY

3.61 FIRE SERVICES

Introduction:

The 2013/2014 year was a fairly quiet year for the Fire and Rescue Services of the West Coast District Municipality in relation to the attendance of wildland fires. This could be due to the abnormal amount of rain that fell frequently during the summer.

Operationally the personnel of the Fire and Rescue Services of the West Coast District Municipality attended to a total of 1 377 incidents, which equates to 6851 hrs 00 min of manhours spend on these incidents. This does not include the time spend on training, fire prevention and public training activities, which is also provided by this Service to the communities within the boundaries of the West Coast District Municipality. These incidents were handled by the Six Fire Stations (Malmesbury, Moorreesburg, Piketberg, Vredenburg, Clanwilliam and Vredendal) throughout the District and a Staff compliment of 53 Fire Fighters (1 x Chief Fire Officer, 5 x Station Officers, 3 x Platoon Officer and 44 x Fire Fighters) and 28 Fire Fighting Vehicles.

This Department also attended the annual Fire Fighters Day which is celebrated Internationally on the 4th of May each year. The event was hosted by Overstrand Municipality in Hermanus. The West Coast District Municipality Fire and Rescue Services is still the only Professional full time Fire and Rescue Service for the whole of the West Coast District Municipality and render services in the area's of our Local Municipalities through MOU's.

As from the 1st of April 2014 the West Coast District Municipality and Saldanha Bay Municipality entered into a three year contract, whereby the West Coast District Municipality will render a professional Fire and Rescue Service on there behalf. In the process the West Coast District Municipality will also assist Saldanha Bay Municipality in building there own Service for the future.

Operational:

As was previously mentioned the Fire and Rescue Services of the West Coast District attended to a total of 1 377 incidents during the 2013/2014 year. This service still assist EMS/Metro with responding to medical incidences when an Ambulance is not immediately available. This arrangement is only for priority one emergencies.

As attending to emergency incidents is one of our service delivery priority areas, we can report that this service has complied 100%, as every incident that was reported to the control room at Moorreesburg, which are operational 24 hours a day, were attended to. Most of the calls attended to was not only for the functions as assigned to a District Fire Service, which is specialized fires, for example mountain fires and hazmat incidents, but also includes incidents such as motor vehicle accidents, residential fires, informal settlement fires, rescues, medical and transport fires. This was also done with great efficiency as this service achieved an average turn out time of 02 min 02 sec. The target set is still at 05 min 00 sec.

In order to improve the services rendered by the Fire Department to our communities it is essential that our Staff's training is kept up to date and that they receive all nessesary training in order to perform their duties. Time spend on internal staff training amounted to 717 hrs 15 min. This is excluding the formal courses the



firefighters were sent on to further equip them in performing their work. To summarize, the Staff of the West Coast District Municipality attended:

- First Aid level 3 Course (fourteen members)
- Fire Fighter 2 at the Fire Department Training College of the City of Cape Town (two members)
- Hazmat Operations (two members) at the Fire Department Training College of the City of Cape Town.
- Incident Command Course (one member) presented by FFA at Nelspruit.
- Bauer Compressor Course (twenty four members) presented by Rural Metro at Moorreesburg.
- Introduction to Incident Command System (twenty seven members) presented by Western Cape PDMC.
- Fire prevention Training (seven members)
- Advance Incident Command Training (three members) presented by FFA.
- Incident Command Safety Officer (two members) presented by FFA.
- Fire Fighter 1 at the Fire Department Training College of the City of Cape Town (thirteen members)
- Surf Rescue Course (one member) presented by WC EMS.
- Disciplinary Hearing Training (four members).

The staff of the West Coast District Fire Department were also actively involved in educating the public and children of the West Coast District. Several demonstrations, evacuation drills and fire awareness lectures were conducted throughout the West Coast District. A total of 678 hrs 30 min were spent on public training. This Department again assisted the Provincial Disaster Management Centre in hosting a very successful Flood and Fire Campaign throughout the District. The campaign was not only held at schools but was again taken to the various communities helping them to identify hazards and making them more resilient.

A total of 1 091 hrs 30 min were spent on Fire Prevention activities. As this is not a function of the District Fire Department we render this service to the Local Municipalities within our boundaries. At this stage inspections are only done on a request basis. This format will have to change since there are a lot of premises within the West Coast District Municipal boundaries that does not comply with the current Fire Safety Regulations.



Fire Services Data				
	Details	2011/2012	2012/2013	2013/2014
		Actual no.	Actual no.	Actual no.
1	Total of fires attended to in the year	786	676	672
2	Total of other incidents attended to	726	646	705
3	Average turnout time	02 min 21 sec	02 min 01 sec	02 min 02 sec
5	Fire fighters in post at year end	59	55	
6	Total fire appliances at year end	27	29	28
7	Average number of fire appliances off-run during the year	1	1	1

Employees: Fire and rescue					
Job level	2012/2013	Post no.	2013/2014		
	Employees no.		Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3	-----	-----	-----	-----	-----
4-6	9	6	2	4	66%
7-9	37	49	42	7	14%
10-12	7	12	8	4	33%
13-15	1	1	1	-----	-----
16-18	-----	-----	-----	-----	-----
19-20	-----	-----	-----	-----	-----
Total	55	68	53	15	22%

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

T3.621



Financial Performance: Fire Services					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	5 556 059	6 960 000	6 960 000	6 080 517	87.36%
Expenditure:					
Employees	15 711 710	16 324 810	17 687 700	17 872 948	109.48%
Repairs and maintenance	917 792	1 270 000	1 383 000	1 026 660	80.83%
Other	8 311 150	7 921 260	9 645 370	7 397 314	93.38%
Total Operating Expenditure	24 940 652	25 516 070	28 716 070	26 296 922	103.06%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6

Capital Expenditure: Fire and rescue						R' 000
Capital projects	2013/2014					Total project value
	Budget	Adjustment budget	Actual expenditure	Variance from original budget		
Total all						
Radio Equipment for IC Bus	R 190,000.00	R 190,000.00				
Kitchen for IC Bus	R 40,000.00	R 40,000.00				
Mobile Repeater for IC Bus	R 100,000.00	R 100,000.00				
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>						T3. 62.3

INTRODUCTION

West Coast Disaster Management Framework:

No further updates since 2012/13. This document is being used as the guiding document for disaster management within the district and is available on the website: www.westcoastdm.co.za

The original Disaster Risk Assessment (2006 by Africon, now Aurecon) was updated in conjunction with the Western Cape Disaster Management Centre and the local municipalities within the West Coast. The final document was handed over in October 2013.

The following risks were identify:

- Accidents (Aircraft)
- Accidents (Road)
- African Horse Sickness (February 2011: Malmesbury area; March 2014, Porterville)
- Anthrax
- Deforestation
- Desertification
- Diseases (Cholera, TB, HIV/Aids, Food poisoning, measles ect)
- Drought
- Floods (including flash floods)
- Fires
- Hail (17 February 2011, Citrusdal, 20 minutes, 19 mm of rain – no serious damage)
- Hazardous installations
- Hazmat (Rail, Road, Sea)
- Head Waves (excess of 40 degrees Celsius)
- Land degradation
- Mayor events e.g. 2010 World Cup Soccer (Juyne-July 2010) & Provincial Rugby games
- Municipal Elections (2011) & 2014
- Pollution (air & water)
- Rift Valley Fever (2010)
- Social Conflict (2012)
- Storms
- Red Tide (and other animal stranding)
- Winds

Risk reduction measures takes mainly place within the line function, but in extreme cases the Centre will get involve addressing this. Risk reduction measures identified risks are as follows:

Accidents (Aircraft): Avian ion legislation



Accidents (Road): Department of Community Safety legislation; weigh bridges do daily checks; Department of Roads do maintenance, SANRAL do maintenance.

African Horse Sickness: Department of Agriculture prevention plan

Anthrax: Department of Health monitors

Deforestation: Department of Environmental Affairs monitors; Working for Water & Working for Fires (FPA) job creations projects in conjunction with West Coast District Environmental Management and Fire Brigade Services.;

Desertification: monitored by the Department of Environmental affairs and land owners. Rehabilitation projects are being done.

Diseases (Cholera, TB, HIV/Aids, Food poisoning, measles ect): monitoring by Department of Health: Clinics and mobile clinics as well as GP's. Additionally by West Coast District Environmental Health.

Drought:

West Coast District: Bulk Water Master plan in place.

Desalinations plans were built and in the process of building new ones.

Events: 2010 World Cup Soccer: Disaster Management Plan was drafted based on the SANS code for Mass Events² as well as the new legislation and lessons learnt were incorporated in the event plans for event planning. Each event is managed by the local authority.

Floods: West Coast District monitors and responds to requests as received.

West Coast district: Environmental Management: river maintenance projects
Clanwillian dam has a plan for when the wall breaks

Fires

West Coast District: do education programmes, training; has a permit system for control burning and implement legislation

Hail: South African Weather Service Early Warnings; land owners protect produce where can

Hazardous installations: Legislations. Training do on regular basis. Health and safety implementations

Hazmat (Rail): Department of Transport

Hazmat: (Road): Department of Community Safety: Legislation. Public Education.

West Coast District (Fire Brigade Service): legislation & education

Hazmat: Sea. Department of Environmental Affairs: Legislation, Department of Transport legislation

Land degradation: Land owners and Department of Environmental Affairs legislation and rehabilitation projects. Cape Nature,

Municipal Elections: Department of Cooperative Affairs & IEC

Education by IEC.

Pollution (air)

West Coast District (Environmental Health): monitoring and legislation

Pollution (Water)

West Coast District (Environmental Health): monitoring by taking samples & legislation

Rift Valley Fever: Department of Agriculture's plan

Social Conflict: Draft Social Conflict Plan is co-ordinated by the Disaster Management Centre of the West Coast & clusters of SAPS.

Storms

Weather services: warnings

Red Tide (and other animal stranding)

Department of Environmental Affairs: monitors and put warnings out and has a Rock lobster response plan

Winds

Weather Services: warnings

² South African National Standard 10366: Health and safety at events – General requirements

In addition to the six new risks that were added to the Risk Assessment, draft response plans are being compiled for each of the new risks as part of the Disaster Management Plan. Good progress has been made during the year with establishing relationships with all the non-government organisations in order to assist with relief measures.

Specific Response & Recovery efforts

Accidents (Aircraft): no reports

Accidents (Road): response by Fire Brigade Services, Traffic, EMS & SAPS

Anthrax: None

Deforestation: Department of Agriculture & Environmental Affairs (West Coast District)

Desertification: Department of Agriculture

Diseases (Cholera, TB, HIV/Aids, Food poisoning, measles ect): Regular monitoring takes place. No epidemic has been reported.

Drought: Water plan in place from the West Coast District

Floods: No serious flooding were reported. Flooding plan in place.

Fires: Fire Brigade responds according to their SOP's:

Hazardous installations: Fire Brigade responds

Hazmat (Rail): normal response to incidents

Hazmat (Road): Fire Brigade and Environmental Management responds

Hazmat (Sea): line functions respond on request

Land degradation: Department of Agriculture

Pollution (air & water): Environmental Health monitors

Storms: Response as needed: June 2013 in Swartland area (Moorreesburg) houses were damaged and again in March 2014 (Darling) due to strong winds. Funds were made available by Department of Housing in April 2014 for reconstruction.

Red Tide: Disaster Management co-ordinates in conjunction with Department of Fisheries No reports were received.

Winds: line functions respond as needed.

Recovery: takes place by the entity responsible for maintenance.



Financial Performance: Disaster Management					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	1 000	3 000	3 000	3 500	116.67%
Expenditure:					
Employees	532 862	1 073 350	1 073 350	647 759	51.03%
Repairs and maintenance	43 652	55 500	55 500	18 722	33.73%
Other	954 588	2 650 870	650 870	160 116	6.04%
Total Operating Expenditure	1 531 102	3 779 720	1 779 720	826 597	21.87%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6

Employees: Disaster Management					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3	1	1	1	0	0
4-6					
7-9					
10-12					
13-15	1	1	1	0	0
16-18					
19-20					
Total	2	2	2	0	0
<p>Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Post numbers are as at 30 June. Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set then dividing that total by 250 to give the number of posts equivalent to the accumulated day.</p>					



COMPONENT H: RECREATION – GANZEKRAAL HOLIDAY RESORT

INTRODUCTION

Ganzekraal Holiday Resort, with conference facilities and chalets was established within the Admiralty Reserve, (narrow strips of State land that are dispersed along the coastline above the high water mark) 20 km north of Melkbosstrand.

The Ganzekraal Coastal Resort is just off the R27 along the Atlantic Ocean, with 28 sea facing, fully equipped, 4-6 sleeper, self-catering chalets, it also has a tidal pool, slipway, conference facility/wedding venue, lapa, bar and restaurant.

The air-conditioned conference hall has bar facilities and seats 110 delegates and is fully equipped with video and overhead projector, whiteboards and flip-charts. The self-catering restaurant overlooks the ocean, seats approximately 104 people and has its own bar and facilities for a carvery or menu option with a modern kitchen.

Employees: Ganzekraal Holiday Resort					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3	9	9	9	0	0
4-6	1	1	1	0	0
7-9	3	3	3	0	0
10-12	1	1	1	0	0
13-15					
16-18					
19-20					
Total	14	14	14	0	0
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Post numbers are as at 30 June. Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set then dividing that total by 250 to give the number of posts equivalent to the accumulated day.					



Financial Performance: Ganzekraal Resort					R'000
Details	2012/2013	2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget
Total Operating Revenue	2 820 622	2 795 600	2 795 600	2 829 625	101.22%
Expenditure:					
Employees	1 866 441	1 820 070	2 297 070	2 276 173	125.06%
Repairs and maintenance	330 424	841 800	464 800	274 901	32.66%
Other	1 303 681	1 244 640	1 144 640	1 228 279	98.69%
Total Operating Expenditure	3 500 546	3 906 510	3 905 610	3 779 353	96.74%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6



DISASTER MANAGEMENT: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	*Following year (xi)
Service objective									
Staff communication through no of staff Meetings	1 per month	12	12	12	12	12	12	12	12
All legitimate written complaints attended to within 5 working days of receipt	100 % No more than 2 written complaints received per week	100 %	100 %	100 %	100 %	100 %	100 %	100 %	100 %
Administration reporting through no of reports submitted	1 per month	12	12	12	12	12	12	12	12
Monitoring resort basic service infrastructure through weekly Inspections	4 weekly inspections per month	48	48	48	48	48	48	48	48



COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

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

3.69 EXECUTIVE AND COUNCIL

This component includes: Executive office (mayor; councillors; and municipal manager).

EXECUTIVE AND COUNCIL

VISION

A quality destination of choice through an open opportunity society

MISSION

To ensure outstanding service delivery on the West Coast by pursuing the following objectives:

STRATEGIC OBJECTIVES

These objectives also respond to those priorities at the global, national and provincial level and align with its strategic intent. As early as 2003, the United Nations Development Programme outlined five central challenges facing sustainable development in South Africa in the South Africa Human Development Report (UNDP:2003), and these are:

- the eradication of poverty and extreme income and wealth inequalities, the provision of access
- to quality and affordable basic services to all South Africans, the promotion of environmental sustainability,
- a sustained reduction in the unemployment rate,
- and the attainment of sustainable high growth rates.

The fact that the five high-level strategic objectives that have been identified by the WCDM are in line with these challenges reinforces that they are still confronting the country and, in particular, the district.

- Ensuring environmental integrity for the West Coast
- Ensuring good governance and financial viability
- Pursuing economic growth and facilitation of job opportunities
- Promoting social well-being of the community
- Providing essential bulk services in the Region

CORE VALUES

Integrity – to conduct business with integrity and be accountable to stakeholders

Transparency – to be transparent and open in our business

Loyalty – to be honest

Ethical – in our behaviour

Respect – will treat public and colleagues with fairness, respect and consideration

Quality – committed to delivering good quality services



Employees: Executive and Council					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12					
13-15					
16-18					
19-20					
Executive Mayoral Committee	7	7	7	0	0
Councillors	17	17	17	0	0
Personal Assistant	2	2	2	0	0
Receptionist / Clerk	1	1	1	0	0
Total	27	27	27	0	0

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

Financial Performance Executive and Council					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue				205 771	
Expenditure:					
Employees	3 951 456	4 783 820	4 783 820	4 310 364	90.10%
Repairs and maintenance					
Other	1 118 208	1 440 000	1 440 000	1 519 712	105.54%
Total Operating Expenditure	5 069 664	6 223 820	6 223 820	5 830 076	93.67%
Net Operating Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



EARL – UPDATE Municipal Manager and Council: Policy Objectives taken from IDP

Service Objective	Outline Service Targets	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
Service Indicators (i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(xi)	(xi)
Service Objective									
Define roles and responsibilities of each political structure, office bearer and of the municipal manager in terms of Sec 53 of the Mun Systems Act through approval of roles and responsibilities and delegation system							1		
Effective functioning of council measured in terms of the number of council meetings per annum							4		
Effective functioning of the committee system measured by the number							11per annum		



of committee meetings per committee per quarter									
The main budget is approved by Council by the legislative deadline							1		
The adjustment budget is approved by Council by the legislative deadline							1		
Quarterly submission of fraud declaration by Municipal Manager, directors and internal auditor							6per Quarter		
Implementation of the risk management policy measured by the number of risks quarterly managed by each directorate							4		
Institutional Performance management system in place and implemented down to TASK level 12							1		
Functional performance audit committee measured by the number of meetings per annum							4		
Approved Risk based audit plan elements identified, audited by year end							80%		
Integrated development planning measured by the							90%		



alignment of the municipal spending with IDP									
The SDBIP is approved by the Mayor within 28 days after the budget has been approved							1		
Shared support provided in the district							75%		
Determine the potential regional shared services required with the completion of the readiness audit by the end of December							1		
Facilitation of IGR in the district measured by the number of DCF meetings held							4		
Facilitation of IGR in the district measured by the number of DCF (Tech) meetings held							4		
Development of partnerships to enhance resource mobilisation							2		
Enhancement of integrated planning in the district by developing a district IDP framework by end of August 2011							100%		
New 5 year IDP approved by the end of May							100%		



Comprehensive IDP compiled that complies with all the required legislative requirements							8		
IDP consulted with B municipalities and advertised for public comment							5		
Conduct a good governance survey by the end of June to determine level of public perception							1		
Enhance integrated planning in the district in terms of regular district IDP Co-ordinating meetings							4		
No of Section 57 performance agreements signed by the end of July							5		
Regional Tourism reporting to council							10		
Regional tourism development activities completed							75%		
Regional tourism marketing activities completed							75%		
Regional Economic Development (RED) strategy focus operational							2		



as part of the operational plan implementation									
Value of contracts assigned to SMME's to enhance economic development							20%		
Monitor effective transfer of all DMA functions							4		



ADMINISTRATION

Introduction

Manage the key performance areas with the provision of an effective administrative service to core service delivery functions and key performance areas by designing, developing and align policies, procedures, reviewing policies and procedures and align document management systems to facilitate effective circulation, response, storage and retrieval. Manage and control the strict adherence to Council Policy and relevant legislation.

Compilation of the Annual Report and Oversight Report

Responsible for the compilation of the Annual Report by compiling timeframes for all tasks relating to completion of the Annual Report, liaising with departmental heads, table Annual Report to Council, distribute to the relevant government departments, and the final phase of translating / editing and printing of the final version. Managing the process with the Oversight Committee Meeting, drafting the Oversight Report and table Oversight Report and Annual Report to Council.

Secretariat Section

As the administrative arm of the municipality, this section renders an administrative support service to Council and its political structures and ensure quality administrative service delivery, by managing all Standing Committee and Ad Hoc Committee meetings and ensure effective coordination and timely secretariat support.

The Secretariat Division is responsible for the meetings:

Council, Special Council Meeting, DCF, District Coordinating Committee - Technical Committee (DCFTECH), Watermonitoring, Watermonitoring Technical Committee, Oversight Committee, Risk Management, Portfolio Committees: Administration and Community Service, Finance, Technical Services, Bid Committee Meetings: Specification and Evaluation, Bid Adjudication Committee and Audit Committee.

Office Support Services

Records and Archives

Manage the implementation of procedures and systems associated with document flow - archive / records system (in accordance with statutory prescriptions) and establishes, evaluates and maintains registry procedures for the operating of the main registry office and sub-offices and regulating record keeping. Complying with statutory requirements regarding control over the maintenance and application of the filing system and records control schedule.

Switchboard and Reception

As the head-office of the West Coast District Municipality public relations is an integral part of the organisation. Liaison with the public and the promotion of the Batho Pele principles and deliver and promote service delivery to the public.

Reprographer

Rendering an effective reprographer service to ensure an effective and timely fabrication of photocopies to the Administrative offices of the Council as serve as a support service delivery function to the Council.

Caretaker and Cleaning Service

This section is responsible for the Controlled access of WCDM I and WCDM II. All entrances of the buildings are controlled by Controlled access mechanism during and after office hours.

An effective cleaning and caretaking service to the Administration buildings of the municipality are rendered.

Public Relations

Public relations service to the Council and liaise with the public regarding service delivery to establish and build an accountable and transparent profile of the West Coast District Municipality.



Employees: Administration					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3	7	7	6	1	1
4-6	3	3	3	0	0
7-9	3	3	3	0	0
10-12	2	3	2	1	1
13-15	1	1	1	0	0
16-18					
19-20					
Total	17	17	15	2	2

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

Financial Performance Administration						R'000
Details	2012/2013		2013/2014			
	Actual	Original budget	Adjustments budget	Actual	Variance from budget	
Total Operating Revenue	16 012	15 000	15 000	21 462	143.08%	
Expenditure:						
Employees	3 063 913	3 145 370	3 145 370	2 642 729	84.02%	
Repairs and maintenance	121 815	204 100	204 100	89 345	43.78%	
Other	2 031 643	4 149 720	4 149 720	1 673 013	40.32%	
Total Operating Expenditure	5 217 371	7 499 190	7 499 190	4 405 087	58.75%	
Net Operating Expenditure						

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6

Capital Expenditure 2013/2014: Administration						R'000
Capital Projects	2013/2014					
	Budget	Adjustment Budget	Actual Expenditure	Variance from Original Budget	Total Project Value	
Total All	0.00	0.00	0.00	0.00	0.00	

Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate).



Administration: Policy Objectives taken from IDP								
Service Objective	Service Indicators (i)	Outline Service Targets (ii)	2012/2013		2013/2014		2014/2015	
			Target	Actual	Target		Actual	Following Year
			*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	(vii)
Service Objective Advertising of council and Executive Mayoral Committee meeting dates before 1 February & 1 July each year		100% compliant	100%	100%	100%	100%	100%	
Draft annual report submitted to the Auditor-General by 31st August annually.		100% compliant	1	1	1	1	1	
Oversight committee meeting to consider oversight report on the annual report within two months after approval of the draft annual report		100% compliant	1	1	1	1	1	
Ensure that agendas are distributed 5 calendar days prior to all Council, Executive Mayoral Committee & Portfolio Committee meetings.		100% compliant	10	10	10	10	10	
Request councillors to complete their declarations of financial interest before end of February annually.		100% compliant	100%	100%	100%	100%	100%	
Ensure that the Policy Register is updated annually by the 31st March of each year and be available at each of the council satellite offices		100% compliant	100%	100%	100%	100%	100%	



Report monthly (excluding December and January) to the Portfolio Committee on Administration activities	10	10	10	10	10	10	10
Develop appropriate and effective corporate branding instruments by November each year	1	1	1	1	1	1	1
Publication of 10 Internal News Briefs	10	10	10	10	10	10	10
Publication of External Newsletter Quarterly	4	4	4	4	4	4	4
Communication of information on events through quarterly feedback and coverage.	4	4	4	4	4	4	4



3.70 FINANCIAL SERVICES

INTRODUCTION TO FINANCIAL SERVICES

Our main priorities with reference to Service Delivery are water. Two of our main consumers is Saldanha Bay Municipality and Swartland Municipality. All our measures are in place with regard to our Credit Policy is on for review in 2013/2014

Debt Recovery									R'000
Details of the types of account raised and recovered	2011/2012		2012/2013			2013/2014			
	Actual for accounts billed in year	Proportion of accounts valued billed that were collected in the year %	Billed in year	Actual for accounts billed in year	Proportion of accounts valued billed that were collected in the year %	Billed in year	Estimated for accounts billed in year	Proportion of accounts valued billed that were collected in the year %	
Property Rates	818	93%	867	823	95%	-	-	-	
Electricity - B									
Electricity - C	433	96%	344	316	92%	-	-	-	
Water – B									
Water - C	59 341	96%	71 976	66 217	92%	80 131	77 500	99%	
Sanitation	209	96%	195	179	92%	-	-	-	
Refuse	303	96%	319	293	92%	-	-	-	
Other	883	96%	114	1048	92%	1 060	1 130	99%	

- Basic; C= Consumption. See chapter 6 for the Auditor General's rating of the quality of the financial accounts and systems behind them.



Debt Recovery								
R' 000								
Details of the types of account raised and recovered	2011/2012		2012/2013			2013/2014		
	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	Billed in Year	Actual for accounts billed in year	Proportion of accounts value billed that were collected %	Billed in Year	Estimated outturn for accounts billed in year	Estimated Proportion of accounts billed that were collected %
Property Rates	818	93%	867	823	95%			
Electricity - C	433	96%	344	316	92%			
Water - C	59,341	96%	71,976	66,217	92%	80,131	77,500	99%
Sanitation	209	96%	195	179	92%			
Refuse	303	96%	319	293	92%			
Other	883	96%	114	1,048	92%	1,060	1,130	99%

B- Basic; C= Consumption. See chapter 6 for the Auditor General's rating of the quality of the financial Accounts and the systems behind them.

T3.70.2

Financial Performance: Financial Services – Budget and Treasury Office					
R'000					
Details	2012/2013	2013/2014			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	80 814 411	73 573 400	73 573 400	87 934 639	119.52%
Expenditure:					
Employees	2 885 034	3 473 800	3 473 800	6 021 818	173.34%
Repairs and maintenance	68	30 460	30 460	1 617	53.09%
Other	27 462 396	6 317 780	6 817 780	12 204 404	179.01%
Total Operational Expenditure	30 347 498	9 822 040	10 322 040	14 868 866	144.05%
Net Operational (Service) Expenditure					

Net Expenditure to be consistent with summary table T5.1. in Chapter Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual



Capital Expenditure 2011/2012: Financial Services – Budget and Treasury Office					
					R'000
Capital Projects	2013/2014				
	Budget	Adjustment Budget	Actual Expenditure	Variance from Original Budget	Total Project Value
Total All					
Furniture					
Plant and Equipment	416 000	416 000	1 080 000	259.61%	
Project C					
Project D					
Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate).					



Financial Services – Financial Management and Control: Policy Objectives taken from IDP

Service Objective	Outline Service Targets	2011/2012		2012/2013		2013/2014	2013/2014	2014/2015		
		Target	Actual	Target	Actual	Target	Actual			
		*Previous Year		*Previous Year	*Current Year	*Current Year	*Current Year	*Current Year	*Following Year	
Service Indicators (i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)	(xi)
Service Objective										
Compliance with GRAP 16, 17 & 102 to ensure effective asset management							0			
Root causes of issues raised by AG in AG report of the previous financial year addressed to promote a clean audit in 2013							100%			
Approved financial statements submitted by 31 August							1			



Employees: Financial Services - Financial Management and Control					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9					
10-12					
13-15					
16-18	1	1	1	0	0
19-20					
Total	1	1	1	0	0

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



Financial Services – Income and Expenditure: Policy Objectives taken from IDP									
Service Objective Service Indicators (i)	Outline Service Targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previ ous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (xi)	*Following Year (xi)
Service Objective									
Financial viability measured in terms of the municipality's ability to meet its service debt obligations							95%		
Financial viability measured in terms of the outstanding service debtors							22		
Financial viability measured in terms of the available cash to cover fixed operating expenditure							20		
Improvement in capital conditional grant spending measured by the % spent							100%		
Improvement in operational conditional grant spending measured by the % spent							90%		



3.71 HUMAN RESOURCE SERVICES

Introduction

Refer to Chapter 4 for detailed information.

Employees: Human Resources					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3	0	0	0	0	0
4-6	0	0	0	0	0
7-9	0	0	0	0	0
10-12	3	3	2	1	20
13-15	1	1	1	0	0
16-18	1	1	1	0	0
19-20	0	0	0	0	0
Total	5	5	4	1	0

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

T3.621

Financial Performance Human Resource Management					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue					
Expenditure:					
Employees		770 330	685 450	579 255	75.20%
Repairs and maintenance		4 000	4 000		
Other		142 120	142 120	100 585	70.77%
Total Operating Expenditure		916 450	831 570	679 840	74.18%
Net Operating Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



Financial Performance Training					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	442 999	1 197 900	1 197 900	760 132	63.46%
Expenditure:					
Employees		380 860	380 860	157 970	41.48%
Repairs and maintenance					
Other	1 870 042	1 564 150	1 564 150	1 550 139	99.10%
Total Operating Expenditure	1 870 042	1 945 010	1 945 010	1 708 109	87.82%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6

Capital Expenditure: HRM					R' 000
Capital projects	2013/2014				Total project value
	Budget	Adjustment budget	Actual expenditure	Variance from original budget	
Total all					
<i>Total project value represents the estimated cost of the project on approval by Council (including past and future expenditure as appropriate)</i>					T3. 62.3

Human resource policy objectives taken from IDP					
Service objective Service indicators (i)	Outline service targets (ii)	2012/2013		2013/2014	
		Target (iii)	Actual (iv)	Target (v)	Actual (vi)
Service objectives xxx					
Good Governance and the Deepening of Democracy	Appointing candidates in vacant posts according to EE numerical goals and targets.	29	18	48	41
Good Governance and the Deepening of Democracy	Training and Development of personnel	340	326	192	269
Municipal Financial Viability and Management	Compliance with Minimum Competency Levels according to MFMA Regulation 493	7	11	11	11
Municipal Transformation and Institutional Development	Review and update of Human Resources policies and procedures	N/A	N/A	6	9
					T3.71.3



3.72 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

INTRODUCTION

The ICT of IT Section is responsible for the purchase, installation and maintenance of all Information Technology equipment. This includes computers, printers, audiovisual equipment, telephones and the network infrastructure. The main objective of the ICT section is to assist Management in decision making and the streamlining of objectives regarding reaching its goals. ICT is a tool which can be used to automatize, monitor and identify areas where the municipality could improve on service delivery.

Employees: ICT					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3	0	0	0	0	0
4-6	0	0	0	0	0
7-9	0	0	0	0	0
10-12	65	1	65	0	0
13-15	39	1	39	0	0
16-18	0	0	0	0	0
19-20	0	0	0	0	0
Total	0	0	0	0	0

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

T3.621

Financial Performance: Information Technology					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue				655	
Expenditure:					
Employees	671 930	734 480	734 480	744 233	101.33%
Repairs and maintenance	36 602	150 000	150 000	95 844	63.90%
Other	817 567	934 700	934 700	823 745	88.13%
Total Operating Expenditure	1 526 099	1 819 180	1 819 180	1 663 822	91.46%
Net Operating Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



ICT: policy objectives taken from IDP									
Service objective Service indicators (i)	Outline service targets (ii)	2011/2012		2012/2013			2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target		
		*Previous year (iii)	(iv)	*Previous year (v)	*Current year (vi)	(vii)	*Current year (viii)	*Current year (xi)	Target *Following year (xi)
Service objective									
Compile and update minimum spec- database of all computers annually	1	1	1	1	1	1	1	1	1
Daily data back-ups for disaster recovery for every work day	100%	100%	100%	100%	100%	100%	100%	100%	100%
IT related requests attended to within 5 working days	80%	80%	80%	80%	80%	80%	80%	80%	80%
IT governance through number of IT steering committee meetings held per quarter.	4	4	4	4	4	4	4	4	4
Communication of advertised tenders and quotations through timely upload thereof to the corporate website.	100%	100%	100%	100%	100%	100%	100%	100%	100%



3.73 OFFICE OF THE MUNICIPAL MANAGER

Employees: Office of the Municipal Manager					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9	1	1	1	0	0
10-12					
13-15					
16-18					
19-20					
Total					

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

Financial Performance: Office of the Municipal Manager					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue	306 954	890 000	1 370 000	1 769 904	198.87%
Expenditure:					
Employees	2 036 952	918 280	831 500	787 567	85.77%
Repairs and maintenance	263	24 000	24 000	72 830	303.46%
Other	1 541 310	115 800	595 800	1 778 079	1535.47%
Total Operating Expenditure	3 578 525	1 058 080	1 451 300	2 638 476	249.36%
Net Operating Expenditure					
<i>Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.</i>					T3.42.6



3.74 INTERNAL AUDIT

INTRODUCTION

The West Coast District Municipality consist of an efficient Internal Audit Unit as prescribed in terms of Section 165 of the MFMA, Municipal Finance Management Act, Act 56 of 2003.

Employees: Internal Audit					
Job level	2012/2013	2013/2014			
	Employees no.	Post no.	Employees no.	Vacancies (full-time Equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6					
7-9	2	2	2	0	0
10-12					
13-15	1	1	1	0	0
16-18					
19-20					
Total	3	3	3	0	0

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

Financial Performance: Internal Audit					R'000
Details	2012/2013	2013/2014			Variance from budget
	Actual	Original budget	Adjustments budget	Actual	
Total Operating Revenue					
Expenditure:					
Employees		474 540	419 790	399 162	84.12%
Repairs and maintenance		2 000	2000		
Other		61 950	61 950	29 494	47.61%
Total Operating Expenditure		538 490	483 740	428 656	79.60%
Net Operating Expenditure					

Net expenditure to be consistent with summary table T5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the actual and original Budget by the actual.

T3.42.6



Internal Audit: Policy Objectives taken from IDP										
Service Objective Service Indicators (i)	Outline Service Targets (ii)	2011/2012		2012/2013			2012/2013	2013/2014	2014/2015	
		Target	Actual	Target		Actual	Target			
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Previous Year (viii)	*Current Year (xi)	*Following Year (xi)	
Service Objective: Governance and Financial Viability										
Submitting Fraud declarations by senior management and internal audit		6	4.25	6	5	4.5	5	20		
Quarterly risk assessments per risk implementation plan		4	4	4	16	16	16	4	4	
Risk based audit plan is compiled and approved by the Audit Committee annually.		Was not a KPI in these financial years		1	1	1	1	1	1	
Approved Risk based audit plan		80%	57%	80%	70%	41%	Was not a KPI in these financial years			



elements identified, audited by year end									
Functional performance audit committee measured by the number of meetings per annum		4	5	4	4	7	4	4	4



CHAPTER 4 ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

The Municipality's organisational development function is as follows:

(a) **Office of the Municipal Manager**

- Human Resources
- Internal Auditing
- Risk Management
- Shared Services
- Strategic Services
- Social and Community Development
- Tourism

(b) **Department: Administration and Community Services**

- Administration
- Municipal Environmental Health
- Municipal Environmental Integrity
- Air Quality
- Disaster Management
- Fire Services
- Public Relations

(c) **Department: Financial Services**

- Financial Management and Control
- Income
- Expenditure
- Supply Chain Management
- Information Technology
- Ganzekraal Resort

(d) **Department: Infrastructure Services**

- Town and Regional Planning
- Roads Construction and Maintenance
- Mechanical Workshops
- Water Purification
- Water Distribution
- Civil Engineering Projects



4.1 Employee totals, turnover and vacancies

Employees				
Description	2013/2014			
	Approved posts No.	Employees No.	Vacancies No.	Vacancies %
	Water	125	97	28
Roads	237	208	29	12.2
Planning	1	1	0	0
Planning (strategic and regulatory)	29	29	0	0
Community and social services	13	12	1	7.6
Environmental protection	107	91	16	14.9
Corporate policy offices and other	53	52	1	1.8
				T4.1.1

Vacancy rate 2013/2014				
Designations	Total approved posts	Variances		
	No.	No.	%	
	Municipal Manager	1	0	0
CFO	1	0	0	
Other S57 managers (excl. finance posts)	2	0	0	
Other S57 Managers (finance managers)	0	0	0	
Fire fighters	78	15	19.2	
Senior management: levels 13-16 (excl. finance posts)	21	0	0	
Senior management: levels 13-16 (finance posts)	4	0	0	
Highly skilled supervision: levels 9-12 (excl. finance posts)	104	20	19.23	
Highly skilled supervision: levels 9-12 (finance posts)	8	1	12.5	
				T4.1.2

Turnover rate				
Details	Total appointments as of beginning of financial year	Terminations during the financial year	Turnover rate	
	No.	No.		
	2013/2014	72		30
				T4.1.3



4.2 Human Resource Policies

HR policies and plans				
	Name of policy	Completed	Reviewed	Date adopted by council or comment on failure to adopt
		%	%	
1.	Induction Policy	100		2008/08/24
2.	Recruitment and Selection Policy	100		2012/04/24
3.	Study Bursary Policy	100		2011/09/01
4.	Private Work Policy	100		2012/03/19
5.	Education, Training and Development Policy	100		2008/08/24
6.	Succession Planning Career Pathing Policy	100		2008/08/24
7.	Student Assistance Policy	100		2008/08/24
8.	Travel and Removal Expenses Policy	100		2008/08/24
9.	Disciplinary & Grievances Procedure	100		2013/03/12
10.	Whistleblowing Policy	100		2013/03/12
11.	Nepotism Policy	100		2013/03/12
12.	Confidentiality Policy	100		2013/03/12
13.	Overtime Policy	100		2013/03/12
14.	Manage Poor Work Performance	100		2013/03/12
15.	Attendance and Punctuality Policy	100		2008/08/24
16.	Unpaid Leave Policy	100		2008/08/24
17.	Sexual Harassment Policy	100		2013/05/14
18.	Use of Official Vehicle Policy	100		2008/08/24
19.	Staff Statements to the media Policy	100		2013/03/12
20.	Internet & E-mail Policy	100		2008/08/24
21.	Chronic Illness Policy	100	100	2014/04/23
22.	Substance Abuse Policy	100	100	2014/04/23
23.	Occupational Health & Safety Policy	100	100	2014/04/23
24.	Smoking Policy	100	Pending	2013/05/14
25.	Uniform & Protective Clothing Policy	100	100	2014/04/23
26.	HIV/AIDS Policy	100	100	2014/04/23
27.	Employment Assistance Programme	100	100	2014/04/23
28.	Scarce Skills Policy	100	Pending suspension	2011/11/23
29.	Travel and Subsistence Policy	100		2010/03/24
30.	Extra Services Allowance Policy	100		2012/04/24
31.	Maternity Benefit Policy	100	100	2014/04/23

T4.2.1

All Human Resources Policies currently are being reviewed for amendments and improvements.



4.3 Number and cost of injuries on duty					
Type of injury	Injury leave taken	Employees using injury leave	Proportion of employees using sick leave	Average injury leave per employee	Total estimated cost
	Days	No.	%	Days	R'000
Required basic medical attention only	174	5	1.01	34.8	
Temporary total disablement	0	0	0	0	
Permanent disablement	0	0	0	0	
Fatal	0	0	0	0	
Total	174	5	1.01	34.8	

T4.3.1

Number of days and cost of sick leave (excl. injuries on duty)						
Designations	Total sick leave	Proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	**Average sick leave per employee	Estimated cost
	Days	%	No.	No.	Days	R'000
Lower skilled (levels 1-2)	0	0	0	0	0	0
Skilled (levels 3-5)	1168	7.5%	142	236	4	R 354 804.30
Highly skilled (levels 6-8)	828	6.4%	93	137	6	R410 499.92
Highly skilled supervision (levels 9-12)	448	6.6%	56	90	4	R 387 594.21
Senior management (levels 13-16)	150	10.6%	14	26	5	R213 595.52
MM and S57	0	0	0	4	0	0
Total	2594	31.0%	305	493	19	R1 366 493.95

T4.3.2

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

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



Number and period of suspensions					
Position	Nature of alleged misconduct	Date of suspension	Details of disciplinary action taken or status of case and reasons why not finalised		Date finalised
Gen Assistant Water Distribution	Negligence, Dishonesty	17 February 2014	Final Warning	Written	24 June 2014
Gen Assistant Water Distribution	Negligence, Dishonesty	17 February 2014	Final Warning	Written	24 June 2014
Meter Installer	Negligence, Dishonesty	17 February 2014	Final Warning	Written	24 June 2014
Meter Installer	Negligence, Dishonesty	17 February 2014	Final Warning	Written	24 June 2014

T4.3.5

Disciplinary action taken on cases of financial misconduct			
Position	Nature of alleged misconduct and Rand value of any loss to the Municipality	Disciplinary action taken	Date finalised
Cadet Fire Fighter	Negligence R200.00	Written warning valid for 6 months	11 April 2014
Cadet Fire Fighter	Negligence R2800.00	Written warning valid for 6 months	11 April 2014
Fire Fighter	Negligence R200.00	Final Written warning valid for 6 months	11 April 2014
Fire Fighter	Negligence R1200.00	Final Written warning valid for 6 months, and 3 days unpaid leave.	11 April 2014

T4.3.6

4.4 PERFORMANCE REWARDS

No performance reward system for permanent staff/employees.

Performance contracts are entered into with the section 57 employees.



4.5 SKILLS DEVELOPMENT AND TRAINING

Introduction to workforce capacity development

Training initiatives are rolled out in the Municipality, including apprenticeships in the electrical and mechanical trades as well as learnerships in horticulture, water reticulation and the construction of roads. Training for fire personnel is a priority in the District, and recruits are appointed and sent for the necessary training. Short courses to up-skill skilled employees are rolled out annually according to the Workplace Skills Plan, which is linked to the strategic objectives of the West Coast District Municipality.

Skills matrix						
Management level	Gender	Employees in post as at 30 June 2014 No.	Number of skilled employees required and actual as at 30 June 2012			
			Received training		Percentage	
			Original	Actual	Original	Actual
Legislators	Female	3	0	0	0	0
	Male	21	0	0		
Directors and corporate managers	Female	6	3	3	56	56
	Male	19	11	11		
Professionals	Female	41	41	41	82.82	82.82
	Male	58	41	41		
Technicians and associate professionals	Female	0	0	0	21.12	21.12
	Male	71	15	15		
Total		219	111	111	50.68	50.68
						T4.5.1

Financial competency development: progress report*						
Description	A. Total number of officials employed by the Municipality	B. Total number of officials employed by municipal entities	Consolidated Total of A and B	Consolidated: competency assessments completed for A and B	Consolidated: total number of officials whose performance agreements comply with Regulation 16	Consolidated: total number of officials that meet prescribed competency levels
Financial officials						
<i>Accounting officer</i>	1	0	1	1	1	1
<i>Chief financial officer</i>	1	0	1	1	1	1
<i>Senior managers</i>	2	0	2	2	2	1
<i>Any other financial official</i>	24	0	24	0	0	15
SCM officials						
<i>Heads of SCM units</i>	1	0	1	0	0	1
<i>SCM senior manager</i>	0	0	0	0	0	0
Total	29	0	29	4	4	19

*This is a statutory report under the National Treasury: Local Government: MFMA Competency Regulation (June 2007). T4.5.2



Skills development and expenditure							R'000
Management level	Gender	Employees in post as at 30 June 2014 No.	Total number of employees who received training and percentage				
			Received training		Percentage		
			Original	Actual	Original	Actual	
Legislators	Female	3	0	0	0	0	
	Male	21	0	0			
Directors and corporate managers	Female	6	3	3	56	56	
	Male	19	11	11			
Professionals	Female	41	41	41	82.82	82.82	
	Male	58	41	41			
Technicians and associate professionals	Female	0	0	0	21.12	21.12	
	Male	71	15	15			
Clerical and administrative workers	Female	25	13	13	43.24	43.24	
	Male	12	3	3			
Community and personal services workers	Female	3	0	0	20	20	
	Male	2	1	1			
Machine operators and drivers	Female	0	0	0	97.29	97.29	
	Male	37	36	36			
Elementary occupations	Female	28	5	5	25.55	25.55	
	Male	199	53	53			
Total		525	222	222	42.28	42.28	
							T4.5.3

Total actual training spend for the year: R1 514 744

CHAPTER 5: FINANCIAL PERFORMANCE

INTRODUCTION

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

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

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

Note: Statements of Revenue Collection Performance by vote and by source are included at **Appendix K**

FINANCIAL SUMMARY						
<i>R' 000</i>						
Description	Year 0	Current Year: Year 1			Year 1 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Financial Performance						
Property rates				–	%	%
Service charges	88 353	96 511	96 511	92 630	95.98 %	95.98%
Rental of Facilities and equipment		5 279	5 279	5 445	103.15%	103.15%
Investment revenue	8 899	8 000	8 000	10 025	125.31 %	125.31 %
Licences and permits		120	120	75	62.29%	62.29%
Agency services	68 129	81 368	80 370	96 305	118.36%	119.83%
Transfers recognised - operational	82 062	76 281	76 761	77 567	101.69 %	101.05 %
Other own revenue	5 362	2 868	2 868	22 664	673.13 %	790.25 %
Total Revenue (excluding capital transfers and contributions)	252 805	270 427	269 909	301 353	111.44 %	111.65 %
Employee costs	67 151	74 916	76 959	76 225	101.75 %	99.05 %
Remuneration of councillors	3 951	4 784	4 784	4 310	90.10 %	90.10 %
Depreciation & asset impairment	12 485	24 764	24 764	12 521	50.56 %	50.56 %
Finance charges	10 793	12 930	12 930	11 726	90.69 %	90.69 %
Bulk purchases	8 720	9 861	9 861	9 233	93.63 %	93.63 %
Other materials	12 632	78 200	32 038	26 404	33.76%	82.41%
Other expenditure	142 695	64 350	107 951	137 948	213.37 %	127.79 %
Total Expenditure	258 429	269 805	269 287	274 745	102.40 %	102.20 %
Surplus/(Deficit)	(5 623)	622	622	25 608	4117.0 %	4117.0%
Transfers recognised - capital	6 421	10 000	10 000	10 305	103.05 %	103.05 %
Contributions recognised - capital & contributed assets					%	%

Surplus/(Deficit) after capital transfers & contributions	797	10 622	10 622	35 913	338.10 %	338.10 %
Share of surplus/ (deficit) of associate					%	%
Surplus/(Deficit) for the year	797	10 622	10 622	35 913	338.10 %	338.10 %
<u>Capital expenditure & funds sources</u>						
Capital expenditure	36 268	16 300	16 300	17 428	106.92 %	106.92 %
Transfers recognised - capital	6 421	10 000	10 000	10 305	103.05 %	103.05 %
Public contributions & donations					%	%
Borrowing	25 679				%	%
Internally generated funds	4 168	6 300	6 300	7 123	113.07 %	113.07 %
Total sources of capital funds	36 268	16 300	16 300	17 428	106.92 %	106.92 %
<u>Financial position</u>						
Total current assets	178 590	182 393	182 393	193 544	106.11 %	106.11 %
Total non-current assets	341 672	486 202	486 202	345 971	71.16%	71.16 %
Total current liabilities	48 589	24 409	24 409	57 822	236.88%	236.88 %
Total non-current liabilities	175 514	161 002	161 002	148 913	92.49%	92.49 %
Community wealth/Equity	296 160	482 185	482 185	332 781	69.01%	69.01 %
<u>Cash flows</u>						
Net cash from (used) operating	40 437	40 584	40 586	39 091	96.32%	96.32 %
Net cash from (used) investing	(36 022)	(16 300)	(16 300)	(17 428)	106.92 %	106.92 %
Net cash from (used) financing	20 581	(8 861)	(8 861)	(11 861)	133.86 %	133.86 %
Cash/cash equivalents at the year end	134 240	175 156	175 156	169 038	96.51 %	96.51 %
<u>Cash backing/surplus reconciliation</u>						
Cash and investments available	134 240	180 630	180 630	169 038	93.58 %	93.58 %
Application of cash and investments	85 509	65 865	65 847	69 557	105.63%	105.63 %
Balance - surplus (shortfall)	48 731	114 765	114 787	99 481	86.68%	86.68 %
<u>Asset management</u>						
Asset register summary (WDV)	341 672	486 202	486 202	345 971	71.16%	71.16 %
Depreciation & asset impairment	12 485	24 764	24 764	12 520	50.56%	50.56 %
Renewal of Existing Assets						
Repairs and Maintenance	58 731	78 200	32 038	26 404	33.71 %	82.41 %
<u>Free services</u>						
Cost of Free Basic Services provided					%	%
Revenue cost of free services provided					%	%
<u>Households below minimum service level</u>						

Water:					%	%
Sanitation/sewerage:					%	%
Energy:					%	%
Refuse:					%	%
<i>Variiances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A1</i>						T5.1.1

Financial Performance of Operational Services						
						R '000
Description	Year 0	Year 1			Year 1 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost						
Water	82 532	100 975	100 975	90 723	89.85%	89.85%
Waste Water (Sanitation)						
Electricity						
Waste Management						
Housing	983	1 216	1 216	528	43.41%	43.41%
Component A: sub-total	83 515	102 191	102 191	91 309	89.35%	89.35%
Waste Water (Storm water Drainage)						
Roads	69 680	81 368	78 670	96 305	118.36%	122.42%
Transport						
Component B: sub-total	69 680	81 368	78 670	96 305	118.36%	122.42%
Planning	4 129	2 967	2 967	2 632	88.72%	88.72%
Local Economic Development						
Component B: sub-total	4 129	2 967	2 967	2 632	88.71%	88.71%
Planning (Strategic & Regulatory)						
Local Economic Development						
Component C: sub-total						
Community & Social Services	3 501	3 907	3 907	3 779	96.73%	96.73%
Public Safety	26 761	29 296	30 496	27 124	92.58%	88.94%
Health	13 747	15 955	15 955	15 954	99.99%	99.99%
Security and Safety						
Sport and Recreation						
Corporate Policy Offices and Other	57 096	34 122	35 102	42 059	119.82%	123.26%
Component D: sub-total	101 105	83 280	85 460	88 916	106.76%	104.04%
Total Expenditure						
In this table operational income (but not levies or tariffs) is offset against operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						T5.1.2

5.2 GRANTS

Grant Performance							R' 000
Description	Year 0	Year 1			Year 1 Variance		
	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)	
Operating Transfers and Grants							
National Government:	73 313	75 766	75 766	75 766	100%	100%	
Equitable share	70 000	72 626	72 626	72 626	100%	100%	
Municipal Systems Improvement	1 000	890	890	890	100%	100%	
Department of Water Affairs							
Levy replacement							
Other transfers/grants [insert description]	2 313	2 250	2 250	2 250	100%	100%	
Provincial Government:	261		480	474			
Health subsidy							
Housing							
Ambulance subsidy							
Sports and Recreation							
Other transfers/grants [insert description]	261		480	474			
District Municipality:							
<i>[insert description]</i>							
Other grant providers:	8 488	10 515	10 515	11 632	110.53%	110.53%	
<i>RBIG</i>	6 421	10 000	10 000	10 305	103.05%	103.05%	
<i>Other</i>	2 067	515	515	1 327	275.67%	275.67%	
Total Operating Transfers and Grants	82 062	86 281	86 761	87 872			
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						T5.2.1	

INTRODUCTION

Property, plant and equipment are tangible assets that:

- Are held by a municipality for use in the production or supply of goods or services, for rental to others, or for administrative purposes, and
- Are expected to be used during more than one period.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, the costs of dismantling and removing the items and restoring the site on which they are located and capitalised borrowing costs.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment. Subsequent expenditure relating to property, plant and equipment is capitalised if it is probable that future economic benefits or potential service delivery of the asset are enhanced in excess of the originally assessed standard of performance. If expenditure only restores the originally assessed standard of performance, it is regarded as repairs and maintenance and is expensed.

The enhancement of an existing asset so that its use is expanded or the further development of an asset so that its original life is extended are examples of subsequent expenditure which should be capitalised.

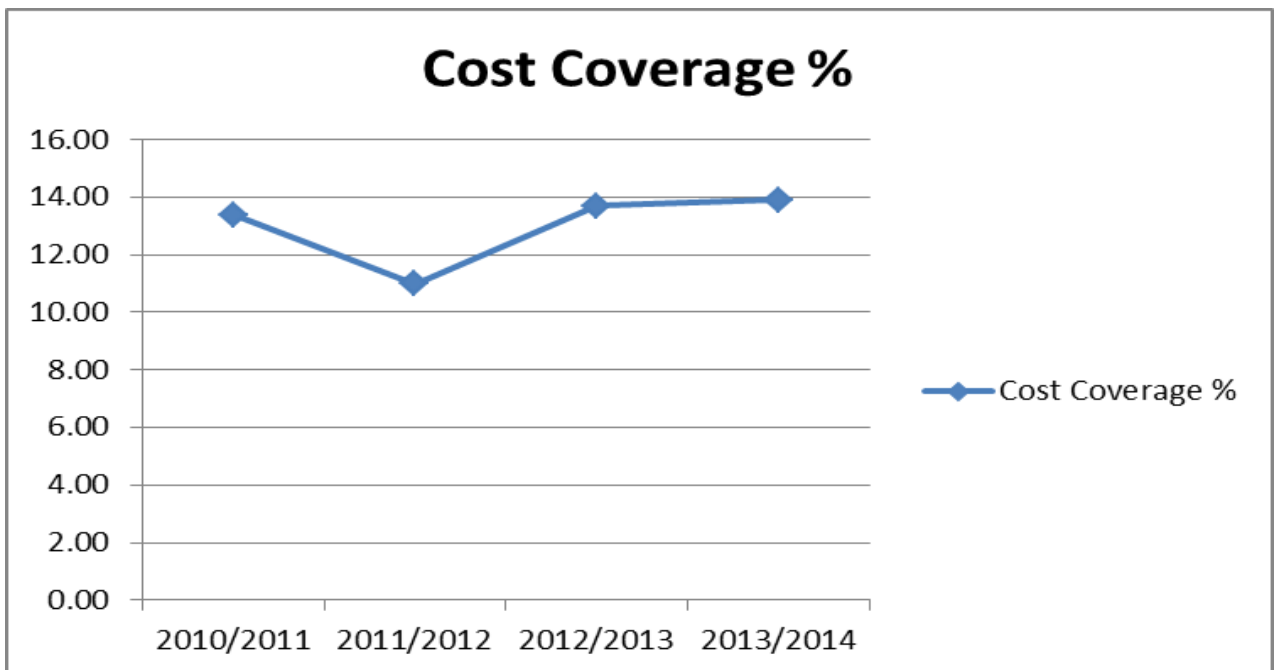
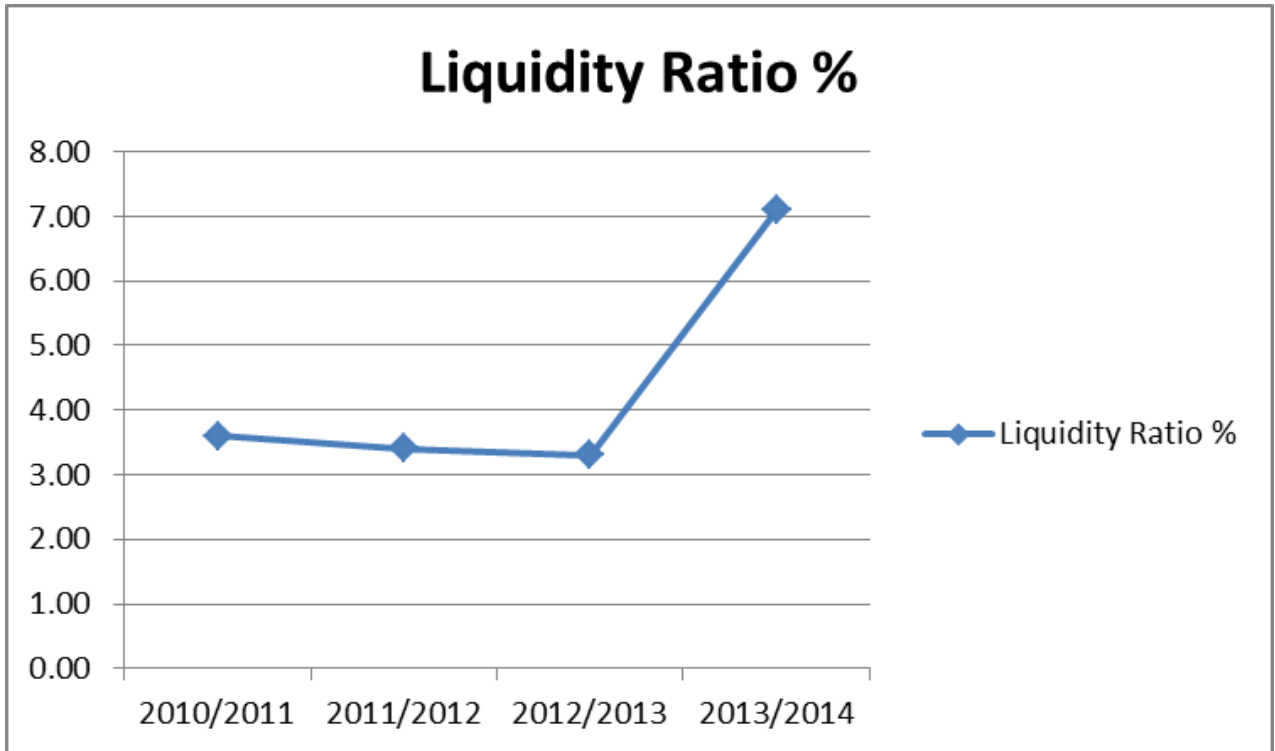
The cost of an item of property, plant and equipment acquired in exchange for a non-monetary asset

TREATMENT OF THE TWO LARGEST ASSETS ACQUIRED YEAR 1				
Asset 1				
Name	Water Reticulation			
Description				
Asset Type	Infrastructure			
Key Staff Involved	HF Prins	J Koekemoer	PR April	H Matthee
Staff Responsibilities	Municipal Manager	Chief Financial Officer	Snr Manager: Finance & Control	Director: Technical Services
	Year -2	Year -1	Year 0	Year 1
Asset Value		5 449 041		5 449 041
Capital Implications	None			
Future Purpose of Asset	Bulk Water Supply			
Describe Key Issues	None			
Policies in Place to Manage Asset	Asset Management Policy	Supply Chain Policy	Credit Control Policy	
Asset 2				
Name	Reservoirs			

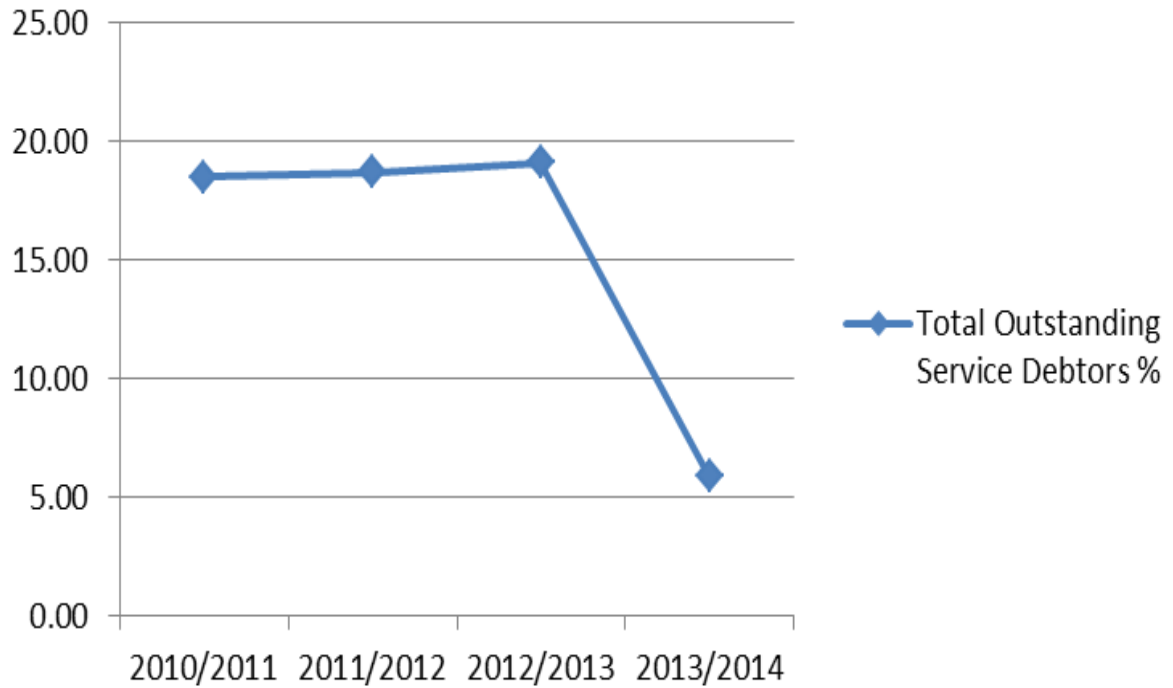
Asset 2				
Name	Water Desalination Plant			
Description				
Asset Type	Infrastructure			
Key Staff Involved	HF Prins	J Koekemoer	PR April	H Matthee
Staff Responsibilities	Municipal Manager	Chief Financial Officer	Snr Manager: Finance & Control	Director: Technical Services
Asset Value	Year -2	Year -1	Year 0	Year 1
		10 304 661		10 304 661
Capital Implications	None			
Future Purpose of Asset	Bulk Water Supply			
Describe Key Issues	None			
Policies in Place to Manage Asset	Asset Management Policy	Supply Chain Policy	Credit Control Policy	
T5.3.2				

Repair and Maintenance Expenditure: Year 1				
				R' 000
	Original Budget	Adjustment Budget	Actual	Budget variance
Repairs and Maintenance Expenditure	78 200	32 038	26 404	82.41%
T5.3.4				

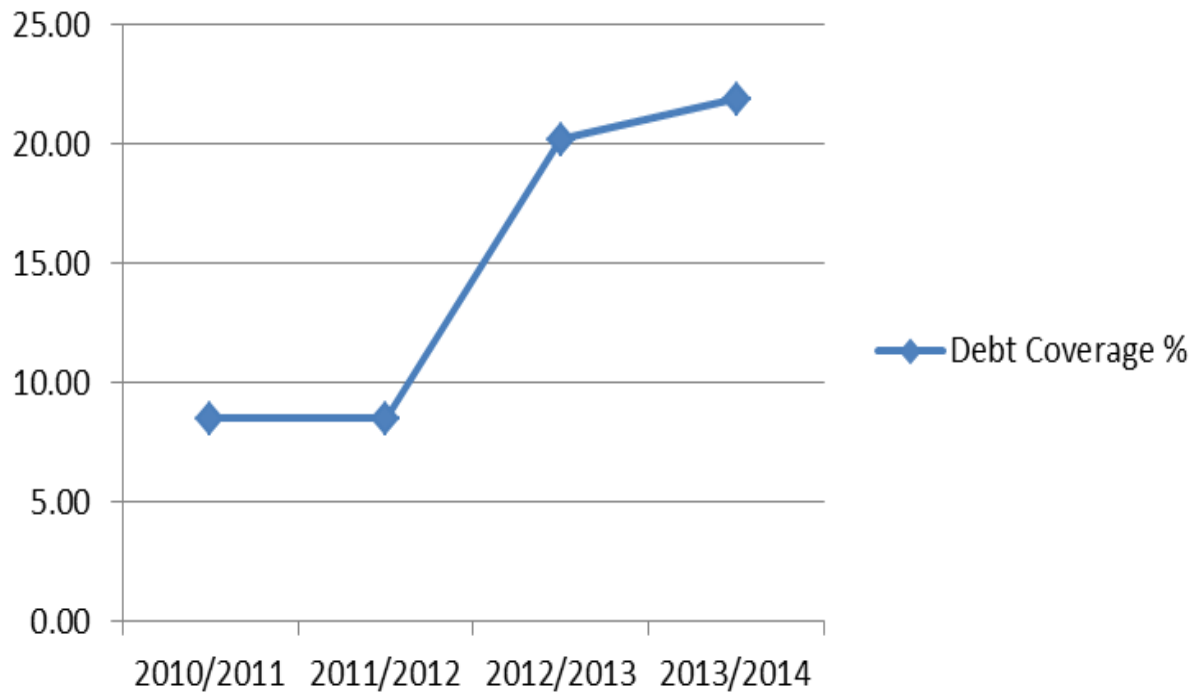
5.4 FINANCIAL RATIO'S



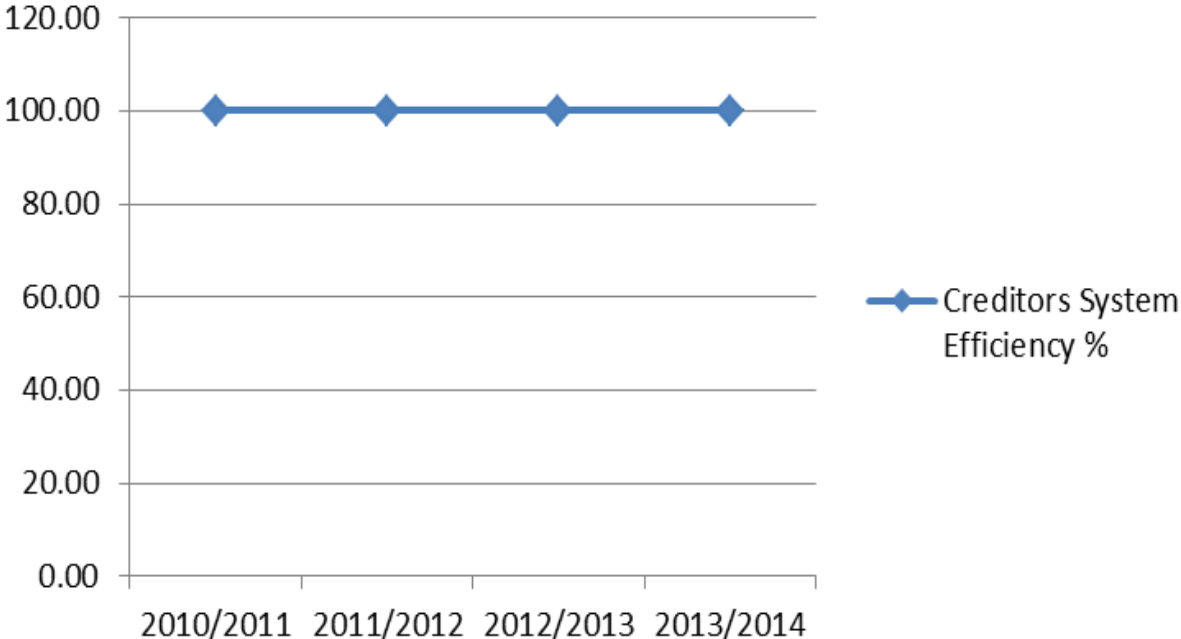
Total Outstanding Service Debtors %



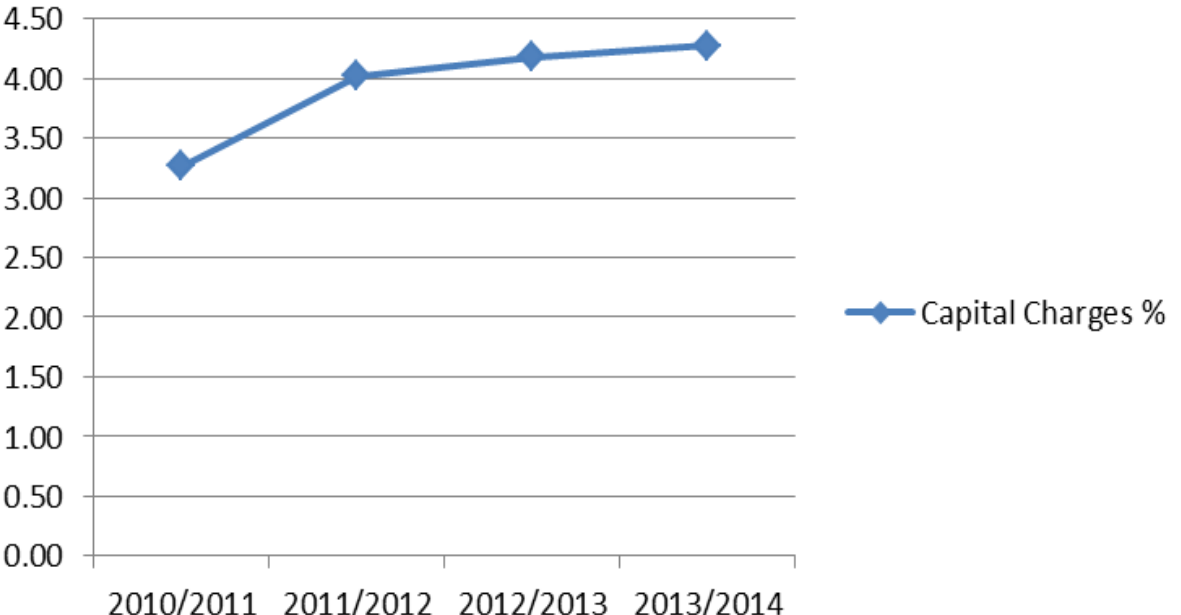
Debt Coverage %



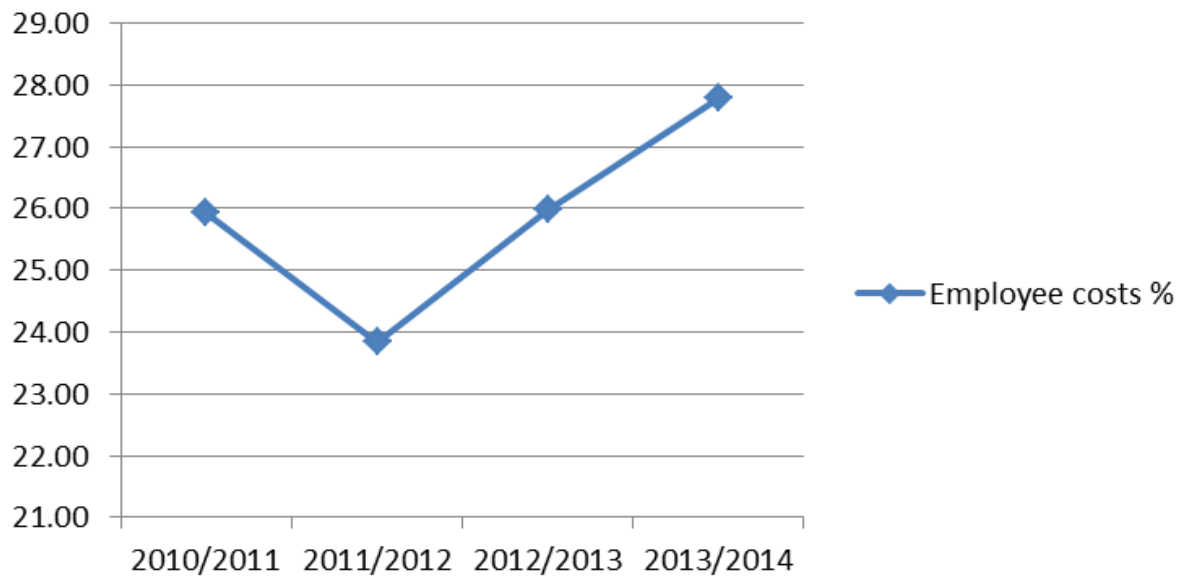
Creditors System Efficiency %



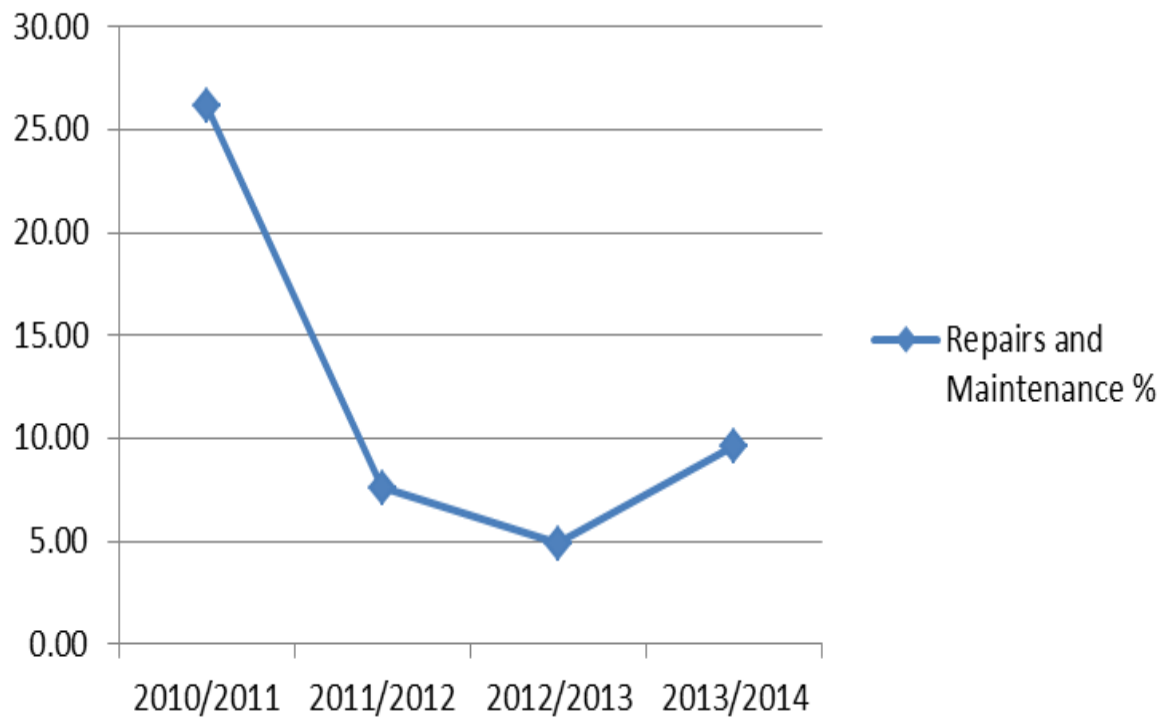
Capital Charges %



Employee costs %



Repairs and Maintenance %



COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

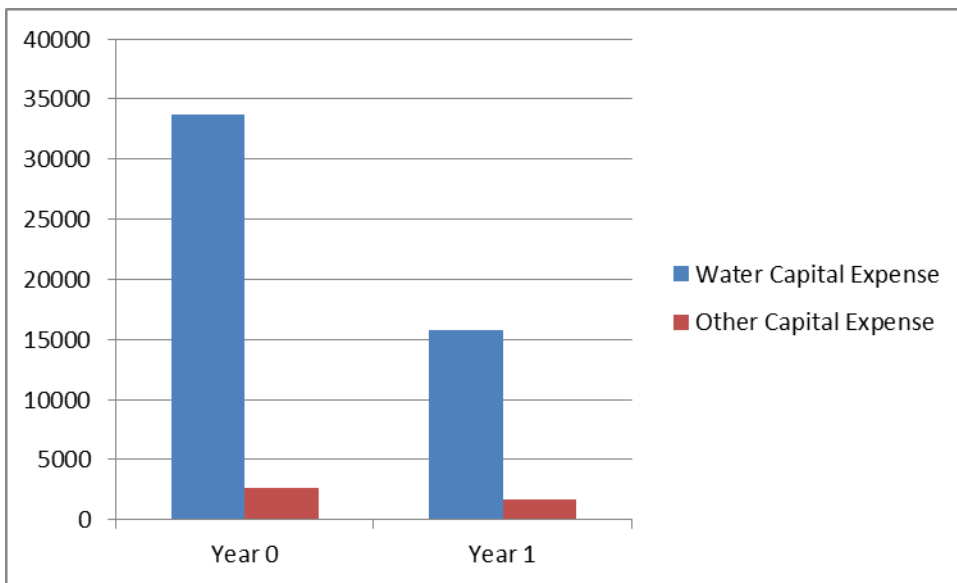
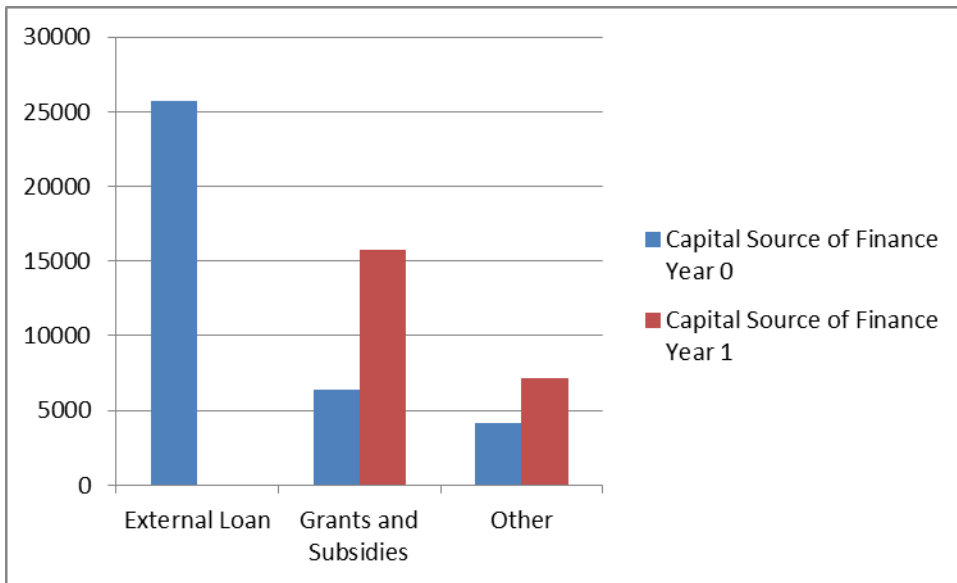
5.5 CAPITAL EXPENDITURE

R million	Original Budget	Adjustment Budget	Un-audited Full Year Total	Original Budget variance	Adjusted Budget Variance
Capital Expenditure	16 300	16 300	17 428	106.92%	106.92%
	16 300	16 300	17 428	106.92%	106.92%
Operating Expenditure	269 805	269 287	274 345	101.68%	101.88%
	269 805	269 287	274 345	101.68%	101.88%
Total Capital expenditure	16 300	16 300	17 428	106.92%	106.92%
Water and sanitation	15 200	15 200	15 754	103.64%	103.64%
Electricity					
Housing					
Roads, Pavements, Bridges and storm water					
Other	6 300	6 300	7 123	113.07%	113.07%
	16 300	16 300	17 428	106.92%	106.92%
External Loans					
Internal contributions	6 300	6 300	7 123	113.07%	113.07%
Grants and subsidies	10 000	10 000	10 305	103.05%	103.05%
Other	–	–			
	Original Budget	Adjustment Budget	Un-audited Full Year Total	Original Budget variance	Adjusted Budget Variance
Property rates					
Service charges	96 511	96 511	92 630	95.98%	95.98%
Other own revenue	183 916	182 776	192 020	104.41%	105.06%
	280 427	279 287	284 650	101.51%	101.92%
Employee related costs	74 916	76 959	72 866	97.26%	94.68%
Provision for working capital					
Repairs and maintenance	78 200	32 038	26 404	33.76%	82.41%
Bulk purchases					
Other expenditure	116 689	160 290	175 075	150.04%	109.22%
	269 805	269 287	274 345	101.69%	101.89%
Service charges: Water	96 511	96 511	92 630	95.98%	95.98%
Grants & subsidies: Water					
Other revenue: Water					
	96 511	96 511	92 630	95.98%	95.98%
Employee related costs: Water	22 551	22 551	22 562	100.04%	100.04%
Provision for working capital: Water					
Repairs and maintenance: Water	4 013	4 013	3 331	83.01%	83.01%

Bulk purchases: Water	9 861	9 861	9 233	93.63%	93.63%
Other expenditure: Water	59 832	59 832	53 872	90.04%	90.04%
	96 256	96 256	88 998	92.46%	92.46%
					T5.5.1

5.6 SOURCES OF FINANCE

Capital Expenditure - Funding Sources Year 0 to Year 1							
R' 000							
Details		Year 0	Year 1				
		Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance							
	External loans	25 679					
	Public contributions and donations						
	Grants and subsidies	6 421	10 000	10 000	15 754	103.05%	103.05%
	Other	4 168	6 300	6 300	7 123	113.07%	113.07%
Total		36 268	16 300	16 300	17 428	106.92%	106.92%
<i>Percentage of finance</i>							
	External loans	70.80%					
	Public contributions and donations						
	Grants and subsidies	17.17%	61.35%	61.35%	59.13%	96.38%	96.38%
	Other	11.49%	38.65%	38.65%	40.87%	105.74%	105.74%
Capital expenditure							
	Water and sanitation	33 666	15 200	15 200	15 754	103.64%	103.64%
	Electricity						
	Housing						
	Roads and storm water						
	Other	2 602	1 100	1 100	1 674	152.18%	152.18%
Total		36 268	16 300	16 300	17 428		
<i>Percentage of expenditure</i>							
	Water and sanitation	92.83%	93.25%	93.25%	90.39%	96.93%	96.93%
	Electricity						
	Housing						
	Roads and storm water						
	Other	7.17%	6.75%	6.75%	9.61%	142.37%	142.37%



5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Capital Expenditure of 5 largest projects*					
					R' 000
Name of Project	Current Year: Year 1			Variance Current Year: Year 1	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - Upgrading of pipelines	5 200	5 200	5 449	104.48%	104.48%
B – Desalination Plant	10 000	10 000	10 305	103.05%	103.05%
C – Pipelines Darling	300	300	284	94.67%	94.67%
D - Fire Fighting Equipment	330	330	325	98.48%	98.48%
E – Computers & Networks	232	232	236	101.72%	101.72%

* Projects with the highest capital expenditure in Year 1

Name of Project - A	
Objective of Project	Bulk water supply
Delays	None
Future Challenges	None
Anticipated citizen benefits	Access to basic services

Name of Project - B	
Objective of Project	Bulk water supply
Delays	None
Future Challenges	None
Anticipated citizen benefits	Access to basic services

Name of Project - C	
Objective of Project	Bulk water supply
Delays	None
Future Challenges	None
Anticipated citizen benefits	Access to basic services

Name of Project - D	
Objective of Project	Disaster relief
Delays	None
Future Challenges	None

Anticipated citizen benefits	Public safety
------------------------------	---------------

Name of Project - E	
Objective of Project	Upgrading IT Section
Delays	None
Future Challenges	None
Anticipated citizen benefits	None
T5.7.1	

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

Municipal Infrastructure Grant (MIG)* Expenditure Year 1 on Service backlogs						
						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Infrastructure - Road transport				%	%	
<i>Roads, Pavements & Bridges</i>				%	%	
<i>Storm water</i>				%	%	
Infrastructure - Electricity				%	%	
<i>Generation</i>				%	%	
<i>Transmission & Reticulation</i>				%	%	
<i>Street Lighting</i>				%	%	
Infrastructure - Water				%	%	
<i>Dams & Reservoirs</i>				%	%	
<i>Water purification</i>				%	%	
<i>Reticulation</i>				%	%	
Infrastructure - Sanitation				%	%	
<i>Reticulation</i>				%	%	
<i>Sewerage purification</i>				%	%	
Infrastructure - Other				%	%	
<i>Waste Management</i>				%	%	
<i>Transportation</i>				%	%	
<i>Gas</i>				%	%	
Other Specify:				%	%	
				%	%	
				%	%	
				%	%	
Total				%	%	

* MIG is a government grant program designed to fund a reduction in service backlogs, mainly: Water; Sanitation; Roads; Electricity. Expenditure on new, upgraded and renewed infrastructure is set out at Appendix M; note also the calculation of the variation. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.

T5.8.3

5.9 CASH FLOW

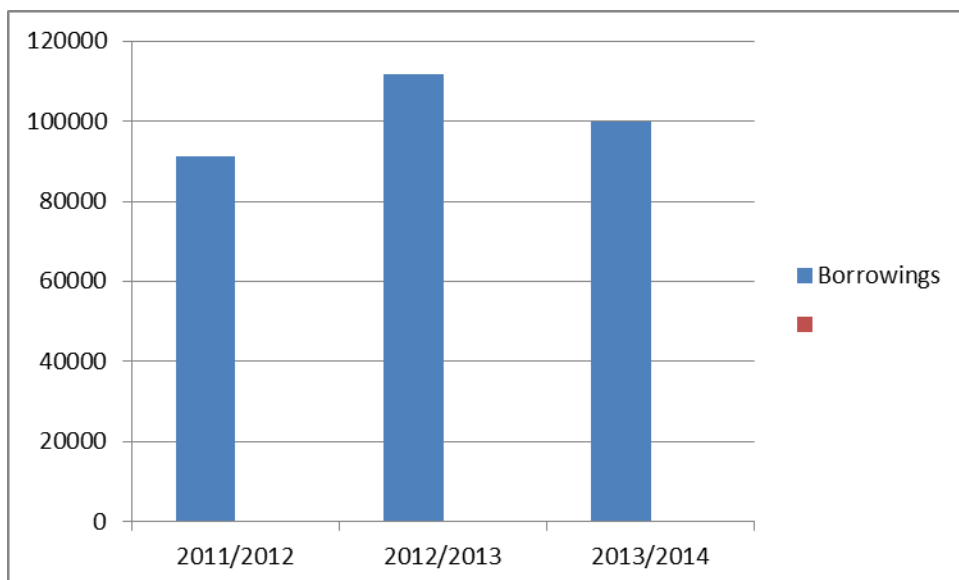
Cash Flow Outcomes				
R'000				
Description	2012 / 2013	2013 / 2014		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other	170 523	199 345	198 827	207 726
Government - operating	82 062	76 281	76 761	87 872
Government - capital	6 421	10 000	10 000	10 305
Interest				
Dividends				
Payments				
Suppliers and employees	(218 568)	(232 112)	(232 072)	(254 806)
Finance charges		(12 930)	(12 930)	(11 726)
Transfers and Grants				
NET CASH FROM/(USED) OPERATING ACTIVITIES	40 437	40 584	40 586	39 091
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE				
Decrease (Increase) in non-current debtors				
Decrease (increase) other non-current receivables				
Decrease (increase) in non-current investments				
Payments				
Capital assets	(36 022)	(16 300)	(16 300)	(17 428)
NET CASH FROM/(USED) INVESTING ACTIVITIES	(36 022)	(16 300)	(16 300)	(17 428)
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans				
Borrowing long term/refinancing	20 581			
Increase (decrease) in consumer deposits				
Payments				
Repayment of borrowing		(8 861)	(8 861)	(11 861)
NET CASH FROM/(USED) FINANCING ACTIVITIES	20 581	(8 861)	(8 861)	(11 861)
NET INCREASE/ (DECREASE) IN CASH HELD	(24 997)	15 424	15 424	9 802
Cash/cash equivalents at the year begin:	159 237	159 732	159 732	159 237

Cash/cash equivalents at the year end:	134 240	175 156	175 156	169 038
Source: MBRR SA7				T5.9.1

5.10 BORROWING AND INVESTMENT

Actual Borrowings Year -11 to Year 14			
	R' 000		
Instrument	2011 / 2012	2012 / 2013	2013 / 2014
Municipality			
Long-Term Loans (annuity/reducing balance)	91 090	111 671	99 810
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Municipality Total	91 090	111 671	99 810
Municipal Entities			
Long-Term Loans (annuity/reducing balance)			
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Entities Total			

T5.10.2



Municipal and Entity Investments			
			R' 000
Investment* type	2011 / 2012	2012 / 2013	2012 / 2014
	Actual	Actual	Actual
<u>Municipality</u>			
Deposits - Bank			
FNB	14 764 222	33 922 002	9 151 141
ABSA			
ABSA	56 252 378	59 417 523	62 942 366
NEDBANK	33 761 346	35 632 274	37 702 285
INVESTEC		20 241 960	52 130 387
STANDARD BANK	20 678 199		
Municipality Total	125 456 145	149 213 760	161 926 179
			T5.10.4

5.12 SUPPLY CHAIN MANAGEMENT

The West Coast District Municipality has established a fully operational Supply Chain Management (SCM) Unit in line with the approved SCM Policy.

No councillor of the Municipality may be a member of a municipal bid committee or any other committee evaluating or approving tenders, quotations, contracts or other bids, nor attend such meeting as an observer.

The Municipal Regulations on Minimum Competency Levels only indicates the minimum competency levels for heads and managers in supply chain management and do not make reference to the minimum competency levels for SCM officials who are not in management positions.

The SCM Manager and one (1) SCM practitioners comply with the prescribed minimum competency levels. Three (3) SCM Clerks and one (1) SCM Store Clerk are busy with the prescribed minimum competency levels.

The other SCM officials have the required minimum years of relevant SCM working experience as required by their job functions. They also have the qualifications related to their job functions and have a general understanding of the Municipality's SCM Policy and SCM procedures.

Employees: Financial Services - Supply Chain Management					
Job level	2012/2013		2013/2014		
	Employees no.	Post no.	Employees no.	Vacancies (full-time equivalents) no.	Vacancies (as a % of total posts)
0-3					
4-6	7	7	7	0	0
7-9	1	1	1	0	0
10-12	2	2	2	0	0
13-15	1	1	1	0	0
16-18					
19-20					
Total	11	11	11	0	0
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and post numbers are as at 30 June. Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set, then dividing that total by 250 to give the number of posts equivalent to the accumulated day.					

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

INTRODUCTION

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

West Coast District Municipality received Clean Audit Reports for the 2010/2011, 2011/2012 and 2012/2013 financial years.



6.1 AUDITOR-GENERAL REPORT 2012/2013

West Coast District Municipality received a Clean Audit Report in the 2012/2013 financial year.

**REPORT OF THE AUDITOR-GENERAL TO THE WESTERN CAPE PROVINCIAL PARLIAMENT
AND THE COUNCIL ON THE WEST COAST DISTRICT MUNICIPALITY**

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the financial statements of the West Coast District Municipality set out on pages 2 to 62 and 68 to 76, which comprise the statement of financial position as at 30 June 2013, the statement of financial performance, statement of changes in net assets and cash flow statement and statement of comparison of budget and actual amounts for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2012 (Act No. 5 of 2012) (DoRA), and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor-general's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the West Coast District Municipality as at 30 June 2013 and its financial performance, cash flows and statement of comparison of budget and actual amounts for the year then ended in accordance with SA Standards of GRAP and the requirements of the

MFMA and DoRA.

Emphasis of matter

7. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Restatement of corresponding figures

8. As disclosed in notes 25 and 26 to the annual financial statements, the corresponding figures for 30 June 2012 have been restated as a result of errors and changes in accounting estimates during 2013 in the financial statements of the West Coast District Municipality at, and for the year ended, 30 June 2012.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

9. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings relevant to performance against predetermined objectives, compliance with laws and regulations and internal control, but not for the purpose of expressing an opinion.

Predetermined objectives

10. I performed procedures to obtain evidence about the usefulness and reliability of the information in the annual performance report as set out on pages 1 to 13 of the annual report.
11. The reported performance against predetermined objectives was evaluated against the overall criteria of usefulness and reliability.
12. The usefulness of information in the annual performance report relates to whether it is presented in accordance with the National Treasury's annual reporting principles and whether the reported performance is consistent with the planned development objectives. The usefulness of information further relates to whether indicators and targets are measurable (i.e. well defined, verifiable, specific, measurable and time bound) and relevant as required by the National Treasury's *Framework for managing programme performance information*.
13. The reliability of the information in respect of the selected development objectives is assessed to determine whether it adequately reflects the facts (i.e. whether it is valid, accurate and complete).
14. There were no material findings on the annual performance report concerning the usefulness and reliability of the information.

Compliance with laws and regulations

15. I performed procedures to obtain evidence that the entity had complied with applicable laws and regulations regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in key applicable laws and regulations as set out in the general notice issued in terms of the PAA.

Internal control

16. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with laws and regulations.
17. I did not identify any deficiencies in internal control that I considered sufficiently significant for inclusion in this report.

Auditor-General

Cape Town

29 November 2013



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

During the 2011/2012 financial year, West Coast DM receives a Clean Audit.

**REPORT OF THE AUDITOR-GENERAL TO THE WESTERN CAPE PROVINCIAL PARLIAMENT
AND THE COUNCIL ON WEST COAST DISTRICT MUNICIPALITY**

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the accompanying financial statements of the West Coast District Municipality, which comprise the statement of financial position as at 30 June 2012 and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information, as set out on pages 3 to 60.

Accounting officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Local Government: Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA), and the Division of Revenue Act of South Africa, 2011 (Act No. 6 of 2011) (DoRA), and for such internal control as management determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor-General's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the *General Notice* issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the West Coast District Municipality as at 30 June 2012, and its financial performance and cash flows for the year then ended in accordance with SA Standards of GRAP and the requirements of the MFMA and DoRA.

Emphasis of matter

7. I draw attention to the matter below. My opinion is not modified in respect of this matter:

Disestablishment of the district management areas (DMA)

8. As disclosed in note 47 to the financial statements, the DMAs were disestablished and incorporated in superseding municipalities with effect from 1 July 2011.

Additional matter

9. I draw attention to the matter below. My opinion is not modified in respect of this matter:

Unaudited supplementary schedules

10. The supplementary information set out in appendix A to E on pages 61 to 74 does not form part of the financial statements and is presented as additional information. I have not audited these appendices and, accordingly, I do not express an opinion thereon.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

11. In accordance with the PAA and in terms of the *General Notice*, issued in terms thereof, I report the following findings relevant to performance against predetermined objectives, compliance with laws and regulations and internal control, but not for the purpose of expressing an opinion. .

Predetermined objectives

12. I performed procedures to obtain evidence about the usefulness and reliability of the information in the annual performance report as set out on pages 179 to 191 of the annual report.

13. The reported performance against predetermined objectives was evaluated against the overall criteria of usefulness and reliability. The usefulness of information in the annual performance report relates to whether it is presented in accordance with the National Treasury's annual reporting principles and whether the reported performance is consistent with the planned development objectives. The usefulness of information further relates to whether indicators and targets are measurable (i.e. well defined, verifiable, specific, measurable and time bound) and relevant as required by the *National Treasury Framework for managing programme performance information*.

14. The reliability of the information in respect of the selected development objectives is assessed to determine whether it adequately reflects the facts (i.e. whether it is valid, accurate and complete).

15. There were no material findings on the annual performance report concerning the usefulness and reliability of the information.

Additional matters

16. Although no material findings concerning the usefulness and reliability of the performance information were identified in the annual performance report, I draw attention to the following matters below:

Achievement of planned targets

17. Of the total number of 78 targets planned for the year, 23 targets were not achieved during the year under review. This represents 29.5% of total planned targets that were not achieved during the year under review. This was mainly due to the fact that indicators and targets were not suitably developed during the strategic planning process. Furthermore, 37 of the total number of targets set for the year are in respect of objectives that are considered to be qualitatively material. Of these targets, 38% were not achieved during the year under review.

Material adjustments to the annual performance report

18. Material misstatements (65% of KPI's not achieved did not have corrective measures that were clearly measurable) in the annual performance report were identified during the audit, all of which were corrected by management.

Compliance with laws and regulations

19. I performed procedures to obtain evidence that the entity has complied with applicable laws and regulations regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in key applicable laws and regulations as set out in the *General Notice* issued in terms of the PAA.

Internal control

20. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with laws and regulations. I did not identify any deficiencies in internal control which I considered sufficiently significant for inclusion in this report.

Auditor - General

Cape Town

30 November 2012



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give “ <i>full and regular</i> ” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “ <i>what we do</i> ”.
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.

Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are "what we use to do the work". They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	<ul style="list-style-type: none"> • Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management • Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.

<p>Vote:</p>	<p>One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a “vote” as:</p> <p><i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

APPENDIX A - COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	Ward and/or Party Represented	Council Meetings Attendance	Apologies for non-attendance
J Swart	Proportional	Portfolio Committee Administration and Community Services Portfolio Committee Strategic Support and Economic Development Oversight Committee	ANC	7	0
R Skei	Proportional	Portfolio Committee Infrastructure Services Portfolio Committee Strategic Support and Economic Development Rules Committee	ANC	4	3
E Platjies	Proportional	Portfolio Committee Finance	ANC	1	0
NG Delport	Proportional	Portfolio Committee Strategic Support and Economic Development Portfolio Committee Infrastructure Services Oversight Committee	ANC	5	2
CH Heyns	Proportional	Portfolio Committee Strategic Support and Economic Development Portfolio Committee Infrastructure Services Secundi: SALGA: Economic Development and Planning Secundi: SALGA: Municipal Infrastructure and Services	DA	6	1
M Koen	Proportional	Executive Mayoral Committee Member Chairperson: Portfolio Committee Strategic Support and Economic Development Local Labour Forum SALGA: Human Resource and Development SALGA: Economic Development and Planning IDP: Local Municipalities (Saldanha Bay Municipality) West Coast Regional Tourism Organisation (RTO)	DA	7	0
JJ Josephus	Proportional	Executive Deputy Mayor - Executive Mayoral Committee Member	DA	7	0

		Ex Officio : All Portfolio Committees Local Labour Forum IDP Coordinating Committee (IDPCC) IDP: Local Municipalities (Bergrivier Municipality) Appeal Authority			
WD Loff	Proportional	Executive Mayoral Committee Member Chairperson: Portfolio Committee Administration and Community Services Local Labour Forum SALGA: Community Development IDP: Local Municipalities (Matzikama Municipality)	DA	7	0
AP Mouton	Proportional	Executive Mayoral Committee Member Chairperson: Portfolio Committee Finance Local Labour Forum SALGA: Municipal Finance IDP Coordinating Committee (IDPCC)	DA	7	0
MR Smit	Proportional	Portfolio Committee Administration and Community Services Portfolio Committee Strategic Support and Economic Development Secundi: SALGA: Community Development Rules Committee West Coast Biosphere Reserve West Coast Regional Tourism Organisation (RTO) Deputy Chairperson: Oversight Committee Regional Health Forum	DA	7	0
A Sindyamba	Appointed Matzikama Municipality	Portfolio Committee Finance Portfolio Committee Infrastructure Services Rules Committee	DA	1	0
EL Mgingqi	Appointed Matzikama Municipality	None	ANC	6	1
JJ Fransman	Appointed	None	ANC	3	4

	Cederberg Municipality				
J Barnard	Appointed Cederberg Municipality	Portfolio Committee Finance Portfolio Committee Administration and Community Services IDP: Local Municipalities (Cederberg Municipality) Greater Cederberg Biodiversity Corridor	DA	6	1
C Snyders	Appointed Bergrivier Municipality	Portfolio Committee Infrastructure Services Portfolio Committee Strategic Support and Economic Development	DA	7	0
SR Claassen	Appointed Bergrivier Municipality	Portfolio Committee Finance	ANC	5	2
A Kruger	Appointed Saldanha Bay Municipality	Speaker Ex Officio: Executive Mayoral Committee Ex Officio: All Portfolio Committees Secundi: SALGA: Governance- and Intergovernmental relations Chairperson: Rules Committee West Coast Coastal Management Committee Appeal Authority	DA	7	0
JJ Cillie	Appointed Saldanha Bay Municipality	Portfolio Committee Finance Portfolio Committee Infrastructure Services Secundi: SALGA: Municipal Finance	DA	7	0
ST Vries	Appointed Saldanha Bay Municipality	Portfolio Committee Administration and Community Services Portfolio Committee Strategic Support and Economic Development Secundi: SALGA: Human Resources and Development Rules Committee West Coast Coastal Management Committee	DA	7	0
NV Mgoqi	Appointed Saldanha Bay Municipality	Rules Committee	ANC	7	0
JH Cleophas	Appointed	Executive Mayor	DA	7	0

	Swartland Municipality	Ex Officio: All Portfolio Committees SALGA: Governance- and Intergovernmental Relations IDP Coordinating Committee (IDPCC) Appeal Authority Member: West Coast Business Development Centre			
NJA Rust	Appointed Swartland Municipality	Portfolio Committee Administration and Community Services Portfolio Committee Finance Local Labour Forum IDP: Local Municipalities (Swartland Municipality) Oversight Committee	DA	7	0
BJ Stanley	Appointed Swartland Municipality	Executive Mayoral Committee Member Chairperson: Portfolio Committee Infrastructure Services SALGA: Municipal Infrastructure Services PROVCOM/PROVTECH Expanded Public Works Programme (EPWP)	DA	7	0
NS Zatu	Appointed Swartland Municipality	None	ANC	7	0

APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Comprehensive political oversight is within the municipality currently.

As committee members have, or are able to, develop specialised skills, the quality of the work done by committees is potentially of a higher standard than larger structures. A committee's composition is normally representative of all of the political parties

Section 79 and 80 Committees

Sections 79 and 80 create non-executive and executive committees: Section 79 committees are non-executive committees that may be established for the effective and efficient performance of any of a municipal council's functions, or the exercise of any of its powers, provided that the municipal council determines the functions of a committee and delegates duties and powers to it. The council must appoint the chairperson, and may authorise a committee to co-opt advisory members who are not members of the council within the limits determined by the council. The council may also determine a committee's procedure.

Section 80 committees are provided for to assist the executive committee or executive mayor. If a municipal council has an executive committee or executive mayor, it may appoint, in terms of section 79, committees of councillors to assist the executive committee or executive mayor. Such committees may not in number exceed the number of members of the executive committee or mayoral committee. The executive committee or executive mayor appoints a chairperson for each committee from the executive committee or mayoral committee, and may delegate any powers and duties of the executive committee or executive mayor to the committee. Section 80 committees must report to the executive committee or executive mayor in accordance with the directions of the executive committee or executive mayor.

Oversight Committee

The Oversight Committee at the West Coast DM is established in terms of Section 79 of the Municipal Structures Act. Only non-executive members serve on the Oversight Committee.

The composition of the Oversight Committee follows the MFMA Circular 32 guidance on the oversight process when considering the Annual Report and producing the Oversight Report.

The Oversight committee could be responsible for the detailed analysis and review of the annual report and then drafting an oversight report that may be taken to full council for discussion. Such a committee may receive and review made by the public and also seeks inputs from other councillors and council portfolio committees.

Circular 32 provides the following additional guidelines with regard to the role and functions of the oversight committee, many of which may be also relevant to the terms of reference of an MPAC:

An oversight committee should be established under sections 33 and 79 of the Municipal Structures Act 1998;

The oversight committee is responsible for the detailed analysis and review of the *annual report* and then drafting an *oversight report* to be taken to full council for discussion;

☐The oversight committee may receive and review representations made by the public and also seek inputs from other councillors and council portfolio committees;

The oversight committee should be made up of non-executive councillors only, and representatives of the community, and can be formed each year to deal with the annual report (officials cannot be members of an oversight committee);

Assistance from the municipality's Audit Committee in the review process is also recommended as a major source of independent specialist advice;

All meetings of Council and the oversight committee at which an annual report is considered must be open to the public;

Representatives of the AGSA are entitled to attend and to speak at any meetings held to discuss the annual report;

Timely notice of meetings should be given to enable representations to be made (making representations to the oversight committee should not necessarily preclude representations by the same individuals to the full council as this promotes transparency in the process);

As a parallel process, other councillors should also be conducting their own reviews of the report, which can include discussions with constituents, ward committees and ward representatives to encourage inputs and comments and to prepare for the full council meeting that considers the annual report and oversight report;

Municipalities should take into account all costs of the various mechanisms (oversight committee and other meetings) for reviewing the annual report and preparing an oversight report – the cost needs to be balanced against the need for transparency, good governance practice and accountability, the capacity of the municipality and the need for an effective process within the time allowed.

Audit Committee

Section 166 (1) of the Municipal Finance Management Act, Act 56 of 2003 (MFMA) states *“that each municipality or municipal entity must have an Audit Committee”* and Section 166(4) (a) of the MFMA that *“an Audit Committee must consist of at least three persons with appropriate experience”* The Audit Committee is an independent advisory body and currently consists of five members that are appointed by the Council. With reference to the West Coast District Municipality Audit Charter the Committee assist the Council by providing inputs to ensure effective systems that complement service delivery, safeguarding of municipal assets the maintenance of financial records, risk management, corporate governance and an effective internal control system. The Audit Committee also investigates matters within the scope of the Committee’s duties if referred to by Council or the Municipal Manager.

Provides independent specialist advice on financial performance, efficiency and effectiveness, performance management and compliance with legislation

APPENDIX C-THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Office of the Municipal Manager	Senior Manager: Strategic Services Senior Manager: Human Resources Manager: Community and Social Development Manager: Tourism
Administration and Community Services	Senior Manager: Municipal Environmental Health Manager: Air Quality Control Manager: Administration Manager: Disaster Management Chief: Fire Services
Financial Services	Senior Manager: Financial Management and Control Manager: Income and Expenditure Manager: Supply Chain Management Manager; Information Technology
Technical Services	Senior Manager: Roads Senior Manager: Water Supply Manager: Projects Manager: Roads Construction and Maintenance
T C	

APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

MUNICIPAL FUNCTION		
MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*	Function Applicable to Entity (Yes / No)
Constitution Schedule 4, Part B functions		
Air Pollution	Yes	NOT APPLICABLE
Building regulations	Yes	
Child care facilities		
Electricity and gas reticulation		
Fire fighting services	Yes	
Local Tourism	Yes	
Municipal airports		
Municipal Planning	Yes	
Municipal Health Services	Yes	
Municipal Public Transport		
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related		
Storm water management systems in built-up areas		
Trading regulations		
Water and sanitation services limited to potable water supply systems and domestic waste water and sewage disposal systems	Yes	
Beaches and amusement facilities	Yes	
Billboards and the display of advertisements in public places		
Cemeteries, funeral parlours and crematoria		
Cleansing		
Control of public nuisances	Yes	
Control of undertakings that sell food to the public	Yes	
Facilities for the accommodation, care and burial of animals		
Fencing and fences		
Licensing of dogs		
Control of undertakings that sell food to public	Yes	
Local amenities – Ganzekraal Holiday Resort	Ye	
Local sport facilities		
Markets		
Municipal abattoirs		
Municipal parks and recreation		
Municipal roads		
Noise pollution	Yes	
Pounds		
Public places		
Refuse removal, refuse dumps and solid waste disposal	Yes	
Street trading		
Street lightning		
Traffic and parking		
*If municipality: indicate (Yes or No)		

APPENDIX E – WARD REPORTING

Not applicable to the District Municipality

APPENDIX F – WARD INFORMATION

Not applicable to the District Municipality

APPENDIX G – RECOMMENDATIONS OF THE AUDIT COMMITTEE

Date of Committee	Committee recommendations during 2013/2014	Recommendation adopted (Yes) Not adopted (provide explanation)
15/08/12	<p>ITEM OK/13/08/15/7.1.1.1 : Internal Audit Charter</p> <p>Resolved: That the Internal Audit Charter be approved.</p>	Yes
	<p>ITEM OK/13/08/15/7.1.1.2 : Review of the Audit Committee Charter</p> <p>Resolved: That the Audit Committee Charter be approved.</p>	Yes
	<p>ITEM OK/13/08/15/7.1.1.3 : Extension of West Coast District Municipality's Audit Committee services</p> <p>Resolved: 1. That support be provided to Matzikama Municipality if needed; and 2. That the facilities of West Coast District Municipality be utilised for the meetings.</p>	Yes
	<p>ITEM OK/13/08/15/8.1 : Draft Financial Statements – 2012/2013</p> <p>Resolved: 1. That cognisance be taken that the Audit Committee has reviewed the Draft Financial Statements 2012/2013; and 2. That cognisance be taken that the Audit Committee is satisfied with the Draft Financial Statements 2012/2013 as tabled.</p>	Yes
17/10/2013	<p>ITEM OK/13/10/17/7.6 : Appointment of a representative on the Risk Management Committee</p> <p>Resolved: 1. That the Chairman be appointed as representative at the Risk Management Committee; 2. That the Chairman be responsible to appoint a secundi; and 3. That a day trail be arranged for the Audit Committee.</p>	Yes
17/04/2014	<p>ITEM OK/14/04/17/7.1 : Credit Control and Debt Collection Policy</p> <p>Resolved: That the Credit Control and Debt Collection Policy be approved.</p>	Yes
	<p>ITEM OK/14/04/17/7.2 : Indigent Policy</p> <p>Resolved: That the Indigent Policy be approved.</p>	Yes
	<p>ITEM OK/14/06/12/7.1.1.1 : Internal Audit Division: Three Year Risk Based Internal Audit Plan 2015-2017</p> <p>Resolved: That the Three Year Risk Based Internal Audit Plan 2015-2017 be approved.</p>	Yes
	<p>ITEM OK/14/06/12/7.1.1.2 : Internal Audit Division: Internal Audit Plan 2014/2015</p> <p>Resolved: That the Risk Based Audit Plan 2014/2015 be approved.</p>	Yes

APPENDIX H- LONG TERMS CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

Long Contracts (20 Largest Contracts Entered into 2013/2014)					
Name of Service Provider (Entity of Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry Date of Contract	Project Manager	Contract Value R' 000
GLS Consulting	Updating of Bulk Water System Master Plan	01/07/2012	30/06/2015	Mr N Faasen	R 1 639 600.00
Sillito Environmental Consulting CC	Provision of geohydrological services: Monitoring of abstraction from Langebaan Road Aquifer	20/02/2014	30/06/2016	Mr N Faasen	R 176 304.42
Microsoft Ireland Limited	Microsoft Enterprise Agreement	01/09/2013	30/09/2016	Mr H Matthews	R 2 268 508.00
Konica Monolta	Provision and installation of multi-function printers	01/12/2012	30/11/2015	Ms Z Jacobs	R 208 080.00

No Public Private Partnerships at the West Coast District Municipality.

APPENDIX I – SERVICE PROVIDER INFORMATION



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Summary Report: Contract(s) Awarded

Award Date: From: 2013/07/01 12:00:00 AM
To: 2014/06/25 12:00:00 AM

Department	Contract Identifier	Commodity Description	Supplier	BEE Status	Source Method	Contract Value	Lowest Acceptable Bid Value	Premium Paid Value	Expansion Value
Municipalities/Western Cape/West Coast	6/5/2/141	Accommodation for Fire Fighters in Cape Town	Ludicks Lodge	Non-compliant contributor	Price Quotations	R 141 120.00	R 141 120.00	-	R 141 120.00
	6/5/2/111	Adult Basic Education Training	Siphakame Skills Development	Level 4	Price Quotations	R 198 594.00	R 198 594.00	-	R 198 594.00
	6/5/2/211	Blading of Main road 538	Lexintons Civil & Plant	Level 2	Price Quotations	R 192 717.00	R 192 717.00	-	R 192 717.00
	6/5/2/211	Blading of Main Road 538 (Paleisheuvel)	Lexintons Civil & Plant	Level 2	Price Quotations	R 151 620.00	R 151 620.00	-	R 151 620.00
	6/5/2/211	Blading of Roads 2184 & 2186	Lexintons Civil & Plant	Level 2	Price Quotations	R 161 196.00	R 161 196.00	-	R 161 196.00
	6/5/2/211	Blading of Roads in Lambertsbay/Graafwater area	Lexintons Civil & Plant	Level 2	Price Quotations	R 100 006.50	R 100 006.50	-	R 100 006.50
	6/5/2/211	Blading of Roads in Lambertsbay/Vredendal area	Kuthelayo Contracts	Non-compliant contributor	Price Quotations	R 115 000.00	R 115 000.00	-	R 115 000.00



6/5/2/211	Blading of Roads in Vredenburg/Paternoster area	W.N Samuels	Level 3	Price Quotations	R 107 400.00	R 107 400.00	-	R 107 400.00
6/5/2/128	Building of Wingwalls at Paleisheuwel Road	CORKON	Non-compliant contributor	Price Quotations	R 190 152.00	R 190 152.00	-	R 190 152.00
6/5/2/179	Cleaning of Drains at Paleisheuwel Road	West Coast Builders	Level 3	Price Quotations	R 151 500.00	R 151 500.00	-	R 151 500.00
6/5/2/276	Compilation of a Climate Change Framework	Aurecon	Level 2	Price Quotations	R 126 875.20	R 126 875.20	-	R 126 875.20
6/5/2/257	Conceptualize, Formulate, Facilitate and Draft Strategy and Implementation for Emergent Farmers, Matzikama Region	Origiline	Non-compliant contributor	Price Quotations	R 130 800.00	R 130 800.00	-	R 130 800.00
WDM 01/2014	Construction of two new office at Existing offices on Erf 2169, Vredenburg	Hughie Avontuur	Level 3	Competitive Bids	R 320 359.10	R 320 359.10	-	R 320 359.10
6/5/2/269	Evaluation and Audit of Job description for posts at West Coast District Municipality	Deloitte Consulting	Level 2	Price Quotations	R 112 831.50	R 112 831.50	-	R 112 831.50
6/5/2/279	Feasibility Study - Market Readiness and Market Access of Subsistence livestock farmers	OABS Development	Non-compliant contributor	Price Quotations	R 195 000.00	R 195 000.00	-	R 195 000.00
6/5/2/279	Feasibility Study and Business Plan - Livestock Farmers Development	Agrifusion	Level 4	Price Quotations	R 135 000.00	R 135 000.00	-	R 135 000.00
WDM 20/2013	Geohydrological Services: Monitoring of Abstraction from Langebaan Road Aquifer	Sillito Environmental Consulting	Level 4	Competitive Bids	R 176 304.42	R 176 304.42	-	R 176 304.42
6/5/2/56	Hire of 2 Dumpers at the Moorreesburg/Darling Gravel road	W.N Samuels	Level 3	Price Quotations	R 135 000.00	R 135 000.00	-	R 135 000.00
6/5/2/56	Hire of 2 Dumpers at Wupperthal Road	Smit Ingenieurswerke	Non-compliant contributor	Price Quotations	R 199 990.20	R 199 990.20	-	R 199 990.20
6/5/2/56	Hire of Excavator (Darling - Moorreesburg)	Lexintons Civil & Plant	Level 2	Price Quotations	R 153 900.00	R 153 900.00	-	R 153 900.00
6/5/2/56	Hire of Excavator at Elizabethfontein	West Coast Builders	Level 3	Price Quotations	R 153 500.00	R 152 900.00	R 600.00	R 153 500.00

6/5/2/56	Hire of Excavator at Wupperthal Road	Lexintons Civil & Plant	Level 2	Price Quotations	R 123 120.00	R 123 120.00	-	R 123 120.00
6/5/2/56	Hire of excavator for works on Wupperthal Road	Lexintons Civil & Plant	Level 2	Price Quotations	R 162 450.00	R 162 450.00	-	R 162 450.00
6/5/2/56	Hire of Grader for works on Main Road 310 & 538 and Divisional road 2216	Lexintons Civil & Plant	Level 2	Price Quotations	R 158 175.00	R 158 175.00	-	R 158 175.00
6/5/2/56	Hire of Lowbed	Zenprop 461 CC	Level 4	Price Quotations	R 175 560.00	R 175 560.00	-	R 175 560.00
6/5/2/56	Hire of Padfoot roller at Wupperthal Road	W.N Samuels	Level 3	Price Quotations	R 107 400.00	R 107 400.00	-	R 107 400.00
6/5/2/56	Hire of Padfoot roller for works at Wupperthal Road	West Coast Builders	Level 1	Price Quotations	R 173 250.00	R 173 250.00	-	R 173 250.00
6/5/2/56	Hire of Padfootroller at Kraaiberg	Zenprop 461 CC	Non-compliant contributor	Price Quotations	R 125 084.00	R 125 084.00	-	R 125 084.00
6/5/2/56	Hire of Tractor/Gridroller for works on Wupperthal Road	Smit Ingenieurswerke	Non-compliant contributor	Price Quotations	R 192 158.40	R 192 158.40	-	R 192 158.40
6/5/2/56	Hire of Trucks for the Transport of Dust from Cape Lime to Vaalkrans (Lutzville Area)	AWV Project Management	Level 1	Price Quotations	R 199 987.92	R 192 888.00	R 7 099.92	R 199 987.92
6/5/2/56	Hire of Vibrate Roller for works on Main Road 228 and Divisional roads 1165 & 1158	West Coast Builders	Level 3	Price Quotations	R 151 500.00	R 151 500.00	-	R 151 500.00
6/5/2/56	Hire of Water Truck at Darling	West Coast Builders	Level 3	Price Quotations	R 148 500.00	R 148 500.00	-	R 148 500.00
6/5/2/56	Hire of Water Truck at Lambertsbay/Vaalvlei	West Coast Builders	Level 3	Price Quotations	R 154 500.00	R 154 500.00	-	R 154 500.00
6/5/2/56	Hire of Water Truck at Lutzville	Lexintons Civil & Plant	Level 2	Price Quotations	R 188 100.00	R 188 100.00	-	R 188 100.00
6/5/2/56	Hire of Water Truck at Porterville	West Coast Builders	Level 3	Price Quotations	R 166 500.00	R 166 500.00	-	R 166 500.00
6/5/2/56	Hire of Water Truck at Riebeeck West	West Coast Builders	Level 3	Price Quotations	R 166 500.00	R 166 500.00	-	R 166 500.00
6/5/2/56	Hire of Water Truck at Vredenburg	West Coast Builders	Level 3	Price Quotations	R 135 000.00	R 135 000.00	-	R 135 000.00
E/01/13-14	Independent Financial Assessment - Phase 1	Inca Portfolio Managers	Level 4	Deviations	R 176 484.00	R 176 484.00	-	R 176 484.00
SCM/FIN 50/2014	Independent Financial Assessment Phase 2	Inca Portfolio Managers	Level 4	Deviations	R 281 266.00	R 281 266.00	-	R 281 266.00

6/5/2/229	Installation of Radio Equipment on the Incident Command Bus	Mzantsi Koloni Electronics	Non-compliant contributor	Price Quotations	R 198 760.14	R 198 760.14	-	R 198 760.14
6/5/2/241	Layer works (Wearing coarse) at Middelbergpas, Citrusdal	Zenprop 461 CC	Non-compliant contributor	Price Quotations	R 198 531.00	R 198 531.00	-	R 198 531.00
6/5/2/241	Layer works (Wearing coarse) at Riebeeek Wes/Gouda Gravel Road	Lexintons Civil & Plant	Level 2	Price Quotations	R 157 092.00	R 157 092.00	-	R 157 092.00
5/2/2/6	Microsoft products and licences	Microsoft	Non-compliant contributor	Deviations	R 756 165.00	R 756 165.00	-	R 756 165.00
6/5/2/111	National Certificate: Horticulture NQF 3 & 4	BC Landscape Training & Consultancy	Level 1	Price Quotations	R 196 937.36	R 196 937.36	-	R 196 937.36
4/14/1	Physical verification and unbundling of assets in compliance with GRAP standards	PricewaterhouseCoopers	Level 2	Deviations	R 753 619.80	R 753 619.80	-	R 753 619.80
WDM 21/2013	Rehabilitation of Filter at Voelvie Water Treatment works	WEC Consulting	Level 2	Competitive Bids	R 5 964 224.64	R 5 964 224.64	-	R 5 964 224.64
6/5/2/76	Repair and Upgrading of Seals	Sizonke Trading	Level 4	Price Quotations	R 156 978.00	R 156 978.00	-	R 156 978.00
6/5/2/259	Repair Vags A03100 to Original Specifications	VAG-Valves	Non-compliant contributor	Price Quotations	R 160 065.12	R 160 065.12	-	R 160 065.12
R/MT 183/2011	Supply and Application of Road tar products	Colas SA	Level 7	Deviations	R 4 000 000.00	R 4 000 000.00	-	R 4 000 000.00
6/5/2/34	Supply and Delivery of Armed Concrete Pipes at Moorreesburg	Ithuba Industries	Level 1	Price Quotations	R 194 640.00	R 192 394.55	R 2 245.45	R 194 640.00
6/5/2/34	Supply and Delivery of Armed Concrete Pipes at VanRhynsdorp	AWV Project Management	Level 1	Price Quotations	R 184 952.60	R 182 267.23	R 2 685.37	R 184 952.60
6/5/2/165	Supply and Delivery of Colpave and Crackseal	Afrifell CC	Level 2	Price Quotations	R 181 708.02	R 181 708.02	-	R 181 708.02
6/5/2/207	Supply and Delivery of Computer Equipment	First Technology	Level 2	Price Quotations	R 174 577.10	R 173 632.03	R 945.07	R 174 577.10
6/5/2/165	Supply and Delivery of Crackseal at	Afrifell CC	Level 2	Price Quotations	R 104 266.68	R 104 266.68	-	R 104 266.68

	VanRhynsdorp and Moorreesburg							
6/5/2/165	Supply and Delivery of Crusher Dust in Vredendal/Lutzville area	Stemmet Transport	Level 4	Price Quotations	R 195 624.00	R 195 624.00	-	R 195 624.00
6/5/2/43	Supply and Delivery of Fencing Material at Moorreesburg	AWV Project Management	Level 1	Price Quotations	R 183 545.59	R 179 696.43	R 3 849.16	R 183 545.59
6/5/2/41	Supply and Delivery of Fire Boots at Moorreesburg	Rosenbauer	Level 4	Price Quotations	R 191 057.16	R 191 057.16	-	R 191 057.16
6/5/2/285	Supply and Delivery of Fire Service Corporate Wear	FG Uniforms	Level 1	Price Quotations	R 102 942.00	R 102 942.00	-	R 102 942.00
6/5/2/285	Supply and Delivery of Fire Service Station Wear	FG Uniforms	Level 1	Price Quotations	R 193 207.50	R 193 207.50	-	R 193 207.50
WDM 18/2013	Supply and Delivery of G4 Base: G5 subbase Material and Crushed stone for Upgrading works	WN Samuels	Level 3	Competitive Bids	R 2 435 490.00	R 2 435 490.00	-	R 2 435 490.00
6/5/2/4	Supply and Delivery of Grader Blades	AWV Project Management	Level 1	Price Quotations	R 126 540.00	R 126 540.00	-	R 126 540.00
6/5/2/4	Supply and Delivery of Grader Blades	Cape Wearparts	Level 3	Price Quotations	R 139 969.20	R 130 302.00	R 9 667.20	R 139 969.20
6/5/2/4	Supply and Delivery of Grader Blades at VanRhynsdorp	AWV Project Management	Level 1	Price Quotations	R 194 048.18	R 194 048.18	-	R 194 048.18
6/5/2/4	Supply and Delivery of Grader Blades at VanRhynsdorp	AWV Project Management	Level 1	Price Quotations	R 171 090.06	R 153 834.79	R 17 255.27	R 171 090.06
6/5/2/19	Supply and Delivery of Harness Carriers	Irestore	Level 4	Price Quotations	R 166 725.00	R 166 725.00	-	R 166 725.00
WDM 07/2014	Supply and Delivery of PPE	Rosenbauer SA (Pty) Ltd	Level 4	Competitive Bids	R 428 737.47	R 428 737.47	-	R 428 737.47
6/5/2/19	Supply and Delivery of PPE/Turnout Suit	Rosenbauer	Level 4	Price Quotations	R 122 496.42	R 122 496.42	-	R 122 496.42
6/5/2/165	Supply and Delivery of Precast Box Culverts	AWV Project Management	Level 1	Price Quotations	R 127 478.44	R 127 478.44	-	R 127 478.44
6/5/2/34	Supply and Delivery of Ready-Mix Concrete	AWV Project Management	Level 1	Price Quotations	R 115 058.60	R 114 399.00	R 659.60	R 115 058.60
6/5/2/204	Supply and Delivery of Safety Grating	HSE (Pty) Ltd	Level 2	Price Quotations	R 114 509.58	R 114 509.58	-	R 114 509.58
WDM 15/2013	Supply and Delivery of Security Services at Ganzekraal Holiday	Masiqhame Trading 1553 CC	Level 3	Competitive Bids	R 280 500.00	R 271 265.28	R 9 234.72	R 280 500.00

	Resort from 1 July 2013 to 30 June 2014							
6/5/2/205	Supply and Fit of a Gear Coupler	Sulzer Pumps	Level 5	Price Quotations	R 125 472.04	R 125 472.04	-	R 125 472.04
6/5/2/11	Supply and Transport of Gravel on Middelberg Road	Zenprop 461 CC	Level 4	Price Quotations	R 199 500.00	R 199 500.00	-	R 199 500.00
R/MT 184/2011	Supply of Chrushed aggregate for Concrete , asphalt surfacing and surface seals	Afrimat Aggregates	Non-compliant contributor	Deviations	R 800 000.00	R 800 000.00	-	R 800 000.00
6/5/2/165	Supply of Chrusher Dust in Vredendal Area	Stemmet Transport	Level 4	Price Quotations	R 193 800.00	R 193 800.00	-	R 193 800.00
6/5/2/238	Supply of G5 Gravel	West Coast Builders	Level 1	Price Quotations	R 157 500.00	R 157 500.00	-	R 157 500.00
6/5/2/238	Supply, Transport and Delivery of Gravel (G5 Type) on the Lambertsbay/Vredendal Road	Stemmet Transport	Level 4	Price Quotations	R 199 953.72	R 199 953.72	-	R 199 953.72
6/5/2/111	Training for NQF 4 (Grade 12)	ES Training	Level 3	Price Quotations	R 193 500.00	R 193 500.00	-	R 193 500.00
6/5/2/197	Transport and Off-Load of Gravel at Skaapvlei road	Stemmet Transport	Level 4	Price Quotations	R 199 500.00	R 199 500.00	-	R 199 500.00
6/5/2/197	Transport and Off-load of reseal stone from Brewelskloof to Warmbad (Citrusdal)	Afrifell CC	Level 2	Price Quotations	R 164 729.77	R 164 729.77	-	R 164 729.77
6/5/2/197	Transport of Gravel From Sandvlei to Divisional Road 1158	West Coast Builders	Level 3	Price Quotations	R 174 900.00	R 174 900.00	-	R 174 900.00
6/5/2/258	Transport of Gravel on Moorreesburg/Darling Road	Afrifell CC	Level 2	Price Quotations	R 162 108.40	R 162 108.40	-	R 162 108.40
14/2/5/1	Updating of Bulk Water System Master Plan	GLS Consulting Pty Ltd	Non-compliant contributor	Deviations	R 194 903.52	R 194 903.52	-	R 194 903.52
6/5/2/267	Upgrading of LT Network at Vergelee	HSE Supplies & Contracting (Pty) Ltd	Level 3	Price Quotations	R 133 276.75	R 133 276.75	-	R 133 276.75
6/5/2/264	Waste Transportation and Disposal from Ganzekraal Holiday Resort for the Period 01 July 2013 to 30 June 2015 (24 Months)	Enviroserv Waste Management	Non-compliant contributor	Price Quotations	R 148 870.80	R 148 870.80	-	R 148 870.80

6/5/2/44	West Coast Tourism Brochure	Uhambo Procurement & Distribution	Level 1	Price Quotations	R 166 850.00	R 160 694.00	R 6 156.00	R 166 850.00
Total					R 28 220 802.90	R 28 160 405.14	R 60 397.76	R 28 220 802.90

Detailed Report				
BEE Level	Total Contracts	Total Current Contract Value	Total Lowest Acceptable Bid Value	Total Premium Paid Value
Level 1	15	R 2 488 028.25	R 2 448 077.48	R 39 950.77
Level 2	20	R 9 407 827.19	R 9 406 882.12	R 945.07
Level 3	18	R 5 255 295.05	R 5 235 793.13	R 19 501.92
Level 4	16	R 3 197 580.19	R 3 197 580.19	-
Level 5	1	R 125 472.04	R 125 472.04	-
Level 7	1	R 4 000 000.00	R 4 000 000.00	-
Non-compliant contributor	15	R 3 746 600.18	R 3 746 600.18	-
Total	86	R 28 220 802.90	R 28 160 405.14	R 60 397.76

APPENDIX J – FINANCIAL DISCLOSURE OF COUNCILLORS

Disclosure of Financial Interest		
Period 1 July 2013 to 30 June 2014		
Position	Name	Description of Financial interest
Executive Mayor	JH Cleophas	Shares and Security: Sasol - Azalo
Member of Executive Mayoral Committee	JJ Josephus	Shares and Security: Porterville Bouers en Josephus Bouers Directorship: Porterville Bouers en Josephus Bouers Employment and Remuneration: Receive allowance as shareholder of abovementioned company
	M Koen	Shares and Security: Boetmar Beleggings (Edms) Pty Directorship: Boetmar Beleggings (Edms) Pty Membership - Close Corporation: Netmar Beleggings BK Trust: Boet Koen Family Trust Financial interest in Business Enterprises: De Huizemark Eiendomme
	BJ Stanley	None
	WD Loff	None
	AP Mouton	None
Speaker	A Kruger	Shares and Security: Sanlam Shares and Security: Old Mutual
Councillor	J Swart	Shares and Security: Jeffnick 50% Membership - Close Corporation: TKC; Nu-era Security Company 50% Directorship: Nu-era Security Company Interest in Property: 59 Long Street, 42 Buitengracht Street, 41 Loerie Street, Porterville and 20 Buitekant Street, Vanrhynsdorp
	R Skei	Other-Business Enterprises: Lindiwe Logistic Services & Freight Directorship: Saldanha Black Business Women Association Shares and Security: Lindiwe Logistic Services & Freight
	A Sindyamba	Interest in Property: Sonneblom Street, Erf 839; and Aster Street, Erf 863

	NG Delport	None
	CH Heyns	<p>Shares and Security: Paardeberg Wynboere Koöperasie</p> <p>Directorship: Perdeverg Wynboere Koöperasie Beperk</p> <p>Trust: Heyns Family Trust - Arnaud</p> <p>Partnership: PJ Heyns (Father) and CH Heyns - Arnaud</p>

APPENDIX J – FINANCIAL DISCLOSURE OF SECTION 57 OFFICIALS

Disclosure of Financial Interest		
Period 1 July 2013 to 30 June 2014		
Position	Name	Description of Financial interest
Municipal Manager	HF Prins	Yizani (Naspers) Phutuma Nati
Chief Financial Officer	J Koekemoer	None
Director Administration and Community Services	W Markus	Yizani (Naspers)
Director: Infrastructure	H Matthee	None

APPENDIX K – REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (I): REVENUE COLLECTION PERFORMANCE BY VOTE FINANCIAL DISCLOSURE

Revenue Collection Performance by Vote						
						R,000
Vote Description	2012/2013	Current Year: Year 2013/2014			Year 2013/2014 Variance	
	Actual	Original budget	Adjusted budget	Actual	Original budget	Adjustment budget
Executive and Council	752	2 098	2 578	2 779	117.32%	107.81%
Budget and treasury office	69 890	73 573	73 573	87 935	119.51%	119.52%
Corporate Services	11 869	15	15	1 440	9 602%	9 602%
Community and Social Services	2 821	2 796	2 796	2 830	101.59%	101.20%
Public Safety	5 557	5 263	6 963	6 084	115.60%	87.38
Sports and Recreation						
Housing	1 602	1 589	1 589	1 761	110.82%	110.82%
Health	5 109	5 837	5 837	5 057	86.64%	86.64%
Planning and Development						
Road Transport	68 129	81 368	78 670	96 305	118.36%	122.42%
Environmental Protection						
Electricity						
Water	93 471	107 888	107 888	110 799	102.70%	102.70%
Waste water Management						
Total Revenue-Vote	259 226	280 427	279 909	315 017	112.33%	112.54%
<i>Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3</i>						

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APPENDIX K – REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Vote						
R,000						
Vote Description	Year 2012/2013	Current Year: Year 2013/2014			Year 2013/2014 Variance	
	Actual	Original budget	Adjusted budget	Actual	Original budget	Adjustment budget
Property rates						
Property rates - penalties & collection charges						
Service Charges - electricity revenue						
Service Charges - water revenue	88 353	96 511	96 511	92 630	95.98%	95.98%
Service Charges - sanitation revenue						
Service Charges - refuse revenue						
Service Charges - other						
Rentals of facilities and equipment		5 279	5 279	5 445	103.15%	103.15%
Interest earned - external investments	8 899	8 000	8 000	10 025	125.31%	125.31%
Interest earned - outstanding debtors						
Dividends received						
Fines						
Licenses and permits		120	120	75	62.29%	62.29%
Agency services	68 129	81 368	80 370	96 305	118.36%	119.83%
Transfers recognised operational	82 062	76 281	76 761	77 567	101.69%	101.05%
Other revenue	5 362	2 868	2 868	22 664	843.78%	843.78%
Gains on disposal of PPE						
Environmental Protection						
Total Revenue (excluding capital transfers and contributions)	252 805	270 427	269 909	304 712	112.67%	112.89%

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4 T K.2

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: excluding MIG						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustment Budget	
Neighbourhood Development Partnership Grant						
Public Transport Infrastructure and Systems Grant and						
Other Specify						
FMG						
MSIG						
RBIG						
Total						
<p><i>This includes, any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in the main report, see T5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual</i></p>						

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

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

APPENDIX M : CAPITAL EXPENDITURE - NEW & UPGRADED/RENEWAL PROGRAMMES							
APPENDIX M (i) : CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME							
Capital Expenditure - New Assets Programme							
Description	Year 0	Year 1			Planned Capital Expenditure		
	Actual	Original Budget	Adjusted Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
R thousands							
Capital expenditure on new assets by Asset Class/Sub-class							
-							
Infrastructure							
Infrastructure - Road transport							
<i>Roads, Pavements & Bridges</i>							
<i>Storm water</i>							
Infrastructure - Electricity							
<i>Generation</i>							
<i>Transmission & Reticulation</i>							
<i>Street Lighting</i>							
Infrastructure - Water	33 666	15 200	15 200	15 754	41 650	101 750	120 000
<i>Dams & Reservoirs</i>					8 850	31 700	31 000
<i>Water purification</i>							
<i>Reticulation</i>	33 666	15 200	15 200	15 754	32 800	70 050	89 000
Infrastructure - Sanitation							
<i>Reticulation</i>							
<i>Sewerage purification</i>							
Infrastructure - Other							
<i>Waste Management</i>							
<i>Transportation</i>							
<i>Gas</i>							
<i>Other - Pump Stations</i>							
Community					100		
Parks & gardens							

Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities					100		
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							
Heritage assets							
Buildings							
Other							
Investment properties							
Housing development							
Other							
Other assets	2 602	1 100	1 100	1 674	6 243	3 155	3 105
General vehicles					750	500	600
Specialised vehicles							
Plant & equipment	2 602	1 100	1 100	1 674	2 725	2 550	2 435
Computers - hardware/equipment					50	85	50
Furniture and other office equipment					28	20	20
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other					2 690		
Agricultural assets							
<i>List sub-class</i>							
Biological assets							
<i>List sub-class</i>							

<u>Intangibles</u>							
Computers - software & programming							
Other							
Total Capital Expenditure on new assets							
<u>Specialised vehicles</u>							
Refuse							
Fire							
Conservancy							
Ambulances							
<u>References</u>							
<i>1. Total Capital Expenditure on new assets (SC13a) plus Total Capital Expenditure on renewal of existing assets (SC13b) must reconcile to total capital expenditure in Table C5</i>							
<i>check balance</i>	-	-	-	-	-	-	-

APPENDIX M (ii): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME

Not Applicable

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 1

Not Applicable

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 1

Not Applicable

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools and Clinics				
Establishments lacking basic services	Water	Sanitation	Electricity	Solid Waste Collection
Schools (NAMES, LOCATIONS)	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Clinics (NAMES, LOCATIONS)				
<p><i>Names and locations of schools and clinics lacking one or more services. Use 'x' to mark lack of service at appropriate level for the number of people attending the school/clinic, allowing for the proper functioning of the establishment concerned.</i></p> <p style="text-align: right;">TP</p>				

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

Service Backlogs Experienced by the Community where another Sphere of Government is the Service Provider (where the municipality whether or not act on agency basis)		
Services and Locations	Scale of backlogs	Impact of backlogs
Clinics:	NOT APPLICABLE – DISTRICT MUNICIPALITY	NOT APPLICABLE – DISTRICT MUNICIPALITY
Housing:		
Licensing and Testing Centre:		
Reservoirs Schools (Primary and High):		
Sports Fields:		

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

Declaration of Loans and Grants made by the municipality: Year 1*				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 1 R' 000	Total Amount committed over previous and future years
Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
<i>1* Loans/Grants - whether in cash or in kind</i>				TR

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

MFMA Section 71 Returns Not Made During Year 1 According to Reporting Requirements	
Return	Reason Return has not been properly made on due date
NONE	NOT APPLICABLE
TS	

APPENDIX T – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

National and Provincial Outcomes for Local Government*		
Outcome/Output	Progress to date	Number or Percentage Achieved
Output: Improving access to basic services	All basic services backlogs have been addressed by the district Municipality previously and the DM is pursuing alternative bulk water sources through desalination as well as the development of a regional waste disposal site within the district.	Not measured or quantifiable
Output: Implementation of the Community Work Programme	Extensive Public Works Programmes implementation by the district especially in the field of Environmental Management.	
Output: Deepen democracy through a refined Ward Committee model	Strengthening local municipality IDP Ward and municipal public participation process has been implemented and co-ordinated with Provincial and Local Government at district level	Process driven output and not measured or quantifiable
Output: Administrative and financial capability	Continuous corporate systems improvement of administrative and financial capabilities and systems.	Not measured or quantifiable.
Government* Note: Some of the outputs detailed on this table might have been reported for in other chapters, the information thereof should correspond with previously reported information.		

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VOLUME 1 –ANNUAL PERFORMANCE REPORT

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL1	Ensuring Good Governance and Financial Viability	Facilitate the functioning of council	Number of council meetings per annum		1	1	1	1	4	4	G 2	<p>[D10] Speaker: No Council Meeting scheduled for the month of April 2014. (April 2014)</p> <p>[D10] Speaker: The 77th General Council meeting took place on 26 May 2014. (June 2014)</p>	
TL2	Ensuring Good Governance and Financial Viability	Facilitate the functioning of the portfolio committees	Number of sec 80 committee meetings per committee per annum		3	2	2	3	10	10	G 2	<p>[D11] Speaker: Portfolio committee meeting was held on 01 April 2014. (April 2014)</p> <p>[D11] Speaker: Portfolio committee meetings for the month of</p>	



Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
												May 2014 was held on 29 April 2014. (due to the 07 May 2014 elections) (May 2014) [D11] Speaker: The Portfolio Committee meetings took place on 01 April 2014, 29 April, 3 June 2014. (June 2014)	
TL3	Ensuring Good Governance and Financial Viability	Submit the main budget to council for approval by legislative deadline	Main budget submitted by 31 May annually		0	0	0	1	1	1	G	[D12] Council: The Annual Budget 2014/2015 to 2016/2017 was presented and approved by Council at the Special Council meeting on 26 May 2014. (June 2014)	
TL4	Ensuring Good Governance and Financial Viability	Submit the Mid-Year performance and budget assessment to the Executive	Mid-Year budget and performance assessment submitted to the Executive		0	0	1	0	1	1	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
		Mayor & Treasury by 25 January	Mayor & Treasury by 25 January										
TL5	Ensuring Good Governance and Financial Viability	Submit the Top Layer SDBIP to the Mayor within 28 days after the budget has been approved	Top Layer SDBIP submitted to the Mayor		0	0	0	1	1	1	G		
TL9	Ensuring Good Governance and Financial Viability	Appoint personnel in terms of the approved Employment Equity plan	Number of Personnel appointed to the equity targets		0	0	0	1	1	77	B	[D73] Municipal Manager: All appointments were made in accordance with employment equity targets, where appropriate qualifications and experience were relevant. (June 2014)	
TL10	Ensuring Good Governance and Financial Viability	Submit the draft annual report to council by 31 January	Draft annual report submitted to Council		0	0	1	0	1	1	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL1 1	Ensuring Good Governance and Financial Viability	Maintain human capital by limiting the vacancy rate to less than 10% of budgeted posts	Vacancy rate		10%	10%	10%	10%	10%	15.52%	R	[D75] Municipal Manager: Filling of positions in process. (June 2014)	[D75] Municipal Manager: Currently busy with recruitment and selection process for funded posts. Continuous measures to address vacancies. However, no critical posts are vacant. (June 2014)
TL1 2	Ensuring Good Governance and Financial Viability	Facilitate the meeting of the Local Labour Forum for effective and healthy labour relations	Number of Local Labour Forum meetings initiated by the employer		3	2	2	2	9	11	G 2	[D76] Municipal Manager: LLF meetings were initiated for May and June 2014. (June 2014)	
TL1 3	Ensuring Good Governance and Financial Viability	Revise Human Resources policies to ensure compliance with regulatory framework	No of policies revised		0	0	0	6	6	7	G 2	[D77] Municipal Manager: Policies were approved on 23 April 2014 by Council (April 2014)	[D77] Municipal Manager: See April 2014 SDBIP. (June 2014)

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
												policies were approved by Council on 23 April 2014. (June 2014)	
TL1 4	Ensuring Good Governance and Financial Viability	Train staff in terms of the workplace skills plan (Number of staff that completed training/ Total number of staff identified for training)	% of staff who completed training		25%	50%	75%	100%	100%	100%	G	[D78] Municipal Manager: 100% of staff targeted for training received training as per the WSP 2013/2014. (June 2014)	
TL1 5	Ensuring Good Governance and Financial Viability	Submitting of quarterly fraud declarations by senior managers and internal auditor	Number of fraud declarations submitted by senior managers and internal auditor		5	5	5	5	20	20	G		
TL1 6	Ensuring Good Governance and Financial Viability	Perform quarterly risk assessments per the Risk implementation plan.	No of quarterly risk assessments per annum.		1	1	1	1	4	1	R	The risk assessments was performed however it was not documented in the risk	The source of evidence will be revised in the new SDBIP to ensure that we have documented evidence

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
												management meetings	confirming the process.
TL17	Ensuring Good Governance and Financial Viability	Implement an individual performance management system	Implemented to one post level down on KPI owner level		0	0	0	1	1	0	R	[D81] Municipal Manager: Resolved to maintain and strengthen current level of cascading. Organizational staff perception and morale audit carried out. Preparatory work into establishment of performance recognition system done. (June 2014)	
TL18	Ensuring Good Governance and Financial Viability	Co-ordinate the functioning of the audit committee and submit the minutes to council	Number of meetings held		1	1	1	1	4	4	G		
TL19	Ensuring Good Governance and Financial Viability	Risk based audit plan is compiled and approved by the Audit	Number of RBAP compiled annually.		0	0	0	1	1	1	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
		Committee annually.											
TL20	Ensuring Good Governance and Financial Viability	Provide inter-municipal co-operation / Shared support in the district (Number of actual Inter-municipal co-operation & shared support provided/Number of requests received)	% of requests received attended to		0%	0%	0%	75%	75%	100%	G2	[D84] Municipal Manager: Services requested 12 (Spatial planning 1; Fire services MOU 5; Environmental Integrity 1: Risk Management shared service 5)/ Services provided 12=100% (June 2014)	
TL21	Ensuring Good Governance and Financial Viability	Submit reports on the monitoring and management of shared services to governance and management committees (DCF DCFTECH)	Number of reports submitted		1	1	1	1	4	4	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL2 2	Ensuring Good Governance and Financial Viability	Facilitation of IGR in the district measured by the number of DCF (Tech) meetings initiated for policy support.	No of DCF Tech meetings initiated.		1	1	1	1	4	1	R	Meetings were postponed due to a lack of agenda items for discussion	The source of evidence will be revised in the new SDBIP to ensure that we have documented evidence confirming the process.
TL2 4	Ensuring Good Governance and Financial Viability	Compile and submit the IDP process schedule to council by 31 August	IDP Process Schedule submitted to council		1	0	0	0	1	1	G		
TL2 5	Ensuring Good Governance and Financial Viability	Review the Integrated Development Plan and submit to council by legislative deadline	Reviewed IDP submitted to council by 31 May		0	0	0	1	1	1	G		
TL2 6	Ensuring Good Governance and Financial Viability	Consult with local municipalities on the District IDP before the end of May	Number of local municipalities consulted by the end of May		0	0	0	5	5	5	G	[D90] Municipal Manager: Target already achieved. (June 2014)	
TL2 7	Ensuring Good Governance and Financial Viability	Facilitate the regular meeting of the district IDP Co-ordinating forum	Number of meetings initiated		0	1	0	1	2	2	G	[D91] Municipal Manager: Target reached in March 2014. (June 2014)	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL28	Ensuring Good Governance and Financial Viability	Sign the performance agreements of the municipal manager and section 56 managers by 31 July	Number of performance agreements signed		4	0	0	0	4	4	G		
TL37	Ensuring Good Governance and Financial Viability	Submit feedback to the portfolio committee on by-laws to be revised by 31 December	Feedback submitted to portfolio committee by 31 December		0	1	0	0	1	1	G		
TL42	Ensuring Good Governance and Financial Viability	The financial viability of the WCDM is healthy and the organisation is able to service its annual debt.	Debt coverage measured by the total operating revenue from grants and service payments in relation to debt obligations due within the year		100%	100%	100%	100%	100%	100%	G	[D196] Director: Financial Services: THE FINANCIAL POSITION OF THE MUN IS HEALTHY (June 2014)	
TL43	Ensuring Good Governance and Financial Viability	Financial viability is healthy with a low level of outstanding service debts within the year	Service debtors to revenue – Total outstanding service debtors/ revenue		5%	5%	5%	5%	5%	2%	B	[D197] Director: Financial Services: collection rate for June 2014 was over	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
			received for services									100% (June 2014)	
TL4 4	Ensuring Good Governance and Financial Viability	Financial viability measured by the available cash to cover fixed operating expenditure is healthy	Cost coverage of fixed operating expenditure		80%	80%	80%	80%	80%	100%	G 2	[D198] Director: Financial Services: THE CASH POSITION OF THE MUN IS HEALTHY (June 2014)	
TL4 5	Ensuring Good Governance and Financial Viability	Comply with GRAP to enhance effective asset management	Zero findings in the audit report on non-compliance		0	0	0	0	0	0	G		
TL4 6	Ensuring Good Governance and Financial Viability	Submit the financial statements to the Auditor-General by 31 August	Financial statements submitted by 31 August		1	0	0	0	1	1	G		
TL4 7	Ensuring Good Governance and Financial Viability	Spend at least 95% of capital conditional grants	% of capital conditional grants spent		0%	0%	0%	95%	95%	100%	G 2		
TL4 8	Ensuring Good Governance and	Spend operational conditional grants	% of operational conditional grants spent		0%	0%	0%	100%	100%	100%	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
	Financial Viability												
TL49	Ensuring Good Governance and Financial Viability	Comply with the Supply Chain Management regulations measured by the limitation of successful appeals against the municipality	Number successful appeals		0	0	0	0	0	0	G	<p>[D203] Director: Financial Services: Reported to MM and CFO (April 2014)</p> <p>[D203] Director: Financial Services: Reported to MM and CFO (May 2014)</p> <p>[D203] Director: Financial Services: Reported to MM and CFO (June 2014)</p>	
TL6	Promoting Social well-being of the community	Facilitate the meeting of District Coordinating Forum	Number of DCF meetings initiated		1	1	1	1	4	4	G	[D15] Mayor: DCF meeting was held on 22 May 2014. (June 2014)	
TL8	Promoting Social well-being of the community	Co-ordinate the drafting of a consolidated implementation plan for social development interventions in	Implementation plan submitted to council		1	0	0	0	1	1	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
		the district and submit to council for approval by 30 September											
TL3 6	Promoting Social well-being of the community	Environmental pollution is monitored to comply with legislated standards	Number of inspections submitted to institutions		20	20	20	20	80	97	G 2	<p>[D137] Director: Administration & Community Services: Comply (April 2014)</p> <p>[D137] Director: Administration & Community Services: Comply (May 2014)</p> <p>[D137] Director: Administration & Community Services: Comply (June 2014)</p>	<p>[D137] Director: Administration & Community Services: None (April 2014)</p> <p>[D137] Director: Administration & Community Services: None (May 2014)</p> <p>[D137] Director: Administration & Community Services: None (June 2014)</p>
TL3 8	Promoting Social well-being of the community	Raise disaster risk awareness in communities	Number of awareness initiatives		1	1	1	1	4	25	B	<p>[D139] Director: Administration & Community</p>	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
												Services: Clanwilliam dam exercise, 2 June 2014 (June 2014)	
TL40	Promoting Social well-being of the community	Co-ordinate the functioning of the disaster management forum advisory forum meetings	Number of meetings held		0	1	0	1	2	2	G	[D141] Director: Administration & Community Services: 2nd meeting was held on 10 April 2014. (April 2014) [D141] Director: Administration & Community Services: vergadering het reeds op 10 April 2014 plaasgevind (June 2014)	
TL41	Promoting Social well-being of the community	Facilitate meetings with local municipalities to standardise fire service delivery and formalise service delivery protocols	Number of meetings held		1	1	1	1	4	6	B	[D142] Director: Administration & Community Services: No meeting was held in April. (April 2014)	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL58	Promoting Social well-being of the community	Monitor air pollution to comply with legislated standards	Number of Section 21 NEM:AQA listed activity visits		4	4	4	4	16	38	B	<p>[D143] Director: Administration & Community Services: Comply (April 2014)</p> <p>[D143] Director: Administration & Community Services: Comply (May 2014)</p> <p>[D143] Director: Administration & Community Services: Comply (June 2014)</p>	<p>[D143] Director: Administration & Community Services: None (April 2014)</p> <p>[D143] Director: Administration & Community Services: None (May 2014)</p> <p>[D143] Director: Administration & Community Services: None (June 2014)</p>

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL33	Providing essential Bulk services in the region	Monitor and quality control the bacterial levels of potable water in towns, farms and communities in the district through tests and monitoring inspections per year.	Number of monitoring inspections per year and corrective actions.		75	75	75	75	300	1,049	B	<p>[D128] Director: Administration & Community Services: Comply (April 2014)</p> <p>[D128] Director: Administration & Community Services: Comply (May 2014)</p> <p>[D128] Director: Administration & Community Services: Comply (June 2014)</p>	<p>[D128] Director: Administration & Community Services: None (April 2014)</p> <p>[D128] Director: Administration & Community Services: None (May 2014)</p> <p>[D128] Director: Administration & Community Services: None (June 2014)</p>
TL50	Providing essential Bulk services in the region	Review of the Integrated transport plan for the district completed and submitted to council by 30 June	Reviewed plan submitted to council		0	0	0	1	1	1	G	<p>[D240] Director: Infrastructure Services: Plan was submitted and approved (June 2014)</p>	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL5 1	Providing essential Bulk services in the region	Compile and submit the annual performance plan for the maintenance of provincial roads to the Provincial Government by 30 November	Annual Performance submitted by 30 November		0	1	0	0	1	1	G		
TL5 2	Providing essential Bulk services in the region	Spend the provincial roads conditional grant budget allocation	% of the budget spent		25%	50%	75%	100%	100%	100%	G	[D242] Director: Infrastructure Services: Total grant were spent (June 2014)	
TL5 3	Providing essential Bulk services in the region	Update the Bulk Water System Master Plan and submit to council by 30 June	Updated plan submitted to council by 30 June		0	0	0	1	1	1	G	[D243] Director: Infrastructure Services: Master Plan 2013 approved by Council 4 Dec 2013 (May 2014) [D243] Director: Infrastructure Services: Plan submitted and approved (June 2014)	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL5 4	Providing essential Bulk services in the region	Spend the approved capital budget allocation for bulk water projects	% spent of capital budget allocation for bulk water projects		5%	10%	40%	100%	100%	100%	G	<p>[D244] Director: Infrastructure Services: On Target (May 2014)</p> <p>[D244] Director: Infrastructure Services: All funds were spent by end of financial year (June 2014)</p>	
TL5 5	Providing essential Bulk services in the region	Comply with water quality as per SANS 241 physical and micro parameters	% water quality		100%	100%	100%	100%	100%	100%	G	<p>[D245] Director: Infrastructure Services: 100% compliance with SANS 241 (April 2014)</p> <p>[D245] Director: Infrastructure Services: 100% compliance with SANS 241 (May 2014)</p> <p>[D245] Director: Infrastructure Services: Full compliance</p>	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
												with SANS 241 (June 2014)	
TL5 6	Providing essential Bulk services in the region	Source funding by 31 December for the development of the Saldanha Desalination Plant as an additional supply source for Bulk water	Funding sourced		0	1	0	0	1	1	G	[D246] Director: Infrastructure Services: Application for external fund through DWA to Orio was done (June 2014)	
TL5 7	Providing essential Bulk services in the region	Develop and sign agreement between WCDM, Matzikama and Cederberg by 31 December for the development of a Regional Solid Waste Disposal Site for	Agreement signed by 31 December		1	0	0	0	1	1	G		

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
		Matzikama and Cederberg											
TL2 3	To pursue Economic Growth and facilitation of job opportunities	Form strategic partnerships to enhance resource mobilisation	Number of strategic partnerships agreements documented		0	0	0	2	2	5	B	[D87] Municipal Manager: Five strategic partnerships by means of: WCBDF leadership group 1; WCBDF Aquaculture task team 1; WCBDF Captains of Industry task team 1: WCBDF Waste to energy task team 1 and WCBDF Artisanal skills task team = 5 (June 2014)	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL29	To pursue Economic Growth and facilitation of job opportunities	Submit regional tourism reports to the municipal managers, Mayco and council to promote regional tourism	Number of regional tourism reports submitted		2	3	3	2	10	11	G2	<p>[D93] Municipal Manager: Monthly Report was submitted to Portfolio Committee (April 2014)</p> <p>[D93] Municipal Manager: Report for Portfolio committee meeting was compiled and circulated (May 2014)</p> <p>[D93] Municipal Manager: Report for May 2014 was distributed to Portfolio committee (June 2014)</p>	

Ref	Strategic Objective	KPI	Unit of Measurement	Previous Year Performance	Sep-13	Dec-13	Mar-14	Jun-14	Overall Performance 2013/14			Departmental SDBIP Comments	Departmental Corrective Measures
					Target	Target	Target	Target	Annual Target	Actual	R		
TL34	To pursue Economic Growth and facilitation of job opportunities	Create full time equivalent (FTE's) through government expenditure with the EPWP	Number of full time equivalent (FTE's) created		30	30	30	30	30	46	B	<p>[D136] Director: Administration & Community Services: Comply (April 2014)</p> <p>[D136] Director: Administration & Community Services: Comply (May 2014)</p> <p>[D136] Director: Administration & Community Services: Comply (June 2014)</p>	<p>[D136] Director: Administration & Community Services: None (April 2014)</p> <p>[D136] Director: Administration & Community Services: None (May 2014)</p> <p>[D136] Director: Administration & Community Services: None (June 2014)</p>
TL35	To pursue Economic Growth and facilitation of job opportunities	Create temporary job opportunities through capital projects	Number of man days created		0	900	100	100	1,100	5334	O	<p>[D239] Director: Infrastructure Services: Number of days were created on the Eselbank project at Wuppertal (June 2014)</p>	

Financial Statements attached.

