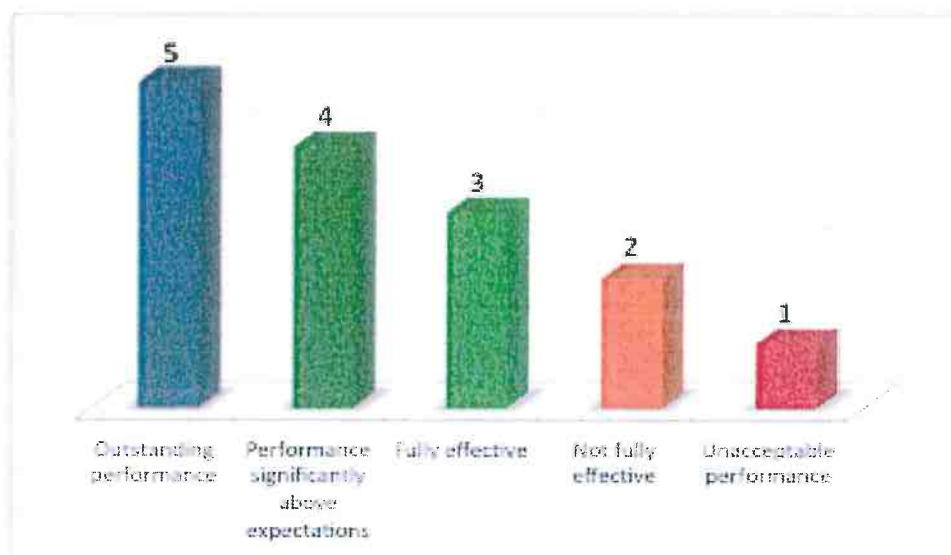


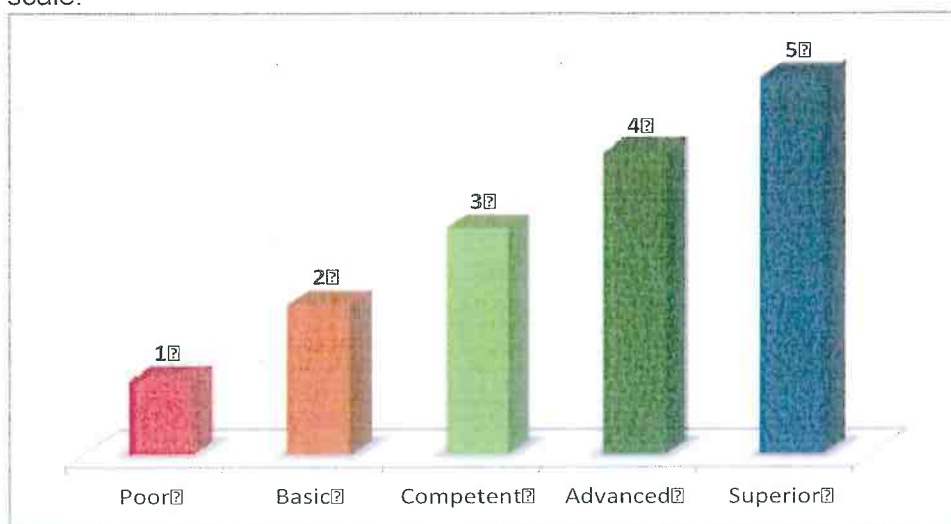
6.8.2 Such overall rating represents the outcome of the performance appraisal.

6.9 The assessment of the performance of the Employee will be based on the following rating scale for KPIs:



Terminology	Description
<b>Outstanding performance</b>	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
<b>Performance significantly above expectations</b>	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.
<b>Fully effective</b>	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.
<b>Not fully effective</b>	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.
<b>Unacceptable performance</b>	Performance does not meet the standard expected for the job. The review/assessment indicates that they employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.

- 6.10 The assessment of the competencies will be based on the following rating scale:



Achievement Level	Description
Poor	Do not apply the basic concepts and methods to proof a basic understanding of local government operations and requires extensive supervision and development interventions.
Basic	Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.
Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analysis.
Advanced	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in-depth analysis.
Superior	Has a comprehensive understanding of local government operations, critical in strategic shaping strategic direction and change, develops and applies comprehensive concepts and methods.

- 6.11 For purposes of evaluating the annual performance of the Employee, an evaluation panel constituted of the following persons will be established –

- 6.11.1 Municipal Manager;
- 6.11.2 Municipal Manager from another municipality;
- 6.11.3 Chairperson of the Performance Audit Committee or in his/her absence thereof, the Chairperson of the Audit Committee; and
- 6.11.4 The Member of the Mayoral Committee (Portfolio Chairperson).

- 6.12 The Municipal Manager will evaluate the performance of the Employee as at the end of the 1<sup>st</sup> and 3<sup>rd</sup> quarters and document a summary of the discussions; and
- 6.13 The Municipal Manager will give performance feedback to the Employee within five (5) working days after each quarterly and annual assessment meetings.

## 7. SCHEDULE FOR PERFORMANCE REVIEWS

- 7.1 The performance of the Employee in relation to his performance agreement shall be reviewed for the following quarters with the understanding that the reviews in the first and the third quarter may be verbal if performance is satisfactory:

Quarter	Months	Evaluation
2	October - December	
4	April - June	

- 7.2 The Employer shall keep a record of the year-end assessment meetings;
- 7.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance;
- 7.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure A from time to time for operational reasons. The Employee will be fully consulted before any such change is made; and
- 7.5 The Employer may amend the provisions of Annexure A whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case, the Employee will be fully consulted before any such change is made.

## 8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure C. Such Plan may be implemented and/or amended as the case may be after the each assessment. In that case, the Employee will be fully consulted before any such change or plan is made.

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## **9. OBLIGATIONS OF THE EMPLOYER**

### **9.1 The Employer shall-**

- 9.1.1 Create an enabling environment to facilitate effective performance by the employee;
- 9.1.2 Provide access to skills development and capacity building opportunities;
- 9.1.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 9.1.4 On the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and
- 9.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time assisting him to meet the performance objectives and targets established in terms of this Agreement.

## **10. CONSULTATION**

### **10.1 The Employer agrees to consult the Employee timeously where the exercising of its powers will have amongst others-**

- 10.1.1 A direct effect on the performance of any of the Employee's functions;
- 10.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
- 10.1.3 A substantial financial effect on the Employer.

### **10.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in clause 12.1 as soon as is practicable to enable the Employee to take any necessary action with delay.**

## **11. REWARD**

### **11.1 The evaluation of the Employee's performance will form the basis for acknowledging outstanding performance or correcting unacceptable performance;**



11.2 The payment of the performance bonus is determined by the performance score obtained during the 4<sup>th</sup> quarter;

11.3 The performance bonus will be awarded pro-rata according to the period of this agreement based on the following scheme:

Performance Rating		Bonus Calculation
0% - 64%	Poor Performance	0% of total package
65% - 69%	Average Performance	2% of total package
70% - 74%	Fair Performance	3% of total package
75% - 79%	Good Performance	4% of total package
80% - 100%	Excellent Performance	5% of total package

11.4 In the event of the Employee terminating his services during the validity period of this Agreement, but only after three months after the start of this agreement's inception date, the Employee's performance will be evaluated for the period during which he/she was employed and he/she will be entitled to a pro-rata performance bonus based on his/her evaluated performance for the period of actual service; and

11.5 The Employer will submit the total score of the annual assessment and of the Employee, to full Council for purposes of recommending the bonus allocation.

## **12. MANAGEMENT OF EVALUATION OUTCOMES**

12.1 Where the Employer is, any time during the Employee's employment, not satisfied with the Employee's performance with respect to any matter dealt with in this Agreement, the Employer will give notice to the Employee to attend a meeting;

12.2 The Employee will have the opportunity at the meeting to satisfy the Employer of the measures being taken to ensure that his performance becomes satisfactory and any programme, including any dates, for implementing these measures;

12.3 Where there is a dispute or difference as to the performance of the Employee under this Agreement, the Parties will confer with a view to resolving the dispute or difference; and

12.4 In the case of unacceptable performance, the Employer shall –

12.4.1 Provide systematic remedial or developmental support to assist the Employee to improve his performance; and

- 
- 12.4.2 After appropriate performance counselling and having provided the necessary guidance and/or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

### **13. DISPUTE RESOLUTION**

- 13.1 Disputes will be dealt with in terms of Section 33 of the Local Government: Municipal Performance Regulations for Municipal Managers and managers directly accountable to Municipal Managers (Regulation 805 of August 2006).
- 13.2 Any disputes about the nature of the employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/or salary increment in the agreement, must be mediated by the executive mayor or mayor within thirty (30) days of receipt of a formal dispute from the employee whose decision shall be final and binding on both parties.
- 13.3 Any disputes about the outcome of the employee's performance evaluation, must be mediated by a member of the municipal council, provided that such member was not part of the evaluation panel, within thirty (30) days of receipt of a formal dispute from the employee whose decision shall be final and binding on both parties.

### **14. GENERAL**

- 14.1 The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer; and
- 14.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.

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Thus done and signed at \_\_\_\_\_ on the \_\_\_\_\_ day of June of 2018.

**AS WITNESSES:**

1. \_\_\_\_\_

\_\_\_\_\_  
**MUNICIPAL MANAGER**

2. \_\_\_\_\_

Thus done and signed at \_\_\_\_\_ on the \_\_\_\_\_ day of June of 2018

**AS WITNESSES:**

1. \_\_\_\_\_

\_\_\_\_\_  
**DIRECTOR**

2. \_\_\_\_\_

## Performance Plan

Director: Engineering Services

**The Performance Plan sets out:**

- a) Key Performance Areas that the employee should focus on, performance objectives, key performance indicators and targets that must be met within a specific timeframe; and
- b) The Competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014.

**Performance should be evaluated:**

- a) Quarterly of which the annual evaluation must be done by the panel as constituted in paragraph 6.11 of the agreement;
- b) Performance should be assessed on a scale of 1 – 5 as outlined in paragraphs 6.9 – 6.10 of the agreement;
- c) In the instance where an indicator do not have a target or is not applicable due to valid reason or where the performance could not be delivered for a valid reason outside of the control of employee, the indicator will not be evaluated, the weighting will be cancelled and the score total will be re-calculated to calculate the final score;
- d) The employee must submit his/her assessment of his/her own performance to the employer three days prior to the assessment date.

### KEY PERFORMANCE INDICATORS

The key performance areas, the performance objectives, key performance indicators and targets that must be met within the agreed timeframe are described below. The assessment of these performance indicators will account for **eighty percent** of the total employee assessment score.

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Solid Waste	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Electrical Engineering	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Civil Engineering Services	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Project Management	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Town Planning	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
T20	Basic Service Delivery	Limit unaccounted electricity to less than 7.5% as at 30 June 2019 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated} X 100 (rolling twelve month average)	% unaccounted electricity	7.5%	Eskom accounts (purchases) and stats received from Finance Department (sales)	7.50%	7.50%	7.50%	7.50%	5
T21	Basic Service	Recycle 1200 tons of domestic waste by	Number of tons of	960	Weighbridge	300	300	300	300	2



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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
	Delivery	30 June 2019	domestic waste recycled		documentation					
T22	Basic Service Delivery	Spend 100% of the total amount budgeted for the replacement and repair on the electricity network by June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T23	Basic Service Delivery	95% of water samples comply with SANS241 micro biological indicators {(Number of water samples that comply with SANS241 indicators/Number of water samples tested)x100}	% of water samples compliant	95%	Monthly Lab results from AL Abbot	95%	95%	95%	95%	4
T24	Basic Service Delivery	Spend 100% of the total amount budgeted for the replacement and repair of street lights by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T25	Basic Service Delivery	Limit unaccounted water to less than 15% as at 30 June 2019 {(Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified _ 100}	% unaccounted water	12%	Monthly management report (water purified) and stats received from Finance Department (sales)	15%	15%	15%	15%	5
T26	Basic Service Delivery	Spend 100% of the total amount budgeted for the purchase of water testing equipment by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T27	Basic Service Delivery	Spend 100% of the total amount budgeted for new connections by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T28	Basic Service Delivery	Spend 100% of the total amount budgeted for the electrification of Kenana by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T29	Basic Service Delivery	Spend 100% of the total amount budgeted for the electrification of McGregor by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T30	Good Governance and Public Participation	Complete the review of the SDF and submit to Council for approval by 31 March 2019	Review completed and submitted to Council for approval	Approved SDF	Agenda of the Council meeting	0	0	1	0	2
T31	Basic Service Delivery	80% of effluent samples comply with permit values {(Number of effluent samples that comply with permit values/Number of effluent samples tested)x100}	% of effluent samples compliant	75%	Lab results from AL Abbot	80%	80%	80%	80%	5
T32	Basic Service Delivery	Spend 100% of the total amount budgeted to replace safety and test equipment by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T33	Basic Service Delivery	Spend 100% the total amount budgeted for the replacement of pre-paid meters by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T34	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade/rehabilitation of roads in the Robertson area by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	2

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T35	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade/rehabilitation of roads in the Central Business District by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	2
T36	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 11Kv switchgear of Ashton Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T37	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line in Stockwill by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T38	Basic Service Delivery	Spend 100% of the total amount budgeted for the installation of the 11Kv switchgear in Brinks Substation by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T39	Basic Service Delivery	Purchase and Replace 11Kv Oil Insulated Switchgears by 30 June 2019	Number of Oil Insulated Switchgears purchased	New capital project for 2018/19	Invoice from service provider	0	0	0	7	1
T40	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line to Poortjieskloof by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T41	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade the McGregor/Boesmansrivier 11Kv Line by	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1



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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
		30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}			Department					
T42	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 66Kv Switchgear (Goudmyn and Le Chasseur Substations) by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T43	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade Bonnievale Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T44	Basic Service Delivery	Spend 100% of the total amount budgeted to re-route the McGregor 11Kv Line at McGregor Sport fields by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T45	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade the 11Kv Cable Feeder from White Street Substation to Van Zyl Street Hospital Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T46	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the Goedemoed 11Kv Line by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T47	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 66Kv	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received	10%	20%	50%	100%	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
		Transformers at Robertson Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}			from the Finance Department					
T48	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line at Buitekantstraat in McGregor by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T49	Basic Service Delivery	Spend 100% of the total amount budgeted for the INEP GRANT electrification projects by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T50	Basic Service Delivery	Spend 100% of the total amount budgeted for Installation of Bulk Services by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T51	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the public drop off (McGregor) by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T52	Basic Service Delivery	Purchase a Double Axle High Lifter Compactor- Refuse Removal Truck by 30 June 2019	Number of Refuse Removal Trucks purchased	New capital project for 2018/19	Delivery note	0	0	0	1	1
T53	Basic Service Delivery	Install two monitoring boreholes at the Ashton landfill site by 30 June 2019	Number of monitoring boreholes installed	New capital project for 2018/19	Completion certificate	0	0	0	2	1
T54	Basic Service Delivery	Purchase a new digger loader by 30 June 2019	Number of digger loaders purchased	New capital project for	Delivery note	0	0	0	1	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T55	Basic Service Delivery	Purchase a vehicle to replace the Town Planning vehicle by 30 June 2019	Number of vehicles purchased	2018/19						
T56	Basic Service Delivery	Spend 100% of the total amount budgeted for the purchase of Wheelie Bins by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Delivery note	0	0	0	1	1
T57	Basic Service Delivery	Complete the upgrade of the Nqubela Sportsfield by 30 June 2019	Project completed	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
D197	Good Governance and Public Participation	Attend to all internal audit queries within 10 working days	% of Internal Audit queries attended to within 10 working days	Roll-over project from 2017/18	Completion certificate	0	0	0	1	1
D198	Good Governance and Public Participation	Report quarterly on progress made with the implementation council resolutions applicable to the directorate to the Office of the MM	Number of reports submitted	90%	Proof of submission	90%	90%	90%	90%	2
D199	Municipal Financial Viability and Management	95% of the capital budget for the directorate spent by 30 June	% of capital budget spent by 30 June	New KPI	Proof of submission	1	1	1	1	2
D200	Good Governance and Public Participation	Respond to all external COMAF's received within 5 working days after receipt	% of external COMAF's responded to within 5 working days	90%	CAPEX Report from finance	0%	30%	60%	95%	3
D202	Municipal Financial Viability and Management	Compile a tender plan of all projects and submit to SCM and the CFO by 31 July	Tender plan completed and submitted by 31 July	100%	Proof of submission	100%	100%	0%	0%	2
D203	Municipal Financial Viability and Management	Report quarterly to SCM on Service Level Agreements (SLA's) with service providers in line with relevant legislation ie Section 116 of the MFMA	Number of reports submitted	1	Proof of submission	1	0	0	0	1
D204	Municipal Financial Viability	Report quarterly to SCM on Service Level Agreements (SLA's) with all service	Number of reports submitted	4	Proof of submission	1	1	1	1	1
				New KPI	Proof of submission	1	1	1	1	1



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Ref No	National KPA and Management	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
D205	Good Governance and Public Participation	Submit monthly reports to Internal Audit from February to June on the progress made with the implementation with Audit Action plan	Number of reports submitted	New KPI	Proof of submission	0	0	2	3	1
TOTAL										80

## COMPETENCIES

The competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014. The assessment of these competencies will account for **twenty percent** of the total employee assessment score.

Annexure B describes the different achievement levels for each Competency and should therefore form part of this section of the Performance Plan.

Competency	Definition	Weight
<b>LEADING COPETENCIES</b>		
Strategic direction and leadership	<p>Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate. It includes:</p> <ul style="list-style-type: none"> <li>• Impact and influence</li> <li>• Institutional performance management</li> <li>• Strategic planning and management</li> <li>• Organisational awareness</li> </ul>	1.67
People management	<p>Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Human capital planning and development</li> <li>• Diversity management</li> <li>• Employee relations management</li> <li>• Negotiation and dispute management</li> </ul>	1.67
Programme and project management	<p>Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Program and project planning and implementation</li> <li>• Service delivery management</li> <li>• Program and project monitoring and evaluation</li> </ul>	1.67
Financial management	<p>Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner. It includes:</p> <ul style="list-style-type: none"> <li>• Budget planning and execution</li> <li>• Financial strategy and delivery</li> <li>• Financial reporting and delivery</li> </ul>	1.67
Change leadership	<p>Able to direct and initiate transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community. It includes:</p> <ul style="list-style-type: none"> <li>• Change vision and strategy</li> <li>• Process design and improvement</li> <li>• Change impact monitoring and evaluation</li> </ul>	1.67

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Competency	Definition	Weight
Governance leadership	<p>Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships. It includes:</p> <ul style="list-style-type: none"> <li>• Policy formulation</li> <li>• Risk and compliance management</li> <li>• Cooperative governance</li> </ul>	1.67
<b>CORE COMPETENCIES</b>		
Moral competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and display behaviour that reflects moral competence.	1.67
Planning and organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk.	1.67
Analysis and innovation	Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives.	1.67
Knowledge and information management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1.67
Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome.	1.67
Results and quality focus	Able to maintain high quality standards, focus on achieving results and objectives while consistency striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives.	1.67
<b>TOTAL</b>		<b>20</b>

## Performance Plan

Director: Engineering Services

**The Performance Plan sets out:**

- a) Key Performance Areas that the employee should focus on, performance objectives, key performance indicators and targets that must be met within a specific timeframe; and
- b) The Competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014.

**Performance should be evaluated:**

- a) Quarterly of which the annual evaluation must be done by the panel as constituted in paragraph 6.11 of the agreement;
- b) Performance should be assessed on a scale of 1 – 5 as outlined in paragraphs 6.9 – 6.10 of the agreement;
- c) In the instance where an indicator do not have a target or is not applicable due to valid reason or where the performance could not be delivered for a valid reason outside of the control of employee, the indicator will not be evaluated, the weighting will be cancelled and the score total will be re-calculated to calculate the final score;
- d) The employee must submit his/her assessment of his/her own performance to the employer three days prior to the assessment date.



### KEY PERFORMANCE INDICATORS

The key performance areas, the performance objectives, key performance indicators and targets that must be met within the agreed timeframe are described below. The assessment of these performance indicators will account for **eighty percent** of the total employee assessment score.

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Solid Waste	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Electrical Engineering	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Civil Engineering Services	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Project Management	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Town Planning	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
T20	Basic Service Delivery	Limit unaccounted electricity to less than 7.5% as at 30 June 2019 ((Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) X 100) (rolling twelve month average)	% unaccounted electricity	7.5%	Eskom accounts (purchases) and stats received from Finance Department (sales)	7.50%	7.50%	7.50%	7.50%	5
T21	Basic Service	Recycle 1200 tons of domestic waste by	Number of tons of	960	Weighbridge	300	300	300	300	2



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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
	Delivery	30 June 2019	domestic waste recycled		documentation					
T22	Basic Service Delivery	Spend 100% of the total amount budgeted for the replacement and repair on the electricity network by June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T23	Basic Service Delivery	95% of water samples comply with SANS241 micro biological indicators {(Number of water samples that comply with SANS241 indicators/Number of water samples tested)x100}	% of water samples compliant	95%	Monthly Lab results from AL Abbot	95%	95%	95%	95%	4
T24	Basic Service Delivery	Spend 100% of the total amount budgeted for the replacement and repair of street lights by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T25	Basic Service Delivery	Limit unaccounted water to less than 15% as at 30 June 2019 {(Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified _ 100}	% unaccounted water	12%	Monthly management report (water purified) and stats received from Finance Department (sales)	15%	15%	15%	15%	5
T26	Basic Service Delivery	Spend 100% of the total amount budgeted for the purchase of water testing equipment by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T27	Basic Service Delivery	Spend 100% of the total amount budgeted for new connections by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T28	Basic Service Delivery	Spend 100% of the total amount budgeted for the electrification of Kenana by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T29	Basic Service Delivery	Spend 100% of the total amount budgeted for the electrification of McGregor by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T30	Good Governance and Public Participation	Complete the review of the SDF and submit to Council for approval by 31 March 2019	Review completed and submitted to Council for approval	Approved SDF	Agenda of the Council meeting	0	0	1	0	2
T31	Basic Service Delivery	80% of effluent samples comply with permit values {(Number of effluent samples that comply with permit values/Number of effluent samples tested)x100}	% of effluent samples compliant	75%	Lab results from AL Abbot	80%	80%	80%	80%	5
T32	Basic Service Delivery	Spend 100% of the total amount budgeted to replace safety and test equipment by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T33	Basic Service Delivery	Spend 100% the total amount budgeted for the replacement of pre-paid meters by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T34	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade/rehabilitation of roads in the Robertson area by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	2

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T35	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade/rehabilitation of roads in the Central Business District by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	2
T36	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 11Kv switchgear of Ashton Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T37	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line in Stockwill by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T38	Basic Service Delivery	Spend 100% of the total amount budgeted for the installation of the 11Kv switchgear in Brinks Substation by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T39	Basic Service Delivery	Purchase and Replace 11Kv Oil Insulated Switchgears by 30 June 2019	Number of Oil Insulated Switchgears purchased	New capital project for 2018/19	Invoice from service provider	0	0	0	7	1
T40	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line to Poortjieskloof by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T41	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade the McGregor/Boesmansrivier 11Kv Line by	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1



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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
		30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}			Department					
T42	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 66Kv Switchgear (Goudmyn and Le Chasseur Substations) by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T43	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade Bonnievale Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T44	Basic Service Delivery	Spend 100% of the total amount budgeted to re-route the McGregor 11Kv Line at McGregor Sport fields by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T45	Basic Service Delivery	Spend 100% of the total amount budgeted to upgrade the 11Kv Cable Feeder from White Street Substation to Van Zyl Street Hospital Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T46	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the Goedemoed 11Kv Line by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T47	Basic Service Delivery	Spend 100% of the total amount budgeted to replace the 66Kv	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received	10%	20%	50%	100%	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
		Transformers at Robertson Main Substation by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}			from the Finance Department					
T48	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the 11Kv Line at Buitekantstraat in McGregor by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T49	Basic Service Delivery	Spend 100% of the total amount budgeted for the INEP GRANT electrification projects by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T50	Basic Service Delivery	Spend 100% of the total amount budgeted for Installation of Bulk Services by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	Roll-over project from 2017/18	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T51	Basic Service Delivery	Spend 100% of the total amount budgeted for the upgrade of the public drop off (McGregor) by 30 June 2019 {(Total actual expenditure for the projects/Total amount budgeted for the projects)x100}	% of budget spent	New capital project for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
T52	Basic Service Delivery	Purchase a Double Axle High Lifter Compactor- Refuse Removal Truck by 30 June 2019	Number of Refuse Removal Trucks purchased	New capital project for 2018/19	Delivery note	0	0	0	1	1
T53	Basic Service Delivery	Install two monitoring boreholes at the Ashton landfill site by 30 June 2019	Number of monitoring boreholes installed	New capital project for 2018/19	Completion certificate	0	0	0	2	1
T54	Basic Service Delivery	Purchase a new digger loader by 30 June 2019	Number of digger loaders purchased	New capital project for 2018/19	Delivery note	0	0	0	1	1

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Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T55	Basic Service Delivery	Purchase a vehicle to replace the Town Planning vehicle by 30 June 2019	Number of vehicles purchased	2018/19						
T56	Basic Service Delivery	Spend 100% of the total amount budgeted for the purchase of Wheelie Bins by 30 June 2019 {Total actual expenditure for the projects/Total amount budgeted for the projects}x100}	% of budget spent	New capital project for 2018/19	Delivery note	0	0	0	1	1
T57	Basic Service Delivery	Complete the upgrade of the Nqubela Sportsfield by 30 June 2019	Project completed	90%	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	1
D197	Good Governance and Public Participation	Attend to all internal audit queries within 10 working days	% of Internal Audit queries attended to within 10 working days	Roll-over project from 2017/18	Completion certificate	0	0	0	1	1
D198	Good Governance and Public Participation	Report quarterly on progress made with the implementation council resolutions applicable to the directorate to the Office of the MM	Number of reports submitted	90%	Proof of submission	90%	90%	90%	90%	2
D199	Municipal Financial Viability and Management	95% of the capital budget for the directorate spent by 30 June	% of capital budget spent by 30 June	New KPI	Proof of submission	1	1	1	1	2
D200	Good Governance and Public Participation	Respond to all external COMAF's received within 5 working days after receipt	% of external COMAF's responded to within 5 working days	90%	CAPEX Report from finance	0%	30%	60%	95%	3
D202	Municipal Financial Viability and Management	Compile a tender plan of all projects and submit to SCM and the CFO by 31 July	Tender plan completed and submitted by 31 July	100%	Proof of submission	100%	100%	0%	0%	2
D203	Municipal Financial Viability and Management	Report quarterly to SCM on Service Level Agreements (SLA's) with service providers in line with relevant legislation ie Section 116 of the MFMA	Number of reports submitted	1	Proof of submission	1	0	0	0	1
D204	Municipal Financial Viability	Report quarterly to SCM on Service Level Agreements (SLA's) with all service	Number of reports submitted	4	Proof of submission	1	1	1	1	1
				New KPI	Proof of submission	1	1	1	1	1



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Ref No	National KPA and Management	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
D205	Good Governance and Public Participation	Submit monthly reports to Internal Audit from February to June on the progress made with the implementation with Audit Action plan	Number of reports submitted	New KPI	Proof of submission	0	0	2	3	1
TOTAL										80

## COMPETENCIES

The competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014. The assessment of these competencies will account for **twenty percent** of the total employee assessment score.

Annexure B describes the different achievement levels for each Competency and should therefore form part of this section of the Performance Plan.

Competency	Definition	Weight
<b>LEADING COPETENCIES</b>		
Strategic direction and leadership	<p>Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate. It includes:</p> <ul style="list-style-type: none"> <li>• Impact and influence</li> <li>• Institutional performance management</li> <li>• Strategic planning and management</li> <li>• Organisational awareness</li> </ul>	1.67
People management	<p>Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Human capital planning and development</li> <li>• Diversity management</li> <li>• Employee relations management</li> <li>• Negotiation and dispute management</li> </ul>	1.67
Programme and project management	<p>Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Program and project planning and implementation</li> <li>• Service delivery management</li> <li>• Program and project monitoring and evaluation</li> </ul>	1.67
Financial management	<p>Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner. It includes:</p> <ul style="list-style-type: none"> <li>• Budget planning and execution</li> <li>• Financial strategy and delivery</li> <li>• Financial reporting and delivery</li> </ul>	1.67
Change leadership	<p>Able to direct and initiate transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community. It includes:</p> <ul style="list-style-type: none"> <li>• Change vision and strategy</li> <li>• Process design and improvement</li> <li>• Change impact monitoring and evaluation</li> </ul>	1.67

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Competency	Definition	Weight
Governance leadership	<p>Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships. It includes:</p> <ul style="list-style-type: none"> <li>• Policy formulation</li> <li>• Risk and compliance management</li> <li>• Cooperative governance</li> </ul>	1.67
<b>CORE COMPETENCIES</b>		
Moral competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and display behaviour that reflects moral competence.	1.67
Planning and organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk.	1.67
Analysis and innovation	Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives.	1.67
Knowledge and information management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1.67
Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome.	1.67
Results and quality focus	Able to maintain high quality standards, focus on achieving results and objectives while consistency striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives.	1.67
<b>TOTAL</b>		<b>20</b>

## Competency Framework

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LEADING COMPETENCIES		ACHIEVEMENT LEVELS		
CLUSTER :	COMPETENCY NAME :			
COMPETENCY DEFINITION :	Strategic Direction and Leadership			
	Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate			
BASIC		COMPETENT	ADVANCED	SUPERIOR
		<ul style="list-style-type: none"> <li>Understand institutional and departmental strategic objectives, but lacks the ability to inspire others to achieve set mandate</li> <li>Describe how specific tasks link to institutional strategies but has limited influence in directing a strategy</li> <li>Has a basic understanding of institutional performance management, but lacks the ability to integrate systems into a collective whole</li> <li>Demonstrate basic understanding of key decision makers</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate all activities to determine value and alignment to strategic intent</li> <li>Display in-depth knowledge and understanding of strategic planning</li> <li>Align strategy and goals across all functional areas</li> <li>Actively define performance measures to monitor the progress and effectiveness of the institution</li> <li>Consistently challenge strategic plans to ensure relevance</li> <li>Understand institutional structures and political factors, and the consequences of actions</li> <li>Empower others to follow the strategic direction and deal with complex situations</li> <li>Guide the institution through complex and ambiguous concern</li> <li>Use understanding of power relationships and dynamic tensions among key players to frame communications and develop strategies, positions and alliances</li> </ul>	<ul style="list-style-type: none"> <li>Structure and position the institution to local government priorities</li> <li>Actively use in-depth knowledge and understanding to develop and implement a comprehensive institutional framework</li> <li>Hold self-accountable for strategy execution and results</li> <li>Provide impact and influence through building and maintaining strategic relationships</li> <li>Create an environment that facilitates loyalty and innovation. Display a superior level of self-discipline and integrity in actions</li> <li>Integrate various systems into a collective whole to optimise institutional performance management</li> <li>Uses understanding of competing interests to maneuver successfully to a win/win outcome</li> </ul>



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CLUSTER :		LEADING COMPETENCIES	
COMPETENCY NAME :		People Management	
COMPETENCY DEFINITION :		Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	
BASIC		ACHIEVEMENT LEVELS	
		COMPETENT	ADVANCED
<ul style="list-style-type: none"> <li>Participate in team goalsetting and problem solving</li> <li>Interact and collaborate with people of diverse backgrounds</li> <li>Aware of guidelines for employee development, but requires support in implementing development initiatives</li> </ul>		<ul style="list-style-type: none"> <li>Seek opportunities to increase team contribution and responsibility</li> <li>Respect and support the diverse nature of others and be aware of the benefits of a diverse approach</li> <li>Effectively delegate tasks and empower others to increase contribution and execute functions optimally</li> <li>Apply relevant employee legislation fairly and consistently</li> <li>Effectively identify capacity requirements to fulfill the strategic mandate</li> </ul>	<ul style="list-style-type: none"> <li>Identify ineffective team and work processes and recommend remedial interventions</li> <li>Recognise and reward effective and desired behavior</li> <li>Provide mentoring and guidance to others in order to increase personal effectiveness</li> <li>Identify development and learning needs within the team</li> <li>Inspire a culture of performance excellence by giving positive and constructive feedback to the team</li> <li>Achieve agreement or consensus in adversarial environments</li> <li>Lead and unite diverse teams across divisions to achieve institutional objectives</li> </ul>
			SUPERIOR
			<ul style="list-style-type: none"> <li>Develop and incorporate best practice people management processes, approaches and tools across the institution</li> <li>Foster a culture of discipline, responsibility and accountability</li> <li>Understand the impact of diversity in performance and actively incorporate a diversity strategy in the institution</li> <li>Develop comprehensive integrated strategies and approaches to human capital development and management</li> <li>Actively identify trends and predict capacity requirements to facilitate unified transition and performance management</li> </ul>



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CLUSTER :	LEADING COMPETENCIES			
COMPETENCY NAME :	Program and Project Management			
COMPETENCY DEFINITION :	Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives			
ACHIEVEMENT LEVELS				
BASIC	COMPETENT	ADVANCED	SUPERIOR	
<ul style="list-style-type: none"><li>Initiate projects after approval from higher authorities</li><li>Understand procedures of program and project management methodology, implications and stakeholder involvement</li><li>Understand the rational of projects in relation to the institution's strategic objectives</li><li>Document and communicate factors and risk associated with own work</li><li>Use results and approaches of successful project implementation as guide</li></ul>	<ul style="list-style-type: none"><li>Establish broad stakeholder involvement and communicate the project status and key milestones</li><li>Define the roles and responsibilities of the project team and create clarity around expectations</li><li>Find a balance between project deadline and the quality of deliverables</li><li>Identify appropriate project resources to facilitate the effective completion of the deliverables</li><li>Comply with statutory requirements and apply policies in a consistent manner</li><li>Monitor progress and use of resources and make needed adjustments to timelines, steps and resource allocation</li></ul>	<ul style="list-style-type: none"><li>Manage multiple programs and balance priorities and conflicts according to institutional goals</li><li>Apply effective risk management strategies through impact assessment and resource requirements</li><li>Modify project scope and budget when required without compromising the quality and objectives of the project</li><li>Involve top-level authorities and relevant stakeholders in seeking project buy-in</li><li>Identify and apply contemporary project management methodology</li><li>Influence and motivate project team to deliver exceptional results</li><li>Monitor policy implementation and apply procedures to manage risks</li></ul>	<ul style="list-style-type: none"><li>Understand and conceptualise the long-term implications of desired project outcomes</li><li>Direct a comprehensive strategic macro and micro analysis and scope projects accordingly to realise institutional objectives</li><li>Influence people in positions of authority to implement outcomes of projects</li><li>Lead and direct translation of policy into workable action plans</li><li>Ensures that programs are monitored to track progress and optimal resource utilisation, and that adjustments are made as needed</li></ul>	

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CLUSTER :	LEADING COMPETENCIES		
COMPETENCY NAME :	Financial Management		
COMPETENCY DEFINITION :	Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner		
ACHIEVEMENT LEVELS			
BASIC	COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>Understand basic financial concepts and methods as they relate to institutional processes and activities</li><li>Display awareness into the various sources of financial data, reporting mechanisms, financial governance, processes and systems</li><li>Understand the importance of financial accountability</li><li>Understand the importance of asset control</li></ul>	<ul style="list-style-type: none"><li>Exhibit knowledge of general financial concepts, planning, budgeting and forecasting and how they interrelate</li><li>Assess, identify and manage financial risks</li><li>Assume a cost-saving approach to financial management</li><li>Prepare financial reports based on specified formats</li><li>Consider and understand the financial implications of decisions and suggestions</li><li>Ensure that delegation and instructions as required by National Treasury guidelines are reviewed and updated</li><li>Identify and implement proper monitoring and evaluation practices to ensure appropriate spending against budget</li></ul>	<ul style="list-style-type: none"><li>Take active ownership of planning, budgeting and forecasting processes and provides credible answers to queries within own responsibility</li><li>Prepare budgets that are aligned to the strategic objectives of the institution</li><li>Address complex budgeting and financial management concerns</li><li>Put systems and processes in place to enhance the quality and integrity of financial management practices</li><li>Advise on policies and procedures regarding asset control</li><li>Promote National Treasury's regulatory framework for Financial Management</li></ul>	<ul style="list-style-type: none"><li>Develop planning tools to assist in evaluating and monitoring future expenditure trends</li><li>Set budget frameworks for the institution</li><li>Set strategic direction for the institution on expenditure and other financial processes</li><li>Build and nurture partnerships to improve financial management and achieve financial savings</li><li>Actively identify and implement new methods to improve asset control</li><li>Display professionalism in dealing with financial data and processes</li></ul>

# Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES	
COMPETENCY NAME :		Change Leadership	
COMPETENCY DEFINITION :		Able to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community	
ACHIEVEMENT LEVELS			
BASIC	COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>• Display an awareness of change interventions and the benefits of transformation initiatives</li><li>• Able to identify basic needs for change</li><li>• Identify gaps between the current and desired state</li><li>• Identify potential risk and challenges to transformation, including resistance to change factors</li><li>• Participate in change programs and piloting change interventions</li><li>• Understand the impact of change interventions on the institution within the broader scope of local government</li></ul>	<ul style="list-style-type: none"><li>• Perform an analysis of the change impact on the social, political and economic environment</li><li>• Maintain calm and focus during change</li><li>• Able to assist team members during change and keep them focused on the deliverables</li><li>• Volunteer to lead change efforts outside of own work team</li><li>• Able to gain buy-in and approval for change from relevant stakeholders</li><li>• Identify change readiness levels and assist in resolving resistance to change factors</li><li>• Design change interventions that are aligned with the institution's strategic objectives and goals</li></ul>	<ul style="list-style-type: none"><li>• Actively monitor change impact and results and convey progress to relevant stakeholders</li><li>• Secure buy-in and sponsorship for change initiatives</li><li>• Continuously evaluate change strategy and design and introduce new approaches to enhance the institution's effectiveness</li><li>• Build and nurture relationships with various stakeholders to establish strategic alliance in facilitating change programs</li><li>• Take the lead in impactful change programs</li><li>• Benchmark change interventions against best change practices</li><li>• Understand the impact and psychology of change and put remedial interventions in place to facilitate effective transformation</li><li>• Take calculated risk and seek new ideas from best practice scenarios and identify the potential for implementation</li></ul>	<ul style="list-style-type: none"><li>• Sponsor change agents and create a network of change leaders who support the interventions</li><li>• Actively adapt current structures and processes to incorporate the change interventions</li><li>• Mentor and guide team members on the effects of change, resistance factors and how to integrate change</li><li>• Motivate and inspire others around change initiatives</li></ul>



# Annexure B

2018/19

CLUSTER:	LEADING COMPETENCIES		
COMPETENCY NAME :	Governance Leadership		
COMPETENCY DEFINITION :	Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships		
BASIC	ACHIEVEMENT LEVELS		
	COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"> <li>Display a basic awareness of risk, compliance and governance factors but require guidance and development in implementing such requirements</li> <li>Understand the structure of cooperative government but requires guidance on fostering workable relationships between stakeholders</li> <li>Provide input into policy formulation</li> </ul>	<ul style="list-style-type: none"> <li>Display a thorough understanding of governance and risk and compliance factors and implement plans to address these</li> <li>Demonstrate understanding of the techniques and processes for optimising risk taking decisions within the institution</li> <li>Actively drive policy formulation within the institution to ensure the achievement of objectives</li> </ul>	<ul style="list-style-type: none"> <li>Able to link risk initiatives into key institutional objectives and drivers</li> <li>Identify, analyse and measure risk, create valid risk forecasts and map risk profiles</li> <li>Apply risk control methodology and approaches to prevent and reduce risk that impede on the achievement of institutional objectives</li> <li>Demonstrate a thorough understanding of risk retention plans</li> <li>Identify and implement comprehensive risk management systems and processes</li> <li>Implement and monitor the formulation of policies, identify and analyse constraints and challenges with implementation and provide recommendations for improvement</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrate a high level of commitment in complying with governance requirements</li> <li>Implement governance and compliance strategy to ensure achievement of institutional objectives within the legislative framework</li> <li>Able to advise local government on risk management, best practice interventions and compliance management</li> <li>Able to forge positive relationships on cooperative governance level to enhance the effectiveness of local government</li> <li>Able to shape, direct and drive the formulation of policies on a macro level</li> </ul>

# Annexure B

2018/19

CORE COMPETENCIES		ACHIEVEMENT LEVELS		
CLUSTER :	COMPETENCY NAME :			
COMPETENCY DEFINITION :				
BASIC		COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"> <li>Realise the impact of acting with integrity, but requires guidance and development in implementing principles</li> <li>Follow basic rules and regulations of the institution</li> <li>Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent</li> </ul>	Moral Competence	<ul style="list-style-type: none"> <li>Conduct self in alignment with the values of local government and the institution</li> <li>Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver</li> <li>Actively report fraudulent activity and corruption with local government</li> <li>Understand and honor the confidential nature of matters without seeking personal gain</li> <li>Able to deal with situations of conflict of interest promptly and in the best interest of local government</li> </ul>	<ul style="list-style-type: none"> <li>Identify, develop and apply measures of self-correction</li> <li>Able to gain trust and respect through aligning actions with commitments</li> <li>Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders</li> <li>Present values, beliefs and ideas that are congruent with the institution's rules and regulations</li> <li>Takes an active stance against corruption and dishonesty when noted</li> <li>Actively promote the value of the institution to internal and external stakeholders</li> <li>Able to work in unity with a team and not seek personal gain</li> <li>Apply universal moral principles consistently to achieve moral decisions</li> </ul>	<ul style="list-style-type: none"> <li>Create an environment conducive of moral practices</li> <li>Actively develop and implement measures to combat fraud and corruption</li> <li>Set integrity standards and shared accountability measures across the institution to support the objectives of local government</li> <li>Take responsibility for own actions and decisions, even if the consequences are unfavorable</li> </ul>

# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES	
COMPETENCY NAME :		Planning and Organising	
COMPETENCY DEFINITION :		Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk	
BASIC		ACHIEVEMENT LEVELS	
		COMPETENT	ADVANCED
			SUPERIOR
<ul style="list-style-type: none"> <li>• Able to follow basic plans and organise tasks around set objectives</li> <li>• Understand the process of planning and organising but requires guidance and development in providing detailed and comprehensive plans</li> <li>• Able to follow existing plans and ensure that objectives are met</li> <li>• Focus on short-term objectives in developing plans and actions</li> <li>• Arrange information and resources required for a task, but require further structure and organisation</li> </ul>	<ul style="list-style-type: none"> <li>• Actively and appropriately organise information and resources required for a task</li> <li>• Recognise the urgency and importance of tasks</li> <li>• Balance short and long-term plans and goals and incorporate into the team's performance objectives</li> <li>• Schedule tasks to ensure they are performed within budget and with efficient use of time and resources</li> <li>• Measures progress and monitor performance results</li> </ul>	<ul style="list-style-type: none"> <li>• Able to define institutional objectives, develop comprehensive plans, integrate and coordinate activities and assign appropriate resources for successful implementation</li> <li>• Identify in advance required stages and actions to complete tasks</li> <li>• Schedule realistic timelines, objectives and milestones for tasks and projects</li> <li>• Produce clear, detailed and comprehensive plans to achieve institutional objectives</li> <li>• Identify possible risk factors and design and implement appropriate contingency plans</li> <li>• Adapt plans in light of changing circumstances</li> <li>• Prioritise tasks and projects according to their relevant urgency and importance</li> </ul>	<ul style="list-style-type: none"> <li>• Focus on broad strategies and initiatives when developing plans and actions</li> <li>• Able to protect and forecast short, medium and long term requirements of the institution and local government</li> <li>• Translate policy into relevant projects to facilitate the achievement of institutional objectives</li> </ul>



# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES		
COMPETENCY NAME :		Analysis and Innovation		
COMPETENCY DEFINITION :		Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives		
		ACHIEVEMENT LEVELS		
BASIC		COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>Understand the basic operation of analysis, but lack detail and thoroughness</li><li>Able to balance independent analysis with requesting assistance from others</li><li>Recommend new ways to perform tasks within own function</li><li>Propose simple remedial interventions that marginally challenges the status quo</li><li>Listen to the ideas and perspectives of others and explore opportunities to enhance such innovative thinking</li></ul>	<ul style="list-style-type: none"><li>Demonstrate logical problem solving techniques and approaches and provide rationale for recommendations</li><li>Demonstrate objectivity, insight and thoroughness when analysing problems</li><li>Able to break down complex problems into manageable parts and identify solutions</li><li>Consult internal and external stakeholders on opportunities to improve processes and service delivery</li><li>Clearly communicate the benefits of new opportunities and innovative solutions and stakeholders</li><li>Continuously identify opportunities to enhance internal processes</li><li>Identify and analyse opportunities conducive to innovative approaches and propose remedial intervention</li></ul>	<ul style="list-style-type: none"><li>Coaches team members on analytical and innovative approaches and techniques</li><li>Engage with appropriate individuals in analysing and resolving complex problems</li><li>Identify solutions on various areas in the institution</li><li>Formulate and implement new ideas throughout the institution</li><li>Able to gain approval and buy-in for proposed interventions from relevant stakeholders</li><li>Identify trends and best practices in process and service delivery and propose institutional application</li><li>Continuously engage in research to identify client needs</li></ul>	<ul style="list-style-type: none"><li>Demonstrate complex analytical and problem solving approaches and techniques</li><li>Create an environment conducive to analytical and fact-based problem solving</li><li>Analyse, recommend solutions and monitor trends in key challenges to prevent and manage occurrence</li><li>Create an environment that fosters innovative thinking and follows a learning organisation approach</li><li>Be a thought leader on innovative customer service delivery and process optimisation</li><li>Play an active role in sharing best practice solutions and engage in national and international local government seminars and conferences</li></ul>	

# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES		
COMPETENCY NAME :		Knowledge and Information Management		
COMPETENCY DEFINITION :		Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government		
		ACHIEVEMENT LEVELS		
BASIC	COMPETENT	ADVANCED	SUPERIOR	
<ul style="list-style-type: none"><li>• Collect, categorise and track relevant information required for specific tasks and projects</li><li>• Analyse and interpret information to draw conclusions</li><li>• Seek new sources of information to increase the knowledge base</li><li>• Regularly share information and knowledge with internal stakeholders and team members</li></ul>	<ul style="list-style-type: none"><li>• Use appropriate information systems and technology to manage institutional knowledge and information sharing</li><li>• Evaluate data from various sources and use information effectively to influence decisions and provide solutions</li><li>• Actively create mechanisms and structures for sharing information</li><li>• Use external and internal resources to research and provide relevant and cutting-edge knowledge to enhance institutional effectiveness and efficiency</li></ul>	<ul style="list-style-type: none"><li>• Effectively predict future information and knowledge management requirements and systems</li><li>• Develop standards and processes to meet future knowledge management needs</li><li>• Share and promote best-practice knowledge management across various institutions</li><li>• Establish accurate measures and monitoring systems for knowledge and information management</li><li>• Create a culture conducive of learning and knowledge sharing</li><li>• Hold regular knowledge and information sharing sessions to elicit new ideas and share best practice approaches</li></ul>	<ul style="list-style-type: none"><li>• Create and support a vision and culture where team members are empowered to seek, gain and share knowledge and information</li><li>• Establish partnerships across local government to facilitate knowledge management</li><li>• Demonstrate a mature approach</li><li>• Recognise and exploit knowledge points in interactions with internal and external stakeholders</li></ul>	

# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES	
COMPETENCY NAME :		Communication	
COMPETENCY DEFINITION :		Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome	
ACHIEVEMENT LEVELS			
BASIC	COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>Demonstrate an understanding for communication levers and tools appropriate for the audience, but requires guidance in utilising such tools</li><li>Express ideas in a clear and focused manner, but does not always take the audience into consideration</li><li>Disseminate and convey information and knowledge adequately</li></ul>	<ul style="list-style-type: none"><li>Express ideas to individuals and groups in formal and informal settings in a manner that is interesting and motivating</li><li>Able to understand, tolerate and appreciate diverse perspectives, attitudes and beliefs</li><li>Adapt communication content and style to suit the audience and facilitate optimal information transfer</li><li>Deliver content in a manner that gains support, commitment and agreement from relevant stakeholders</li><li>Compile clear, focused, concise and well-structured written documents</li></ul>	<ul style="list-style-type: none"><li>Effectively communicate high-risk and sensitive matters to relevant stakeholders</li><li>Develop a well-defined communication strategy</li><li>Balance political perspectives with institutional needs when communicating viewpoints on complex issues</li><li>Able to effectively direct negotiations around complex</li><li>Market and promote the institution to external stakeholders and seek to enhance a positive image of the institution</li><li>Able to communicate with the media with high levels of moral competence and discipline</li></ul>	<ul style="list-style-type: none"><li>Regarded as a specialist in negotiations and representing the institution</li><li>Able to inspire and motivate others through positive communication that is impactful and relevant</li><li>Creates an environment conducive to transparent and productive communication and critical appreciate conversations</li><li>Able to coordinate negotiations at different levels within local government and externally</li></ul>



# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES	
COMPETENCY NAME :		Results and Quality Focus	
COMPETENCY DEFINITION :		Able to maintain high quality standards, focus on achieving results and objectives while consistently striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives	
BASIC		COMPETENT	ACHIEVEMENT LEVELS
			ADVANCED
			SUPERIOR
<ul style="list-style-type: none"> <li>Understand quality of work but requires guidance in attending to important matters</li> <li>Show a basic commitment to achieving the correct results</li> <li>Produce the minimum level of results required in the role</li> <li>Produce outcomes that is of a good standard</li> <li>Focus on the quantity of output but requires development in incorporating the quality of work</li> <li>Produce quality work in general circumstances, but fails to meet expectation when under pressure</li> </ul>	<ul style="list-style-type: none"> <li>Focus on high-priority actions and does not become distracted by lower-priority activities</li> <li>Display firm commitment and pride in achieving the correct results</li> <li>Set quality standards and design processes and tasks around achieving set standards</li> <li>Produce output of high quality</li> <li>Able to balance the quantity and quality and quality of results in order to achieve objectives</li> <li>Monitors progress, quality of work and use of resources; provide status updates and make adjustments as needed</li> </ul>	<ul style="list-style-type: none"> <li>Consistently verify own standards and outcomes to ensure quality output</li> <li>Focus on the end result and avoids being distracted</li> <li>Demonstrate a determined and committed approach to achieving results and quality standards</li> <li>Follow task and projects through to completion</li> <li>Set challenging goals and objectives to self and team and display commitment to achieving expectations</li> <li>Maintain a focus on quality outputs when placed under pressure</li> <li>Establishing institutional systems for managing and assigning work, defining responsibilities, tracking, monitoring and measuring success, evaluating and valuing the work of the institution</li> </ul>	<ul style="list-style-type: none"> <li>Coach and guide others to exceed quality standards and results</li> <li>Develop challenging, client-focused goals and sets high standards for personal performance</li> <li>Commit to exceed the results and quality standards, monitor own performance and implement remedial interventions when required</li> <li>Work with team to set ambitious and challenging team goals, communicating long- and short term expectations</li> <li>Take appropriate risks to accomplish goals</li> <li>Overcome setbacks and adjust action plans to realise goals</li> <li>Focus people on critical activities that yield a high impact</li> </ul>



# LANGEBERG MUNICIPALITY

Performance Agreement  
for the financial year 1 July 2018 – 30 June 2019

DIRECTOR: FINANCIAL SERVICES

Performance agreement made and entered into by and between

The Langeberg Municipality and represented by the Municipal Manager (*herein and after referred as Employer*)

and

Bradley Brown, the Director: Financial Services (*herein and after referred as Employee*)  
for the period 1 July 2018 to 30 June 2019

Where as

- a. The Employer has entered into a contract of employment with the Employee in terms of section 57(1)(a) of the Local Government: Municipal Systems Act 32 of 2000 ("the Systems Act"). The Employer and the Employee are hereinafter referred as "the Parties";
- b. Section 57(1)(b) of the Systems Act, read with the Contract of Employment concluded between the parties, requires the Parties to conclude an annual performance agreement;
- c. The Parties wish to ensure that they are clear about the goals to be achieved, and secure the commitment of the Employee to a set of outcomes that will promote local government goals; and
- d. The Parties wish to ensure that there is compliance with Sections 57(4B) and 57(5) of the Systems Act.

## **1. INTERPRETATION**

- 1.1 In this Agreement the followings terms will have the meaning ascribed thereto:
  - 1.1.1 "this Agreement" – means the performance agreement between the Employer and the employee and the Annexures thereto;
  - 1.1.2 "the Executive Authority" – means the Mayoral Committee of the Municipality constituted in terms of Section 60 of the Local Government: Municipal Structures Act 117 of 1998 ("the Structures Act") as represented by its chairperson, the Executive Mayor;
  - 1.1.3 "the Employee" means the Director appointed in terms of Section 56 of the Systems Act;
  - 1.1.4 "the Employer" means the Municipality; and
  - 1.1.5 "the Parties" means the Employer and Employee.

## **2. PURPOSE OF THIS AGREEMENT**

- 2.1 To comply with the provisions of Section 57(1)(b),(4B) and (5) of the Systems Act as well as the Contract of Employment entered into between the Parties;
- 2.2 To specify objectives and targets established for the Employee and to communicate to the Employee the Employer's expectations of the Employee's performance targets and accountabilities;
- 2.3 To specify accountabilities as set out in the Performance Plan (Annexure A);
- 2.4 To monitor and measure performance against set targeted outputs and outcomes;
- 2.5 To establish a transparent and accountable working relationship;
- 2.6 To appropriately reward the employee in accordance with section 11 of this agreement; and
- 2.7 To give effect to the Employer's commitment to a performance-orientated relationship with the Employee in attaining improved service delivery.

## **3. COMMENCEMENT AND DURATION**

- 3.1 This Agreement will commence on 01 July 2018 and will remain in force until 30 June 2019 where-after a new Performance Agreement shall be concluded between the parties for the next financial year or any portion thereof;
- 3.2 The Parties will conclude a new Performance Agreement that replaces this Agreement at least once a year by not later than 31<sup>st</sup> of July of the succeeding financial year;
- 3.3 This Agreement will terminate on the termination of the Employee's contract of employment for any reason;
- 3.4 If at any time during the validity of the agreement the work environment alters to the extent that the contents of the agreement are no longer appropriate, the contents must by mutual agreement between the parties, immediately be revised; and
- 3.5 Any significant amendments or deviations must take cognizance of the requirements of sections 34 and 42 of the Municipal Systems Act and Regulation 4(5) of the Regulations.

#### **4. PERFORMANCE OBJECTIVES**

- 4.1 The Performance Plan (Annexure A) sets out –
  - 4.1.1 The performance objectives and targets that must be met by the Employee;
  - 4.1.2 The timeframes within which those performance objectives and targets must be met; and
  - 4.1.3 The competencies (Annexure B – definitions in terms of Regulation 21 of 17 January 2014) required to operate effectively as senior managers in the local government environment.
- 4.2 The performance objectives and targets reflected in Annexure A are set by the Employer in consultation with the Employee and based on the Integrated Development Plan, Service Delivery and Budget Implementation Plan (SDBIP) and the Budget of the Employer, and shall include:
  - 4.2.1 Key objectives that describe the main tasks that need to be done;
  - 4.2.2 Key performance indicators that provide the details of the evidence that must be provided to show that a key objective has been achieved by the employee;
  - 4.2.3 Target dates that describe the timeframe in which the targets must be achieved; and
  - 4.2.4 Weightings showing the relative importance of the key objectives to each other.
- 4.3 The Personal Development Plan (Annexure C) sets out the Employee's personal development requirements in line with the objectives and targets of the Employer; and
- 4.4 The Employee's performance will, in addition, be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan.

#### **5. PERFORMANCE MANAGEMENT SYSTEM**

- 5.1 The Employee agrees to participate in the performance management system that the Employer adopted for the employees of the Employer;
- 5.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific



performance standards to assist the employees and service providers to perform to the standards required;

- 5.3 The Employer must consult the Employee about the specific performance standards and targets that will be included in the performance management system applicable to the Employee;
- 5.4 The Employee undertakes to actively focus on the promotion and implementation of the key performance indicators (including special projects relevant to the employee's responsibilities) within the local government framework;
- 5.5 The criteria upon which the performance of the Employee shall be assessed shall consist of two components, Operational Performance and Competencies both of which shall be contained in the Performance Agreement;
- 5.6 The Employee's assessment will be based on his performance in terms of the outputs/outcomes (performance indicators) identified as per attached Performance Plan, which are linked to the KPAs, and will constitute 80% of the overall assessment result as per the weightings agreed to between the Employer and Employee;
- 5.7 The Competencies will make up the other 20% of the Employee's assessment score. The Competencies are spilt into two groups, leading competencies (indicated in blue on the graph below) that drive strategic intent and direction and core competencies (indicated in green on the graph below), which drive the execution of the leading competencies.

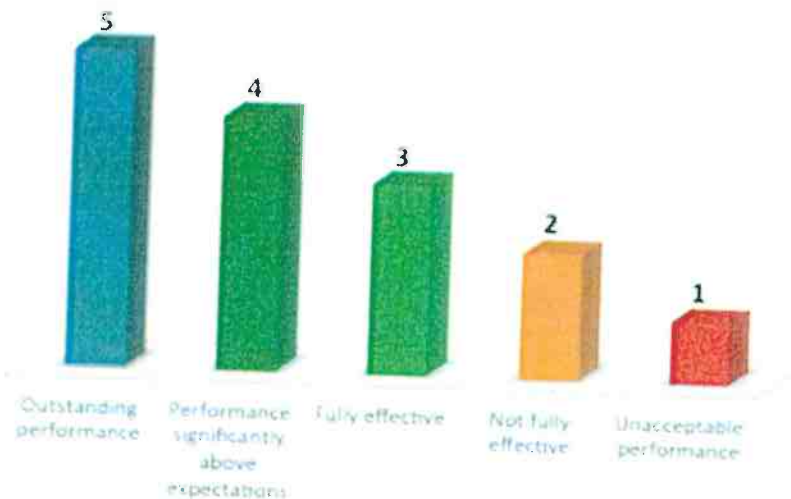
## **6. PERFORMANCE ASSESSMENT**

- 6.1 The Performance Plan (Annexure A) to this Agreement sets out key performance indicators and competencies that needs to be evaluated in terms of –
  - 6.1.1 The standards and procedures for evaluating the Employee's performance; and
  - 6.1.2 During the intervals for the evaluation of the Employee's performance.
- 6.2 Despite the establishment of agreed intervals for evaluation, the Employer may in addition review the Employee's performance at any stage while the contract of employment remains in force;
- 6.3 Personal growth and development needs identified during any performance review discussion must be documented in a Personal Development Plan as well as the actions agreed to and implementation must take place within set time frames;

- 
- 6.4 The Employee's performance will also be measured in terms of contributions to the goals and strategies set out in the Employer's Integrated Development Plan (IDP) as described in 6.6 – 6.13 below;
- 6.5 The Employee will submit quarterly performance reports (SDBIP) and a comprehensive annual performance report at least one week prior to the performance assessment meetings to the Evaluation Panel Chairperson for distribution to the panel members for preparation purposes;
- 6.6 Assessment of the achievement of results as outlined in the performance plan:
- 6.6.1 Each KPI or group of KPIs shall be assessed according to the extent to which the specified standards or performance targets have been met (qualitative and quantitative) and with due regard to ad-hoc tasks that had to be performed under the KPI;
- 6.6.2 A rating on the five-point scale described in 6.9 below shall be provided for each KPI or group of KPIs which will then be multiplied by the weighting to calculate the final score;
- 6.6.3 The Employee will submit his self-evaluation to the Employer prior to the formal assessment;
- 6.6.4 In the instance where the employee could not perform due to reasons outside the control of the employer and employee, the KPI will not be considered during the evaluation. The employee should provide sufficient evidence in such instances; and
- 6.6.5 An overall score will be calculated based on the total of the individual scores calculated above.
- 6.7 Assessment of the Competencies:
- 6.7.1 Each Competency will be assessed in terms of the descriptions provided (Annexure B) during the mid-year and year-end reviews;
- 6.7.2 A rating on the five-point scale described in 6.10 below shall be provided for each Competency which will then be multiplied by the weighting to calculate the final score; and
- 6.7.3 An overall score will be calculated based on the total of the individual scores calculated above.
- 6.8 Overall rating
- 6.8.1 An overall rating is calculated by adding the overall scores as calculated in 6.6.5 and 6.7.3 above; and

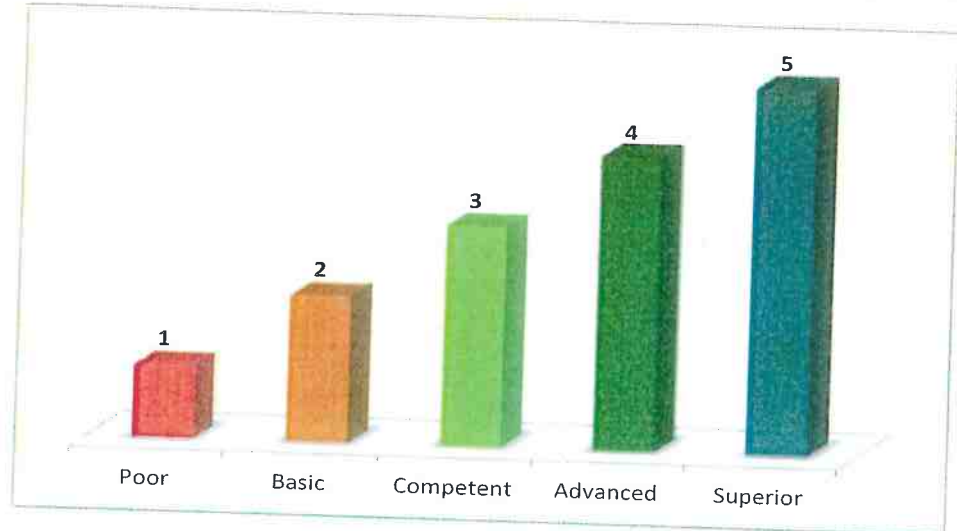
6.8.2 Such overall rating represents the outcome of the performance appraisal.

6.9 The assessment of the performance of the Employee will be based on the following rating scale for KPIs:



Terminology	Description
<b>Outstanding performance</b>	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the PA and Performance plan and maintained this in all areas of responsibility throughout the year.
<b>Performance significantly above expectations</b>	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.
<b>Fully effective</b>	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the PA and Performance Plan.
<b>Not fully effective</b>	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the PA and Performance Plan.
<b>Unacceptable performance</b>	Performance does not meet the standard expected for the job. The review/assessment indicates that the employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance Plan. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement.

- 6.10 The assessment of the competencies will be based on the following rating scale:



Achievement Level	Description
Poor	Do not apply the basic concepts and methods to proof a basic understanding of local government operations and requires extensive supervision and development interventions.
Basic	Applies basic concepts, methods, and understanding of local government operations, but requires supervision and development intervention.
Competent	Develops and applies more progressive concepts, methods and understanding. Plans and guides the work of others and executes progressive analysis.
Advanced	Develops and applies complex concepts, methods and understanding. Effectively directs and leads a group and executes in-depth analysis.
Superior	Has a comprehensive understanding of local government operations, critical in strategic shaping strategic direction and change, develops and applies comprehensive concepts and methods.

- 6.11 For purposes of evaluating the annual performance of the Employee, an evaluation panel constituted of the following persons will be established –
- 6.11.1 Municipal Manager;
  - 6.11.2 Municipal Manager from another municipality;
  - 6.11.3 Chairperson of the Performance Audit Committee or in his/her absence thereof, the Chairperson of the Audit Committee; and
  - 6.11.4 The Member of the Mayoral Committee (Portfolio Chairperson).



6.12 The Municipal Manager will evaluate the performance of the Employee as at the end of the 1<sup>st</sup> and 3<sup>rd</sup> quarters and document a summary of the discussions; and

6.13 The Municipal Manager will give performance feedback to the Employee within five (5) working days after each quarterly and annual assessment meetings.

## 7. SCHEDULE FOR PERFORMANCE REVIEWS

7.1 The performance of the Employee in relation to his performance agreement shall be reviewed for the following quarters with the understanding that the reviews in the first and the third quarter may be verbal if performance is satisfactory:

Quarter	Months	Evaluation
2	October - December	
4	April - June	

7.2 The Employer shall keep a record of the year-end assessment meetings;

7.3 Performance feedback shall be based on the Employer's assessment of the Employee's performance;

7.4 The Employer will be entitled to review and make reasonable changes to the provisions of Annexure A from time to time for operational reasons. The Employee will be fully consulted before any such change is made; and

7.5 The Employer may amend the provisions of Annexure A whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case, the Employee will be fully consulted before any such change is made.

## 8. DEVELOPMENTAL REQUIREMENTS

The Personal Development Plan (PDP) for addressing developmental gaps is attached as Annexure C. Such Plan may be implemented and/or amended as the case may be after the each assessment. In that case, the Employee will be fully consulted before any such change or plan is made.

## **9. OBLIGATIONS OF THE EMPLOYER**

### **9.1 The Employer shall-**

- 9.1.1 Create an enabling environment to facilitate effective performance by the employee;
- 9.1.2 Provide access to skills development and capacity building opportunities;
- 9.1.3 Work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee;
- 9.1.4 On the request of the Employee delegate such powers reasonably required by the Employee to enable him to meet the performance objectives and targets established in terms of this Agreement; and
- 9.1.5 Make available to the Employee such resources as the Employee may reasonably require from time to time assisting him to meet the performance objectives and targets established in terms of this Agreement.

## **10. CONSULTATION**

### **10.1 The Employer agrees to consult the Employee timeously where the exercising of its powers will have amongst others-**

- 10.1.1 A direct effect on the performance of any of the Employee's functions;
- 10.1.2 Commit the Employee to implement or to give effect to a decision made by the Employer; and
- 10.1.3 A substantial financial effect on the Employer.

### **10.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in clause 12.1 as soon as is practicable to enable the Employee to take any necessary action with delay.**

## **11. REWARD**

- 11.1 The evaluation of the Employee's performance will form the basis for acknowledging outstanding performance or correcting unacceptable performance;

11.2 The payment of the performance bonus is determined by the performance score obtained during the 4<sup>th</sup> quarter;

11.1 The performance bonus will be awarded pro-rata according to the period of this agreement based on the following scheme:

Performance Rating		Bonus Calculation
0% - 64%	Poor Performance	0% of total package
65% - 69%	Average Performance	2% of total package
70% - 74%	Fair Performance	3% of total package
75% - 79%	Good Performance	4% of total package
80% - 100%	Excellent Performance	5% of total package

11.2 In the event of the Employee terminating his services during the validity period of this Agreement, but only after three months after the start of this agreement's inception date, the Employee's performance will be evaluated for the period during which he/she was employed and he/she will be entitled to a pro-rata performance bonus based on his/her evaluated performance for the period of actual service; and

11.3 The Employer will submit the total score of the annual assessment and of the Employee, to full Council for purposes of recommending the bonus allocation.

## 12. MANAGEMENT OF EVALUATION OUTCOMES

12.1 Where the Employer is, any time during the Employee's employment, not satisfied with the Employee's performance with respect to any matter dealt with in this Agreement, the Employer will give notice to the Employee to attend a meeting;

12.2 The Employee will have the opportunity at the meeting to satisfy the Employer of the measures being taken to ensure that his performance becomes satisfactory and any programme, including any dates, for implementing these measures;

12.3 Where there is a dispute or difference as to the performance of the Employee under this Agreement, the Parties will confer with a view to resolving the dispute or difference; and

12.4 In the case of unacceptable performance, the Employer shall –

12.4.1 Provide systematic remedial or developmental support to assist the Employee to improve his performance; and

12.4.2 After appropriate performance counselling and having provided the necessary guidance and/or support as well as reasonable time for improvement in performance, the Employer may consider steps to terminate the contract of employment of the Employee on grounds of unfitness or incapacity to carry out his or her duties.

### **13. DISPUTE RESOLUTION**

- 13.1 Disputes will be dealt with in terms of Section 33 of the Local Government: Municipal Performance Regulations for Municipal Managers and managers directly accountable to Municipal Managers (Regulation 805 of August 2006).
- 13.2 Any disputes about the nature of the employee's performance agreement, whether it relates to key responsibilities, priorities, methods of assessment and/or salary increment in the agreement, must be mediated by the executive mayor or mayor within thirty (30) days of receipt of a formal dispute from the employee whose decision shall be final and binding on both parties.
- 13.3 Any disputes about the outcome of the employee's performance evaluation, must be mediated by a member of the municipal council, provided that such member was not part of the evaluation panel, within thirty (30) days of receipt of a formal dispute from the employee whose decision shall be final and binding on both parties.

### **14. GENERAL**

- 14.1 The contents of this agreement and the outcome of any review conducted in terms of Annexure A may be made available to the public by the Employer; and
- 14.2 Nothing in this agreement diminishes the obligations, duties or accountabilities of the Employee in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.



Thus done and signed at \_\_\_\_\_ on the \_\_\_\_\_ day of June of 2018.

**AS WITNESSES:**

1. \_\_\_\_\_

\_\_\_\_\_  
**MUNICIPAL MANAGER**

2. \_\_\_\_\_

Thus done and signed at \_\_\_\_\_ on the \_\_\_\_\_ day of June of 2018

**AS WITNESSES:**

1. \_\_\_\_\_

\_\_\_\_\_  
**DIRECTOR**

2. \_\_\_\_\_

## Performance Plan

Director; Financial Services

**The Performance Plan sets out:**

- a) Key Performance Areas that the employee should focus on, performance objectives, key performance indicators and targets that must be met within a specific timeframe; and
- b) The Competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014.

**Performance should be evaluated:**

- a) Quarterly of which the annual evaluation must be done by the panel as constituted in paragraph 6.11 of the agreement;
- b) Performance should be assessed on a scale of 1 – 5 as outlined in paragraphs 6.9 – 6.10 of the agreement;
- c) In the instance where an indicator do not have a target or is not applicable due to valid reason or where the performance could not be delivered for a valid reason outside of the control of employee, the indicator will not be evaluated, the weighting will be cancelled and the score total will be re-calculated to calculate the final score;
- d) The employee must submit his/her assessment of his/her own performance to the employer three days prior to the assessment date.

### KEY PERFORMANCE INDICATORS

The key performance areas, the performance objectives, key performance indicators and targets that must be met within the agreed timeframe are described below. The assessment of these performance indicators will account for **eighty percent** of the total employee assessment score.

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Expenditure Services	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Revenue Services	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Budget Office	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
SDBIP Graph	Municipal Transformation and Institutional Development	Manage and achieve 90% of the KPI's of the sub-directorate: Supply Chain Management	90% of the KPI's of the sub-directorate have been met as per Ignite Dashboard report	90%	Updated SDBIP and report	90%	90%	90%	90%	2
T58	Basic Service Delivery	Number of formal residential properties that receive piped water that is connected to the municipal water infrastructure network and which are billed for water or have pre-paid meters as at 30 June 2019	Number of residential properties which are billed for water or have pre-paid meters	15000	MUN837 report from the Promun financial system	15000	15000	15000	15000	2
T59	Basic Service Delivery	Number of formal residential properties connected to the municipal electrical infrastructure network and which are billed for electricity or have pre-paid meters as (Excluding Eskom areas) at 30 June 2019	Number of residential properties which are billed for electricity or have pre-paid meters (Excluding Eskom areas)	19000	MUN837 report from the Promun financial system	19000	19000	19000	19000	2
T60	Basic Service	Number of formal residential properties	Number of residential	15000	MUN837 report from	14800	14800	14800	14800	2



# Annexure A

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
	Delivery	connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) and which are billed for sanitation/sewerage as at 30 June 2019	properties which are billed for sanitation/sewerage		the Promun financial system					
T61	Basic Service Delivery	Number of formal residential properties for which refuse is removed once per week and which are billed for refuse removal as at 30 June 2019	Number of residential properties which are billed for refuse removal	15000	MUN837 report from the Promun financial system	14600	14600	14600	14600	2
T62	Basic Service Delivery	Provide free basic water to indigent households as at 30 June 2019	Number of indigent households receiving free basic water	7000	Free basic services report from the financial system	5000	5000	5000	5000	2
T63	Basic Service Delivery	Provide free basic electricity to indigent households as at 30 June 2019	Number of indigent households receiving free basic electricity	7000	Free basic services report from the financial system	5000	5000	5000	5000	2
T64	Basic Service Delivery	Provide free basic sanitation to indigent households as at 30 June 2019	Number of indigent households receiving free basic sanitation services	7000	Free basic services report from the financial system	5000	5000	5000	5000	2
T65	Basic Service Delivery	Provide free basic refuse removal to indigent households as at 30 June 2019	Number of indigent households receiving free basic refuse removal services	7000	Free basic services report from the financial system	5000	5000	5000	5000	2
T66	Municipal Financial Viability and Management	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2019 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / (Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	45%	Annual financial statements	0%	0%	0%	45%	4
T67	Municipal Financial Viability and	Financial viability measured in terms of the outstanding service debtors as at 30 June 2019 (Total outstanding service	% of outstanding service debtors	12%	Annual financial statements	0%	0%	0%	12%	5

# Annexure A

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
T68	Municipal Financial Viability and Management	debtors/ revenue received for services) Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2019 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover fix operating expenditure with available cash	2	Annual financial statements	2.2	2.2	2.2	2.2	5
T69	Good Governance and Public Participation	Submit the final annual budget to Council by 31 May 2018	Final budget submitted to Council	1	Minutes of council meeting during which the Budget was submitted for approval	0	0	1	0	5
T70	Good Governance and Public Participation	Submit monthly reports in terms of Section 71 of the MFMA to Council	Number of reports submitted to Council	12	Minutes of council meeting during which report was discussed	3	3	3	3	4
T71	Municipal Financial Viability and Management	Achieve a debtor payment percentage of 98% as at 30 June 2019 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	98%	Annual financial statements	70%	80%	85%	98%	2
T72	Municipal Financial Viability and Management	Spend 100% of the total amount budgeted for the implementation of an ERP system by 30 June 2019 {(Total actual expenditure for the project/Total amount budgeted for the projects) x100}	% of budget spent	New key performance indicator for 2018/19	Monthly CAPEX report received from the Finance Department	10%	20%	50%	100%	2
D324	Good Governance and Public Participation	Attend to all internal audit queries within 10 working days	% of Internal Audit queries attended to within 10 working days	90%	Proof of submission	90%	90%	90%	90%	1
D325	Good Governance and Public Participation	Report quarterly on progress made with the implementation council resolutions	Number of reports submitted	New KPI	Proof of submission	1	1	1	1	2

## Annexure A

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
	Public Participation	applicable to the directorate to the Office of the MM								
D326	Municipal Financial Viability and Management	95% of the capital budget for the directorate spent by 30 June	% of capital budget spent by 30 June	90%	CAPEX Report from finance	0%	30%	60%	95%	3
D327	Good Governance and Public Participation	Respond to all external COMAF's received within 5 working days after receipt	% of external COMAF's responded to within 5 working days	100%	Proof of submission	100%		0%		3
D328	Municipal Financial Viability and Management	Compile a tender plan of all projects and submit to SCM and the CFO by 31 July	Tender plan completed and submitted by 31 July	1	Proof of submission	1	0	0	0	2
D329	Municipal Financial Viability and Management	Report quarterly to SCM on Service Level Agreements (SLA's) with service providers in line with relevant legislation ie Section 116 of the MFMA	Number of reports submitted	4	Proof of submission	1	1	1	1	2
D330	Municipal Financial Viability and Management	Report quarterly to SCM on Service Level Agreements (SLA's) with all service providers	Number of reports submitted	New KPI	Proof of submission	1	1	1	1	2
D331	Good Governance and Public Participation	Submit monthly reports to Internal Audit from February to June on the progress made with the implementation with Audit Action plan	Number of reports submitted	New KPI	Proof of submission	0	0	2	3	2
D332	Good Governance and Public Participation	Develop a Demand Management Plan and submit to the MM by 30 June	Demand Management Plan submitted to the MM	1	Proof of submission	0	0	0	1	2
D333	Municipal Financial Viability and Management	Submit the Annual Financial Statements to the Auditor-General before 31 August	AFS submitted before 31 August	100%	Acknowledgement of receipt by AG	1	0	0	0	5



# Annexure A

Ref No	National KPA	Key Performance Indicator (KPI)	Unit of Measurement	Baseline	Portfolio of evidence	Targets				Weight
						Q1	Q2	Q3	Q4	
D334	Municipal Financial Viability and Management	Submit the approved budget and IDP process plan to the Provincial Treasury, National Treasury and Auditor General by 30 September	Approved Budget and IDP Process plan submitted by 30 September 2018	1	Proof of submission	1	0	0	0	3
D335	Municipal Financial Viability and Management	Monitor the adherence to the budget policies within the organisation	Monthly CAPEX and OPEX reports submitted to OMT	24	Proof of submission	6	6	6	6	2
D336	Good Governance and Public Participation	Attend to Community Participation session to obtain inputs for IDP and budget process	Number of meetings attended	2	Minutes of the community meetings	0	0	0	2	2
TOTAL										80



## COMPETENCIES

The competencies required from employees prescribed in the Regulations on the appointment and conditions of employment of senior managers, R21 of 2014. The assessment of these competencies will account for **twenty percent** of the total employee assessment score.

Annexure B describes the different achievement levels for each Competency and should therefore form part of this section of the Performance Plan.

Competency	Definition	Weight
<b>LEADING COPETENCIES</b>		
Strategic direction and leadership	<p>Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate. It includes:</p> <ul style="list-style-type: none"> <li>• Impact and influence</li> <li>• Institutional performance management</li> <li>• Strategic planning and management</li> <li>• Organisational awareness</li> </ul>	1.67
People management	<p>Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Human capital planning and development</li> <li>• Diversity management</li> <li>• Employee relations management</li> <li>• Negotiation and dispute management</li> </ul>	1.67
Programme and project management	<p>Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives. It includes:</p> <ul style="list-style-type: none"> <li>• Program and project planning and implementation</li> <li>• Service delivery management</li> <li>• Program and project monitoring and evaluation</li> </ul>	1.67
Financial management	<p>Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner. It includes:</p> <ul style="list-style-type: none"> <li>• Budget planning and execution</li> <li>• Financial strategy and delivery</li> <li>• Financial reporting and delivery</li> </ul>	1.67
Change leadership	<p>Able to direct and initiate transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community. It includes:</p> <ul style="list-style-type: none"> <li>• Change vision and strategy</li> </ul>	1.67

## Annexure A

Competency	Definition	Weight
	<ul style="list-style-type: none"> <li>• Process design and improvement</li> <li>• Change impact monitoring and evaluation</li> </ul>	
Governance leadership	<p>Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships. It includes:</p> <ul style="list-style-type: none"> <li>• Policy formulation</li> <li>• Risk and compliance management</li> <li>• Cooperative governance</li> </ul>	1.67
<b>CORE COMPETENCIES</b>		
Moral competence	Able to identify moral triggers, apply reasoning that promotes honesty and integrity and display behaviour that reflects moral competence.	
Planning and organising	Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk.	1.67
Analysis and innovation	Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives.	1.67
Knowledge and information management	Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government	1.67
Communication	Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome.	1.67
Results and quality focus	Able to maintain high quality standards, focus on achieving results and objectives while consistency striving to exceed expectations and encourage others to meet quality standards. Further, to actively monitor and measure results and quality against identified objectives.	1.67
<b>TOTAL</b>		<b>20</b>

## Competency Framework

CLUSTER :		LEADING COMPETENCIES		
COMPETENCY NAME :		Strategic Direction and Leadership		
COMPETENCY DEFINITION :		Provide and direct a vision for the institution, and inspire and deploy others to deliver on the strategic institutional mandate		
BASIC		ACHIEVEMENT LEVELS		
		COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>Understand Institutional and departmental strategic objectives, but lacks the ability to inspire others to achieve set mandate</li><li>Describe how specific tasks link to institutional strategies but has limited influence in directing a strategy</li><li>Has a basic understanding of institutional performance management, but lacks the ability to integrate systems into a collective whole</li><li>Demonstrate basic understanding of key decision makers</li></ul>	<ul style="list-style-type: none"><li>Give direction to a team in realising the institution's strategic mandate and set objectives</li><li>Has a positive impact and influence on the morale, engagement and participation of team members</li><li>Develop action plans to execute and guide strategy</li><li>Assist in defining performance measures to monitor the progress and effectiveness of the institution</li><li>Displays an awareness of institutional structures and political factors</li><li>Effectively communicate barriers to execution to relevant parties</li><li>Provide guidance to all stakeholders in the achievement of the strategic mandate</li><li>Understand the aim and objectives of the institution and relate it to own work</li></ul>	<ul style="list-style-type: none"><li>Evaluate all activities to determine value and alignment to strategic intent</li><li>Display in-depth knowledge and understanding of strategic planning</li><li>Align strategy and goals across all functional areas</li><li>Actively define performance measures to monitor the progress and effectiveness of the institution</li><li>Consistently challenge strategic plans to ensure relevance</li><li>Understand institutional structures and political factors, and the consequences of actions</li><li>Empower others to follow the strategic direction and deal with complex situations</li><li>Guide the institution through complex and ambiguous concern</li><li>Use understanding of power relationships and dynamic tensions among key players to frame communications and develop strategies, positions and alliances</li></ul>	<ul style="list-style-type: none"><li>Structure and position the institution to local government priorities</li><li>Actively use in-depth knowledge and understanding to develop and implement a comprehensive institutional framework</li><li>Hold self-accountable for strategy execution and results</li><li>Provide impact and influence through building and maintaining strategic relationships</li><li>Create an environment that facilitates loyalty and innovation. Display a superior level of self-discipline and integrity in actions</li><li>Integrate various systems into a collective whole to optimise institutional performance management</li><li>Uses understanding of competing interests to maneuver successfully to a win/win outcome</li></ul>	



# Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES	
COMPETENCY NAME :		People Management	
COMPETENCY DEFINITION :		Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives	
BASIC		ACHIEVEMENT LEVELS	
		COMPETENT	SUPERIOR
<ul style="list-style-type: none"> <li>Participate in team goalsetting and problem solving</li> <li>Interact and collaborate with people of diverse backgrounds</li> <li>Aware of guidelines for employee development, but requires support in implementing development initiatives</li> </ul>		<ul style="list-style-type: none"> <li>Seek opportunities to increase team contribution and responsibility</li> </ul>	<ul style="list-style-type: none"> <li>Develop and incorporate best practice people management processes, approaches and tools across the institution</li> </ul>
		<ul style="list-style-type: none"> <li>Respect and support the diverse nature of others and be aware of the benefits of a diverse approach</li> </ul>	<ul style="list-style-type: none"> <li>Foster a culture of discipline, responsibility and accountability</li> </ul>
		<ul style="list-style-type: none"> <li>Effectively delegate tasks and empower others to increase contribution and execute functions optimally</li> </ul>	<ul style="list-style-type: none"> <li>Understand the impact of diversity in performance and actively incorporate a diversity strategy in the institution</li> </ul>
		<ul style="list-style-type: none"> <li>Apply relevant employee legislation fairly and consistently</li> </ul>	<ul style="list-style-type: none"> <li>Develop comprehensive integrated strategies and approaches to human capital development and management</li> </ul>
		<ul style="list-style-type: none"> <li>Effectively identify capacity requirements to fulfill the strategic mandate</li> </ul>	<ul style="list-style-type: none"> <li>Actively identify trends and predict capacity requirements to facilitate unified transition and performance management</li> </ul>
		<ul style="list-style-type: none"> <li>Identify ineffective team and work processes and recommend remedial interventions</li> </ul>	
		<ul style="list-style-type: none"> <li>Recognise and reward effective and desired behavior</li> </ul>	
		<ul style="list-style-type: none"> <li>Provide mentoring and guidance to others in order to increase personal effectiveness</li> </ul>	
		<ul style="list-style-type: none"> <li>Identify development and learning needs within the team</li> </ul>	
		<ul style="list-style-type: none"> <li>Inspire a culture of performance excellence by giving positive and constructive feedback to the team</li> </ul>	
		<ul style="list-style-type: none"> <li>Achieve agreement or consensus in adversarial environments</li> </ul>	
		<ul style="list-style-type: none"> <li>Lead and unite diverse teams across divisions to achieve institutional objectives</li> </ul>	

## Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES		
COMPETENCY NAME :		Program and Project Management		
COMPETENCY DEFINITION :		Able to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives		
		ACHIEVEMENT LEVELS		
BASIC		COMPETENT	ADVANCED	SUPERIOR
<ul style="list-style-type: none"><li>Initiate projects after approval from higher authorities</li><li>Understand procedures of program and project management methodology, implications and stakeholder involvement</li><li>Understand the rational of projects in relation to the institution's strategic objectives</li><li>Document and communicate factors and risk associated with own work</li><li>Use results and approaches of successful project implementation as guide</li></ul>	<ul style="list-style-type: none"><li>Establish broad stakeholder involvement and communicate the project status and key milestones</li><li>Define the roles and responsibilities of the project team and create clarity around expectations</li><li>Find a balance between project deadline and the quality of deliverables</li><li>Identify appropriate project resources to facilitate the effective completion of the deliverables</li><li>Comply with statutory requirements and apply policies in a consistent manner</li><li>Monitor progress and use of resources and make needed adjustments to timelines, steps and resource allocation</li></ul>	<ul style="list-style-type: none"><li>Manage multiple programs and balance priorities and conflicts according to institutional goals</li><li>Apply effective risk management strategies through impact assessment and resource requirements</li><li>Modify project scope and budget when required without compromising the quality and objectives of the project</li><li>Involve top-level authorities and relevant stakeholders in seeking project buy-in</li><li>Identify and apply contemporary project management methodology</li><li>Influence and motivate project team to deliver exceptional results</li><li>Monitor policy implementation and apply procedures to manage risks</li></ul>	<ul style="list-style-type: none"><li>Understand and conceptualise the long-term implications of desired project outcomes</li><li>Direct a comprehensive strategic macro and micro analysis and scope projects accordingly to realise institutional objectives</li><li>Influence people in positions of authority to implement outcomes of projects</li><li>Lead and direct translation of policy into workable action plans</li><li>Ensures that programs are monitored to track progress and optimal resource utilisation, and that adjustments are made as needed</li></ul>	

# Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES	
COMPETENCY NAME :		Financial Management	
COMPETENCY DEFINITION :		Able to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner	
ACHIEVEMENT LEVELS			
BASIC		COMPETENT	ADVANCED
<ul style="list-style-type: none"> <li>Understand basic financial concepts and methods as they relate to institutional processes and activities</li> <li>Display awareness into the various sources of financial data, reporting mechanisms, financial governance, processes and systems</li> <li>Understand the importance of financial accountability</li> <li>Understand the importance of asset control</li> </ul>	<ul style="list-style-type: none"> <li>Exhibit knowledge of general financial concepts, planning, budgeting and forecasting and how they interrelate</li> <li>Assess, identify and manage financial risks</li> <li>Assume a cost-saving approach to financial management</li> <li>Prepare financial reports based on specified formats</li> <li>Consider and understand the financial implications of decisions and suggestions</li> <li>Ensure that delegation and instructions as required by National Treasury guidelines are reviewed and updated</li> <li>Identify and implement proper monitoring and evaluation practices to ensure appropriate spending against budget</li> </ul>	<ul style="list-style-type: none"> <li>Take active ownership of planning, budgeting and forecasting processes and provides credible answers to queries within own responsibility</li> <li>Prepare budgets that are aligned to the strategic objectives of the institution</li> <li>Address complex budgeting and financial management concerns</li> <li>Put systems and processes in place to enhance the quality and integrity of financial management practices</li> <li>Advise on policies and procedures regarding asset control</li> <li>Promote National Treasury's regulatory framework for Financial Management</li> </ul>	<ul style="list-style-type: none"> <li>Develop planning tools to assist in evaluating and monitoring future expenditure trends</li> <li>Set budget frameworks for the institution</li> <li>Set strategic direction for the institution on expenditure and other financial processes</li> <li>Build and nurture partnerships to improve financial management and achieve financial savings</li> <li>Actively identify and implement new methods to improve asset control</li> <li>Display professionalism in dealing with financial data and processes</li> </ul>



# Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES		
COMPETENCY NAME :		Change Leadership		
COMPETENCY DEFINITION :		Able to direct and initiate institutional transformation on all levels in order to successfully drive and implement new initiatives and deliver professional and quality services to the community		
		ACHIEVEMENT LEVELS		
BASIC	COMPETENT	ADVANCED	SUPERIOR	
<ul style="list-style-type: none"><li>• Display an awareness of change interventions and the benefits of transformation initiatives</li><li>• Able to identify basic needs for change</li><li>• Identify gaps between the current and desired state</li><li>• Identify potential risk and challenges to transformation, including resistance to change factors</li><li>• Participate in change programs and piloting change interventions</li><li>• Understand the impact of change interventions on the institution within the broader scope of local government</li></ul>	<ul style="list-style-type: none"><li>• Perform an analysis of the change impact on the social, political and economic environment</li><li>• Maintain calm and focus during change</li><li>• Able to assist team members during change and keep them focused on the deliverables</li><li>• Volunteer to lead change efforts outside of own work team</li><li>• Able to gain buy-in and approval for change from relevant stakeholders</li><li>• Identify change readiness levels and assist in resolving resistance to change factors</li><li>• Design change interventions that are aligned with the institution's strategic objectives and goals</li></ul>	<ul style="list-style-type: none"><li>• Actively monitor change impact and results and convey progress to relevant stakeholders</li><li>• Secure buy-in and sponsorship for change initiatives</li><li>• Continuously evaluate change strategy and design and introduce new approaches to enhance the institution's effectiveness</li><li>• Build and nurture relationships with various stakeholders to establish strategic alliance in facilitating change programs</li><li>• Take the lead in impactful change programs</li><li>• Benchmark change interventions against best change practices</li><li>• Understand the impact and psychology of change and put remedial interventions in place to facilitate effective transformation</li><li>• Take calculated risk and seek new ideas from best practice scenarios and identify the potential for implementation</li></ul>	<ul style="list-style-type: none"><li>• Sponsor change agents and create a network of change leaders who support the interventions</li><li>• Actively adapt current structures and processes to incorporate the change interventions</li><li>• Mentor and guide team members on the effects of change, resistance factors and how to integrate change</li><li>• Motivate and inspire others around change initiatives</li></ul>	



# Annexure B

2018/19

CLUSTER :		LEADING COMPETENCIES			
COMPETENCY NAME :		Governance Leadership			
COMPETENCY DEFINITION :		Able to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships			
		ACHIEVEMENT LEVELS			
BASIC		COMPETENT	ADVANCED	SUPERIOR	
<ul style="list-style-type: none"> <li>Display a basic awareness of risk, compliance and governance factors but require guidance and development in implementing such requirements</li> <li>Understand the structure of cooperative government but requires guidance on fostering workable relationships between stakeholders</li> <li>Provide input into policy formulation</li> </ul>	<ul style="list-style-type: none"> <li>Display a thorough understanding of governance and risk and compliance factors and implement plans to address these</li> <li>Demonstrate understanding of the techniques and processes for optimising risk taking decisions within the institution</li> <li>Actively drive policy formulation within the institution to ensure the achievement of objectives</li> </ul>	<ul style="list-style-type: none"> <li>Able to link risk initiatives into key institutional objectives and drivers</li> <li>Identify, analyse and measure risk, create valid risk forecasts and map risk profiles</li> <li>Apply risk control methodology and approaches to prevent and reduce risk that impede on the achievement of institutional objectives</li> <li>Demonstrate a thorough understanding of risk retention plans</li> <li>Identify and implement comprehensive risk management systems and processes</li> <li>Implement and monitor the formulation of policies, identify and analyse constraints and challenges with implementation and provide recommendations for improvement</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrate a high level of commitment in complying with governance requirements</li> <li>Implement governance and compliance strategy to ensure achievement of institutional objectives within the legislative framework</li> <li>Able to advise local government on risk management, best practice interventions and compliance management</li> <li>Able to forge positive relationships on cooperative governance level to enhance the effectiveness of local government</li> <li>Able to shape, direct and drive the formulation of policies on a macro level</li> </ul>		

# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES			
COMPETENCY NAME :		Moral Competence			
COMPETENCY DEFINITION :		Able to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behavior that reflects moral competence			
		ACHIEVEMENT LEVELS			
BASIC		COMPETENT	ADVANCED	SUPERIOR	
<ul style="list-style-type: none"><li>Realise the impact of acting with integrity, but requires guidance and development in implementing principles</li><li>Follow basic rules and regulations of the institution</li><li>Able to identify basic moral situations, but requires guidance and development in understanding and reasoning with moral intent</li></ul>	<ul style="list-style-type: none"><li>Conduct self in alignment with the values of local government and the institution</li><li>Able to openly admit own mistakes and weaknesses and seek assistance from others when unable to deliver</li><li>Actively report fraudulent activity and corruption with local government</li><li>Understand and honor the confidential nature of matters without seeking personal gain</li><li>Able to deal with situations of conflict of interest promptly and in the best interest of local government</li></ul>	<ul style="list-style-type: none"><li>Identify, develop and apply measures of self-correction</li><li>Able to gain trust and respect through aligning actions with commitments</li><li>Make proposals and recommendations that are transparent and gain the approval of relevant stakeholders</li><li>Present values, beliefs and ideas that are congruent with the institution's rules and regulations</li><li>Takes an active stance against corruption and dishonesty when noted</li><li>Actively promote the value of the institution to internal and external stakeholders</li><li>Able to work in unity with a team and not seek personal gain</li><li>Apply universal moral principles consistently to achieve moral decisions</li></ul>	<ul style="list-style-type: none"><li>Create an environment conducive of moral practices</li><li>Actively develop and implement measures to combat fraud and corruption</li><li>Set integrity standards and shared accountability measures across the institution to support the objectives of local government</li><li>Take responsibility for own actions and decisions, even if the consequences are unfavorable</li></ul>		

## Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES			
COMPETENCY NAME :		Planning and Organising			
COMPETENCY DEFINITION :		Able to plan, prioritise and organise information and resources effectively to ensure the quality of service delivery and build efficient contingency plans to manage risk			
		ACHIEVEMENT LEVELS			
BASIC	COMPETENT	ADVANCED	SUPERIOR		
<ul style="list-style-type: none"><li>• Able to follow basic plans and organise tasks around set objectives</li><li>• Understand the process of planning and organising but requires guidance and development in providing detailed and comprehensive plans</li><li>• Able to follow existing plans and ensure that objectives are met</li><li>• Focus on short-term objectives in developing plans and actions</li><li>• Arrange information and resources required for a task, but require further structure and organisation</li></ul>	<ul style="list-style-type: none"><li>• Actively and appropriately organise information and resources required for a task</li><li>• Recognise the urgency and importance of tasks</li><li>• Balance short and long-term plans and goals and incorporate into the team's performance objectives</li><li>• Schedule tasks to ensure they are performed within budget and with efficient use of time and resources</li><li>• Measures progress and monitor performance results</li></ul>	<ul style="list-style-type: none"><li>• Able to define institutional objectives, develop comprehensive plans, integrate and coordinate activities and assign appropriate resources for successful implementation</li><li>• Identify in advance required stages and actions to complete tasks</li><li>• Schedule realistic timelines, objectives and milestones for tasks and projects</li><li>• Produce clear, detailed and comprehensive plans to achieve institutional objectives</li><li>• Identify possible risk factors and design and implement appropriate contingency plans</li><li>• Adapt plans in light of changing circumstances</li><li>• Prioritise tasks and projects according to their relevant urgency and importance</li></ul>	<ul style="list-style-type: none"><li>• Focus on broad strategies and initiatives when developing plans and actions</li><li>• Able to protect and forecast short, medium and long term requirements of the institution and local government</li><li>• Translate policy into relevant projects to facilitate the achievement of institutional objectives</li></ul>		

# Annexure B

2018/19

CLUSTER :	CORE COMPETENCIES	
	Analysis and Innovation	
COMPETENCY NAME :	Able to critically analyse information, challenges and trends to establish and implement fact-based solutions that are innovative to improve institutional processes in order to achieve key strategic objectives	
COMPETENCY DEFINITION :		
BASIC	ACHIEVEMENT LEVELS	
	COMPETENT	ADVANCED
<ul style="list-style-type: none"> <li>Understand the basic operation of analysis, but lack detail and thoroughness</li> <li>Able to balance independent analysis with requesting assistance from others</li> <li>Recommend new ways to perform tasks within own function</li> <li>Propose simple remedial interventions that marginally challenges the status quo</li> <li>Listen to the ideas and perspectives of others and explore opportunities to enhance such innovative thinking</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrate logical problem solving techniques and approaches and provide rationale for recommendations</li> <li>Demonstrate objectivity, insight and thoroughness when analysing problems</li> <li>Able to break down complex problems into manageable parts and identify solutions</li> <li>Consult internal and external stakeholders on opportunities to improve processes and service delivery</li> <li>Clearly communicate the benefits of new opportunities and innovative solutions and stakeholders</li> <li>Continuously identify opportunities to enhance internal processes</li> <li>Identify and analyse opportunities conducive to innovative approaches and propose remedial intervention</li> </ul>	<ul style="list-style-type: none"> <li>Coaches team members on analytical and innovative approaches and techniques</li> <li>Engage with appropriate individuals in analysing and resolving complex problems</li> <li>Identify solutions on various areas in the institution</li> <li>Formulate and implement new ideas throughout the institution</li> <li>Able to gain approval and buy-in for proposed interventions from relevant stakeholders</li> <li>Identify trends and best practices in process and service delivery and propose institutional application</li> <li>Continuously engage in research to identify client needs</li> </ul>
		<ul style="list-style-type: none"> <li>Demonstrate complex analytical and problem solving approaches and techniques</li> <li>Create an environment conducive to analytical and fact-based problem solving</li> <li>Analyse, recommend solutions and monitor trends in key challenges to prevent and manage occurrence</li> <li>Create an environment that fosters innovative thinking and follows a learning organisation approach</li> <li>Be a thought leader on innovative customer service delivery and process optimisation</li> <li>Play an active role in sharing best practice solutions and engage in national and international local government seminars and conferences</li> </ul>



# Annexure B

2018/19

CLUSTER :		CORE COMPETENCIES		
COMPETENCY NAME :		Knowledge and Information Management		
COMPETENCY DEFINITION :		Able to promote the generation and sharing of knowledge and information through various processes and media, in order to enhance the collective knowledge base of local government		
		ACHIEVEMENT LEVELS		
		COMPETENT	ADVANCED	SUPERIOR
BASIC		<ul style="list-style-type: none"> <li>• Collect, categorise and track relevant information required for specific tasks and projects</li> <li>• Analyse and interpret information to draw conclusions</li> <li>• Seek new sources of information to increase the knowledge base</li> <li>• Regularly share information and knowledge with internal stakeholders and team members</li> </ul>	<ul style="list-style-type: none"> <li>• Effectively predict future information and knowledge management requirements and systems</li> <li>• Develop standards and processes to meet future knowledge management needs</li> <li>• Share and promote best-practice knowledge management across various institutions</li> <li>• Establish accurate measures and monitoring systems for knowledge and information management</li> <li>• Create a culture conducive of learning and knowledge sharing</li> <li>• Hold regular knowledge and information sharing sessions to elicit new ideas and share best practice approaches</li> </ul>	<ul style="list-style-type: none"> <li>• Create and support a vision and culture where team members are empowered to seek, gain and share knowledge and information</li> <li>• Establish partnerships across local government to facilitate knowledge management</li> <li>• Demonstrate a mature approach</li> <li>• Recognise and exploit knowledge points in interactions with internal and external stakeholders</li> </ul>

## Annexure B

2018/19

CORE COMPETENCIES				
Communication				
Able to share information, knowledge and ideas in a clear, focused and concise manner appropriate for the audience in order to effectively convey, persuade and influence stakeholders to achieve the desired outcome				
BASIC	ACHIEVEMENT LEVELS			SUPERIOR
	COMPETENT	ADVANCED		
<ul style="list-style-type: none"><li>Demonstrate an understanding for communication levers and tools appropriate for the audience, but requires guidance in utilising such tools</li><li>Express ideas in a clear and focused manner, but does not always take the audience into consideration</li><li>Disseminate and convey information and knowledge adequately</li></ul>	<ul style="list-style-type: none"><li>Express ideas to individuals and groups in formal and informal settings in a manner that is interesting and motivating</li><li>Able to understand, tolerate and appreciate diverse perspectives, attitudes and beliefs</li><li>Adapt communication content and style to suit the audience and facilitate optimal information transfer</li><li>Deliver content in a manner that gains support, commitment and agreement from relevant stakeholders</li><li>Compile clear, focused, concise and well-structured written documents</li></ul>	<ul style="list-style-type: none"><li>Effectively communicate high-risk and sensitive matters to relevant stakeholders</li><li>Develop a well-defined communication strategy</li><li>Balance political perspectives with institutional needs when communicating viewpoints on complex issues</li><li>Able to effectively direct negotiations around complex</li><li>Market and promote the institution to external stakeholders and seek to enhance a positive image of the institution</li><li>Able to communicate with the media with high levels of moral competence and discipline</li></ul>	<ul style="list-style-type: none"><li>Regarded as a specialist in negotiations and representing the institution</li><li>Able to inspire and motivate others through positive communication that is impactful and relevant</li><li>Creates an environment conducive to transparent and productive communication and critical appreciate conversations</li><li>Able to coordinate negotiations at different levels within local government and externally</li></ul>	

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**AMENDMENT OF CONTRACT: TENDER 48/2017 - PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF EXPLORATORY BOREHOLES IN MONTAGU PROCURED THROUGH THE SUPPLY CHAIN MANAGEMENT POLICY OF LANGEBERG MUNICIPALITY IN COMPLIANCE WITH SECTION 116(3) OF THE MFMA (ACCOUNTING OFFICER)**

**Purpose**

To obtain Council's approval to amend the following contract in compliance with section 116(3) of the Municipal Finance Management Act 56 of 2003:

**Background**

Disaster Grant Funding to the amount of R 3 000 000 was received for the development of exploratory boreholes in Montagu as part of a Drought Relief Programme and WEC was subsequently appointed for the Professional Services for the Development of Exploratory Boreholes in Montagu as per Tender 48/2017. This contract was procured in compliance with the Supply Chain Management Policy.

In January 2018 an additional amount of R 4 200 000 was received for this project and it is therefore proposed that the contract of WEC be amended and the contract amount be increased from R 3 000 000 to R 6 000 000 as a contract may only be expanded by a maximum amount equal to the original contract amount. It is envisaged that the balance of the available funding namely R 1 200 000 will be spend internally.

The objective is to amend the contract to allow the current service provider to deliver the services to the Municipality for the additional amount of R 3 000 000.

**Legal Context**

The Municipal Finance Management Act, section 116 (3) states:

"A contract or agreement procured through the supply chain management policy of the municipality or municipal entity may be amended by the parties, but only after—

- a) the reasons for the proposed amendment have been tabled in the council of the municipality or, in the case of a municipal entity, in the council of its parent municipality; and
- b) the local community—
  - i. has been given reasonable notice of the intention to amend the contract or agreement; and
  - ii. has been invited to submit representations to the municipality or municipal entity."

In compliance with section 116(3)(b) an advert will be placed on the Langeberg Municipality's website on 19 June 2018, calling on the local community to submit representation by 26 June 2018.

**Financial Implications**

Funding is available.

**COMMENTS OF DIRECTORATES / DEPARTMENTS**

**Director: Strategy & Social Development**

Recommendation supported.



**Director: Finance Department**

Recommendation supported.

**Director: Engineering Services**

Recommendation supported

**Director: Corporate Services**

Recommendation supported

**RECOMMENDATION / AANBEVELING**

That in respect of – The Amendment of Tender 48/2017: 3/2014: Professional Services for the Development of Exploratory Boreholes in Montagu Procured through the Supply Chain Management Policy of Langeberg Municipality in Compliance with Section 116(3) of the MFMA:

1. Council notes that in compliance with section 116(3) of the Municipal Finance Management Act 56 of 2003 the following contract:

TENDER 48/2017: 3/2014: PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF  
EXPLORATORY BOREHOLES IN MONTAGU – For an increased amount of R 3 000 000

be amended to allow the current service providers to deliver the services to the Municipality for the amount stated above.

2. Council notes that reasonable notice will be given to the local community of Council's intention to amend the contract as set out in (1) above.
3. That the local community be invited to submit representations to the Municipality on the intended amendment of the contract within 14 days from the date of the notice appearing on the Langeberg Municipality's website on 19 June 2018.
4. That the Municipal Manager be authorised to evaluate the representation received, if any, and to make a final decision on the amendment of the contract as per (1) above.

**FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MAY 2018 (9/2/1/3) (CHIEF FINANCIAL OFFICER)**

**Purpose of report**

To submit a report in terms of the Monthly Budget Statement of the Local Government: Municipal Finance Management Act, 2003 to Council for information.

**Comments**

The report, as submitted to the Executive Mayor, National Treasury and Provincial Treasury, **is attached to this report.**

**Aanbeveling / Recommendation**

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*



## **In-Year Report of the Municipality**

**Prepared in terms of the Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 April 2009.**

### **Monthly Budget Statement May 2018**

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## Glossary

**Adjustments budget** – Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.

**Allocations** – Money received from Provincial or National Government or other municipalities.

**Budget** – The financial plan of the Municipality.

**Budget related policy** – Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy, credit ~~control and debt~~ collection policy.

**Capital expenditure** - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet.

**Cash flow statement** – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

**DORA** – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.

**Equitable share** – A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

**Fruitless and wasteful expenditure** – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

**GFS** – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

**GRAP** – Generally Recognised Accounting Practice. The new standard for municipal accounting.

**IDP** – Integrated Development Plan. The main strategic planning document of the Municipality

**MBRR** – Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations.

**MFMA** – Local Government: Municipal Finance Management Act (56/2003). The principle piece of legislation relating to municipal financial management. Sometimes referred to as the Act.

**MTREF** – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous and current years' financial position.

**Operating expenditure** – Spending on the day to day expenses of the Municipality such as salaries and wages.

**Rates** – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

**SDBIP** – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

**Strategic objectives** – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

**Unauthorised expenditure** – Generally, is spending without, or in excess of, an approved budget or vote, expenditure from a vote unrelated to the department or functional area covered by the vote, expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose, spending of an allocation not in accordance with the conditions of the allocations.

**Virement** – A transfer of budget.

**Virement policy** - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

**Vote** – One of the main segments into which a budget is divided. In Langeberg Municipality this means at directorate level.

## **PART 1 – IN-YEAR REPORT**

### **Section 1 - Mayor's Report**

#### ***1.1 In-Year Report - Monthly Budget Statement***

This report represents the S 71 MFMA monthly budget statement for the month of May 2018 and it reflects on the implementation of the budget and the financial state of affairs of the municipality.

##### **1.1.1 Implementation of budget in terms of SDBIP**

No comments for May 2018.

##### **1.1.2 Financial problems or risks facing the municipality**

Currently there are no immediate financial problems facing the municipality. The municipality is still projected to end the year with a surplus, and more importantly, a positive cash position.

##### **1.1.3 Other information**

Additional clarity on the content of this report or answers to any questions posed will be given at the next Finance Committee meeting.

## **Section 2 - Resolutions**

### ***IN-YEAR REPORTS 2017/2018***

This is the resolution that will be presented to Council when the In-Year Report is tabled:

#### ***RECOMMENDATION:***

- (a) That council notes the monthly budget statement and supporting documentation.
- (b) That Council notes the in-year report for May 2018 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 14 June 2018, being the 10th working day after the end of May 2018.

## Section 3 - Executive Summary

### 3.1 Introduction

The outcomes for the 2016/2017 financial year have been audited. The Annual Financial Statements for the financial year ending 30 June 2017 was submitted for audit purposes on 31 August 2017 and the Auditor General expressed an opinion on 30 November 2017. The municipality received a clean audit opinion for the 6<sup>th</sup> consecutive year.

### 3.2 Consolidated performance

#### 3.2.1 Against annual budget (original approved and latest adjustments)

Rates were levied in July 2017 for the 2017/2018 financial year. The amounts for rates and service charges do not represent cash received but levied amounts.

Total revenue to date is R 539, 847 M compared to total revenue budget to date of R 582, 983 M which brings about a negative variance of 7%. The main reasons for the variance are electricity, water & refuse charges for May 2018 that will only be levied in June 2018; Traffic fines issued will only be recorded as receivables from non-exchange at year-end; and The Transfers Recognised – Operational variance relate to operating projects which commence in the upcoming months. Please refer to table C4 on page 12 for Breakdown of Revenue by Source.

#### Operating expenditure by type

Total expenditure to date is R 529, 755 M compared to total expenditure budget to date of R 602, 704 M which brings about a negative variance of 12%, the variance is mainly attributable to under expenditure on Employee related costs, Depreciation and asset impairment, Finance Charges, Bulk purchases, Contracted Services and Other expenditure. Finance Charges are lower as the finance charges relating to the landfill site will only be processed at year-end. Bulk purchases are lower due to electricity and water consumption being less than expected. The under expenditure on Other expenditure relates to: Repairs and Maintenance required being less than expected; General Expenditure primarily being non-cash flow items, which will be allocated at year-end; and Actuarial Losses only being processed at year-end. Please refer to table C4 on page 12 for Breakdown of Expenditure by Type.

#### Capital expenditure

Total actual capital expenditure as at May 2018 is R 32, 609 M (58.42%) of the total capital budget of R 53, 821 M. Capital commitments as at May 2018 is R 14, 924 M (26.74%) of the total capital budget of R 53, 821 M. Total capital expenditure inclusive of capital commitments as at May 2018 is 85.15% of the total capital budget. Please refer to table C5 (page 13) for Capital Expenditure per Government Finance Statistics and table SC12 (page 25) for the monthly Capital Expenditure Trend.



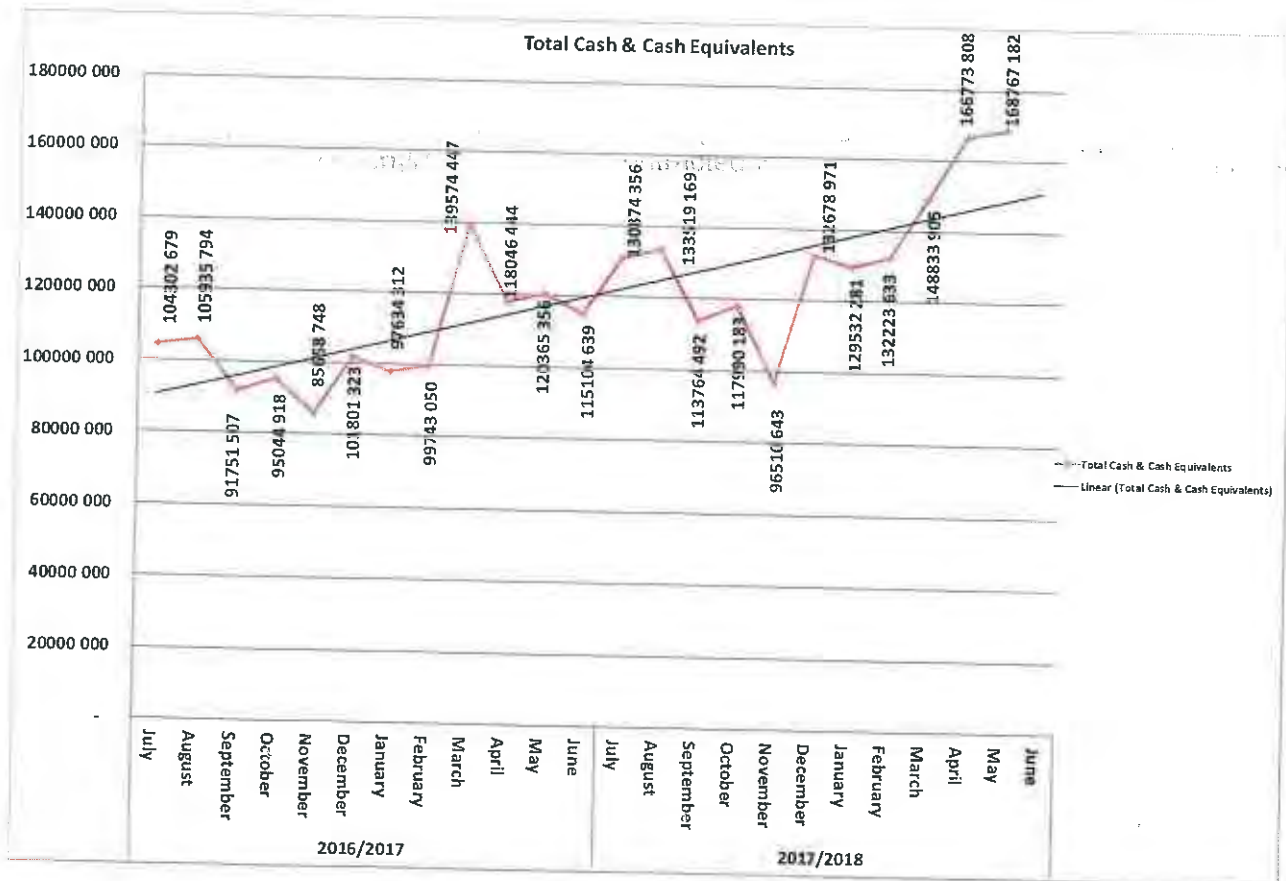
Below is breakdown of Capital Expenditure as at 30 May 2018:

	ACTUAL	ORDERS	EXP/MONTH	BUDGET	BALANCE
HOUSING	14 623,23	0,00	0,00	18 500,00	3 976,77
WATER	20 096 642,33	5 643 126,92	1 186 269,75	29 821 660,00	3 881 898,75
ELECTRICAL SERVICES	5 328 388,81	884 377,06	427 937,24	6 945 590,00	732 764,33
SEWERAGE	119 028,01	116 029,25	0,00	336 060,00	100 002,74
ROADS	119 500,00	99 798,25	0,00	1 815 000,00	1 595 701,75
Sub-Total at Service Level	25 678 082,18	6 743 333,48	1 616 206,99	38 735 770,00	6 314 354,34
EXECUTIVE & COUNCIL					
CORPORATE SERVICES	507 307,02	0,00	69 500,0	640 220,00	132 912,98
STRATEGY AND SOCIAL DEVELOPMENT	396 479,25	1 858 286,23	200 858,3	2 784 410,00	529 644,52
FINANCE	191 772,26	50 015,56	34 042,4	500 000,00	258 212,16
COMMUNITY SERVICES	542 348,36	0,00	29 745,6	570 000,00	27 651,64
TRAFFIC	2 080 021,75	481 766,31	24 079,8	2 889 470,00	327 681,94
ENVIRONMENTAL SERVICES	0,00	0,00		0,00	0,00
INFORMATION & COMMUNICATION TECHNOLOGY	0,00	0,00		0,00	0,00
INFRASTRUCTURE DEVELOPMENT	1 417 030,38	571 009,04	175 250,0	2 271 580,00	283 540,58
CLEANSING	1 627 055,48	4 982 445,31	126 316,6	6 929 835,00	320 334,21
	168 568,27	237 438,90	14 616,7	500 000,00	93 993,23
Sub-Total at Department Level	6 930 582,70	8 180 980,57	674 409,47	17 085 515,00	1 973 971,24
	32 608 664,87	14 924 254,45	2 290 616,46	55 821 285,00	8 288 325,58

### Cash flows

The cash flow is currently positive and the total Cash and Cash Equivalents at May 2018 is R 168, 767 M an increase of R 1, 993 M from April 2018. Please refer to table C7 on page 15 for the Monthly Budget Statement – Cash Flow.

The graph below shows the movement of Cash and Cash equivalents on a month on month basis.



### MONTHLY BUDGET STATEMENT FOR MAY 2018

Below are commitments against Cash and Cash equivalents as at 30 May 2018:

<b>Commitments against Cash and Cash Equivalents</b>		
<b>Item</b>	<b>Previous Month</b>	<b>Current Month</b>
<b>Cash and Cash Equivalents</b>	<b>166 773 804</b>	<b>168 767 177</b>
<b>Commitments</b>	<b>116 207 425</b>	<b>111 939 305</b>
Loan repayments	2 216 825	2 216 825
Capital Replacement Reserve	31 353 025	31 353 025
<b>Trade and other payables</b>		
- Unspent conditional transfers	25 217 560	21 883 632
- Creditor Payments	57 420 015	56 485 823
<b>Surplus/(Deficit)</b>	<b>50 566 380</b>	<b>56 827 872</b>

### 3.2.2 Reports, tables, charts & explanations

Summary tables and charts are included for this section of the May 2018 Monthly Budget Statement report.

### 3.3 Material variances from SDBIP

No comments.

### 3.4 Remedial or corrective steps

No comments.

### 3.5 Conclusion

Year-to-date performance of revenue and expenditure compared to budget are reasonable at the end of May 2018.

## Section 4 - In-year budget statement tables

### 4.1 Monthly budget statements

#### 4.1.1 Table C1: S71 Monthly Budget Statement Summary

WC026 Langeberg - Table C1 Monthly Budget Statement Summary - M11 May

Description	2016/17	Budget Year 2017/18							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<b>Financial Performance</b>									
Property rates	42 686	50 886	50 886	93	46 521	51 946	(5 425)	-10%	50 886
Service charges	405 781	422 703	421 703	31 344	357 336	377 706	(20 370)	-5%	421 703
Investment revenue	5 931	7 174	7 174	797	6 720	4 554	2 166	48%	7 174
Transfers and subsidies	112 061	116 406	115 850	2 739	96 820	105 984	(9 163)	-9%	115 850
Other own revenue	55 728	46 898	33 800	1 819	32 448	42 793	(10 345)	-24%	33 800
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>622 186</b>	<b>644 067</b>	<b>629 412</b>	<b>36 792</b>	<b>539 847</b>	<b>582 983</b>	<b>(43 136)</b>	<b>-7%</b>	<b>629 412</b>
Employee costs	158 474	184 040	175 637	15 315	158 452	162 447	(3 995)	-2%	175 637
Remuneration of Councillors	9 234	10 135	10 278	850	9 352	9 421	(69)	-1%	10 278
Depreciation & asset impairment	26 724	34 312	34 462	2 083	22 975	31 451	(8 476)	-27%	34 462
Finance charges	11 925	12 561	10 445	376	5 573	7 763	(2 190)	-28%	10 445
Materials and bulk purchases	270 736	267 772	284 184	19 166	249 673	258 077	(8 404)	-3%	284 184
Transfers and subsidies	133	7 142	8 147	-	139	138	2	1%	8 147
Other expenditure	92 862	161 448	132 494	8 815	83 591	133 407	(49 816)	-37%	132 494
<b>Total Expenditure</b>	<b>570 087</b>	<b>677 409</b>	<b>655 646</b>	<b>46 605</b>	<b>529 755</b>	<b>602 704</b>	<b>(72 949)</b>	<b>-12%</b>	<b>655 646</b>
<b>Surplus/(Deficit)</b>	<b>52 100</b>	<b>(33 342)</b>	<b>(26 234)</b>	<b>(9 813)</b>	<b>10 091</b>	<b>(19 721)</b>	<b>29 812</b>	<b>-151%</b>	<b>(26 234)</b>
Transfers and subsidies - capital (monetary allocation)	24 503	33 598	31 295	715	19 266	26 298	(7 033)	-27%	31 295
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>76 602</b>	<b>256</b>	<b>5 061</b>	<b>(9 098)</b>	<b>29 357</b>	<b>6 577</b>	<b>22 780</b>	<b>346%</b>	<b>5 061</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>	<b>76 602</b>	<b>256</b>	<b>5 061</b>	<b>(9 098)</b>	<b>29 357</b>	<b>6 577</b>	<b>22 780</b>	<b>346%</b>	<b>5 061</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>52 431</b>	<b>76 008</b>	<b>55 821</b>	<b>2 291</b>	<b>32 609</b>	<b>46 776</b>	<b>(14 168)</b>	<b>-30%</b>	<b>55 821</b>
Capital transfers recognised	24 543	33 598	31 295	715	19 266	26 487	(7 221)	-27%	31 295
Public contributions & donations	-	-	-	-	-	-	-	-	-
Borrowing	1 391	20 124	-	-	-	-	-	-	-
Internally generated funds	26 496	22 286	24 526	1 575	13 343	20 289	(6 946)	-34%	24 526
<b>Total sources of capital funds</b>	<b>52 431</b>	<b>76 008</b>	<b>55 821</b>	<b>2 291</b>	<b>32 609</b>	<b>46 776</b>	<b>(14 168)</b>	<b>-30%</b>	<b>55 821</b>
<b>Financial position</b>									
Total current assets	219 918	184 660	231 582		254 970				231 582
Total non current assets	645 637	669 176	670 465		656 404				670 465
Total current liabilities	104 518	112 841	133 987		101 209				133 987
Total non current liabilities	130 554	152 963	131 953		149 771				131 953
<b>Community wealth/Equity</b>	<b>630 484</b>	<b>588 032</b>	<b>636 107</b>		<b>660 394</b>				<b>636 107</b>
<b>Cash flows</b>									
Net cash from (used) operating	64 958	33 355	55 975	3 880	74 772	36 624	(38 148)	-104%	55 975
Net cash from (used) investing	(49 299)	(75 255)	(58 033)	(1 954)	(19 654)	(45 605)	(25 951)	57%	(58 033)
Net cash from (used) financing	(3 642)	16 297	(3 734)	67	(1 455)	17 288	18 743	108%	(3 734)
<b>Cash/cash equivalents at the month/year end</b>	<b>115 105</b>	<b>104 272</b>	<b>109 313</b>	<b>1 993</b>	<b>168 767</b>	<b>123 412</b>	<b>(45 356)</b>	<b>-37%</b>	<b>109 313</b>
<b>Debtors &amp; creditors analysis</b>	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	27 347	2 325	1 839	1 224	988	878	15 775	11 165	61 542
<b>Creditors Age Analysis</b>									
Total Creditors	26 410	-	-	-	-	-	-	-	26 410

MONTHLY BUDGET STATEMENT FOR MAY 2018

#### 4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organisational structures used by the different institutions.

The main functions are Governance and Administration; Community and Public Safety; Economic and Environmental Services; and Trading services.

It is for this reason that Financial Performance is reported in standard classification, Table C2, and by municipal vote, Table C3.

WC026 Langeberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
Governance and administration		99 272	105 513	106 310	1 567	103 888	102 402	1 486	1%	106 310
Executive and council		762	4 704	4 704	8	4 645	4 312	333	8%	4 704
Finance and administration		98 509	100 809	101 607	1 559	99 244	98 091	1 153	1%	101 607
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		52 556	46 518	48 206	2 878	28 900	44 276	(15 376)	-35%	48 206
Community and social services		13 975	11 178	11 615	865	9 606	10 762	(1 157)	-11%	11 615
Sport and recreation		1 103	1 521	1 521	58	680	1 395	(714)	-51%	1 521
Public safety		-	-	-	-	-	-	-	-	-
Housing		37 477	33 819	35 070	1 954	18 614	32 119	(13 505)	-42%	35 070
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		26 692	55 695	27 597	655	8 924	26 418	(17 494)	-66%	27 597
Planning and development		4 040	27 570	11 550	353	5 950	11 708	(5 759)	-49%	11 550
Road transport		22 652	28 125	16 048	302	2 974	14 710	(11 736)	-80%	16 048
Environmental protection		-	-	-	-	-	-	-	-	-
Trading services		468 170	469 938	478 593	32 408	417 400	436 837	(19 436)	-4%	478 593
Energy sources		351 699	345 071	348 071	26 315	312 806	319 053	(6 247)	-2%	348 071
Water management		49 969	66 817	72 420	3 134	50 391	64 526	(14 135)	-22%	72 420
Waste water management		37 393	30 884	30 936	1 514	30 986	28 357	2 630	9%	30 936
Waste management		29 110	27 166	27 166	1 446	23 217	24 901	(1 684)	-7%	27 166
Other	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	646 689	677 665	660 708	37 508	559 112	609 933	(50 821)	-8%	660 708
Expenditure - Functional										
Governance and administration		87 645	108 128	110 600	4 485	87 382	102 710	(15 328)	-15%	110 600
Executive and council		27 652	32 585	31 689	1 723	24 554	28 916	(4 362)	-15%	31 689
Finance and administration		59 992	73 165	76 405	2 632	61 508	71 496	(9 988)	-14%	76 405
Internal audit		-	2 379	2 507	129	1 320	2 298	(978)	-43%	2 507
Community and public safety		44 396	38 453	38 397	2 882	62 768	122 135	(59 367)	-49%	38 397
Community and social services		20 663	26 915	27 633	235	24 542	66 391	(41 849)	-63%	27 633
Sport and recreation		18 858	24 671	22 423	454	16 480	20 639	(4 159)	-20%	22 423
Public safety		-	-	30	-	-	-	-	-	30
Housing		4 875	36 868	38 311	2 193	21 746	35 106	(13 360)	-38%	38 311
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		67 652	94 217	76 163	246	43 929	30 666	13 263	43%	76 163
Planning and development		19 643	26 892	28 685	1 487	11 735	(13 493)	25 228	-187%	28 685
Road transport		48 009	67 325	47 477	(1 241)	32 194	44 159	(11 965)	-27%	47 477
Environmental protection		-	-	-	-	-	-	-	-	-
Trading services		370 394	386 510	379 293	38 980	335 435	347 435	(12 000)	-3%	379 293
Energy sources		295 044	303 529	293 042	39 640	266 460	269 024	(2 564)	-1%	293 042
Water management		27 907	33 909	33 009	(288)	24 902	29 207	(4 306)	-15%	33 009
Waste water management		16 256	19 696	23 192	(1 386)	17 236	21 347	(4 112)	-19%	23 192
Waste management		31 187	29 476	30 050	1 014	26 837	27 856	(1 019)	-4%	30 050
Other		-	-	1 193	12	241	214	26	12%	1 193
Total Expenditure - Functional	3	570 087	677 409	655 646	46 605	529 755	603 160	(73 405)	-12%	655 646
Surplus/ (Deficit) for the year		76 602	256	5 061	(9 098)	29 357	6 773	22 584	333%	5 061

#### MONTHLY BUDGET STATEMENT FOR MAY 2018



#### 4.1.3 Table C3: Monthly Budget Statement – Financial Performance (revenue and expenditure by municipal vote)

The operating expenditure budget is approved by Council on the municipal vote level.

The municipal votes reflect the organisational structure of the municipality which is made up of the following directorates: Finance, Executive and Council, Strategy and Social Development, Corporate Services and Engineering Services.

WC026 Langeberg - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M11 May

Vote Description		Ref	2016/17	Budget Year 2017/18							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands											
Revenue by Vote		1									
Vote 1 - FINANCE			96 438	97 709	98 099	1 459	97 687	95 199	2 488	2,6%	98 099
Vote 2 - EXECUTIVE & COUNCIL			762	4 704	4 704	8	4 645	4 312	333	7,7%	4 704
Vote 3 - STRATEGY & SOCIAL DEVELOPMENT			2 031	2 653	2 713	72	1 895	2 927	(1 033)	-35,3%	2 713
Vote 4 - CORPORATE SERVICES			24 936	30 894	19 163	439	4 833	17 089	(12 256)	-71,7%	19 163
Vote 5 - ENGINEERING SERVICES			470 568	495 833	488 468	32 692	421 547	446 837	(25 290)	-5,7%	488 468
Vote 6 - COMMUNITY SERVICES			51 953	45 872	47 561	2 838	28 505	43 568	(15 063)	-34,6%	47 561
Total Revenue by Vote		2	646 689	677 665	660 708	37 508	559 112	609 933	(50 821)	-8,3%	660 708
Expenditure by Vote		1									
Vote 1 - FINANCE			27 707	31 857	33 757	2 739	28 024	30 896	(2 873)	-9,3%	33 757
Vote 2 - EXECUTIVE & COUNCIL			27 652	34 964	34 196	1 853	25 874	31 214	(5 340)	-17,1%	34 196
Vote 3 - STRATEGY & SOCIAL DEVELOPMENT			19 854	24 509	28 381	(569)	17 389	26 476	(9 087)	-34,3%	28 381
Vote 4 - CORPORATE SERVICES			46 873	64 480	45 878	2 182	44 016	83 408	(39 392)	-47,2%	45 878
Vote 5 - ENGINEERING SERVICES			405 955	435 913	426 760	37 993	358 260	351 615	6 645	1,9%	426 760
Vote 6 - COMMUNITY SERVICES			42 045	85 686	86 675	2 408	56 193	79 551	(23 358)	-29,4%	86 675
Total Expenditure by Vote		2	570 087	677 409	655 646	46 605	529 755	603 160	(73 405)	-12,2%	655 646
Surplus/ (Deficit) for the year		2	76 602	256	5 061	(9 098)	29 357	6 773	22 584	333,4%	5 061

#### 4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

WC026 Langeberg - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M11 May

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates		42 686	50 886	50 886	93	46 521	51 946	(5 425)	-10%	50 886
Service charges - electricity revenue		337 632	337 841	340 841	26 054	299 029	307 647	(8 618)	-3%	340 841
Service charges - water revenue		37 725	47 865	43 865	2 456	28 096	39 365	(11 269)	-29%	43 865
Service charges - sanitation revenue		17 268	19 419	19 419	1 570	16 746	15 450	1 296	8%	19 419
Service charges - refuse revenue		13 156	17 579	17 579	1 264	13 465	15 245	(1 779)	-12%	17 579
Service charges - other		-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		2 714	3 785	3 785	249	3 074	4 069	(995)	-24%	3 785
Interest earned - external investments		5 931	7 174	7 174	797	6 720	4 554	2 166	48%	7 174
Interest earned - outstanding debtors		1 779	2 386	2 386	92	1 510	1 672	(162)	-10%	2 386
Dividends received		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		9 903	21 675	9 597	91	1 482	9 312	(7 830)	-84%	9 597
Licences and permits		1 503	5 322	1 354	110	980	5 373	(4 393)	-82%	1 354
Agency services		3 498	99	4 768	91	834	419	415	99%	4 768
Transfers and subsidies		112 061	116 406	115 850	2 739	96 820	105 984	(9 163)	-9%	115 850
Other revenue		35 734	12 338	10 618	1 164	17 839	20 761	(2 921)	-14%	10 618
Gains on disposal of PPE		597	1 294	1 294	23	6 728	1 186	5 542	467%	1 294
Total Revenue (excluding capital transfers and contributions)		622 186	644 067	629 412	36 792	539 847	582 983	(43 136)	-7%	629 412
Expenditure By Type										
Employee related costs		158 474	184 040	175 637	15 315	158 452	162 447	(3 995)	-2%	175 637
Remuneration of councillors		9 234	10 135	10 278	850	9 352	9 421	(69)	-1%	10 278
Debt impairment		-	32 386	14 416	692	12 706	13 214	(508)	-4%	14 416
Depreciation & asset impairment		26 724	34 312	34 462	2 083	22 975	31 451	(8 476)	-27%	34 462
Finance charges		11 925	12 561	10 445	376	5 573	7 763	(2 190)	-28%	10 445
Bulk purchases		270 736	267 772	270 172	19 166	237 642	247 567	(9 925)	-4%	270 172
Other materials		-	-	14 013	-	12 031	10 510	1 521	14%	14 013
Contracted services		7 776	78 745	64 510	540	26 208	60 024	(33 815)	-56%	64 510
Transfers and subsidies		133	7 142	8 147	-	139	138	2	1%	8 147
Other expenditure		84 800	49 777	53 028	7 583	44 677	49 674	(4 998)	-10%	53 028
Loss on disposal of PPE		286	540	540	-	-	495	(495)	-100%	540
Total Expenditure		570 087	677 409	655 646	46 605	529 755	592 704	(62 949)	-11%	655 646
Surplus/(Deficit)										
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		52 100	(33 342)	(26 234)	(9 813)	10 091	(9 721)	19 812	(0)	(26 234)
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		24 503	33 598	31 295	715	19 266	26 298	(7 033)	-27%	31 295
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		76 602	256	5 061	(9 098)	29 357	16 577			5 061
Taxation				-				-		
Surplus/(Deficit) after taxation		76 602	256	5 061	(9 098)	29 357	16 577			5 061
Attributable to minorities				-						
Surplus/(Deficit) attributable to municipality		76 602	256	5 061	(9 098)	29 357	16 577			5 061
Share of surplus/ (deficit) of associate				-						
Surplus/ (Deficit) for the year		76 602	256	5 061	(9 098)	29 357	16 577			5 061

#### MONTHLY BUDGET STATEMENT FOR MAY 2018

**4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)**

**WC026 Langeberg - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M11 May**

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	<b>1</b>									
<b>Multi-Year expenditure appropriation</b>	<b>2</b>									
Vote 1 - FINANCE		-	-	-	-	-	-	-	-	-
Vote 2 - EXECUTIVE & COUNCIL		171	-	-	-	-	-	-	-	-
Vote 3 - STRATEGY & SOCIAL DEVELOPMENT		1 920	-	272	-	272	249	23	9%	272
Vote 4 - CORPORATE SERVICES		2 259	200	200	-	86	183	(97)	-53%	200
Vote 5 - ENGINEERING SERVICES		14 419	26 440	14 995	428	5 234	11 912	(6 678)	-56%	14 995
Vote 6 - COMMUNITY SERVICES		1 863	-	-	-	-	-	-	-	-
<b>Total Capital Multi-year expenditure</b>	<b>4,7</b>	<b>20 631</b>	<b>26 640</b>	<b>15 467</b>	<b>428</b>	<b>5 592</b>	<b>12 344</b>	<b>(6 752)</b>	<b>-55%</b>	<b>15 467</b>
<b>Single Year expenditure appropriation</b>	<b>2</b>									
Vote 1 - FINANCE		19	570	570	30	542	522	20	4%	570
Vote 2 - EXECUTIVE & COUNCIL		-	-	640	70	507	587	(80)	-14%	640
Vote 3 - STRATEGY & SOCIAL DEVELOPMENT		773	2 500	2 500	209	1 337	2 292	(954)	-42%	2 500
Vote 4 - CORPORATE SERVICES		734	2 084	2 584	201	310	2 369	(2 059)	-87%	2 584
Vote 5 - ENGINEERING SERVICES		25 221	42 716	31 152	1 330	22 226	26 311	(4 085)	-16%	31 152
Vote 6 - COMMUNITY SERVICES		5 052	1 499	2 908	24	2 095	2 351	(257)	-11%	2 908
<b>Total Capital single-year expenditure</b>	<b>4</b>	<b>31 799</b>	<b>49 369</b>	<b>40 355</b>	<b>1 863</b>	<b>27 017</b>	<b>34 432</b>	<b>(7 415)</b>	<b>-22%</b>	<b>40 355</b>
<b>Total Capital Expenditure</b>		<b>52 431</b>	<b>76 008</b>	<b>55 821</b>	<b>2 291</b>	<b>32 609</b>	<b>46 776</b>	<b>(14 168)</b>	<b>-30%</b>	<b>55 821</b>
<b>Capital Expenditure - Functional Classification</b>										
<i>Governance and administration</i>		5 762	2 870	4 546	276	2 664	3 925	(1 261)	-32%	4 546
Executive and council		171	-	536	-	-	-	-	-	536
Finance and administration		5 592	2 870	3 370	207	2 157	3 338	(1 181)	-35%	3 370
Internal audit		-	-	640	70	507	587	(80)	-14%	640
<i>Community and public safety</i>		6 914	21 149	9 809	95	3 483	8 677	(5 193)	-60%	9 809
Community and social services		5 781	950	2 207	34	1 430	1 793	(363)	-20%	2 207
Sport and recreation		1 133	20 181	7 583	61	2 039	6 867	(4 828)	-70%	7 583
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	19	19	-	15	17	(2)	-14%	19
Health		-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		6 092	4 699	3 932	288	749	3 878	(3 129)	-81%	3 932
Planning and development		4 978	900	133	89	430	395	35	9%	133
Road transport		1 114	3 799	3 799	199	319	3 483	(3 164)	-91%	3 799
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		33 662	47 290	37 534	1 631	25 713	30 297	(4 584)	-15%	37 534
Energy sources		6 167	26 263	6 946	428	5 328	6 366	(1 038)	-16%	6 946
Water management		9 930	21 027	29 754	1 188	20 097	23 165	(3 068)	-13%	29 754
Waste water management		9 983	-	335	-	119	307	(188)	-61%	335
Waste management		7 582	-	500	15	169	458	(290)	-63%	500
<i>Other</i>		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure - Functional Classification</b>	<b>3</b>	<b>52 431</b>	<b>76 008</b>	<b>55 821</b>	<b>2 291</b>	<b>32 609</b>	<b>46 776</b>	<b>(14 168)</b>	<b>-30%</b>	<b>55 821</b>
<b>Funded by:</b>										
National Government		19 558	33 598	20 440	75	15 237	18 736	(3 499)	-19%	20 440
Provincial Government		4 985	-	10 805	640	4 029	7 751	(3 722)	-48%	10 805
District Municipality		-	-	50	-	-	-	-	-	50
Other transfers and grants		-	-	-	-	-	-	-	-	-
<b>Transfers recognised - capital</b>		<b>24 543</b>	<b>33 598</b>	<b>31 295</b>	<b>715</b>	<b>19 266</b>	<b>26 487</b>	<b>(7 221)</b>	<b>-27%</b>	<b>31 295</b>
<b>Public contributions &amp; donations</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Borrowing</b>	<b>6</b>	<b>1 391</b>	<b>20 124</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Internally generated funds</b>		<b>26 496</b>	<b>22 286</b>	<b>24 526</b>	<b>1 575</b>	<b>13 343</b>	<b>20 289</b>	<b>(6 946)</b>	<b>-34%</b>	<b>24 526</b>
<b>Total Capital Funding</b>		<b>52 431</b>	<b>76 008</b>	<b>55 821</b>	<b>2 291</b>	<b>32 609</b>	<b>46 776</b>	<b>(14 168)</b>	<b>-30%</b>	<b>55 821</b>

4.1.7 Table C7: Monthly Budget Statement - Cash Flow

WC026 Langeberg - Table C7 Monthly Budget Statement - Cash Flow - M11 May

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>										
<b>Receipts</b>										
Property rates		40 858	48 814	50 377	2 863	40 425	42 078	(1 652)	-4%	50 377
Service charges		369 551	405 495	404 835	46 838	426 543	326 012	100 531	31%	404 835
Other revenue		52 363	20 291	24 486	4 230	67 758	16 909	50 848	301%	24 486
Government - operating		112 845	115 936	117 622	-	79 516	115 936	(36 420)	-31%	117 622
Government - capital		23 964	33 598	46 118	418	44 019	20 159	23 860	118%	46 118
Interest		8 743	9 463	7 174	-	4 642	7 288	(2 646)	-36%	7 174
Dividends		-	-	-	-	-	-	-	-	-
<b>Payments</b>										
Suppliers and employees		(540 336)	(580 539)	(576 045)	(50 469)	(586 237)	(481 662)	104 575	-22%	(576 045)
Finance charges		(2 897)	(12 561)	(10 445)	-	(1 753)	(10 094)	(8 341)	83%	(10 445)
Transfers and Grants		(133)	(7 142)	(8 147)	-	(139)	-	139	0%	(8 147)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		64 958	33 355	55 975	3 880	74 772	36 624	(38 148)	-104%	55 975
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>										
<b>Receipts</b>										
Proceeds on disposal of PPE		1 746	754	754	72	8 795	-	8 795	0%	754
Decrease (increase) in non-current debtors		-	-	(3 500)	-	-	-	-	-	(3 500)
Decrease (increase) other non-current receivables		-	-	-	19	780	-	780	0%	-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-
<b>Payments</b>										
Capital assets		(51 045)	(76 008)	(55 286)	(2 045)	(29 229)	(45 605)	(16 375)	36%	(55 286)
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		(49 299)	(75 255)	(58 033)	(1 954)	(19 654)	(45 605)	(25 951)	57%	(58 033)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>										
<b>Receipts</b>										
Short term loans		-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	20 124	-	-	-	20 124	(20 124)	-100%	-
Increase (decrease) in consumer deposits		949	405	498	67	1 319	338	982	291%	498
<b>Payments</b>										
Repayment of borrowing		(4 591)	(4 232)	(4 232)	-	(2 775)	(3 174)	(399)	13%	(4 232)
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		(3 642)	16 297	(3 734)	67	(1 455)	17 288	18 743	108%	(3 734)
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>		12 016	(25 603)	(5 792)	1 993	53 663	8 307			(5 792)
Cash/cash equivalents at beginning:		103 088	129 875	115 105		115 105	115 105			115 105
Cash/cash equivalents at month/year end:		115 105	104 272	109 313		168 767	123 412			109 313

Table C7 includes the balance of the Cashbook and Current Investment Deposit's.



# 4.1.8 Supporting Table SC9: Monthly Budget Statement – Actual and revised targets for cash receipts and cash flows

This supporting table gives a detailed breakdown of information summarised in Table C7.

WC026 Langeberg - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M11 May

Description		Ref	Budget Year 2017/18												2017/18 Medium Term Revenue & Expenditure Framework		
R thousands			July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year 2017/18	Budget Year 2018/19	Budget Year 2019/20
<b>Cash Receipts By Source</b>																	
Property rates			4 407	8 044	3 852	4 602	3 152	2 766	2 863	2 711	2 731	2 555	2 743	9 951	50 377	52 270	55 928
Service charges - electricity revenue			28 943	29 054	26 921	31 042	27 855	30 181	31 557	33 505	36 536	36 508	37 078	(21 955)	327 207	333 717	340 280
Service charges - water revenue			3 422	3 340	3 184	3 711	3 369	3 335	3 301	4 323	4 440	4 077	4 126	(518)	42 110	48 849	51 970
Service charges - sanitation revenue			1 404	1 531	1 329	1 532	1 526	1 492	1 546	1 505	1 478	1 478	1 548	2 111	18 642	20 081	21 648
Service charges - refuse			1 086	1 242	1 088	1 387	1 264	1 192	1 275	1 230	1 273	1 278	1 348	3 246	16 876	18 274	19 803
Service charges - other			325	336	444	442	507	417	378	269	448	388	640	(4 593)	—	—	—
Rental of facilities and equipment			296	184	373	190	182	199	273	853	(107)	235	285	868	3 633	3 914	4 219
Interest earned - external investments			595	572	—	—	—	—	—	830	524	511	—	2 532	7 734	8 337	8 337
Dividends received			—	—	—	—	—	—	—	—	—	—	—	2 290	2 290	2 467	2 659
Fines, penalties and forfeits			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Licences and permits			62	150	79	182	163	84	93	79	105	95	99	632	1 824	4 205	4 534
Agency services			1 994	2 055	1 941	2 543	2 691	1 730	2 082	2 416	1 960	2 124	2 671	(22 853)	1 354	5 737	6 185
Transfer receipts - operating			67	80	65	78	77	67	77	69	80	80	91	3 935	4 768	106	115
Other revenue			31 651	467	507	1 857	1 864	21 794	1 292	2 747	16 865	73	—	35 890	115 396	109 644	115 054
			4 088	2 793	5 878	1 585	2 227	2 775	1 125	1 912	9 762	5 414	1 205	(28 145)	10 618	8 762	6 758
<b>Cash Receipts by Source</b>			<b>78 348</b>	<b>49 849</b>	<b>46 073</b>	<b>49 757</b>	<b>45 474</b>	<b>66 072</b>	<b>46 468</b>	<b>52 048</b>	<b>76 159</b>	<b>54 764</b>	<b>53 930</b>	<b>(16 616)</b>	<b>602 267</b>	<b>613 762</b>	<b>637 489</b>
<b>Other Cash Flows by Source</b>																	
Transfer receipts - capital			9 484	1 000	4 986	1 671	—	21 439	—	894	1 922	2 226	418	—	41 918	21 382	21 497
Contributions & Contributed assets			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Proceeds on disposal of PPE			1	—	—	145	23	82	199	185	7 962	128	72	(8 042)	754	811	873
Short term loans			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Borrowing long term/refinancing			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Increase in consumer deposits			143	147	149	209	206	75	109	91	81	41	67	(821)	498	425	447
Receipt of non-current debtors			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Receipt of non-current receivables			211	235	44	156	23	18	16	16	23	18	19	(780)	(3 500)	—	—
Change in non-current investments			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
<b>Total Cash Receipts by Source</b>			<b>88 167</b>	<b>51 230</b>	<b>51 292</b>	<b>51 938</b>	<b>45 726</b>	<b>87 625</b>	<b>46 792</b>	<b>53 235</b>	<b>86 147</b>	<b>57 177</b>	<b>54 507</b>	<b>(31 859)</b>	<b>641 937</b>	<b>651 256</b>	<b>660 307</b>
<b>Cash Payments by Type</b>																	
Employee related costs			11 835	11 928	12 104	11 526	18 870	12 049	11 511	11 582	12 211	11 415	11 880	38 724	175 837	193 606	208 599
Remuneration of councillors			783	783	783	783	783	764	1 270	850	850	850	850	926	10 278	10 844	11 603
Interest paid			—	—	—	—	—	350	—	—	658	—	—	—	8 692	10 445	14 400
Bulk purchases - Electricity			24 653	28 442	16 269	19 354	19 038	20 731	22 617	22 881	23 124	19 230	18 707	30 889	265 935	264 352	265 171
Bulk purchases - Water & Sewer			225	15	15	103	15	16	76	92	111	306	460	2 803	4 237	4 506	4 793
Other materials			1	11	45	41	30	17	21	20	38	3	33	13 754	14 013	—	—
Contracted services			112	543	911	617	317	407	128	151	998	283	488	56 037	62 991	71 601	74 108
Grants and subsidies paid - other municipalities			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Grants and subsidies paid - other			—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
General expenses			2 187	3 166	8 777	7 254	10 107	8 976	3 182	3 402	5 824	2 638	6 470	(8 008)	8 147	2 467	2 504
<b>Cash Payments by Type</b>			<b>39 767</b>	<b>44 889</b>	<b>39 650</b>	<b>39 679</b>	<b>49 159</b>	<b>43 311</b>	<b>38 945</b>	<b>38 978</b>	<b>43 815</b>	<b>34 725</b>	<b>38 887</b>	<b>142 834</b>	<b>42 955</b>	<b>41 269</b>	<b>44 864</b>
<b>Other Cash Flows/Payments by Type</b>																	
Capital assets			—	1 375	5 904	2 070	7 447	1 338	2 578	1 725	3 263	1 485	2 045	24 057	53 286	49 757	34 997
Repayment of borrowing			—	—	859	—	—	1 051	—	—	865	—	—	1 457	4 232	4 709	3 832
Other Cash Flow s/Payments			32 631	2 322	24 594	5 964	10 599	5 757	8 416	9 841	21 593	3 027	11 582	(136 327)	—	—	—
<b>Total Cash Payments by Type</b>			<b>72 397</b>	<b>48 586</b>	<b>71 007</b>	<b>47 712</b>	<b>67 206</b>	<b>51 456</b>	<b>49 939</b>	<b>50 544</b>	<b>69 536</b>	<b>39 237</b>	<b>52 513</b>	<b>32 021</b>	<b>652 155</b>	<b>657 271</b>	<b>664 870</b>
<b>NET INCREASE/(DECREASE) IN CASH HELD</b>																	
Cash/cash equivalents at the monthly/year beginning:			15 770	2 645	(19 755)	4 226	(21 480)	36 168	(3 147)	2 691	16 610	17 940	1 993	(63 880)	(10 218)	(6 016)	(4 583)
Cash/cash equivalents at the monthly/year end:			115 105	130 874	133 519	113 764	117 990	96 511	132 679	129 532	132 224	148 834	168 774	168 767	115 105	104 887	98 871
			130 874	133 519	113 764	117 990	96 511	132 679	129 532	132 224	148 834	166 774	168 767	104 887	104 887	98 871	94 308

#### 4.1.6 Table C6: Monthly Budget Statement - Financial Position

WC026 Langeberg - Table C6 Monthly Budget Statement - Financial Position - M11 May

Description	Ref	2016/17	Budget Year 2017/18			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>R thousands</b>	<b>1</b>					
<b>ASSETS</b>						
<b>Current assets</b>						
Cash		20 021	39 272	49 313	38 728	49 313
Call investment deposits		95 083	65 000	60 000	130 039	60 000
Consumer debtors		24 293	41 286	34 074	16 298	34 074
Other debtors		27 317	11 722	33 910	17 245	33 910
Current portion of long-term receivables		655	605	687	274	687
Inventory		52 547	26 775	53 598	52 386	53 598
<b>Total current assets</b>		<b>219 918</b>	<b>184 660</b>	<b>231 582</b>	<b>254 970</b>	<b>231 582</b>
<b>Non current assets</b>						
Long-term receivables		634	1 045	603	677	603
Investments		123	125	123	123	123
Investment property		26 971	26 751	26 905	26 926	26 905
Investments in Associate		-	-	-	-	-
Property, plant and equipment		617 439	638 023	638 937	628 280	638 937
Agricultural		-	-	-	-	-
Biological assets		-	-	-	-	-
Intangible assets		209	233	137	139	137
Other non-current assets		260	3 000	3 760	260	3 760
<b>Total non current assets</b>		<b>645 637</b>	<b>669 176</b>	<b>670 465</b>	<b>656 404</b>	<b>670 465</b>
<b>TOTAL ASSETS</b>		<b>865 555</b>	<b>853 836</b>	<b>902 047</b>	<b>911 374</b>	<b>902 047</b>
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
Bank overdraft		-	-	-	-	-
Borrowing		5 056	3 530	5 056	-	5 056
Consumer deposits		9 968	8 505	10 467	10 957	10 467
Trade and other payables		69 369	86 547	97 334	78 369	97 334
Provisions		20 124	14 259	21 130	11 882	21 130
<b>Total current liabilities</b>		<b>104 518</b>	<b>112 841</b>	<b>133 987</b>	<b>101 209</b>	<b>133 987</b>
<b>Non current liabilities</b>						
Borrowing		17 926	34 232	13 694	19 781	13 694
Provisions		112 627	118 731	118 259	129 990	118 259
<b>Total non current liabilities</b>		<b>130 554</b>	<b>152 963</b>	<b>131 953</b>	<b>149 771</b>	<b>131 953</b>
<b>TOTAL LIABILITIES</b>		<b>235 071</b>	<b>265 804</b>	<b>265 940</b>	<b>250 980</b>	<b>265 940</b>
<b>NET ASSETS</b>	<b>2</b>	<b>630 484</b>	<b>588 032</b>	<b>636 107</b>	<b>660 394</b>	<b>636 107</b>
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		599 131	548 506	604 754	629 041	604 754
Reserves		31 353	39 526	31 353	31 353	31 353
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	<b>2</b>	<b>630 484</b>	<b>588 032</b>	<b>636 107</b>	<b>660 394</b>	<b>636 107</b>

### 4.1.9 Supporting Table SC2 Performance Indicators

WC026 Langeberg - Supporting Table SC2 Monthly Budget Statement - performance indicators - M11 May

Supporting table 02: Monthly Budget Statement - performance indicators - M11 May							
Description of financial indicator	Basis of calculation	Ref	2016/17	Budget Year 2017/18			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>Borrowing Management</b>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		1,3%	6,9%	6,8%	1,1%	3,2%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		2,7%	26,5%	0,0%	0,0%	0,0%
<b>Safety of Capital</b>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		14,6%	21,1%	18,2%	14,9%	18,2%
Gearing	Long Term Borrowing/ Funds & Reserves		57,2%	86,6%	43,7%	63,1%	43,7%
<b>Liquidity</b>							
Current Ratio	Current assets/current liabilities	1	210,4%	163,6%	172,8%	251,9%	172,8%
Liquidity Ratio	Monetary Assets/Current Liabilities		110,1%	92,4%	81,6%	166,8%	81,6%
<b>Revenue Management</b>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		8,5%	8,5%	11,0%	6,4%	11,0%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0,0%	0,0%	0,0%	0,0%	0,0%
<b>Creditors Management</b>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))						
<b>Funding of Provisions</b>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<b>Other Indicators</b>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2					
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2					
Employee costs	Employee costs/Total Revenue - capital revenue		25,5%	28,6%	27,9%	29,4%	27,9%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		2,7%	3,3%	5,2%	2,6%	5,2%
Interest & Depreciation	I&D/Total Revenue - capital revenue		6,2%	7,3%	7,1%	1,0%	3,3%
<b>IDP regulation financial viability indicators</b>							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)						
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services						
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure						

Please refer to section 16 for comprehensive list of financial performance indicators in terms of MFMA Circular 71.

## PART 2 - SUPPORTING DOCUMENTATION

### Section 5 – Debtors' analysis

#### 5.1 Supporting Table SC3

WC128 Langeberg - Supporting Table SC3 Monthly Budget Statement - aged debtors - M11 May

Description		NT Code	Budget Year 2017/18										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
			0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days		
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water	1200	406	659	541	368	284	196	1 972	1 452	5 880	4 274	-	-	
Trade and Other Receivables from Exchange Transactions - Electricity	1300	20 611	474	460	71	61	37	716	545	22 975	1 430	-	200	
Receivables from Non-exchange Transactions - Property Rates	1400	2 378	241	197	193	163	147	4 635	2 691	10 644	7 829	-	247	
Receivables from Exchange Transactions - Waste Water Management	1500	1 874	349	266	226	197	169	2 082	1 639	6 802	4 312	-	38	
Receivables from Exchange Transactions - Waste Management	1600	1 535	279	214	181	156	134	1 524	1 227	5 252	3 223	-	11	
Receivables from Exchange Transactions - Property Rental Debtors	1700	169	192	18	16	13	29	556	506	1 498	1 119	-	-	
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-	
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-	
Other	1900	375	131	143	169	115	163	4 290	3 106	8 492	7 843	-	887	
Total By Income Source	2000	27 347	2 325	1 839	1 224	988	878	15 775	11 165	61 542	30 031	-	1 383	
2016/17 - totals only		30 919	2 288	1 031	953	667	592	9 912	12 395	58 756	24 518	0	12 274	
Debtors Age Analysis By Customer Group														
Organs of State	2200	444	34	12	14	12	6	650	-	1 173	882	-	23	
Commercial	2300	4 858	197	74	60	40	32	496	154	5 910	781	-	71	
Households	2400	8 444	1 774	1 302	1 076	871	780	12 582	10 087	36 896	25 376	-	1 082	
Other	2500	13 681	320	451	75	85	60	2 067	924	17 563	3 192	-	227	
Total By Customer Group	2600	27 347	2 325	1 839	1 224	988	878	15 775	11 165	61 542	30 031	-	1 383	

Table SC3 is the only debtors report required by the MBRR and is in the format as required by National Treasury to be implemented from July 2013.

#### Debtors' age analysis

The value reflected in the Financial Position will not reconcile to the Debtors Age Analysis shown on Supporting Table SC3. The financial position includes the total annual billing to date and some debtor classifications which do not form part of the consumer debtors, whereas the age analysis only includes those consumer amounts which have become due and not the 'future' amounts which will only fall due in coming months for consumers who have chosen to pay property rates and annual charges on an instalment basis.



## Section 6 – Creditors' analysis

### 6.1 Supporting Table SC4

WC026 Langeberg - Supporting Table SC4 Monthly Budget Statement - aged creditors - M11 May

Description R thousands	NT Code	Budget Year 2017/18									Prior year
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	totals for chart (same period)
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	21 510	-	-	-	-	-	-	-	21 510	20 801
Bulk Water	0200	197	-	-	-	-	-	-	-	197	70
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	4 704	-	-	-	-	-	-	-	4 704	1 596
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	26 410	-	-	-	-	-	-	-	26 410	22 467

## Section 7 – Investment portfolio analysis

### 7.1 Supporting Table SC5

WC026 Langeberg - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M11 May

Investments by maturity Name of institution & investment ID	Ref	Period of Investment Yrs/Months	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
R thousands									
<b>Municipality</b>									
ABSA 9299945707			Depositor plus		137		25 035	4	25 039
Nedbank 1 766 000 029		74 days	Call Deposit	22/06/2018	221	7,45%	35 000		35 000
ABSA 1 048 000 602		65 days	Call Deposit	29/06/2018	216	7,3%	35 000		35 000
Investec 50 004 076 667		70 days	Call Deposit	24/04/2018		7,6%	-		-
Standard Bank 28 847 690 5-003		80 days	Call Deposit	08/06/2018	223	7,5%	35 000		35 000
Nedbank 03/7881034971/000036		72 days	Call Deposit	23/03/2018		7,7%	-		-
<b>TOTAL INVESTMENTS AND INTEREST</b>	<b>2</b>				<b>797</b>		<b>130 035</b>	<b>4</b>	<b>130 039</b>

# Section 8 - Allocation and grant receipts and expenditure

## 8.1 Supporting Table SC6 – Grant receipts

WC026 Langeberg - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M11 May

Supporting Table 06: Monthly Budget Statement - Transfers and grant receipts - M11 May										
Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		66 422	73 504	71 662	-	71 618	65 690	5 929	9,0%	71 662
Local Government Equitable Share		60 461	65 384	65 384	-	65 384	59 935	5 449	9,1%	65 384
Municipal Systems Improvement		-	-	-	-	-	-	-	-	-
Municipal Infrastructure Grant (MIG)		2 577	4 581	2 739	-	2 696	2 511	185	7,4%	2 739
Finance Management		1 475	1 550	1 550	-	1 550	1 421	129	9,1%	1 550
EPWP Incentive		1 759	1 866	1 866	-	1 866	1 711	156	9,1%	1 866
Integrated National Electrification Programme		150	123	123	-	123	113	10	9,1%	123
Provincial Government:		46 123	41 932	43 668	418	30 208	37 989	(7 781)	-20,5%	43 668
Library services Conditional Grant		2 412	3 000	3 000	-	3 000	2 750	250	9,1%	3 000
Library services MRF		4 610	5 570	5 550	-	5 550	5 088	463	9,1%	5 550
Municipal Maintenance and construction of Transport Infrastructure		100	153	153	-	-	140	(140)	-100,0%	153
Thusong Centre Operational Support		-	-	-	-	-	-	-	-	-
Human Settlements Development Grant (Beneficiaries)		38 354	32 150	32 150	418	21 069	29 471	(8 402)	-	32 150
Municipal Capacity Building Grant		-	-	-	-	-	-	-	-	-
Financial Management Capacity Building Grant		120	240	240	-	240	220	20	-	240
WC Financial Management Support Grant		220	-	330	-	330	303	28	-	330
Community Development Workers Grant		-	19	19	-	19	17	2	-	19
Fire Services Capacity Building Grant		-	800	-	-	-	-	-	-	-
Local Government Graduate Internship Grant		60	-	-	-	-	-	-	-	-
Housing Home Sanitation		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Housing Emergency Grant		-	-	-	-	-	-	-	-	-
Training		247	-	-	-	-	-	-	-	-
Masakhane		-	-	-	-	-	-	-	-	-
Human Settlements - Deeds Transfer Grant		-	-	2 226	-	-	-	-	-	2 226
District Municipality:		-	500	450	-	450	413	38	9,1%	450
Project Assistance		-	500	450	-	450	413	38	9,1%	450
Route 62 projects		-	-	-	-	-	-	-	-	-
Bakery Project		-	-	-	-	-	-	-	-	-
CDWM Cultural Events		-	-	-	-	-	-	-	-	-
Ward Committees		-	-	-	-	-	-	-	-	-
Pre-paid Watermeters		-	-	-	-	-	-	-	-	-
McGregor Dam		-	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
Total Operating Transfers and Grants	5	112 545	115 936	115 780	418	102 276	104 091	(1 815)	-1,7%	115 780
Capital Transfers and Grants										
National Government:		-	33 598	20 440	-	20 132	18 737	1 395	7,4%	20 440
Municipal Infrastructure Grant (MIG)		-	32 721	19 563	-	19 254	17 933	1 321	7,4%	19 563
Integrated National Electrification Programme (Municipal Grant)		-	877	877	-	877	804	73	9,1%	877
Provincial Government:		-	-	12 470	-	12 470	9 414	3 056	32,5%	12 470
Library Services		-	-	20	-	20	18	2	9,1%	20
Emergency Drought Relief		-	-	3 000	-	3 000	2 750	250	9,1%	3 000
Acceleration of Housing Delivery		-	-	4 450	-	4 450	4 079	371	9,1%	4 450
Fire Services Capacity Building Grant		-	-	800	-	800	733	67	9,1%	800
Housing Home Sanitation		-	-	-	-	-	-	-	-	-
Installation of Basic Services Grant		-	-	-	-	-	-	-	-	-
Drought Relief		-	-	4 200	-	4 200	1 833	2 367	129,1%	4 200
District Municipality:		-	-	50	-	50	46	4	9,1%	50
Project Assistance		-	-	50	-	50	46	4	9,1%	50
Other grant providers:		-	-	-	-	-	-	-	-	-
Total Capital Transfers and Grants	5	-	33 598	32 960	-	32 651	28 197	4 455	15,8%	32 960
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	112 545	149 534	148 740	418	134 928	132 288	2 640	2,0%	148 740

MONTHLY BUDGET STATEMENT FOR MAY 2018

## 8.2 Supporting Table SC7 (1) – Grant expenditure

WC026 Langeberg - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M11 May

V0205 Langeberg - Supporting Table SC7(1) monthly Budget Statement - M11 May										
Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<b>EXPENDITURE</b>										
<b>Operating expenditure of Transfers and Grants</b>										
National Government:		66 415	73 504	71 662	104	70 757	65 690	5 067	7,7%	71 662
Local Government Equitable Share		60 461	65 384	65 384	-	65 384	59 935	5 449	9,1%	65 384
Municipal Systems Improvement		-	-	-	-	-	-	-	-	-
Municipal Infrastructure Grant (MIG)		2 577	4 581	2 739	6	2 014	2 511	(496)	-19,8%	2 739
Finance Management		1 475	1 550	1 550	21	1 403	1 421	(18)	-1,3%	1 550
EPWP Incentive		1 759	1 866	1 866	72	1 833	1 711	122	7,1%	1 866
Integrated National Electrification Programme		143	123	123	5	123	113	10	9,1%	123
Provincial Government:		45 473	42 402	43 276	2 635	26 064	39 670	(13 606)	-34,3%	43 276
Library services:Conditional Grant		2 412	3 000	3 000	275	2 758	2 750	8	0,3%	3 000
Library services:MRF		4 893	5 570	5 550	417	4 434	5 088	(653)	-12,8%	5 550
Municipal Maintenance and construction of Transport Infrastructure		100	153	153	-	-	140	(140)	-100,0%	153
Thusong Centre Operational Support		95	-	-	-	-	-	-	-	-
Human Settlements Development Grant (Beneficiaries)		37 248	32 150	33 371	1 944	18 481	30 590	(12 109)	-39,6%	33 371
Municipal Capacity Building Grant		172	470	298	-	-	273	(273)	-100,0%	298
Financial Management Capacity Building Grant		50	240	300	-	60	275	(215)	-78,2%	300
WC Financial Management Support Grant		212	-	330	-	330	303	27	9,1%	330
Community Development Workers Grant		-	19	19	-	-	17	(17)	-100,0%	19
Fire Services Capacity Building Grant		-	800	-	-	-	-	-	-	-
Local Government Graduate Internship Grant		-	-	60	-	-	55	(55)	-100,0%	60
Housing		-	-	0	-	-	0	(0)	-100,0%	0
Housing Emergency Grant		-	-	30	-	-	27	(27)	-100,0%	30
Job Creation		-	-	128	-	-	117	(117)	-100,0%	128
Masakhane		33	-	37	-	-	34	(34)	-100,0%	37
Human Settlements - Deeds Transfer Grant		-	-	-	-	-	-	-	-	-
Training		247	-	-	-	-	-	-	-	-
District Municipality:		174	500	911	-	-	835	(835)	-100,0%	911
Project Assistance		-	500	450	-	-	528	(528)	-100,0%	450
Route 62 projects		-	-	1	-	-	1	(1)	-100,0%	1
Bakery Project		-	-	188	-	-	172	(172)	-100,0%	188
CDWM Cultural Events		-	-	126	-	-	-	-	-	126
Ward Committees		-	-	39	-	-	36	(36)	-100,0%	39
Pre-paid Watermeters		-	-	82	-	-	75	(75)	-100,0%	82
McGregor Dam		-	-	25	-	-	23	(23)	-100,0%	25
CDWM Cultural Events		174	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
Total operating expenditure of Transfers and Grants:		112 061	116 406	115 850	2 739	96 820	106 195	(9 375)	-8,8%	115 850
<b>Capital expenditure of Transfers and Grants</b>										
National Government:		19 517	33 598	20 440	75	15 237	18 737	(3 500)	-18,7%	20 440
Municipal Infrastructure Grant (MIG)		18 406	32 721	19 563	37	14 360	17 933	(3 573)	-19,9%	19 563
Integrated National Electrification Programme (Municipal Grant)		1 111	877	877	38	877	804	73	9,1%	877
Provincial Government:		4 985	-	10 805	640	4 029	9 904	(5 876)	-59,3%	10 805
Library services:Conditional		4 540	-	82	-	-	75	(75)	-100,0%	82
Library services:MRF		445	-	375	-	206	343	(138)	-40,1%	375
Emergency Drought Relief		-	-	3 000	-	2 523	2 750	(227)	-8,2%	3 000
Acceleration of Housing Delivery		-	-	4 450	640	640	4 079	(3 439)	-84,3%	4 450
Fire Services Capacity Building Grant		-	-	800	-	659	733	(73)	-9,1%	800
Housing Home Sanitation		-	-	52	-	-	47	(47)	-100,0%	52
Installation of Basic Services Grant		-	-	46	-	-	42	(42)	-100,0%	46
Drought Relief		-	-	2 000	-	-	1 833	(1 833)	-100,0%	2 000
District Municipality:		-	-	50	-	-	46	(46)	-100,0%	50
Project Assistance		-	-	50	-	-	46	(46)	-100,0%	50
Other grant providers:		-	-	-	-	-	-	-	-	-
Total capital expenditure of Transfers and Grants		24 503	33 598	31 295	715	19 266	28 687	(9 421)	-32,8%	31 295
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		136 564	150 004	147 145	3 454	116 086	134 883	(18 796)	-13,9%	147 145

MONTHLY BUDGET STATEMENT FOR MAY 2018



### 8.3 Supporting Table SC7 (2) – Grant expenditure rollovers

WC026 Langeberg - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers - M11 May

		Budget Year 2017/18				
Description	Ref	Approved Rollover 2016/17	Monthly actual	YearTD actual	YTD variance	YTD variance %
R thousands						
EXPENDITURE						
Operating expenditure of Approved Roll-overs						
National Government:		-	-	-	-	
Local Government Equitable Share					-	
Municipal Systems Improvement					-	
Municipal Infrastructure Grant (MIG)					-	
Finance Management					-	
EPWP Incentive					-	
Integrated National Electrification Programme					-	
Provincial Government:		1 537	22	117	1 420	92,4%
Library services:Conditional Grant				-	-	
Library services:MRF				-	-	
Municipal Maintenance and construction of Transport Infrastructure		1 221	22	57	1 165	95,3%
Municipal Capacity Building Grant		60	-	60	-	
Housing		60	-	-	60	100,0%
Job creation		128	-	-	128	100,0%
HOUSING		0	-	-	0	
EMERGENCY HOUSING PROJECT		30	-	-	30	
MASAKHANE PROJECT		37	-	-	37	
District Municipality:		-	-	-	-	
Project Assistance					-	
Other grant providers:		-	-	-	-	
Total operating expenditure of Approved Roll-overs		1 537	22	117	1 420	92,4%
Capital expenditure of Approved Roll-overs						
National Government:		-	-	-	-	
Municipal Infrastructure Grant (MIG)					-	
Integrated National Electrification Programme (Municipal Grant)					-	
Provincial Government:		555	-	186	369	66,5%
Library services:Conditional Grant		375	-	186	189	50,4%
Library services:MRF		82	-	-	82	100,0%
Municipal Maintenance and construction of Transport Infrastructure						
Housing Home Sanitation		52	-	-	52	100,0%
Installation of Basic Services (Squatter Camps)		46	-	-	46	100,0%
District Municipality:		-	-	-	-	
Other grant providers:		-	-	-	-	
Total capital expenditure of Approved Roll-overs		555	-	186	369	66,5%
TOTAL EXPENDITURE OF APPROVED ROLL-OVERS		2 092	22	303	1 789	85,5%

MONTHLY BUDGET STATEMENT FOR MAY 2018

## Section 9 - Employee related costs

### 9.1 Supporting Table SC8

The table below reports on the salaries, allowances and benefits of staff in terms of section 66 of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003).

WC026 Langeberg - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M11 May

Budget Statement - Councillor and staff benefits - M11 May										
Summary of Employee and Councillor remuneration	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
	1	A	B	C						D
<b>Councillors (Political Office Bearers plus Other)</b>										
Basic Salaries and Wages		-	-	-				-	-	-
Pension and UIF Contributions		-	-	-	3	36	-	36	0%	-
Medical Aid Contributions		-	-	-	9	98	86	12	14%	-
Motor Vehicle Allowance		-	-	-	26	290	292	(2)	-1%	-
Cellphone Allowance		-	550	938	78	856	862	(6)	-1%	938
Housing Allowances		-	-	-	-	-	-	-	-	-
Other benefits and allowances		9 234	9 585	9 340	734	8 072	8 181	(109)	-1%	9 340
Sub Total - Councillors		9 234	10 135	10 278	850	9 352	9 421	(69)	-1%	10 278
% increase	4		9,8%	11,3%						11,3%
<b>Senior Managers of the Municipality</b>										
Basic Salaries and Wages	3	6 546	7 004	7 004	494	5 896	6 420	(524)	-8%	7 004
Pension and UIF Contributions		1 178	1 261	1 261	89	1 061	1 156	(95)	-8%	1 261
Medical Aid Contributions		68	71	71	-	48	65	(17)	-26%	71
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		316	404	404	-	-	370	(370)	-100%	404
Motor Vehicle Allowance		438	470	470	33	412	431	(19)	-4%	470
Cellphone Allowance		19	-	-	-	-	-	-	-	-
Housing Allowances		-	-	-	-	-	-	-	-	-
Other benefits and allowances		-	-	-	20	224	-	224	0%	-
Payments in lieu of leave		151	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Postretirement benefit obligations	2	-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Municipality		8 715	9 210	9 210	636	7 641	8 442	(801)	-9%	9 210
% increase	4		5,7%	5,7%						5,7%
<b>Other Municipal Staff</b>										
Basic Salaries and Wages		94 896	118 861	109 684	8 381	92 929	93 158	(229)	0%	109 684
Pension and UIF Contributions		16 706	20 160	21 229	1 520	16 792	19 459	(2 667)	-14%	21 229
Medical Aid Contributions		5 059	6 696	6 639	464	5 006	6 085	(1 079)	-18%	6 639
Overtime		6 480	10 586	9 121	686	6 059	8 361	(2 302)	-28%	9 121
Performance Bonus		7 690	-	-	652	7 857	8 833	(975)	-11%	-
Motor Vehicle Allowance		4 244	5 572	6 434	428	4 549	4 255	294	7%	6 434
Cellphone Allowance		-	-	1	-	-	-	-	-	1
Housing Allowances		1 685	1 967	2 151	141	1 567	1 972	(404)	-21%	2 151
Other benefits and allowances		6 170	5 420	5 640	393	4 060	6 817	(2 757)	-40%	5 640
Payments in lieu of leave		3 566	1 992	1 962	1 356	4 618	1 799	2 820	157%	1 962
Long service awards		829	900	900	69	869	825	45	5%	900
Postretirement benefit obligations	2	2 434	2 676	2 665	590	6 504	2 443	4 061	166%	2 665
Sub Total - Other Municipal Staff		149 758	174 830	166 427	14 679	150 811	154 005	(3 194)	-2%	166 427
% increase	4		16,7%	11,1%						11,1%
<b>TOTAL SALARY, ALLOWANCES &amp; BENEFITS</b>										
		167 707	194 174	185 915	16 165	167 804	171 869	(4 065)	-2%	185 915
% Increase	4		15,8%	10,9%						10,9%
<b>TOTAL MANAGERS AND STAFF</b>										
		158 474	184 040	175 637	15 315	158 452	162 447	(3 995)	-2%	175 637

# Section 10 - Capital programme performance

## 10.1 Supporting Table SC12

WC026 Langeberg - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M11 May

Month	2016/17	Budget Year 2017/18							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands									
<b>Monthly expenditure performance trend</b>									
July	5 909	3 040	4 485	429	429	4 485	4 057	90,4%	1%
August	636	2 280	4 485	860	1 289	8 970	7 682	85,6%	2%
September	3 248	5 321	4 485	7 037	8 326	13 455	5 129	38,1%	11%
October	2 176	5 321	4 485	2 363	10 690	17 940	7 251	40,4%	14%
November	3 448	4 560	4 485	8 849	19 539	22 426	2 887	12,9%	26%
December	2 542	3 800	4 485	799	20 337	26 911	6 573	24,4%	27%
January	2 972	3 800	4 485	2 811	23 149	31 396	8 247	26,3%	30%
February	2 788	4 560	4 485	2 531	25 680	35 881	10 201	28,4%	34%
March	3 705	6 841	4 485	2 762	28 442	40 366	11 924	29,5%	37%
April	6 431	6 081	4 485	1 876	30 318	44 851	14 533	32,4%	0
May	4 162	7 601	4 485	2 291	32 609	49 336	16 728	33,9%	0
June	14 412	22 802	4 485			53 821	-		
<b>Total Capital expenditure</b>	<b>52 431</b>	<b>76 008</b>	<b>53 821</b>	<b>32 609</b>					

Chart C1 2017/18 Capital Expenditure Monthly Trend: actual v target

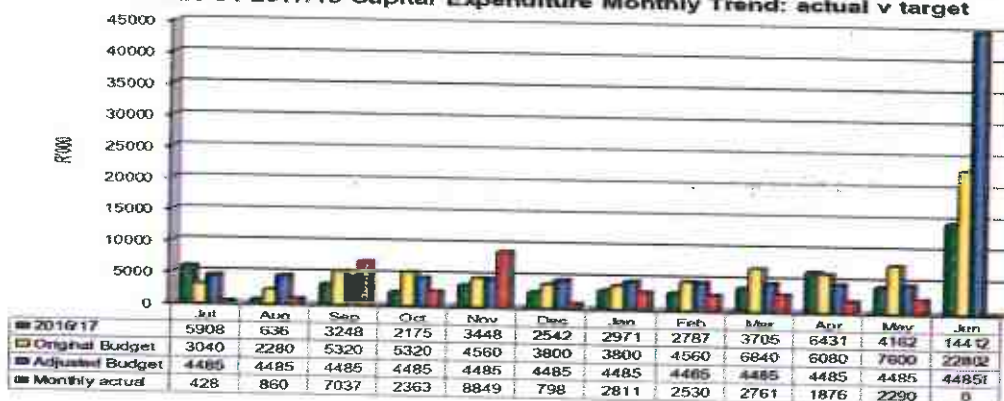
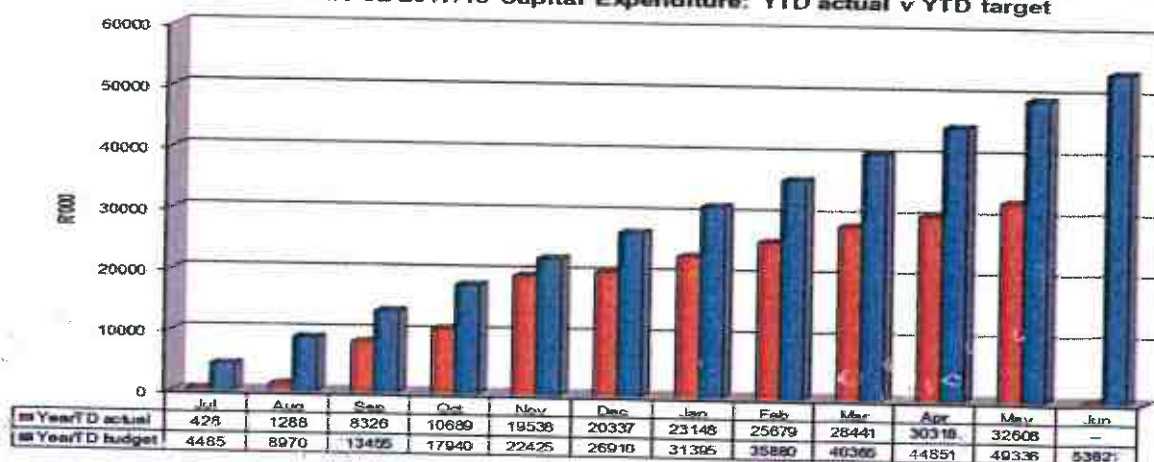


Chart C2 2017/18 Capital Expenditure: YTD actual v YTD target



MONTHLY BUDGET STATEMENT FOR MAY 2018



# 10.2 Supporting Tables SC13

## 10.2.1 Supporting Table SC13a

WCSB Langeberg - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M11 May										
Description	Ref	2017 Actual Outcomes	Original Budget	Adjusted Budget	Monthly actual	Budget Year 2017 Actual	Budget Year 2017 Budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	<b>1</b>									
<b>Capital expenditure on new assets by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		31 116	20 001	29 535	1 305	21 911	25 940	4 028	18,5%	29 535
Roads Infrastructure		1 794	—	(862)	—	—	—	—	—	(862)
Roads		1 240	—	(862)	—	—	—	—	—	(862)
Road Structures		554	—	—	—	—	—	—	—	—
Road Furniture		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
Storm water Infrastructure		—	—	—	—	—	—	—	—	—
Drainage Collection		—	—	—	—	—	—	—	—	—
Storm water Conveyance		—	—	—	—	—	—	—	—	—
Attenuation		—	—	—	—	—	—	—	—	—
Electrical Infrastructure		2 893	4 981	4 911	102	3 524	4 501	977	21,7%	4 911
Power Plants		—	—	—	—	—	—	—	—	—
HV Substations		—	—	—	—	—	—	—	—	—
HV Switching Station		—	—	—	—	—	—	—	—	—
HV Transmission Conductors		—	—	—	—	—	—	—	—	—
MV Substations		—	—	—	—	—	—	—	—	—
MV Switching Stations		—	—	—	—	—	—	—	—	—
MV Networks		2 095	4 461	1 965	63	2 302	2 675	373	13,9%	1 965
LV Networks		795	500	2 946	38	1 722	1 826	604	33,1%	2 946
Capital Spares		—	—	—	—	—	—	—	—	—
<b>Water Supply Infrastructure</b>		15 430	15 000	25 525	1 155	15 100	20 575	2 575	15,2%	25 525
Dams and Weirs		—	—	—	—	—	—	—	—	—
Boreholes		—	—	5 000	—	2 523	2 750	226	8,2%	5 000
Reservoirs		—	—	—	—	—	—	—	—	—
Pump Stations		1 016	15 020	15 103	548	14 935	13 844	(1 092)	-7,9%	15 103
Water Treatment Works		268	—	—	—	—	—	—	—	—
Bulk Mains		4 370	—	—	—	—	—	—	—	—
Distribution		775	—	4 400	640	640	4 070	3 438	84,3%	4 450
Distribution Points		—	—	—	—	—	—	—	—	—
PRV Stations		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
Sanitation Infrastructure		9 980	—	933	15	288	785	478	82,4%	933
Pump Station		—	—	98	—	—	—	—	—	98
Reticulation		1 200	—	335	—	110	307	188	61,2%	335
Waste Water Treatment Works		5 766	—	—	—	—	—	—	—	—
Outfall Sewers		2 989	—	500	15	159	438	290	63,2%	500
Toilet Facilities		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
Solid Waste Infrastructure		6 033	—	—	—	—	—	—	—	—
Landfill Sites		—	—	—	—	—	—	—	—	—
Waste Transfer Stations		—	—	—	—	—	—	—	—	—
Waste Processing Facilities		1 819	—	—	—	—	—	—	—	—
Waste Drop-off Points		4 214	—	—	—	—	—	—	—	—
Waste Segregation Facilities		—	—	—	—	—	—	—	—	—
Electricity Generation Facilities		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
<b>Community Assets</b>		5 982	1 380	2 692	11	237	678	439	65,0%	2 692
Community Facilities		3 246	1 000	2 595	2	164	653	447	70,5%	2 595
Halls		441	100	600	2	164	653	447	70,5%	600
Centres		—	—	—	—	—	—	—	—	—
Crèches		—	—	3	—	—	—	—	—	3
Clinics/Care Centres		—	—	—	—	—	—	—	—	—
Fire/Ambulance Stations		—	—	800	—	—	—	—	—	800
Testing Stations		34	—	—	—	—	—	—	—	—
Museums		—	—	—	—	—	—	—	—	—
Galleries		—	—	—	—	—	—	—	—	—
Theatres		—	—	—	—	—	—	—	—	—
Libraries		4 572	—	295	—	—	—	—	—	295
Cemeteries/Crematoria		—	—	—	—	—	—	—	—	—
Police		—	—	—	—	—	—	—	—	—
Ports		—	—	—	—	—	—	—	—	—
Public Open Space		179	900	900	—	39	35	(4)	-11,2%	900
Nature Reserves		—	—	—	—	—	—	—	—	—
Public Ablution Facilities		—	—	—	—	—	—	—	—	—
Markets		—	—	—	—	—	—	—	—	—
Stalls		—	—	—	—	—	—	—	—	—
Abattoirs		—	—	—	—	—	—	—	—	—
Airports		—	—	—	—	—	—	—	—	—
Taxi Ranks/Bus Terminals		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
Sport and Recreation Facilities		138	350	98	9	53	51	(2)	-3,4%	98
Indoor Facilities		—	—	—	—	—	—	—	—	—
Outdoor Facilities		136	350	44	9	44	40	(4)	-9,1%	44
Capital Spares		—	—	34	—	—	—	—	—	34
<b>Heritage assets</b>		—	—	—	—	—	—	—	—	—
Monuments		—	—	—	—	—	—	—	—	—
Historic Buildings		—	—	—	—	—	—	—	—	—
Works of Art		—	—	—	—	—	—	—	—	—
Conservation Areas		—	—	—	—	—	—	—	—	—
Other Heritage		—	—	—	—	—	—	—	—	—
<b>Investment properties</b>		—	—	—	—	—	—	—	—	—
Revenue Generating		—	—	—	—	—	—	—	—	—
Improved Property		—	—	—	—	—	—	—	—	—
Unimproved Property		—	—	—	—	—	—	—	—	—
Non-revenue Generating		—	—	—	—	—	—	—	—	—
Improved Property		—	—	—	—	—	—	—	—	—
Unimproved Property		—	—	—	—	—	—	—	—	—
<b>Other assets</b>		8	300	300	—	300	275	(25)	-8,1%	300
Operational Buildings		6	300	300	—	300	275	(25)	-8,1%	300
Municipal Offices		—	—	—	—	—	—	—	—	—
Pay/Enquiry Points		—	—	—	—	—	—	—	—	—
Building Plan Offices		—	—	—	—	—	—	—	—	—
Workshops		—	—	—	—	—	—	—	—	—
Yards		6	—	—	—	—	—	—	—	—
Stores		—	300	100	—	300	275	(25)	-8,1%	300
Laboratories		—	—	—	—	—	—	—	—	—
Training Centres		—	—	—	—	—	—	—	—	—
Manufacturing Plant		—	—	—	—	—	—	—	—	—
Depots		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
Housing		—	—	—	—	—	—	—	—	—
Staff Housing		—	—	—	—	—	—	—	—	—
Social Housing		—	—	—	—	—	—	—	—	—
Capital Spares		—	—	—	—	—	—	—	—	—
<b>Biological or Cultivated Assets</b>		—	—	—	—	—	—	—	—	—
Biological or Cultivated Assets		—	—	—	—	—	—	—	—	—
<b>Intangible Assets</b>		—	—	640	70	507	—	(507)	#DIV/0!	640
Services		—	—	640	70	507	—	(507)	#DIV/0!	640
Licences and Rights		—	—	—	—	—	—	—	—	—
Water Rights		—	—	—	—	—	—	—	—	—
Effluent Licences		—	—	—	—	—	—	—	—	—
Solid Waste Licences		—	—	—	—	—	—	—	—	—
Computer Software and Applications		—	—	640	70	507	—	(507)	#DIV/0!	640
Lease Settlement Software Applications		—	—	—	—	—	—	—	—	—
Unspecified		—	—	—	—	—	—	—	—	—
<b>Computer Equipment</b>		2 108	2 000	2 272	176	1 417	2 082	665	31,9%	2 272
Computer Equipment		2 108	2 000	2 272	176	1 417	2 082	665	31,9%	2 272
<b>Furniture and Office Equipment</b>		2 501	850	850	34	338	698	287	43,2%	850
Furniture and Office Equipment		2 501	850	850	34	338	698	287	43,2%	850
<b>Machinery and Equipment</b>		1 227	394	904	116	379	370	(9)	-2,4%	904
Machinery and Equipment		1 227	394	904	116	379	370	(9)	-2,4%	904
<b>Transport Assets</b>		6 686	400	3 063	89	1 904	1 874	(30)	-1,6%	3 063
Transport Assets		6 686	400	3 063	89	1 904	1 874	(30)	-1,6%	3 063
<b>Libraries</b>		—	—	—	—	—	—	—	—	—
Libraries		—	—	—	—	—	—	—	—	—
<b>Zoo's, Marine and Non-biological Animals</b>		—	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals		—	—	—	—	—	—	—	—	—
<b>Total Capital Expenditure on new assets</b>	<b>1</b>	<b>49 004</b>	<b>25 095</b>	<b>40 068</b>	<b>1 600</b>	<b>26 995</b>	<b>31 833</b>	<b>4 818</b>	<b>16,1%</b>	<b>40 068</b>



10.2.2 Supporting Table SC13b

WC026 Langeberg - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M11										
Description	Ref	2017/18								
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
<b>Infrastructure</b>		2 030	10 934	2 548	210	1 600	2 336	736	31.5%	2 548
Roads Infrastructure		174	-	-	-	-	-	-	-	-
Roads		-	-	-	-	-	-	-	-	-
Road Structures		-	-	-	-	-	-	-	-	-
Road Furniture		174	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		1 356	10 377	1 810	210	1 600	1 659	59	3.5%	1 810
Power Plants		-	-	-	-	-	-	-	-	-
HV Substations		-	2 850	-	-	-	-	-	-	-
HV Switching Station		-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-
MV Substations		-	6 117	-	-	-	-	-	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-
MV Networks		-	1 360	1 360	150	1 218	1 265	47	3.7%	1 360
LV Networks		1 356	210	430	59	382	394	12	3.1%	430
Capital Spares		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		500	256	738	-	-	677	677	100.0%	738
Dams and Weirs		-	-	-	-	-	-	-	-	-
Reservoirs		-	256	738	-	-	677	677	100.0%	738
Pump Stations		-	-	-	-	-	-	-	-	-
Water Treatment Works		-	-	-	-	-	-	-	-	-
Bulk Mains		-	-	-	-	-	-	-	-	-
Distribution		500	-	-	-	-	-	-	-	-
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Community Assets</b>		500	-	-	-	-	-	-	-	-
Community Facilities		-	-	-	-	-	-	-	-	-
Halls		-	-	-	-	-	-	-	-	-
Centres		-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	-	-	-	-	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Cemeteries/Crematoria		-	-	-	-	-	-	-	-	-
Police		-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-
Public Open Space		-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		500	-	-	-	-	-	-	-	-
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		500	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>		-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		309	100	113	30	85	103	18	17.7%	113
Operational Buildings		309	100	113	30	85	103	18	17.7%	113
Municipal Offices		231	-	-	-	-	-	-	-	-
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		77	-	-	-	-	-	-	-	-
Stores		-	100	113	30	85	103	18	17.7%	113
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Biological or Cultivated Assets</b>		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
<b>Intangible Assets</b>		-	-	-	-	-	-	-	-	-
Service Rights		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
<b>Computer Equipment</b>		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
<b>Furniture and Office Equipment</b>		599	-	-	-	-	-	-	-	-
Furniture and Office Equipment		599	-	-	-	-	-	-	-	-
<b>Machinery and Equipment</b>		-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
<b>Transport Assets</b>		-	-	(58)	-	-	-	-	-	(58)
Transport Assets		-	-	(58)	-	-	-	-	-	(58)
<b>Libraries</b>		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
<b>Zoo's, Marine and Non-biological Animals</b>		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on renewal of existing ass</b>	<b>1</b>	<b>3 427</b>	<b>10 734</b>	<b>2 604</b>	<b>259</b>	<b>1 685</b>	<b>2 439</b>	<b>754</b>	<b>30.0%</b>	<b>2 604</b>

# 10.2.3 Supporting Table SC13c

WC020 Langeberg - Supporting Table SC13c: Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M11 May										
Description	Ref	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	Year to actual	Year to budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		11 070	153	23 259	914	6 567	9 057	2 490	27.5%	23 259
Roads Infrastructure		2 548	153	2 027	196	1 115	1 627	511	31.4%	2 027
Roads		2 548	153	2 222	196	1 115	1 627	511	31.4%	2 222
Road Structures		-	-	(195)	-	-	-	-	-	(195)
Road Furniture		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	2 950	6	39	57	18	31.1%	2 950
Drainage Collection		-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	2 950	6	39	57	18	31.1%	2 950
Attenuation		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		2 095	-	3 075	153	995	1 354	358	26.4%	3 075
Power Plants		-	-	-	-	-	-	-	-	-
HV Substations		-	-	45	-	-	-	-	-	45
HV Switching Station		-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	135	-	-	-	-	-	135
MV Substations		-	-	220	-	-	-	-	-	220
MV Switching Stations		-	-	40	-	-	-	-	-	40
MV Networks		-	-	821	-	-	-	-	-	821
Capital Spares		2 095	-	1 815	153	995	1 354	358	26.4%	1 815
Water Supply Infrastructure		2 953	-	5 581	499	2 999	3 782	783	20.7%	5 581
Dams and Weirs		45	-	695	-	151	169	17	10.4%	695
Boreholes		-	-	-	-	-	-	-	-	-
Reservoirs		-	-	-	-	-	-	-	-	-
Pump Stations		-	-	535	-	-	-	-	-	535
Water Treatment Works		2 878	-	-	499	2 845	3 614	767	21.2%	-
Bulk Mains		-	-	70	-	-	-	-	-	70
Distribution		34	-	4 290	-	1	-	(1)	0.0%	4 290
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		2 507	-	4 889	61	1 279	2 237	958	42.8%	4 889
Pump Station		-	-	2 047	-	-	-	-	-	2 047
Reticulation		2 507	-	195	53	993	1 689	696	41.2%	195
Waste Water Treatment Works		-	-	2 647	8	285	549	262	47.8%	2 647
Outfall Sewers		-	-	-	-	-	-	-	-	-
Toilet Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		967	-	4 736	-	139	-	(139)	0.0%	4 736
Landfill Sites		967	-	4 736	-	139	-	(139)	0.0%	4 736
Waste Transfer Stations		-	-	-	-	-	-	-	-	-
Waste Processing Facilities		-	-	-	-	-	-	-	-	-
Waste Drop-off Points		-	-	-	-	-	-	-	-	-
Waste Separation Facilities		-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Community Assets		1 332	813	2 535	75	1 150	1 689	539	31.9%	2 535
Community Facilities		1 265	383	2 084	75	1 142	1 653	511	30.9%	2 084
Halls		190	0	450	2	32	284	252	88.6%	450
Centres		-	-	27	-	0	-	(0)	-28.1%	27
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	-	-	-	7	25	18	70.6%	-
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Cemeteries/Crematoria		32	18	201	27	216	241	25	10.3%	201
Police		23	344	35	-	0	13	12	96.9%	35
Parks		-	-	-	-	-	-	-	-	-
Public Open Space		807	-	1 371	-	885	1 090	205	15.8%	1 371
Sport and Recreation Facilities		67	430	451	-	8	36	28	78.0%	451
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		67	430	451	-	8	36	28	78.0%	451
Capital Spares		-	-	-	-	-	-	-	-	-
Investment properties		564	-	-	158	618	2 157	1 539	71.4%	-
Revenue Generating		564	-	-	158	618	2 157	1 539	71.4%	-
Improved Property		564	-	-	158	618	2 157	1 539	71.4%	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Other assets		816	4 785	642	15	330	1 369	1 039	75.9%	642
Operational Buildings		816	4 785	642	15	330	1 369	1 039	75.9%	642
Municipal Offices		816	4 785	626	15	330	1 369	1 039	75.9%	626
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	17	-	-	-	-	-	17
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Intangible Assets		-	109	88	-	-	81	81	100.0%	88
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		-	109	88	-	-	81	81	100.0%	88
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licences		-	-	-	-	-	-	-	-	-
Solid Waste Licences		-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	109	88	-	-	81	81	100.0%	88
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
Computer Equipment		89	297	89	3	27	81	55	67.1%	89
Computer Equipment		89	297	89	3	27	81	55	67.1%	89
Furniture and Office Equipment		0	4 109	1 163	-	-	1	1	100.0%	1 163
Furniture and Office Equipment		0	4 109	1 163	-	-	1	1	100.0%	1 163
Machinery and Equipment		698	349	266	56	42	1 867	1 825	97.7%	266
Machinery and Equipment		698	349	266	56	42	1 867	1 825	97.7%	266
Transport Assets		2 105	10 893	4 762	788	5 066	6 140	1 074	17.5%	4 762
Transport Assets		2 105	10 893	4 762	788	5 066	6 140	1 074	17.5%	4 762
Libraries		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Bot's Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Zoo's Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Total Repairs and maintenance Expenditure	1	16 575	21 508	32 804	2 010	13 799	22 442	8 643	26.6%	32 804

10.2.4 Supporting Table SC13d

WC025 Langeberg - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M11 May

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<b>Depreciation by Asset Class/Sub-class</b>										
<b>Infrastructure</b>		16 977	20 199	20 349	1 266	13 730	18 653	4 924	26,4%	20 349
Roads Infrastructure		3 841	4 748	4 748	291	3 140	4 352	1 212	27,9%	4 748
Roads		-	4 282	4 282	262	2 830	3 925	1 095	27,9%	4 282
Road Structures		-	242	242	19	204	222	18	8,0%	242
Road Furniture		-	224	224	10	105	206	100	48,5%	224
Capital Spares		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	711	711	48	516	652	136	20,9%	711
Drainage Collection		-	711	711	48	516	652	136	20,9%	711
Storm water Conveyance		-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		3 282	5 260	5 260	283	3 103	4 821	1 718	35,6%	5 260
Power Plants		-	-	-	-	-	-	-	-	-
HV Substations		-	261	261	18	236	240	3	1,4%	261
HV Switching Station		-	381	381	33	358	349	(8)	-2,4%	381
HV Transmission Conductors		-	-	-	-	-	-	-	-	-
MV Substations		-	614	614	65	703	563	(140)	-24,9%	614
MV Switching Stations		-	-	-	2	17	-	(17)	0,0%	-
MV Networks		-	2 982	2 982	95	1 031	2 734	1 703	62,3%	2 982
LV Networks		-	1 021	1 021	70	758	936	178	19,0%	1 021
Capital Spares		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		3 523	5 815	5 815	309	3 340	5 330	1 991	37,3%	5 815
Dams and Weirs		-	231	231	19	200	212	11	5,4%	231
Boreholes		-	9	9	0	2	8	6	75,6%	9
Reservoirs		-	631	631	49	530	579	48	8,3%	631
Pump Stations		-	1 231	1 231	53	568	1 129	561	49,7%	1 231
Water Treatment Works		-	1 132	1 132	72	782	1 038	256	24,7%	1 132
Bulk Mains		-	440	440	-	-	403	403	100,0%	440
Distribution		-	2 141	2 141	116	1 257	1 963	705	35,9%	2 141
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		1 961	2 842	2 842	235	2 545	2 605	60	2,3%	2 842
Pump Station		-	371	371	15	164	340	176	51,8%	371
Reticulation		-	516	516	45	487	473	(14)	-2,9%	516
Waste Water Treatment Works		-	1 670	1 670	170	1 840	1 531	(309)	-20,2%	1 670
Outfall Sewers		-	154	154	-	-	141	141	100,0%	154
Toilet Facilities		-	132	132	5	55	121	66	54,4%	132
Capital Spares		-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		4 370	788	938	98	1 062	860	(201)	-23,4%	938
Landfill Sites		3 428	377	527	20	216	483	267	55,3%	527
Waste Transfer Stations		942	271	271	78	845	248	(597)	-240,9%	271
Waste Processing Facilities		-	-	-	-	-	-	-	-	-
Waste Drop-off Points		-	140	140	-	-	129	129	100,0%	140
Waste Separation Facilities		-	-	-	-	-	-	-	-	-
Electricity Generation Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	34	34	2	24	31	7	23,2%	34
Data Centres		-	-	-	-	-	-	-	-	-
Core Layers		-	34	34	-	-	31	31	100,0%	34
Distribution Layers		-	-	-	2	24	-	(24)	0,0%	-
Capital Spares		-	-	-	-	-	-	-	-	-

MONTHLY BUDGET STATEMENT FOR MAY 2018



<b>Community Assets</b>	<b>1 773</b>	<b>3 411</b>	<b>3 411</b>	<b>180</b>	<b>1 943</b>	<b>3 126</b>	<b>1 183</b>	<b>37,8%</b>	<b>3 411</b>
Community Facilities	1 097	1 727	1 727	127	1 373	1 583	210	13,3%	1 727
Halls	195	251	251	18	198	231	32	13,9%	251
Centres	-	430	430	26	280	394	114	29,0%	430
Crèches	-	11	11	1	6	10	4	36,5%	11
Clinics/Care Centres	63	117	117	4	41	107	66	61,6%	117
Fire/Ambulance Stations	31	49	49	4	42	45	3	7,0%	49
Testing Stations	-	-	-	-	-	-	-	-	-
Museums	9	7	7	0	4	6	3	39,2%	7
Galleries	-	-	-	-	-	-	-	-	-
Theatres	-	-	-	-	-	-	-	-	-
Libraries	245	539	539	41	447	494	47	9,4%	539
Cemeteries/Crematoria	98	122	122	0	94	121	27	22,9%	122
Police	-	-	-	-	-	-	-	-	-
Parks	-	-	-	12	133	-	(133)	0,0%	-
Public Open Space	120	30	30	0	1	28	27	98,1%	30
Nature Reserves	-	-	-	3	28	-	(28)	0,0%	-
Public Ablution Facilities	-	42	42	3	29	39	10	25,0%	42
Markets	-	-	-	-	-	-	-	-	-
Stalls	-	5	5	-	-	5	5	100,0%	5
Abattoirs	-	-	-	-	-	-	-	-	-
Airports	8	12	12	0	0	11	11	97,1%	12
Taxi Ranks/Bus Terminals	-	101	101	6	69	92	23	25,0%	101
Capital Spares	328	-	-	-	-	-	-	-	-
Sport and Recreation Facilities	676	1 684	1 684	53	571	1 544	973	63,0%	1 684
Indoor Facilities	56	5	5	-	-	5	5	100,0%	5
Outdoor Facilities	620	1 679	1 679	53	571	1 539	968	62,9%	1 679
Capital Spares	-	-	-	-	-	-	-	-	-
<b>Heritage assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Monuments	-	-	-	-	-	-	-	-	-
Historic Buildings	-	-	-	-	-	-	-	-	-
Works of Art	-	-	-	-	-	-	-	-	-
Conservation Areas	-	-	-	-	-	-	-	-	-
Other Heritage	-	-	-	-	-	-	-	-	-
<b>Investment properties</b>	<b>50</b>	<b>66</b>	<b>66</b>	<b>4</b>	<b>46</b>	<b>61</b>	<b>15</b>	<b>25,0%</b>	<b>66</b>
Revenue Generating	50	66	66	4	46	61	15	25,0%	66
Improved Property	50	66	66	4	46	61	15	25,0%	66
Unimproved Property	-	-	-	-	-	-	-	-	-
Non-revenue Generating	-	-	-	-	-	-	-	-	-
Improved Property	-	-	-	-	-	-	-	-	-
Unimproved Property	-	-	-	-	-	-	-	-	-
<b>Other assets</b>	<b>905</b>	<b>1 355</b>	<b>1 355</b>	<b>46</b>	<b>495</b>	<b>1 242</b>	<b>747</b>	<b>60,2%</b>	<b>1 355</b>
Operational Buildings	895	1 327	1 327	45	484	1 216	732	60,2%	1 327
Municipal Offices	-	1 254	1 254	37	396	1 150	753	65,5%	1 254
Pay/Enquiry Points	-	-	-	-	-	-	-	-	-
Building Plan Offices	-	-	-	-	-	-	-	-	-
Workshops	-	12	12	1	13	11	(2)	-13,9%	12
Yards	-	-	-	-	-	-	-	-	-
Stores	-	61	61	7	75	56	(20)	-35,0%	61
Laboratories	-	-	-	-	-	-	-	-	-
Training Centres	-	-	-	-	-	-	-	-	-
Manufacturing Plant	-	-	-	-	-	-	-	-	-
Depots	-	-	-	-	-	-	-	-	-
Capital Spares	-	-	-	-	-	-	-	-	-
Housing	10	27	27	1	10	25	15	58,6%	27
Staff Housing	-	-	-	-	-	-	-	-	-
Social Housing	-	27	27	1	10	25	15	58,6%	27
Capital Spares	-	-	-	-	-	-	-	-	-



<b>Biological or Cultivated Assets</b>		-	-	-	-	-	-	-	-	
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	
<b>Intangible Assets</b>		54	72	72	7	71	66	(5)	-7,2%	72
Servitudes		-	-	-	-	-	-	-	-	-
Licences and Rights		54	72	72	7	71	66	(5)	-7,2%	72
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-
Computer Software and Applications		54	72	72	7	71	66	(5)	-7,2%	72
Load Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
<b>Computer Equipment</b>		1 269	2 382	2 382	136	1 867	2 183	316	14,5%	2 382
Computer Equipment		1 269	2 382	2 382	136	1 867	2 183	316	14,5%	2 382
<b>Furniture and Office Equipment</b>		2 206	1 779	1 779	137	1 503	1 631	128	7,9%	1 779
Furniture and Office Equipment		2 206	1 779	1 779	137	1 503	1 631	128	7,9%	1 779
<b>Machinery and Equipment</b>		1 736	1 698	1 698	103	1 116	1 556	441	28,3%	1 698
Machinery and Equipment		1 736	1 698	1 698	103	1 116	1 556	441	28,3%	1 698
<b>Transport Assets</b>		1 471	3 350	3 350	204	2 206	3 071	865	28,2%	3 350
Transport Assets		1 471	3 350	3 350	204	2 206	3 071	865	28,2%	3 350
<b>Libraries</b>		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
<b>Zoo's, Marine and Non-biological Animals</b>		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
<b>Total Depreciation</b>	1	26 441	34 312	34 462	2 083	22 975	31 590	8 614	27,3%	34 462

# 10.2.5 Supporting Table SC13e

WCDM Langeberg - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class - M11										
Description	Ref	Budget year 2017/18								
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>Capital expenditure on upgrading of existing assets by Asset Class</b>	<b>1</b>	<b>Capital Expenditure</b>								
<b>Infrastructure</b>		-	18 245	3 927	-	2 157	3 518	1 361	38.7%	3 927
Roads Infrastructure		-	1 815	1 804	-	120	1 564	1 544	92.8%	1 804
Roads		-	1 815	1 904	-	120	1 564	1 544	92.8%	1 904
Road Structures		-	-	-	-	-	-	-	-	-
Road Furniture		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Drainage Collection		-	-	-	-	-	-	-	-	-
Storm water Conveyance		-	-	-	-	-	-	-	-	-
Attenuation		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		-	10 860	-	-	-	-	-	-	-
Power Plants		-	-	-	-	-	-	-	-	-
HV Substations		-	3 403	-	-	-	-	-	-	-
HV Switching Station		-	-	-	-	-	-	-	-	-
HV Transmission Conductors		-	-	-	-	-	-	-	-	-
MV Substations		-	850	-	-	-	-	-	-	-
MV Switching Stations		-	-	-	-	-	-	-	-	-
MV Networks		-	6 427	-	-	-	-	-	-	-
LV Networks		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		-	5 750	2 023	-	2 036	1 855	(183)	-9.9%	2 023
Dams and Weirs		-	-	-	-	-	-	-	-	-
<b>Sanctuaries</b>		-	-	-	-	-	-	-	-	-
Reservoirs		-	-	-	-	-	-	-	-	-
Pump Stations		-	-	-	-	-	-	-	-	-
Water Treatment Works		-	-	-	-	-	-	-	-	-
Bulk Mains		-	-	-	-	-	-	-	-	-
Distribution		-	5 750	2 023	-	2 036	1 855	(183)	-9.9%	2 023
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Community Assets</b>		-	19 751	7 051	52	1 486	6 417	4 931	76.8%	7 051
Community Facilities		-	300	300	-	235	279	40	14.4%	300
Halls		-	-	-	-	-	-	-	-	-
Centres		-	-	-	-	-	-	-	-	-
Crèches		-	-	-	-	-	-	-	-	-
Clinics/Care Centres		-	-	-	-	-	-	-	-	-
Fire/Ambulance Stations		-	-	-	-	-	-	-	-	-
Testing Stations		-	100	100	-	18	92	74	80.9%	100
Museums		-	-	-	-	-	-	-	-	-
Galleries		-	-	-	-	-	-	-	-	-
Theatres		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
Cemeteries/Crematorium		-	200	200	-	215	183	(34)	-18.8%	200
Police		-	-	-	-	-	-	-	-	-
Parks		-	-	-	-	-	-	-	-	-
Public Open Space		-	-	-	-	-	-	-	-	-
Nature Reserves		-	-	-	-	-	-	-	-	-
Public Ablution Facilities		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Stalls		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Airports		-	-	-	-	-	-	-	-	-
Taxi Ranks/Bus Terminals		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Sport and Recreation Facilities		-	19 451	6 751	52	1 251	6 142	4 891	79.6%	6 751
Indoor Facilities		-	300	350	15	54	275	221	80.5%	350
Outdoor Facilities		-	19 151	6 401	37	1 197	5 867	4 670	79.6%	6 401
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Heritage Assets</b>		-	-	-	-	-	-	-	-	-
Monuments		-	-	-	-	-	-	-	-	-
Historic Buildings		-	-	-	-	-	-	-	-	-
Works of Art		-	-	-	-	-	-	-	-	-
Conservation Areas		-	-	-	-	-	-	-	-	-
Other Heritage		-	-	-	-	-	-	-	-	-
<b>Investment properties</b>		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Improved Property		-	-	-	-	-	-	-	-	-
Unimproved Property		-	-	-	-	-	-	-	-	-
<b>Other assets</b>		-	2 184	2 184	199	288	2 002	1 717	85.7%	2 184
Operational Buildings		-	2 184	2 184	199	288	2 002	1 717	85.7%	2 184
Municipal Offices		-	2 184	2 184	199	288	2 002	1 717	85.7%	2 184
Pay/Enquiry Points		-	-	-	-	-	-	-	-	-
Building Plan Offices		-	-	-	-	-	-	-	-	-
Workshops		-	-	-	-	-	-	-	-	-
Yards		-	-	-	-	-	-	-	-	-
Stores		-	-	-	-	-	-	-	-	-
Laboratories		-	-	-	-	-	-	-	-	-
Training Centres		-	-	-	-	-	-	-	-	-
Manufacturing Plant		-	-	-	-	-	-	-	-	-
Depots		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Staff Housing		-	-	-	-	-	-	-	-	-
Social Housing		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
<b>Biological or Cultivated Assets</b>		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
<b>Intangible Assets</b>		-	-	-	-	-	-	-	-	-
Services		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Water Rights		-	-	-	-	-	-	-	-	-
Effluent Licenses		-	-	-	-	-	-	-	-	-
Solid Waste Licenses		-	-	-	-	-	-	-	-	-
Computer Software and Applications		-	-	-	-	-	-	-	-	-
Local Settlement Software Applications		-	-	-	-	-	-	-	-	-
Unspecified		-	-	-	-	-	-	-	-	-
<b>Computer Equipment</b>		-	-	-	-	-	-	-	-	-
Computer Equipment		-	-	-	-	-	-	-	-	-
<b>Furniture and Office Equipment</b>		-	-	-	-	-	-	-	-	-
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-
<b>Machinery and Equipment</b>		-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
<b>Transport Assets</b>		-	-	-	-	-	-	-	-	-
Transport Assets		-	-	-	-	-	-	-	-	-
<b>Libraries</b>		-	-	-	-	-	-	-	-	-
Libraries		-	-	-	-	-	-	-	-	-
<b>Zoo's, Marine and Non-biological Animals</b>		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
<b>Total Capital Expenditure on upgrading of existing</b>	<b>1</b>	-	40 180	13 162	252	3 929	11 937	8 008	87.1%	13 162

## Section 11 - Material variances to the SDBIP

### 12.1 Overview

The report on the SDBIP is prepared by the Directorate: Strategy and Social Development and is tabled as a separate report to council on a quarterly basis.

## Section 12 - Municipal manager's quality certification

### QUALITY CERTIFICATE

I, Soyisile A Mokweni, the municipal manager of Langeberg Municipality, hereby certify that -

(mark as appropriate)

- ☒ the monthly budget statement
- ☐ quarterly report on the implementation of the budget and financial state of affairs of the municipality
- ☐ mid-year budget and performance assessment

for the month of **Error! Reference source not found.** of 2017/2018 has been prepared in accordance with the Municipal Finance Management Act and regulations made under that Act.

Print Name    S A Mokweni   

Municipal Manager of Langeberg Municipality (WC026)

Signature



Date                      14 June 2018

MONTHLY BUDGET STATEMENT FOR MAY 2018



## **Section 13 - Detailed Capital Expenditure as at 30 May 2018**

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# CAPITAL BUDGET 2017/18

Expenditure as on 31 May 2018

Vote number	Project	Ward	Amended Budget	Expenditure for the Month	Year to Date Actual	Orders	Total Expenditure	Total Expenditure (incl Orders)	Balance	SDRP YTD Plan/Budget vs Exp.	Actual Expenditure vs Budget	SOURCE
<b>COMMUNITY SERVICES</b>												
<b>Libraries</b>												
900874063	Facility Robertson Library at Van Rensselaer	1	43 870	0,00	43 874,18	0,00	43 874,18	43 874,18	-4,18	98,37%	100,01%	MRF
900874069	Vehicle for all Libraries	All	162 000	0,00	162 000,00	0,00	162 000,00	162 000,00	0,00	100,00%	100,00%	MRF
900874079	Library Services for most Vulnerable B3 Municipalities Book/Director Montagu	6,7	125 480	0,00	125 480,00	0,00	125 480,00	125 480,00	0,00	80,00%	80,00%	MRF
900874080	Library Services for most Vulnerable B3 Municipalities Book/Director Montagu	5	82 160	0,00	82 160,00	0,00	82 160,00	82 160,00	0,00	80,00%	80,00%	Conditional Grant
900874081	Library Conditional Grant-Book, Director and Montagu	5	43 320	0,00	43 320,00	0,00	43 320,00	43 320,00	0,00	80,00%	80,00%	MRF
	<b>Total Libraries</b>		456 630	0,00	205 874,18	260 747,25	456 621,43	456 621,43	208,37	83,01%	45,07%	
<b>Community Halls</b>												
900874000	Fencing for Robertson Community Hall	3	100 000	0,00	100 000,00	0,00	100 000,00	100 000,00	0,00	70,00%	70,00%	CRR
900874001	Supply Delivery of Equipment for Montagu Community Hall	7	50 000	0,00	37 500,00	0,00	37 500,00	37 500,00	12 500,00	70,00%	70,00%	CRR
	<b>Total Community Halls</b>		150 000	0,00	137 500,00	0,00	137 500,00	137 500,00	12 500,00	70,00%	70,00%	
<b>Cemeteries</b>												
900874004	Upgrading of Road to Jean Comeliev	10	200 000	0,00	217 795,26	0,00	217 795,26	217 795,26	-17 795,26	70,00%	108,99%	CRR
	<b>Total Cemeteries</b>		200 000	0,00	217 795,26	0,00	217 795,26	217 795,26	-17 795,26	70,00%	108,99%	
<b>Sportsfields</b>												
900874006	Purchase Flashed LED's	All	172 490	0,00	172 487,06	0,00	172 487,06	172 487,06	2,94	68,67%	100,00%	CRR
900874073	Upgrading of Change Rooms at McGregor Sports Grounds	All	402 640	0,00	403 157,89	0,00	403 157,89	403 157,89	-517,89	100,00%	100,13%	CRR
900874008	Upgrading of Abolition Facilities Happy Valley Sports Grounds	5	150 000	15 000,00	43 178,07	0,00	43 178,07	43 178,07	6 821,93	70,00%	86,36%	CRR
900874009	Upgrading of Change Rooms at Cognatevalley Sports Grounds	4	100 000	0,00	10 403,60	0,00	10 403,60	10 403,60	-20 596,40	70,00%	6,94%	CRR
900874010	Purchase of Roll-on Mowers Two-way Road	9	100 000	0,00	160 000,00	0,00	160 000,00	160 000,00	0,00	70,00%	70,00%	CRR
900874011	Supply Installation of an Electronic Turnstile Drive Unit	All	160 000	0,00	43 721,31	0,00	43 721,31	43 721,31	-1,31	71,88%	100,00%	CRR
900874082	CNDM Upgrade of Abolition Facilities at King Edward Sport Grounds	2	50 000,00	0,00	0,00	0,00	0,00	0,00	50 000,00	65,69%	100,00%	CRR
900874083	Purchase of 2x Line Marking Machines	7	22 800,00	0,00	9 079,82	0,00	9 079,82	9 079,82	22 800,00	80,00%	0,00%	CRR
900874084	Purchase of 2x Electrical Shovel for Calle De Wets Matzen	All	12 000,00	0,00	0,00	0,00	0,00	0,00	12 000,00	100,00%	75,67%	CRR
900874085	Purchase of 2x Grass Cutters	All	18 950,00	0,00	0,00	0,00	0,00	0,00	18 950,00	100,00%	0,00%	CRR
	<b>Total Sportsfields</b>		1 182 640	24 079,82	842 027,75	160 593,06	1 002 585,81	1 002 585,81	180 054,19	71,45%	71,20%	
<b>Fire Brigade</b>												
900874012	Upgrading of Fire Brigade Facilities in Ashton	9,10	100 000	0,00	17 526,32	70 489,00	87 986,32	87 986,32	12 013,68	70,00%	17,53%	CRR
900874076	New Fire Emergency Truck	All	800 000	0,00	659 298,24	0,00	659 298,24	659 298,24	140 701,76	82,41%	82,41%	FSCBG
	<b>Total Fire Brigade</b>		900 000	0,00	676 824,56	70 489,00	747 284,56	747 284,56	152 715,44	75,00%	75,20%	
<b>Housing</b>												
900874026	Acquisition of Housing Devices	All	18 500	0,00	14 523,23	0,00	14 523,23	14 523,23	3 976,77	78,50%	78,50%	CRR
	<b>Total Housing</b>		18 500	0,00	14 523,23	0,00	14 523,23	14 523,23	3 976,77	78,50%	78,50%	
	<b>TOTAL COMMUNITY SERVICES MUNICIPALITY</b>		2 907 970	24 079,82	2 094 544,98	481 766,31	2 576 311,29	2 576 311,29	331 668,71	74,58%	72,67%	

# CAPITAL BUDGET 2017/18

Expenditure as on 31 May 2018

Vote number	Project	Ward	Annual/ Adjusted Budget	Expenditure for the Month	Year to Date Actual	Orders	Total Expenditure	Total Expenditure (Incl Orders) vs Budget	Balance	SDBIP YTD Planned/Budget Exp.	Actual Expenditure vs Budget	SOURCE
<b>CORPORATE SERVICES DIRECTORATE</b>												
<b>Traffic</b>												
900874013	Alterations/Upgrading of Ashton Traffic Offices	9,10	1 984 410	198 258.31	198 258.31	1 770 676.54	1 989 934.85	99.2%	14 475.15	70.00%	10.04%	CRR
	<b>Total Traffic</b>		1 984 410	198 258.31	198 258.31	1 770 676.54	1 989 934.85	99.2%	14 475.15	70.00%	10.04%	
<b>Property Building and Maintenance</b>												
900874014	Alterations/Upgrading of Municipal Offices	All	200 000	0.00	88 368.86	87 609.89	175 988.55	87.8%	26 031.45	70.00%	43.18%	CRR
900874031	Fencing at the Robertson Town Hall Parking Area	1	500 000	1 600.00	1 600.00	0.00	1 600.00	0.3%	498 400.00	80.00%	0.92%	CRR
	<b>Total Property Building and Maintenance</b>		700 000	1 600.00	87 968.86	87 609.89	175 588.55	25.0%	524 431.45	75.00%	12.57%	
<b>Corporate Services</b>												
900874015	Office Equipment	All	100 000	0.00	109 262.08	0.00	109 262.08	109.26%	-9 262.08	70.00%	109.26%	CRR
	<b>Total Corporate Services</b>		100 000	0.00	109 262.08	0.00	109 262.08	109.26%	-9 262.08	70.00%	109.26%	
<b>TOTAL: CORPORATE SERVICES DIRECTORATE</b>												
			2 784 410	200 858.31	396 479.25	1 858 286.23	2 254 765.48	80.9%	529 644.52	71.67%	14.24%	

# CAPITAL BUDGET 2017/18

Expenditure as on 31 May 2018

Vote number	Project	Ward	Annual/ Adjusted Budget	Expenditure for the Month	Year to Date Actual	Orders	Total Expenditure (incl Orders)	Balance	SDBIP YTD Planned/Budget Exp.	Actual Expenditure vs Budget	SOURCE
<b>ENGINEERING SERVICES DIRECTORATE</b>											
<b>Water</b>											
900874017	Bulk Water Supply Mains/Leads	2	13 182 618.26	0.00	13 182 618.26	0.00	13 182 618.26	1.74	69.07%	100.00%	M/G
900874062	Repair Leaks George Brinn Reservoir	7,12	388 300	0.00	0.00	0.00	0.00	388 300.00	73.40%	0.00%	CRR
900874018	Bulk Water Supply Mains/Leads	2	1 450 000	548 061.21	1 334 166.99	0.00	1 334 166.99	115 833.01	70.00%	92.01%	CRR
900874065	Bulk Water Supply Mains/Leads	2	490 740	0.00	439 422.14	0.00	439 422.14	51 317.86	90.00%	89.54%	CRR
900874066	Repair Leaks George Brinn Reservoir	7,12	350 000	0.00	0.00	0.00	0.00	350 000.00	90.00%	0.00%	CRR
900874019	Upgrade Shearwater Bulk Line	6	1 980 000	0.00	1 986 755.28	52 124.87	2 048 880.15	-68 880.15	65.81%	100.85%	CRR
900874074	Establishment of Boreholes	All	5 000 000	0.00	2 323 471.12	196 528.88	2 720 000.00	2 280 000.00	74.00%	50.47%	Provincial Grant Boreholes
900874075	Acceleration of Housing Delivery	All	4 450 000	640 208.54	640 208.54	3 809 791.46	4 450 000.00	0.00	85.71%	14.39%	Provincial Grant for the Acceleration of
900874086	Crought Relief - Water Transfer	All	1 850 000	0.00	0.00	1 584 683.71	1 584 683.71	265 316.29	80.00%	0.00%	Housing Delivery
900864087	Crought Relief - Machinery and Equipment	All	500 000	0.00	0.00	0.00	0.00	500 000.00	80.00%	0.00%	CRR
	<b>Total Water</b>		<b>29 621 650</b>	<b>1 188 269.75</b>	<b>20 096 642.33</b>	<b>5 643 124.92</b>	<b>25 739 771.25</b>	<b>3 881 888.75</b>	<b>70.82%</b>	<b>67.84%</b>	
<b>Cleansing</b>											
900874084	Abolition Facilities	9,10	500 000	14 616.70	168 588.27	237 438.50	405 006.77	93 983.23	90.00%	33.71%	CRR
	<b>Total Cleansing</b>		<b>500 000</b>	<b>14 616.70</b>	<b>168 588.27</b>	<b>237 438.50</b>	<b>405 006.77</b>	<b>93 983.23</b>	<b>90.00%</b>	<b>33.71%</b>	
<b>Sewerage</b>											
900874067	Construction of 2 additional Driving Bids WWTW	9,10	335 060	0.00	119 028.01	116 028.25	235 057.26	100 003	87.34%	35.52%	CRR
	<b>Total Sewerage</b>		<b>335 060</b>	<b>0.00</b>	<b>119 028.01</b>	<b>116 028.25</b>	<b>235 057.26</b>	<b>100 003</b>	<b>87.34%</b>	<b>35.52%</b>	
<b>Roads &amp; Storm Water</b>											
900874016	Upgrade Gravel Streets	All	1 815 000	0.00	119 500.00	84 748.25	219 295.25	1 595 701.75	70.00%	6.56%	CRR
	<b>Total Roads &amp; Storm Water</b>		<b>1 815 000</b>	<b>0.00</b>	<b>119 500.00</b>	<b>84 748.25</b>	<b>219 295.25</b>	<b>1 595 701.75</b>	<b>70.00%</b>	<b>6.56%</b>	
<b>Electrical Engineering</b>											
900874020	Replace Safety Test Equipment (Wardens, Insulators, earthling)	All	225 000	116 458.53	204 183.46	0.00	204 183.46	20 816.54	70.00%	90.75%	CRR
900874061	AC-Grader Excavation	5	1 500 740	0.00	973 638.31	296 320.16	1 269 958.47	320 781.53	75.57%	61.21%	CRR
900874062	Replacement of Piped Meters Bulk Supply Meters to Reduce New Elect Connections	All	1 415 610	25 754.02	451 011.35	0.00	451 011.35	-1 011.35	70.00%	100.22%	CRR
900874023	Replacement and Repair Street Lights	All	430 000	38 424.03	1 222 044.57	1 329.12	1 223 373.69	192 236.31	76.47%	86.53%	CRR
900874024	Replacement and Repair Street Lights	All	1 380 000	59 495.54	382 036.87	9 727.78	391 764.65	38 235.35	74.65%	89.85%	CRR
900874025	Replacement and Repair Street Lights	All	1 380 000	150 191.53	1 218 274.06	0.00	1 218 274.06	161 725.94	70.00%	88.28%	CRR
900874070	Excavation Projects	All	577 000	37 613.58	877 195.99	0.00	877 195.99	0.00	100.00%	100.00%	INEP
	<b>Total Electrical Engineering</b>		<b>6 945 550</b>	<b>427 937.24</b>	<b>5 328 388.61</b>	<b>884 377.06</b>	<b>6 212 765.67</b>	<b>718 794.33</b>	<b>75.25%</b>	<b>76.72%</b>	
<b>Infrastructure Development</b>											
900874041	Upgrading of Miquona Sportfield	2	6 400 545	37 294.53	1 197 155.06	4 881 788.98	6 078 938.04	321 615.86	70.84%	78.70%	M/G
900874043	Installation/Upgrading of Bulk Services for Housing Projects	All	43 210	0.00	41 043.54	2 160.50	43 210.04	-0.04	100.00%	95.00%	CRR
900874072	Veranda	All	350 180	89 022.10	350 180.00	0.00	350 180.00	0.00	100.00%	100.00%	CRR
900874047	Ward Project Ward 4	4	4 190	0.00	3 632.82	555.83	4 188.65	0.00	100.00%	96.70%	CRR
900874053	Ward Project Ward 10	10	33 750	0.00	35 034.06	0.00	35 034.06	-1 284.06	100.00%	103.80%	CRR
900874077	Housing Home Sanitation	2	51 630	0.00	51 630.00	0.00	51 630.00	0.00	80.00%	0.00%	Old Grants - PT
900874078	Installation of Basic Services	2	46 330	0.00	0.00	46 330.00	46 330.00	0.00	43.17%	23.48%	CRR
	<b>Total Infrastructure Development</b>		<b>6 929 835</b>	<b>126 316.63</b>	<b>1 627 055.46</b>	<b>4 962 445.31</b>	<b>5 609 500.79</b>	<b>320 334.21</b>	<b>74.61%</b>	<b>58.40%</b>	
	<b>TOTAL: ENGINEERING SERVICES DIRECTORATE</b>		<b>46 147 105</b>	<b>1 757 140.32</b>	<b>27 459 182.70</b>	<b>11 963 217.29</b>	<b>39 422 399.99</b>	<b>8 724 705.01</b>	<b>56.89%</b>	<b>58.40%</b>	



# CAPITAL BUDGET 2017/18

Expenditure as on 31 May 2018

Vote number	Project	Ward	Annual Available Budget	Expenditure for the Month	Year to Date Actual	Orders	Total Expenditure	Total Expenditure (Incl Orders) vs Budget	Balance	2017/18 Planned Expenditure vs Budget	Actual Expenditure vs Budget	SOURCE
<b>FINANCIAL SERVICES DIRECTORATE</b>												
<b>FINANCE (FINANCE REP)</b>												
900074054	Security Firms at Carmichael Inventory Store in Robertson	All	300 000	0.00	300 000.00	0.00	300 000.00	100.00%	0.00	70.00%	100.00%	CRR
900074057	Redemption of Stores	All	112 730	29 745.64	85 081.44	0.00	85 081.44	75.47%	27 648.56	71.13%	75.47%	CRR
900074058	Vehicle for Stores Insurance Section	All	157 270	0.00	157 266.94	0.00	157 266.94	100.00%	3.06	69.19%	100.00%	CRR
	<b>Total Finance</b>		570 000	29 745.64	542 348.38	-	542 348.38	95.15%	27 651.62	70.11%	95.15%	
	<b>TOTAL FINANCIAL SERVICES DIRECTORATE</b>		570 000	29 745.64	542 348.38	-	542 348.38	95.15%	27 651.62	70.11%	95.15%	
<b>EXECUTIVE &amp; COUNCIL</b>												
<b>Internal Audit</b>												
900074059	Internal Audit Software	All	640 220	69 500.00	507 307.02	0.00	507 307.02	79.34%	132 913	80.00%	79.34%	CRR
	<b>Total Internal Audit</b>		640 220	69 500.00	507 307.02	0.00	507 307.02	79.34%	132 913	80.00%	79.34%	
	<b>TOTAL EXECUTIVE &amp; COUNCIL</b>		640 220	69 500.00	507 307.02	0.00	507 307.02	79.34%	132 913	80.00%	79.34%	
<b>STRATEGY &amp; SOCIAL DEVELOPMENT DIRECTORATE</b>												
<b>Strategy &amp; Social Development</b>												
900074059	Equipment	All	500 000	34 042.37	191 772.26	30 015.58	241 787.84	48.35%	258 212.16	70.00%	38.35%	CRR
	<b>Total Strategy &amp; Social Development</b>		500 000	34 042.37	191 772.26	30 015.58	241 787.84	48.35%	258 212.16	70.00%	38.35%	
<b>Information Technology</b>												
900074060	General ICT Needs	All	2 000 000	175 250.00	1 145 455.38	571 009.04	1 716 464.42	85.82%	283 535.58	70.00%	57.27%	CRR
900074068	General ICT Needs	All	271 580	0.00	271 575.00	0.00	271 575.00	100.00%	3.00	90.00%	100.00%	CRR
	<b>Total Information Technology</b>		2 271 580	175 250.00	1 417 030.38	571 009.04	1 988 039.42	85.82%	283 540.58	70.00%	62.38%	
	<b>TOTAL STRATEGY &amp; SOCIAL DEVELOPMENT DIRECTORATE</b>		2 771 580	209 292.37	1 808 802.64	621 024.62	2 229 827.26	80.45%	541 752.74	70.00%	59.80%	
<b>GRAND TOTAL</b>												
			55 821 265	2 290 616	32 608 665	14 924 294	47 532 959	85.15%	8 288 325.58		58.42%	

Legend:

Under Expenditure
Over Expenditure
Budget 100% Spent

## Section 14 - Revenue and Expenditure compared to Budget per cost centre as at 30 May 2018

WC026 Langeberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description		Ref	2016/17	Budget Year 2017/18							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands		1								%	
Revenue - Functional											
Municipal governance and administration			99 272	105 513	106 310	1 567	103 888	102 402	1 486	1%	106 310
Executive and council			762	4 704	4 704	8	4 645	4 312	333	0	4 704
Mayor and Council			757	4 698	4 698	8	4 645	4 307	338	0	4 698
Municipal Manager, Town Secretary and Chief Executive			6	6	6	-	-	5	(5)	(0)	6
Finance and administration			98 509	100 809	101 607	1 559	99 244	98 091	1 153	0	101 607
Administrative and Corporate Support			272	710	1 117	-	60	700	(640)	(0)	1 117
Asset Management			53 655	161	161	24	3 304	481	2 823	0	161
Budget and Treasury Office			-	-	-	-	-	-	-	-	-
Finance			42 783	97 548	97 938	1 435	94 384	94 718	(335)	(0)	97 938
Food Management			-	-	-	-	-	-	-	-	-
Human Resources			-	-	-	-	-	-	-	-	-
Information Technology			-	-	-	-	-	-	-	-	-
Legal Services			-	520	528	-	-	484	(484)	(0)	528
Marketing, Customer Relations, Publicity and Media Co-ordination			-	-	-	-	-	-	-	-	-
Property Services			-	-	-	-	-	-	-	-	-
Risk Management			1 799	1 862	1 862	100	1 496	1 707	(211)	(0)	1 862
Security Services			-	-	-	-	-	-	-	-	-
Supply Chain Management			-	-	-	-	-	-	-	-	-
Valuation Service			-	-	-	-	-	-	-	-	-
Internal audit			-	-	-	-	-	-	-	-	-
Governance Function			-	-	-	-	-	-	-	-	-
Community and public safety			52 556	46 518	48 206	2 878	28 900	44 276	(15 376)	(0)	48 206
Community and social services			13 975	11 178	11 615	865	9 606	10 762	(1 157)	(0)	11 615
Aged Care			-	-	-	-	-	-	-	-	-
Agricultural			-	-	-	-	-	-	-	-	-
Animal Care and Diseases			-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums			-	-	-	-	-	-	-	-	-
Child Care Facilities			508	415	415	72	523	380	143	0	415
Community Halls and Facilities			-	-	-	-	-	-	-	-	-
Consumer Protection			887	1 111	1 111	83	798	1 018	(220)	(0)	1 111
Cultural Matters			-	-	-	-	-	-	-	-	-
Disaster Management			-	-	-	-	-	-	-	-	-
Education			151	878	878	2	742	805	(63)	(0)	878
Indigenous and Customary Law			-	-	-	-	-	-	-	-	-
Industrial Promotion			-	-	-	-	-	-	-	-	-
Language Policy			-	-	-	-	-	-	-	-	-
Libraries and Archives			-	-	-	-	-	-	-	-	-
Literacy Programmes			12 429	8 755	9 192	708	7 540	8 425	(885)	(0)	9 192
Media Services			-	-	-	-	-	-	-	-	-
Museums and Art Galleries			-	-	-	-	-	-	-	-	-
Population Development			-	-	-	-	-	-	-	-	-
Provincial Cultural Matters			-	19	19	-	2	133	(131)	(0)	19
Theatres			-	-	-	-	-	-	-	-	-
Zoo's			-	-	-	-	-	-	-	-	-
Sport and recreation			1 103	1 521	1 521	58	680	1 395	(714)	(0)	1 521
Beaches and Jetties			-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering			-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)			282	384	384	58	505	352	153	0	384
Recreational Facilities			-	556	556	-	-	-	-	-	556
Sports Grounds and Stadiums			821	581	581	-	175	1 042	(867)	(0)	581
Public safety			-	-	-	-	-	-	-	-	-
Civil Defence			-	-	-	-	-	-	-	-	-
Cleansing			-	-	-	-	-	-	-	-	-
Control of Public Nuisances			-	-	-	-	-	-	-	-	-
Fencing and Fences			-	-	-	-	-	-	-	-	-
Fire Fighting and Protection			-	-	-	-	-	-	-	-	-
Licensing and Control of Animals			-	-	-	-	-	-	-	-	-
Housing			37 477	33 819	35 070	1 954	18 614	32 119	(13 505)	(0)	35 070
Housing			37 477	33 819	35 070	1 954	18 614	32 119	(13 505)	(0)	35 070
Informal Settlements			-	-	-	-	-	-	-	-	-

WC026 Langeberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description	Ref	2016/17	Budget Year 2017/18							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands	1									
Health		-	-	-	-	-	-	-	%	-
Ambulance		-	-	-	-	-	-	-		-
Health Services		-	-	-	-	-	-	-		-
Laboratory Services		-	-	-	-	-	-	-		-
Food Control		-	-	-	-	-	-	-		-
Health Surveillance and Prevention of Communicable Diseases including immunizations		-	-	-	-	-	-	-		-
Vector Control		-	-	-	-	-	-	-		-
Chemical Safety		-	-	-	-	-	-	-		-
Economic and environmental services		26 682	55 605	27 507	255	2 824	26 418	(17 414)	(3)	27 507
Planning and development		4 840	27 570	11 550	353	5 950	11 708	(5 759)	(0)	11 550
Billboards		-	-	-	-	-	-	-		-
Corporate Wide Strategic Planning (IDPs, LEDS)		-	-	-	-	-	-	-		-
Central City Improvement District		-	-	-	-	-	-	-		-
Development Facilitation		-	-	-	-	-	-	-		-
Economic Development/Planning		1 758	1 866	1 866	72	1 833	1 883	(50)	(0)	1 866
Regional Planning and Development		-	-	-	-	-	-	-		-
Town Planning, Building Regulations and Enforcement, and City Engineer		2 281	3 872	2 852	238	2 749	3 564	(815)	(0)	2 852
Project Management Unit		-	21 832	6 832	43	1 369	6 262	(4 894)	(0)	6 832
Provincial Planning		-	-	-	-	-	-	-		-
Support to Local Municipalities		-	-	-	-	-	-	-		-
Road transport		22 652	28 125	16 848	302	2 974	14 710	(11 736)	(0)	16 848
Police Forces, Traffic and Street Parking Control		-	21 625	9 547	100	784	8 751	(7 967)	(0)	9 547
Pounds		-	-	-	-	-	-	-		-
Public Transport		-	-	-	-	-	-	-		-
Road and Traffic Regulation		22 534	6 310	6 310	199	2 160	5 784	(3 623)	(0)	6 310
Roads		117	191	191	3	29	175	(145)	(0)	191
Taxi Ranks		-	-	-	-	-	-	-		-
Environmental protection		-	-	-	-	-	-	-		-
Biodiversity and Landscape		-	-	-	-	-	-	-		-
Coastal Protection		-	-	-	-	-	-	-		-
Indigenous Forests		-	-	-	-	-	-	-		-
Nature Conservation		-	-	-	-	-	-	-		-
Pollution Control		-	-	-	-	-	-	-		-
Soil Conservation		-	-	-	-	-	-	-		-
Trading services		468 170	469 938	478 593	32 408	417 400	436 837	(19 436)	(0)	478 593
Energy sources		351 699	345 071	348 071	26 315	312 806	319 053	(6 247)	(0)	348 071
Electricity		351 699	345 071	348 071	26 315	312 806	319 053	(6 247)	(0)	348 071
Street Lighting and Signal Systems		-	-	-	-	-	-	-		-
Nonelectric Energy		-	-	-	-	-	-	-		-
Water management		49 968	66 817	72 420	3 134	50 391	64 526	(14 135)	(0)	72 420
Water Treatment		-	-	-	-	-	-	-		-
Water Distribution		49 968	66 817	72 420	3 134	50 391	64 526	(14 135)	(0)	72 420
Water Storage		-	-	-	-	-	-	-		-
Waste water management		37 393	30 884	30 936	1 514	30 986	28 357	2 630	0	30 936
Public Toilets		-	-	-	-	-	-	-		-
Sewerage		37 393	30 884	30 936	1 514	30 986	28 357	2 630	0	30 936
Storm Water Management		-	-	-	-	-	-	-		-
Waste Water Treatment		-	-	-	-	-	-	-		-
Waste management		29 110	27 166	27 166	1 446	23 217	24 901	(1 684)	(0)	27 166
Recycling		-	-	-	-	-	-	-		-
Solid Waste Disposal (Landfill Sites)		29 110	-	-	-	4 923	-	4 923	-	-
Solid Waste Removal		-	27 166	27 166	1 446	18 295	24 901	(6 607)	(0)	27 166
Street Cleaning		-	-	-	-	-	-	-		-
Other		-	-	-	-	-	-	-		-
Abattoirs		-	-	-	-	-	-	-		-
Air Transport		-	-	-	-	-	-	-		-
Forestry		-	-	-	-	-	-	-		-
Licensing and Regulation		-	-	-	-	-	-	-		-
Markets		-	-	-	-	-	-	-		-
Tourism		-	-	-	-	-	-	-		-
Total Revenue - Functional	2	646 689	677 665	660 708	37 508	559 112	609 933	(50 821)	(0)	660 708



WC026 Langeberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description	Ref	2016/17	Budget Year 2017/18						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	Full Year Forecast
R thousands	1							%	
<b>Expenditure - Functional</b>									
<i>Municipal governance and administration</i>		87 645	108 128	110 600	4 485	87 382	102 710	(15 328)	(0)
Executive and council		27 552	32 585	31 589	1 723	24 554	28 916	(4 362)	(0)
Mayor and Council		24 126	29 591	28 841	1 540	22 128	26 303	(4 175)	(0)
Municipal Manager, Town Secretary and Chief Executive		3 526	2 994	2 848	183	2 426	2 612	(187)	(0)
Finance and administration		59 992	73 165	76 405	2 632	61 508	71 496	(9 988)	(0)
Administrative and Corporate Support		20 827	21 600	24 355	971	22 261	22 847	(586)	(0)
Asset Management		27 298	1 180	892	57	1 308	1 113	196	0
Budget and Treasury Office		-	3 640	6 308	365	4 547	5 778	(1 232)	(0)
Finance		409	24 133	23 366	2 103	19 255	21 457	(2 202)	(0)
Fleet Management		-	-	-	-	-	-	-	-
Human Resources		-	2 849	1 648	286	2 721	1 690	1 031	0
Information Technology	7 491	9 164	9 524	(1 174)	6 019	8 741	(2 722)	(0)	9 524
Legal Services	-	1 973	2 034	1	22	1 033	(1 011)	(0)	2 034
Marketing, Customer Relations, Publicity and Media Co-ordination	-	-	-	-	-	-	-	-	-
Property Services	3 967	5 721	5 086	(190)	2 461	6 288	(3 827)	(0)	5 086
Risk Management	-	-	-	-	-	-	-	-	-
Security Services	-	-	-	-	-	-	-	-	-
Supply Chain Management	-	2 903	3 151	215	2 404	2 849	(445)	(0)	3 151
Valuation Service	-	-	-	-	-	-	-	-	-
Internal audit	-	2 379	2 507	129	1 320	2 298	(978)	(0)	2 507
Governance Function	-	2 379	2 507	129	1 320	2 298	(978)	(0)	2 507
<i>Community and public safety</i>		44 396	88 453	88 397	2 882	62 768	122 135	(59 367)	(0)
Community and social services		20 663	26 915	27 633	235	24 542	56 391	(41 849)	(0)
Aged Care	-	-	-	-	-	-	-	-	-
Agricultural	-	-	-	-	-	-	-	-	-
Animal Care and Diseases	-	-	-	-	-	-	-	-	-
Cemeteries, Funeral Parlours and Crematoriums	1 330	2 644	2 143	(4)	1 064	1 965	(901)	(0)	2 143
Child Care Facilities	-	-	-	-	-	-	-	-	-
Community Halls and Facilities	4 845	5 970	8 387	(246)	9 112	47 684	(38 572)	(0)	8 387
Consumer Protection	-	-	-	-	-	-	-	-	-
Cultural Matters	-	-	-	-	-	-	-	-	-
Disaster Management	3 858	5 517	4 976	106	3 958	4 589	(631)	(0)	4 976
Education	-	-	-	-	-	-	-	-	-
Indigenous and Customary Law	-	-	-	-	-	-	-	-	-
Industrial Promotion	-	-	-	-	-	-	-	-	-
Language Policy	-	-	-	-	-	-	-	-	-
Libraries and Archives	7 426	8 767	9 378	211	7 749	8 631	(882)	(0)	9 378
Literacy Programmes	-	-	-	-	-	-	-	-	-
Media Services	-	-	-	-	-	-	-	-	-
Museums and Art Galleries	-	-	-	-	-	-	-	-	-
Population Development	3 205	4 017	2 746	167	2 658	3 522	(864)	(0)	2 746
Provincial Cultural Matters	-	-	-	-	-	-	-	-	-
Theatres	-	-	-	-	-	-	-	-	-
Zoo's	-	-	-	-	-	-	-	-	-
<i>Sport and recreation</i>		18 858	24 671	22 423	454	16 480	20 639	(4 159)	(0)
Beaches and Jetties	-	-	-	-	-	-	-	-	-
Casinos, Racing, Gambling, Wagering	-	-	-	-	-	-	-	-	-
Community Parks (including Nurseries)	14 267	16 937	16 913	503	12 736	15 607	(2 871)	(0)	16 913
Recreational Facilities	-	2 934	2 435	-	-	-	-	-	2 435
Sports Grounds and Stadiums	4 592	4 799	3 075	(49)	3 744	5 031	(1 288)	(0)	3 075
<i>Public safety</i>		-	-	30	-	-	-	-	30
Civil Defence	-	-	-	-	-	-	-	-	-
Cleansing	-	-	-	-	-	-	-	-	-
Control of Public Nuisances	-	-	-	-	-	-	-	-	-
Fencing and Fences	-	-	-	-	-	-	-	-	-
Fire Fighting and Protection	-	-	-	-	-	-	-	-	-
Licensing and Control of Animals	-	-	30	-	-	-	-	-	30
<i>Housing</i>		4 875	36 868	38 311	2 193	21 746	35 106	(13 360)	(0)
Housing	4 875	36 868	38 311	2 193	21 746	35 106	(13 360)	(0)	38 311
Informal Settlements	-	-	-	-	-	-	-	-	-

WC026 Langeberg - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M11 May

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
<i>R thousands</i>	1								%	
Health		-	-	-	-	-	-	-	-	-
Ambulance		-	-	-	-	-	-	-	-	-
Health Services		-	-	-	-	-	-	-	-	-
Laboratory Services		-	-	-	-	-	-	-	-	-
Food Control		-	-	-	-	-	-	-	-	-
Health Surveillance and Prevention of Communicable Diseases including immunizations		-	-	-	-	-	-	-	-	-
Vector Control		-	-	-	-	-	-	-	-	-
Chemical Safety		-	-	-	-	-	-	-	-	-
<i>Financial and environmental services</i>		67 632	64 217	76 183	246	43 928	30 666	13 263	0	76 163
Planning and development		19 643	26 892	28 685	1 487	11 735	(13 493)	25 228	(0)	28 685
Billboards		-	-	50	-	-	-	-	-	50
Corporate Wide Strategic Planning (IDPs, LEDS)		-	-	-	-	-	-	-	-	-
Central City Improvement District		-	-	-	-	-	-	-	-	-
Development Facilitation		-	-	-	-	-	-	-	-	-
Economic Development/Planning		3 076	3 624	4 811	191	2 556	4 583	(2 027)	(0)	4 811
Regional Planning and Development		-	-	-	-	-	-	-	-	-
Town Planning, Building Regulations and Enforcement, and City Engineer		14 084	17 959	20 210	1 019	5 870	(21 389)	27 259	(0)	20 210
Project Management Unit		2 484	5 309	3 614	276	3 310	3 313	(3)	(0)	3 614
Provincial Planning		-	-	-	-	-	-	-	-	-
Support to Local Municipalities		-	-	-	-	-	-	-	-	-
Road transport		48 009	67 325	47 477	(1 241)	32 194	44 159	(11 965)	(0)	47 477
Police Forces, Traffic and Street Parking Control		-	39 285	20 437	953	15 303	17 778	(2 475)	(0)	20 437
Pounds		-	-	-	-	-	-	-	-	-
Public Transport		-	-	-	-	-	-	-	-	-
Road and Traffic Regulation		-	-	-	-	-	-	-	-	-
Roads		29 016	2 006	3 397	89	3 245	4 126	(879)	(0)	3 397
Taxi Ranks		18 993	26 034	23 644	(2 283)	13 646	22 256	(8 610)	(0)	23 644
Environmental protection		-	-	-	-	-	-	-	-	-
Biodiversity and Landscape		-	-	-	-	-	-	-	-	-
Coastal Protection		-	-	-	-	-	-	-	-	-
Indigenous Forests		-	-	-	-	-	-	-	-	-
Nature Conservation		-	-	-	-	-	-	-	-	-
Pollution Control		-	-	-	-	-	-	-	-	-
Soil Conservation		-	-	-	-	-	-	-	-	-
Trading services		370 394	386 610	379 293	38 980	335 435	347 435	(12 000)	(0)	379 293
Energy sources		295 044	303 529	293 042	39 640	266 460	269 024	(2 564)	(0)	293 042
Electricity		295 044	303 529	293 042	39 640	266 460	269 024	(2 564)	(0)	293 042
Street Lighting and Signal Systems		-	-	-	-	-	-	-	-	-
Nonelectric Energy		-	-	-	-	-	-	-	-	-
Water management		27 907	33 909	33 009	(288)	24 902	29 207	(4 306)	(0)	33 009
Water Treatment		-	-	-	-	-	-	-	-	-
Water Distribution		27 907	33 653	32 262	(442)	22 914	28 540	(5 627)	(0)	32 262
Water Storage		-	256	727	154	1 983	667	1 321	0	727
Waste water management		16 256	19 696	23 192	(1 386)	17 236	21 347	(4 112)	(0)	23 192
Public Toilets		-	-	-	-	-	-	-	-	-
Sewerage		16 256	15 170	17 595	(1 645)	12 324	16 177	(3 853)	(0)	17 595
Storm Water Management		-	3 108	2 950	223	2 724	2 724	(0)	(0)	2 950
Waste Water Treatment		-	1 418	2 647	37	2 188	2 446	(258)	(0)	2 647
Waste management		31 187	29 476	30 050	1 014	26 837	27 856	(1 019)	(0)	30 050
Recycling		-	-	-	-	-	-	-	-	-
Solid Waste Disposal (Landfill Sites)		31 187	2 252	4 918	(1 092)	9 484	4 934	4 550	0	4 918
Solid Waste Removal		-	27 224	20 308	1 672	12 557	18 500	(5 943)	(0)	20 308
Street Cleaning		-	-	435	435	4 796	4 422	374	0	4 824
Other		-	-	1 193	12	241	214	26	0	1 193
Abattoirs		-	-	-	-	-	-	-	-	-
Air Transport		-	-	-	-	-	-	-	-	-
Forestry		-	-	-	-	-	-	-	-	-
Licensing and Regulation		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Tourism		-	-	1 193	12	241	214	26	0	1 193
Total Expenditure - Functional	3	570 087	677 409	655 646	46 605	529 755	603 160	(73 405)	(0)	655 646
Surplus/ (Deficit) for the year		76 602	256	5 061	(3 094)	29 357	6 773	22 584	0	5 061

## **Section 15 - Financial Statements for the period 01 July 2017 to 30 May 2018**

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MONTHLY BUDGET STATEMENT FOR MAY 2018



# LANGEBERG

MUNISIPALITEIT MUNICIPALITY MASIPALA

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These financial statements have not been audited

## FINANCIAL STATEMENTS

31 MAY 2018



## LANGEBERG MUNICIPALITY

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**LANGEBERG MUNICIPALITY**

**STATEMENT OF FINANCIAL POSITION AT 31 MAY 2018**

	Notes	2018 R	Restated 2017 R
<b>NET ASSETS AND LIABILITIES</b>			
<b>Net Assets</b>		<b>660 393 955</b>	<b>631 050 688</b>
Capital Replacement Reserve	1	31 353 026	31 353 026
Accumulated Surplus		629 040 930	599 697 663
<b>Non-Current Liabilities</b>		<b>136 439 268</b>	<b>130 553 663</b>
Long-term Liabilities	2	14 725 143	17 926 458
Employee benefits	3	64 105 538	58 865 226
Non-Current Provisions	4	57 608 587	53 761 980
<b>Current Liabilities</b>		<b>114 540 648</b>	<b>109 346 574</b>
Consumer Deposits	5	10 956 787	9 968 278
Current Employee benefits	6	15 072 911	14 576 647
Provisions		5 085 335	5 547 638
Payables from exchange transactions	7	51 280 710	70 430 625
Unspent Conditional Government Grants and Receipts	8	21 883 632	3 082 897
Unspent Public Contributions	9	684 330	684 330
Taxes	10	4 520 784	-
Current Portion of Long-term Liabilities	2	5 056 160	5 056 160
<b>Total Net Assets and Liabilities</b>		<b>911 373 871</b>	<b>870 950 926</b>
<b>ASSETS</b>			
<b>Non-Current Assets</b>		<b>656 403 915</b>	<b>645 636 558</b>
Property, Plant and Equipment	11	623 732 581	612 891 492
Investment Property	12	26 925 561	26 971 067
Intangible Assets	13	138 653	209 437
Heritage Assets	14	260 000	260 000
Capitalised Restoration cost	15	4 547 326	4 547 326
Non-Current Investments	16	122 821	122 821
Long-Term Receivables	17	676 974	634 415
<b>Current Assets</b>		<b>254 969 956</b>	<b>225 314 368</b>
Inventory	18	52 385 674	52 547 337
Receivables from exchange transactions	19	22 174 884	47 765 345
Receivables from non-exchange transactions	20	11 260 004	7 323 898
Unpaid Conditional Government Grants and Receipts	8	-	-
Operating Lease Asset		108 438	108 437
Taxes	10	-	1 809 247
Current Portion of Long-term Receivables	17	273 778	655 465
Cash and Cash Equivalents	21	168 767 177	115 104 639
<b>Total Assets</b>		<b>911 373 871</b>	<b>870 950 926</b>

LANGEBERG MUNICIPALITY

STATEMENT OF FINANCIAL PERFORMANCE FOR THE PERIOD ENDED 1 JULY 2017 TO 31 MAY 2018

		2018	2017
	Notes	Actual R	Restated R
<b>REVENUE</b>			
Revenue from Non-exchange Transactions		165 977 253	205 691 344
Taxation Revenue		46 521 253	42 685 693
Property rates	22	46 521 253	42 685 693
Transfer Revenue		116 086 227	136 563 868
Government Grants and Subsidies - Capital	23	19 265 829	24 502 697
Government Grants and Subsidies - Operating	23	96 820 398	112 061 170
Other Revenue		3 369 773	26 441 784
Actuarial Gains	3	-	5 177 099
Availability fees		2 205 215	2 349 311
Fair Value Adjustments		-	1 918
Fines		1 164 558	9 514 508
Impairment Reversal	30	-	9 395 800
Income due to Change in Discount rate		-	-
Stock Adjustments		-	3 147
Revenue from Exchange Transactions		393 121 235	440 997 741
Service Charges	24	357 336 329	405 781 216
Rental of Facilities and Equipment		3 073 997	2 713 779
Interest Earned - external investments		6 720 453	5 930 563
Interest Earned - outstanding debtors		1 828 052	2 167 653
Licences and Permits		980 333	1 502 807
Agency Services		833 889	3 498 222
Other Income	25	15 620 272	18 733 747
Unamortised Discount - Interest		-	72 531
Gain on disposal of Property, Plant and Equipment		6 727 910	597 224
<b>Total Revenue</b>		<b>559 098 488</b>	<b>646 689 085</b>
<b>EXPENDITURE</b>			
Employee related costs	26	158 452 150	158 501 313
Remuneration of Councillors	-	9 352 097	9 233 663
Bad Debts Written Off	28	-	22 244 965
Debt Impairment	27	12 705 750	(0)
Depreciation and Amortisation	29	22 975 409	26 440 858
Collection costs		2 395 373	2 586 398
Impairments	30	-	283 314
Material		25 612 997	9 104 320
Unamortised Discount - Interest paid		-	92 495
Finance Charges	31	5 572 551	11 925 367
Bulk Purchases	32	237 642 065	270 735 747
Contracted services		11 208 365	13 007 248
Grants and Subsidies	33	139 258	132 500
Stock Adjustments		258 931	4 243
General Expenses	34	43 440 276	44 946 850
Loss on disposal of Property, Plant and Equipment		-	285 545
<b>Total Expenditure</b>		<b>529 755 221</b>	<b>569 524 826</b>
<b>NET SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>29 343 267</b>	<b>77 164 259</b>

**LANGEBERG MUNICIPALITY**

**STATEMENT OF CHANGES IN NET ASSETS FOR THE PERIOD ENDED 1 JULY 2016 TO 31 MAY 2018**

	<b>Capital Replacement Reserve</b>	<b>Accumulated Surplus/(Deficit)</b>	<b>Total</b>
	<b>R</b>	<b>R</b>	<b>R</b>
<b>Balance at 01 JULY 2016</b>	<b>35 245 178</b>	<b>518 636 105</b>	<b>553 881 283</b>
Correction of error (Refer to Note 33)	-	5 146.20	5 146
<b>Restated balance at 01 JULY 2016</b>	<b>35 245 178</b>	<b>518 641 251</b>	<b>553 886 429</b>
Net Surplus for the year	-	77 164 259	77 164 259
Transfer to/from CRR	22 403 575	(22 403 575)	-
Property, Plant and Equipment purchased	(26 295 727)	26 295 727	-
<b>Balance at 30 JUNE 2017</b>	<b>31 353 026</b>	<b>599 697 663</b>	<b>631 050 688</b>
Net Surplus for the year	-	29 343 267	29 343 267
Transfer to/from CRR	-	-	-
Property, Plant and Equipment purchased	-	-	-
<b>Balance at 30 SEPTEMBER 2017</b>	<b>31 353 026</b>	<b>629 040 930</b>	<b>660 393 955</b>



**LANGEBERG MUNICIPALITY**

**CASH FLOW STATEMENT FOR THE PERIOD ENDED 1 JULY 2017 TO 31 MAY 2018**

		31 MAY 2018	Restated 30 JUNE 2017
	Notes	R	R
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Ratepayers and other		421 572 428	462 772 324
Government - operating		112 052 954	112 844 949
Government - capital		23 131 579	23 963 762
Interest		8 720 453	8 742 545
<b>Payments</b>			
Suppliers and employees		(480 260 457)	(540 336 276)
Finance charges		(1 748 056)	(2 896 726)
Transfers and Grants		(139 258)	(132 500)
<b>Cash generated by operations</b>	<b>35</b>	<b>81 329 643</b>	<b>64 958 079</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Purchase of Property, Plant and Equipment	<b>11</b>	(32 608 665)	(50 991 873)
Proceeds on Disposals		6 727 910	1 745 724
Purchase of Intangible Assets	<b>13</b>	-	(53 291)
<b>Net Cash from Investing Activities</b>		<b>(25 880 755)</b>	<b>(49 299 441)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Loans repaid		(2 774 859)	(4 590 962)
New loans raised		-	-
(Decrease)/Increase in Consumer Deposits		988 509	948 703
<b>Net Cash from Financing Activities</b>		<b>(1 786 349)</b>	<b>(3 642 258)</b>
<b>NET (INCREASE) /DECREASE IN CASH AND CASH EQUIVALENTS</b>		<b>53 662 538</b>	<b>12 016 380</b>
Cash and Cash Equivalents at the beginning of the year		115 104 639	103 088 259
Cash and Cash Equivalents at the end of the year	<b>36</b>	168 767 177	115 104 639
<b>NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS</b>		<b>53 662 539</b>	<b>12 016 379</b>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

<b>1</b>	<b>NET ASSET RESERVES</b>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	Capital Replacement Reserve	31 353 026	31 353 026
	<b>Total Net Asset Reserves</b>	<b>31 353 026</b>	<b>31 353 026</b>
<b>2</b>	<b>LONG-TERM LIABILITIES</b>		
	Annuity Loans - At amortised cost	18 173 652	21 310 489
	Capitalised Lease Liability - At amortised cost	2 299 417	2 363 894
		<b>20 473 069</b>	<b>23 674 384</b>
	Current Portion transferred to Current Liabilities	<b>5 056 160</b>	<b>5 056 160</b>
		<b>15 416 910</b>	<b>18 618 224</b>
	Annuity Loans - At amortised cost	3 889 329	3 889 329
	Capitalised Lease Liability - At amortised cost	1 166 830	1 166 830
		<b>5 056 160</b>	<b>5 056 160</b>
	Unamortised charges on loans	(691 767)	(691 767)
	Balance 1 July	691 767	711 731
	Adjustment for the period	-	(19 964)
	<b>Total Long-term Liabilities - At amortised cost using the effective interest rate method</b>	<b>14 725 143</b>	<b>17 926 458</b>

**Assets pledged as security:**

A bond is registered on the Town Hall of Ashton in favour of the Development Bank of South Africa as security for the following loans:

- Extension - Municipal Offices
- Vehicle Testing Station
- Paving
- Electrification - Industrial Area

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

<b>3</b>	<b>EMPLOYEE BENEFITS</b>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	Post Retirement Benefits	55 080 463	50 185 498
	Long Service Awards	9 045 075	8 679 728
	<b>Total Non-current Employee Benefit Liabilities</b>	<b>64 105 538</b>	<b>58 865 226</b>
	<b><u>Post Retirement Benefits</u></b>		
	Balance 1 July	52 109 861	51 412 969
	Contribution for the year	2 076 025	2 434 406
	Interest Cost	4 524 763	4 695 585
	Expenditure for the year	-1 746 071.81	(1 804 155)
	Actuarial Loss / (Gain)	-	(4 628 944)
	<b>Total post retirement benefits 31 MAY 2018</b>	<b>56 964 577</b>	<b>52 109 861</b>
	<b>Less:</b> Transfer of Current Portion - Note 6	<b>(1 904 114)</b>	<b>(1 924 363)</b>
	<b>Balance at end of year</b>	<b>55 060 463</b>	<b>50 185 498</b>
	<b><u>Long Service Awards</u></b>		
	Balance 1 July	9 597 679	9 377 980
	Contribution for the year	756 334	829 256
	Interest Cost	705 018	756 268
	Expenditure for the year	-727 502.42	(817 670)
	Actuarial Loss / (Gain)	-	(548 155)
	<b>Total long service 31 MAY 2018</b>	<b>10 331 529</b>	<b>9 597 679</b>
	<b>Less:</b> Transfer of Current Portion - Note 6	<b>(1 286 455)</b>	<b>(917 951)</b>
	<b>Balance at end of year</b>	<b>9 045 075</b>	<b>8 679 728</b>

<b>4</b>	<b>NON-CURRENT PROVISIONS</b>	<b>2018</b>	<b>2017</b>
	Provision for Rehabilitation of Landfill-sites	57 608 587	53 761 980
	<b>Total Non-current Provisions</b>	<b>57 608 587</b>	<b>53 761 980</b>

The Municipality operates on four landfill sites. The in year actual operational costs is expensed in the statement of financial performance. The provision is calculated in order to finance the rehabilitation cost of each site when it reaches 100% capacity. The expected cash flow outflow within one year is related to the McGregor and Montagu site, which reached 100% capacity and the cost is represented by the short-term portion of the non-current provision. The other landfill sites in operation are Bonnievale and Ashton

<b><u>Landfill Sites</u></b>	<b>2018</b>	<b>2017</b>
Balance 1 July	59 309 618	55 627 947
Contribution for the year	-	65 854
Expenditure incurred (Interest)	3 384 304	3 615 817
<b>Total provision 31 MAY 2018</b>	<b>62 693 922</b>	<b>59 309 618</b>
<b>Less:</b> Transfer of Current Portion to Current Provisions - Note 7	<b>(5 085 335)</b>	<b>(5 547 638)</b>
<b>Balance at end of year</b>	<b>57 608 587</b>	<b>53 761 980</b>

The estimated rehabilitation costs for each of the existing sites are based on the current rates for construction costs. The assumptions used are as follows:

	<b>Montagu</b>	<b>Bonnievale</b>	<b>McGregor</b>	<b>Ashton</b>
Area (m <sup>2</sup> )	17 190	28 890	35 752	44 685
Rehabilitation volume (m <sup>3</sup> )	17 190	23 635	35 752	43 979
Fence (m)				
Total cost of rehabilitation	8 627 145	13 454 073	16 642 914	20 585 486
Decommission date	2015	2020	2015	2017

The municipality has an obligation to rehabilitate landfill sites at the end of the expected useful life of the asset. Total cost and estimated date of decommission of the sites are as follows:

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

		2018 R	2017 R
5	<b>CONSUMER DEPOSITS</b>		
	Municipal services	10 956 787	9 968 278
	<b>Total Consumer Deposits</b>	<b>10 956 787</b>	<b>9 968 278</b>
	<b>Guarantees held in lieu of Electricity and Water Deposits</b>	<b>-</b>	<b>2 414 449</b>

The fair value of consumer deposits approximate their carrying value. Interest is not paid on these amounts.

6	<b>CURRENT EMPLOYEE BENEFITS</b>	2018	2017
	Current Portion of Post Retirement Benefits - Note 3	1 904 114	1 924 363
	Current Portion of Long-Service Provisions - Note 3	1 286 455	917 951
	Staff Leave	7 696 451	7 147 297
	Performance Bonuses	411 482	411 482
	Bonuses	3 774 408	4 175 554
	<b>Total Current Employee Benefits</b>	<b>15 972 511</b>	<b>14 576 647</b>

The movement in current employee benefits is reconciled as follows:

	<b><u>Staff Leave</u></b>	2018	2017
	Balance at beginning of year		
	Contribution to current portion	7 147 297	6 850 420
	Expenditure incurred	366 534	4 103 970
		182 621	(3 807 093)
	Balance at end of year	<b>7 696 451</b>	<b>7 147 297</b>

Staff leave accrued to employees according to collective agreement. Provision is made for the full cost of accrued leave at reporting date. This provision will be realised as employees take leave.

	<b><u>Performance Bonuses</u></b>	2018	2017
	Balance at beginning of year		
	Contribution / (Reversal) to current portion	411 482	350 164
	Expenditure incurred	-	377 725
		0.00	(316 407)
	Balance at end of year	<b>411 482</b>	<b>411 482</b>

Performance bonuses are being paid to Municipal Manager and Directors after an evaluation of performance by the council.

	<b><u>Bonuses</u></b>	2018	2017
	Balance at beginning of year		
	Contribution to current portion	4 175 554	4 005 432
	Expenditure incurred	6 855 637	7 638 013
		(7 256 783)	(7 467 891)
	Balance at end of year	<b>3 774 408</b>	<b>4 175 554</b>

Bonuses are being paid to all permanent employed municipal staff, excluding section 57 Managers. The balance at year end represent the portion of the bonus that have already vested for the current salary cycle.



7 PAYABLES FROM EXCHANGE TRANSACTIONS

	R	R
Trade Payables	30 815 159	54 588 923
Payments received in advance	(1 016 410)	3 108 405
Retentions and Guarantees	2 394 539	2 824 037
Sundry Deposits	18 269 760	8 810 136
Sundry Creditors	817 661	1 099 124
<b>Total Trade Payables</b>	<b>51 280 710</b>	<b>70 430 625</b>

Payables are being recognised net of any discounts.

Payables are being paid within 30 days as prescribed by the MFMA. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other payables on initial recognition is not deemed necessary.

The carrying value of trade and other payables approximates its fair value.

Sundry deposits include hall, builders and other general deposits.

8 UNSPENT CONDITIONAL GOVERNMENT GRANTS AND RECEIPTS

	2018 R	2017 R
<b>Unspent Grants</b>	21 883 632	3 082 897
National Government Grants	5 861 001	104 496
Provincial Government Grants	15 111 188	2 516 958
District Municipality	911 443	461 443
<b>Less:</b>	-	-
Unpaid Grants	-	-
National Government Grants	-	-
Provincial Government Grants	-	-
District Municipality	-	-
<b>Total Conditional Grants and Receipts</b>	<b>21 883 632</b>	<b>3 082 897</b>

Unspent grants can mainly be attributed to projects that are work in progress on the relevant financial year-ends. An application was sent to National Treasury that the unspent grants at 30 June 2015 be approved for roll-over and when it is approved it will be taken up in the second adjustments budget of 2015/2016 financial year.

9 UNSPENT PUBLIC CONTRIBUTIONS

	2018	2017
9.1 Silver Strand Home Owners Association	62 849	62 849
Uitsig: Parmalat	-	-
Robertson Arts and Crafts Project	621 481	621 481
<b>Total Unspent Public Contributions</b>	<b>684 330</b>	<b>684 330</b>
Reconciliation of public contributions		
<u>Silver Strand Home Owners Association</u>		
Opening balance	62 849	62 849
Contributions received	-	-
Conditions met - Transferred to revenue	-	-
Closing balance	<b>62 849</b>	<b>62 849</b>

The Silver Strand Home Owners Association had to make a contribution for the construction of infrastructure. The project is not yet complete.

NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018

9.2	Robertson Arts and Crafts Project	2018	2017
	Opening balance		
	Contributions received	621 481	621 481
	Conditions met - Transferred to revenue	-	-
	Closing balance	-	-
		<u>621 481</u>	<u>621 481</u>

The money was transferred into the bank account of the municipality, this conditional grant funding is earmarked for the Robertson Arts and Crafts Project to be administered by Langeberg Municipality.

10	TAXES	2018	2017
10.1	VAT PAYABLE		
	VAT Payable		
	VAT output in suspense	3 458 113	15 406
	Less: VAT portion of receivables	8 042 447	7 111 532
	Total Vat payable	<u>(3 545 209)</u>	<u>(3 545 209)</u>
		<u>7 955 351</u>	<u>3 581 729</u>
10.2	VAT RECEIVABLE		
	VAT input in suspense		
	Total VAT receivable	<u>3 434 567</u>	<u>5 390 976</u>
		<u>3 434 567</u>	<u>5 390 976</u>
10.3	NET VAT RECEIVABLE/(PAYABLE)		
		<u>(4 520 784)</u>	<u>1 809 247</u>

## 11.1 31 MAY 2018

er after

11 PROPERTY, PLANT AND EQUIPMENT (CONTINUE)

Assets pledged as security:

A bond is registered on the Town Hall of Ashton in favour of the Development Bank of South Africa as security for the following loans:

- Extension - Municipal Offices
- Vehicle Testing Station
- Paving
- Electrification - Industrial Area

12 INVESTMENT PROPERTY

	2018 R	2017 R
<b>Net Carrying amount at 1 July</b>	<b>26 971 067</b>	<b>27 040 649</b>
Cost	28 804 905	28 824 905
Accumulated Depreciation	(1 833 838)	(1 784 256)
Disposals	-	(20 000)
Depreciation for the year	(45 506)	(49 582)
<b>Net Carrying amount at end of period</b>	<b>26 925 561</b>	<b>26 971 067</b>
Cost	28 804 905	28 804 905
Accumulated Depreciation	(1 879 344)	(1 833 838)

There are no restrictions on the realisability of Investment Property or the remittance of revenue and proceeds of disposal.

There are no contractual obligations to purchase, construct or develop investment property or for repairs, maintenance or enhancements.

Revenue derived from the rental of investment property

- 1 187 838

Operating expenditure incurred on properties

2 460 950 3 967 335

13 INTANGIBLE ASSETS

Computer Software and Servitudes

Net Carrying amount at 1 July

	2018 R	2017 R
<b>Net Carrying amount at 1 July</b>	<b>209 437</b>	<b>210 328</b>
Cost	1 059 134	1 005 843
Accumulated Amortisation	(849 697)	(795 515)
Acquisitions	-	53 291
Amortisation	(70 785)	(54 182)
<b>Net Carrying amount at end of period</b>	<b>138 653</b>	<b>209 437</b>
Cost	1 059 134	1 059 134
Accumulated Amortisation	(920 482)	(849 697)

The following material intangible assets are included in the carrying value above

Description	Carrying Value	
	2018 R	2017 R
Microsoft Office	103 146	103 146
Software Bytes NBD	29 191	29 191
Omron Soda Software - Vehicle Testing	24 100	24 100
Servitude Bonnievale	53 000	53 000
<b>Total</b>	<b>209 437</b>	<b>209 437</b>

No intangible asset was assessed having an indefinite useful life. There are no internally generated intangible assets at reporting date. There are no intangible assets whose title is restricted. There are no intangible assets pledged as security for liabilities. There are no contractual commitments for the acquisition of intangible assets.



**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

<b>14</b>	<b>HERITAGE ASSETS</b>	<b>R</b>	<b>R</b>
	<b>Net Carrying amount at 1 July</b>	<b>649 000</b>	<b>649 000</b>
	Impairments	(389 000)	(389 000)
	<b>Net Carrying amount at end of period</b>	<b>260 000</b>	<b>260 000</b>
	Cost	649 000	649 000
	Accumulated Impairment	(389 000)	(389 000)

The Museum collapsed on 26 August 2014 when maintenance work was done by a contractor. The municipality instituted legal proceedings against the contractor to recover costs to reinstate the building.

There are no restrictions on the realisability of Heritage Assets or the remittance of revenue and proceeds of disposal.

There are no contractual obligations to purchase, construct or develop Heritage Assets or for repairs, maintenance or enhancements.

There are no Heritage Assets pledged as security for liabilities

<b>15</b>	<b>CAPITALISED RESTORATION COST</b>	<b>2018 R</b>	<b>2017 R</b>
	<b>Net Carrying amount at 1 July</b>	<b>4 547 326</b>	<b>7 957 403</b>
	Cost	50 124 537	50 107 091
	Accumulated Depreciation	(32 184 780)	(28 757 257)
	Accumulated Impairments	(13 392 431)	(13 392 431)
	Acquisitions / Additions	-	-
	(Decrease)/Increase in asset value	-	17 445
	Depreciation for the year	-	(3 427 522)
	<b>Net Carrying amount at end of period</b>	<b>4 547 326</b>	<b>4 547 326</b>
	Cost	50 124 537	50 124 537
	Accumulated Depreciation	(32 184 780)	(32 184 780)
	Accumulated Impairments	(13 392 431)	(13 392 431)

The impairment on the landfill sites is as result of the rehabilitation requirements, but the Montagu and McGregor sites have already reached their economic useful lives.

<b>16</b>	<b>NON-CURRENT INVESTMENTS</b>		
	Listed Investments	110 485	110 485
	Unlisted Investments	12 336	12 336
	<b>Total Non-Current Investments</b>	<b>122 821</b>	<b>122 821</b>

Listed shares are held in public companies. No specific maturity dates and interest rates are applicable to these shares.

The listed shares represent 270 Sanlam Shares and 10275 Capevin Shares and Unlisted Shares represent 1028 KWV Shares held at fair value, available for sale.

The market value per share at year end: Sanlam Shares	<b>64.80</b>	<b>64.80</b>
The market value per share at year end: KWV Shares	<b>12.00</b>	<b>12.00</b>
The market value per share at year end: Capevin Shares	<b>9.05</b>	<b>9.05</b>

17	LONG-TERM RECEIVABLES	2018 R	2017 R
	Provincial Government Housing Loans - At amortised cost	373 372	365 196
	Staff Study loans - At amortised cost	95 433	139 551
	Services connections - At amortised cost	478 426	520 610
	Land Sales - At amortised cost	(303 103)	-
	Short-term Installments	273 778	264 524
	Agreements with Consumer Debtors	13 463 354	13 430 508
	<u>Less:</u> Current portion transferred to current receivables	14 381 259	14 720 389
		(273 778)	(655 465)
	<u>Less:</u> Provision for Impairment	14 107 482	14 064 924
		(13 430 508)	(13 430 508)
	<b>Total Long Term Receivables</b>	<b>676 974</b>	<b>634 415</b>

#### HOUSING LOANS

The Provincial Government Housing Loans are receivable from various customers. When tested for impairment management determined that none of the financial assets are individually significant therefore impairment was performed on a group basis.

#### LONG-TERM RECEIVABLES (CONTINUE)

##### SERVICES CONNECTIONS

The Services connections are receivable from various customers. When tested for impairment; management determined; that none of the financial assets are individually significant therefore impairment was performed on a group basis.

##### LAND SALES

The Land sales are receivable from various customers. When tested for impairment; management determined; that none of the financial assets are individually significant therefore impairment was performed on a group basis.

##### AGREEMENTS WITH CONSUMER DEBTORS

The agreements with consumer debtors are receivable from various customers. When tested for impairment; management determined; that none of the financial assets are individually significant therefore impairment was performed on a group basis.

	2018 R	2017 R
<b>Reconciliation of Provision for Bad Debts</b>		
Balance at beginning of year	13 430 508	15 750 841
Contribution to provision/(Reversal of provision)	-	(2 320 333)
Bad Debts Written Off	-	-
<b>Balance at end of year</b>	<b>13 430 508</b>	<b>13 430 508</b>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

		2018 R	2017 R
18	<b>INVENTORY</b>		
	Maintenance Materials - At cost	7 224 208	7 385 870
	Compost – at cost	118 096	118 096
	Water – at cost	149 537	149 537
	Low Cost Housing	44 893 833	44 893 833
	<b>Total Inventory</b>	<b>52 385 674</b>	<b>52 547 337</b>

		2018	2017
19	<b>RECEIVABLES FROM EXCHANGE TRANSACTIONS</b>		
	Electricity	23 503 107	21 266 351
	Water	5 989 868	7 505 642
	Refuse	5 343 735	4 138 023
	Sewerage	6 925 101	5 526 934
	Housing Rentals	571 969	560 346
	Other Receivables	4 017 958	4 090 414
	Prepaid Expenses -	25 854	122 821
	Other	2 045 072	19 253 605
	<b>Total Receivables from Exchange Transactions</b>	<b>48 402 663</b>	<b>62 464 135</b>
	Less: Provision for Impairment	(26 227 779)	(14 698 791)
	<b>Total Net Receivables from Exchange Transactions</b>	<b>22 174 884</b>	<b>47 765 345</b>

Consumer Trade Receivables are payable within 30 days. This credit period granted is considered to be consistent with the terms used in the public sector, through established practices and legislation. Discounting of trade and other receivables on initial recognition is not deemed necessary.

	2018	2017
<b>RECEIVABLES FROM EXCHANGE TRANSACTIONS (CONTINUE)</b>		
<b>Reconciliation of Provision for Bad Debts</b>		
Balance at beginning of year	14 698 791	15 043 689
Contribution to provision/(Reversal of provision)	6 723 552	(344 898)
Bad Debts Written Off	4 805 436	-
<b>Balance at end of year</b>	<b>26 227 779</b>	<b>14 698 791</b>

	2018 R	2017 R
20	<b>RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS</b>	
	Rates	5 402 850
	Fines	2 719 278
	Other Receivables	6 250 200
		10 364 996
	Accrued Interest	1 160 294
	Availability charges	615 137
	Other	5 714 522
		2 782 803
	<b>Total Receivables from Non-Exchange Transactions</b>	<b>22 018 046</b>
	Less: Provision for Impairment	(10 758 041)
	<b>Total Net Receivables from Non-Exchange Transactions</b>	<b>11 260 004</b>

<b>Reconciliation of Provision for Bad Debts</b>		
Balance at beginning of year	10 758 041	24 532 906
Contribution to provision/(Reversal of provision)	22 963 831	(7 012 055)
Bad Debts Written Off	(22 963 831)	-
<b>Balance at end of year</b>	<b>10 758 041</b>	<b>10 758 041</b>

21

**CASH AND CASH EQUIVALENTS**

	2018 R	2017 R
<b>Assets</b>		
Call Investments Deposits	130 038 705	95 083 394
Bank Accounts	38 716 662	20 010 635
Cash Floats	11 810	10 610
<b>Total Cash and Cash Equivalents - Assets</b>	<b>168 767 177</b>	<b>115 104 639</b>
<b>Liabilities</b>		
Primary Bank Account	-	-
<b>Total Cash and Cash Equivalents - Liabilities</b>	<b>-</b>	<b>-</b>

Cash and cash equivalents comprises of cash held and short term deposits. The carrying amount of these assets approximates their fair value.

The Municipality does not have a bank overdraft facility. Management did not deem it necessary.

The municipality has the following bank accounts:

	2018	2017
<b>Current Accounts</b>		
Primary Bank account	38 716 662	20 010 635
Traffic bank account	-	-
	<b>38 716 662</b>	<b>20 010 635</b>

Traffic account is cleared daily to Primary Bank Account.

**Primary Bank account**

Montagu ABSA - Account Number 1050 000 008

Cash book balance at beginning of year	20 010 635	13 063 862
Cash book balance at end of year	38 716 662	20 010 635
Bank statement balance at beginning of year	19 656 216	12 523 860
Bank statement balance at end of year	57 512 148	19 656 216

**Call Investment Deposits**

Call investment deposits consist of the following accounts:

ABSA	Account Number 1048000602	35 000 000	-
Investec	Account Number 50 004 076 667	-	-
Nedbank	Account Number 1766000029	35 000 000	35 000 000
Standard Bank	Account Number 28 847 690 5-003	35 000 000	35 000 000
ABSA	Account Number 92 99946707	25 038 705	25 083 394
		<b>130 038 705</b>	<b>95 083 394</b>

22	<b>PROPERTY RATES</b>		
	<u>Actual</u>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	<b>Rateable Land and Buildings</b>		
	Residential, Commercial Property, State	56 903 689	53 813 009
	Less: Rebates	56 903 689	53 813 009
		(10 382 436)	(11 127 316)
	<b>Total Assessment Rates</b>	<b>46 521 253</b>	<b>42 685 693</b>
23	<b>GOVERNMENT GRANTS AND SUBSIDIES</b>		
	<b>Unconditional Grants</b>	<b>32 112 790</b>	<b>60 461 000</b>
	Equitable Share	32 112 790	60 461 000
	<b>Conditional Grants</b>	<b>83 973 437</b>	<b>76 102 868</b>
	Grants and donations	-	1 370 638
	Subsidies	83 973 437	74 732 230
	<b>Total Government Grants and Subsidies</b>	<b>116 086 227</b>	<b>136 563 868</b>
	Government Grants and Subsidies - Capital	19 265 829	24 502 697
	Government Grants and Subsidies - Operating	96 820 398	112 061 170
		<b>116 086 227</b>	<b>136 563 868</b>
23.1	<b>Equitable share</b>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	Opening balance	-	-
	Grants received	65 384 000	60 461 000
	Conditions met - Operating	(65 384 000)	(60 461 000)
	Conditions met - Capital	-	-
	Conditions still to be met	-	-
	The Equitable Share is the unconditional share of the revenue raised nationally and is being allocated in terms of Section 214 of the Constitution (Act 108 of 1996) to the municipality by the National Treasury.		
23.2	<b>Local Government Financial Management Grant (FMG)</b>		
	Opening balance	-	-
	Grants received	1 550 000	1 475 000
	Conditions met - Operating	(1 403 033)	(1 475 000)
	Conditions met - Capital	-	-
	Conditions still to be met	146 967	-
	The Financial Management Grant is paid by National Treasury to municipalities to help implement the financial reforms required by the Municipal Finance Management Act (MFMA), 2003. The FMG also pays for the cost of the Financial Management Internship Programme (e.g. salary costs of the Financial Management Interns).		
23.3	<b>Municipal Systems Improvement Grant</b>		
	Opening balance	-	-
	Grants received	-	-
	Conditions met - Operating	-	-
	Conditions met - Capital	-	-
	Conditions still to be met	-	-
	The MSIG was used for building in-house capacity to perform municipal functions and stabilise institutional and governance systems.		
23.4	<b>Municipal Infrastructure Grant (MIG)</b>		
	Opening balance	-	-
	Grants received	21 950 000	20 983 000
	Transfer	-	-
	Conditions met - Operating	(2 014 123)	(2 576 787)
	Conditions met - Capital	(14 359 777)	(18 406 213)
	Conditions to be met	5 576 100	-
	The grant was used to upgrade infrastructure in previously disadvantaged areas.		



**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

<b>GOVERNMENT GRANTS AND SUBSIDIES (CONTINUE)</b>		<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
<b>23.5 Housing Grants</b>			
Opening balance		2 110 301	1 004 545
Grants received		21 068 704	38 354 126
Transfer		-	-
Conditions met - Operating		-	-
Conditions met - Capital		(18 481 406)	(37 248 369)
Conditions to be met		-	-
		<b>4 697 600</b>	<b>2 110 301</b>
<b>23.6 Integrated National Electrification Grant</b>			
Opening balance		0	33 126
Grants received		1 000 000	1 221 000
Transfer		-	-
Conditions met - Operating		-	-
Conditions met - Capital		(122 800)	(143 020)
Conditions to be met		(877 200)	(1 111 106)
		<b>0</b>	<b>0</b>
The National Electrification Grant was used for electrical connections in previously disadvantaged areas.			
<b>23.7 Other Grants</b>			
Opening balance		972 594	7 196 111
Grants received		24 231 829	14 314 585
Transfer		297 571	(5 395 729)
Conditions met - Operating		(9 415 036)	(10 156 994)
Conditions met - Capital		(4 028 852)	(4 985 378)
Conditions to be met		-	-
		<b>12 058 106</b>	<b>972 594</b>
Various grants were received from other spheres of government (e.g. Library fund and Skills Development Grant)			
<b>23.8 Total Grants</b>			
Opening balance		3 082 897	8 233 784
Grants received		135 184 533	136 808 711
Transfer		297 571	5 395 728
Conditions met - Operating		(96 820 398)	(112 061 170)
Conditions met - Capital		(19 265 829)	(24 502 697)
Conditions to be met		-	-
		<b>22 478 773</b>	<b>13 874 355</b>
<u>Disclosed as follows:</u>			
Unspent Conditional Government Grants and Receipts		21 883 632	3 082 897
Unpaid Conditional Government Grants and Receipts		-	-
		<b>21 883 632</b>	<b>3 082 897</b>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

<b>24</b>	<b>SERVICE CHARGES</b>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	Electricity	299 369 509	338 088 350
	Water	28 266 194	37 919 502
	Refuse removal	14 315 506	21 871 550
	Sewerage and Sanitation Charges	28 129 121	28 308 880
		<hr/>	<hr/>
	Less: Rebates	370 080 330	426 188 283
		(12 744 001)	(20 407 066)
	<b>Total Service Charges</b>	<hr/>	<hr/>
		<b>357 336 329</b>	<b>405 781 216</b>
<b>25</b>	<b>OTHER INCOME</b>		
	Bad Debts Recovered	-	-
	Building plans	-	-
	Bulk service levies	1 020 299	953 921
	Cemeteries	53 823	3 563 630
	Commission	514 282	499 741
	Connection fees	218 467	210 618
	Fair Value Adjustments	3 453 768	2 919 116
	Fire brigade fees	-	-
	Insurance claims	82 598	150 887
	Interest Received - Bank Account	2 320 660	2 258 120
	Photo copies	3 550 782	2 956 374
	Planning application fees	83 605	71 764
	Re-connection fees	696 744	421 745
	Valuation certificates	278 585	558 984
	Contributed assets	144 569	136 370
	Sundry income	-	-
	Internal recoveries and charges	3 215 976	4 032 477
		(13 886)	-
	<b>Total Other Income</b>	<hr/>	<hr/>
		<b>15 620 272</b>	<b>18 733 747</b>
<b>26</b>	<b>EMPLOYEE RELATED COSTS</b>		
	Salaries and Wages	98 824 671	101 469 827
	Bonus	7 857 288	8 005 975
	Contributions for UIF, pensions and medical aids	22 907 580	23 010 101
	Group Life Insurance	222 215	263 621
	Housing Subsidy	1 567 466	1 685 317
	Leave Reserve Fund	4 618 275	3 716 772
	Long service awards	869 264	829 256
	Overtime	6 058 534	6 479 803
	Post Employment Health	6 503 731	2 434 406
	Travel, motor car, telephone, assistance and other allowances	9 023 127	10 337 454
		<hr/>	<hr/>
	Less: Employee Costs allocated elsewhere	158 452 150	158 232 532
		-	-
	<b>Total Employee Related Costs</b>	<hr/>	<hr/>
		<b>158 452 150</b>	<b>158 232 532</b>
<b>27</b>	<b>DEBT IMPAIRMENT</b>		
	Long term Receivables - Note 17	-	(2 320 333)
	Trade Receivables from exchange transactions - Note 19	6 723 552	(344 898)
	Trade Receivables from non-exchange transactions - Note 20	22 963 831	(7 012 055)
		<hr/>	<hr/>
	<b>Total Contribution to Debt Impairment</b>	<b>29 687 383</b>	<b>(9 677 286)</b>
	Less: portion Relating to VAT - note 12	-	281 486
		<hr/>	<hr/>
	<b>Total Debt Impairment</b>	<b>29 687 383</b>	<b>(9 395 800)</b>
<b>28</b>	<b>BAD DEBTS WRITTEN OFF</b>		
	Long term Receivables - Note	-	-
	Trade Receivables from exchange transactions - Note	-	6 449 943
	Trade Receivables from non-exchange transactions - Note	-	15 795 022
		<hr/>	<hr/>
		<b>-</b>	<b>22 244 965</b>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

		2018 R	2017 R
<b>29</b>	<b>DEPRECIATION AND AMORTISATION</b>		
	Property Plant and Equipment	22 859 118	22 909 572
	Capitalised Restoration Cost	-	3 427 522
	Investment Property	45 506	49 582
	Intangible Assets	70 785	54 182
		<u>22 975 409</u>	<u>26 440 858</u>
<b>30</b>	<b>IMPAIRMENTS</b>		
	Property, Plant and Equipment Refer to note 13	-	283 314
	Capitalised Restoration Cost Refer to note 17	-	-
	<b>Total Impairments</b>	<u>-</u>	<u>283 314</u>
<b>31</b>	<b>FINANCE CHARGES</b>		
	Landfill site		
	Long service awards	3 384 304	3 615 817
	Long-term Liabilities	705 048	756 268
	Post Employment Health	1 386 171	2 857 697
		97 057	4 695 585
	<b>Total finance charges</b>	<u>5 572 551</u>	<u>11 925 367</u>
<b>32</b>	<b>BULK PURCHASES</b>		
	Electricity	236 433 635	267 478 328
	Water	1 208 430	3 257 419
	<b>Total Bulk Purchases</b>	<u>237 642 065</u>	<u>270 735 747</u>
<b>33</b>	<b>GRANTS AND SUBSIDIES</b>		
	Destitute Grants	139 258	132 500
	<b>Total Grants and Subsidies</b>	<u>139 258</u>	<u>132 500</u>
<b>34</b>	<b>GENERAL EXPENSES</b>		
	Advertisement Cost	864 920	754 543
	Audit fees	3 475 587	2 998 070
	Bank charges	833 116	877 793
	Bursaries - Internal	110 365	118 970
	Cell phone	231 578	501 948
	Chemicals	3 646 048	4 488 003
	Computer services	1 949 471	2 193 102
	Connections	1 123 894	466 355
	Data lines	2 063 251	2 044 403
	Delegation Fees	365 257	368 931
	Fuel	5 719 430	6 611 451
	Insurance (Premiums & Claims cost)	3 246 917	2 501 428
	IoD Insurance	-	1 323 270
	Membership fees	1 896 166	1 690 382
	Postage	863 777	995 918
	Printing & Stationary	1 562 523	1 686 410
	Professional Services	989 546	2 661 955
	Protective Clothing	631 310	954 943
	Refuse bags	801 582	735 316
	Rehabilitation	1 237 781	631 004
	Rent paid	2 156 222	1 107 569
	Skills Development Levy	1 221 138	1 339 174
	Tourism Marketing	1 248 064	1 218 559
	Training cost	815 372	1 108 230
	Transfer cost	244 342	294 294
	Valuation cost	445 035	157 318
	Vehicle licences	1 110	411 416
	Other	5 696 475	4 706 096
	<b>Total General Expenses</b>	<u>43 440 276</u>	<u>44 946 850</u>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

35	<b>RECONCILIATION BETWEEN NET SURPLUS/(DEFICIT) FOR THE YEAR AND CASH GENERATED/(ABSORBED) BY OPERATIONS</b>	<b>2018</b>	<b>2017</b>
		<b>R</b>	<b>R</b>
	Surplus/(Deficit) for the year	29 343 267	77 164 259
	<b>Adjustments for:</b>		
	Depreciation/Amortisation	22 975 409	26 440 858
	Loss on disposal of property, plant and equipment	-	285 545
	Contributed Assets	-	-
	(Gains) on disposal of property, plant and equipment	(6 727 910)	(597 224)
	Fair Value Adjustments	-	(1 918)
	Impairment Loss	-	283 314
	Impairment (Reversals)	-	-
	Contributions to Non-Current Provisions	11 446 444	12 379 740
	Debt Impairment	29 687 383	(9 395 800)
	Actuarial Losses	-	-
	Actuarial (Gains)	-	-
	Unamortised discount	-	(5 177 099)
	Impairment written off	-	19 964
	Bad debt written-off	(18 158 395)	22 244 965
	Finance charges	(426 456)	(26 148)
	Operating lease income accrued	-	(16 605)
	Operating lease expenses accrued	-	-
	Operating Surplus/(Deficit) before changes in working capital	68 139 742	123 603 852
	Changes in working capital	13 189 900	(58 645 773)
	Increase/(Decrease) in Payables from exchange transactions	(19 149 915)	2 526 110
	Increase/(Decrease) in Employee benefits	(2 325 565)	(2 093 507)
	Increase/(Decrease) in Unspent Conditional Government Grants and Receipts	18 800 735	(5 150 885)
	Increase/(Decrease) in Taxes	6 330 031	(1 467 042)
	(Increase)/Decrease in Inventory	(929 881)	(34 460 624)
	(Increase)/Decrease in Receivables from exchange and non-exchange transactions	10 125 366	(20 440 749)
	Decrease/(Increase) in Long-term Receivables	339 130	2 440 924
	(Increase)/Decrease in Unpaid Conditional Government Grants and Receipts	-	-
	<b>Cash generated/(absorbed) by operations</b>	<b>81 329 643</b>	<b>64 958 079</b>
36	<b>CASH AND CASH EQUIVALENTS</b>		
	Cash and cash equivalents included in the cash flow statement comprise the following:		
	Call Investments Deposits - Note 21	130 038 705	95 083 394
	Cash Floats - Note 21	11 810	10 610
	Bank - Note 21	38 716 662	20 010 635
	<b>Total cash and cash equivalents</b>	<b>168 767 177</b>	<b>115 104 639</b>
37	<b>RECONCILIATION OF AVAILABLE CASH AND INVESTMENT RESOURCES</b>		
	Cash and Cash Equivalents - Note 36	168 767 177	115 104 639
	Investments - Note 16	122 821	122 821
	Less:	168 889 998	115 227 460
		26 404 416	3 082 897
	Unspent Committed Conditional Grants - Note 8	21 883 632	3 082 897
	VAT - Note 10	4 520 784	-
	<b>Resources available for working capital requirements</b>	<b>142 485 582</b>	<b>112 144 562</b>
	<b>Allocated to:</b>		
	Capital Replacement Reserve	31 353 026	31 353 026
	Employee Benefits	16 977 024	16 501 010
	Current Provisions	5 085 335	5 547 638
	<b>Resources available for working capital requirements</b>	<b>89 070 198</b>	<b>58 742 889</b>

**NOTES ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2018**

**38 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE DISALLOWED**

**38.1 Unauthorised expenditure**

Reconciliation of unauthorised expenditure:

	2018 R	2017 R
Opening balance	15 250	21 189 492
Unauthorised expenditure for the year - capital	-	-
Unauthorised expenditure for the year - operating	-	15 250
Written off by council	-	(21 189 492)
Transfer to receivables for recovery	-	-
Unauthorised expenditure awaiting authorisation	15 250	15 250

Incident	Disciplinary steps/criminal proceedings
None	

**38.2 Fruitless and wasteful expenditure**

Reconciliation of fruitless and wasteful expenditure:

	2018 R	2017 R
Opening balance	84 301	-
Fruitless and wasteful expenditure the year	23 044	84 301
Written off by council	-	-
Transfer to receivables for recovery	(107 345)	-
Fruitless and wasteful expenditure awaiting further action	-	84 301

**38.3 Irregular expenditure**

Reconciliation of irregular expenditure:

	2018 R	2017 R
Opening balance	-	-
Irregular expenditure for the year	501 748	481 798
Written off by council	-	19 950
Transfer to receivables for recovery	(481 798)	-
Irregular expenditure awaiting further action	19 950	501 748

**39 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT**

**39.1 Disclosures in terms of the Municipal Supply Chain Management Regulations - Promulgated by Government Gazette 27636 dated 30 May 2005**

Regulation 36(2) - Details of deviations approved by the Accounting Officer in terms of Regulation 36 (1)(a) and (b)

	Amount	Single Supplier	Type of deviation		
			Impossible	Impracticable	Emergency
July	-	-	-	-	-
August	847 524	2	-	8	4
September	576 758	4	-	6	1
October	364 425	3	-	10	1
November	342 514	6	-	10	-
December	411 728	5	-	5	-
January	862 408	2	-	3	5
February	327 325	5	-	8	2
March	755 458	1	-	8	1
April	481 367	4	-	4	-
May	-	-	-	-	-
June	-	-	-	-	-
	<b>4 969 506</b>	<b>32</b>	<b>-</b>	<b>62</b>	<b>14</b>



## **Section 16 - Uniform Financial Ratios in terms of MFMA Circular 71**



## Annexure 2

### Interpretation of results

1	On Green colour indicates that the result is within the norm and is satisfactory.
2	On Yellow colour indicates that the result is not satisfactory and corrective action should be taken to improve the results.
3	On Red colour indicates that the result is unsatisfactory and corrective action should be taken to improve the results.
4	On Black colour indicates that the result is unsatisfactory and corrective action should be taken to improve the results.

## Template for Calculation of Uniform Financial Ratios and Norms

Ratio	Formula	Calculation	Interpretation	Data Entry and Results	Interpretation
<b>7. FINANCIAL POSITION</b>					
<b>A. Asset Management/Utilization</b>					
1 Capital Expenditure to Total Expenditure	$\frac{\text{Total Capital Expenditure}}{\text{Total Operating Expenditure} + \text{Total Expenditure}} \times 100$	Statement of Financial Position, Notes to the AFS, Budget, In-Year Reports, QP and AR	10% - 20%	529 755 221	Plausible refer to page 2 of MFMA Circular No. 71
2 Impairment of Property, Plant and Equipment, Investment and Intangible Assets (Carrying Value)	$\frac{\text{Property, Plant and Equipment} + \text{Investment} + \text{Intangible Assets}}{\text{Total Operating Expenditure} + \text{Total Expenditure}} \times 100$	Statement of Financial Position, Notes to the AFS and AR	0%	32 609	Plausible refer to page 3 of MFMA Circular No. 71
3 Repairs and Maintenance as a % of Property, Plant and Equipment (Carrying Value)	$\frac{\text{Total Repairs and Maintenance Expenditure}}{\text{Property, Plant and Equipment} + \text{Investment} + \text{Intangible Assets}} \times 100$	Statement of Financial Position, Notes to the AFS, Budget and In-Year Reports	8%	139	Plausible refer to page 4 of MFMA Circular No. 71
<b>B. Debtors Management</b>					
1 Collection Rate	$\frac{\text{Gross Debtors Closing Balance} + \text{Billed Revenue} - \text{Gross Debtors Opening Balance} - \text{Bad Debts Written Off}}{\text{Billed Revenue}} \times 100$	Statement of Financial Position, Notes to the AFS, Budget, In-Year Reports, QP and AR	95%	70 421	Plausible refer to page 5 of MFMA Circular No. 71
2 Bad Debts Written-off as % of Provision for Bad Debt	$\frac{\text{Bad Debts Written-off}}{\text{Provision for Bad Debt}} \times 100$	Statement of Financial Position, Notes to the AFS, Budget and AR	100%	5 724	Plausible refer to page 6 of MFMA Circular No. 71
3 Net Debtors Days	$\frac{\text{Gross Debtors} - \text{Bad debt Provision} + \text{Actual Billed Revenue}}{\text{Billed Revenue}} \times 365$	Statement of Financial Position, Notes to the AFS, Budget and AR	30 days	420 684	Plausible refer to page 6 of MFMA Circular No. 71

Ratio	Formula	Data Sources	Frequency	Reporting Period	Notes	Position
<b>G. Liquidity Management</b>						
1	Cash / Cost Coverage Ratio (Excl. Unspent Conditional Grants)	(Cash and Cash Equivalents + Unspent Conditional Grants - Overhead) / Short Term Investment / Monthly Fixed Operational Expenditure including Depreciation, Amortisation, Provision for Bad Debt, Insurance and Loss to Disposal of Assets	1 - 3 Months	Cash and cash equivalents Unspent Conditional Grants Overhead Short Term Investments Total Annual Operational Expenditure	3 Months 168 267 21 884 552 851 Please refer to page 7 of MFMA Circular No. 71	SF Position SF Position (Unspent Conditional Government Grants and Receipts)
2	Current Ratio	Current Assets / Current Liabilities	1:1.5 - 2:1	Current Assets Current Liabilities	2:2.3 254 976 114 541 Please refer to page 7 of MFMA Circular No. 71	SF Performance (Total Expenditure - Depreciation & Amortisation - Impairments)*12/11 SF Position (Current Assets) SFP (Current Liabilities)
<b>H. Liability Management</b>						
1	Capital Cost (Interest Paid and Redemption) as a % of Total Operating Expenditure	Capital Cost (Interest Paid and Redemption) / Total Operating Expenditure x 100	6% - 8%	Interest Paid Redemption Total Operating Expenditure Taxation Expense	1% 2 775 552 851 Please refer to page 8 of MFMA Circular No. 71	SF Performance (Finance Charges) Cash Flow Statement (Loans Repaid) SF Performance (Total Expenditure)
2	Debt (Total Borrowings) / Revenue	(Current + Current Financial Lease Obligations + Non-current Financial Lease Obligations + Short Term Borrowings + Long Term Borrowings) / (Total Operating Revenue - Operational Conditional Grants) x 100	45%	Total Debt Total Operating Revenue Operational Conditional Grants	4% 19 761 552 851 31 436 Please refer to page 8 of MFMA Circular No. 71	SF Position (LT Liabilities + Current Portion of LT Liabilities) SF Performance (Total Revenue) SF Performance (Government Grants & Subsidies - Operating LESS Equitable share note 23.1)
<b>I. Solvency</b>						
1	Level of Cash Backed Reserves (Net Assets - Accumulated Surplus)	(Cash and Cash Equivalents - Bank overdraft + Short Term Investment - Long Term Investment - Unspent grants) / (Net Assets - Accumulated Surplus - Non-Controlling Interest Share Premium - Share Capital - Fair Value Adjustment - Revaluation Reserve) x 100	100%	Cash and cash equivalents Bank Overdraft Short Term Investment Long Term Investment Unspent Grants Net Assets Share Premium Share Capital Revaluation Reserve Fair Value Adjustment Reserve Accumulated Surplus	48% 126 717 123 21 884 600 104 625 041 Please refer to page 9 of MFMA Circular No. 71	SF Position SF Position (Unspent Conditional Government Grants and Receipts) SF Position





Sl. No.	Particulars	Period	Remarks	Amount	Remarks	Amount	Remarks	Amount	Remarks	Amount
<b>D. Expenditure Management</b>										
1	Creditors Payment Period (Trade Creditors Outstanding / Credit Purchases (Operating and Capital) x 365)	30 days	Statement of Financial Performance, Notes to AFS, Budget, In-Year reports and AR	Trade Creditors 34,107 Accounts Payable 11,200 General expenses 11,100 Bulk Purchases 30,172 237,642 Capital Credit Purchases (Capital Credit Purchases refers to additions of Investment Property and Property, Plant and Equipment)	Notes to AFS (Note 7 - Trade Payables + Retentions & Guarantees + Sundry Creditors) SF Performance SF Performance SF Performance Please refer to page 16 of MFMA Circular No. 71	32,609	Notes to AFS (Note 11.1 - Cost - Additions Original Cost + Additions Residual Value)			
2	Irregular, Frustless and Wasteful and Unauthorised Expenditure / Total Operating Expenditure x100	0%	Statement of Financial Performance, Notes to AFS, Budget, In-Year reports and AR	Irregular, Frustless and Wasteful and Unauthorised Expenditure 529,755 Total Operating Expenditure Taxation Expense	Notes to Monthly AFS (Note 38.1 + 38.2 + 38.3) SF Performance (Total Expenditure)					
3	Remuneration as % of Total - Operating Expenditure	25% - 40%	Statement of Financial Performance, Budget, IDP, In-Year reports and AR	Employee/personnel related cost 158,452 Councillors Remuneration 9,359 Total Operating Expenditure 529,755 Taxation Expense	SF Performance (Employee related cost) SF Performance (Remuneration of Councillors) SF Performance (Total Expenditure)					
	Contracted Services / Total Operating Expenditure x100	2% - 5%	Statement of Financial Performance, Budget, IDP, In-Year reports and AR	Contracted Services 11,208 Total Operating Expenditure 529,755 Taxation Expense	SF Performance (Contracted Services) SF Performance (Total Expenditure)					
<b>E. Debt Dependency</b>										
1	Own funded Capital Expenditure (Internally generated funds + Borrowings) to Total Capital Expenditure	None	Statement of Financial Position, Budget, AFS Appendices, Notes to the Annual Financial Statements (Statement of Comparative and Actual Information), Budget, IDP, In-Year reports and AR	Internally generated funds 19,341 Borrowings 32,609 Total Capital Expenditure	WCO2018_SCHEDULE_C_2018_M11 - CS WCO2018_SCHEDULE_C_2018_M11 - CS WCO2018_SCHEDULE_C_2018_M11 - CS Please refer to page 18 of MFMA Circular No. 71					
2	Own funded Capital Expenditure (Internally Generated Funds) to Total Capital Expenditure	None	Statement of Financial Position, Budget, AFS Appendices, Notes to the Annual Financial Statements (Statement of Comparative and Actual Information), Budget, IDP, In-Year reports and AR	Internally generated funds 19,341 Total Capital Expenditure 32,609	WCO2018_SCHEDULE_C_2018_M11 - CS WCO2018_SCHEDULE_C_2018_M11 - CS Please refer to page 18 of MFMA Circular No. 71					
3	Own Source Revenue to Total Operating Revenue (including Agency Revenue)	None	Statement of Financial Performance, Budget, IDP, In-Year reports and AR	Total Revenue 559,089 Government grant and subsidies 98,820 Public contributions and Donations Capital Grants 19,266	SF Performance (Total Revenue) SF Performance (Government Grants & Subsidies - Operating) SF Performance (Public contributions & Donations) SF Performance (Government Grants & Subsidies - Capital)					





## Section 17 - Grant Register 30 May 2018





CAPITAL GRANTS RECEIVED FOR LANCERBERG MUNICIPALITY, 2017/2018  
MONTH MAY 2018

Account Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	12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ROLL OVERS FOR LANGEBERG MUNICIPALITY:2017/18  
MONTH: MAY 2018

GRANT	GOVERNMENT SPHERE	ADJUSTMENT BUDGET FEB 2018	YTD BUDGET	OPENING BALANCE	MAY 2018 RECEIVED	YTD RECEIVED	LIABILITY LUMP SUM AMOUNT	MAY 2018 EXPENDITURE	YTD EXPENDITURE	MAY 2018 INCOME	YTD INCOME	LIABILITY CLOSING BALANCE - LIABILITIES	YTD INCOME	YTD EXPENDITURE	YTD BALANCE
<b>TOTAL NATIONAL</b>															
Human Settlements Development Grant (Beneficiaries)	PROVINCIAL	1221353,13	1221353,13	1221353,13	-	1221353,13	1 164 541,31	21 967,50	56 811,82	21 967,50	56 811,82	1 164 541,31	56 811,82	21 967,50	1 164 541,31
Human Settlements Development Grant (Beneficiaries)	PROVINCIAL	82160	82160	82159,49	-	82159,49	82 159,49	-	-	-	-	82 159,49	-	-	82 159,49
Human Settlements Development Grant (Beneficiaries)	PROVINCIAL	43870	43870	43874,18	-	43874,18	43 874,18	-	-	-	-	43 874,18	-	-	43 874,18
Library services:MRF	PROVINCIAL	125480	125480	125477,65	-	125477,65	125 477,65	-	-	-	-	125 477,65	-	-	125 477,65
Library services:MRF	PROVINCIAL	142105	142105	142105,26	-	142105,26	142 105,26	-	-	-	-	142 105,26	-	-	142 105,26
Library services:MRF	PROVINCIAL	43320	43320	43318,16	-	43318,16	43 318,16	-	-	-	-	43 318,16	-	-	43 318,16
WC Financial Management Capacity Building Grant	PROVINCIAL	60000	60000	60000	-	60000	60 000	-	-	-	-	60 000	-	-	60 000
Municipal Capacity Building Grant	PROVINCIAL	297 571,00	297 571,00	297 570,7	-	297 570,7	297 570,7	-	-	-	-	297 570,7	-	-	297 570,7
Job creation	PROVINCIAL	128 050,00	128 050,00	128 050,15	-	128 050,15	128 050,15	-	-	-	-	128 050,15	-	-	128 050,15
HOUSING	PROVINCIAL	188	188	187,9	-	187,9	187,9	-	-	-	-	187,9	-	-	187,9
EMERGENCY HOUSING PROJECT	PROVINCIAL	29 895,00	29 896	29 895,6	-	29 895,6	29 895,6	-	-	-	-	29 895,6	-	-	29 895,6
MASACHANE PROJECT	PROVINCIAL	37 307,00	37 307	37 306,92	-	37 306,92	37 306,92	-	-	-	-	37 306,92	-	-	37 306,92
Installation of Basic Services (Soutwater Camps)	PROVINCIAL	46 326,00	46 326	46 325,95	-	46 325,95	46 325,95	-	-	-	-	46 325,95	-	-	46 325,95
Housing Home Sanitation	PROVINCIAL	51 633,00	51 633	51 632,91	-	51 632,91	51 632,91	-	-	-	-	51 632,91	-	-	51 632,91
Local Government Graduate Internship Grant	PROVINCIAL	60000	60000	60000	-	60000	60 000	-	-	-	-	60 000	-	-	60 000
<b>TOTAL PROVINCIAL</b>	<b>PROVINCIAL</b>	<b>2 847 293,13</b>	<b>2 847 293,13</b>	<b>2 847 293,13</b>	-	<b>2 847 293,13</b>	<b>2 847 293,13</b>	<b>21 967,50</b>	<b>102 791,82</b>	<b>21 967,50</b>	<b>102 791,82</b>	<b>2 847 293,13</b>	<b>102 791,82</b>	<b>21 967,50</b>	<b>2 847 293,13</b>
MCGREGOR DAM	DISTRICT	25 000,00	25 000	25 000,00	-	25 000,00	25 000,00	-	-	-	-	25 000,00	-	-	25 000,00
BAKERY PROJECT	DISTRICT	187 868,00	187 868	187 867,62	-	187 867,62	187 867,62	-	-	-	-	187 867,62	-	-	187 867,62
Community Cultural Events	DISTRICT	126 230,00	126 230,00	126 230,00	-	126 230,00	126 230,00	-	-	-	-	126 230,00	-	-	126 230,00
Watermeters	DISTRICT	82 188,00	82 188	82 187,79	-	82 187,79	82 187,79	-	-	-	-	82 187,79	-	-	82 187,79
62 projects	DISTRICT	1 193,00	1 193	1 192,69	-	1 192,69	1 192,69	-	-	-	-	1 192,69	-	-	1 192,69
Watermeters	DISTRICT	38 964,00	38 964	38 964,49	-	38 964,49	38 964,49	-	-	-	-	38 964,49	-	-	38 964,49
<b>TOTAL DISTRICT</b>	<b>DISTRICT</b>	<b>441 443,00</b>	<b>441 443,00</b>	<b>441 442,91</b>	-	<b>441 442,91</b>	<b>441 442,91</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>441 442,91</b>	<b>-</b>	<b>-</b>	<b>441 442,91</b>
Department of Water Affairs	OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OTHER</b>	<b>OTHER</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>TOTAL</b>	<b>2 847 293,13</b>	<b>2 847 293,13</b>	<b>2 847 293,13</b>	<b>-</b>	<b>2 847 293,13</b>	<b>2 847 293,13</b>	<b>21 967,50</b>	<b>102 791,82</b>	<b>21 967,50</b>	<b>102 791,82</b>	<b>2 847 293,13</b>	<b>102 791,82</b>	<b>21 967,50</b>	<b>2 847 293,13</b>



FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – MAY 2018 (9/2/1/3) (CHIEF FINANCIAL OFFICER)

Purpose of report

To submit a report in terms of the Monthly Budget Statement of the Local Government: Municipal Finance Management Act, 2003 to Council for information.

Comments

The report, as submitted to the Executive Mayor, National Treasury and Provincial Treasury, is attached to this report.

Aanbeveling / Recommendation

That the content of the report be noted.

*Dat kennis geneem word van die inhoud van die verslag.*

  
HM JANSSEN  
EXECUTIVE MAYOR

DATE: 14-06-2018