

2015 Annual Report



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Chapter 1

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CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR’S FOREWORD

It is indeed an honour and a privilege to serve the community of Tokologo Local Municipality. In the process of serving you we from time to time have to provide you with a progress report about the status of the municipality. The presentation of this Annual performance report marks a milestone of achievement in that we come a long way in unifying the inherited administration of three towns that had different systems and approach towards service delivery. The Tokologo Local Municipality you see today is a product of hard work and sacrifices by all.

The mandate from the people clearly dictates that we continue to democratize our society, de-radicalize the economy and foster the participation of the previously marginalized people in order to better their lives. In the pursuit of a better life for all the people’s constitution has outlined the following objectives for the municipality:

To provide a democratic and accountable government to the local communities

To ensure the provision of services to the communities is sustainable

To promote social and economic development

To promote a safe and a healthy environment

To encourage the involvement of communities in the affairs of local government

It further states that a municipality must strive to serve its community within its financial and administrative capacity to achieve these objectives.

The 2014/15 Annual Report presented here by Tokologo Local Municipality, seeks to meet the legal requirements as set out by various legislation such as Section 46 of the Municipality Systems Act No: 32 of 2000 and Section 121 and 127 (2) of the Municipal Financial Management Act No: 56 of 2003

To the community of Tokologo, this report should be used as a tool to measure the consolidation and deepening of our democracy, by ensuring that all those mandated to deliver on the mandate given by communities, are held accountable at all times.

I thank you

Cllr. B.E. Seakge

Mayor/Speaker

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COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW

As the Accounting Officer of Tokologo Local Municipality, I hereby confirm that the 2014/2015 Annual Report has been compiled in accordance with Section 46 of the Municipal Systems Act No: 32 of 2000 (as amended), Section 127 (2) of the MFMA No: 56 of 2003 as well as relevant circulars and guidelines issued by Treasury and GOCTA. The report present the performance and progress made by Tokologo Local Municipality in fulfilling its strategic objectives, as outlined in the Integrated Development Plan (IDP) and the Service Delivery Budget Implementation Plan (SDBIP) as approved by the Council in the year under review.

During the year under review, the municipality has continued to invest in its human capital through training and development. The training workshops included both officials and councilors. A sizeable number of **youth** in Tokologo Local Municipality previously included in our various **learnerships** and **internship** programs were absorbed permanently to the organisational structure.

In the financial year under review, the municipality once again received an **unqualified audit opinion**, as was the case with the previous year, 2013/2014, where an **unqualified opinion** was also obtained.

An Integrated Development Plan (IDP) for 2014/2015 was reviewed and adopted by Council. Certain priorities were identified by the public during public and stakeholder meetings. Hereunder is the list of all identified projects by the community, as well as those that the municipality has prioritized:

(i) The alignment of services to IDP indicators and Council priorities

The following priorities were identified as key priorities during the public and stakeholders consultation processes:

1. Electrification (housing connections) in Smanga Park and Dikgalaope
2. Paving of roads in Smanga Park, Dikgalaope, Tshwaraganang and Dealesville
3. Provision of 950 RDP houses
4. Allocation of 2000 sites for housing
5. Provision and maintenance of sports facilities
6. Allocation of high mast lights in Tshwaranang and Dikgalaope

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7. Fix existing Community Hall
8. Provision of refuse bins for Tshwaranang and Dikgalaope
9. Provision of public refuse bins for all areas
10. Speed bumps
11. Provision of public toilets in Dealesville
12. Fencing of graveyards and numbering of plots
13. Supply of chemicals to community for VIP'S
14. Installation of street names in all the three areas
15. Agriculture Accommodation in the building at Tshwaraganang Hall.
16. Rethuseng ECD: Electricity
17. Lukhanyo ECD: Site

However, not all of the identified projects could be implemented during the year under review, and Council then prioritized the following for the financial year under review:

1. **Roads and storm water** – the municipality has been maintaining roads through patching of potholes in the three towns, including storm water maintenance.
2. **Upgrading of Stadiums** – The upgrading of the Boshof stadium was completed, however Hertzogville / Malebogo were at 53.8% completion stage at the end of the year.
3. **Provision of Adequate Clean Water** - Tokologo Local Municipality is still experiencing serious challenges of providing clean water to the community. *E-coli* traces are still found in the water. However, the municipality is working hard together with the Department of Water Affairs and the University of the Free State to ensure that the problem is minimized and/or eradicated
4. **Installation of High mast lights** – Installations were done at Boshof Seretse and maintenance of existing high mass lights thereof is regularly undertaken.
5. **Electricity** – Only 97 of the 260 new electrification at Dikgalaope and Seretse were completed due to delay of funding from Department of Energy

(ii) **Service delivery performance**

Provision of Water

Though there is still a challenge of water scarcity in the area due drought that is being experienced nationwide, phase 2 of Bulk Water Supply is at 67% degree of completion at the end of the financial year.

Borehole water supply assessments were conducted during the financial year to ensure that the municipality is up to date with ground water levels. Water meters were installed for

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purposes of billing and water management. It deems to be mentioned that Hertzogville water supply has improved significantly due to the completion of phase 1 bulk water supply project.

Electricity

High mass lights were installed at Boshof Seretse during 2014/2015 financial year. During the year under review, a total of 97 households were electrified at both Dikgalaope and Seretse and the remaining 163 of the allocations will be carried over and addressed in the 2015/2016 financial year.

Sanitation

Installation of 691 household's sanitation network at Boshof: Seretse was completed during the 2014/2015 financial year.

Refuse Removal

The municipality does provide refuse removal services and the acquisition of new yellow fleet has improved the service tremendously. It must however be noted that the municipality has not yet meet the National Standards in terms of refuse removal.

(iii) *the efforts the municipality is making to conserve power and water in its offices*

The municipality ensures that at the end of business day, all lights and electrical appliances not in use are switched off. We also encourage officials to switch off their office lights when they leave from offices for longer during working hours. We ensure that all water leakages are addressed without delay, and officials are encouraged not to boil more than the required amounts of water when drinking tea, coffee or any other hot beverages.

(iv) *Administrative policies made during the year reflecting the pressures from world recession*

No administrative policies were made during the year under review.

The municipality does not have any shared service arrangements whatsoever.

In the 2014/2015 financial year, the following areas will receive priority:

- (a) Acceleration of the roll out of basic services to the communities of Tokologo
- (b) Prioritisation of the Expanded Public Works Programme to ensure job creation and poverty eradication
- (c) Working quicker and smarter and enhancing performance
- (d) Transforming the Municipality into a customer friendly and service orientated institution
- (e) Improving labour relations and staff morale
- (f) Improving internal communication with staff; and

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(g) Ensuring that accountability is exercised

2014/2015 was not without any challenges, more so that it was characterized by some degree of economic recession, which continues to be global challenge. As a result, unemployment continues to rise and subsequently indigent. However, the municipality is doing everything in its power to ensure that service deliveries as well as the lives of our communities are uplifted.

I would like to extend my warmest appreciation to the Council and staff of Tokologo Local Municipality for their contribution to the progress made during the 2014/2015 financial year. Your joint efforts and selflessness resulted in the municipality obtaining an unqualified report.

I would also like to extend a special word of thanks to the team that compiled this Report. Your dedication towards making a positive input to the improvement of the municipality is really appreciated. Let us all work together towards maintaining an unqualified report in coming financial years

Ha re sebetsa mmoho re fihlela tse kgolo!

K.J. MOTLHALE

Municipal Manager

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1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

Tokologo is a Setswana word meaning “freedom”, it emanates from the relentless struggle of the oppressed people culminating in their freedom on 27 April 1994. Tokologo is located within Lejweleputswa District Municipality. The area covers 9 326 square kilometres and consists of three former Transitional Local Councils namely Boshof, Dealesville and Hertzogville, as well as a portion of a former Transitional Rural Council (Moddervaal), which consists of approximately 1 480 farms. Tokologo Local Municipality is in the western Free State. Boshof (the capital town) is situated in the centre; Dealesville is further east, and Hertzogville is situated in the north of the municipal area.

WARD NUMBER	NAME OF LOCATION
1	Dealesville
2	Boshof
3	Moddervaal
4	Hertzogville

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MAP OF TOKOLOGO LOCAL MUNICIPALITY



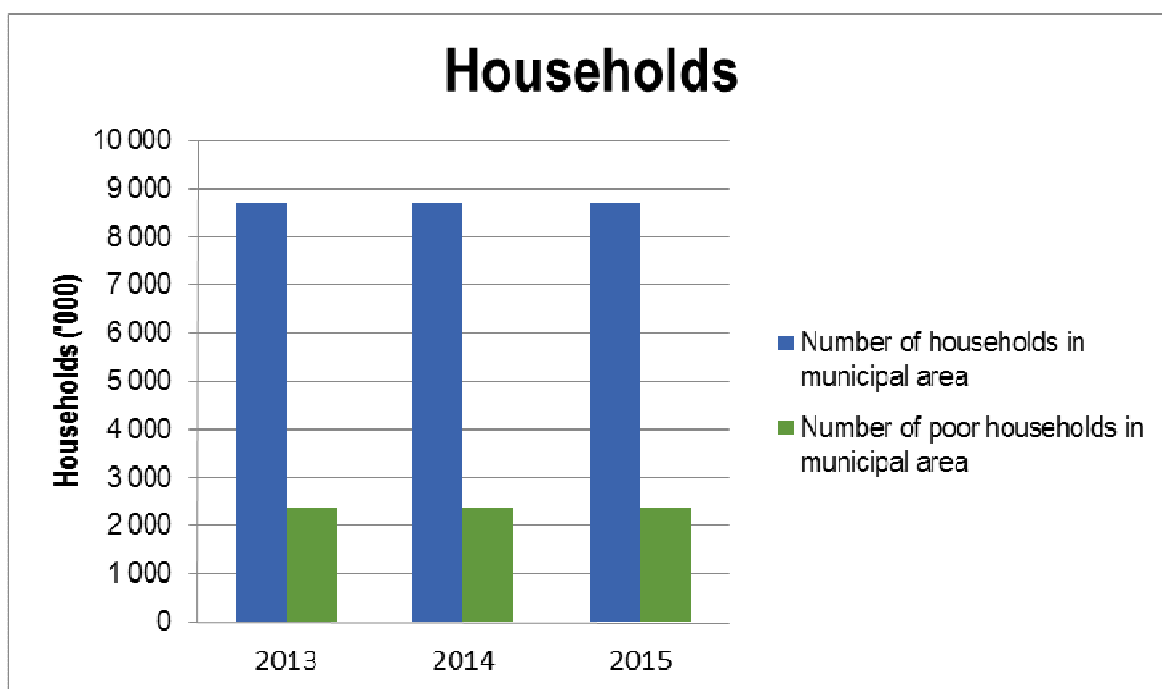
Tokologo Local Municipality render the following basic services; Water, Sanitation, Electricity, Waste provision of landfill sites and Refuse removal services. Since the last census release of the 2011 statistics, there has been changes in population growth. The household's statistics as per census 2011 was at 8698 is believed to have increased due to informal settlements that the municipality has noted since 2011 to date.

The following have identified as major environmental challenges:

- Soil erosion and land degradation;
- Sewerage and solid waste;
- Geohydrological issues;
- Encroachment on environmentally sensitive areas and
- Uncontrolled development done without proper land use management

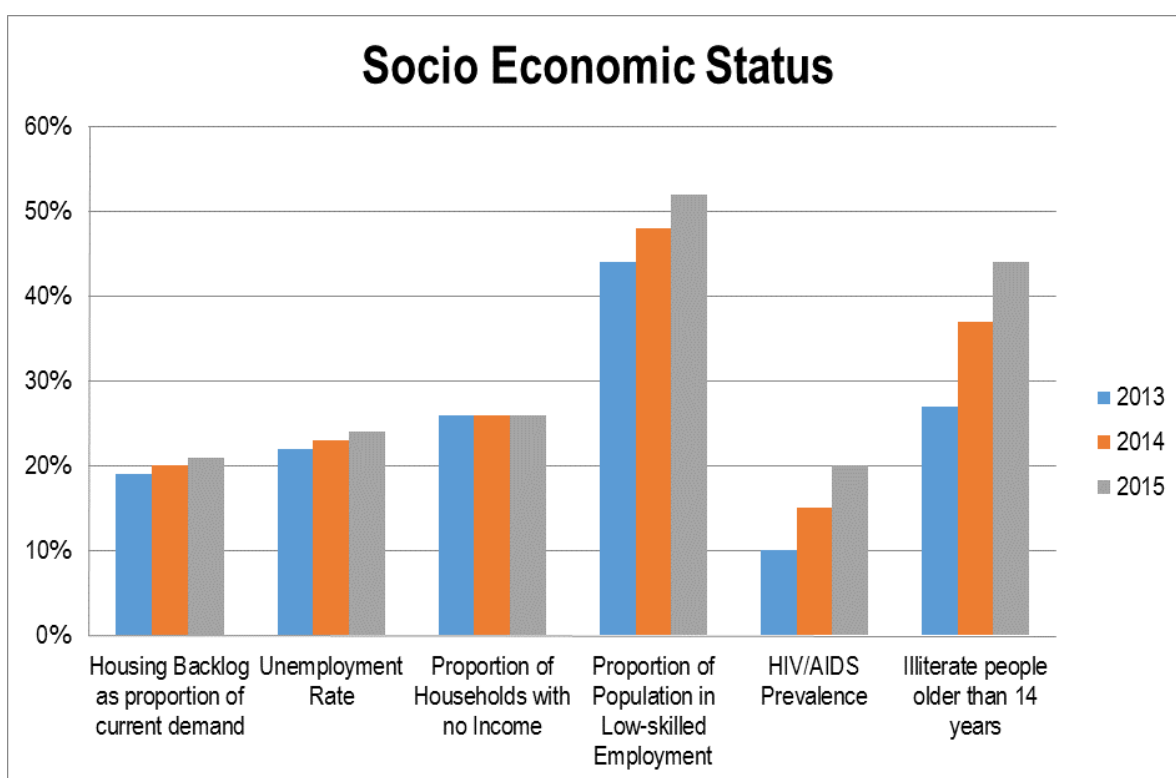
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Population Details									
Age	2013			2014			2015		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Age: 0 - 4	1652	1565	3217	1652	1565	3217	1652	1565	3217
Age: 5 - 9	1652	1420	3072	1652	1420	3072	1652	1420	3072
Age: 10 - 19	2724	2898	5622	2724	2898	5622	2724	2898	5622
Age: 20 - 29	2550	2376	4926	2550	2376	4926	2550	2376	4926
Age: 30 - 39	1999	2166	4165	1999	2166	4165	1999	2166	4165
Age: 40 - 49	1564	1535	3099	1564	1535	3099	1564	1535	3099
Age: 50 - 59	1158	1274	2432	1158	1274	2432	1158	1274	2432
Age: 60 - 69	665	781	1446	665	781	1446	665	781	1446
Age: 70+	344	663	1007	344	663	1007	344	663	1007
Source: Statistics SA 2011									T 1.2.2



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Socio Economic Status						
Year	Housing Backlog as proportion of current demand	Unemployment Rate	Proportion of Households with no Income	Proportion of Population in Low-skilled Employment	HIV/AIDS Prevalence	Illiterate people older than 14 years
2013	19%	22%	26%	44%	10%	27%
2014	20%	23%	26%	48%	15%	37%
2015	21%	24%	26%	52%	20%	44%
						T 1.2.4



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Townships	Households	Population
Seretse	3 049	4651
Tshwaraganang	1 750	3270
Malebogo	4 567	8445
Sub-Total	9 366	16 366
Rural settlements		
Sub-Total	0	0
Informal settlements		
Boshof	0	0
Deasville	285	753
Herztogville	298	787
Sub-Total	583	1 540
Total	10 979	28 986

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		T1.2.6
Natural Resources		
Major Natural Resource	Relevance to Community	
Underground Water	Provision of clean drinkable water	
Grazing Land	Stock farming, plant production & employment opportunities	
Salt Pans	Job creation and economic development opportunity	
Small Scale Diamond Mining	Job creation and economic development opportunity	

COMMENT ON BACKGROUND DATA:

The biggest challenge for the municipality is the informal settlements however, those identified have been registered so that they can be formalised. Water provision for Dealesville informal settlements is still a challenge due to the drought.

1.3. SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

Water: Phase 2 of bulk water supply has commenced for the supply of water to Boshof and Dealesville. The upgrading of water-pipelines in Dealesville and Hertzogville has been finalised and soon all households will be provided with water meters for the effective management and control of water. The municipality will also look into installing zonal water meters with the effort to develop a compliant inventory costing model. The municipality will continue using boreholes for the provision of water, as a temporary measure until the bulk water supply projects have been completed.

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Sanitation: The eradication of 1000 buckets in Seretse, Boshof stays a point of concern for the municipality. All attempts will be made to get this project finalised.

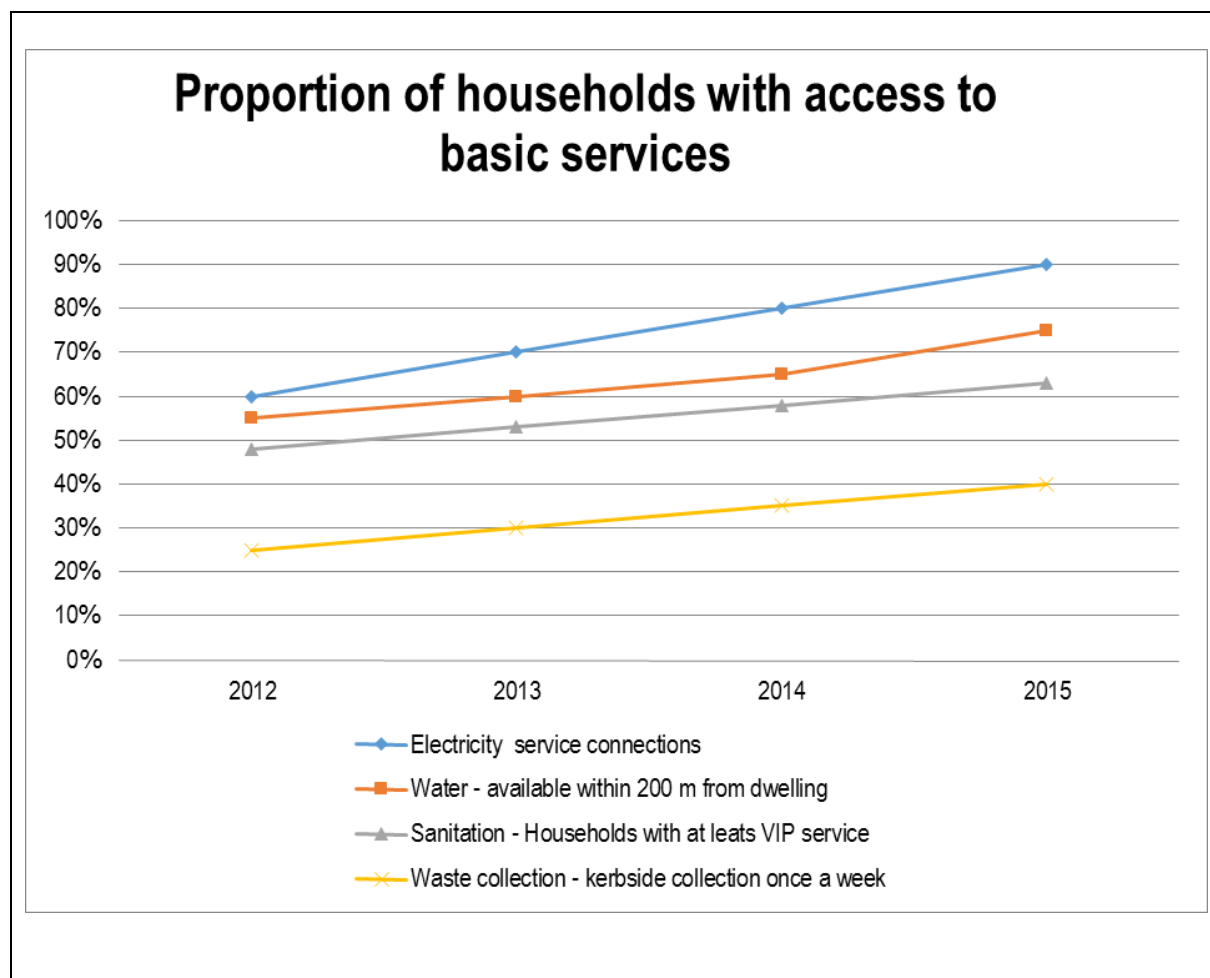
Electrification of Dikgalaope Section in Dealesville and 16 housing units in Boshof/Seretse new extension has been completed.

Drilling and development of boreholes in Dealesville/Tshwaraganang

Installation of water-meters in Boshof/Seretse and Dealesville/Tshwaraganang

Bucket eradication in Malebogo (250 VIP's)

These are geared to alleviate the plight felt by indigents and the greater community. Registered indigents were provided with free basic electricity, water, sanitation and refuse removal.



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COMMENT ON ACCESS TO BASIC SERVICES:

There has been a significant increase in all the basic services, which implies that service delivery levels have improved. This is in line with IDP strategies for the year under review, as well as objectives set out in the Municipality Turnaround Strategy.

1.4. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

From the information below the municipality is in a positive state of financial affair, and it must be noted that the operating expenditure included non-cash items. Debt impairment and depreciation are around R14m and R32m respectively. However, the municipality does manage to break-even although it heavily relies on the grant income. The debtors have slightly decreased and the municipality is the process developing strategies for better revenue collection.

Financial Overview: 2015			
			R' 000
Details	Original budget	Adjustment Budget	Actual
Income:			
Grants	200	205	203
Taxes, Levies and tariffs	345	355	365
Other	100	80	78
Sub Total	645	640	646
Less: Expenditure	644	640	645
Net Total*	1	0	1
* Note: surplus/(defecit)			

Operating Ratios	
Detail	%
Employee Cost	23.98%
Repairs & Maintenance	0.11%
Finance Charges & Impairment	12.32%

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COMMENT ON OPERATING RATIOS:

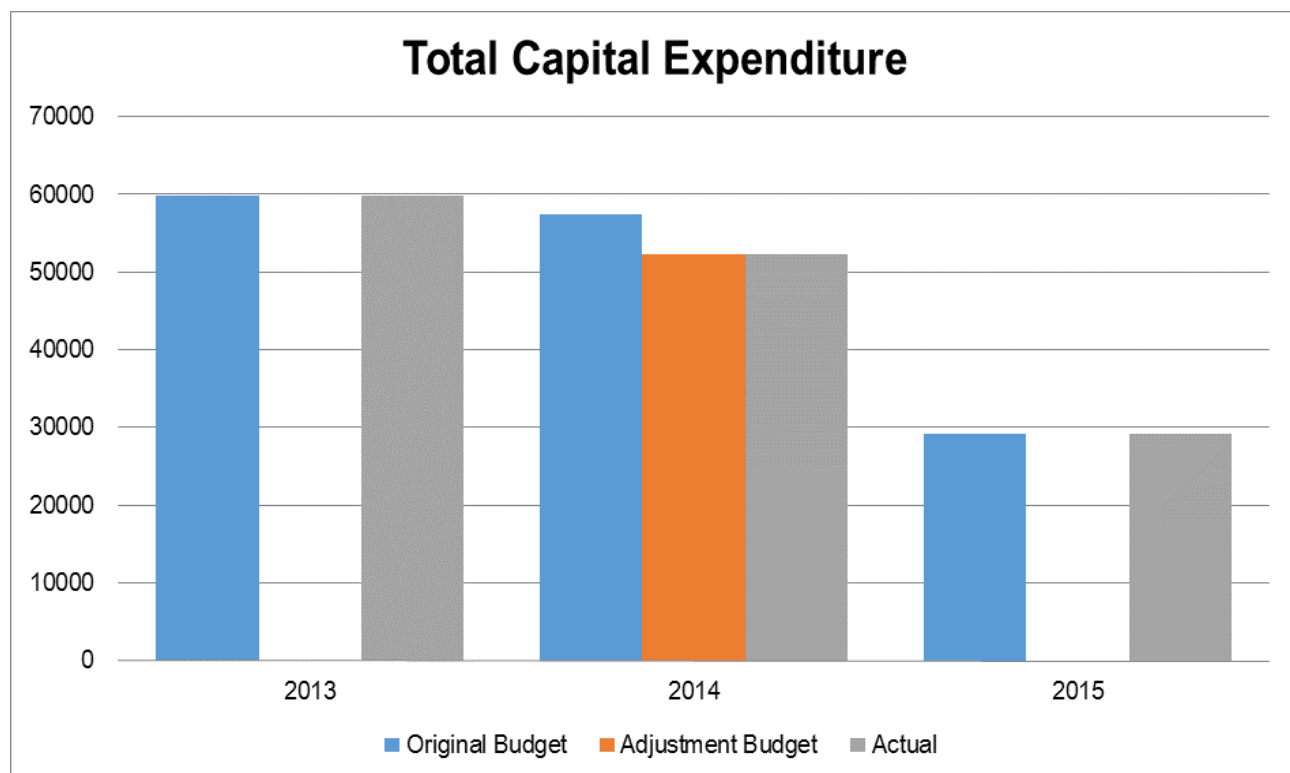
The ratio's above are within the expected norms;

Employees Costs is normally 24% of the total operating costs

Repairs and Maintenance is usually 0.12%

Whilst finance charges and impairment are around 27%

Total Capital Expenditure: 2013 to 2015			
	R'000		
Detail	2013	2014	2015
Original Budget	59869	57352	29155
Adjustment Budget	0	52354	0
Actual	59869	52354	29155



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COMMENT ON CAPITAL EXPENDITURE:

There was no variation between the budget and the actual expenditure in the year under review

1.5. ORGANISATIONAL DEVELOPMENT OVERVIEW

The municipality continued to invest in its human capital and has been providing training through the approved accredited institutions of learning. Minimum skills competency requirements have improved among the work force.

1.6. AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT: YEAR 2015 (CURRENT YEAR)

For the year under review the municipality had an **unqualified opinion** by the Auditor General.

The following are some of the issues noted by the audit process:

- Lack of oversight in ensuring that service delivery agreement, IDP and Annual Performance Reports correlates to one another.
- 50% of Performance Indicators were not well define
- Lack of compliance with most SCM regulations
- Staff competency levels assessment was not conducted on time.
- Lack of compliance with internal controls
- Lack of full implementation of Performance Management System.

The municipality has managed to be up to date with information processing for the 2015 financial year. Submission of reports has significantly improved. The municipality has for the first time ensured that there are no backlog audits, which hinder addressing prior year audit matters.

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1.7. STATUTORY ANNUAL REPORT PROCESS

No	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise the 4th quarter Report for previous financial year	
4	Submit draft year 0 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General Audits Annual Report including consolidated Annual Financial Statements and Performance data	September - October
12	Municipalities receive and start to address the Auditor General's comments	November
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	December
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	January
19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	

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An Annual Report requires a large volume of data from various sources so an early start and adherence to the timelines is imperative. This will ensure that we can submit a credible and detailed Annual Report timeously. This will also ensure that the municipality does not use the services of consultants, and thus save costs. This will ensure that the legislative requirements and compliance are adhered to. An early start also ensures that the budgeting process can start in earnest. It is important to submit the draft for audit purposes during August.

It is essential that there is alignment between the IDP, Budget and Performance Management System for ease of reference and credible documents. This will allow for better monitoring and reporting to different stakeholders.

Unfortunately, the municipality failed to adhere to the above-mentioned timelines, and thus the failure to submit the annual report as legislated. However, endeavors are underway to deal with the municipality's shortcomings, and for the next report the timelines could thus be adhered to and compliance can be achieved.

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CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

Municipalities in South Africa are governed by Municipal Councils. Tokologo Council is therefore the governing body of Tokologo Local Municipality and the custodian of its powers, duties and functions, both legislative and administrative. The Council performs legislative and executive role. The Constitution of the Republic of South Africa, 1996, Chapter 7, Section 160 (1) defines the role of the Council as being:

- (making) decisions concerning the exercise of all the powers and the performance of all the functions of the municipality;
- (electing) its chairperson;
- (electing) an executive committee and other committees, subject to national legislation;
- (employing) personnel that are necessary for the effective performance of its functions.

In terms of Section 151 (3) of the Constitution of the Republic of South Africa states that the Council of a municipality has the right to govern on its own initiative, the local government affairs of the local community, subject to national and provincial legislation. Tokologo Local Municipality is a collective plenary municipality, which implies that the composition of the council is less than 10 members, Council make decisions as a collective and the wards of the municipality **are** also less than 10.

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

In terms of Section 151 (3) of the Constitution of the Republic of South Africa states that the Council of a municipality has the right to govern on its own initiative, the local government affairs of the local community, subject to national and provincial legislation. Tokologo Local Municipality is a collective plenary municipality, which implies that the composition of the council is less than 10 members, Council make decisions as a collective and the wards of the municipality **are** also less than 10.

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2.1 POLITICAL GOVERNANCE

In terms of MFMA S52 (a): The Mayor must provide general political guidance over the fiscal and financial affairs of the municipality. Tokologo Local Municipality does not possess executive powers, and its Council duties are conducted in a plenary collective component.

Tokologo Local Municipality is a plenary municipality and therefore does not have a Deputy Mayor, Council Chief Whip, and no mayoral and /or executive committees. Councilors are assigned portfolios. The Council consists of eight Councilors made up of four proportional representatives and four ward councilors

An Audit Committee was established in March 2011 whilst the oversight committee was referred as a shared service with the district municipality. Tokologo Local Municipality has no executive powers nor executive committee, and the Council collectively resolved to assign portfolios to Councilors in order to fast track service delivery and unlock challenges which are regarded as impediments in discharging its responsibilities. The Mayor/Speaker has been tasked to lead finance and IDP portfolio and other councilors have been allocated different portfolio to discharge their responsibilities.

POLITICAL DECISION-TAKING

Political decisions are taken through discussion and where there is disagreement, and then the pending decisions are put to a vote where the majority rule will apply. The majority decision taken will then be adopted as a council resolution. Unfortunately, the municipality has not kept statistics of how many decisions are taken were subsequently implemented. The municipality is busy updating Council minutes and compiling a resolution register.

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2.2 ADMINISTRATIVE GOVERNANCE

Section 56 Managers			
Portfolios	Core Functions	Managers	Gender
Municipal Manager	IDP, Internal Audit, Performance Management LED & Town Planning	Municipal Manager:	Male
Chief Financial Officer Administration	Finance, Supply Chain Management	CFO: Ms. Mathapelo	Female
Technical Services	Planning, Infrastructure Development, Water, Electricity, Sanitation,	Director: Mr. MJ Chakane	Male
Corporate Services	Legal, HRM & IT	Director: Mr. G Maphobole	Male
Community Services	Social Development, Sports & Recreation and Youth, Traffic	Director: Currently under Corporate Services	

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

Chapter 3

document of the municipality, which is its Integrated Development Plan (IDP) as well as the Service Delivery and Budget Implementation Plan (SDBIP) are developed and adopted by Council as envisaged by the MFMA. The SDBIP seeks to ensure effective monitoring of the execution of the budget, the performance management and achievement of service delivery objectives set by Council.

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

Section 3 of the Municipal Systems Act requires that municipalities exercise their executive and legislative authority within the Constitutional system of co-operative governance as envisaged in Section 41 of the Constitution of the Republic of South Africa.

Tokologo Local Municipality acknowledges the level of partnerships by government sector departments in accelerating implementation of capital projects. The collective partnership has assisted the municipality to re-engineer its efforts to speed up and improve the process of service delivery to communities of Tokologo Local Municipality. The sector departments that partnered with the municipality are Water Affairs, Corporative Governance, Department of Treasury, Department of Environmental and Traditional Affairs as well as Human Settlement.

2.3 INTERGOVERNMENTAL RELATIONS

NATIONAL INTERGOVERNMENTAL STRUCTURES

The municipality participates in forums that are provincially based and not at national level.

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

Tokologo Local Municipality is partaking in provincial structures that are directly contributing to service delivery. The municipality only participates in forums at provincial levels with sector departments like the Premier's Office, Corporative Governance and Traditional Affairs, Human Settlement and Public Works, just to mention a few of them.

RELATIONSHIPS WITH MUNICIPAL ENTITIES

Tokologo Local Municipality does not have any municipal entities.

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DISTRICT INTERGOVERNMENTAL STRUCTURES

We participate in regular district forums wherein ideas are shared and challenges identified, and a common ground is reached in addressing matters of mutual interest. From time to time financial assistance is sourced from the district municipality

OMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

In terms of MSA S15 (b): a municipality is required to establish and organise its administration to facilitate a culture of accountability amongst its staff. S16 (i): states that a municipality must develop a system of municipal governance that compliments formal representative governance with a system of participatory governance.

S18 (i) (d): requires a municipality to supply its community with information concerning municipal governance, management and development. The IDP public participation and consultation as well as ward committee's function ability add value to public accountability and participation.

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Public Meetings							
Nature and purpose of meeting	Date of events	Number of Participating Municipal Councilors	Number of Participating Municipal Administrators	Number of Community members attending	Issues raised by community	Issue addressed (Yes/No)	Dates and manner of feedback given to community
Mass Meeting (Ward 1)	28/04/2015	All	2	109	Refer to annexure attached		During ward committee & mass meetings
Mass Meeting (Ward 1)	27/05/2015			121			During ward committee & mass meetings
Mass Meeting (Ward 1)	30/05/2015			111			During ward committee & mass meetings
Mayor's Imbizo Meeting 1)	03/06/2015			605			During ward committee & mass meetings
Mayor's Imbizo Meeting (Ward 2)	21/11/2014			271			During ward committee & mass meetings

2.4 PUBLIC MEETINGS

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Ward Committee Meeting (Ward 3)	28/04/2015			130			During ward committee & mass meetings
Ward Committee Meeting (Ward 3)	26/05/2015			112			During ward committee & mass meetings
Ward Committee Meeting (Ward 3)	30/06/2015			100			During ward committee & mass meetings
Ward Committee Meeting (Ward 4)	14/01/2015			73			During ward committee & mass meetings
Ward Committee Meeting (Ward 4)	25/03/2015			90			During ward committee & mass meetings
Ward Committee Meeting (Ward 4)	15/04/2015			110			During ward committee & mass meetings

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IDP Review consultation							During meeting the

Complain management system, this is done through complains and suggestion register placed in all municipal offices.

WARD COMMITTEES

During the year under review, ward committees were active and a couple of meetings were convened. There were also public meetings that were conducted during IDP public participation meetings and also during drafting of budget in which the various wards were used as area of focus. During the year under review, the record keeping of public meetings has been poor, more especially with the IDP public meetings where certain documentation is untraceable. As for the minutes of Ward Committee meetings, minutes are kept by Ward Committee secretaries and we have been struggling to get copies thereof. Therefore, the information we have might not be sufficient for the purpose of populating the table below, in that we are not in the position to can tell exactly what were the issues raised and if they were addressed or not.

COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD:

The public meetings (ward committee & IDP public meetings) have improved under the current year under review. However, the municipality still needs to engage in community satisfaction surveys so as to ensure that all community issues are addressed.

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2.5 IDP PARTICIPATION AND ALIGNMENT

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

COMPONENT D: CORPORATE GOVERNANCE

The component of corporate governance relates to intergovernmental relations at both district and provincial government in relation to good governance as well as sustainability of municipal financial viability.

2.6 RISK MANAGEMENT

Section 62(i) (c) of the MFMA requires a municipality to have and maintain an effective, efficient and transparent system of risk management. A Risk Management Officer was appointed in the 3rd quarter of the financial year under review. This step was a boost for the municipality, as a risks it faces could be identified and managed effectively. As a result of the appointment, the municipality has since adopted the following: Risk Management Strategy, Risk Management Plan, Risk Management Policy as well as the Risk Register.

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2.7 ANTI-CORRUPTION AND FRAUD

The municipality has Fraud Prevention Plan that outlines the municipality's approach to curtailing the likelihood of fraud occurring, its prevention as well as early detection thereof.

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW SUPPLY CHAIN MANAGEMENT

In terms of the Section 110-119 of the Supply Chain Management Regulations 2005; and relevant MFMA circulars sets out the required processes and guidance manuals to help ensure that Supply Chain Management arrangements provide appropriate goods and services, offer best value for money and minimize the opportunities for fraud and corruption.

For the year under review, internal controls have been improved to ensure that the municipality complies with its Supply Chain Management Policy and Regulations.

2.9 BY-LAWS

No By-laws were introduced during the year.

COMMENT ON BY-LAWS:

The municipality has only 1(one) by-law, **to wit** the Property Rates By-law, adopted in 2009. The ten (10) identified standard by-laws from the list of standard by-laws provided by the Provincial COGTA, were presented and noted by Council for public comments. Since the last financial year the meetings for public comments have not been successful in terms of the turnout. The municipality will ensure that the process is completed during the new financial year.

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2.10 WEBSITES

Municipal Website: Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	Yes / No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	Yes	
All current budget-related policies	Yes	
The previous annual report (Year 2014)	Yes	
The annual report (Year 2015) published/to be published	Yes	
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (Year 2015) and resulting scorecards	Yes	
All service delivery agreements (Year 2015)	Yes	
All long-term borrowing contracts (Year 2015)	Yes	
All supply chain management contracts above a prescribed value (give value) for Year 0	Yes	
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	Yes	
Contracts agreed in Year 2015 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	Yes	
Public-private partnership agreements referred to in section 120 made in Year 2015	no	
All quarterly reports tabled in the council in terms of section 52 (d) during Year 0	Yes	

COMMENT ON MUNICIPAL CONTENT AND ACCESS

The website is fully functional although most of the documents required by legislation were NOT published.

2.11 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

PUBLIC SATISFACTION LEVELS

The municipality has taken a survey over the public satisfaction with municipality service delivery. The survey was done through the register kept at all the municipality offices.

Chapter 3

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

INTRODUCTION

For the year under review the Municipality continues to make significant strides in extending access to water and sanitation services, facilitated access to housing, implemented a number of projects to support Small Medium and Micro Enterprises(SMME) and rural development, ensured that indigent households had access to Free Basic Water, Electricity, Sanitation and Refuse removal services and promoted development through prompt processing of development applications.

Provide efficient environmental health and emergency services and rehabilitated social amenities. Effective maintenance of assets was carried out that included resurfacing roads, rehabilitation of roads, storm-water canals, catch pits and electricity service infrastructure (network and streetlights)

COMPONENT A: BASIC SERVICES

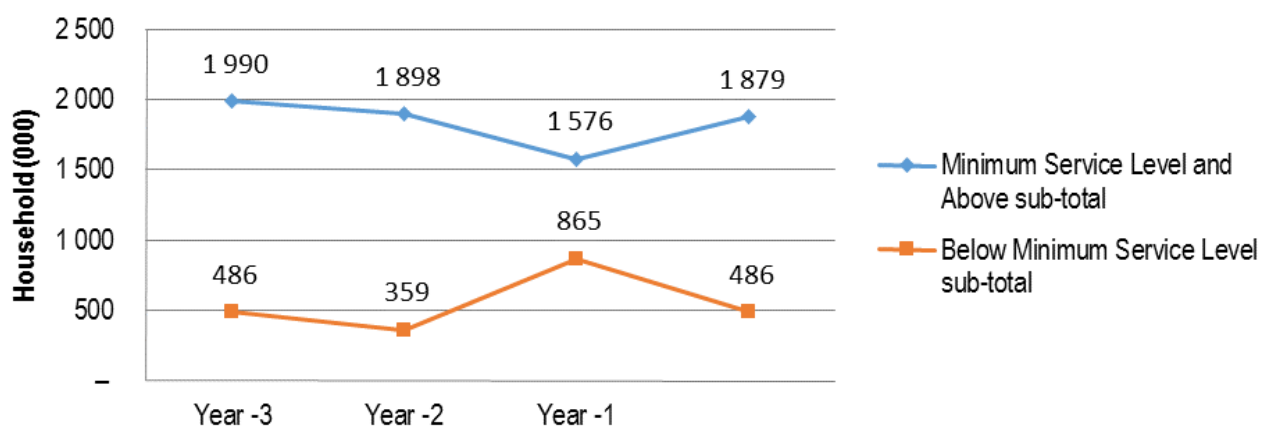
3.1. WATER PROVISION

There is still a challenge of water scarcity due to the drought not only experienced within the municipality but throughout the Country as whole. Phase-II of bulk water supply has started and like Phase-I as part of service delivery the community of Boshof and Dealesville will enjoy clean drinking water once completed. Maintenance of existing boreholes and drilling of new boreholes is still in the process to alleviate the problem.

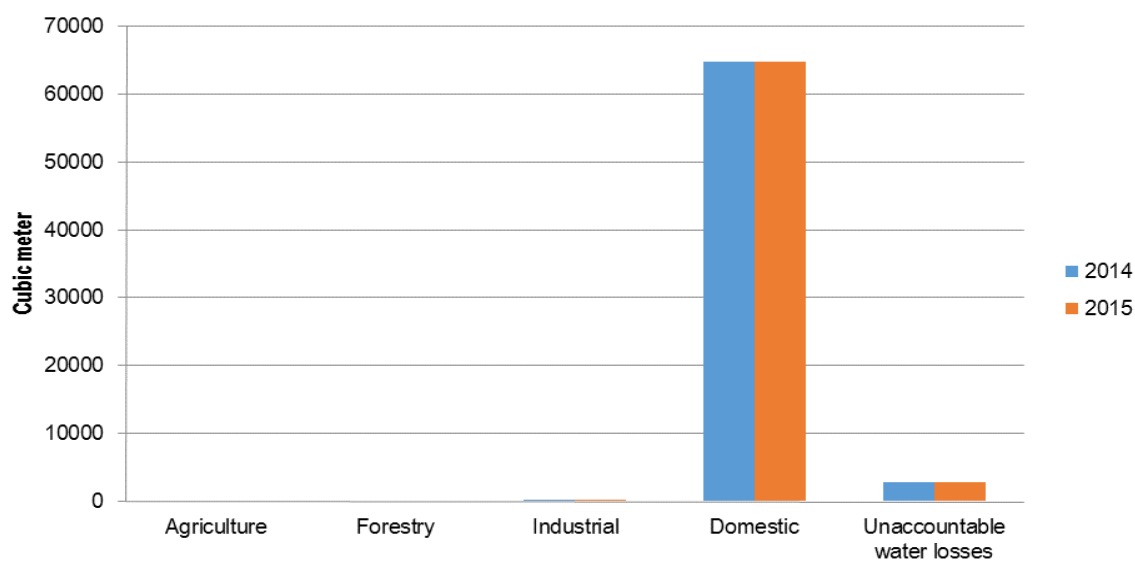
Total Use of Water by Sector (cubic meters)					
	Agriculture	Forestry	Industrial	Domestic	Unaccountable water losses
2014	0	0	204	64788	2700
2015	0	0	449972	528228	676167

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Water: (above min level)



Water use by Sector



Water Service Delivery Levels

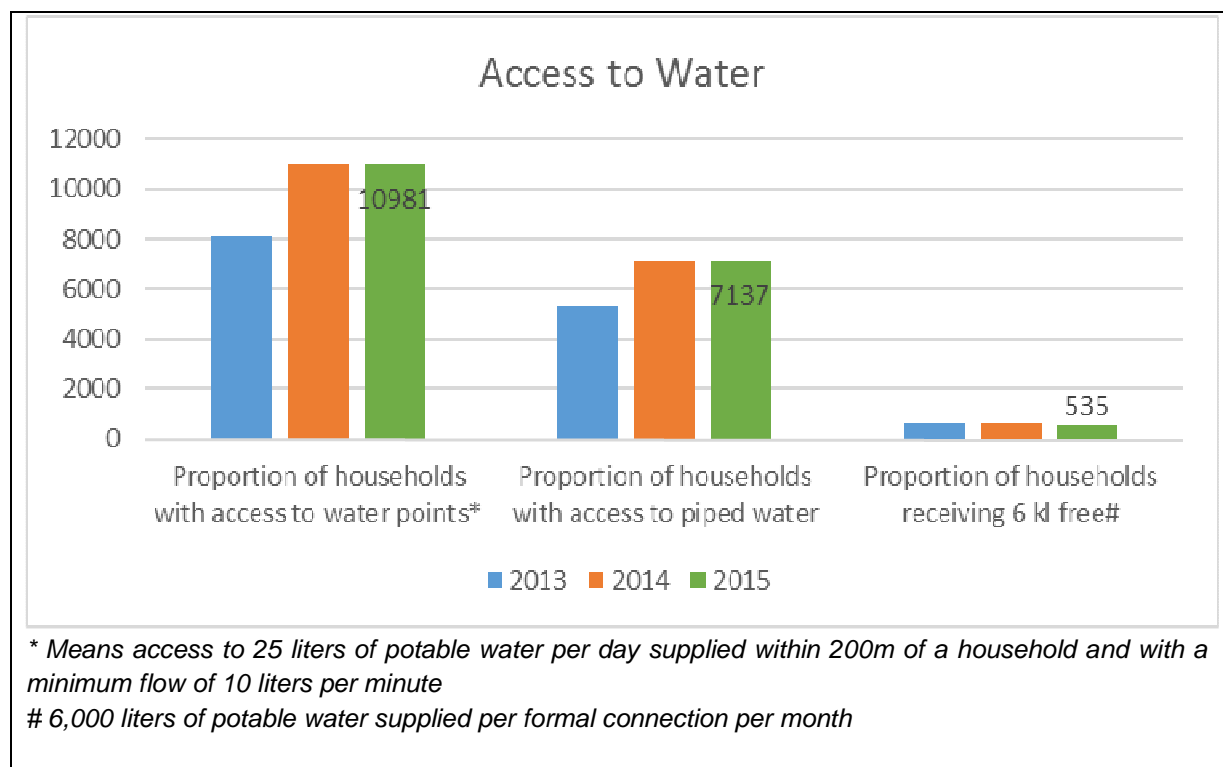
Description	Households			
	2012	2013	2014	2015
	Actual	Actual	Actual	Actual

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	No.	No.	No.	No.
<u>Water: (above min level)</u>				
Piped water inside dwelling	1 974	1 974	3 259	3 259
Piped water inside yard (but not in dwelling)	5 315	5 315	7 137	7 137
Using public tap (within 200m from dwelling)	0	–	–	–
Other water supply (within 200m)	826	826	535	535
<i>Minimum Service Level and Above sub-total</i>	8 115	8 115	10 931	10 931
<i>Minimum Service Level and Above Percentage</i>	93%	93%	95%	95%
<u>Water: (below min level)</u>				
Using public tap (more than 200m from dwelling)				
Other water supply (more than 200m from dwelling)	583	583	535	585
No water supply				
<i>Below Minimum Service Level sub-total</i>	583	583	535	585
<i>Below Minimum Service Level Percentage</i>	7%	7%	5%	5%
Total number of households*	9	9	11	12
* - To include informal settlements				

Households - Water Service Delivery Levels below the minimum						
Description	5-Jul-05	6-Jul-05	7-Jul-05	2015		
	Actual	Actual	Actual	Original Budget	Adjusted Budget	Actual
	No.	No.	No.	No.	No.	No.
Formal Settlements						
Total households	8115	8115	10981	0	0	10981
Households below minimum service level	583	583	535	0	0	535
Proportion of households below minimum service level	7%	7%	5%	0%	0%	5%
Informal Settlements						
Total households	8 115	8 115	10 981	0	0	10 981
Households ts below minimum service level	583	583	535	0	0	535
Proportion of households ts below minimum service level	7%	7%	5%	0%	0%	5%

Chapter 3



Chapter 3

Water Service Policy Objectives Taken From IDP					
Service Objectives <div>Service Indicators (i)</div>	Outline Service Targets (ii)	2014		2015	
		Target	Actual	Target	
		*Previous Year (iii)	 (iv)	*Previous Year (v)	*Current Year (vi)
Service Objective xxx					
Households without minimum water supply	Additional Households provided with minimum water supply during the year (Number of households (HHs) without supply at year end)	additional HHs (HHs outstanding)	additional HHs (HHs outstanding)	additional HHs (HHs outstanding)	additional HHs (HHs outstanding)
Improve reliability of water supply	Reduce the number of interruptions (Ints) in supply of one hour or more compared to the baseline of Year -1 (xxx interruptions of one hour or more during the yr)	T0% (x Ints)	A0% (x Ints)	T1% (x Ints)	T1% (x Ints)
Improve water conservation	Reduce unaccountable water levels compared to the baseline of Year -1 (x kilolitres (KLs) unaccounted for during the yr)	T0%(x KLs)	A0% (x KLs)	T1% (x KLs)	T1% (KLs)
	The municipality has not performed well in term of blue drops				

Chapter 3

Employees: Water Services					
Job Level	2014	2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
Sec 56	4	4	4	0	0%
1-2	89	26	37	0	0%
3-5	39	8	6	0	0%
6-8	50	50	50	0	0%
9-12	27	27	27	0	0%
13 - 15	9	9	9	0	0%
Total	218	124	133	0	0%

Capital Expenditure Year 2015: Water Services					
R' 000					
Capital Projects	2015				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	25901032	21417551	24062938	-8%	
691 Site in Boshof	18893083	21417496	17134141	-10%	21417496
Dealesville Oxidation ponds	7007914	0	6928717	-1%	7007914
Project D	35	55	80	56%	90
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate).					

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3.2 WASTE WATER (SANITATION) PROVISION

INTRODUCTION TO SANITATION PROVISION

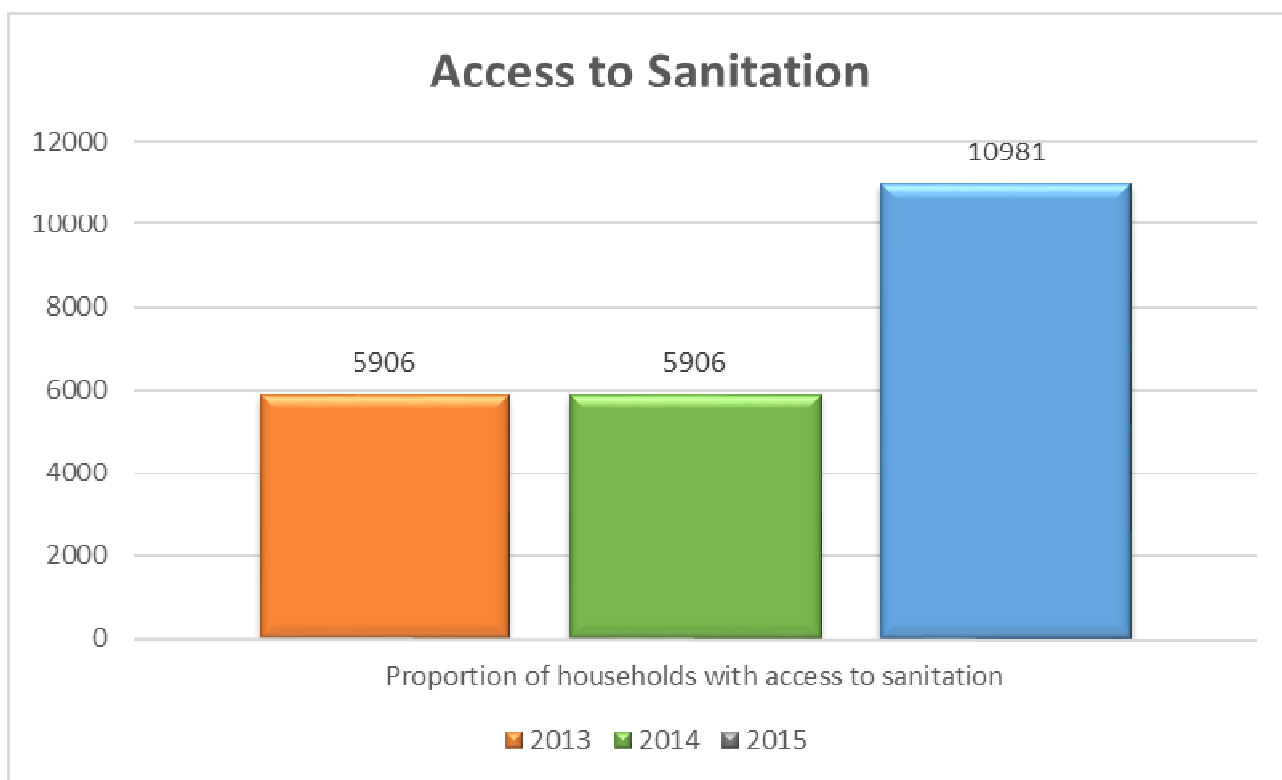
T 3.2.2

Sanitation Service Delivery Levels				
Description	2012	2013	2014	*Households 2015
	Outcome No.	Outcome No.	Outcome No.	Actual No.
<u>Sanitation/sewerage: (above minimum level)</u>				
Flush toilet (connected to sewerage)	3 885	1 609	1 609	2089
Flush toilet (with septic tank)	287	661	661	1170
Chemical toilet	–	–	–	0
Pit toilet (ventilated)	4 824	3 253	3 253	7187
Other toilet provisions (above min.service level)	124	383	383	535
<i>Minimum Service Level and Above sub-total</i>	9 120	5 906	5 906	10 981
<i>Minimum Service Level and Above Percentage</i>	85.0%	67.9%	67.9%	95.4%
<u>Sanitation/sewerage: (below minimum level)</u>				
Bucket toilet	988	1 644	1 644	535
Other toilet provisions (below min.service level)	134	191	191	0
No toilet provisions	487	957	957	0
<i>Below Minimum Service Level sub-total</i>	1 609	2 792	2 792	535
<i>Below Minimum Service Level Percentage</i>	15.0%	32.1%	32.1%	4.6%
Total households	10 729	8 698	8 698	11 516

Households - Sanitation Service Delivery Levels below the minimum

Chapter 3

Description	Households					
	2013	2014	2015	2015		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	5 906	5 906	10 981	0	0	0
Households below minimum service level	0	0	0	0	0	0
Proportion of households below minimum service level	0%	0%	0%	0%	0%	0%
Informal Settlements						
Total households	2 792	2 792	535	0	0	0
Households ts below minimum service level	2 792	2 792	535	0	0	0
Proportion of households ts below minimum service level	100%	100%	100%	0%	0%	0%
T 3.2.4						



Chapter 3

Service Objectives	Outline Service Targets	2014		2015		
		Target	Actual	Target		Actual
		*Previous Year		*Previous Year	*Current Year	
Service Indicators						
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)
Service Objectives						
Eradication of bucket system in all wards	installation of sewer network and treatment plant in all wards.					
		THERE WAS NO IMPLEMENTATION PLAN FOR WASTE WATER IN THE IDP				

Chapter 3

Employees: Sanitation Services					
Job Level	Year 2014	Year 2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
1-2	39	41	39	2	5%
Total	39	41	39	2	5%

Financial Performance Year 2015: Sanitation Services					
R'000					
Details	Year 2015				
	Actual 2014	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	2295	3238	3238	3120	-4%
Expenditure:					
Employees	3020	2984	2984	2401	-24%
Repairs and Maintenance	44	44	47	64	31%
Other	1454	899	899	899	0%
Total Operational Expenditure	4518	3927	3930	3364	-17%
Net Operational Expenditure	2223	689	692	244	-182%

Chapter 3

3.3 ELECTRICITY

Electricity Service Delivery Levels				
Description	2012	2013	2014	Households Year 2015
	Actual No.	Actual No.	Actual No.	Actual No.
<u>Energy: (above minimum level)</u>				
Electricity (at least min.service level)	655	547	565	1 200
Electricity - prepaid (min.service level)	565	587	846	8 910
<i>Minimum Service Level and Above sub-total</i>	1 220	1 134	1 411	10 110
<i>Minimum Service Level and Above Percentage</i>	52.8%	52.8%	66.3%	92.1%
<u>Energy: (below minimum level)</u>				
Electricity (< min.service level)	112	123	124	0
Electricity - prepaid (< min. service level)	955	865	565	0
Other energy sources	24	26	28	871
<i>Below Minimum Service Level sub-total</i>	1 091	1 014	717	871
<i>Below Minimum Service Level Percentage</i>	47.2%	47.2%	33.7%	7.9%
Total number of households	2 310	2 147	2 127	10 981

Households - Electricity Service Delivery Levels below the minimum

Chapter 3

Households						
Description	Year - 2012	Year - 2013	Year - 2014	Year 2015		
	Actual No.	Actual No.	Actual No.	Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	2 310	2 147	2 127	10 981	10 981	10 981
Households below minimum service level	1 091	1 014	717	871	871	871
Proportion of households below minimum service level	47%	47%	34%	8%	8%	8%
Informal Settlements						
Total households	1 091	1 014	717	717	717	717
Households ts below minimum service level	1 091	1 014	717	717	717	717
Proportion of households ts below minimum service level	100%	100%	100%	100%	100%	100%
T 3.3.4						

Chapter 3

Employees: Electricity Services					
Job Level	Year -2014	Year 2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
1-3					0%
4 - 6					0%
7 - 9	1	4	4	0	0%
10 - 12					0%
13 - 15					0%
16 - 18					0%
19 - 20					0%
Total	1	4	4	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.

T 3.3.6

Financial Performance Year 2015: Electricity Services					
R'000					
Details	Year -2014	Year 2015			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	5 382 697	10 480 260	9 896 374	12 110 937	13%
Expenditure:					
Employees	1 165 481	1 405 691	897 636	434 595	-223%
Repairs and Maintenance	349 219	241 811	241 811	256 078	6%
Other	803 228	883 460	883 460	778 953	-13%
Total Operational Expenditure	2 317 928	2 530 962	2 022 907	1 469 626	-72%
Net Operational Expenditure	-3 064 769	-7 949 298	-7 873 467	-10 641 311	25%

Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.

Chapter 3

Capital Expenditure Year 2015: Electricity Services					
R' 000					
Capital Projects	Year 2015				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	2008000	0	802158	-150%	
Dikgalaope 60 households	660000	0	660000	0%	660000
Seretse 87 infills	330600	0	142158	-133%	330600
Seretse 88 new connections	968000	0	0	0%	968000
Dikgalaope 13 infills	49400	0	0	0%	49400
<i>Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.</i>					

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

The municipality provides the cleaning of streets and collection of refuse once a week per household and the community is aware of the collection schedule. The cleaning of street is done in collaboration with CWP. The landfill sites are still in the process of registration and the process is led by the Department of Environmental Affairs.

Chapter 3

Solid Waste Service Delivery Levels				
Description	Year 2012	Year 2013	Year 2014	Households Year 2015
	Actual No.	Actual No.	Actual No.	Actual No.
<u>Solid Waste Removal: (Minimum level)</u>				
Removed at least once a week	10 981	10 981	10 981	10 981
<i>Minimum Service Level and Above sub-total</i>	10 981	10 981	10 981	10 981
<i>Minimum Service Level and Above percentage</i>	100.0%	100.0%	100.0%	100.0%
<u>Solid Waste Removal: (Below minimum level)</u>				
Removed less frequently than once a week	–	–	–	–
Using communal refuse dump	–	–	–	–
Using own refuse dump	–	–	–	–
Other rubbish disposal	–	–	–	–
No rubbish disposal	–	–	–	–
<i>Below Minimum Service Level sub-total</i>	–	–	–	–
<i>Below Minimum Service Level percentage</i>	0.0%	0.0%	0.0%	0.0%
Total number of households	10 981	10 981	10 981	10 981

Chapter 3

Waste Management Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year -1		Year 0			Year 1	Year 3	
Service Indicators		Target	Actual	Target		Actual	Target		
(i)	(ii)	*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective xxx									
Provision of weekly collection service per household (HH)	Proportionate reduction in average weekly collection failures year on year (average number of collection failures each week)	xxx weekly collection failures	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)	% reduction from year -1 (xxx weekly collection failures)
Future capacity of existing and earmarked (approved use and in council possession) waste disposal sites	The amount of spare capacity available in terms of the number of years capacity available at the current rate of landfill usage	T0 years of unused landfill capacity available	A0 years of unused landfill capacity available	T1 years of unused landfill capacity available	T1 years of unused landfill capacity available	A1 years of unused landfill capacity available	T2 years of unused landfill capacity available	T5 years of unused landfill capacity available	T5 years of unused landfill capacity available
Proportion of waste that is recycled	Volumes of waste recycled as a percentage of total volume of waste disposed of at landfill sites.	T0% of year 0 waste recycled	A0% of year 0 waste recycled	T1% of year 0 waste recycled	T1% of year 0 waste recycled	A1% of year 0 waste recycled	T2% of year 0 waste recycled	T5% of year 0 waste recycled	T5% of year 0 waste recycled
Proportion of landfill sites in compliance with the Environmental Conservation Act 1989.	x% of landfill sites by volume that are being managed in compliance with the Environmental Conservation Act 1989.	T0% of sites compliant	A0% of sites compliant	T1% of sites compliant	T1% of sites compliant	A1% of sites compliant	T2% of sites compliant	T5% of sites compliant	T5% of sites compliant
Note: This statement should include no more than the top four priority service objectives. The indicators and targets specified above (columns (i) and (ii)) must be incorporated in the indicator set for each municipality to which they apply. These are 'universal municipal indicators'. * 'Previous Year' refers to the targets that were set in the Year -1 Budget/IDP round; "Current Year" refers to the targets set in the Year 0 Budget/IDP round. "Following Year" refers to the targets set in the Year 1 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 Integrated 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.									

Chapter 3

Employees: Waste Disposal and Other Services					
Job Level	Year -1	Year 0			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	39	35	35	0	0%
4 - 6	11			0	0%
7 - 9				0	0%
10 - 12				0	0%
13 - 15				0	0%
16 - 18				0	0%
19 - 20				0	0%
Total	50	35	35	0	0%

Employees: Waste Disposal and Other Services					
Job Level	Year -2014	Year 2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	39	35	35	0	0%
4 - 6	11			0	0%
7 - 9				0	0%
10 - 12				0	0%
13 - 15				0	0%
16 - 18				0	0%
19 - 20				0	0%
Total	50	35	35	0	0%

Chapter 3

R'000					
Details	Year -2014	Year 2015			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	5 406 671	3 902 107	3 902 107	4 386 143	11%
Expenditure:					
Employees	3 251 846	1 772 217	1 733 896	1 871 705	5%
Repairs and Maintenance	90 974	96 341	158 811	106 485	10%
Other	514 758	743 004	704 960	911 139	18%
Total Operational Expenditure	3 857 578	2 611 562	2 597 667	2 889 329	10%
Net Operational Expenditure	-1 549 093	-1 290 545	-1 304 440	-1 496 814	14%

COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL:

There were no capital projects in the financial year under review.

Chapter 3

3.5 HOUSING

INTRODUCTION TO HOUSING

Housing service is currently the prerogative of the Provincial Government under the Department of Human Settlement. The municipality receives an allocation for low cost housing subsidies from the Provincial Department for qualifying beneficiaries.

Percentage of households with access to basic housing			
Year end	Total households (including in formal and informal settlements)	Households in formal settlements	Percentage of HHs in formal settlements
2013	10981	10396	94.7%
2014	10981	10396	94.7%
2015	10981	10396	94.7%

Chapter 3

[illegible]

Chapter 3

Employees: Housing Services					
Job Level	Year -2014	Year 2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	0	0	0	0	0%
10 - 12	0	0	0	0	0%
13 - 15	0	0	0	0	0%
16 - 18	0	0	0	0	0%
19 - 20	0	0	0	0	0%
Total	0	0	0	0	0%
<i>not applicable</i>					

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

The municipality provides free basic service for qualifying registered candidates. The municipality maintains an indigent registered for members of the community who have qualified. In the current financial year, the number of indigents per the register was at 1540

Chapter 3

3.8 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

INTRODUCTION TO TRANSPORT

The municipality does not provide the services under the above mentioned heading.

Chapter 3

Chapter 3

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

INTRODUCTION TO PLANNING AND DEVELOPMENT

Delete Directive note once comment is completed - Provide brief overview of the opportunities and challenges in the fields of economic development and physical planning field for your municipality.

T 3.10

3.10 PLANNING

INTRODUCTION TO PLANNING

Delete Directive note once comment is completed - Set out in brief the main elements of your planning strategies (and make particular reference to achievements and challenges in year 0); Town Planning; and building regulation and enforcement). Set out your top 3 service delivery priorities and the impact you have had on them during the year. Set out measures taken to improve performance and the major efficiencies achieved by your service during the year. Refer to support given to those communities that are living in poverty.

T 3.10.1

Applications for Land Use Development						
Detail	Formalisation of Townships		Rezoning		Built Environment	
	Year -1	Year 0	Year -1	Year 0	Year -1	Year 0
Planning application received						
Determination made in year of receipt						
Determination made in following year						
Applications withdrawn						
Applications outstanding at year end						
						T 3.10.2

Chapter 3

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVELOPMENT

COMMENT ON LOCAL JOB OPPORTUNITIES:

The municipality due to the area is the biggest employer. There are opportunities in terms of future developments like the solar farm and other agricultural opportunities. In the year under review there are no job opportunities for the community.

Jobs Created during Year 2015 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)				
Year -2013				
Year -2014				
Year -2015				
Initiative A				
Initiative B				
Initiative C				

Job creation through EPWP* projects

Chapter 3

Details	EPWP Projects	Jobs created through EPWP projects
	No.	No.
Year -2013		
Year -2014		
Year -2015		
* - <i>Extended Public Works Programme</i>		

Chapter 3

COMPONENT D: COMMUNITY & SOCIAL SERVICES

This component includes: libraries and archives; museums arts and galleries; community halls; cemeteries and crematoria; child care; aged care; social programmes, theatres.

INTRODUCTION TO COMMUNITY AND SOCIAL SERVICES

3.12 LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES;
OTHER (THEATRES, ZOOS, ETC)

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES
The services other than community facilities are not provided by the municipality

Chapter 3

3.13 CEMETORIES AND CREMATORIALS

INTRODUCTION TO CEMETORIES & CREMATORIALS

The municipality does provide the maintenance and cemeteries however crematorium is not provided.

SERVICE STATISTICS FOR CEMETORIES & CREMATORIALS

Chapter 3

Employees: Cemeteries and Crematoriums					
Job Level	Year -2014	Year 2015			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3					0%
4 - 6					0%
7 - 9					0%
10 - 12	1	1	1		0%
13 - 15					0%
16 - 18					0%
19 - 20					0%
Total	1	1	1	0	0%

Financial Performance Year 2015: Cemeteries and Crematoriums					
R'000					
Details	Year - 2014	Year 2015			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	615000	647857	647857	718282	0%
Expenditure:					0%
Employees	611671	137654	137654	82536	0%
Repairs and Maintenance	0	0	0		0%
Other	1964	0	0		0%
Total Operational Expenditure	613635	137654	137654	82536	0%
Net Operational Expenditure	-1365	-510203	-510203	-635746	0%

Chapter 3

COMPONENT E: ENVIRONMENTAL PROTECTION

This component includes: pollution control; biodiversity and landscape; and costal protection.

INTRODUCTION TO ENVIRONMENTAL PROTECTION

The service is provided in association with the provincial department of environmental affairs.

Chapter 3

COMPONENT F: HEALTH

This component includes: clinics; ambulance services; and health inspections.

INTRODUCTION TO HEALTH

Note: Recent legislation includes the National Health Act 2004.

The municipality does not provide the above mentioned services.

Chapter 3

Chapter 3

3.19 HEALTH INSPECTION; FOOD AND ABBATOIR LICENSING AND INSPECTION;
ETC

INTRODUCTION TO HEALTH INSPECTIONS; FOOD AND ABATTOIR LICENCING AND
INSPECTIONS, ETC

SERVICE STATISTICS FOR HEALTH INSPECTION, Etc

T 3.19.2

Chapter 3

COMPONENT G: SECURITY AND SAFETY

This component includes: police; fire; disaster management, licensing and control of animals, and control of public nuisances, etc.

INTRODUCTION TO SECURITY & SAFETY

The service is fully provided by the department of police roads and transport. The municipality only provides traffic control service.

3.22 OTHER (DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES AND OTHER)

INTRODUCTION TO DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

The service is not provided.

Chapter 3

COMPONENT H: SPORT AND RECREATION

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

INTRODUCTION TO SPORT AND RECREATION

The municipality does maintain and service the above mentioned public facilities

3.23 SPORT AND RECREATION

SERVICE STATISTICS FOR SPORT AND RECREATION

Chapter 3

Employees: Sport and Recreation					
Job Level	Year -1	Year 0			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
1-3	0		0	0	0%
4 - 6	0	18	16	2	11%
7 - 9	16		0	0	0%
10 - 12	0		0	0	0%
13 - 15	0		0	0	0%
16 - 18	0		0	0	0%
19 - 20	0		0	0	0%
Total	16	18	16	2	11%

Financial Performance Year 2015: Sport and Recreation					
R'000					
Details	Year - 2014	Year 2015			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	2068151	2068151	2069336	0%
Expenditure:					
Employees	0	1297024	1297024	891707	-45%
Repairs and Maintenance	0	0	0	0	0%
Other	0	0	0	0	0%
Total Operational Expenditure	0	1297024	1297024	891707	-45%
Net Operational Expenditure	0	-771127	-771127	-1177629	35%

Capital Expenditure Year 2015: Sport and Recreation					
R' 000					
Capital Projects	Year 0				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	0	0	0	0%	
There were no projects in 2015	0	0	0	0%	0
	0	0	0	0%	0
	0	0	0	0%	0
	0			0%	0

Chapter 3

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

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

INTRODUCTION TO CORPORATE POLICY OFFICES, Etc

Delete Directive note once comment is completed – Provide brief introductory comments.

T 3.24

3.24 EXECUTIVE AND COUNCIL

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

INTRODUCTION TO EXECUTIVE AND COUNCIL

The municipality is classified as plenary municipality therefore does not have an Executive Major.

Chapter 3

Chapter 3

3.26 HUMAN RESOURCE SERVICES

INTRODUCTION TO HUMAN RESOURCE SERVICES

Effective and efficient HR management services to all directorates with the MMM

- Render labour relations support and programmes for employees and management of the municipality
- Support the workforce through the rendering of efficient occupational health and employee wellness
- Safety and loss control management
- Manage TLM facilities
- Provide ICT service to TLM
- Provide an integrated Human Capital Development service to TLM

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

T 3.26.2

Chapter 4

CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Employees					
Description	2014	2015			
	Employees	Approved Posts	Employees	Vacancies	Vacancies
	No.	No.	No.	No.	%
Water	8	18	13	5	27.78%
Waste Water (Sanitation)	18	42	32	10	23.81%
Electricity	1	13	6	7	53.85%
Waste Management	57	54	65	-11	-20.37%
Housing	1	4	1	3	75.00%
Waste Water (Stormwater Drainage)	0	0	1	-1	0.00%
Roads	0	2	3	-1	-50.00%
Transport	0	0	0	0	0.00%
Planning	0	0	0	0	0.00%
Local Economic Development	0	2	3	-1	-50.00%
Planning (Strategic & Regulatory)	0	0	0	0	0.00%
Local Economic Development	2	0	0	0	0.00%
Community & Social Services	0	12	2	10	83.33%
Environmental Protection	0	0	0	0	0.00%
Health	0	0	0	0	0.00%
Security and Safety	0	0	0	0	0.00%
Sport and Recreation	0	0	0	0	0.00%
Corporate Policy Offices and Other	0	92	50	42	45.65%
Totals	87	239	176	63	0

Chapter 4

COMMENT ON VACANCIES AND TURNOVER:

There are very few vacancies in the current financial year and its mostly unskilled labour. The municipality did not experience any labour turnover this year.

COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

Note: MSA 2000 S67 requires municipalities to develop and adopt appropriate systems and procedures to ensure fair; efficient; effective; and transparent personnel administration in accordance with the Employment Equity Act 1998.

Work force Management within MMM is compliant with all legislative requirements governing the workplace together with collective agreements concluded by the parties at the SALGBC. There is an extensive consultation process with organized labour on issues of mutual interest at the Local Labour Forum.

This is done through Management of the recruitment process, selection and placement of staff; so that the best suited candidates are employed in alignment with the objective set out in the Employment Equity Strategy.

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Employee benefits including sick leave are administered in terms of applicable labour legislation, Conditions of Service, Collective Agreements and policies by means of an integrated Electronic Human Resource Management System.

Progress made in the development of policies entails the drafting of these policies that are submitted to the EMT,

Section 80 Committee and the LLF for consultation.

Table 4.4: HR POLICIES AND PLANS

HR Policies and Plans

Name of Policy	Completed	Reviewed	Date adopted by council	or comment on failure to adopt
----------------	-----------	----------	-------------------------	--------------------------------

16/03/04 Affirmative Action	See comment under EE			
-----------------------------	----------------------	--	--	--

2010 Code of Conduct for employees	100%	Adopted by SALGBC		
------------------------------------	------	-------------------	--	--

2007 Delegations, Authorisation & Responsibility				
--	--	--	--	--

2010 Disciplinary Code and Procedures	100%	Adopted by SALGBC		
---------------------------------------	------	-------------------	--	--

Employment Equity	70%			
-------------------	-----	--	--	--

Draft in place still to be consulted with labour at				
---	--	--	--	--

LLF and then approved by				
--------------------------	--	--	--	--

Chapter 4

Council.
2010 Grievance Procedures 100% Adopted by SALGBC
2013 Human Resource and Development 70%
Draft in place still to be
consulted with labour at
LLF and then approved by
Council.
Dec 13 Password Control Policy 100%
Dec 13 IT Strategy 100%
03/07/13 Cell Phone Policy 100%
2012 Job Evaluation 50% 100%
Draft as proposed by
SALGA, adoption by
Council once finalized.
2010 Leave 100% Adopted by SALGBC
10/04/13 Occupational Health and Safety 70%
Section 80 Provisionally
approved, referred to LLF.
04/02/97 Official transport to attend Funerals 100% Adopted by Council
15/11/13 Official Working Hours and Overtime 100% Adopted by SALGBC
18/06/07 Organisational Rights 100% Adopted by SALGBC
22/02/13
Policy for managing the performance of section 56
employees 60%
Went through section 80
Committee and been
referred to LLF
15/12/03 Recruitment, Selection and Appointments 100% Adopted by Council
01-Jul-13 Remuneration Scales and Allowances 100%
Adopted by SALGBC
except for Sec 57 and
General Managers
1997 Resettlement 100% Adopted by SALGBC
Work Place Skills Development Pan 100%
Submitted to the LGSETA
on 30 April 2014 as per
legislative requirement.

24/05/

Chapter 4

4.2 POLICIES

HR Policies and Plans				
	Name of Policy	Completed	Reviewed	Date adopted by council or comment on failure to adopt
		%	%	
1	Affirmative Action	90%		
2	Attraction and Retention	90%		
3	Code of Conduct for employees	90%		
4	Delegations, Authorisation & Responsibility	90%		
5	Disciplinary Code and Procedures	90%		
6	Essential Services	90%		
7	Employee Assistance / Wellness	90%		
8	Employment Equity	90%		
9	Exit Management	90%		
10	Grievance Procedures	90%		
11	HIV/Aids	90%		
12	Human Resource and Development	90%		
13	Information Technology	90%		
14	Job Evaluation	90%		
15	Leave	90%		
16	Occupational Health and Safety	90%		
17	Official Housing	90%		
18	Official Journeys	90%		
19	Official transport to attend Funerals	90%		
20	Official Working Hours and Overtime	90%		
21	Organisational Rights	90%		
22	Payroll Deductions	90%		
23	Performance Management and Development	90%		
24	Recruitment, Selection and Appointments	90%		
25	Remuneration Scales and Allowances	90%		
26	Resettlement	90%		
27	Sexual Harassment	90%		
28	Skills Development	90%		
29	Smoking	90%		
30	Special Skills	90%		
31	Work Organisation	90%		
32	Uniforms and Protective Clothing	90%		
33	Other:			

Chapter 4

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

All the policies will be tabled before Council for approval

4.3 INJURIES, SICKNESS AND SUSPENSIONS

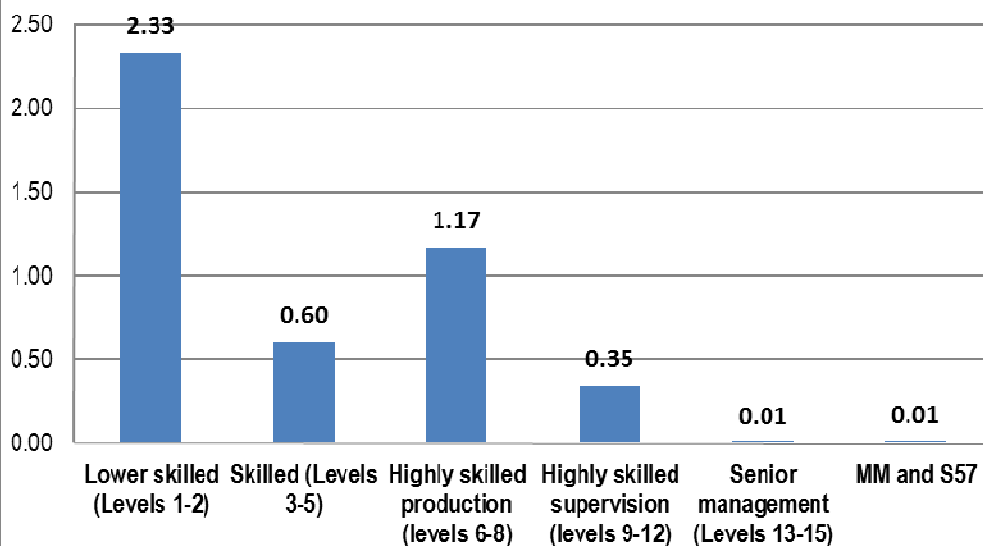
Number and Cost of Injuries on Duty					
Type of injury	Injury Leave Taken	Employees using injury leave	Proportion employees using sick leave	Average Injury Leave per employee	Total Estimated Cost
	Days	No.	%	Days	R'000
Required basic medical attention only	0	5		0	0
Temporary total disablement					
Permanent disablement					
Fatal					
Total	0	5		0	0

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 1-2)	378	0%	32	75	2.33	150215
Skilled (Levels 3-5)	98	0%	13	30	0.60	40147
Highly skilled production (levels 6-8)	190	0%	21	33	1.17	144293
Highly skilled supervision (levels 9-12)	56	0%	8	11	0.35	0
Senior management (Levels 13-15)	1	0%	0	9	0.01	12070
MM and S57	2	0%	1	4	0.01	
Total	725	0%	75	162	4.48	346726

* - Number of employees in post at the beginning of the year
 *Average is calculated by taking sick leave in column 2 divided by total employees in column 5

Chapter 4

Average Number of Days Sick Leave (excluding IOD)



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
Supervisor	to be finalised by management			

Chapter 4

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
T 4.3.6			

COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

There were no cases of financial misconduct in the 2014/15 financial year.

4.4 PERFORMANCE REWARDS

Performance Rewards By Gender					
Designations	Beneficiary profile				
	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards Year 1	Proportion of beneficiaries within group
				R' 000	%
Lower skilled (Levels 1-2)	Female	0	0		
	Male	0	0		
Skilled (Levels 3-5)	Female				
	Male				
Highly skilled production (levels 6-8)	Female				
	Male				

Chapter 4

Highly skilled supervision (levels 9-12)	Female				
	Male				
Senior management (Levels 13-15)	Female				
	Male				
MM and S57	Female				
	Male				
Total					
Has the statutory municipal calculator been used as part of the evaluation process?					Yes/No
<p>Note: MSA 2000 S51(d) requires that ... 'performance plans, on which rewards are based should be aligned with the IDP'... (IDP objectives and targets are set out in Chapter 3) and that Service Delivery and Budget Implementation Plans (developed under MFMA S69 and Circular 13) should be consistent with the higher level IDP targets and must be incorporated appropriately in personal performance agreements as the basis of performance rewards. Those with disability are shown in brackets '(x)' in the 'Number of beneficiaries' column as well as in the numbers at the right hand side of the column (as illustrated above).</p>					

T 4.4.1

COMMENT ON PERFORMANCE REWARDS:

The municipality has not yet introduced the Employee Reward Programme.

Chapter 4

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

One of the key challenges around an integrated process of skills development within the municipality has been a lack of comprehensive, holistic and integrated framework for human capital development that will guide and integrate key process such as training need analysis, career pathing and planning, succession planning, management and leadership development, knowledge exchange and innovation. To this end a draft succession planning policy a not been developed which will consolidate all the key mandatory processes for effective human capital development.

During the year under review the municipality also complied with the Skills Development Act requirement to submit Local Government SETA (LGSETA) the Workplace Skills Plan (WSP) on 30 April 2015, as per legislative requirement.

Chapter 4

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Matrix														
Management level	Gender	Employees in post as at 30 June Year 2015	Number of skilled employees required and actual as at 30 June Year 2015											
			Learnerships			Skills programmes & other short courses			Other forms of training			Total		
		No.	Actual: End of 2013	Actual: End of 2014	Year 2015 Target	Actual: End of 2013	Actual: End of 2014	Year 2015 Target	Actual: End of 2013	Actual: End of 2014	Year 2015 Target	Actual: End of 2013	Actual: End of 2014	Year 2015 Target
MM and s56	Female	1	0		0	1	1	1		0	0	1	1	1
	Male	3	0		0	3	3	3		0	0	3	3	3
Councillors, senior officials and managers	Female	4	0		0	0	0	0		0	0	0	0	
	Male	7	0		0	0	0	0		0	0	0	0	
Technicians and associate professionals*	Female		0		0	0	0	0		0	0	0	0	
	Male	3	0		0	0	0	0		0	0	0	0	
Professionals	Female		0		0	0	0	0		0	0	0	0	
	Male		0		0	0	0	0		0	0	0	0	
Sub total	Female	5					1	1					1	1
	Male	13					3	3					3	3
Total		18	0	0	0	4	8	8	0	0	0	4	4	4

Chapter 4

Financial Competency Development: Progress Report*						
Description	A. Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B. Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total of A and B	Consolidated: Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))	Consolidated: Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))
Financial Officials						
Accounting officer	0	0	0	0	0	0
Chief financial officer	1	0	1	0	0	0
Any other financial officials	17	0	17	0	0	0
Supply Chain Management Officials						
Heads of supply chain management units	2	0	2	0	0	0
Supply chain management senior managers	0	0	0	1	1	1
TOTAL	20	0	20	1	1	1

* This is a statutory report under the National Treasury: Local Government: MFMA Competency Regulations (June 2007)

Chapter 5

CHAPTER 5 – FINANCIAL PERFORMANCE

INTRODUCTION

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

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

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

INTRODUCTION TO FINANCIAL STATEMENTS

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

5.1 STATEMENTS OF FINANCIAL PERFORMANCE

[illegible]

Chapter 5

Capital expenditure	69 884	76 224	30 125	29 155	29 155	29 155	–	50 326	52 783	70 467
Transfers recognised - capital	69 884	76 224	30 125	29 155	29 155	29 155	–	50 326	52 783	70 467
Public contributions & donations	–	–	–	–	–	–	–	–	–	–
Borrowing	–	–	–	–	–	–	–	–	–	–
Internally generated funds	–	–	–	–	–	–	–	–	–	–
Total sources of capital funds	69 884	76 224	30 125	29 155	29 155	29 155	–	50 326	52 783	70 467
Financial position										
Total current assets	10 781	18 122	12 593	24 388	24 388	13 348	–	29 176	30 927	32 782
Total non current assets	447 288	562 600	577 081	523 546	523 546	611 705	–	603 336	639 536	677 908
Total current liabilities	22 511	14 053	19 759	13 834	13 834	20 944	–	22 203	23 536	24 948
Total non current liabilities	3 389	4 572	4 945	3 904	3 904	5 242	–	5 242	5 557	5 890
Community wealth/Equity	432 170	562 097	564 969	530 196	530 196	598 867	–	605 066	641 370	679 853
Cash flows										
Net cash from (used) operating	69 105	72 730	40 386	41 783	25 526	36 742	29	44 894	41 416	54 375
	(68	(72	(39	(29	(29	(28	952	(50	(52	(70
Net cash from (used) investing	453)	224)	807)	155)	155)	608)	(29	326)	783)	467)
Net cash from (used) financing	370	(653)	444	–	–	471	155)	–	–	–
Cash/cash equivalents at the year end	3 369	3 221	4 245	16 874	616	12 851	5	(389)	(11	(27
							043	757)	849)	
Cash backing/surplus reconciliation										
Cash and investments available	3 646	3 499	4 570	2 841	2 841	4 844	–	7 562	8 015	8 496
Application of cash and investments	17 146	9 731	13 572	(5 642)	(2 091)	14 386	–	5 675	6 017	6 378
	(13									
Balance - surplus (shortfall)	500)	(6 232)	(9 002)	8 483	4 932	(9 542)	–	1 886	1 999	2 119

COMMENT ON FINANCIAL PERFORMANCE:	
	T5.1.3

T5.1.3

5.2 GRANTS

Grant Performance						
	R' 000					
Description	2014	2015			2015	
	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
<u>Operating Transfers and Grants</u>						
National Government:	47 086	47 471	47 431	71 973		
Equitable share	43 518	43 895	43 895	59 300	100.00%	100.00%
Municipal Systems Improvement	1 650	1 800	1 800	930	100.00%	
Department of Water Affairs	890	930	890	10 000	100.00%	4.30%
Levy replacement	0	0	0	0		
Other transfers/grants [MIG]	1 028	846	846	1 743	100.00%	100.00%
Provincial Government:	0	0	0	0		
Health subsidy	0			0		
Housing	0			0		
Ambulance subsidy	0			0		
Sports and Recreation	0			0		
Other transfers/grants [MIG]						
District Municipality:	0	0	0	0		
<i>[insert description]</i>						
Other grant providers:	0	0	0	0		
<i>[insert description]</i>						
Total Operating Transfers and Grants	47 086	47 471	47 431	71 973		

Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. Full list of provincial and national grants available from published gazettes.

Chapter 5

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT

Delete Directive note once comment is completed - Provide a brief overview on Asset Management as practiced within your organisation and outline the key elements of your Asset Management Policy. Explain how asset management is organised, the staff involved and the key delegations. Describe key issues under development. Indicate the approach to capacity development for this activity. Refer to the illustrations of asset management approach in relation to the new assets set out below.

T 5.3.1

Repair and Maintenance Expenditure: Year 2015				
				R' 000
	Original Budget	Adjustment Budget	Actual	Budget variance
Repairs and Maintenance Expenditure	624	0	161	74%
T 5.3.4				

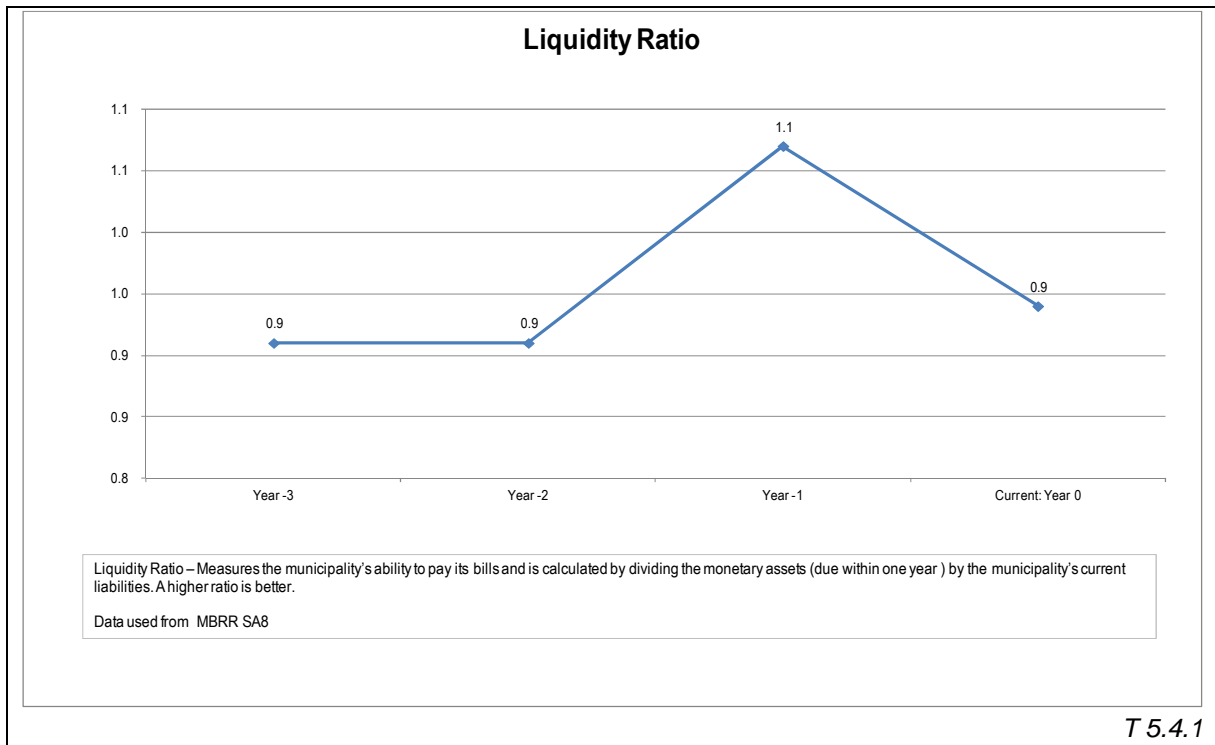
COMMENT ON REPAIR AND MAINTENANCE EXPENDITURE:

Delete Directive note once comment is completed – Comment on adequacy of Repair & Maintenance Expenditure and variances show in T5.3.4 above and on the implications of the proportion of operating budget spend on repairs and maintenance over the past four years set out below. Note that the repairs and maintenance expenditure in T5.3.4 must reconcile with the operational repairs and maintenance expenditure for all services set out in Chapter 3.

T 5.3.4.1

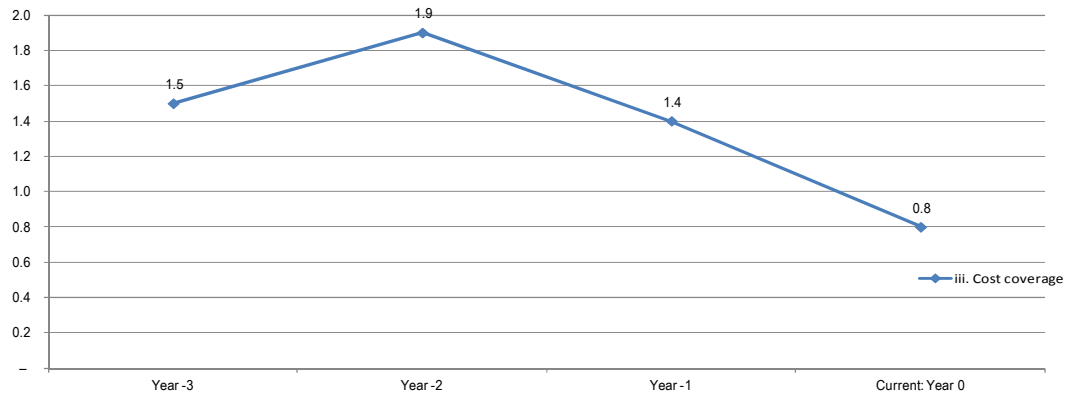
Chapter 5

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS



Chapter 5

Cost Coverage

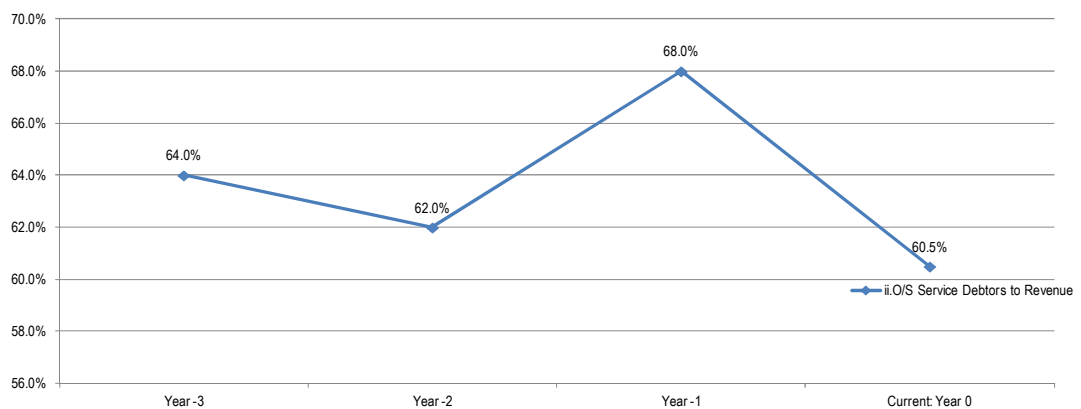


Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

T 5.4.2

Total Outstanding Service Debtors



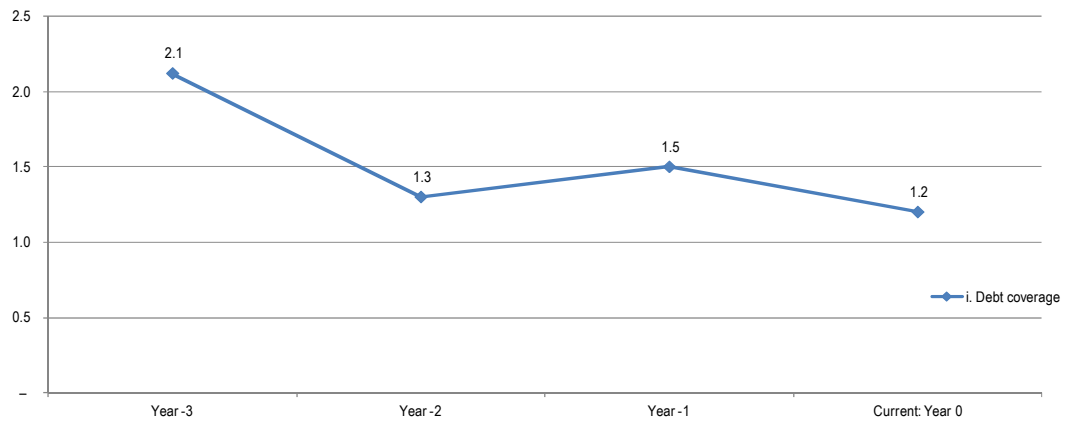
Total Outstanding Service Debtors– Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better.

Data used from MBRR SA8

T 5.4.3

Chapter 5

Debt Coverage

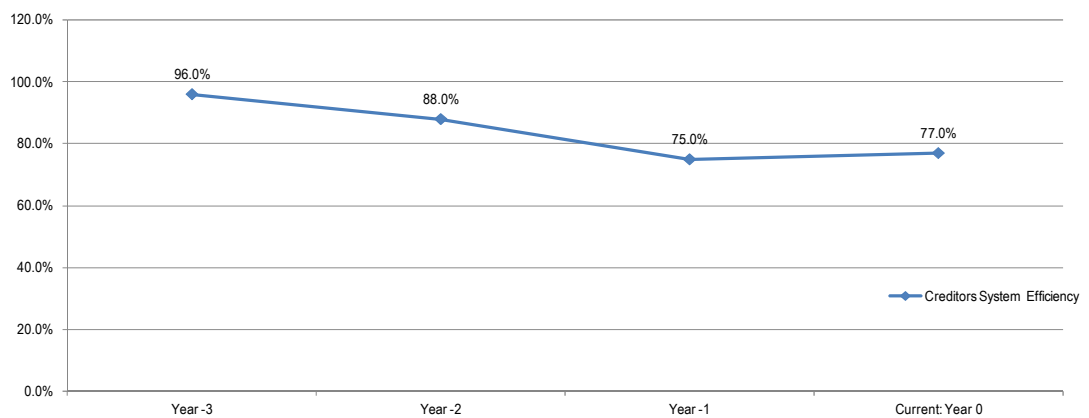


Debt Coverage– The number of times debt payments can be accommodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accommodated by the municipality

Data used from MBRR SA8

T 5.4.4

Creditors System Efficiency



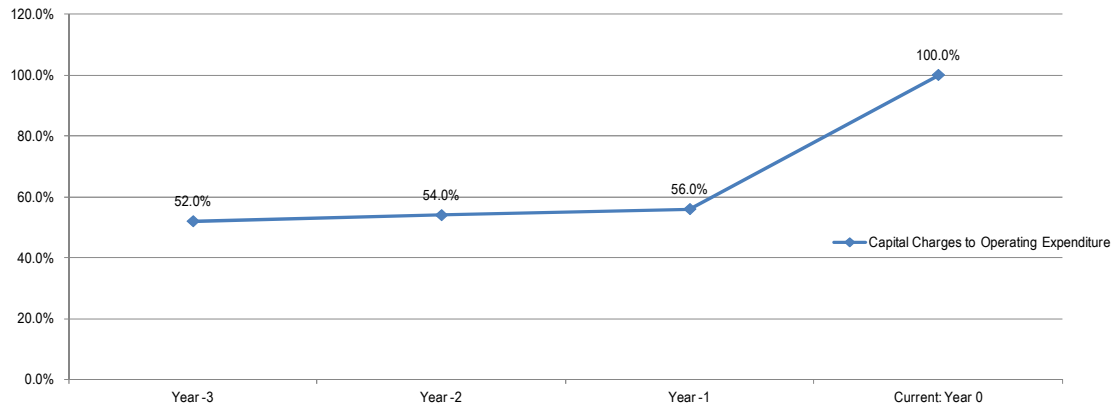
Creditor System Efficiency – The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases

Data used from MBRR SA8

T 5.4.5

Chapter 5

Capital Charges to Operating Expenditure

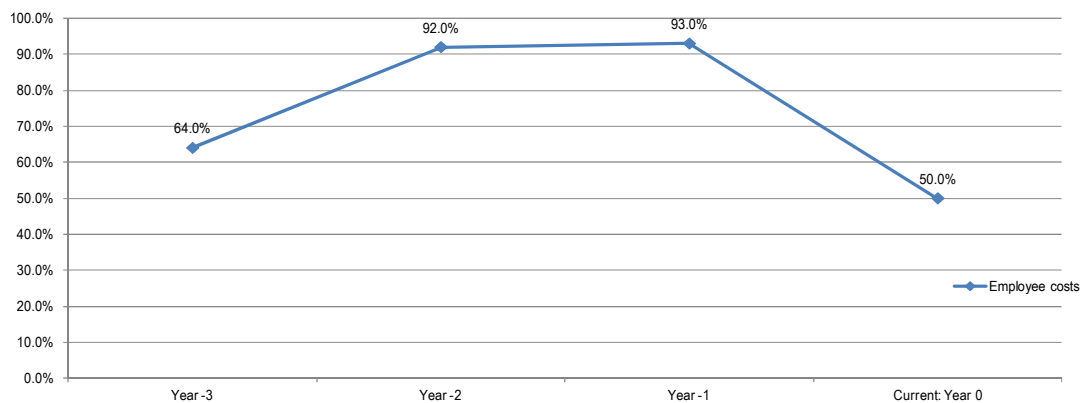


Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.

Data used from MBRR SA8

T 5.4.6

Employee Costs



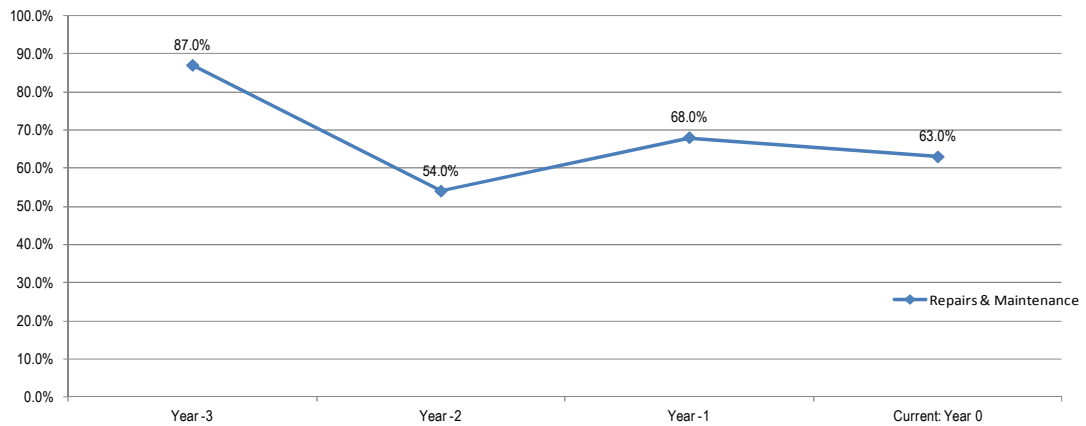
Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue.

Data used from MBRR SA8

T 5.4.7

Chapter 5

Repairs & Maintenance



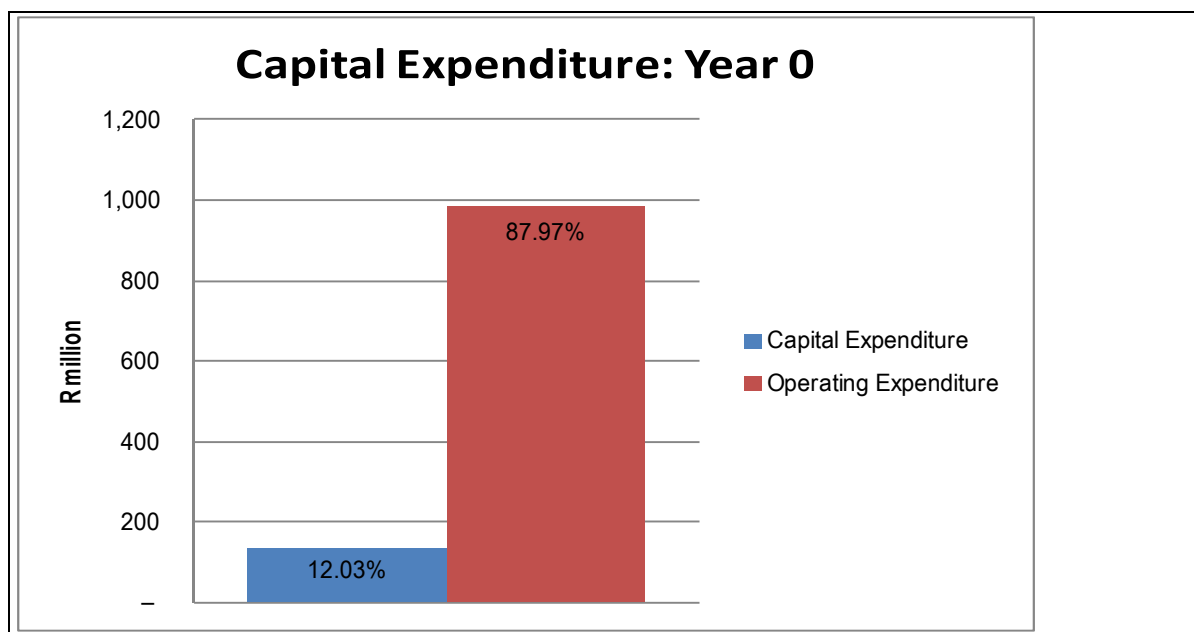
Repairs and Maintenance – This represents the proportion of operating expenditure spent and is calculated by dividing the total repairs and maintenance.
Data used from MBRR SA8

COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

5.5 CAPITAL EXPENDITURE

Chapter 5



Chapter 5

5.6 SOURCES OF FINANCE

COMMENT ON SOURCES OF FUNDING:

5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

COMMENT ON CAPITAL PROJECTS:

Delete Directive note once comment is completed - Provide information in the template above on the 5 largest projects, ranked according to their approved budget provision year 0. Comment on the variance between the original and adjustment budgets and on availability of future Budget provision to operate the projects and lessons learnt in the year about capital project implementation on time to budget.

T 5.7.1.1

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

COMMENT ON BACKLOGS:

Delete Directive note once comment is completed - Comment on how MIG grants have been utilised to redress the backlogs and on the variances in T 5.8.3. If appropriate, comment that **Appendix P** contains details of schools and clinics that have been established that do not have ready access to one or more basic services and **Appendix Q** contains details of those services provided by other spheres of government (whether the municipality is involved on an agency basis or not) that carry significant backlogs.

T 5.8.4

Chapter 5

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

Chapter 5

5.9 CASH FLOW

Description	Ref	2011/12	2012/13	2013/14	Current Year 2014/15			
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome
R thousand								
CASH FLOW FROM OPERATING ACTIVITIES								
Receipts								
Property rates, penalties & collection charges								3 120
Service charges		19 400	17 502	16 356	21 695	17 359	17 337	12 194
Other revenue								653
Government - operating	1	36 373	46 691	44 497	47 471	47 471	47 167	47 471
Government - capital	1	70 777	77 052	31 153	29 155	29 155	29 155	29 155
Interest		799	1 092	1 643	1 007	1 007	1 741	331
Dividends		16						
Payments								
Suppliers and employees		(58 108)	(69 606)	(53 262)	(57 454)	(67 868)	(56 458)	(60 772)
Finance charges		(152)			(91)	(261)	(505)	(505)
Transfers and Grants	1					(1 337)	(1 695)	(1 695)
NET CASH FROM/(USED) OPERATING ACTIVITIES		69 105	72 730	40 386	41 783	25 526	36 742	29 952
CASH FLOWS FROM INVESTING ACTIVITIES								
Receipts								
Proceeds on disposal of PPE		123	1 858	516			547	
Decrease (Increase) in non-current debtors								
Decrease (increase) other non-current receivables								
Decrease (increase) in non-current investments								
Payments								
Capital assets		(68 576)	(74 083)	(40 323)	(29 155)	(29 155)	(29 155)	(29 155)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(68 453)	(72 224)	(39 807)	(29 155)	(29 155)	(28 608)	(29 155)
CASH FLOWS FROM FINANCING ACTIVITIES								
Receipts								
Short term loans								
Borrowing long term/refinancing								
Increase (decrease) in consumer deposits								
Payments								
Repayment of borrowing		370	(653)	444			471	
NET CASH FROM/(USED) FINANCING ACTIVITIES		370	(653)	444	-	-	471	-
NET INCREASE/ (DECREASE) IN CASH HELD		1 022	(147)	1 024	12 628	(3 629)	8 606	797
Cash/cash equivalents at the year begin:	2	2 347	3 369	3 221	4 245	4 245	4 245	4 245
Cash/cash equivalents at the year end:	2	3 369	3 221	4 245	16 874	616	12 851	043

COMMENT ON CASH FLOW OUTCOMES:

Chapter 5

5.10 BORROWING AND INVESTMENTS

INTRODUCTION TO BORROWING AND INVESTMENTS

T 5.10.3

Chapter 5

COMMENT ON BORROWING AND INVESTMENTS:

5.11 PUBLIC PRIVATE PARTNERSHIPS

PUBLIC PRIVATE PARTNERSHIPS

There are no public private partnerships entered into by the municipality in the current year

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

SUPPLY CHAIN MANAGEMENT

5.13 GRAP COMPLIANCE

GRAP COMPLIANCE

GRAP is the acronym for **G**enerally **R**ecognized **A**ccounting **P**ractice and it provides the rules by which municipalities are required to maintain their financial accounts. Successful GRAP compliance will ensure that municipal accounts are comparable and more informative for the municipality. It will also ensure that the municipality is more accountable to its citizens and other stakeholders. Information on GRAP compliance is needed to enable National Treasury to assess the pace of progress and consider the implications.

Chapter 6

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

INTRODUCTION

Note: The Constitution S188 (1) (b) states that the functions of the Auditor-General include the auditing and reporting on the accounts, financial statements and financial management of all municipalities. MSA section 45 states that the results of performance measurement... must be audited annually by the Auditor-General.

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR 2015

6.1 AUDITOR GENERAL REPORTS YEAR -1 (PREVIOUS YEAR)

COMPONENT B: AUDITOR-GENERAL OPINION YEAR 2015 (CURRENT YEAR)

6.2 AUDITOR GENERAL REPORT YEAR 2015

COMMENTS ON AUDITOR-GENERAL'S OPINION YEAR 2015:

Action Plan has been developed

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief Financial Officer states that these data sets have been returned according to the reporting requirements.

Signed (Chief Financial Officer) Dated

Report of the auditor-general to the Free State Legislature and the council on the Tokologo Local Municipality

Report on the financial statements

Introduction

1. I have audited the financial statements of the Tokologo Local Municipality set out on pages x to x, which comprise the statement of financial position as at 30 June 2015, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts 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, 2014 (Act No. 10 of 2014) (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 municipality'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 municipality'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 unqualified audit opinion.

GLOSSARY

GLOSSARY

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

GLOSSARY

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

GLOSSARY

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

APPENDICES

APPENDICES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non- attendance
	FT/PT			%	%
Note: * Councillors appointed on a proportional basis do not have wards allocated to them					T A

Concerning T A

Delete Directive note before publication: Provide comments on the above table.

T A.1

APPENDICES

APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

[illegible]

APPENDICES

APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

[illegible]

APPENDICES

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		
Building regulations		
Child care facilities		
Electricity and gas reticulation		
Firefighting services		
Local tourism		
Municipal airports		
Municipal planning		
Municipal health services		
Municipal public transport		
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law		
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto		
Stormwater management systems in built-up areas		
Trading regulations		
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems		
Beaches and amusement facilities		
Billboards and the display of advertisements in public places		
Cemeteries, funeral parlours and crematoria		
Cleansing		
Control of public nuisances		
Control of undertakings that sell liquor to the public		
Facilities for the accommodation, care and burial of animals		
Fencing and fences		
Licensing of dogs		
Licensing and control of undertakings that sell food to the public		
Local amenities		
Local sport facilities		
Markets		
Municipal abattoirs		
Municipal parks and recreation		
Municipal roads		
Noise pollution		
Pounds		
Public places		
Refuse removal, refuse dumps and solid waste disposal		
Street trading		
Street lighting		
Traffic and parking		
* If municipality: indicate (yes or No); * If entity: Provide name of entity		<i>T D</i>

APPENDICES

APPENDIX E – WARD REPORTING

[illegible]

APPENDICES

APPENDIX F – WARD INFORMATION

Ward Title: Ward Name (Number)				
Capital Projects: Seven Largest in Year 0 (Full List at Appendix O)				
No.	Project Name and detail	Start Date	End Date	Total Value R' 000
				T F.1

Basic Service Provision					
Detail	Water	Sanitation	Electricity	Refuse	Housing
Households with minimum service delivery					<div></div>
Households without minimum service delivery					
Total Households*					
Houses completed in year	<div></div>				
Shortfall in Housing units					
*Including informal settlements					T.F.2

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During Year 0
		T F.3

ELECTED WARD MEMBERS (STATING NUMBER OF MEETING ATTENDED – MAXIMUM 12 MEETINGS)
Names: xxx (8); xxx (7)...
T F.3

APPENDICES

APPENDIX G – RECOMMENDATIONS OF THE MUNICIPAL AUDIT COMMITTEE YEAR 0

[illegible]

APPENDICES

APPENDIX I – MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

Municipal Entity/Service Provider Performance Schedule							
Name of Entity & Purpose	(a) Service Indicators	Year 0		Year 1			
(i)	(b) Service Targets (ii)	Target	Actual	Target		Actual	
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Cu

Note: This statement should include no more than the top four priority indicators. * ‘Previous Year’ refers to the targets that were set in the Year -1 Budget/IDP round; *‘Current Year’ refers to the targets set in the Year 0 Budget/IDP round. *‘Current Year’ refers to the targets set in the Year 1 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ii) set out the Service Indicator (*In bold italics*) then the Service Target underneath (*not in bold - standard type face*) to determine if the target is achievable.

APPENDICES

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 0 (Current Year)		
Position	Name	Description of Financial interests* (Nil / Or details)
(Executive) Mayor		
Member of MayCo / Exco		
Councillor		
Municipal Manager		
Chief Financial Officer		
Deputy MM and (Executive) Directors		
Other S57 Officials		

* Financial interests to be disclosed even if they incurred for only part of the year. See MBRR SA34A

APPENDICES

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						
						R' 000
Vote Description	Year -1	Current: Year 0			Year 0 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Example 1 - Vote 1						
Example 2 - Vote 2						
Example 3 - Vote 3						
Example 4 - Vote 4						
Example 5 - Vote 5						
Example 6 - Vote 6						
Example 7 - Vote 7						
Example 8 - Vote 8						
Example 9 - Vote 9						
Example 10 - Vote 10						
Example 11 - Vote 11						
Example 12 - Vote 12						
Example 13 - Vote 13						
Example 14 - Vote 14						
Example 15 - Vote 15						
Total Revenue by Vote	-	-	-	-	-	-
<i>Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3</i>						T K.1

APPENDICES

APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						
R '000						
Description	Year -1	Year 0			Year 0 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	26,485	23,572	28,075	23,042	-2%	-22%
Property rates - penalties & collection charges	8,541	8,285	9,054	8,456	2%	-7%
Service Charges - electricity revenue	12,355	10,254	12,478	13,219	22%	6%
Service Charges - water revenue	14,232	13,235	13,662	12,097	-9%	-13%
Service Charges - sanitation revenue	6,542	5,496	5,954	6,346	13%	6%
Service Charges - refuse revenue	1,865	1,622	1,865	1,510	-7%	-23%
Service Charges - other	5,643	5,530	5,925	5,304	-4%	-12%
Rentals of facilities and equipment	5,643	5,530	5,925	5,304	-4%	-12%
Interest earned - external investments	5,322	4,470	5,747	4,630	3%	-24%
Interest earned - outstanding debtors	8,455	8,455	8,624	9,554	12%	10%
Dividends received	1,254	1,003	1,191	1,354	26%	12%
Fines	2,516	2,063	2,264	2,340	12%	3%
Licences and permits	6,846	6,230	7,256	6,640	6%	-9%
Agency services	12,546	10,413	11,793	11,542	10%	-2%
Transfers recognised - operational	2,355	2,190	2,425	2,402	9%	-1%
Other revenue	48,542	40,776	48,542	46,115	12%	-5%
Gains on disposal of PPE	4,565	3,698	4,337	4,291	14%	-1%
Environmental Protection	5,649	4,971	6,157	4,971	0%	-24%
Total Revenue (excluding capital transfers and contributions)	179,353	157,791	181,274	169,118	6.70%	-7.19%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.						T K.2

APPENDICES

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: excluding MIG						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Neighbourhood Development Partnership Grant						
Public Transport Infrastructure and Systems Grant						
<i>Other Specify:</i>						
Total						
<i>* This includes Neighbourhood Development Partnership Grant, Public Transport Infrastructure and Systems Grant and any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in the main report, see T 5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. Obtain a list of grants from national and provincial government.</i>						T L

COMMENT ON CONDITIONAL GRANTS EXCLUDING MIG:

Delete Directive note once comment is completed – Use this box to provide additional information on grant benefits or conditions and reasons for acceptance.

T L.1

APPENDICES

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

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

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	-	-		-	-	-	-
Infrastructure: Road transport - Total	-	-		-	-	-	-
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total	-	-		-	-	-	-
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total	-	-		-	-	-	-
Dams & Reservoirs							
Water purification							
Reticulation							
Infrastructure: Sanitation - Total	-	-		-	-	-	-
Reticulation							
Sewerage purification							
Infrastructure: Other - Total	-	-		-	-	-	-
Waste Management							
Transportation							
Gas							
Other							
Community - Total	-	-		-	-	-	-
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							

Table continued next page

APPENDICES

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	-	-		-	-	-	-
Buildings							
Other							
Investment properties - Total	-	-		-	-	-	-
Housing development							
Other							
Other assets	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	-	-		-	-	-	-
List sub-class							
Biological assets	-	-		-	-	-	-
List sub-class							
Intangibles	-	-		-	-	-	-
Computers - software & programming							
Other (list sub-class)							
Total Capital Expenditure on new assets	-	-		-	-	-	-
Specialised vehicles	-	-		-	-	-	-
Refuse							
Fire							
Conservancy							
Ambulances							

* Note: Information for this table may be sourced from MBRR (2009: Table SA34a)

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APPENDICES

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

Capital Expenditure - Upgrade/Renewal Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	-	-		-	-	-	-
Infrastructure: Road transport-Total	-	-		-	-	-	-
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total	-	-		-	-	-	-
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total	-	-		-	-	-	-
Dams & Reservoirs							
Water purification							
Reticulation							
Infrastructure: Sanitation - Total	-	-		-	-	-	-
Reticulation							
Sewerage purification							
Infrastructure: Other - Total	-	-		-	-	-	-
Waste Management							
Transportation							
Gas							
Other							
Community	-	-		-	-	-	-
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							
Heritage assets	-	-		-	-	-	-
Buildings							
Other							
Table continued next page							

APPENDICES

Table continued from previous page							
Capital Expenditure - Upgrade/Renewal Programme*							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Investment properties	-	-		-	-	-	-
Housing development							
Other							
Other assets	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	-	-		-	-	-	-
List sub-class							
Biological assets	-	-		-	-	-	-
List sub-class							
Intangibles	-	-		-	-	-	-
Computers - software & programming							
Other (list sub-class)							
Total Capital Expenditure on renewal of existing assets	-	-		-	-	-	-
Specialised vehicles	-	-		-	-	-	-
Refuse							
Fire							
Conservancy							
Ambulances							
* Note: Information for this table may be sourced from MBRR (2009: Table SA34b)							T M.2

APPENDICES

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 0

Capital Programme by Project: Year 0					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Water					
"Project A"	82	85	92	8%	11%
"Project B"	82	85	92	8%	11%
"Project C"	85	90	95	5%	11%
Sanitation/Sewerage					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Electricity					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Housing					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Refuse removal					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Stormwater					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Economic development					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Sports, Arts & Culture					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Environment					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Health					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Safety and Security					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
ICT and Other					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
T N					

APPENDICES

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 0

Capital Programme by Project by Ward: Year 0		
		R' 000
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water		
"Project A"		
"Project B"		
Sanitation/Sewerage		
Electricity		
Housing		
Refuse removal		
Stormwater		
Economic development		
Sports, Arts & Culture		
Environment		
Health		
Safety and Security		
ICT and Other		
		T O

APPENDICES

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools and Clinics				
Establishments lacking basic services	Water	Sanitation	Electricity	Solid Waste Collection
Schools (NAMES, LOCATIONS)				
Clinics (NAMES, LOCATIONS)				
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

APPENDICES

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:		
Housing:		
Licencing and Testing Centre:		
Reservoirs		
Schools (Primary and High):		
Sports Fields:		
		T Q

APPENDICES

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

Declaration of Loans and Grants made by the municipality: Year 0				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 0 R' 000	Total Amount committed over previous and future years
* Loans/Grants - whether in cash or in kind				T R

APPENDICES

APPENDIX S – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

National and Provincial Outcomes for Local Government		
Outcome/Output	Progress to date	Number or Percentage Achieved
Output Improving access to basic services		
Output Implementation of the Community Work Programme		
Output Deepen democracy through a refined Ward Committee model		
Output Administrative and financial capability		
* Note: Some of the outputs detailed on this table may have been reported elsewhere in the Annual Report. Kindly ensure that this information consistent.		
		T S

VOLUME II

VOLUME II: ANNUAL FINANCIAL STATEMENTS

Provide the Annual Financial Statements (AFS) to the respective financial year as submitted to the Auditor-General. The completed AFS will be Volume II of the Annual Report.