

WATERBERG DISTRICT MUNICIPALITY



DRAFT 2016/17 ANNUAL REPORT



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Chapter 1 –Executive Mayor Foreword and Executive Summary

1.1. Component A – Executive Mayor’s Foreword

(a) Vision

“To be the energy hub and eco-tourism destination in Southern Africa”.

(b) Key Policy Developments

Section 51 of the Constitution of the Republic of South Africa, provides for developmental local government to make provision for a democratic and accountable government for communities. It also encourages municipalities to ensure the provision of services to communities in a sustained manner in order to promote social and economic development, whilst the White Paper on Local Government views IDP as a way of achieving developmental government and intending to:

- Align scarce resources around agreed policy objectives,
- Ensuring integration between sectors and stakeholders in local government,
- Ensuring transparent interaction between municipalities and communities and thereby making local government accountable.

On the other hand, the Local Government Municipal Systems Act No. 32 of 2000 requires the municipality to undertake developmental oriented planning so as to ensure that it strives to achieve the objectives set out in the Constitution.

Local government is and will always remain the implementing agent of government transformation and delivery programmes. Two parallel and mutual reinforcing roles of local government are sustainable creation of an environment for economic development and empowerment of local communities.

The primary vehicle for carrying out these roles is the provision of service delivery. It is therefore the responsibility of local government to create the necessary capacity to be able to deliver the required services. All these can be achieved through the involvement of all local government stakeholders in the integrated planning process.

The Integrated Development Plan (IDP) is a management tool for assisting municipalities in achieving their developmental mandates. Every municipality is required to develop and adopt its IDP following the legal framework documents as provided in various pieces of legislation.

(c) Key Service Delivery Improvements

The IDP must address the needs of the people in their area of jurisdiction, draws in stakeholders and other spheres of government, plans for infrastructure and Local Economic Development.

Our IDP should take into account the existing conditions, problems and resources available for development. It must set out a framework of how land must be used, what infrastructure and services are needed and how the environment should be protected.

In compliance with the Municipal Systems Act, and as part of the annual IDP review, municipalities are further required to prepare Strategic Planning Sessions to reflect on the vision, mission and values of the institution and further verify if they are still relevant given the current socio and economic dynamics within the district.

The Waterberg District Municipality held this important session on the 2nd and 3rd March 2017, and we were able to vigorously reflect on the Vision, Mission and Values of the institution. The Strategic planning session also resolved on Strategic objectives and projects for the next three years which will be reviewed annually as and when the need arises.

The current leadership of the Waterberg District Municipality we are presenting today the following as part of the highlights of the institution on projects and programmes that benefit the people of the district during this financial year:

(d) Job creation:

Waterberg District Municipality emerged as a strong partner in the implementation of projects through labour intensive methods aligned to Extended Public Works Programme (EPWP) and other projects that we implement within the district, namely:

- ✚ 18 work opportunities for the construction of 72 VIP sanitation at Ga- Seleka in Lephalale Local municipality through EPWP. This project will be completed before the end of June 2017.
- ✚ 42 jobs were created on the upgrading of Thabazimbi Waste Water Treatment Works. The project is expected to be completed during the first quarter of 2017/2018 financial year.
- ✚ A total of 33 jobs were created on Mabaleng Storage, Deveopment of ground water for Thabazimbi town and Regorogile township, Schilpadnek Water Supply and Raphuti/Leeupoort Water Supply.

In all these projects, labour comes from the local communities. The main objective is to create jobs while providing skills in order to alleviate poverty within the areas where projects are implemented.

(e) Municipal Health Services:

Municipal Health is one of our core functions in terms of the National Health Act No. 61 of 2003. The Unit during the current financial year was able to do the following:

- ✚ Our Environmental Health Practitioners monitored the exhumation and reburial of 94 graves from Turfspruit farm in Mogalakwena Local municipality. These graves were going to be affected by development of mining infrastructure of IvanPlats mine.
- ✚ Joint operations are continuously conducted with other sector departments including South African Police on foodstuffs that are not suitable for human consumption and are confiscated and disposed at landfill sites and health education is provided.
- ✚ The Environmental Health Practitioners also work hand in glove with the officials from the Department of Health, Traditional Health Practitioners and Traditional Leaders during initiation period.

This is part of the daily functions by the District Municipality Environmental Health Practitioners who are deployed in all local municipalities within the district to assist. The core functions include amongst others

- ✚ Water quality monitoring
- ✚ Food control
- ✚ Health surveillance of premises
- ✚ Surveillance and prevention of communicable diseases,
- ✚ Environmental pollution
- ✚ Disposal of the dead

This is however, a function that was devolved from the Provincial Department of Health to the district municipality. It was a new mandate to the district and we are now efficiently and effectively championing it.

(f) Disaster Management:

The Unit deals with all hazards whilst more attention is directed to emergencies such as fire, transport accidents and natural disaster such as floods. The unit is always ready for these tasks.

(g) Water

Water is the most important resource to promote both social and economic development within communities. The Waterberg District Municipality is not a Water Services Authority (WSA) and depends on its local municipality for provision of water. National Treasury and the Department of Water and Sanitation approached and appointed the Waterberg District Municipality as the implementing agent of the projects in Thabazimbi Local Municipality in the 2015/2016 financial year. We are busy implementing those projects.

(h) Electricity:

The development of the coal and energy in Lephalale did not only eradicate the district electricity backlog but also improved the provision of electricity in the province and the country. To date Eskom has increased the number of electricity outlets near communities within the district so that people don't have to travel long distances.

Some of the challenges still facing the district include:

- Shortage of human capacity in certain functional areas, especially in Disaster management and fire-fighting
- Retaining the clean audit but safe to say that for 2015/2016 we obtained unqualified audit opinion.
- Unemployment and Lack of skills especially the youth.
- Reducing the HIV/AIDS T.B. and establishment of Local Aids Councils.
- Resuscitation of Intergovernmental Relations forums. These forums are not meeting due to the absence of key members. We call upon all stakeholders to attend, especially Mayors and Municipal Managers.
- Let us make sure that in the 2017/2018 financial year all these structures are functional in terms of Intergovernmental Relations Framework ACT 13 of 2005.

- Slow implementation of Spatial Planning & Land Use Management Act (SPLUMA) as local municipalities are not complying in terms of modalities of the signed agreement and they not provide budget for the District SPLUMA Tribunal members.

We had a short but eventful financial year indeed, with regard to the support provided to our stakeholders and partners. Some of our public participation activities and special projects undertaken and hosted by the Waterberg District Municipality include amongst others:

- 🇿🇦 Public Participation and Batho Pele Programme in Bela-Bela Local Municipality on the 19th November 2016. We shall be hosting another Public Participation Programme before the end of June 2017 in LIM 368 Municipality.
- 🇿🇦 Waterberg District Municipality hosted the 1st Catchments Conservation Indaba on the 21-22 November 2016 in Thabazimbi Local municipality to address water conservation issues to create a climate resilient district.
- 🇿🇦 The District 2016 Grade 12 Award Ceremony was held on the 13th January 2017. This is an annual event aimed at encouraging our learners, schools and circuits to perform and improve the District Matric results.

- ✚ The 2016 academic year the district managed to obtain 65.1% which is an improvement of 7% from the 2015 results. This placed the district at position 3 at the Provincial level.
- ✚ Farm workers and Farm Dwellers event was held at Dwaalboom in Thabazimbi Local Municipality on the 19th March 2017. The purpose is together with other sector department address the challenges that farm people experience on daily basis.
- ✚ We shall be hosting the Executive Mayor`s Golf Classic on the 23rd June 2017 in partnership with the University of South Africa (UNISA). A Memorandum of Agreement has been signed for the next three years to promote golf in the district.
- ✚ Executive Mayor`s Marathon is an annual district classic event held on the 6th May 2017 and blessed by the participation of 587 athletes across the country.

The marathon is growing every year and it is a platform to unearth new talent, promote social cohesion and prepare district athletes to participate in National and International races like the Comrade Marathon.

We are happy to announce that some of the Waterberg District Municipality officials will be participating in the 2017 Comrade Marathon on the 4th June 2017.

Our relationship with Traditional Leaders within the district is very sound and solid. Traditional Leaders are effectively participating in the affairs and activities of municipalities with the Chairperson of Local House leading at the district municipal council level.

Working together with all our stakeholders in local government we will be able to consolidate our position as a leading municipality ready to take major strides in delivering on our mandate during this term of office although with limited resources.

It is envisaged that this phenomenon will have far reaching consequences and the potential for huge economic spin – offs for both the district at large and our local communities by creating jobs. The relaunch of WEDA and the introduction of the concept of Flea Market will make job creation a reality.

Challenges:

- Need to apply the concept of organizational development more firmly.
- Cascading of Performance Management Systems to lower level below section 57 Managers.
- Struggling to implement forward planning.
- Inability to reward team performance.
- Grand dependency.

(g) Conclusion

In conclusion we believe that our ability to strengthen the cohesion and partnerships that we have already built is fundamental to the sustainability of the achievements made thus far in our district and also to overcome the challenges we are facing.

S.M Mataboge
Executive Mayor

1.2. Component B- Executive summary – Municipal Manager’s Overview

Waterberg District Municipality (WDM) is determined to take performance to another level of excellence. The desire to achieve a clean audit from the current qualified is the constant challenge and motivation which is experienced by every employee in the municipality.

The ability to have the Integrated Development Plan (IDP) for the past six years which is credible and its alignment with the Service Delivery Budget and Implementation Plan (SDBIP) motivate the institution to achieve the clean audit.

The most critical challenge for WDM is to source funding for implementation of strategic projects across the district. This need innovative ways of dealing challenges (forward planning). The office of the MM has indicated excellence performance by achieving clean audit in the Audit of Predetermined Objective (AoPO). Office of the Executive Mayor was outstanding in implementing its projects in the year under review.

The establishment of the Municipal Public Accounts Committee (MPAC) and the functioning of the Audit Committee have assisted the municipality to strengthen its oversight role. The District is co-sharing the Audit Committee with the Modimolle and Bela-Bela Municipalities.

Having regard to the importance of community involvement in the implementation of the PMS, the organisation will continue to afford the community its role in ensuring that as the organisation we promote principles of public accountability and good governance. The cascading of the PMS and recorded improvement will improve the image of the municipality in the eyes of the different stakeholders. Most importantly, the municipality will continue to put premium value on public participation. The views of the stakeholders are and will always be important

The District Municipality finalised the process of relocating fire-fighting staff from Lephalale, LIM368 and Bela-Bela local municipalities respectively to the head office at the end of April 2017, so 19 fire-fighters are now included in the head office budget.

The filling of the vacant post for senior managers will strengthen our call to improve the quality of lives of many people in our communities. Their experiences and skills will be demanded now and then. In our attempts to professionalise local government, it is expected of all employees to live up to the values, vision and mission of the municipality. It is our intention to recognise and reward performance management as a critical element in a modern municipality.

L.G Tloubatla

Acting Municipal Manager

1.3. Municipal Function, Population and Environment Overview

Waterberg District Municipality is a Category C municipality and it derives its powers and functions from chapter 7 of the Constitution and the Municipal Structures Act. In terms of its IDP, it performs the following functions: Air pollution, Firefighting services, Disaster Management, Municipal Abattoir, Municipal Health Services, Local Economic Development, Municipal Planning and Municipal Roads. It is critical for the organogram to be aligned to the IDP in order to allocate resources that can enable it to perform its legislative mandate.

1.3.1 Demographics

According to the Census 2011, the population growth rate was 1, 2% over a 10 year period, and according 2016 community survey the population rate increased to 9.8%

	Male	Female	Total 2011	Male	Female	Total 2016
Thabazimbi	42 773	29 072	71 845	57259	38973	96232
Lephalale	56 704	48 259	104 964	76528	60098	136626
Mookgophong	15 748	14 760	30 509	54393	53305	107698
Modimolle	30 614	29 760	60 373			
Bela-Bela	28 799	27 603	56 401	38961	37335	76296
Mogalakwena	137 512	158 285	295 796	154352	174553	328905
Waterberg	312 150	307 739	619 889	381493	364264	745757

Figure1. Demographics: Census 2011 and community survey 2016

The district area is both a hot and semi-arid in nature. The rain falls mainly in January and December. There are a number of places of which its biodiversity is a source of tourism attraction. There are Municipalities which had been proclaimed by the Department of Environmental Affairs to be contributing to pollution within the as a result of mining activities which had raised some environmental concerns. The District Municipality has a mandate to deal with air quality issues. Such municipalities are as follows:

-Mogalakwena, Thabazimbi and Lephalale

1.3.2. Service Delivery Overview.

The service delivery of the municipality is mainly confined to the disaster management and firefighting services. Unlike the other district municipalities in the Province, Waterberg District Municipality it is not a water services authority. The 6 local municipalities are responsible for providing basic services.

The provision of basic services to households is summarized as follows:

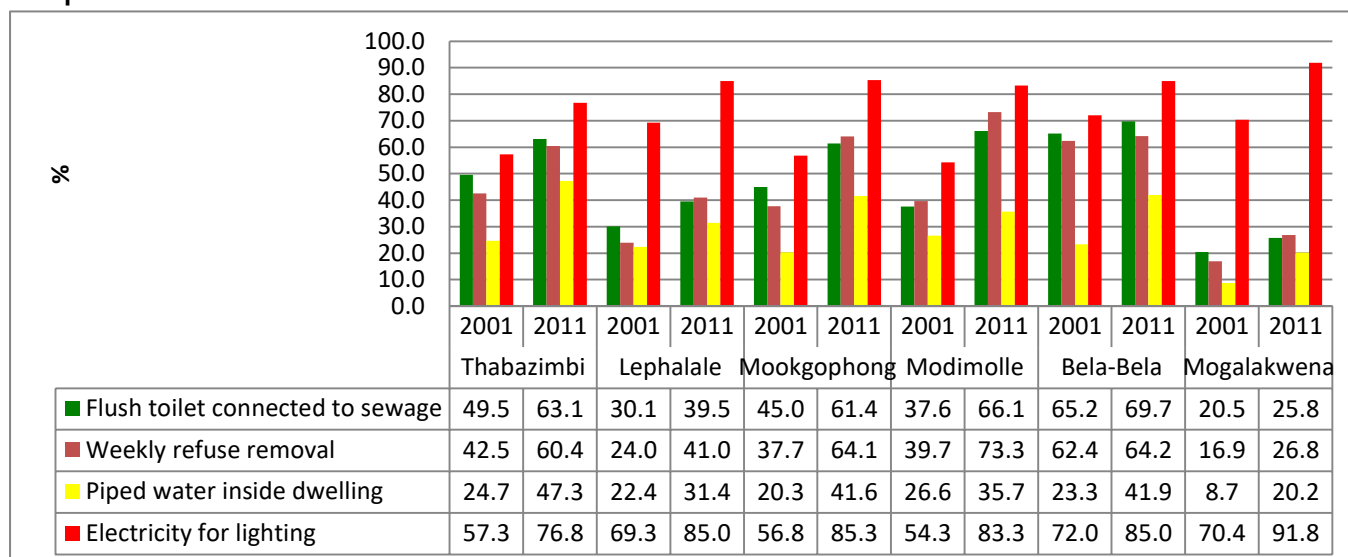
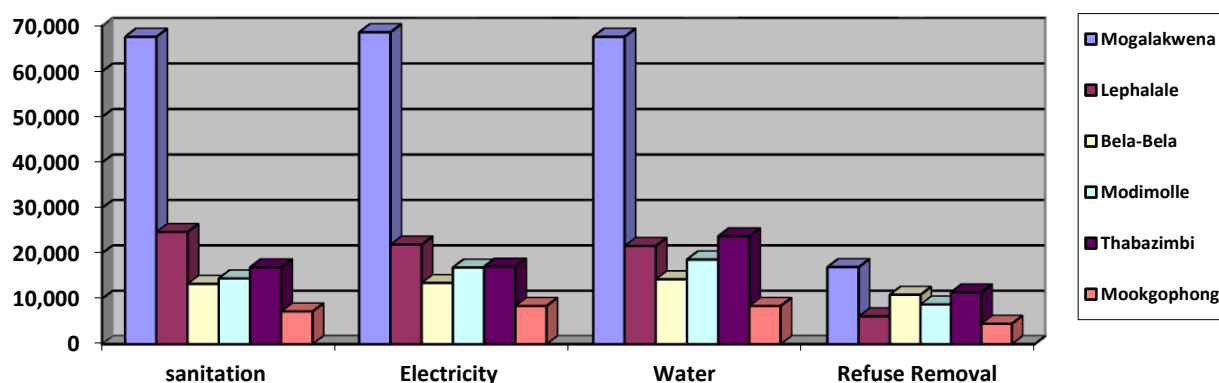


Figure 2. Basic Services



1.3.3 Backlogs

Municipality	Water	Sanitation	Electricity	Refuse Removal
Bela-Bela	0%	7%	19%	8%
Lephalale	19%	36%	13%	36%
Modimolle-Mookgophong	3%	12%	6%	6%
Mogalakwena	24%	46%	2%	20%
Thabazimbi	17%	25%	31%	2%
Waterberg	12%	25.2%	14.2%	14.4%

NB: The highest backlogs are recorded in Refuse Removal and Sanitation mainly because there are 198 villages in both Lephalale and Mogalakwena local municipalities.

1.3.4 Basic Services

Water

Municipality	Total HH	HH with access	% Backlog
Bela-Bela	18 068	18 068	0%
Modimolle-Mookgophong	28 977	28 047	3%
Mogalakwena	79 396	60 285	24%
Lephalale	43 002	34 432	19%
Thabazimbi	25 080	20 714	17%
Waterberg	194 496	161 546	12.6%

Sanitation

Municipality	Total HH	HH with access	% Backlog
Bela-Bela	18 068	16 794	7%
Modimolle-Mookgophong	28 977	25 454	12%
Mogalakwena	79 396	43 142	46%
Lephalale	43 002	27 676	36%
Thabazimbi	25 080	18 692	25%
Waterberg	194 496	131 758	25.2%

Electricity

Municipality	Total HH	HH with access	% Backlog
Bela-Bela	18 068	14 504	19%
Modimolle-Mookgophong	28 977	27 173	6%
Mogalakwena	79 396	78 108	2%
Lephalale	43 002	37 062	13%
Thabazimbi	25 080	17 258	31%
Waterberg	194 496	174 105	14.2%

Refuse Removal

Municipality	Total HH	HH with access	% Backlog
Bela-Bela	18 068	16 608	8%
Modimolle- Mookgophong	28 977	27 173	6%
Mogalakwena	79 396	16 441	20%
Lephalale	43 002	27 601	36%
Thabazimbi	25 080	24 680	2%
Waterberg	194 496	112 503	14.4%

1.3.3 Financial Health Overview

WDM is grant dependent which makes it difficult to generate its own revenue. Its management of financial resources is showcased by its unqualified audit outcome.

The internal control systems are used diligently and financial policies are strictly followed.

Details	Original budget	Adjustments budget	Actual
Income :			
Grants	R205 403 459	R205 403 459	R 125 360 300
Investment Revenue	R 8 400 000	R 8 400 000	R14 558 987
Other	R1 230 000	R1 230 000	R138 414
Abattoir	R1 847 900	R1 847 900	R915 095
Subtotal	R216 881 359	R216 881 356	140 972 796
Less Expenditure :			
Employee Cost	R70 045 059	R61 271 361	R72 955 070
Remuneration of Councillors	R 7 275 400	R7 275 400	R6 768 848
Depreciation and amortisation	R140 900	R140 900	R6 197 671
Transfers & Grants (project expenditure)	72 390 813	R101 154 813	R15 944 574
General expenses	R26 976 327	R26 976 327	R18 396 398

Subtotal	R176 828 499	R196 818 801	R120 262 561
Surplus / (Deficit) for the year	(R40 052 860)	(R20 062 550)	(R20 710 235)

Operating ratios

The municipality has to devise ways and means of bringing the salaries and wages budget to the acceptable standard of 32 % failing which the core mandate of service delivery will be compromised seriously.

Actual Remuneration (Employee & Cllr) as a % of total operating expenditure	R 79 723 918
79 723 918/120 262 561	
=66.3%	
Actual Repairs and maintenance as a % of Property, Plant & Equipment	R 2 308 454
2 308 454/53 365 218	
=4.33%	
Actual Current ratio: Current Assets vs Current Liabilities	
188 318 822/51 148 247	
=368.19%	

1.3.4 Organizational Development (OD) Overview

Organizational development is beginning to grow in the municipal environment. As a result OD in its wide scope is still new and municipalities are beginning to appreciate its importance. As mentioned earlier, the PMS was not cascaded, a few People with Disabilities are appointed, and accessibility of the building, diversity management and important topics such as emotional intelligence, talent management and organizational culture still need some attention.

In general the municipality through its Human Resources Division is giving attention to issues of skills development through its Workplace Skills Plan whilst the Strategic Division is dealing with performance management issues. As a result the Senior Managers' performance reviews were conducted throughout the year.

1.3.5 Auditor General Report

WDM received qualified report for 2016/17FY. Management also work as a team and issues of audit queries are addressed throughout the year with the support of the political leadership and it is also a permanent item on the agenda of the Chief Financial Officers' Forum and the Municipal Managers' Forum.

1.3.6 Statutory Annual Report Process

No	Activity	Time frame
1	Consideration of the 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 Annual Report process at the end of the Budget/IDP implementation period	July
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 Annual Report to Internal Audit and Auditor-General	
5	Audit/Performance Committee considers Draft Annual Report of Municipality	August
6	Mayor tables the unaudited Annual Report	
7	Municipality submits draft Annual Report including consolidated Annual Financial Statements and Performance Report to Auditor General	
8	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	November
9	Auditor General assesses draft Annual Report including consolidated Annual Statements and Performance data	
10	Municipalities receive and start to address the Auditor General's Comments	
11	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor General's Report	
12	Audited Annual Report is made public and representations are invited	
13	Oversight Committee/ Municipal Public Accounts Committee assesses Annual Report	March
14	Council adopts Oversight Report	
15	Oversight Report is made public	
16	Oversight Report is submitted to Provincial Departments	January
17	Commence of draft Budget/IDP finalization for next financial year: Annual Report and Oversight Report to be used as input	

2. Chapter 2

INTRODUCTION TO GOVERNANCE

Waterberg District Municipality is a category C municipality and has an Executive Mayoral System. The Council comprises of 35 councillors of which composed of directly and indirectly representatives and 3 traditional leaders. The majority of the councillors are from the ANC with DA and EFF and FF+ as opposition parties.

Throughout the year, the Municipal Manager as the head administration played his role in terms of section 55 of the Municipal Systems Act. Amongst many of his roles, the Municipal Manager was able to advise the political structures and political office bearers of the municipality and also carried out the decisions of the political structures and the political office bearers of the municipality. It is the responsibility of the Municipal Manager to advise council to take decisions which are in line with legislation and policies of the municipality.

The IDP review was used as main public participation tool which implemented /used to allow the communities to participate in the affairs of the municipality. The IDP Representative Fora were convened by the Office of the Municipal Manager, chaired by the Executive Mayor. The Ordinary Council meetings and the Portfolio were organized throughout the year and were chaired by the Mayoral Committee Members and eventually reported to the Mayoral Committee and the Council.

During the year under review, the Municipal Manager had also convened the Municipal Managers Forum which is attended by the local municipality municipal managers from the 5 local municipalities, the WDM section 57 managers and the senior managers of the 12 sector departments within the District. As a technical committee they prepare technical reports which are presented in the District Intergovernmental Relations Forum. This forum (District IGR Forum) also served as preparation for the Provincial IGR Forum whereby the Executive Mayors presented their District wide reports. EXCO Lekgotla decisions are discussed and implemented based on the reports. Discussions and resolutions presented at Exco Lekgotla are also presented at Min-Mec Meetings.

The implementation of the Performance Management System also serves as tool which is used to hold the Senior Managers accountable for their performances. The Municipal Manager himself assessed his Senior Managers and was assessed by the Executive Mayor. The IDP Representative Forum was used to report the performance of the council to the community. Over and above all these, the Executive Mayor had also convened izimbizos to report back to the community on all matters of service delivery. To improve on the effectiveness of the process, after every imbizo, the Office of Executive Mayor drafted a follow up programme on all the issues that were raised.

2.1 Component A-Political and Administrative Governance

2.1.1 POLITICAL GOVERNANCE

Section 52 (a) of the Municipal Finance Management Act provides that the Mayor must provide general political guidance over the fiscal and financial affairs of the Municipality. The Mayoral Committee is also established in terms of Section 79 of the Municipal Structures Act. Section 80 committees namely Budget and Treasury Office, Transformation and Administration, Infrastructure Development, Planning and Economic Development, Special Projects and Community Committees are chaired by the Mayoral Committee members.

Municipal Public Accounts Committee comprising of 10 members was established to play an oversight role and work closely with the Performance Audit Committee and the Audit Committee.

2.1.2 COUNCIL

Council is the legislative arm of the Municipality and highest decision making body over issues such as approval of the Budget and the IDP. These are functions that cannot be delegated to any Committees of the Council.



WATERBERG DISTRICT MUNICIPAL COUNCIL (2016 - 2021)



MEMBERS OF MAYORAL COMMITTEE



Cllr T A Mashamaite ANC (BUDGET AND TREASURY) | Cllr F Hlungwane ANC (TRANSFORMATION & ADMINISTRATION) | Cllr M.P. Sebatjane ANC (PLANNING & PROJECT DEVELOPMENT) | Cllr R M Radebe ANC (INFRASTRUCTURE & DEVELOPMENT) | Cllr M R Boloka ANC (SOCIAL DEVELOPMENT) | Cllr K R Mokwena ANC (SPECIAL PROJECTS) | Cllr N S Monyamane ANC (COMMUNITY SERVICES)



Cllr N S Montane ANC (MAYOR - CHAIRPERSON) | Cllr M J Gumede ANC | Cllr P Molekwa ANC | Cllr M T Mogale ANC | Cllr M J Selokela ANC | Cllr L K Satege ANC | Cllr M S Tefu ANC | Cllr R N Monene ANC | Cllr M B Baloyi ANC



Cllr R D Mampeule EFF | Cllr T E Monama EFF | Cllr S R Mphahlele EFF | Cllr M S Thobane EFF | Cllr B S Marema EFF | Cllr C C S Motsepe EFF | Cllr S C Majoko EFF | Cllr R Maropeng EFF



Cllr F Z Esply DA | Cllr S C G Senosha DA | Cllr K C Khotsa DA | Cllr D Senosha DA



Cllr N Laubscher DA | Cllr B Mocke DA | Cllr B N Magongwa DA | Cllr K N Niewenhuis FF+

2.1.3 POLITICAL MANAGEMENT TEAM



Cllr S M Mataboge
Executive Mayor



Cllr K S Lamola
Speaker



Cllr M A Tsebe
Chief Whip

2.1.4 Mayoral Committee & Section 80 Committees

At least 5 meetings convened by the Portfolio Committees were able to process items for the Mayoral Committee and Council at least on a quarterly basis.

COUNCIL COMMITTEES [SECTION 80]

<i>BUDGET & TREASURY</i>	
Chairperson: T.A. Mashamaite	Members: (a) M.B. Baloyi (b) L. K Satege (c) N. Laubscher (d) S.C. Majoko
<i>TRANSFORMATION & ADMINISTRATION</i>	
Chairperson: F.S. Hlungwane	Members: (a) R. N. Monene (b) M. S. Tefu (c) K. C. Khotsa (d) T.E. Monama
<i>PLANNING & ECONOMIC DEVELOPMENT</i>	
Chairperson: M. P. Sebatjane	Members: (a) S.C.G. Senosha (b) M.S. Thobane (c) R.D. Mampeule
<i>INFRASTRUCTURE</i>	
Chairperson : R. M. Radebe	Members: (a) M. J. Selokela (b) P. Molekwa (c) B. Mocke (d) C.C.S. Motsepe
<i>SOCIAL DEVELOPMENT</i>	
Chairperson: M. R. Boloka	Members: (a) B. N. Magongwa (b) S.R. Mphahlele (c) M.T. Mogale (d) Kgoshigadi R.R. Taueatsoala
<i>COMMUNITY SERVICES</i>	

Chairperson: N. S. Monyamame	Members: (a) K.H. Niewenhuis (b) D. Senosha (c) B.S. Marema (d) Kgoshi P.D. Seleka
SPECIAL PROJECTS	
Chairperson: K. R. Mokwena	Members: (a) F.Z. Esply (b) M.J. Gumede (c) R. Maropeng (d) Kgoshi L.V. Kekana

2.1.5. Section 79

Municipal Public Accounts Committee (MPAC)

MPAC comprising of 11 members was established in 2016 to play an overall oversight role and work closely with the Audit Committee and Performance Audit Committee. To formalize the role, Council had approved the terms of reference which are meant to guide the MPAC as to how it must do its business within the ambit of the law. The district-wide programme was developed to assist the local municipalities to perform their functions effectively within the correct timeframe. The committee met 4 times to deal with the business of the Annual Report.

Number	Position	Names	Political Party
1	Chairperson	Cllr N.S Montana	African National Congress
2	Member	Cllr M.J Gumede	African National Congress
3	Member	Cllr N. Laubscher	Democratic Alliance
4	Member	Cllr B.N Magongwa	Democratic Alliance
5	Member	Cllr S.C Majoko	Economic Freedom Fighters
6	Member	Cllr R.N Monene	African National Congress
7	Member	Cllr MJ Selokela	African National Congress
8	Member	Cllr C.C.S Motsepe	Economic Freedom Fighters
9	Member	Cllr KH Niewenhuis	FF+
10	Member	Cllr L.K Satege	African National Congress
11	Member	Cllr M.S Tefu	African National Congress

ESTABLISHMENT OF COUNCIL COMMITTEES [SECTION 79]

<i>THICS MANAGEMENT COMMITTEE</i>	
Chairperson: K.S. Lamola	Members: (a) S.M. Mataboge (b) M.A Tsebe (c) M.B. Baloyi (d) R. Maropeng

1. The following Audit Committee Members were appointed by the previous Council for a period of three (3) years:

- i. Mr. M. A. Mashego
- ii. Mr. SAB Ngobeni
- iii. Mr. M.L. Kgomo

2.1.6 POLITICAL DECISION MAKING

Council had met 8 times during the financial year under review and 4 special council meetings and 4 ordinary council meetings were convened. Out of 94 Council resolutions taken 83 were resolved and 11 on progresses by June 2017. It is normal procedure for Portfolio Committee meetings to be convened before Council and some special Council of the decisions was on the tabling of the IDP/Budget/SDBIP and the Adjustments budget.

2.2 ADMINISTRATIVE GOVERNANCE

In terms of section 54A of the Municipal Systems Amendment Act, the Municipal Manager is appointed as the Accounting Officer. Apart from being head of administration, he is also important link with the political office bearer.



M.S Mabotja
Municipal Manager

The Office of Municipal Manager comprises of 2 divisions namely: Strategic Planning & Support and Internal Audit.



L.G Tloubatla
Chief Financial Officer:

Budget and Treasury Office comprises of 3 divisions namely: Supply Chain Management, Revenue Management, Reporting and Expenditure Management Division



RN Makgata
Manager: Infrastructure Development.

The department comprises of 2 Divisions namely: Capital Programme & Road Maintenance



L Sole

Manager: Planning & Economic Development:

The department comprises of 3 divisions namely: Development Planning, Economic Development and Abattoir.



M A MAMPA

Manager: Social Development and Community Development:

The department comprises of 2 divisions namely: Municipal Health Service and Disaster Management.



P Makondo

Manager Executive Support:

The department comprises of 3 Divisions namely: Intergovernmental Relations, Protocol & Communications, Community Participation and Council Support.



PF Nogilana-Raphela

Manager: Corporate Support & Shared Services:

The Department comprises of 3 divisions namely: Human Resources Management, Information and Communication Technology and Legal & Administration.

2.2 Component B-inter-Governmental Relations (IGR)

2.2.1 DISTRICT INTERGOVERNMENTAL RELATIONS FORUM

Waterberg District Municipality is the coordinator of the Intergovernmental Relations in the District. An IGR framework was adopted in 2007 - which framework was used to give effect to the objects of the Intergovernmental Relations Framework Act. The Technical Committee of Senior Managers, Sector Departments and Municipal Managers meet at least once a quarter and prepare reports which must be submitted to the Premier – Mayors Forum. Attendance by sector departments is a serious challenge and therefore hampers progress in terms of planning and service delivery.

2.2.2 PROVINCIAL INTERGOVERNMENTAL RELATIONS FORUM

The Province has initiated the Premier Mayors Forum which meets at least twice in a year. All 32 Mayors and the Municipal Managers and the Senior Managers meet and discuss issues of Governance. The Forum is attended by the District Mayors and the Municipal Managers. The Executive Mayor presents the technical report of the District before going to the Forum at the Province this forum.

2.2.3 NATIONAL INTERGOVERNMENTAL STRUCTURE

South Africa is a unitary state that is characterized by 3 spheres of government as enshrined in the Constitution of the Republic. All spheres are expected to cooperate with one another in the spirit of cooperative governance. These structures are helpful in that information and programmes are shared and alignment becomes the outcome of such efforts. All important decisions of the national intergovernmental forum should find expression in the lower IGR structures.

In general the Senior Managers at the District level need to appreciate the importance of IGR by attending themselves and avoid sending junior officials to IGR activities, which undermines the main thrust of such gatherings. The sector departments are expected to present reports to the Forum- which will show some of the IDP projects they are implementing, with regard to progress made.

2.3 Component C-Public Accountability and Participation

In terms of section 15 of the Municipal Structures Act requires a municipality must organize its administration to facilitate and promote a culture of accountability among its staff. Democratic governance entails reporting to the community and other stakeholders as to how the deployed resources have been used to deliver services.

2.3.1 PUBLIC MEETINGS

Nature and purpose of a meeting	Date of event/meeting	Number of participating Municipal Councillors	Number of Community members attending	Number of participating Municipal Administrators	Dates and manner of feedback given to Community
1 st IDP Representative Forum : Adoption of Framework	15/08/2016	32	31	27	15 August 2016- Verbal
2 nd IDP Representative Forum: Analysis Phase	02/12/2016	22	31	30	02 December 2016- Verbal
Executive Mayors Imbizo & Batho Pele Day	19/11/2016	26	105	52	19 November 2016- verbal
3 rd IDP Representative Forum: Budget & IDP	15/03/2017	23	27	25	15 March 2017 - Verbal
4 th IDP Representative Forum	16/05/2017	19	16	10	16 May 2017- Verbal

2.3.2 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment criteria	Yes / No
Does the municipality have impact outcome, input and output indicators?	Yes
Does the IDP have priorities objectives, KPIs and 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 those of Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per 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 fourth quarter aligned submitted within stipulated time frames?	Yes

2.4 Component D- corporative Governance Overview

2.4.1 RISK MANAGEMENT

The Accounting Officer must ensure that the municipality has and maintains effective, efficient and transparent system of financial, risk management and internal control. Risk Management system is a valuable tool which increases an institution's prospects of success through minimizing negative outcomes and optimizing opportunities.

The municipality has reviewed its risk management policy in 2016 and the Audit Committee uses a risk based approach. A risk register entails a list of risks which senior managers should address. A risk management committee comprising of senior managers, divisional managers and an external chairperson is in place and has met consistently throughout the year.

Risk	Activity	Rating
1	Lack of integrated IT Systems	High
2	Loss of assets	High
3	Fraud and corruption	High
4	Appointment of incompetent officials	High
5	Poor capital spending	High

2.4.2 ANTI-CORRUPTION AND FRAUD

Anti-corruption and fraud strategy was developed, reviewed in 2016 and is being implemented. The vetting of SCM Officials goes a long way in reducing deviations which consequently helps the municipality to avoid irregular and unauthorized expenditures. No councilor is allowed to sit in the bid committees as prohibited by the Municipal Finance Management Act.

2.4.3 SUPPLY CHAIN MANAGEMENT

The Supply Chain Management Policy has been reviewed and is therefore in line with the MFMA Regulations. The Budget and Treasury Office is ensuring that the abovementioned be implemented without fear or favor. The 3 bid system is in place and the officials who sit in the committees have a fairly good understanding of the SCM processes and regulations. To reduce the possibility of fraud, SCM officials or members who sit in the tender committees have been vetted. The effective use of declaration of interest forms and regular reporting to Council on SCM Deviations is a necessary deterrent.

There are workshops conducted to ensure that officials involved on the Supply Chain matters are abreast with the new trends, developments and legislative environment guiding the Supply Chain Management Systems.

2.4.4 BY-LAWS

The procedure to develop a by-law is explicit in the Orders of Council document. The Corporate Services is best placed to lead a public participation process on the development of the by-laws. For the year under review no new

by-law neither was developed nor was an old by-law reviewed. The delay of promulgation rests with COGHSTA and makes it difficult to enforce certain decisions- which decisions will lack legal force. Municipal Systems empowers municipal councils to pass and implement by-laws in order to improve their service of the communities within their areas of jurisdiction.

Newly developed	Revised	Public Participation conducted prior to the development of by-laws (Yes or No)	Dates of Public Participation	By-laws Gazetted Yes or No	Date of Publication
None	None	None	None	None	None

2.4.5 MUNICIPAL WEBSITE

The Information and Communication Technology is responsible for hosting the website with the assistance of SITA. In terms of the Municipal Systems Act a number of important documents must be put on the website to ensure that the community and other stake-holders access such information. It is updated on a regular basis.

Documents published on the municipal website	Yes or No	Date of publication
Current annual and adjustments budget and all budget related documents	Yes	Current annual Adjustment Budget March 2017
All current budget related policies	Yes	June 2017
2016/17 Annual Report	No	Not yet
The 2016/17 Annual Report published or to be published	No	Not yet
All current performance agreements in terms of section 57(1) (b) and resultant scorecards	Yes	2016/17 July 2016
All service delivery agreements of 2016/17	Yes	July 2016
All long term borrowing contracts	No	N/A
All quarterly reports tabled to Council All supply chain management contracts above a certain value	Yes	August 2016, January 2017 & April 2017 July 2017
Public Private Partnerships	No	N/A
Information statement listing all the assets over a prescribed value that have been disposed	No	N/A
Contracts to which subsection of 33 applies	No	N/A

2.4.6 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Waterberg District Municipality does not have a public satisfaction survey mechanism which can be used to assess the attitude or perceptions of the community on the services it renders. This lack of mechanism makes it to be reactive and to rely too much on the Presidential and Premier hotlines. The IGR and Protocol Unit Division with the assistance of Strategic Support and Planning Unit is responsible for such matters.

Satisfaction Surveys undertaken in 2018/19

Subject matter of survey	Survey method	Survey date	Number of people included in survey	Survey result indicating satisfaction or better %
Overall satisfaction with				

(a) Municipality	None	NA	NA	NA
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3. Chapter 3-Basic Services Delivery (Performance Report)

3.1 Component A-Basic Service

3.1.1 Water Provision

Waterberg District Municipality unlike the other district municipalities in the Province does not render any basic services. As a result of its lack of powers and function on these services, the role of the district municipality has been reduced to coordination of such services as water, electricity, sanitation and free basic services. Sporadically it is also assisting few local municipalities in implementing basic services projects when finances permit.

3.1.3 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL

Waterberg District Municipality does not perform the function.

3.1.4 ELECTRICITY

Waterberg District Municipality does not perform the function.

3.1.5 HOUSING

Waterberg District Municipality does not perform the function.

3.1.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

Since Waterberg District Municipality does not have to the powers to perform basic services, it its local municipalities that are rendering such services. According to 2012/13 District IDP, the locals provided indigents with free basic water and electricity services.

3.2 Component B-Transport (including vehicles licencing & Public Bus Operations

Capital Expenditure 2016/17: Road Services					
R' 000					
Capital Projects	2016/17				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
Project A	No roads projects for 16/17	-	-	-	-

Waterberg District Municipality has adopted an Integrated Transport Plan in 2007 and was reviewed in 2016. The powers and functions does not include licensing and public bus operation but gives direction regard integrated transport planning and the influence of infrastructure on economic development in particular and development in general. The process of finalising Road classification would go a long way in unlocking the potential of the district in sourcing extra funds to improve its road infrastructure.

3.2.1 GRAVEL ROAD INFRASTRUCTURE

Employees: Road Services					
Job Level	2016/17	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	Employees	No.	No.	No.	%
	No.	No.	No.	No.	%
0 - 3	2	2	2	0,69	34.2
4 - 6	1	1	1	0	0
7 - 9	1	1	1	0	0
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	4	4	4	0,69	34.2

3.2.2 DEVELOPMENT OF MUNICIPAL ROADS

The District roads were re-classified to be provincial roads by the MEC through provincial gazette.

3.3 Component C-Planning and Development

Lack of funds contributes to the fact that most of the SDF projects could not be initiated. In assisting the local municipalities to review their Central Business Districts, it cannot force them to implement them in their Integrated Development Plan. In general investment in Infrastructure development and dismantling of racial settlements are persistent. This poor funding also impacts on the local economic development. There are few resources really to commit to achieving the economic indicators relevant to the economy of the district.

3.3.1 PLANNING

The local municipalities are responsible for the implementation of their Land Use Management schemes.

Service Objectives	Outline Service Targets	2015/16		2016/17
		Target	Actual	
(i)	(ii)			
Determine planning application	Approval or rejection of all build environment	Determination within x weeks	Determination within x weeks	Determination within 12 weeks

within a reasonable timescale	applications within a x weeks			
	Reduction in planning decisions overturned	X planning decisions overturned	X planning decisions overturned	5% planning decisions overturned

Job Level	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	1	1	1	0	0%
7 - 9	-	-	-	-	-
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	2	2	2	0	0%

Details	2015/16			
	Actual	Original Budget	Adjustment Budget	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-
Expenditure:				
Employees	434 573	778 741	778 741	0%
Repairs and Maintenance	-	-	-	-
Other	2 919	3 100	3 100	0.03%
Total Operational Expenditure	437 473	781 841	781 841	0%
Net Operational (Service) Expenditure	(434 573)	(781 841)	(781 841)	

Capital Projects	Budget	Adjustment Budget	Actual Expenditure	Total Project Value
	Total All	No project	-	-
Project A	-	-	-	
Project B	-	-	-	-
Project C	-	-	-	-
Project D	-	-	-	-

3.3.2 LOCAL ECONOMIC DEVELOPMENT

Employees: Economic Development					
Job Level	2015/16	2016/17			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0
4 - 6	2	2	2	0	0
7 - 9	-	-	-	-	-
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	3	3	3	0	0

Financial Performance 2016/17: Economic Development					
R'000					
Details	2015/16	2016/17			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-	
Expenditure:					
Employees	3 130 762.33	3 578 000.00	3 578 000.00	3 457 134.62	3.37%
Repairs and Maintenance	-	-	-	-	-
Other	600.00	3 100.00	3 100.00	1 495.00	52%
Total Operational Expenditure	3 131 362.33	3 578 000.00	3 578 000.00	3 458 629.62	3.33%
Net Operational (Service) Expenditure	(3 130 762.33)	(3 578 000.00)	(3 578 000.00)	(3 458 629.62)	

Jobs Created during 2016/17 by LED Initiatives (Excluding EPWP projects)				
Total Jobs created / Top 3 initiatives	Jobs created	Jobs lost/displaced by other initiatives	Net total jobs created in year	Method of validating jobs created/lost
-	No.	No.	No.	
Total (all initiatives)		-	-	-
Initiative A (16/17)	None	-	-	-
Initiative B (16/17)	-	-	-	-
Initiative C (16/17)	-	-	-	-

Job creation through EPWP* projects			
Year	EPWP Projects	Jobs created through EPWP projects	
	No.	No.	
2015/16	Mogalakwena VIP	350	EPWP Report
2016/17	Ga-Seleka VIP	15	EPWP Report

Local Economic Development Policy Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
Service Indicators							
(i)	(ii)						
Service Objectives; To ensure optimal utilisation of and adherence to space economy							
Job creation	Number of jobs created to LED Initiatives	30	255	50	3060	15	33

3.4 Component D- Municipal Services

Waterberg District Municipality does not have powers and functions to render services such as libraries and archives; museums arts and galleries; community halls; cemeteries and crematoria; child care; aged care; social programmes, theatres.

3.4.1 MUNICIPAL INFRASTRUCTURE GRANT EXPENDITURE

WDM does not receive MIG from the National Treasury since it does not provide basic service. In the future it might be necessary to apply for the grant in order to deal with the road infrastructure within the district area. Whilst coordinating various meetings and receiving reports it became the expenditure of MIG by the local municipalities stood at 56%. WDM was appointed implementing agent to upgrade the Thabazimbi waste water treatment plant.

Municipal Infrastructure Grant (MIG)* Expenditure 2016/17 on Service backlogs							R' 000
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)	
				Budget	Adjustment Budget		
Infrastructure - Road transport							
Roads, Pavements & Bridges	-	-	-	-	-	-	
Storm water	-	-	-	-	-	-	
Infrastructure – Electricity							
Generation	-	-	-	-	-	-	
Transmission & Reticulation	-	-	-	-	-	-	
Street Lighting	-	-	-	-	-	-	
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	-	-	-	-	-	-
*						

Employees: Local Economic Development Services				
Job Level	2016/17			
	Posts	Employees	Vacancies equivalents (fulltime)	Vacancies (as a % of total posts)
	No.	No.	No.	%
0 - 3	1	1	1	0
4 - 6	2	2	2	0
7 - 9	-	-	-	-
10 - 12	-	-	-	-
13 - 15	-	-	-	-
16 - 18	-	-	-	-
19 - 20	-	-	-	-
Total	3	3	3	0

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days refer to table A3 info will be on TB (trial balance) all vote which start with 16 are repairs & maintenance

Financial Performance 2016/17: Local Economic Development Services					
R'000					
	Actual	Original budget	Adjustment budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-	-
Expenditure:					
Employees	3 130 762.33	3 578 000.00	3 578 000.00	3 457 134.62	3.37%
Repairs and Maintenance	-	-	-	-	-
Other	600.00	3 100.00	3 100.00	1 495.00	52%
Total Operational Expenditure	3 131 362.33	3 578 000.00	3 578 000.00	3 458 629.62	3.33%
Net Operational (Service)	(3 130 762.33)	(3 578 000.00)	(3 578 000.00)	(3 458 629.62)	

Expenditure					
Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					

Local Economic Policy Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
<i>Service Indicators</i>							
Service Objective: To ensure optimal utilisation and adherence to space economy							
% of functional CTAS		100%	90%	100%	90%	100%	100%
# of publications		2	1	1	1	1	3
# of jobs created by LED		40	111	40	3060	15	33
# of cooperatives supported		10	15	10	56	10	45

Employees: Local Economic Development					
Job Level	2015/16	2016/17			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	1	1	1	-	-
4 - 6	2	2	2	-	-
7 - 9	-	-	-	-	-
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	3	3	3	-	-

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.
T3.56.4

Financial Performance: Local Economic Development					
Details	2015/16	2016/17			Variance to Budget
	Actual	Original Budget	Adjustment Budget	Actual	
Total Operational Revenue (excluding tariffs)	-	-	-	-	
Expenditure:					
Employees	3 130 762.33	3 578 000.00	3 578 000.00	3 457 134.62	3.37%
Repairs and Maintenance	-	-	-	-	-
Other	600.00	3 100.00	3 100.00	1 495.00	52%
Total Operational Expenditure	3 131 362.33	3 578 000.00	3 578 000.00	3 458 629.62	3.33%
Net Operational (Service) Expenditure	(3 130 762.33)	(3 578 000.00)	(3 578 000.00)	(3 458 629.62)	

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.

Capital Expenditure 2016/17: Local Economic Development						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All						
Project A	642 914.00	642 914.00	18 870.00	97.6%	-	
Project B	50 000.00	50 000.00	19 094.04	67%	-	
Project C	125 000.00	125 000.00	118 980.00	5%	-	

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

3.5 Component E- Environmental Protection (Management)

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
Service Indicators							
Service Objective : To preserve and protect natural resources and promote public health							
# of health and hygiene awareness campaign conducted		152	489	40	46	50	55
% of funeral undertakers complying to standards		-	-	-	-	-	-
# of listed activities in terms of AQA		20	36	20	21	20	18
# of ambient air quality report submitted		12	79	12	9	2	3

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'. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Intergrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.

Environmental Protection					
Job Level	2015/16		2016/17		
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	-
4 - 6	1	2	2	0	100%
7 - 9	-	-	-	-	-
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	2	3	3	0	

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

Financial Performance 2016/17: Environmental Protection						R'000
Details	2015/16	2016/17				
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	
Total Operational Revenue (excluding tariffs)	-	-	-		-	
Expenditure:						
Employees	434 573.00	9 385 600.00	9 385 600.00	9 326 626.58	0.62%	
Repairs and Maintenance		-	-	-	-	
Other		2 200	2 200	0.00	100%	
Total Operational Expenditure	434 573.00	9 387 800.0	9 387 800.0	9 326 626.58		
Net Operational (Service) Expenditure	434 573.00	9 387 800.0	9 387 800.0	9 326 626.58		

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.

Capital Expenditure 2016/17: Environmental Protection						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	No projects					
Project A	-	-	-	-	-	
Project B	-	-	-	-	-	
Project C	-	-	-	-	-	
Project D	-	-	-	-	-	

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

3.6 Component F- Health Inspection, Food and Abattoir Licensing and Inspection

Health Inspection, Food and Abattoir Taken From IDP

Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective : To preserve and protect natural resources and promote public health							
% of water samples collected and analysed		100%	94.11% 16/17	100%	75% 16/12	12	6/12
% of food samples collected and analysed		-	-	-	-	-	-
# of permitted landfill sites monitored		8	54	8	50	8	5/8
% of food outlets issued with certificate of compliance		100%	100% 74/74	100%	100% 132/132	100%	100% 99/99

Employees: Health inspection, food and abattoir licensing and inspection

Job Level	2015/16	2016/17			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 – 3	1	1	1	-	-
4 – 6	7	6	7	1	100
7 – 9	24	23	24	1	100
10 – 12	-	-	-	-	-
13 – 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 – 20	-	-	-	-	-
Total	32	30	32	2	200

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

T3.56.4

Financial Performance 2016/17: Health inspection, food and abattoir licensing and inspection

R'000		
Details	2015/16	2016/17

	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-	-
Expenditure:					
Employees	434 573.00	9 385 600.00	9 385 600.00	9 326 626.58	0.62%
Repairs and Maintenance		-	-	-	-
Other		2 200	2 200	0.00	100%
Total Operational Expenditure	434 573.00	9 387 800.0	9 387 800.0	9 326 626.58	
Net Operational (Service) Expenditure	434 573.00	9 387 800.0	9 387 800.0	9 326 626.58	
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.					

Capital Expenditure 2016/17: Health inspection, food and abattoir licensing and inspection						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	No projects					
Project A	-	-	-	-	-	
Project B	-	-	-	-	-	
Project C	-	-	-	-	-	
Project D	-	-	-	-	-	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).						

3.7 Component G-Security and Safety

Waterberg does not perform the function of safety and security.

FIRE FIGHTING

Firefighting Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
<i>Service Indicators</i>							
(i)	(ii)						
Service Objective: To coordinate and monitor infrastructure development for provision and access to services.							
Number of firefighting reports submitted by local municipalities	-	24	21	24	22	24	23
% of building plans approved	-	100%	84% 106/126	100%	100% 32/32	100%	100% 21/21
% of transport permits issued by local municipalities	-	-	-	-	-	N/A	-
<p>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' Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Integrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.</p>							

Employees: Fire-fighting					
Job Level	2015/16	2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	-	-	-	-	-
4 - 6	4	4	-	0	0
7 - 9	1	1	-	1	33%
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	5	5	-	-	-
<p>Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.</p> <p style="text-align: right;">T3.56.4</p>					

Financial Performance 2016/17: Fire-fighting					
R'000					
Details	2015/16	2016/17			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-	-
Expenditure:					
Employees	3 453 071	3 637 800.00	3 637 800.00	3 917 812.98	(8%)
Repairs and Maintenance	26 149.57	-	-	-	-
Other	-	1 800	1 800	465	74.16%
Total	3 479 220.57	3 639 600	3 639 600	3 918 277.98	

N.B Same as Disaster management.

Capital Expenditure 2016/17: Fire-fighting						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	No projects for 2016/17					
Project A	-	-	-	-	-	
Project B	-	-	-	-	-	
Project C	-	-	-	-	-	

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

Disaster Management

Disaster Management objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective: To coordinate and monitor for provision and access to services							
# of Disaster Management advisory forum meetings held	-	4	5	4	4	4	4
# of Disaster Management Annual Report submitted	-	1	1	1	1	1	1
% of transport permits issued by local municipalities		100%	-	-	-	N/A	-

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' Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Integrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.

Employees: Disaster Management					
Job Level	2015/16	2016/17			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	-	-	-	-	-
4 - 6	2	2	2	-	-
7 - 9	11	11	11	-	-
10 - 12	-	-	-	-	-
13 - 15					
16 - 18	-		-	-	-
19 - 20					
Total	13	13	13	-	-

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.
T3.56.4

Financial Performance 2016/17: Disaster Management						R'000
Details	2015/16	2016/17				
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	
Total Operational Revenue (excluding tariffs)		-	-		-	
Expenditure:						
Employees	3 453 071	1 889 800	1 889 800	1 771 075.52	6.28%	
Repairs and Maintenance	26 149.57	-	-	-	-	
Other	-	1 800	1 800-	0.00	100%	
Total Operational Expenditure	3 479 220.57	1 891 600	1 891 600	1 771 075.52		
Net Operational (Service) 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.

Capital Expenditure 2016/17: Disaster Management						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	No projects					
Project A	-	-	-	-	-	
Project B	-	-	-	-	-	
Project C	-	-	-	-	-	
Project D	-	-	-	-	-	

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

3.8 Component H- Sports and Recreation

Sport and Recreation objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective: To empower the community and instil a sense of ownership for development.							
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-

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' Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Integrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.

Employees: Sports and Recreation					
Job Level	2016/17				
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	-	-	-	-	-
4 - 6	1	1	1	0	0
7 - 9					
10 - 12	-	-	-	-	-
13 - 15					
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	1	1	1	0	0

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.
T3.56.4

Financial Performance 2016/17: Sports and Recreation					
					R'000
Details	2015/16	2016/17			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-	-
Expenditure:					
Employees	316 236.00	342 456.00	342 456.00	342 456.00	100%
Repairs and Maintenance	-	-	-	-	-
Other	-	-	-	-	-
Total Operational Expenditure	316 236.00	342 456.00	342 456.00	342 456.00	100%
Net Operational (Service) Expenditure	(316 236.00)	(342 456.00)	(342 456.00)	(342 456.00)	-

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.

Capital Expenditure 2016/17: Sports and Recreation					
					R' 000
Capital Projects	2016/17				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	-	-	-	-	-
Project A	-	-	-	-	-
Project B	-	-	-	-	-
Project C	-	-	-	-	-

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

3.9 Component I- Corporate Policy, Offices and Other Offices

The Executive and Council objectives taken from IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective : To develop and implement integrated management and governance systems							
# of Council meetings held		4	6	4	7	4	8
% of Councils resolutions implemented		95%	78%	100%	91% 71/78	100%	93% 81/87
# of MPAC meetings held		4	4	4	4	4	4
# of IDP Representative Forum meetings held		4	4	4	4	4	4

Employees: Executive Support					
Job Level	2015/16	2016/17			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	4	4	3	1	0
4 - 6	5	5	1	4	0
7 - 9	2	2	2	2	0
10 - 12	2	2	1	1	0
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	12	13	7	8	100

Financial Performance 2016/17: Executive Support						R'000
Details	2015/16	2016/17				
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	
Total Operational Revenue (excluding tariffs)	-	-	-	-	-	
Expenditure:						
Employees	5 174 900.67	5 578 200.00	5 578 200.00	4 435 003.32	20.4%	
Repairs and Maintenance	32 686.96	-	-	-	-	
Other	1 883 161	2 600.00	2 600.00	930	64.23%	
Total Operational Expenditure	7 090 748.63	5 580 800.00	5 580 800.00	4 435 933.32		
Net Operational (Service) Expenditure	(5 207 587.63)	(5 580 800.00)	(5 580 800.00)	(4 435 933.32)		

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.

Capital Expenditure 2016/17: Executive Support						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	1 920 000.00	1 950 000.00	1 646 265.76	15.57%		
Project A	1 750 000.00	1 750 000.00	1 596 361.76	9%	--	
Project B	200 000.00	200 000.00	49 898.00	75%	-	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).						

Financial Services

Financial Service objectives taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
<i>Service Indicators</i>							
(i)	(ii)						
Service Objective: To effectively manage finances and improve sustainability							
% of cost coverage	-	100%	166%	100%	120%	100%	703%
% of Capital budget	-	10%	10%	10%	28%	10%	45%
% of orders issued within 10 working days of receipt of requisition		100%	100%	100%	100%	100%	100%
# of MFMA S71 reports submitted on time		12	12	12	12	12	12

Employees: Financial Services

Job Level	2015/16	2016/17			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	4	4	0	0	0
4 - 6	2	2	2	0	0
7 - 9	4	5	4	1	100
10 - 12	5	5	0	0	0
13 - 15	-	-	-	-	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	15	16	15	-	-

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.
T3.56.4

Financial Performance 2016/17: Financial Services

R'000

Details	2015/16	2016/17			Variance to Budget
	Actual	Original Budget	Adjustment Budget	Actual	
Total Operational Revenue (excluding tariffs)	111 232 000	113 277 000.00	113 277 000.00	113 277 000.00	0%
Expenditure:					
Employees	5 172 772	6 327 400.00	6 327 400.00	6 300 545.11	0.42%
Repairs and Maintenance	32 686.96	-	-	-	-
Other	89 255.87	73 000.00	73 000.00	46 213.73	37%
Total Operational Expenditure	5 294 714.83	6 400 400.00	6 400 400.00	6 346 758.84	
Net Operational (Service) 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.

Capital Expenditure 2016/17: Financial Services

R' 000

Capital Projects	2016/17				Total Project Value
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	
Total All	1 250 000.00	1 250 000.00	793 511.78	36.5%	
Project A	1 250 000.00	1 250 000.00	793 511.78	36.5%	--
Project B	-	-	-	-	-
Project C	-	-	-	-	-
Project D	-	-	-	-	-

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

HUMAN RESOURCE SERVICES

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

Human Resource Services Policy Objectives Taken From IDP									
Service Objectives	Outline Service	2013/14		2014/15		2015/16		2016/17	
	Targets								
Service Indicators		Target	Actual	Target	Actual	Target	Actual	Target	Actual
Service Objective : To retain, attract the best human capital									
% of women employed by the municipality against total staff	50%	50%	54%	50%	56%	50%	55%	50%	100%
# of LLF meetings held	4	4	4	4	8	4	9	4	8
# of HR policies reviewed	2	2	2	2	22	2	10	2	5
% of injuries on duty attended within 5 days	100%	100%	100%	100%	0%	100%	100% 7/7	100%	100% 3/3

Employees: Human Resource Services					
Job Level	2016/17				
	Posts	Employees		Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.		No.	%
0 - 3	1	1		0	0%
4 - 6	3	3		0	0%
7 - 9	-	-		-	-
10 - 12	-	-		-	-
13 - 15	-	-		-	-
16 - 18	-	-		-	-
19 - 20	-	-		-	-
Total	4	4		0	0%

Financial Performance 2016/17: Human Resource Services

R'000

Details	2015/16	2016/17			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-		-		-
Expenditure:					
Employees	6 530 092	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	39 224.36	-	-	-	
Other	4 267.66	8 700.00	8 700.00	9 051.49	(4.04%)
Total Operational Expenditure	6 573 584.02	7 040 300.00	7 040 300.00	8 275 918.61	
Net Operational (Service) Expenditure	(6 569 316.36)	7 040 300.00	7 040 300.00	8 275 918.61	

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.

Capital Expenditure 2016/17: Human Resource Services

R' 000

Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure		Variance from original budget	Total Project Value
Total All	-	-	-		-	-
Project A	-	-	-		-	-
Project B	-	-	-		-	-
Project C	-	-	-		-	-
Project D	-	-	-		-	-

Employees: Human Resource Services					
Job Level	2016/17				
	Posts	Employees		Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.		No.	%
0 - 3	1	1		0	0%
4 - 6	3	3		0	0%
7 - 9	-	-		-	-
10 - 12	-	-		-	-
13 - 15	-	-		-	-
16 - 18	-	-		-	-
19 - 20	-	-		-	-
Total	4	4		0	0%

Financial Performance 2016/17: Human Resource Services

R'000					
Details	2015/16	2016/17			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-		-		-
Expenditure:					
Employees	6 530 092	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	39 224.36	-	-	-	
Other	4 267.66	8 700.00	8 700.00	9 051.49	(4.04%)
Total Operational Expenditure	6 573 584.02	7 040 300.00	7 040 300.00	8 275 918.61	
Net Operational (Service) Expenditure	(6 569 316.36)	7 040 300.00	7 040 300.00	8 275 918.61	

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.

Capital Expenditure 2016/17: Human Resource Services

R' 000						
Capital Projects	2016/17					
	Budget		Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	-	-	-	-	-	-
Project A	-	-	-	-	-	-
Project B	-	-	-	-	-	-
Project C	-	-	-	-	-	-
Project D	-	-	-	-	-	-

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The role of technology in improving the lives of all people has been confirmed by the NPD where it is recognised as one of the drivers of change, From the strategic session held in March 2013, it became very clear that ICT should grow to become of the strategic departments on its own in the future. When ICTD is used correctly it can also assist to render more services, empower communities and reduce costs.

ICT Services Policy Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective: To develop and implement integrated management and governance system							
# of District ICT forum meetings held		4	4	4	4	4	4
% of uptime of key systems		95%	95%	95%	99.98%	95%	99.9%
% of developed systems assessed		100%	100%	100%	100%	100%	100%
% of EHP ICT problems reported and resolved		100%	100%	100%	100%	100%	100%

Employees: ICT Services				
Job Level	2016/17			
	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	%
0 - 3	-	-	-	-
4 - 6	2	2	0	0%
7 - 9	1	1	0	0
10 - 12	-	-	-	-
13 - 15	-	-	-	-
16 - 18	-	-	-	-
19 - 20	-	-	-	-
Total	3	3	0	0%
R'000				
Details	2016/17			
	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-
Expenditure:				

Employees	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	-	-	-	
Other	8 700.00	8 700.00	9 051.49	(4.04%)
Total Operational Expenditure	7 040 300.00	7 040 300.00	8 275 918.61	
Net Operational (Service) Expenditure	7 040 300.00	7 040 300.00	8 275 918.61	

Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.
An ICT service is subdivision of the Corporate support and shared services.

Capital Expenditure 2016/17: ICT Services

R' 000

Capital Projects	2016/17				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	450 000	450 000	178 492.80	60.33%	-
Project A	450 000	450 000	178 492.80	60.33%	-
Project B	-	-	-	-	-
Project C	-	-	-	-	-
Project D	-	-	-	-	-

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

Employees: ICT Services

Job Level	2016/17				
	Posts		Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.		No.	No.	%
0 - 3	-		-	-	-
4 - 6		2	2	0	0%
7 - 9		1	1	0	0
10 - 12		-	-	-	-
13 - 15		-	-	-	-
16 - 18		-	-	-	-
19 - 20		-	-	-	-
Total		3	3	0	0%

Financial Performance 2016/17: ICT Services

R'000

Details	2016/17			
	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue (excluding tariffs)	-	-	-	-
Expenditure:				
Employees	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	-	-	-	-
Other	8 700.00	8 700.00	9 051.49	(4.04%)

Total Operational Expenditure	7 040 300.00	7 040 300.00	8 275 918.61		
Net Operational (Service) Expenditure	7 040 300.00	7 040 300.00	8 275 918.61		
Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					
Capital Expenditure 2016/17: ICT Services					
R' 000					
Capital Projects	2016/17				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	250 000	296 000	295 274	0.25%	-
Project A	250 000	296 000	295 274	0.25	-
Project B	-	-	-	-	-
Project C	-	-	-	-	-
Project D	-	-	-	-	-
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).					

The division of ICT with its lean staff is doing fairly well to provide support to all other departments. The maintenance of ICT structure is mainly performed by SITA and the best part of the year, the municipality did not experience any serious downtime.

PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

A GRAP compliance asset register was updated by the Budget and Treasury Office whilst the Corporate Services Department was responsible for its control.

Property ,legal, risk management and procurement Policy Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
(i)	(ii)						
Service Objective : To attract ,develop and retain best human capital and to coordinate governance systems?							
# of legal opinions developed internally		30%	0%	30%	15%	30%	10%
% of corruption cases reported to SAPS		100%	0%	100%	0%	100%	0%
% of projects specifications ready before end of financial year		100%	40%	100%	50%	100%	20%
% of risks addressed		100%	73%	100%	84%	100%	44%
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'. *Current Year' refers to the targets set in the 2015/16 Budget/IDP round. **Following Year' refers to the targets set in the 2015/16 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Intergrated Development Plans (IDPs) and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.							

Employees: Property; Legal; Risk Management; and Procurement Services					
Job Level	2016/17				
	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)	
	No.	No.	No.	%	
0 - 3	1	1	0	0	
4 - 6	1	1	0	0	
7 - 9	-	-	-	-	
10 - 12	-	-	-	-	
13 - 15	-	-	-	-	
16 - 18	-	-	-	-	
19 - 20	-	-	-	-	
Total	2	2	0	-	
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.					
Financial Performance 2016/17: Property; Legal; Risk Management; and Procurement Services					
R'000					
Details	2016/17				
	2016/17	Original	Adjustment	Actual	Variance
Total Operational Revenue (excluding tariffs)		-	-	-	
Expenditure:					
Employees	6 530 092	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	39 224.36	-	-	-	-
Other	4 267.66	8 700.00	8 700.00	9 051.49	(4.04%)
Total Operational Expenditure	6 573 584.02	7 040 300.00	7 040 300.00	8 275 918.61	
Net Operational (Service) Expenditure	(6 569 316.36)	7 040 300.00	7 040 300.00	8 275 918.61	
Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. A legal service is division in the Corporate support and shared services.					
Capital Expenditure 2016/17: Property; Legal; Risk Management; and Procurement Services					
R' 000					
Capital Projects	2016/17				

	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	No projects				
Project A	-	-	-	-	-
Project B	-	-	-	-	-
Project C	-	-	-	-	-
Project D	-	-	-	-	-

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

Employees: Property; Legal; Risk Management; and Procurement Services

Job Level	2016/17			
	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	%
0 - 3	1	-	0	0
4 - 6	1	-	0	0
7 - 9	-	-	-	-
10 - 12	-	-	-	-
13 - 15	-	-	-	-
16 - 18	-	-	-	-
19 - 20	-	-	-	-
Total	2	0	0	-

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.

Financial Performance 2016/17: Property; Legal; Risk Management; and Procurement Services

R'000					
Details	2016/17				
	2015/16 Actual	Original	Adjustment	Actual	Variance
Total Operational Revenue (excluding tariffs)		-	-	-	
Expenditure:					
Employees	6 530 092	7 031 600.00	7 031 600.00	8 266 867.12	(17.57%)
Repairs and Maintenance	39 224.36	-	-	-	-
Other	4 267.66	8 700.00	8 700.00	9 051.49	(4.04%)
Total Operational Expenditure	6 573 584.02	7 040 300.00	7 040 300.00	8 275 918.61	
Net Operational (Service) Expenditure	(6 569 316.36)	7 040 300.00	7 040 300.00	8 275 918.61	

Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

Capital Expenditure 2016/17: Property; Legal; Risk Management; and Procurement Services

R' 000					
Capital Projects	2016/17				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original	Total Project Value

				budget	
Total All	No projects	-	-	-	-
Project A	-	-	-	-	-
Project B	-	-	-	-	-
Project C	-	-	-	-	-
Project D	-	-	-	-	-
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).					

3.10 Component J- Miscellaneous

Internal Audit Objectives Taken From IDP							
Service Objectives	Outline Service Targets	2014/15		2015/16		2016/17	
		Target	Actual	Target	Actual	Target	Actual
Service Indicators							
(i)	(ii)						
Service Objective: To develop and implement integrated management and governance systems							
% of AG queries resolved		100%	100% 26/26	100%	31/32	100%	
# of Audit Committee meetings		4	3	4	5	4	6
% of Internal audit queries resolved		100%	75%	100%	85%	100%	14/20 70%
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' Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Integrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.							

Employees: Internal Audit					
Job Level	2015/16		2016/17		
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	2	2	1	1	0
7 - 9	-	-	-	-	-
10 - 12	-	-	-	-	-
13 - 15	3	3	3	0	-
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	6	6	5	1	-
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days. T3.56.4					

Financial Performance 2015/16: Internal Audit						R'000
Details	2015/16	2016/17				
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget	
Total Operational Revenue (excluding tariffs)	-	-	-	-	-	
Expenditure:						
Employees	3 729 019.08	4 681 100.00	4 681 100.00	4 389 204.98	6.23%	
Repairs and Maintenance	29 418.27	-	-	-	-	
Other	395	3 500.00	3 500.00	860.00	75%	
Total Operational Expenditure	3 758 832.27	4 684 600.00	4 684 600.00	4 390 064.98		
Net Operational (Service) Expenditure	(3 758 437.27)	(4 684 600.00)	(4 684 600.00)	(4 390 064.98)		
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.						

Capital Expenditure 2016/17: Internal Audit						R' 000
Capital Projects	2016/17					
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value	
Total All	No projects					
Project A	-	-	-	-	--	
Project B	-	-	-	-	-	
Project C	-	-	-	-	-	
Project D	-	-	-	-	-	
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).						

Strategic Support and Planning objectives Taken From IDP								
Service Objectives	Outline Service Targets	2015/16		2015/16			2016/17	
		Target	Actual	Target	Actual	Target	Actual	
<i>Service Indicators</i>								
(i)	(ii)							
Service Objective: To develop and implement integrated and management and governance systems								
# of performance assessments reports submitted	-	4	4	4	4	4	4	4
# of Monitoring and Evaluation Forum meetings held	-	4	5	4	4	4	4	5
% of highly rated IDP developed	-	100%	100%	100%	100%	100%	100%	100%
# of Municipal Managers Forum meetings held	-	4	4	4	4	1	4	1
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' Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Integrated Development Plans (IDPs) and chapter 6 sets out the requirements for the introduction of performance management arrangement by municipalities in which IDPs play a key role.								

Employees: Strategic Support and Planning					
Job Level	2015/16		2016/17		
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	0	0	0
4 - 6	2	2	2	0	0
7 - 9	1	1	1	0	0
10 - 12					
13 - 15	-				
16 - 18	-		-	-	-
19 - 20					
Total	4	4	3	0	0

Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or 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 (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days. T3.56.4

Financial Performance 2016/17: Strategic Support and Planning					
					R'000
Details	2015/16		2016/17		Variance to Budget
	Actual	Original Budget	Adjustment Budget	Actual	
Total Operational Revenue (excluding tariffs)	-	-	-	-	-
Expenditure:					
Employees	3 729 019.08	4 681 100.00	4 681 100.00	4 389 204.98	6.23%
Repairs and Maintenance	29 418.27	-	-	-	-
Other	395	3 500.00	3 500.00	860.00	75%
Total Operational Expenditure	3 758 832.27	4 684 600.00	4 684 600.00	4 390 064.98	
Net Operational (Service) Expenditure	(3 758 437.27)	(4 684 600.00)	(4 684 600.00)	(4 390 064.98)	

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.

Capital Expenditure 2016/17: Strategic Support and Planning					
					R' 000
Capital Projects	2016/17				Total Project Value
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	
Total All	600 000.00	600 000.00	362 484 11	39.5%	
Project A	350 000.00	350 000.00	148 660.00	57.46%	
Project B	250 000.00	250 000.00	213 824.11	14.47%	
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).

3.11 Component K-Organisational Performance Score-Card

2016/17 INSTITUTIONAL SCORE CARD

N O	KPA	Strategic Objectiv e	Program me / Focus area	Performa nce Indicators	Responsi ble departm ent	Basel ine	2016/ 17 Annua l Targe t	Actual Performan ce	Varian ce	Remar ks	Remed ial Action	Evidence
KPA: Spatial Rationale												
1.	Spatial rationale	To facilitate access and transfor m land and rural tourism develop ment	Integrate d Planning	% Highly rated IDP	OMM	100%	100%	100% WDM 2016/17 IDP rated High	0%	2016/1 7 IDP MEC assess ment rated IDP high	None	Council resolutio n A024/20 16. Assessm ent report.
2.	Spatial rationale	To facilitate access and transfor m land and rural tourism develop ment	Integrate d Planning	% of IDP adopted by council by 31 May 2016	OMM	100%	100%	100% The 2017/18 IDP approved by council 30 May 2017	0%	Approved and submit ted to NT, PT and CoGHS TA on 5 June 2017.	None	Council resolutio n
3.	Spatial rationale	To facilitate access and transfor m land and rural tourism develop ment	Integrate d Planning	% of SDF & land use managem ent system developed & approved in line with the SPLUMA	PED	100%	100%	50% Draft SDF for Lephalale LM in place awaiting approval by council.	50%	Meetin g to finalise the final SDF postpo ned	To be approv ed by 1 st council meetin g	SDF,LUM S & SPLUMA
KPA: Basic Service Delivery												
4.	Basic service delivery	To coordinat e & monitor infrastru cture develop ment for the provisio n &	Municipa l health	% food outlets issued with certificat es of complianc e (for outlets that comply with set standard)	SDCS	100%	100%	100% 99/99 certificates issued	0%	All 99/99 food outlets were issued with certific ate of accept ability for 2016/1	None	Applicati on, Assessm ent report & certificat e Quarterl y register

NO.	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible department	Baseline	2016/17 Annual Target	Actual Performance	Variance	Remarks	Remedial Action	Evidence
		access to services								7 FY		
5.	Basic service delivery	To coordinate & monitor infrastructure development for the provision & access to services	Municipal health	# of permitted land fill site monitored	SDCS	8	8	5/8 landfill sites monitored	3	The department monitor them frequently	Develop schedule to monitor all landfill sites quarterly	Reports, assessment report & Register
KPA: Financial Management and Viability												
6.	Financial management and viability	To effectively manage finances and improve financial sustainability	Expenditure Management	% Operating budget variance in terms of SDBIP	ALL	8.1%	10%	20,31% Opex variance in terms of SDBIP	10.31%	Due to vacant positions, Manager ES, Manager ID	Position re-advertised due to applicants not meeting minimum requirements.	Annexure B Financial report
7.	Financial management and viability	To effectively manage finances and improve financial sustainability	Expenditure Management	% Capital budget variance in terms of SDBIP	ALL	54%	10%	14% Capex Variance in terms of SDBIP	4%	Mayoral vehicle and WEDA	Develop project implementation plan	Annexure D financial report
KPA: Local Economic Development												
8.	Local Economic Development	To ensure optimal utilisation and adherence to space economic	Job creation	% of LED forums resolutions implemented	PED	100%	100%	100% 9/9 resolutions resolved. Meeting held 11 August 2016.	0%	Schedule of meetings attached to resuscitate local forums	None	Minutes Attendance register

NO.	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible department	Baseline	2016/17 Annual Target	Actual Performance	Variance	Remarks	Remedial Action	Evidence
9.	Local Economic Development	To ensure optimal utilisation and adherence to space economic	Job creation	# of jobs created through EPWP	ID	15	15	15/15 Jobs created through EPWP Project	0	34 Job created through TBZ waste water treatment works and 6 jobs created through RRAMS programme	None	EPWP report and Labour Report.
KPA: Good Governance & Public Participation												
10.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Monitoring and Evaluation	% of Submission of Annual Performance Report (sec 46 MSA) by 31 August 2015.	OMM	100%	100%	100% 31/08/2016	0%	Sec 46 report – Unaudited Performance report was submitted to AG,NT, PT and CoGHS TA on 31 August 2016	None	Submission letter
11.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	% of AG - Audit outcome	ALL	100%	100%	100% Received unqualified audit opinion for 2015/16 Financial Year	0%	None	None	Audit opinion
12.	Good Governance and Public Participation	To develop and implement integrated management and	Auditing	Average % AG material audit queries resolved	ALL	100%	100%	96% 31/32 AG Queries Resolved	4%	AFS preparation by consultant	None	Audit action plan

N O .	KPA	Strategic Objective	Program me / Focus area	Performance Indicators	Responsible department	Baseline	2016/17 Annual Target	Actual Performance	Variance	Remarks	Remedial Action	Evidence
		governance systems										
13.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	% Identified risk resolved within timeframes as specified in risk plan	ALL	100%	100%	50% 9/18 risks mitigated	50%	2016/17 risk assessment conducted and 18 risks were identified.	Develop strategy to mitigate identified risks.	Risk register
14.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	% of internal Audit finding resolved	ALL	85%	100%	70% 14/20	30%	New queries were issued after mid-year assessment	Make follow up to resolve the findings	Internal Audit action plan
15.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	% of Audit Committee recommendations implemented	ALL	100%	100%	83% 5/6 Recommendations implemented	17%	01 July 2016 to 30 June 2017	None	Audit Committee recommendations
16.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Governance	% Council resolutions implemented within timeframes	ALL	100%	100%	88.29% 83/94 resolutions resolved	11.71%	Outstanding resolution EM new Car, filling of vacant positions, etc.	Fastrack the process of investigation	Council resolutions implemented register

NO.	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible department	Baseline	2016/17 Annual Target	Actual Performance	Variance	Remarks	Remedial Action	Evidence
17.	Good Governance and Public Participation	To develop and implement integrated management and governance	Public Participation	# of IDP Representative Forum meetings convened	OMM	4	4	4/4 Forums held 16 September 2016, 2 nd Dec 2016, 15 March 2017, 16 May 2017	0	None	None	Invitation Agenda Minutes Attendance register
18.	Good Governance and Public Participation	To develop and implement integrated management and governance	Governance	% of MPAC resolutions implemented	ALL	100%	100%	6/6 Resolutions implemented	100%	Council approved Oversight & Final 2015/16 Annual Report and Notices and submissions were done	None	Resolution register
19.	Good Governance and Public Participation	To develop and implement integrated management and governance	Governance	Oversight report approved by council by 31 march	OMM	1	1	1/1 Oversight report Approved without Reservations	0	2015/16 Oversight report approved 23 March 2017	None	Council resolution
KPA: Transformation & Organisational Development												
20.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Human Resources Management	# of Senior Management with signed Performance Agreements	OMM	7	7	7/7 signed the 2016/17 Performance Agreements.	0	All 7/7 Managers signed the 2016/17 Performance agreement including the acting manager	None	Performance Agreements

N O	KPA	Strategic Objectiv e	Program me / Focus area	Performa nce Indicators	Responsi ble departm ent	Basel ine	2016/ 17 Annua l Targe t	Actual Performan ce	Varian ce	Remar ks	Remed ial Action	Evidence
										er PED		
21.	Transfor mation and Organisati onal Developm ent	To attract, develop and retain ethical and best human capital	Human Resource s Manage ment	# of officials capacitate d in terms of workplace skills	CSSS	21	40	93/40	(53)	None	None	Report
22.	Transfor mation and Organisati onal Developm ent	To attract, develop and retain ethical and best human capital	Human Resource s Manage ment	# of internship & leanership opportunit ies created	CSSS	4	4	4/4 interns positions filled	0	2 Audit interns filled and 2 financi al intern positio n filled	None	Report
23.	Transfor mation and Organisati onal Developm ent	To attract, develop and retain ethical and best human capital	Organisa tional Develop ment	% of approved SDBIP aligned with the IDP & Budget	OMM	100%	100%	100% Approved 13 June 2017	0	The 2017/1 8 SDBIP approv ed by the EM 13 June 2017	None	Approve d SDBIP
24.	Transfor mation and Organisati onal Developm ent	To attract, develop and retain ethical and best human capital	Monitori ng and Evaluatio n	# of Annual Performan ce evaluation conducted	OMM	1	1	0/1 The annual evaluation postponed	1	To be conduc ted August 2017	Adhere to schedul e	Attendan ce register
25.	Transfor mation and Organisati onal Developm ent	To attract, develop and retain ethical and best human capital	Monitori ng and Evaluatio n	% of Annual report (sec 121) adopted & submitted to MEC by 31 March 2017	OMM	100%	100%	100% Final 2015/16 Annual Report approved 23 March 2017	0%	Final AR Submit ted to the MEC 03 April 2017	None	Council resolutio n & submissi on letter

4. External service providers

- ⊕ WDM has entered into service delivery agreements with local municipalities with regard to Disaster Management Services and firefighting Services.
- ⊕ Table below show number of reports submitted quarterly for services rendered.

No.	Local Municipality	Baseline 2015/16	Target 2016/2017 reports	Actual report 2016/17
1.	Bela-Bela	3	4	4
2.	Modimolle -Modimolle	6	4	2
3.	Mogalakwena	4	4	2
4.	Lephalale	4	4	4
5.	Thabazimbi	4	4	2
	TOTAL	21	24	14

5. Other External service providers (top TEN)

- ⊕ The table below shows the top ten external service providers.

N o.	Project Description	Date Awarded	Name of Service Provider/ Contractor	Duration of a contract	Project Completion date	Amount Awarded	Responsible department	Actual 14/15	Actual 15/16	Actual 16/17	Budget 16/17
1.	Provision for Travel Agency	08 January 2015	Batsumi Travel (Pty) Ltd	3 years	31 January 2019	Various percentage on commission between 6% and 8%	CSSS	N/A	R245 687.20	R2 733 900.41	R4 439 100.00
2.	Provision for Travel Agency	08 January 2015	Nhlamulo-Hosi Investment	3 years	31 January 2019	Various percentage on commission between 6% and 8%	CSSS	N/A	R459 797.42	R436 252.04	R4 439 100.00
3.	Rental Of Building-Thabazimbi	01 May 2013	Bertie Joubert Properties	12 Months	Renewable Yearly	R 5350.00 plus 7% increase yearly	SDCD	R78 960.00	R89 566.80	R24 904.50	R600 500.00
4.	Rental Of Building-mokopane	01 May 2013	Bergh & De Bruyn	12 Months	Renewable Yearly	R30 550.00 Plus 7% increase Yearly	SDCD	R399 594.00	R478673.88	R162 349.86	R600 500.00
5.	Data Enrichment, Online Information Bureau	01 May 2014	Crosscheck Information Bureau	3 years	Renewable Yearly	R240 000.00	BTO	R240 000.00	R240 000.00	R100 000.00	R240 000.00
6.	Provision for security services	23 November 2015	Leledu Security Services	3 years	31 March 2019	R5 427 034.70	CSSS	R1 783 956.48	R1 926 673.92	R513 706.32	R2 143 200.00
7.	Supply Of Digital Lines And Voip	30 April 2014	Callsave	3 years	N/A	Charges Per Call	CSSS	R454 926.45	R263 296.93	R101 074.70	R558 823.00

N o.	Project Description	Date Awarded	Name of Service Provider/ Contractor	Duration of a contract	Project Completion date	Amount Awarded	Responsible department	Actual 14/15	Actual 15/16	Actual 16/17	Budget 16/17
	System										
8.	Maintenance of WDM building, Disaster and abattoir	02 April 2015	M2M/Sithembekile JV	3 years	30 June 2018	Units per rate	ID	N/A	N/A	R1 173 563.44	R1 100 000.00
9.	Appointment of professional consultants for PMU	13 July 2015	SML Projects (Pty)Ltd	3 years	30 June 2018	R 11 253.51 Total unit rate	ID	N/A	N/A	R2 116 193.16	R5 000 000.00
10	Maintenance Financial System	29 June 2015	Munsoft Pty Ltd	3 years	30 June 2016	750 000	BTO	N/A	N/A	R119 397.41	R1 318 000

4 Chapter 4

4.1 Component A –introduction to the Municipal Personnel

4.1.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Waterberg District Municipal has a staff component of 155 of which 72 are females' employees whose responsibility is to implement its Integrated Development Plan. The attempt to develop an organisational development strategy was meant to improve the effectiveness and efficiency of the municipality. More emphasis should place on forward planning and project management skills. The Human Resources Division provides all the HR functions to all employees within the organisation.

Number of positions for 2016/17 as at 30 June 2017								
	Department	Management	Technical	Labour	Support	Total	Vacant	% of vacant positions
1	Budget and Treasury Office	4	-	-	11	15	1	0.15
2	Office of Municipal Manager	3	-	0	6	9	0	0.0
3	Corporate Support and Shared Services	3	-	8	13	24	0	0.0
4	Planning and Economic Development	4	-	16	6	26	2	0.78
5	Infrastructure Development	2	1	-	1	4	1	0.04
6	Executive Support	4	-	-	11	15	1	1.44
7.	Social and Community Services	3	-	-	59	62	1	0.72
	Totals	23	1	24	107	155	6	3.87

In general 96% of budgeted positions were filled at the end of the financial year.

4.2 Component B-Managing the Municipal Workforce

Employees as important assets of the municipality should be managed well and Senior Managers have a responsibility to motivate, guide and discipline other employees in order to implement the IDP successfully. Senior managers provide strategic leadership whilst divisional managers should supervise other employees and ensure there is operational efficiency. Training and development and reviewing and developing new policies are critical in improving the manner in which the staff is managed.

Employees					
Description	2015/16	2016/17			
	Employees	Approved Posts	Employees	Variance	Variance
	No.	No.	No.	No.	%
Water	-	-	-	-	-
Waste Water (Sanitation)	-	-	-	-	-
Electricity	-	-	-	-	-
Waste Management	-	-	-	-	-
Housing	-	-	-	-	-
Waste Water (Stormwater Drainage)	-	-	-	-	-
Roads	-	-	-	-	-
Transport	1	1	1	0	-
Planning	2	2	2	0	0%
Local Economic Development	3	3	3	0	0%
Planning (Strategic & Regulatory)	4	4	4	0	-
Infrastructure services	3	3	2	1	0%
Environmental Protection					
Municipal Health	31	31	31	0	0%

Security and Safety	24	25	24	1	-
Sport and Recreation	1	1	1	0	0%
Corporate Policy Offices and Other	82	88	83	4	0%
Totals	129	155	149	6	96

Vacancy Rate 2016/17

Designations	*Total Posts	Approved	*Variances (Total time that vacancies exist using equivalents)	(Total fulltime)	*Variances (as a proportion of total posts in each category)
	No.		No.		%
Municipal Manager	1		0		0
CFO	1		0		0
Other S57 Managers (excluding Finance Posts)	4		0		0
Other S57 Managers (Finance posts)	-		-		-
Municipal Police	-		-		-
Fire fighters	25		1		-
Divisional management: Levels 3 Posts)	17		1		
Senior Officials Levels 4-5 posts	12		0		0
Officers Level 6-8 posts)	53		1		4
Officers Levels 9- 15 (Finance posts)	42		3		0
Total	155		6		5.1

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

Turn-over Rate

Details	Total Appointments as of beginning of Financial Year	Terminations during the Financial Year	Turn-over Rate*
	No.	No.	
2014/15	22	5	3.9
2015/16	13	4	2.8
2016/17	31	9	6.04

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

The vacancy turnover rate of 5% is normal and since the Acting Managers sign performance until such time that positions are filled them to strive towards achieving the targets of the organisation

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

The Training and Development was reviewed and implemented by the Human Resources Division in line with the Workplace Skills Plan.

4.2.1 INJURIES, SICKNESS AND SUSPENSIONS

Number and Cost of Injuries on Duty						
Type of injury	Injury Taken	Leave	Employees using injury leave	Average injury leave taken per employee	Average Injury per employee	Total Estimated Cost
	Days		No.	%	Days	R'000
Required basic medical attention only	-		-	-	-	-
Temporary total disablement	16		4	0,06	0,1	R 5 599.00
Permanent disablement	-		-	-	-	-
Fatal	-		-	-	-	-
Total	16		4	0,06	0,1	R 5 599.00
Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	Total sick leave	Proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	*Average sick leave per Employees	Estimated cost
	Days	%	No.	No.	Days	R' 000
Lower skilled (Levels 11-15)	201	10.36	26	25	8.04	
Skilled (Levels 10)	22	17.66	4	4	5.5	
Highly skilled production (levels 7- 9)	346	14.5	43	45	7.70	
Officers (levels 4-6)	308	14.10	31	35	8.8	
Divisional management (Levels 3)	154	19.08	14	13	11.8	
MM and S57	43	10.75	4	7	6.14	
Total	1 074	86.45%	122	129	8.32	
* - 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						

4.2.2 POLICIES

For the period under review at least 22 were reviewed and approved by Council

HR Policies and Plans				
	Name of Policy	Completed	Reviewed	Date adopted by council or comment on failure to adopt
		%	%	
1	Leave Management	100%	100%	30 May 2017
2	Employment Practices	100%	100%	
3	Conditional Grant	100%	100%	
4	Training and Development	100%	100%	
5	S&T	100%	100%	
6	Cell phone allowance	100%	100%	
7	Fleet management	100%	100%	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				

Use name of local policies if different from above and at any other HR policies not listed.

The HR system is able to keep a record of all employees and monthly basis reconciliation is made. There no serious abuses of sick leave since it is also managed in terms of the Collective Agreement. In terms of the nature of services which the municipal services rendered there no fatalities even in fire-fighting and disaster management services

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
Divisional Manager	Insubordination, dishonesty, Gross Insolence, unauthorised publication of information to outsiders, undermining WDM council, putting WDM into disrepute		dismissed	18 May 2016

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	
-	-	-	-	-
2014/15	-	-	-	-
2015/16	-	-	-	-
2016/17				

4.3 Component C-Capacitating the Municipal Workforce

In general all employees are given the opportunity to improve their knowledge and skills on the tasks they are required to perform in terms of their job descriptions. The skills audit conducted by the HRD Officer goes a long in trying to align training with the Integrated Development Plan. The municipality has initiated a project on Organisational Development and Return on Investment Strategies which be completed in new financial year. HRD is initiating a tool which will measure return on investment more seriously.

4.3.1 Skills Development and Training as at 30 June 2017

Management Level	G	Employee On 30/06/17	Leanship	Skills Programme And other short courses	Others forms of training	Total
			Actual 2016/17	Actual 2016/17	Target	Actual 2016/17
MM and S57	M	1	1	-	-	1
	F	1	1	-	-	1
Councillor	M	-	-	-	-	-
	F	3	3	-	-	3
DMs and SOs	M	4	4	-	-	4
	F	1	1	-	-	1
Technicians and Associate professionals	M	-	-	-	-	-
	F	-	-	-	-	-
Associate Professionals	M	-	-	-	-	-
	F	-	-	-	-	-
Professionals	M	10	-	10	-	10
	F	20	1	19	-	20
Unskilled	M	16	1	15	-	16
	F	14	1	13	-	14
Subtotal	M	31	7	25	-	40
	F	39	8	32	-	38
Total		70	15	67	-	78

4.1 Component D-Managing the Workforce Expenditure

4.1.1 Skills Development: Expenditure

Management Level	G	Employee as at 30/06/17	Leanship		Skills Development		Other forms		Total
			Original budget	Actual budget	Original Budget	Actual budget	Original budget	Actual budget	
MM and S5&	M	1	R 39 600	R 39 600					R 69 600
	F	1	R 39 600	R 39 600	-	-	-	-	-
Councillors	F	3	R 119 700	R 119 700	-	-	-	-	R 119 700
	M	-	-	-	-	-	-	-	-
DMs and SOs	M	4	R 158 400	R 158 400	-	-	-	-	R 158 400
	F	1	R 39 600	R 39 600	-	-	-	-	R 39 600
Technicians and	M	-	-	-	-	-	-	-	-

Associate professionals	F	-	-	-	-	-	-	-	-
Professionals	M	10	R 39 600	R 39 600	R 32 000	R 32 000	-	-	R 71 600
	F	20	-	-	R 60 800	R 60 800	-	-	R 60 800
Unskilled	M	16	-	-	R 24 971	R 24 971	-	-	R 24 971
	F	14	-	-	R 19 250	R 19 250	-	-	R 19 250
Subtotals	M	31				-	-	-	
	F	39				-	-	-	
Totals		70	R 436 500	R436500	R 137 021	R137021		-	R 573 521

4.1.2. Finance Skills Development Competency Progress Report

Description	A Total # of officials employed	B Total # of employees(Entity)	Consolidation Of A& B	Consolidated competency assessments completed by A+B	Consolidated total # of officials whose performance agreements comply with regulations	Consolidated Total# of officials who meet the prescribed competency level
Finance officials	14	0	14	6	1	4
Accounting Officer	0	0	0	0	0	0
Chief Financial Officer	1	0	1	0	1	0
Senior Managers	5	0	5	5	5	5
Divisional Managers	2	0	2	2	2	2
Other officials	0	0	0	0	0	0
Heads of Supply Chain Management Unit	1	0	1	1	0	1
Total	23	0	23	14	9	12

COMPONENT A

STATEMENTS OF FINANCIAL PERFORMANCE ENDED 30 JUNE 2017

5.1 STATEMENTS OF FINANCIAL PERFORMANCE 2015/16 FY

	Note(s)	2017	2016
Revenue			
Revenue from exchange transactions			
Service charges		915 947	1 255 604
Interest earned - External investments	19	14 558 987	10 382 263
Interest earned - Receivables	19	88	31 665
Other income	20	138 414	128 651
Total revenue from exchange transactions		15 613 436	11 798 183
Revenue from non-exchange transactions			
Transfer revenue			
Government grants & subsidies	21	125 360 300	147 813 891
Public contributions and donations	22	-	50 000
Total revenue from non-exchange transactions		125 360 300	147 863 891
Total revenue		140 973 736	159 662 074
Expenditure			
Employee related costs	23	(72 955 070)	(64 616 463)
Remuneration of councillors	24	(6 768 848)	(6 717 206)
Post-retirement health care expenditure		(744 742)	(1 931 653)
Long-service award expenditure		(950 230)	(568 768)
Depreciation and amortisation	25	(6 197 671)	(6 010 996)
Impairment loss/ Reversal of impairments	26	-	(164 918)
Repairs and maintenance		(2 308 454)	(1 442 300)
Contracted services	27	(13 520 885)	(15 703 090)

Project expenditure	29	(15 944 574)	(36 119 517)
General Expenses	28	(18 396 398)	(18 603 884)
Total expenditure		(137 786 872)	(151 878 795)
Loss on disposal of assets		(13 940)	-
Surplus (deficit) for the year		3 172 924	(7 783 279)

5.2 GRANTS

Grant Performance

Description	2015/16	2016/17			2016/17 Variance %	
	Actual	Original budget	Adjustments budget	Actual expenditure	Original Budget	Adjustment Budget
Operational transfers and grants	R	R	R	R	%	%
National Government	R	R	R		%	%
Equitable share	111 232 000	113 277 000	113 277 000	113 277 000	0	0
Municipal Systems Improvement	940 000	1 040 000	1 040 000	-	0	0
EPWP incentive	1 000 000	1 102 000	1 102 000	870 990.15	21%	0
Finance Management	1 250 000	1 250 000	1 250 000	1 250 000	0	0
MIG (PMU)	5 000 000	-	-	-	0	0
Rural Road Assets Management Grant	1 839 000	1 897 000	1 897 000	1 664 035.13	12.28%	0
MWIG	14 105 555	-	-		0	0
MIG	12 006 824	-	-		0	0
Provincial Government						
LEDET	151 622	-	-		-	-
LGSETA	-	-	-		-	-
Wildlife centre	-	-	-		-	-
Tourism Grant	243 340	-	-		-	-
Other grant providers (Mayor's Golf day)	45 550	-	-		-	-
Total operating	147 813 891	-	-		-	-

transfers						
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5.3 ASSET MANAGEMENT

The Municipal Council has adopted an Asset Management Policy in 2009 which policy is reviewable every year to accommodate the necessary changes.

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED IN 2016/17

Asset 1

Name of asset	Specialised vehicles
Description	No capital assets were bought in 2016/17 due to budgetary constraints.
Asset type	
Key Staff involved	
Staff responsible	
Key Issues	

Asset value	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
R						

Capital implications	
Future purpose of the asset	
Key issues	
Policy in place to manage asset	

Asset 2

Name of asset	No capital assets were bought in 2016/17 due to budgetary constraints.
Description	
Asset type	
Key Staff involved	
Staff responsible	
Key Issues	

Asset value	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17

Capital implications	
Future purpose of the asset	
Key issues	
Policy in place to manage asset	

Asset 3

Name of asset	Donated Land
Description	Land on which Lephalale Disaster Management is built
Asset type	Property
Key Staff involved	Disaster Management Officer
Staff responsible	Fire Prevention Officer
Key Issues	

Asset value	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
		200 000				

Capital implications	The land will appreciate
----------------------	--------------------------

Future purpose of the asset	Extension of disaster management centre
Key issues	None
Policy in place to manage asset	Yes

Repairs and maintenance expenditure for 2016/17

Repairs and maintenance expenditure	Original budget 2 196 255	Adjustments budget 2 782 255	Actual 2 308 454	Variance 17.03%
-------------------------------------	------------------------------	---------------------------------	---------------------	--------------------

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Ratio	Basis of calculation	2014/15	2015/16	2016/17
Liquidity current ratio	Current assets/current liabilities	8.3%	11,48%	2.26%
Cost Coverage	Available cash + investments/ Monthly fixed operations	7.1%	12.5%	703%
Service debtors to revenue	Total outstanding service debtors/annual revenue for services	429.9%	299.7%	2%
Debt coverage	Total operating-operating grants/ debt service payment due within financial year	1.2%	1.30%	2%
Capital charges to operating	Interest and principal paid/operating expenditure	0.0%	0%	0%
Employee costs	Employee costs/ Total revenue- capital revenue	51.9%	35,8%	46.4%
Solvability	Total assets/total liabilities	6.25	7,79	

COMPONENT B

SPENDING AGAINST CAPITAL BUDGET

5.5 CAPITAL EXPENDITURE

	% of expenditure budget	Original budget R	Adjustments Budget R	Actual R
Capital expenditure on IDP	85.7%	72 590 813	101 354 813	86 866 531
Operating expenditure on IDP	-	-	-	-
Total expenditure	85.7%	72 590 813	101 354 813	86 866 531

5.6 SOURCES OF FINANCE

Details	2015/16 Actual	2016/17 Original budget	2016/17 Adjustments budget	2016/17 Actual	Variance in %
1.External loans	-	-	-	-	-
2.Public contribution and donations	50 000	-	-	-	-
3.Grants and subsidies	R210 214 349	125 360300	125 360300	125 360300	0%
4. Other	-	-	-	-	-
Total	-	-	-	-	-
Entity	-	-	-	-	-

1.External loans	-	-	-	-	-
2.Public contribution and donations	-	-	-	-	-
3.Grants and subsidies	-	-	-	-	-
4.Other	-	-	-	-	-
Total	-	-	-	-	-

5.7 CAPITAL SPENDING ON 3 LARGEST PROJECTS

Name of project	2016/17			Variance current year	
	Original budget	Adjustments budget	Actual expenditure	Original budget %	Adjustments budget %
A	82 544 549.00	82 544 549.00	4 385 964	95%	95%
B	1 897 000.00	1 897 000.00	1 664 035.13	12.28%	12.28%
C	1 167 847.00	1 167 847.00	1 073 476.42	8.0%	8.0%

Name of project - A

Objective of the project: Thabazimbi waste water treatment plant

Delays: none

Future challenges: none

Anticipates citizen benefits: access to sanitation

Name of project - B

Objective of the project; Rural Road Asset Management System (RRMS)

Delays- none

Future challenges: Employment of Graduates.

Name of project - C

Objective of the project- Mabaleng Storage 1.5 ML Pressure Tower

Delays- none

Future challenges: none

Anticipates citizen benefits: access to water

BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

Households

Type of service	Service above minimum standards		Service below minimum standards	
	No of HHs	% of HHs	No of HHs	% of HHs
Water	Not applicable	Not applicable	Not applicable	Not applicable
Electricity	Not applicable	Not applicable	Not applicable	Not applicable
Sanitation	Not applicable	Not applicable	Not applicable	Not applicable
Refuse removal	Not applicable	Not applicable	Not applicable	Not applicable

COMPONENT C

CASH FLOW MANAGEMENT AND INVESTMENTS

5.9 CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2017

The importance of cash management lies in the fact that the municipality will have cash available to enable it to meet its obligations. It also enables the municipality to have a cash backed budget which is more about having the money in the bank rather than the cash which is expected to be collected from the debtors.

	Note(s)	2017	2016
<hr/>			
Cash flows from operating activities			
Receipts			
Sale of goods and services		915 947	1 262 267
Grants		146 387 600	210 214 349
Interest income - Investments		14 558 987	10 382 263
Interest income - receivables		88	31 665
Other receipts		140 496	178 650
VAT receipts		9 585 409	2 451 432
		<hr/>	<hr/>
		171 588 527	224 520 626
<hr/>			
Payments			
Employee costs		(79 723 918)	(71 333 669)
Suppliers		(20 695 864)	(20 046 184)
Other payments for VAT		(12 465 030)	(6 595 053)
Project expenditure		(16 142 267)	(33 621 444)
Thabazimbi project expenditure		(62 458 973)	(20 341 451)
Contracted services		(13 520 885)	(15 703 090)
Other payments		(1 669 260)	(789 549)
		<hr/>	<hr/>
		(206 676 198)	(168 430 440)
<hr/>			
Net cash flows from operating activities	31	35 087 671	56 090 186
<hr/>			
Cash flows from investing activities			
Purchase of property, plant and equipment	9	(253 689)	(3 705 972)
Proceeds from sale of property, plant and equipment	9	(13 940)	-

Purchase of other intangible assets	10	(6 131)	(288 946)
Net cash flows from investing activities		(273 760)	(3 994 918)
Cash flows from financing activities			
Decrease/(Increase) in Held-to-maturity investments		(6 061 657)	(1 059 654)
Net cash flows from financing activities		(6 061 657)	(1 059 654)
Net increase/(decrease) in cash and cash equivalents		(41 423 088)	53 154 922
Cash and cash equivalents at the beginning of the year		136 214 004	83 059 082
Cash and cash equivalents at the end of the year	3	94 790 916	136 214 004

5.10 BORROWING AND INVESTMENTS

	2014/15 Actual	2015/16 Actual	2016/17 Actual
Securities- National Government	-	-	-
Listed	-	-	-
Deposits	-	-	-
Deposit- Public Investment Commission	-	-	=
Bank acceptance certificates	-	-	-
Negotiable certificates	-	-	-
Other	-	-	-

5.11 PUBLIC PRIVATE PARTNERSHIPS

None

COMPONENT D

OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

The municipality has established a functional Supply Chain Management Unit which is implementing the SCM regulations and policy without fear or favour. The unit has only 1 official who have not yet meet the National Treasury Competency Agreements. The municipality is implementing a 3 committee bid system of which no councillors are allowed to sit on. The committee members have been vetted. The Auditor General has not raise any serious queries about the functionality of the Supply Chain Management Unit under the leadership of the Chief Financial Officer.

5.13 GRAP COMPLIANCE

Waterberg District Municipality has converted to General Recognised Acceptance Principles. At least more than 30 GRAP standards are used to prepare the Annual Financial Statements. The Asset Register is also GRAP compliant.

COMPONENT A

AUDITOR-GENERAL OPINION 2015/16

Report of the auditor-general to the Limpopo council of Waterberg District Municipality

Report on the financial statements

Introduction

1. I have audited the financial statements of the municipality set out on pages ... to ..., which comprise the statement of financial position as at 30 June 2016, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget information with actual information for the year then ended, as well as 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, 2015 (Act No. 1 of 2015) (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 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 Waterberg District Municipality as at 30 June 2016 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 matters

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

Irregular expenditure

8. As disclosed in note 32 to the financial statements, the municipality incurred irregular expenditure of R12 785 324 in contravention of the supply chain management (SCM) regulations.

Additional matters

9. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Unaudited supplementary information

10. The supplementary information set out on pages xx to xx does not form part of the financial statements and is presented as additional information. I have not audited this schedule and, accordingly, I do not express an opinion thereon

Report on other legal and regulatory requirements

11. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) and the general notice issued in terms thereof, I have a responsibility to report findings on the reported performance information against predetermined objectives of selected Key Performance Areas presented in the annual performance report, compliance with legislation and internal control. The objective of my tests was to identify reportable findings as described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

Predetermined objectives

12. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information of the following selected key performance areas presented in the annual

performance report of the municipality for the year ended 30 June 2016:

- Key performance area 2: Basic services on pages x to x
- Key performance area 4: Local economic development on pages x to x

13. I evaluated the usefulness of the reported performance information to determine whether it was consistent with the planned development objectives. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the National Treasury's *Framework for managing programme performance information* (FMPPI).
14. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
15. The material findings in respect of the selected Key Performance Areas are as follows:

Basic service delivery

Usefulness of reported performance information

16. I did not identify any material findings on the usefulness of the reported performance information for key performance area: basic service delivery.

Reliability of reported performance information

17. The FMPPI requires auditees to have appropriate systems to collect, collate, verify and store performance information to ensure reliable reporting of actual achievements against planned objectives, indicators and targets. Adequate and reliable corroborating evidence could not be provided for the reported achievements against planned targets of important indicators.

Local economic development

Usefulness of reported performance information

18. I did not identify any material findings on the usefulness of the reported performance information for key performance area: basic service delivery

Reliability of reported performance information

19. The FMPPI requires auditees to have appropriate systems to collect, collate, verify and store performance information to ensure reliable reporting of actual achievements against planned objectives, indicators and targets. Adequate and reliable corroborating evidence could not be provided for the reported achievements against planned targets of important indicators.

Additional matters

20. I draw attention to the following matters:

Achievement of planned targets

21. Refer to the annual performance report on pages x to x; x to x for information on the achievement of the planned targets for the year. This information should be considered in the context of the material findings on the reliability of the reported performance information in paragraph(s) x; x; x of this report.

Unaudited supplementary schedules

22. The supplementary information set out on pages x to x does not form part of the annual performance report and is presented as additional information. I have not audited [this / these schedule(s)] and, accordingly, I do not report on them.

Compliance with legislation

23. I performed procedures to obtain evidence that the Municipality had complied with applicable legislation regarding financial matters, financial management and other related matters. My material findings on compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA, are as follows:

Annual financial statement, performance and annual report

24. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 of the MFMA.

Material misstatements of expenditure, accumulated surplus and irregular expenditure and other disclosure items identified by the auditors in the submitted financial statement were subsequently corrected and the supporting records were provided subsequently, resulting in the financial statements receiving an unqualified audit opinion.

Expenditure

25. Reasonable steps were not taken to prevent irregular expenditure, as required by section 62(1)(d) of the MFMA.

Consequence management

26. Unauthorised expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(a) of the MFMA.

27. Irregular expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

28. Fruitless and wasteful expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

Internal control

29. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with legislation. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the annual performance report and the findings on compliance with legislation included in this report.

LEADERSHIP

30. The municipality has not implemented sufficient monitoring controls to ensure accurate reporting on performance information.
31. The accounting officer did not adequately exercise oversight responsibility regarding financial and performance reporting and compliance with certain laws and regulations.

FINANCIAL AND PERFORMANCE MANAGEMENT

32. The financial statements and reported performance information contained a number of misstatements that were corrected. This is mainly due to inadequate review by management.

GOVERNANCE

33. Numerous errors and other misstatements in the annual performance reports could have been avoided had the internal audit adequately reviewed performance information.

Auditor General

Polokwane

30 November 2016



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

COMPONENT B

AUDITOR-GENERAL OPINION 2016/17

COMPONENT B

AUDIT COMMITTEE ANNUAL REPORT 2016/17

WATERBERG DISTRICT MUNICIPALITY'S AUDIT COMMITTEE (AC) ANNUAL REPORT TO COUNCIL AND PROVINCIAL LEGISLATURE FOR PERIOD ENDED 30 JUNE 2017

1. INTRODUCTION

For and on behalf all the members of our esteemed Audit Committee (AC), I derive great pleasure and honor in presenting the annual audit committee report for the financial year 2016/2017 in accordance with the applicable legislative provisions.

2. AUDIT COMMITTEE FIDUCIARY DUTIES

In terms of Section 166 of the Municipal Finance Management Act (No. 56 of 2003), the Audit Committee must:

advise the Municipal Council, the political office-bearers, the Accounting Officer and the management staff of the municipality on matters relating to:-

- (i) *Internal financial controls and internal audit;*
- (ii) *Risk management;*
- (iii) *Accounting policies;*
- (iv) *The adequacy, reliability and accuracy of financial reporting and information;*
- (v) *Performance management;*
- (vi) *Effective governance;*
- (vii) *Compliance with the MFMA, the DORA and any other applicable legislation;*
- (viii) *Performance evaluation; and*
- (ix) *Any other issues referred to it by the municipality*

- (a) review the annual financial statements to provide the council of the municipality with an authoritative and credible view of the financial position of the municipality, its effectiveness and its overall level of compliance with the MFMA, the DORA and any other applicable legislation;
- (b) respond to the Council on any issues raised by the Auditor-General in the audit report;
- (c) carry out such investigations into the financial affairs of the municipality as the council of the municipality may request;

(d) perform such other functions as may be prescribed

3. AUDIT COMMITTEE MEMBERS AND ATTENDANCE

The AC, consisting of independent outside members listed below, meets at least four times per annum as per its approved terms of reference, additional special meetings may be called as the need arises.

Name and Surname	Position	Number of meetings attended	
		Ordinary	Special
SAB Ngobeni	AC Chairperson	4 of 4	3 of 3
A Mashego	AC Member	4 of 4	3 of 3
LM Kgomo	AC Member	3 of 4	3 of 3

4. AUDIT COMMITTEE RESPONSIBILITY

The Audit Committee (AC) reports that it has complied with its responsibilities arising from Section 166 of the Municipal Finance Management Act and Circular 65 issued by National Treasury. The AC also reports that it has adopted appropriate formal terms of reference as its AC Charter, and it has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein, except that we have not reviewed changes in accounting policies and practices.

5. EFFECTIVENESS OF INTERNAL CONTROL

AC's review of the effectiveness of the internal control revealed that there is a room for improvement in the system of internal control of the municipality. Internal audit findings and AGSA findings revealed a regression in system of internal control in respect of financial management/reporting, performance management and reporting, and compliance with laws and regulations. Notwithstanding the above, the Audit Committee notes management's commitment to correct the deficiencies.

6. IN YEAR/MONTHLY MONITORING REPORT

The municipality has monthly and quarterly reporting system to the Council as required by the Municipal Finance Management Act (MFMA). Monitoring and reviews of performance information were periodically in the year under review.

7. RISK MANAGEMENT

The AC is of the opinion that municipality's risk management maturity level is very high.

8. FINANCIAL MANAGEMENT

The AC used a set of uniform key financial ratios and norms suitable and applicable to municipalities as articulated in MFMA circular no. 71 to assess the financial health and viability of the district municipality. The review revealed that district is not financial viable. Thus, AC recommends the development of comprehensive financial turnaround strategy.

9. COMPLIANCE WITH LAWS AND REGULATIONS

A number of non-compliance with the enabling laws and regulations were revealed by Audit Committee, Internal Audit and AGSA during the year. Thus, there is a room for improvement in so far as establishing an effective system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance. Thus, the AC

recommended development and implementation of compliance management system and framework in order to address the issues of non-compliance.

10. INTERNAL AUDIT

The AC is satisfied with the effectiveness of Internal Audit. The above conclusion is based on:

- Reviewal with management and approval the internal audit charter, strategic and operational plans, internal audit activities, staffing (including competence and qualifications), and organisational structure of the Internal Audit Unit;
- Implementation of the approved the annual internal audit plan and all major changes to the plan.
- There were no unjustified restrictions or limitations on work of the internal audit caused by the unit.
- Review the internal audit budget, resource plan, activities, and organizational structure of the internal audit function;
- Compliance with the IIA's international standards for the professional practice by Internal Auditing unit

11. EXTERNAL AUDIT

11.1 The AC did review the Auditor-General 's proposed audit scope and approach, including coordination of audit effort with internal audit in respect of 2016/17 financial year; and on a regular basis, met separately with the Auditor-General to discuss any matters that the committee or auditors believe should be discussed privately.

11.2 The AC evaluated management responses to the reports or findings of the Auditor-General (Action plan to address prior year findings) on quarterly basis and gave inputs and advice on how best to address the findings raised by the AGSA.

11.3 At the time of submission of the annual financial statements and performance report to AGSA for audit, not all the AGSA findings were resolved as at 31 August 2017.

11.4 AC interacted with Final Audit and Management Letter issued by AGSA and concurs with AGSA's observations.

12. PERFORMANCE MANAGEMENT

The AC reviewed effectiveness and functionality of the performance management system and it appears to be functional. However, there is a room for improvement in so far as achievement of planned targets is concerned, usefulness and reliability of performance information as well as management's adequate review and monitoring of performance management information/reports.

13. FINANCIAL REPORTING

The AC reviewed the quality, accuracy, uselessness, reliability and appropriateness of monthly, quarterly and annual financial reporting and observed that there is a serious room for improvement in so far as compliance with section 122 of the MFMA and management's review and monitoring of financial reports.

14. IT GOVERNANCE

The AC did review current IT governance and arrangement and noted there is a room for improvement in so far as fully implementation of ICT Governance Framework.

15. IMPLEMENTATIONS OF AUDIT COMMITTEE RESOLUTIONS

As at the end of the year, a number of Audit Committee resolutions were implemented satisfactorily.

IMPLEMENTATION OF COUNCIL RESOLUTIONS

As at the end of the year a large number of Council resolutions were implemented and however, the AC recommends development and implementation of Council resolutions management systems and possible automation of the management of council resolutions.

16. CONSEQUENCE MANAGEMENT FRAMEWORK

For Council to foster and integrate the culture of accountability in the municipality, The AC recommends development and implementation of consequence management framework.

17. INTEGRATED/COMBINED ASSURANCE FRAMEWORK

To enhance the governance and oversight function of the municipality, the AC recommends development and implementation of combined assurance framework.

18. LEADERSHIP

Municipality Council did provide somewhat effective leadership based on a culture of honest and good governance. However there is a room for improvement in so far as management's oversight on the financial statements, performance reporting and compliance with laws and regulations governing the district municipality.

19. CONCLUSION

The AC wishes to acknowledge the commitment from Council, management and staff of the municipality. We would also like to thank the Executive Mayor for his support, Councilors, senior management for their efforts and internal audit for their contribution.

SAB Ngobeni

Waterberg District Municipality

Chairperson of the Audit Committee

08 January 2018

COMPONENT C

5.4 Follow up on Audit General report 2016/17

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
1	Other Disclosure	Matters affecting auditors report	Incorrect procedure for condoning of irregular expenditure: The Municipal Council condoned prior years Irregular expenditure which was incurred in contravention of MFMA and SCM Regulation.	New	Lack of controls to ensure that the municipal council adheres to applicable laws and regulations.	Management should monitor controls to ensure that council adhere to the Municipal Finance Management Act No. 56 of 2003.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
2	Other Disclosure	Matters affecting auditors report	Prior years' irregular expenditure investigated partially: The total irregular expenditure condoned was partially investigated by MPAC.	New	Inadequate controls to ensure that the prior year irregular expenditure is written off as irrecoverable by council, after investigation by the council committee.	Management should ensure that all prior year irregular expenditure is investigated by council committee before it can be written off as irrecoverable by council.	20 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
3	Other Disclosure	Matters affecting auditors report	Consequence management - No investigation for unauthorised expenditure: The prior year unauthorised expenditure incurred was not investigated to determine if any person is liable for the expenditure.	New	Lack of oversight responsibility regarding financial and performance reporting and compliance as well as related internal controls.	Management should exercise oversight responsibility regarding financial and performance reporting and compliance as well as related internal controls.	27 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
4	Other Disclosure		Consequence management - No investigation for fruitless and wasteful expenditure: prior year fruitless and wasteful expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure.	New	Lack of oversight responsibility regarding financial and performance reporting and compliance as well as related internal controls.	Management should exercise oversight responsibility regarding financial and performance reporting and compliance as well as related internal controls.	27 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
5	Bank	Matters affecting auditors report	Cash flow - The differences in the Cash flow statement items were identified.	Recurring	Inadequate controls over the review of annual financial statements.	The Accounting Officer adequately should ensure that the financial statements are reviewed.	27 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
6	Procurement	Matters affecting auditors report	Supply Chain Management - Written price quotations were not obtained from at least three different prospective	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement	The divisional Manager: Supply chain Management should ensure that three quotations are obtained before orders are placed with suppliers.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			providers.		processes.							
7	Procurement	Matters affecting auditors report	Supply Chain Management - Request for quotations awarded to certain suppliers were not advertised on the website and an official notice board of the municipality.	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement processes.	The divisional Manager: Supply Chain Management should ensure that the procurement of goods and services above R30 000 but below R200 000 are advertised on the notice board and website for a period of seven (7) working days and on-going competition should be promoted.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
8	Procurement	Matters affecting auditors report	Supply Chain Management: The final decision on which quotation to accept was not approved by the supply chain management officials as stipulated in	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement processes.	The divisional manager for SCM should ensure that the final decision on which quotation to accept is made by an appropriate delegated official.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			the SCM regulation.									
9	Procurement	Matters affecting auditors report	Supply Chain Management: service providers did not submit their declaration of interest, however the municipality considered their quotations and appointed them.	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement processes.	The Divisional Manager: Supply chain Management should ensure that they only consider written quotations or bids from the service providers who submitted their declaration of interest.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
10	Procurement	Matters affecting auditors report	Supply Chain Management: during the audit of the prior year it was noted that deviations were described as single sources (sole providers).	New	Lack of oversight responsibility regarding the implementation of Supply Chain Management Policy	Management should ensure that transactions that are recorded as the deviations meet the requirements of deviations as per paragraph 36 of the Municipal Supply Chain Regulations.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
11	Procurement	Matters affecting auditors report	Supply Chain Management: Service providers did not submit their tax clearance	New	Lack of oversight responsibility regarding the implementation of Supply Chain Management Policy and SCM regulations.	The Divisional Manager: Supply chain Management should ensure that they only consider written quotations or bids from the service providers who submitted their tax clearance and should also ensure that the winning provider's tax matters has been declared by SARS to be in order.	28 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
12	Procurement	Matters affecting auditors report	Supply Chain Management - Written price quotations were not obtained from at least three different prospective providers when appointing EBN-tec for the services of capacity building on health and hygiene training		The controls were not monitored to ensure that all goods and services are procured through appropriate procurement processes.	The divisional Manager: Supply chain Management should ensure that three quotations are obtained before orders are placed with suppliers.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
13	Procurement	Matters affecting auditors report	Supply Chain Management - Member of the bid evaluation committee was also a member of the adjudication committee	New	The controls were not monitored to ensure that all goods and services are procured through appropriate procurement processes.	Management should ensure that neither a member of a bid evaluation committee, nor an advisor or person assisting the evaluation committee, participate in the adjudication of the tenders.	10-Nov-17	30 Jun 2018	M Mampa	Acting MM	Not yet started	
14	Procurement	Matters affecting auditors report	Supply Chain Management - Goods and services with a transaction value of more than threshold were not procured through a competitive bidding process.	New	The controls were not monitored to ensure that all goods and services are procured through appropriate procurement processes.	Management should develop and monitor the implementation of action plan to address internal control deficiencies.	10-Nov-17	30 Jun 2018	M Mampa	Acting MM	Not yet started	
15	Procurement	Matters affecting auditors report	Supply Chain Management: extensions of the contracts of service providers were not done in accordance with the municipality's policies and procedures	New	Lack of controls to ensure that the municipality extends all contracts in accordance with the municipality's policies and procedures	Management should ensure that when a contract expires, a new procurement process to appoint a new service provider is initiated way in advance before the contract expires.	10-Nov-16	30 Jun 2018	Various Project Managers		Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			and the extensions were not approved by the delegated official.		and the extension are approved by a delegated official.							
16	Other Disclosure	Other important matters	The Municipality constituted duplication of costs by appointing consultants to address needs for which a position exist.	Recurring	Inadequate management over the appointment of consultants.	Management should ensure that consultants are not appointed to perform core functions for which the post is filled.	27 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
17	Other Disclosure	Other important matters	Irregular expenditure: Prior year irregular expenditure condoned by council does not agree to the prior year irregular expenditure condoned as per the annual financial statement.	New	Lack of adequate controls to review the council resolutions to ensure that the disclosure note of irregular expenditure on the annual financial statement is appropriate.	Management should review council resolutions to ensure that the disclosure note of irregular expenditure on the annual financial statement is appropriate.	20 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
18	Other Disclosure	Other important matters	Depreciation: The municipality's useful lives are not aligned to the useful lives as per the Treasury Guideline as a representative of the consumption of benefits.	New	Inadequate controls to ensure that the municipality's accounting policy is line with GRAP and Treasury Guidelines.	Management should ensure that adequate controls are in place to ensure that the municipality's accounting policy is line with GRAP and Treasury Guidelines.	1 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
19	Movabel Assets	Other important matters	PPE and Intangible assets: Certain Assets could not be physically verified during the asset verification process.	Recurring	Lack of controls to ensure that all assets in the municipality's asset register can be accounted for.	Management will perform periodic asset verification and follow up on missing assets will thus be done.	3 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
20	Movabel Assets	Other important matters	PPE - Certain Assets could not be traced to the fixed asset register.	New	Lack of controls ensure that the asset register is fully updated and assets barcoded in order to ensure that all the assets under the municipal's	Management should ensure that the asset register is fully updated and all assets have barcodes in order to ensure that all the assets under the municipal's ownership are included in the asset register and financial	23 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
					ownership are included in the asset register at year end.	statements at year end.						
21	Immovable Assets	Other important matters	PPE - Insufficient evidence for the decision to write off the certain stolen assets and therefore could not confirm that the assets were stolen.	New	The controls were not monitored to ensure that there is sufficient information to support the grounds of the decision made by council for the disposal of the assets and the records in the financial statements.	Management should monitor controls to ensure sufficient information to support decisions made by council and the records in the financial statements is readily available and submitted for audit.	14 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
22	Movable Assets	Other important matters	PPE - Insufficient evidence for the disposal of certain assets.	New	Lack of controls to ensure that there is sufficient information to support the method of disposal of the assets and the records in the	Management Officer should implement and monitor controls to ensure sufficient information to support the disposal of assets and the records in the financial statements is	14 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
					financial statements.	readily available and submitted for audit.						
23	Movabel Assets	Other important matters	PPE and Intangible assets: Certain Assets could not be physically verified during the asset verification process.	Recurring	Lack of controls to ensure that all assets in the municipality's asset register can be accounted for.	Management will perform periodic asset verification and follow up on missing assets will thus be done.	13 Nov 2017	30 Jun 2018	LD Mokonyama	Chief Fire Officer	Not yet started	
24	Payments	Other important matters	Expenditure - Certain expenditure items were incorrectly classified	New	Inadequate controls to ensure that transactions are properly classified.	Management should monitor controls to ensure that transactions are properly classified.	17 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
25	Payments	Other important matters	Expenditure - Payments not made within 30 days; Certain suppliers were paid 30 days after receipt of invoices.	New	Inadequate controls ensure that invoices are paid within the prescribed period.	Management should review and monitor compliance with applicable laws and legislations which would ensure that goods/services are paid within 30 days of receipt of the invoice.	13 Nov 2017	30 Jun 2018	LD Mokonyama	Chief Fire Officer	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
26	Human Resource	Other important matters	Employee Costs - final annual performance evaluation for section 57 managers was not performed and finalized in the current year.	New	Inadequate controls to ensure that the final performance evaluations for section 57 managers are assessed to determine the annual performance scores for the year.	Management should monitor controls to ensure that the municipality's section 56 and 57 managers' performances are evaluated.		30 Jun 2018			Not yet started	
27	Other Disclosure	Other important matters	Municipal Entities: The municipality did not disclose the details of its interest in Waterberg Economic Development Agency (WEDA) in the annual financial statements. The municipality does not have an accounting policy for interests in other entities	New	Lack of controls to ensure that the municipality complies with GRAP 38.	Management should review the annual financial statements to ensure that they comply with GRAP 38.	9 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
28	Procurement	Other important matters	Supply Chain Management - Request for quotations awarded to certain suppliers were not advertised on the website and an official notice board of the municipality.	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement processes.	Management should implement controls to ensure that all goods and services are procured through appropriate procurement processes.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
29	Procurement	Other important matters	Supply Chain Management: The final decision on which quotation to accept was not approved by the supply chain management officials as stipulated in the SCM regulation.	New	Inadequate controls to ensure that all goods and services are procured through appropriate procurement processes.	The divisional manager for SCM should ensure that the final decision on which quotation to accept is made by an appropriate delegated official	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
30	Procurement	Other important matters	Supply Chain Management: service providers did not submit their declaration of interest,	New	Inadequate controls to ensure that all goods and services are procured through appropriate	The Divisional Manager: Supply chain Management should ensure that they only consider written quotations or bids from the service providers	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			however the municipality considered their quotations and appointed them.		procurement processes.	who submitted their declaration of interest.						
31	Procurement	Other important matters	Supply Chain Management - Details of the certain award and the winning provider who are spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous 12 months were not disclosed in the notes to the annual financial statements.	New	Lack of controls to review the annual financial statements to ensure that all the disclosure relating to Supply Chain Management are disclosed.	The Chief Financial Officer should review the annual financial statements and ensure that the required disclosure note is included in the annual financial statement.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
32	Procurement	Other important matters	Supply Chain Management: during the audit of the prior year it was noted that deviations were described as single sources (sole providers).	New	Lack of oversight responsibility regarding the implementation of Supply Chain Management Policy	Management should ensure that transactions that are recorded as the deviations meet the requirements of deviations as per paragraph 36 of the Municipal Supply Chain Regulations.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
33	Procurement	Other important matters	Supply Chain Management: Non-compliance SCM policy has not been updated with recent changes in legislation.	New	Lack of controls to ensure that the municipality's SCM policy is regularly reviewed to ensure that it is aligned to relevant legislations.	The Divisional Manager: Supply Chain Management should implement controls to ensure that the municipality's SCM policy is in line with the recent MFMA circulars issued, which are applicable to supply chain management.	13 Nov 2017	30 Jun 2018	K Makgobela	DM:SCM	Not yet started	
34	Procurement	Other important matters	Supply Chain Management - The municipality did not demonstrated the benefits and discounts of participating in contracts	New	The controls not monitor to ensure that all goods and services are procured through appropriate procurement processes	Management should adhere to Municipal Supply Chain Management Regulations before procuring goods and services for the Municipality under a contract secured by another organ of state.	13 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			secured by another organ of state.									
35	Procurement	Other important matters	Supply Chain Management - The award was not approved by the accounting officer or delegated official.	New	The controls not monitor to ensure that all goods and services are procured through appropriate procurement processes	Management should develop and monitor the implementation of action plans to address internal control deficiencies	13 Nov 2017	30 Jun 2018	B Mthombene	Acting Manager ID	Not yet started	
36	Procurement	Other important matters	Supply Chain Management - The performance of certain contractors is not monitored on a monthly basis	New	Lack of controls to monitor the implementation of action plan to address internal control deficiencies.	Management should also ensure that performance of the contractors is monitored on a monthly basis.	13 Nov 2017	30 Jun 2018	Various Project Managers	Various positions	Not yet started	
37	Procurement	Other important matters	The reasons for the proposed amendments of contracts were amended without being approved by	New	The controls were not monitor to ensure that extension of the contracts are tabled in the Council.	Management should monitor controls to ensure that extension of contracts is tabled in the municipality council.	13 Nov 2017	30 Jun 2018	T Manaka	DM Legal and Administration	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			the council of the municipality.									
38	Procurement	Other important matters	The reasons for the proposed amendments of contracts were amended without being approved by the council of the municipality.	New	The controls were not monitor to ensure that extension of the contracts are tabled in the Council.	Management should monitor controls to ensure that extension of contracts is tabled in the municipality council.	13 Nov 2017	30 Jun 2018	T Manaka	DM Legal and Administration	Not yet started	
39	Other Disclosure	Other important matters	Defined benefits obligation- Postretirement health care expenditure and Long services awards expenditure Net expenses amounts disclosed in note differs with the amounts presented to the statement of financial	New	The controls were not monitored to ensure that the amount disclosed on the notes and presented on the statement of financial performance are accurate.	The Chief Financial Officer should review the financial statements to ensure that the amounts disclosed on the notes agree to the amounts presented on the face of the statement of the financial statements.	14 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			performance									
40	Other Disclosure	Other important matters	Defined benefit obligation - Current services cost- The amount disclosed in the financial statements is different to the amount in the Trial balance	New	The controls were not monitored to ensure that the amounts disclosed in the AFS agrees to the Trial balance	The Chief Financial Officer should review the financials statement to ensure that the amounts disclosed in the AFS agree to the trial balance.	14 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
41	Payments	Other important matters	Understatement of expenditure by depreciation relating to project expenditure	New	Inadequate controls to review reports used to prepare financial statements.	The Accounting Officer should ensure that reports are reviewed before financial statements prepared.	17 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
42	Payments	Other important matters	Catering not permitted by the catering policy-The request for catering was approved and the following	New	Lack of controls to ensure that the catering policy is followed before the request for	The Chief Financial Officer should monitor controls to ensure that the municipality complies with its policies.	14 Nov 2017	30 Jun 2018	T B Kgomo	DM: Strategic Support & Planning	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
			events were catered for, although the duration of the event was less than 5 hours:		catering is approved.							
43	Payments	Other important matters	Non-compliance with catering policy- The municipality did not indicate the estimated adjourning time on the request for catering form.	New	Lack of controls to ensure that the catering policy is followed before the request for catering is approved.	The Chief Financial Officer should monitor controls to ensure that the municipality complies with its policies.	9 Nov 2017	30 Jun 2018			Not yet started	
44	Payments	Other important matters	Incorrect calculation of VAT. The expenditure amount was inaccurate due to incorrect calculation of VAT.	New	Lack of controls to review transactions before they are processed on the accounting system.	The Chief Financial Officer should ensure that transactions are reviewed before they are processed on the accounting system.	9 Nov 2017	30 Jun 2018			Not yet started	
45	Revenue	Other important matters	Municipality did not charge interest on debtors over 30 days at current prime rate.	Recurring	Inadequate management controls over debtors.	The Accounting officer should ensure that interest on debtors is charged at the prime rate for compliance with the municipality's	9 Nov 2017	30 Jun 2018			Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
						policies.						
46	Payments	Other important matters	Payables - The balance per the schedule does not agree to the balance per the financial statements	New	Lack of controls ensure that reports used to prepare financial statements are reviewed.	The Chief Financial Officer should monitor controls to ensure that reports used to prepare financial statements are reviewed.	27 Nov 2017	30 Jun 2018	S Thoka	Acting DM: Expenditure	Not yet started	
47	Payments	Other important matters	Payables - Difference between amount as per the schedule of sundry creditors and the recalculated amount	New	Lack of controls ensure that reports used to prepare financial statements are reviewed.	The Chief Financial Officer should monitor controls to ensure that reports used to prepare financial statements are reviewed.	27 Nov 2017	30 Jun 2018	S Thoka	Acting DM: Expenditure	Not yet started	
48	Payments	Other important matters	Value Added Tax - Net VAT amount per GL does not agree to net VAT amount per VAT 201 claim form	New	The controls were not monitored to ensure that the amount as per the general ledger agrees to the amount as per VAT 201 forms	The Chief Financial Officer should monitor controls to ensure that the amount as per the general ledger agrees to the amount as per VAT 201 forms.	27 Nov 2017	30 Jun 2018	S Thoka	Acting DM: Expenditure	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
49	Other Disclosure	Other important matters	Budget - Statement of Comparison of Budget and actual amounts identified that unauthorized expenditure was incurred for the for the long services awards.	New	The controls were not monitored to ensure that the expenditure incurred for the current year did not exceed the amount appropriate for that Vote.	The Chief Executive officer should review the financial statements to ensure that the unauthorized expenditure incurred are disclosed in the financial statements	24 Nov 2017	30 Jun 2018	G Tloubatla	CFO	Not yet started	
50	Predetermined Objectives	Other important matters	There are differences between the targets archived as per the Annual Performance Report and the registers	New	Lack of controls to ensure that information reported on the Annual Performance Report is agrees to the registers	The Divisional Manager: Strategic, Support and Planning should review the source documents to validate reported achievements and not rely on data received.	10 Nov 2017	30 Jun 2018	T B Kgomo	DM: Strategic Support & Planning		
51	Predetermined Objectives	Other important matters	Certificates of acceptability for food premises not recorded on the register.	New	There were no controls to implement and monitor that all the certificates of acceptability are recorded on the register	The Divisional Manager of Strategic, Support and Planning should review the register and validate it against the supporting documents to ensure that all the information recorded on the register has supporting	10 Nov 2017	30 Jun 2018	T B Kgomo	DM: Strategic Support & Planning		

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
						documents.						
52	Predetermined Objectives	Other important matters	Reported information in the APR not consistent to the plan. The number of landfill sites monitored was reported as 23 in the Annual Performance Report where else there are only 8 land fill sites as per the planned targets	New	The controls were not monitored to ensure that information reported on the Annual Performance Report is aligned to the plan	The Divisional Manager; Strategic, Support and Planning should review the Annual Performance Report to ensure that the reported information is aligned to the plan and agree to the register and source documents.	10 Nov 2017	30 Jun 2018	T B Kgomo	DM: Strategic Support & Planning		
53	Other Disclosure	Administrative matters	Incomplete investment register- Certain investments could not be traced to the investment register.	New	The controls were not monitored to ensure that all movements of investments held by the municipality are included in the investment register as at year end.	The divisional manager: Income, Budget and Reporting should ensure that the investment register is fully updated with all movements of investments to ensure that all investments held by the municipality are included in the	21 Nov 2017	30 Jun 2018	M Mabusela	DM: Revenue and Reporting	Not yet started	

No	Audit Finding	Category of Finding	Description of Finding	Finding status	Root Cause	Action Plan Description	Start Date	Completion Date	Person Responsible	Position	Progress	Narrative to Progress
						investment register as at year end.						

GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give "full and regular" 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 "what we do".
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 EPMS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	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. Section 1 of the MFMA defines a "vote" as: <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> <i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i>

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APPENDICES

WATERBERG DISTRICT MUNICIPALITY

ATTENDANCE OF SPECIAL AND ORDINARY COUNCIL MEETINGS: JULY 2016 – JUNE 2017

	SURNAME & INITIALS	25 Aug 16 (Special)	28 Sept 16 (Special)	24 Oct 16 (Special)	08 Dec 16 (Ordinary)	26 Jan. 17 (Special)	23 Feb. 17 (Special)	23 Mar. 17 (Ordinary)	12 April 2017 (Special)	30 May 17 (Ordinary)	Special=5 Ordinary =4 TOTAL = 9	
											ATTEND	APOL/ABS
1.	Baloyi M.B	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
2.	Boloka M.R	Present	Present	Present	Present	Present	Present	Apology	Present	Present	8	1
3.	Esply F.Z	Present	Apology	Present	Present	Absent	Present	Present	Present	Present	7	2
4.	Gumede M.J	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
5.	Hlungwane F.S	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
6.	Khotsa K.C	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
7.	Lamola K.S	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
8.	Laubscher N.	Present	Present	Present	Present	Present	Present	Apology	Apology	Present	7	2
9.	Magongwa B.N	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
10	Mampeule R.D	Present	Present	Present	Absent	Present	Present	Present	Absent	Present	7	2
11	Marema B.S	Present	Present	Present	Present	Present	Present	Present	Absent	Present	8	1
12	Maropeng R	Present	Present	Present	Present	Present	Present	Present	Absent	Absent	7	2
13	Mataboge S.M	Present	Present	Present	Apology	Present	Present	Present	Present	Present	8	1
14	Mashamaite T.A	Present	Present	Absent	Present	Present	Present	Present	Present	Present	8	1
15	Mocke B.	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
16	Mogale M.T	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
17	Majoko S.C	Present	Present	Present	Present	Present	Present	Present	Absent	Present	8	1
18	Mokwena K.R	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
19	Molekwa P.	Present	Present	Present	Apology	Apology	Present	Present	Apology	Apology	5	4
20	Monama T.E	Present	Present	Present	Present	Present	Present	Present	Absent	Present	8	1
21	Monene R.N	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0

WATERBERG DISTRICT MUNICIPALITY

ATTENDANCE OF SPECIAL AND ORDINARY COUNCIL MEETINGS: JULY 2016 – JUNE 2017

	SURNAME & INITIALS	25 Aug 16 (Special)	28 Sept 16 (Special)	24 Oct 16 (Special)	08 Dec 16 (Ordinary)	26 Jan. 17 (Special)	23 Feb. 17 (Special)	23 Mar. 17 (Ordinary)	12 April 2017 (Special)	30 May 17 (Ordinary)	TOTAL = 9	
											ATTEND	APOL/ABS
1.	Montane N.S	Present	Apology	Present	Present	Present	Present	Present	Present	Present	8	1
2.	Monyamane N.S	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
3.	Motsepe C.C.S	Present	Present	Present	Present	Apology	Present	Apology	Apology	Present	5	3
4.	Mphahlele S.R	Present	Present	Present	Present	Present	Present	Present	Apology	Present	8	1
5.	Niewenhuis K.H	-	Present	Absent	Present	Present	Present	Present	Present	Present	7	2
6.	Radebe R.M	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
7.	Satege L.K	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
8.	Sebatjane M.P	Present	Present	Present	Present	Present	Present	Present	Apology	Present	8	1
9.	Selokela M.J	Present	Present	Absent	Apology	Apology	Present	Present	Present	Apology	5	4
10	Senosha D.	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
11	Senosha S.C.G	Present	Present	Present	Present	Present	Present	Present	Apology	Absent	7	2
12	Tefu M.S	Present	Present	Present	Present	Present	Present	Present	Present	Present	9	0
13	Thobane M.S	Present	Present	Apology	Present	Present	Present	Present	Absent	Present	7	2
14	Tsebe M.A	Present	Present	Present	Apology	Present	Present	Present	Present	Present	8	1
15	Kgoshigadi Taeatsoala R.R.	Present	Present	Present	Present	Present	Absent	Apology	Present	Present	7	2
16	Kgoshi Kekana L.V	Present	Absent	Absent	Absent	Absent	Absent	Absent	Absent	Absent	1	8
17	Kgoshi Seleka P.D	-	-	Present	Present	Absent	Absent	Absent	Absent	Absent	2	7

WATERBERG DISTRICT MUNICIPALITY

ATTENDANCE OF PORTFOLIO COMMITTEE – 2016/17

	SURNAME & INITIALS	26 Sep 16	15 Nov 16	06 Feb 17	03 May 17	23 May 17 (Special)	TOTAL = 5		
							ATTEND	APO	ABS
BUDGET AND TREASURY									
1.	Mashamaite T.A	Present	Present	Present	Present	Present	5	0	0
2.	Baloyi M.B	Present	Present	Present	Present	Present	5	0	0
3.	Satege L.K	Present	Present	Present	Present	Present	5	0	0
4.	Laubscher N	Present	Present	Present	Apology	Present	4	1	0
5.	Majoko S.C	Present	Present	Absent	Present	Absent	3	0	2
TRANSFORMATION AND ADMINISTRATION									
	SURNAME & INITIALS	27 Sept 16	08 Nov 16	07 Feb 17	25 Apr 17	04 May 17 (Special)	Total = 5		
							ATTEND	APO	ABS
1	Hlungwane F.S	Present	Present	Apology	Present	Apology	3	2	0
2	Monene R.N	Present	Present	Present	Apology	Present	4	1	0
3	Khotsa K.C	Present	Present	Present	Present	Present	5	0	0
4	Monama T.E	Present	Present	Present	Present	Present	5	0	0
5	Tefu M.S	Present	Present	Present	Present	Present	5	0	0

INFRASTRUCTURE DEVELOPMENT								
	SURNAME & INITIALS	28 Sep 16	09 Nov 16	13 Feb 17	26 April 17	Total = 4		
						ATTEND	APO	ABS
1	Radebe R.M	Present	Apology	Apology	Present	2	2	0
2	Selokela M.J	Present	Present	Apology	Present	3	1	0
3	Molekwa P	Present	Present	Present	Apology	3	1	0
4	Mocke B	Present	Present	Present	Present	4	0	0
5	Motsepe C.C.S	Present	Present	Present	Present	4	0	0
PLANNING AND ECONOMIC DEVELOPMENT								
	SURNAME & INITIALS	28 Sep 16	09 Nov 16	08 Feb 17	26 Apr 17	Total =4		
						ATTEND	APO	ABS
1	Sebatjane M.P	Present	Present	Present	Present	4	0	0
2	Senosha S.C.G	Present	Present	Present	Apology	3	0	1
3	Thobane M.S	Present	Present	Present	Present	4	0	0
4	Mampeule R.D	Present	Apology	Present	Present	3	1	0
SOCIAL DEVELOPMENT								
	SURNAME & INITIALS	29 Sep 16	10 Nov 16	09 Feb 16	02 May 17	Total =4		
						ATTEND	APO	ABS
1	Boloka M.R	Present	Present	Present	Present	4	0	0
2	Magongwa B.N	Present	Present	Absent	Present	3	0	1
3	Mphahlele S.R	Present	Present	Present	Present	4	0	0
4	Mogale M.T	Present	Present	Present	Absent	3	0	1
5	Taueatsoala R.R. (Kgoshigadi)	Present	Present	Absent	Present	3	0	1
COMMUNITY SERVICES								

	SURNAME & INITIALS	29 Sep 16	10 Nov 16	09 Feb 17	02 May 17	Total =4		
						ATTEND	APO	ABS
1	Monyamane N.S	Present	Present	Present	Present	4	0	0
2	Niewenhuis K.H	Present	Present	Present	Present	4	0	0
3	Senosha D	Present	Present	Present	Present	4	0	0
4	Marema B.S	Present	Apology	Present	Present	3	1	0
5	Seleka P.D (Kgoshi)	Absent	Absent	Absent	Absent	0	0	4

SPECIAL PROJECTS

	SURNAME & INITIALS	30 Sep 16	11 Nov 16	14 Feb 17	02 May 17	Total =4		
						ATTEND	APO	ABS
1	Mokwena K.R	Present	Present	Present	Present	4	0	0
2	Gumede M.J	Present	Present	Present	Present	4	0	0
3	Esply F.Z	Apology	Present	Apology	Present	2	2	0
4	Maropeng R	Present	Present	Present	Present	4	0	0
5	Kekana L.V. (Kgoshi)	Absent	Absent	Absent	Absent	0	0	4

APPENDIX B – COMMITTEES & COMMITTEE PURPOSES

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committee
Municipal Public Accounts Committee	Accountability and oversight role
Audit Committee	Auditing of financial and non-financial matters
Geographic Names	Changing of names of streets and public institutions
Public Participation	Ensure Public Involvement
Rules & Ethics	Ensure adherence to rule, ethics and legislation
Budget & Treasury	Ensure adherence to MFMA

APPENDIX C– THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Office of the Municipal Manager	Municipal Manager : S Mabotja
Budget & Treasury Office	Chief Financial Officer : G. Tloubatla
Infrastructure Development	Manager : N.R Makgata
Planning & Economic Development	Manager : L Sole
Social Development and Community Services	Manager : M. Mampa
Office of the Executive Mayor	Manager : P Makondo
Corporate Support & Shared Services	Manager: P.F Nogilana Raphela

APPENDIX D– FUNCTIONS OF MUNICIPALITY/ENTITY

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*	Function Applicable to Entity (Yes / No)
Constitution Schedule 4, Part B functions:		
Air pollution	No	
Building regulations	No	
Child care facilities	No	
Electricity and gas reticulation	No	
Fire-fighting services	Yes	
Local tourism	No	
Municipal airports	No	
Municipal planning	Yes	
Municipal health services	Yes	
Municipal public transport	Yes	

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 law	No	
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	No	
Storm water management systems in built-up areas	No	
Trading regulations	No	
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	No	

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

APPENDIX E- WARD REPORTING

Functionality of Ward Committees					
Ward Name (Number)	Name of Ward Councillor and elected Ward committee members	Committee established (Yes / No)	Number of monthly Committee meetings held during the year	Number of monthly reports submitted to Speakers Office on time	Number of quarterly public ward meetings held during year
Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

APPENDIX F1- WARD INFORMATION

Ward Title: Ward Name (Number)

Capital Projects: Seven Largest in 2016/17(Full List at Appendix N)					R' 000
No.	Project Name and detail	Start Date	End Date	Total Value	
	Not applicable	Not applicable	Not applicable	R000	

APPENDIX F2- BASIC SERVICE PROVISION

Basic Service Provision					
Detail	Water	Sanitation	Electricity	Refuse	Housing
Households with minimum service delivery	Not applicable	Not applicable	Not applicable	Not applicable	X
Households without minimum service delivery	Not applicable	Not applicable	Not applicable	Not applicable	
Total Households*	Not applicable	Not applicable	Not applicable	Not applicable	
Houses completed in year	X				

APPENDIX F3- Top Four Service Delivery Priority in a Ward

APPENDIX F3 – Top Four Service Delivery Priorities for Ward (Highest Priority First)

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During 2011/13
	Not applicable	Not applicable
		T.F.3

APPENDIX G- Recommendations of the Municipal Audit Committee 2016/17

Municipal Audit Committee Recommendations		
Date of Committee	Committee recommendations during 2016/17	Recommendations adopted (enter Yes); not adopted (provide explanation)
30 Aug 2016	The inputs on AFS and APR should be factored in before being submitted to National Treasury, Coghsta, AGSA and Limpopo Treasury on or before the 31 st August 2016.	Adopted and Implemented
21 Dec 2016	Audit Committee Chairperson should receive the MSCOA status report by January 2017.	Adopted and Implemented
	Chief Audit Executive should request a check list from National Treasury on the MSCOA.	Adopted and Implemented
	Auditor General action plan report with remedial actions should be presented to the Audit Committee in the next meeting.	Adopted and Implemented
	The queries and disagreement the Chief Financial Officer has about Auditor General, should be documented in a memo and be dealt with on the 15/01/2017 and should be resolved before the end of January.	Adopted and Implemented
	SPLUMA Tribunal report should be tabled and presented in early January with all the challenges met.	Adopted and Implemented Notice has been issued in the form of government gazette to appoint SPLUMA Tribunal member.
	The minutes of the meeting held in Polokwane with AG should be included in the next Audit Committee meeting.	Adopted and Implemented
10 April 2017	The CEO: WEDA to provide report on WEDA status quo in the next AC meeting.	Adopted and Implemented
	The MSCOA progress status report to be provided in the next AC meeting.	Adopted and Implemented
	The Audit Committee Chairperson requested that Finding 4 on Asset Management be resolved and	Adopted and Implemented

	an updated IA Action Plan be sent to the Audit Committee.	
	The Audit Committee request that the accounting officer provide progress on the status of WEDA and the appointment of the CEO.	Adopted and Implemented
4 July 2017	A break-down report on the penalty payments made for the Thabazimbi Waste Water Treatment Project should be presented to the Audit Committee.	Adopted and Implemented
	The Audit Committee request a report on MSCOA system Skills Transfer in the next meeting.	Adopted and Implemented
	The Chief Financial Officer should send the Audit Committee a detailed plan for compilation of AFS. And also seek clarity on compilation of AFS for WEDA from AGSA.	Adopted and Implemented
	The Divisional Manager: Strategic Support and Planning should submit the APR to the Audit Committee by the 15 th August 2017.	Adopted and Implemented

APPENDIX H – Long Term contracts and Public Private Partnership

ACTIVE LONG TERM CONTRACTS AS AT 30 JUNE 2017

#	Project Description	Date Awarded	Name of Service Provider/ Contractor	Duration of a contract	Project Completion date	Amount Awarded	Responsible department	Actual 14/15	Actual 15/16 Incl Vat	Actual 15/16 Excl Vat	Budget 15/16	Budget 16/17	Budget 17/18	Budget 18/19
1	Provision of Travel and Accommodation Services	01-Nov-11	Batsumi Travel Pty Ltd	36 months	Jan-19	SCHEDULE	CSSS	384,694	654,347	573,989	4,929,497	4,534,600	4,815,745	5,099,874
2	Provision of Travel and Accommodation Services	01-Nov-11	Nhlamulo Hosi Investments	36 months	Jan-19	SCHEDULE	CSSS	459,798	690,995	606,136	4,929,497	4,534,600	4,815,745	5,099,874
3	Provision of Legal Services	22-Nov-11	Verveen Attorneys	36 months	Dec-15	SCHEDULE	CSSS	108,942	31,920	28,000	316,200	250,000	265,500	281,165

4	Provision of Legal Services	15-Dec-15	Mohale Incorporated	36 months	Jan-19	SCHEDULE	CSSS	108,942	83,148	72,937	316,200	250,000	265,500	281,165
5	Provision of Insurance services	01-Feb-13	AON Risk Services South Africa	36 months	Jun-16	SCHEDULE	CSSS	531,341	819,608	718,955	1,054,000	1,066,000	1,132,092	1,198,885
6	Provision of the banking services	25-Feb-15	ABSA Bank Ltd	60 months	Mar-20	SCHEDULE	BTO	60,536	88,925	78,005	70,695	83,000	88,146	93,347
7	Operating lease of the photocopying Machines	01-Mar-14	Palesa Technology - ceded to ABSA Technology Finance	36 months	Feb-17	SCHEDULE	CSSS	626,879	103,493	90,783	599,875	759,400	806,483	854,065
8	Provision of the Advertising Services	03-Dec-13	Ultimate Recruitment Solution	36 months	Dec-16	SCHEDULE	CSSS	411,346	444,611	390,010	251,539	199,200	211,550	224,032
9	Provision of the Security Services	01-Jul-12	Triotic Protection Services	36 months	Feb-16	1,651,812	CSSS	1,902,289	1,647,306	1,445,005	2,010,403	2,168,600	2,303,053	2,438,933
10	Provision of the Security Services	27-Nov-15	Leledu Security Services	36 months	Apr-19	5,427,035	CSSS	-	498,744	437,494		2,168,600	2,303,053	2,438,933
11	IFMS-Licensing, Support and Maintenance	07-Sep-11	Munsoft (Pty) Ltd	20 years	Aug-31	1,593,546	BTO	708,384	861,169	755,412	899,115	974,000	1,034,388	1,095,417
12	Implementation of Virtual Private Network	28-Jun-12	SITA	36 Months	Jun-15	4,640,667	CSSS	68,027	58,195	66,342	260,865	234,500	249,039	263,732
13	Production of Newsletter	09-Dec-13	Kgantsi Marketing Advertising and Promotions	36 Months	14-Dec-16	480,000	ES	200,000	160,000	160,000	120,000	-	-	-
14	Rural Road Asset Management System	16-Jul-13	Tshashu Consulting	36 Months	30-Jun-16	4,551,754	ID	1,560,526	-	-	1,839,000	1,897,000	1,992,000	2,133,000
15	Provision of VOIP services for telephone system for Mokop	14-Apr-14	Least Cost Communication t/a Callsave	36 months	14-Apr-17	129,901	CSSS	429,693	275,668	241,813	43,300	-	-	-

	ane EHP Office													
1 6	Extensi on of provisio n of VOIP services for telepho ne system to WDM Head Office	19- May- 14	Least Cost Communi cation t/a Callsave	36 mon ths	19- May- 17	See #12	CSSS		12,112	10,625	-	-	-	-
1 7	Waterb erg District Municip ality Buildin g Mainte nance	14- May- 15	M2M Project s and Sthemb ekile Farm and Project JV	36 mon ths	21- May- 18	SCHED ULE	ID	-	908,036. 00	796,522 .00	690,800.0 0	1,100,00 0	1,168,2 00	1,237,12 4
1 8	Waterb erg District Municip ality Buildin g Mainte nance	14- Apr- 15	Seabi Distribu tors	36 mon ths	25- May- 18	SCHED ULE	ID	-	161,309. 00	161,039 .00	690,800.0 0	1,100,00 0	1,168,2 00	1,237,12 4
1 9	Appoint ment of Professi onal Consult ants for Provisio n of Project Managem ent Unit functio n on behalf of Infrastr ucture Depart ment	13- Jul- 15	SML Project s Pty LTD	36 mon ths	26- Aug- 17	SCHED ULE	ID	-	6,620,17 1	5,807,1 68	5,000,000. 00	-	-	-

APPENDIX I –Municipal Entity/Service Provider Performance Schedule

APPENDIX J- Disclosure of Financial interest

APPENDIX K- Revenue Collection Performance By Vote and By Source

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

APPENDIX K (ii) – Revenue Collection Performance By Source

APPENDIX L – Conditional Grants Received: Excluding MIG

See the attached 2016/17 Audited Annual Financial Statement

APPENDIX M- Capital Expenditure – New & Upgrade/ Renewal Programmes

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

See the attached 2016/17 Audited Annual Financial Statement

APPENDIX M – Capital Expenditure – New Assets Programme

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

See the attached 2016/17 Audited Annual Financial Statement

APPENDIX N –Capital Programme by Project 2016/17

APPENDIX O - Capital Project by Ward 2016/17

Capital Programme by Project by Ward 2016/17		
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water	N/A	
"Project A"	N/A	
"Project B"	N/A	
Sanitation/Sewerage	N/A	
Electricity	N/A	
Housing	N/A	
Refuse removal	N/A	
Stormwater	N/A	
Economic development	N/A	
Sports, Arts & Culture	N/A	
Environment	N/A	
Health	N/A	
Safety and Security	N/A	
ICT and Other	N/A	

APPENDIX P – Services 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	NA	NA	NA	NA
Clinics (NAMES, LOCATIONS)				
Not applicable	NA	NA	NA	NA
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.				

T 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:	N/A	
Housing:		
Licencing and Testing Centre:	N/A	
Reseviors		
Schools (Primary and High):	N/A	
Sports Fields:	N/A	
T Q		

APPENDIX R –Declaration of Loan and Grants made by the Municipality

Declaration of Loans and Grants made by the municipality 2016/17				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value 2014/15 R' 000	Total Amount committed over previous and future years
None	None	None	None	None
* Loans/Grants - whether in cash or in kind				T R

APPENDIX S – Declaration of Return not made in Due Time under MFMA s71

APPENDIX T Presidential outcome for local Government

APPENDIX U - Audited Annual Financial Statements 2016/2017

See the attached 2016/17 financial statement