LANGEBERG
MUNISIPALITEIT MUNICIPALITY MASIPALA

Raadslede van die Raad van die Langeberg Munisipaliteit

Kennis geskied hiermee van 'n Raadsvergadering van die Raad van Langeberg Munisipaliteit wat gehou sal word op

29 OKTOBER 2025 om 10H00

in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson om oorweging te verleen aan die items op die aangehegte agenda.

Councillors of the Council of the Langeberg Municipality

Notice is hereby given of a Council Meeting of the Municipal Council of the Langeberg Municipality to be held on

29 OCTOBER 2025 at 10H00

in the Council Chambers, Municipal Offices, Church Street, Robertson to discuss the items on the appended agenda.

P Hess

CLLR • RDL P HESS
SPEAKER

A G E N D A

~ 29 OCTOBER 2025 ~

1. Opening / Opening

2. Attendance / Bywoning

3. Applications for leave of Absence / Aansoeke vir verlof tot afwesigheid

4. Approval of Minutes / Goedkeuring van Notule

   4.1 Confirmation of the Minutes of an Ordinary Meeting of the Council of Langeberg Municipality held on 25 September 2025 at 10h00 in the Council Chambers, Church Street, Robertson **05 – 22**

   Bekragtiging van die Notule van 'n Gewone Vergadering van die Raad van Langeberg Munisipaliteit gehou op 25 September 2025 om 10h00 in die Raadsaal, Munisipale Kantore, Kerkstraat, Robertson.

5. Statements & Announcements by the Speaker / Verklarings & Mededelings deur die Speaker

6. Interviews with Delegations / Onderhoude met Afvaardigings

7. Statements & Announcements by the Mayor / Verklarings & Mededelings deur die Burgemeester

8. Urgent Matters & Reports, Statements & Announcements submitted by the Municipal Manager
   Dringende Aangeleenthede & Verslae, Verklarings & Mededelings voorgelê deur die Munisipale Bestuurder

8.1	Matters which must be handled in terms of Section 30(5) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998), as amended. Aforesaid stipulation reads as follows: (5) Before a municipal council takes a decision on any of the following matters it must first require its executive committee or executive mayor, if it has such a committee or mayor, to submit to it a report and recommendation on the matter: (1) any matter mentioned in Section 160(2) of the Constitution; (2) the approval of an integrated development plan for the municipality, and any amendment to that plan; and (3) the appointment and conditions of service of the municipal manager and a head of a department of the municipality. *Sake wat hanteer moet word in terme van Artikel 30(5) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig. Voormelde bepaling lees as volg: (5) Alvorens 'n munisipale raad 'n besluit oor enige van die volgende aangeleenthede neem, moet hy eers sy uitvoerende komitee of uitvoerende burgemeester, indien hy so 'n komitee of burgemeester het, versoek om 'n verslag en aanbeveling oor die aangeleentheid aan hom voor te lê: (1) enige aangeleentheid genoem in Artikel 160(2) van die Grondwet; (2) die goedkeuring van 'n geïntegreerde ontwikkelingsplan vir die munisipaliteit, en enige wysigings van daardie plan; (3) die aanstelling en diensvoorwaardes van die munisipale bestuurder en 'n hoof van 'n departement van die munisipaliteit.*
8.2	Matters which must be handled in terms of Section 32(1) and (2) of the Local Government: Municipal Structures Act, 1998 (Act No 117 of 1998) as amended, and approved per Council Resolution A82 of 19 March 2001. / *Sake wat hanteer moet word in terme van die delegasies toegestaan ingevolge Artikel 32(1) en (2) van die Wet op Plaaslike Regering: Munisipale Strukture, 1998 (Wet No 117 van 1998), soos gewysig en aanvaar per Raadsbesluit A82 van 19 Maart 2001.*
8.3	Report on matters of concern by representatives at the Cape Winelands District Municipality. / *Rapportering aangaande sake van belang deur verteenwoordigers by die Kaapse Wynland Distrikmunisipaliteit.*
8.4	Other Matters / *Ander Sake*

9. Consideration of Notice of Motions / *Oorweging van Kennisgewing van Mosies*

   None

10. Consideration of Notice of Questions / Oorweging van Kennisgewing van Vrae

None

11. Consideration of Urgent Motions / Oorweging van Dringende Mosies

None

12. Consideration of Reports / Oorweging van Verslae

12.1	Reports submitted to Council for consideration **(A Items)** Verslae voorgelê aan die Raad vir oorweging **(A Items)**	**22-69**
12.2	Reports submitted to Council for consideration **(AA Items)** Verslae voorgelê aan die Raad vir oorweging **(AA-Items)**	---
12.3	Reports dealt with in terms of the delegated powers by the Mayoral Committee (**B & BB Items)** Verslae afgehandel deur die Burgemeesterskomitee in terme van gedelegeerde bevoegdhede **(B & BB-Items)**	---

A ITEMS

A5004	EXPENDITURE ON 2025/2026 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)	24
A5005	FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – SEPTEMBER 2025 (9/2/1/3) (CHIEF FINANCIAL OFFICER)	36
A5006	QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: JULY 2025 TO SEPTEMBER 2025 (DIRECTOR: FINANCIAL SERVICES (CFO)	37
A5007	COMMITTEE STRUCTURE OF COUNCIL AND THE ELECTION OF REPRESENTATIVES (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)	42
A5008	ROLL-OVER FROM 2024/2025 FINANCIAL YEAR – ADJUSTMENTS BUDGET 2025/2026 (DIRECTOR: FINANCIAL SERVICES - CFO)	44
A5009	ASSESSMENT REPORT ON PROGRESS MADE IN ADDRESSING CRITICAL ISSUES RAISED ON IMPLEMENTATION OF THE ERP PROJECT (DIRECTOR – FINANCIAL SERVICES (CFO))	54
A5010	REPORT: TRANSPORT OF WIND TURBINE PARTS THROUGH ROBERTSON	62
A5011	EXTENSION OF CONTRACT OF ONE AUDIT AND PERFORMANCE COMMITTEE MEMBER IN ACCORDANCE WITH SECTION 166(5) OF THE MFMA (5/14//R) (ACTING CHIEF AUDIT EXECUTIVE)	68
A5012	REMUNERATION OF THE AUDIT & PERFORMANCE COMMITTEE MEMBERS AND FRAUD & RISK MANAGEMENT COMMITTEE CHAIRPERSON OF LANGEBERG MUNICIPALITY (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)	69

A5004

EXPENDITURE ON 2025/2026 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the report

To submit a report to the council on the progress made on the implementation of the 2025/2026 approved Budget as measured in the approved Top-level SDBIP.

Background

Section 52 (d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.

This Report informs Council quarterly of the expenditure and performance in the Budget.

Comments:

The relevant supporting documentation will be provided separately.

Recommendation

That Council notes the content of the report

(A5004)

LANGEBERG
MUNISIPALITEIT MUNICIPALITY MASIPALA

QUARTER 1

TOP LEVEL SDBIP REPORTING

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

Table of content

1. Council resolution..1
2. Purpose of the report..2
3. Legslative requirements..2
4. Performance management...2-3
5. Implementation of performance management – Top layer SDBIP...3-4
   3.1. Preparing the Top layer SDBIP
   3.2. Approval of Top layer SDBIP
   3.3. Performance monitoring
6. Summary of Performance against top layer key performance indicators (KPI's)..............................4
   6.1 Summary of preliminary and unaudited performance per strategic objective
7. Annexure A: Quarter 1 Top layer SDBIP Report – July- September 2026......................................5-10

2. Purpose of the report

The purpose of the report is to inform the council regarding the progress made on the implementation of 2025-2026 approved budget as measured by the approved top-level Service Delivery and Budget Implementation Plan (SDBIP).

3. Legislative requirements

The Municipal System Act (MSA), 2000 requires municipalities to establish a performance management system. Further, the MSA and the Municipal Finance Management Act (MFMA) require the Integrated Development Plan (IDP) to be aligned to the municipal budget and to be monitored for the performance of the budget against the IDP through Service Delivery and the Budget Implementation Plan (SDBIP).

Section 52 (d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.

4. Performance management

Performance management is a process that measures the implementation of the organisation's strategy. It is also a management tool to plan, monitor, measure and review performance indicators to ensure efficiency, effectiveness and the impact of services delivery by the municipality.

The following performance management cycles address the remainder of the recently approved Langeberg municipality performance management framework:

Each of the above cycles can be explained as follows:

- Performance Planning ensures that the strategic direction of the Municipality more explicitly informs and aligns the IDP with all planning activities and resource decisions. This is the stage where Key Performance Areas and Key Performance Indicators are designed to address the IDP objectives, national policy and targets are set.
- Performance Measuring and Monitoring is an ongoing process to determine whether performance targets have been met, exceeded or not met. Projections can also be made during the year as to whether the final target and future targets will be met. It occurs during key points in a process – for example, on a quarterly and annual basis.
- Performance evaluation analyses why there is under-performance or what the factors were, that allowed satisfactory performance in a particular area. Where targets have not been met, the reasons for this must be examined and corrective action recommended. Evidence to support the status is also reviewed at this stage. An additional component is the review of the indicators to determine if they are feasible and are measuring the key areas appropriately.

- Performance Reporting entails regular reporting to management, the performance audit committee, council and the public.
- Performance review/auditing is a key element of the monitoring and evaluation process. This involves verifying that the measurement mechanisms are accurate and that proper procedures are followed to evaluate and improve performance. According to section 45, of the Systems Act, results of the performance measurement must be audited as part of the municipality's internal auditing process and annually by the Auditor-General. The Municipality have therefore established frameworks and structures to evaluate the

  effectiveness of the municipality's internal performance measurement control systems. Areas of weak performance identified at year-end must be addressed during the following years planning phase.

5. Implementation of performance management – Top layer SDBIP

Preparing the Top layer SDBIP's

KPI's should be developed for Council, the office of the Municipal Manager and for each Directorate. The KPI's should:

- KPI's should be developed for the programmes / activities identified to address the Strategic Objectives as documented in the IDP. The KPI's must be aligned with the national and municipal KPA's.
- KPI's identified during the IDP and KPI's that need to be reported to key municipal stakeholders should be included in the TL SDBIP to confirm alignment.
- KPI's should be developed to address the required National Agenda Outcomes, priorities and minimum reporting requirements. The KPI's must be aligned with the Strategic Objectives, and the national and municipal KPA's.
- The municipal turnaround strategy (MTAS) should be reviewed to determine any actions to be translated into KPI's and to be included in the TL SDBIP. These KPI's must be aligned with the Strategic Objectives, and the national and municipal KPA's.
- The risk register should be reviewed to identify the risks that need to be addressed by strategic KPI's. These KPI's should be developed and be aligned with the Strategic Objectives, and the national and municipal KPA's.
- It is also proposed that each directorate consider 2 KPI's that is output focused and that will make the municipality more developmental or enhance the effectiveness of the municipality.
- Clear quarterly targets should be set and the KPI's must be assigned to a senior manager. In the instance where a target will not be achieved during the current financial year, the target should be included in the outer years.
- These targets should be set after available resources and past year performance has been considered.

Approval of Top layer SDBIP

The municipal scorecard must be submitted to the Executive Mayor within 14 days after the SDBIP has been approved. The Executive Mayor needs to consider and approve the SDBIP within 28 days after the budget has been approved. The scorecard must be updated after the adjustment estimate has been approved and any changes to the scorecard must be submitted to Council with the respective motivation for the changes suggested, for approvals.

Performance monitoring

An evaluation of the validity and sustainability of the KPI's should be done and the actual performance results of each target should be updated and evaluated on a monthly basis. In order to measure the input/output of the KPI's, the performance results and performance evidence (POE's) should be evaluated and documented.

The KPI owners should report on the results of the KPI by documenting the following information on the performance system:

- The actual result in terms of the target set.
- The output/outcome of achieving the KPI.
- The calculation of the actual performance reported. (If %)
- The reasons if the target was not achieved.
- Actions to improve the performance against the target set, if the target was not achieved.

The municipal manager and his/her senior management team need to implement the necessary systems and processes to provide the POE's for reporting and auditing.

Performance results are monitored and reviewed in terms of:

- Quarterly KPI monitoring sessions held by the Municipal Manager with all managers,
- Quarterly reports tabled before the Portfolio Committees of the Mayor,
- Quarterly reports tabled before the Executive Mayoral Committee and Council,

6. Actual performance for the first quarter (01 July - 30 September 2025)

The quarterly top-layer SDBIP reports give municipal management a chance to analyse performance and address underperformance by implementing internal controls to ensure IDP strategic objectives are met.

A detailed quarter 1 top-layer SDBIP of 2025-2026 financial year is provided in annexure A of this report. The performance presented in the report below is subject to change based on the audit of the actual performance outcomes achieved. The final results will be included as part of 2025-2026 Annual Performance Report (as per section 46 (1)(b) of the Municipal systems) and it will be further incorporated as part of 2025-2026 Annual report. (as per section 46 (2) of the Municipal systems)

Annexure A: Quarter 1 Top layer SDBIP (July–September 2025)

SO1-Ensure efficient administration for good governance

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-11	Corporate Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Percentage of municipality's personnel budget actually spent on implementing its workplace skills plan measured as at 30 June 2026	Percentage (%) of municipality's personnel budget actually spent	Whole Municipality (All)	97.76%	1.00%	"SAGE financial system Annual Budget Variance report (Refer to Sage skills levy vote number)"	0.00%		N/A		
2025/2026-12	Corporate Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Limit vacancy rate to 15% of budgeted posts by 30 June 2026	Percentage (%) of vacancy rate	Whole Municipality (All)	4.30%	15%	Advertisement Process Excel Sheet	15.00%	3,30%			
2025/2026-13	Corporate Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Number of people from the EE target groups employed in the highest 3 levels of management by 30 June 2026	Number of people from the EE target groups employed by 30 June 2026 in the 3 highest levels of management in compliance with the approved EE plan	Whole Municipality (All)	5	3	Appointment letter and approval dates for the filling of the vacancy	0		N/A		
2025/2026-14	Corporate Services	Municipal Transformation and Institutional Development	SO1-Ensure efficient administration for good governance	Review the Organisational Structure and submit to Council for approval by 31 May 2026	Reviewed Structure submitted to Council for approval	Whole Municipality (All)	1	1	Agenda of the Council meeting	0		N/A		
2025/2026-17	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit reviewed IDP to Council by 31 May 2026	Reviewed IDP submitted to council	Whole Municipality (All)	1	1	Reviewed IDP and Minutes of Council meeting during which IDP was discussed	0		N/A		
2025/2026-18	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit the Oversight Report to Council by 31 March 2026	Oversight report submitted to Council by 31 March 2026	Whole Municipality (All)	1	1	Minutes of the Council meeting during which the oversight report was discussed and adopted	0		N/A		
2025/2026-19	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Spend 95% of the budget allocated for general ICT needs by 30 June 2026	"Percentage (%) of the approved budget spent"	Whole Municipality (All)	86.32%	95.00%	Monthly capital expenditure report	5.00%	8,49%			
2025/2026-20	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Spend 95% of the budget allocated for a Two-Way Digital Radio Communication Network by 30 June 2026	"Percentage (%) of the approved budget spent"	Whole Municipality (All)	64.24%	95.00%	Monthly capital expenditure report	5.00%	22.89%			
2025/2026-59	Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit the Annual Financial Statements to the Auditor-General by 31 August 2025	Annual Financial Statements submitted to Auditor-General	Whole Municipality (All)	1	1	Proof of submission	1	1			
2025/2026-61	Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Maintain the asset register in terms of GRAP standards (No more than four (4) material findings)	No more than four (4) material findings in the external Audit report on non-compliance with GRAP	Whole Municipality (All)	0	4	Auditor General audit report	0		N/A		
2025/2026-62	Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Limit misstatements in the Annual Financial Statements (No more than four (4) material findings)	No more than four (4) material misstatements as per Auditor General's audit report	Whole Municipality (All)	0	4	Auditor General audit report	0		N/A		
2025/2026-66	Office of the Municipal Manager	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Develop a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2026	Developed and submitted Plan	Whole Municipality (All)	1	1	Submission of the Risk Based Audit Plan to MM and Minutes of Audit Committee meeting during which risk based audit plan was discussed	0		N/A		

SO2-Provide infrastructure for sustainable and affordable basic services

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-1	Community Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the installation of water features/splash pads at play parks by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	0,00%	95,00%	Monthly capital expenditure report	0.00%		N/A		
2025/2026-2	Community Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for purchasing of equipment for community facilities by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	96.04%	95,00%	Monthly capital expenditure report	0.00%	12.61%			
2025/2026-10	Community Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade cloakroom at Van Zyl Sport field by 30 June 2026	Percentage (%) of the approved budget spent	1	New KPI	95,00%	Monthly capital expenditure report	10.00%	0.00%		The professional services provider has been appointed for the design plans. Develop design plans for all facilities in advance.	Once the tender is awarded, it will be closely monitored

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-22	Economic, Social and Integrated Development Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade ICT infrastructure by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95.00%	Monthly capital expenditure report	5.00%	0,00%		The tender 39 of 2025 was advertised, indicating a closing date of 31 of October 2025. Preparation and assessment had to be done before the tender could be advertised	The tender once awarded will be closely monitored
2025/2026-23	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Limit unaccounted electricity to less than 7.5% as at 30 June 2026	Percentage (%) unaccounted electricity captured in the report	Whole Municipality (All)	5.76%	7.50%	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	7.50%	7,06%			
2025/2026-24	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	95% of Water samples comply with SANS241 micro biological indicators on a monthly basis	Percentage (%) compliance of samples tested	Whole Municipality (All)	95.79%	95.00%	Monthly Lab results	95.00%	96,67%			
2025/2026-25	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Limit unaccounted water to less than 20% as at 30 June 2026	Percentage (%) of unaccounted water captured in the report	Whole Municipality (All)	18.70%	20.00%	Water Losses Excel database maintained by the Senior Manager: Civil Engineering Services	20.00%	11,21%			
2025/2026-26	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	80% of Effluent samples comply with permit values on a monthly basis	Percentage (%) compliance of samples	Whole Municipality (All)	63.02%	80.00%	Monthly Lab results	80.00%	73,72%		Continuous breakdown of pumps and equipment, old infrastructure result in effluent quality not up to standard.	Repairs are done continuously. Capital funding is required for refurbishment. Robertson WWTW currently being upgraded and will be completed in December 2025.
2025/2026-27	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement and repairs of the electricity network by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95.00%	Monthly capital expenditure report	5.00%	50,12%			
2025/2026-28	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the electrification of Boekenhoutskloof by 30 June 2026	Percentage (%) of the approved budget spent	4	New KPI	95.00%	Monthly capital expenditure report	10.00%	35,04%			
2025/2026-29	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade in Robertson precinct by 30 June 2026	Percentage (%) of the approved budget spent	1;2	New KPI	95.00%	Monthly capital expenditure report	10.00%	0,00%		Project approval letters are awaited from NT. The proscess to appoint PSP in process. It is anticipated that work will only commence in January 2026.	Await project approval letters from NT.
2025/2026-30	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the upgrade of Ashton roads (Ashton residential area, industrial area, Zolani curbs) by 30 June 2026	Percentage (%) of the approved budget spent	10	6,87%	95.00%	Monthly capital expenditure report	5.00%	0,00%		The contractor that was appoint for the work, did not performed and contract was terminated.	A new tender was advertised with a closing date - 31 October 2025.
2025/2026-31	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson WWTW by June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	New KPI	95.00%	Monthly capital expenditure report	10.00%	23,41%			
2025/2026-32	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the sewer pipes by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95%	Monthly capital expenditure report	5%	20,71%			
2025/2026-33	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to install handrails at the Transfer stations in all five towns by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	0,00%	95%	Monthly capital expenditure report	5%	0,00%		The tender Advertisement will go out in January 2026.	Once the tender is awarded, it will be closely monitored
2025/2026-34	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to install groundwater quality boreholes at Ashton, Montagu and Bonnievale waste disposal facilities by 30 June 2026	Percentage (%) of the approved budget spent	4,7,8,9,10,12	0,00%	95%	Monthly capital expenditure report	5%	0,00%		Tender is currently in the 21-day appeal process.	Once the tender is awarded, it will be closely monitored
2025/2026-35	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Purchase a H25 baler for Ashton new MRF by 30 June 2026	Number of H25 baler purchased	10	New KPI	[illegible]	Delivery note	0				
2025/2026-36	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson and Montagu Transfer stations by 30 June 2026	Percentage (%) of the approved budget spent	1,2,3,6,7,11,12	0,00%	95%	Monthly capital expenditure report	5%	0,00%		The tender Advertisement will go out in October 2025.	Once the tender is awarded, it will be closely monitored

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-37	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the construction of a new WTW in McGregor by 30 June 2026	Percentage (%) of the approved budget spent	5	16,00%	95%	Monthly capital expenditure report	10,00%	0,00%		Tender documentation will be completed in second week of October 2025 and advertised end of October 2025.	Once the tender is awarded, it will be closely monitored
2025/2026-38	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Bonnievale Water Treatment works by 30 June 2026	Percentage (%) of the approved budget spent	4;8	0,00%	95%	Monthly capital expenditure report	5%	0,00%		An appraisal meeting is anticipated mid October 2025 to secure MIG funding.	Once the MIG approval is obtained the tender will be advertised.
2025/2026-39	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for raising of Dassieshoek dam wall by 30 June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	[illegible],00%	95%	Monthly capital expenditure report	10%	0,00%		Consultant was appointed on 8 October 2025 to prepare tender documents.	Once the tender is awarded, it will be closely monitored
2025/2026-4	Community Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for construction of the new pavilion at Mc Gregor sport field by 30 June 2026	Percentage (%) of the approved budget spent	5	0,00%	95,00%	Monthly capital expenditure report	0.00%		N/A		
2025/2026-40	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade the Breede river pump station (Ashton) by 30 June 2026	Percentage (%) of the approved budget spent	9;10;11	26,94%	95%	Monthly capital expenditure report	10%	13,96%			
2025/2026-41	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of bulk water meters by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	[illegible]	95%	Monthly capital expenditure report	5%	60,87%			
2025/2026-42	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the siphon pipeline from the Robertson canal to Gumgrove Dam by 30 June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	0,00%	95%	Monthly capital expenditure report	5%	42,72%			
2025/2026-43	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the water pipe (Bonnievale main supply to Lactalis, Bonnievale Winery and Uitsig) by 30 June 2026	Percentage (%) of the approved budget spent	8	12,85%	95%	Monthly capital expenditure report	5%	[illegible],56%		Contractor appointed is on site. Project will be completed before 30 June 2026.	The tender will be closely monitored
2025/2026-44	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the upgrade of Robertson heights human settlement development by 30 June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	0	95%	Monthly capital expenditure report	0%		N/A		
2025/2026-45	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to replace 66Kv Transformers at Robertson main substation by 30 June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	[illegible],00%	95%	Monthly capital expenditure report	0%		N/A		
2025/2026-46	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Purchase an excavator by 30 June 2026	Number of excavator purchased	Whole Municipality (All)	[illegible]	1	Delivery note	[illegible]		N/A		
2025/2026-47	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for replacement of water pipeline in Robertson by 30 June 2026	Percentage (%) of the approved budget spent	1;2;3;6;11	0.00%	95%	Monthly capital expenditure report	10%	[illegible],00%		Awaiting approval from WSIG for the amended business plan. Contractor will be appointed through pipe replacement tender.	Once the tender is awarded, it will be closely monitored
2025/2026-48	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide water to the formal residential properties that are connected to the municipal water infrastructure network as at 30 June 2026	Number of formal residential properties connected to the water infrastructure network and provided with water	Whole Municipality (All)	14 830	14800	Billing report	14800	15015			
2025/2026-49	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide electricity to the formal residential properties connected to the municipal electrical infrastructure network as at 30 June 2026	Number of formal residential properties connected to the electrical infrastructure network and provided with electricity	Whole Municipality (All)	18 515	16 800	Billing report	16800	18103			
2025/2026-50	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide waste water services (sanitation/sewerage) to the formal residential properties connected to the municipal waste water network service as at 30 June 2026, irrespective of the number of water closets (toilets) and which are billed for sanitation/sewerage	Number of formal residential properties connected to the municipal waste water (sanitation/sewerage) services and are provided with sanitation/sewerage services	Whole Municipality (All)	15 418	15 400	Billing report	15400	15421			

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-51	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide refuse removal once per week to formal residential properties which are billed for refuse removal as at 30 June 2026	Number of residential properties which are billed for refuse removal	Whole Municipality (All)	16 085	16 000	Billing report	16000	16021			
2025/2026-52	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide free basic water to indigent households as at 30 June 2026	Number of indigent households provided with free basic water	Whole Municipality (All)	6 234	7 000	Billing report	7000	4845			
2025/2026-53	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide free basic electricity to indigent households as at 30 June 2026	Number of indigent households provided with free basic electricity	Whole Municipality (All)	6 181	7 000	Billing report	7000	4911			
2025/2026-54	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide free basic sanitation to indigent households as at 30 June 2026	Number of indigent households provided with free basic sanitation services	Whole Municipality (All)	6 091	7 000	Billing report	7000	4695			
2025/2026-55	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Provide free basic refuse removal to indigent households as at 30 June 2026	"Number of indigent households provided with free basic refuse removal services"	Whole Municipality (All)	6 219	7 000	Billing report	7000	4697			
2025/2026-64	Financial Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Purchase vehicles for the municipality via financial leasing by 30 June 2026	Number of vehicles purchased	Whole Municipality (All)	[illegible]	31	Delivery note	0		N/A		
2025/2026-65	Office of the Municipal Manager	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	The percentage of the municipal capital budget spent on projects as at 30 June 2026	Percentage (%) of capital budget spent	Whole Municipality (All)	71.46%	95.00%	Monthly section 71 reports submitted and annual financial statements	0.00%	12,19%			
2025/2026-67	Community Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for a new netball court construction at Zolani sports field by 31 December 2025	Percentage (%) of the approved budget spent	10	35.03%	95%	Monthly capital expenditure report	40.00%	71,72%			
2025/2026-68	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the paving of Barlinka Street in Montagu by 30 June 2026	Percentage (%) of the approved budget spent	7	[illegible],00%	95,00%	Monthly capital expenditure report	5.00%	9,60%			
2025/2026-69	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Purchase a jetting tanker truck by 31 December 2025	Percentage (%) of the approved budget spent	Whole Municipality (All)	0	1	Delivery note	0		N/A		
2025/2026-70	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for rehabilitation of roads in all 5 towns by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	68,96%	95,00%	Monthly capital expenditure report	5,00%	16,99%			
2025/2026-71	Engineering Services	Basic Service Delivery	SO2-Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson transfer station roof by 31 December 2025	Percentage (%) of the approved budget spent	1;2;3;6;11	[illegible],00%	95,00%	Monthly capital expenditure report	40,00%	75,00%			

SO3-Promote a safe and secure environment

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-15	Corporate Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Spend 95% of the budget allocated to install fencing at Ashton and Robertson municipal offices by 30 June 2026	Percentage (%) of the approved budget spent	Whole Municipality (All)	0.00%	95.00%	Monthly capital expenditure report	5.00%	0,00%		[illegible] plans are required for the stores at white street The municipal boundary assessment must be done at the [illegible]	Once the assessment is completed, the procurement will commence
2025/2026-3	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Spend 95% of the budget allocated to upgrade boundary wall at Cogmanskloof sport field by 30 June 2026	Percentage (%) of the approved budget spent	9	New KPI	95,00%	Monthly capital expenditure report	5,00%	0,00%		Completed. No expenditure has been incurred.	Alignment of approval plans with expenditure processes.
2025/2026-5	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Spend 95% of the budget allocated to upgrade floodlights at Callie Dewet and Zolani sports ground by 30 June 2026	Percentage (%) of the approved budget spent	10;11	[illegible],00%	95,00%	Monthly capital expenditure report	0.00%		N/A		
2025/2026-6	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Spend 95% of the budget allocated to upgrade Van Zyl Sport field by 30 June 2026	Percentage (%) of the approved budget spent	1	New KPI	95,00%	Monthly capital expenditure report	10.00%	0,00%		The professional services provider has been appointed for the design plans. Develop design plans for all facilities in advance.	Once the tender is awarded, it will be closely monitored
2025/2026-7	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Purchase a fully equipped firefighting vehicle by 30 June 2026	Number of fully equipped firefighting vehicle purchased	Whole Municipality (All)	New KPI	1	Delivery note	0		N/A		

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-8	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Purchase one package of Jaws of life by 30 June 2026	Number of package of Jaws of life purchased	Whole Municipality (All)	0	1	Delivery note	0		N/A		
2025/2026-9	Community Services	Basic Service Delivery	SO3-Promote a safe and secure environment	Spend 95% of the budget allocated for the rehabilitation of internal roads in Montagu nature reserve by 30 June 2026	Percentage (%) of the approved budget spent	11	0,00%	95,00%	Monthly capital expenditure report	5.00%	0,00%		The professional services provider has been appointed for the design plans. Develop design plans for all facilities in advance.	Once the tender is awarded, it will be closely monitored

SO4-Promote and facilitate investment and local economic development

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-16	Economic, Social and Integrated Development Services	Local Economic Development	SO4-Promote and facilitate investment and local economic development	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2026	Number of job opportunities created through EPWP	Whole Municipality (All)	672	400	Signed appointment contracts	150	294			
2025/2026-21	Economic, Social and Integrated Development Services	Local Economic Development	SO4-Promote and facilitate investment and local economic development	Spend 95% of the budget allocated for a connected Langeberg by 30 June 2026	"Percentage (%) of the approved budget spent"	Whole Municipality (All)	New KPI	95.00%	Monthly capital expenditure report	5.00%	4,40%		Completed the installation of fiber to the fire station and DMC Currently busy with call centre	The project will be closely monitored

SO5-Provide sustainable financial management

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure
2025/2026-56	Financial Services	Municipal Financial Viability and Management	SO5-Provide sustainable financial management	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2026	Percentage (%) of debt coverage	Whole Municipality (All)	4.08%	30,00%	Annual financial statements	0.00%		N/A		
2025/2026-57	Financial Services	Municipal Financial Viability and Management	SO5-Provide sustainable financial management	Financial viability measured in terms of the outstanding service debtors as at 30 June 2026	Percentage (%) of outstanding service debtors	Whole Municipality (All)	8.29%	12,00%	Annual financial statements	0.00%		N/A		
2025/2026-58	Financial Services	Municipal Financial Viability and Management	SO5-Provide sustainable financial management	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2026	Number of months operational expenditure covered by available cash	Whole Municipality (All)	3.59	2	Annual financial statements	2	1,83		This is caused by consumer accounts that have lodged dispute with the municipality.	Auxiliary measures will be implemented for prepaid electricity consumers and disconnection notices will be issued to conventional electricity users in line with the Credit Control and Debt Collection Policy
2025/2026-60	Financial Services	Municipal Financial Viability and Management	SO5-Provide sustainable financial management	Achieve a debtor payment percentage of 95% as at 30 June 2026	Payment % achieved	Whole Municipality (All)	94.12%	95,00%	Annual financial statements	35.00%	60,51%			
2025/2026-63	Financial Services	Municipal Financial Viability and Management	SO5-Provide sustainable financial management	Submit the final budget to Council for approval by 31 May 2026	Final budget submitted to Council for approval	Whole Municipality (All)	1	1	Approved annual budget and minutes of the council meeting where the budget was approved	0		N/A		

A5005

FINANCIAL REPORTING IN TERMS OF SECTION 71 OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, 2003 – SEPTEMBER 2025 (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.

A5006

QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: JULY 2025 TO SEPTEMBER 2025 (DIRECTOR: FINANCIAL SERVICES (CFO)

Purpose of the report

To submit a report to the Executive Mayor for consideration regarding the implementation of the Langeberg Municipality's Supply Chain Management Policy for the first quarter of 2025/2026 financial year (01 July 2025 – 30 September 2025).

Background

Section 4 of the SCM Policy states as follows:

That Council must maintain oversight over the implementation of the Supply Chain Management Policy.
For the purpose of such oversight, the Accounting Officer must: -

(a) **within 10 days after the end of each quarter, submit a report on the implementation of the Policy to the Executive Mayor;**
(b) within 30 days after the end of the financial year, submit a report on the implementation of the Policy to the Council;
(c) whenever there are serious and material problems in the implementation of the Policy, immediately submit a report to the Executive Mayor; and
(d) make public the reports on the Policy in accordance with section 21A of the Systems Act.

1. Adoption of Policy

The SCM Policy was adopted by Council on 28 May 2025 for implementation in the 2025 / 2026 financial year.

2. Delegation

The following delegations were approved by the Municipal Manager and implemented:

- Delegations to do electronic transfers
- Delegations to sign purchase orders
- Delegations to approve requisitions

3. Sub-delegation

(1) The Accounting Officer may in terms of section 79 of the Act sub-delegate any supply chain management powers and duties, including those delegated to the Accounting Officer in terms of this Policy, but any such sub-delegation must be consistent with legislation, this Policy and subparagraph (2) of this paragraph.

(2) The power to make a final award with a transaction value: -

(a) above R10 000 000 may not be sub-delegated;

(b) of R300 000, but not exceeding R10 000 000, may be sub-delegated but only to a bid adjudication committee of which the chief financial officer is the chairperson and at least 3 (three) senior managers are members and present at the consideration and all are in favour of the award; and

(c) up to R300 000 may be sub-delegated to an official.

(3) This paragraph may not be interpreted as permitting an official to whom the power to make final awards has been sub-delegated to make a final award in a competitive bidding process, otherwise than through the committee system provided for in paragraph 8 of this Policy.

4. Supply Chain Management Unit (SCM Unit)

The SCM Unit operates under the Finance Directorate, and the Manager: SCM reports directly to the Chief Financial Officer.

5. Range of Procurement processes

(1) The procurement of goods and services will be procured as follow: -

(a) petty cash purchases, up to a transaction value of R2 000 (VAT included);

(b) formal written price quotations for procurement of a transaction value over R2 000 up to R300 000 (VAT included);

i) 3 (three) formal written price quotations where the transaction value is between R2 000 to R30 000 (VAT included)

ii) that all requirements in excess of R30 000 (VAT included) that are to be procured by means of formal written price quotations must, in addition to the requirements of regulation 17, be advertised for at least seven days on the website and an official notice board of the municipality;

(c) a competitive bidding process is required for: -

(i) procurement for transactions above a value of R300 000 (VAT included); and

(ii) the procurement of long-term contracts.

(2) The Accounting Officer may in writing lower, but not increase the threshold values specified in (1) above.

(3) Goods or services may not be split into parts or items of a lesser value to avoid complying with the requirements of this Policy.

(4) When determining transaction values, the procurement of goods or services consisting of different parts or items must be treated and dealt with as a single transaction.

6. Bid Documents

The bid documents as prescribed by National Treasury include the *General Conditions of Contract.*

7. Bid Committee Structures

The following committees have been established:

(i) A Bid Specification Committee
(ii) A Bid Evaluation Committee
(iii) A Bid Adjudication Committee

COMPOSITION OF COMMITTEES

(i) **Bid Specification Committee -** The Accounting Officer appoints members to the Bid Specification Committee for each tender.

NAMES	DEPARTMENT / SECTION
Line Manager	Manager responsible for the function involved, will serve as Chairperson.
Ms L.J Jass-Holmes	Snr Practitioner: Supply Chain Management
Ms S. Higa	Practitioner: Supply Chain Management
When appropriate	External Specialist Advisor

The following table details the number of Bid Specification Committee meetings held for the quarter under review:

Bid Specification Committee	No. of Meetings	No. of Items	No. of Agendas
July 2025 - September 2025	24	28	24

(ii) Bid Evaluation Committee - The following members have been appointed by the Accounting Officer:

NAMES	DEPARTMENT / SECTION
Mr. TH Carstens	Manager: Human Resources(Chairperson)
Mrs. A. Swarts	Manager: IDP, Communication & PMS
Mr. U. Nakasa	Manager: Income Services
Ms. L. Deutchen	Practitioner: Supply Chain Management
Ms. O. Noble	Practitioner: Supply Chain Management
Secundi	
Ms P. Kana	Practitioner: Supply Chain Management

The following table details the number of Bid Evaluation Committee meetings held for the quarter under review.

Bid Evaluation Committee	No. of Meetings	No. of Items	No. of Agendas
July 2025 - September 2025	12	30	12

(iii) Bid Adjudication Committee – The following members have been appointed by the Accounting:

NAMES	DEPARTMENT / SECTION
Mr. A. Mati	Chief Financial Officer (Chairperson)
Mr. A.W.J. Everson	Director: Corporate Services
Ms. C.O. Matthys	Director: Strategy & Social Development
Mr. M. Mgajo	Director: Community Services
Mr. D. Louwrens	Director: Engineering Services
Mr. S. Ngcongolo	Manager: Supply Chain Management
Secundi	
Mrs L. Jass-Holmes	Snr Practitioner: Supply Chain Management

The following table details the number of Bid Adjudication Committee meetings held for the quarter under review:

Bid Adjudication Committee	No. of Meetings	No. of Items	No. of Agendas
July 2025 - September 2025	12	30	12

8. Petty Cash Purchases

The conditions for the procurement of goods by means of petty cash purchases referred to in paragraph 14(1)(a) are as follows:-

(a) petty cash transactions have to be approved by the relevant Manager after receipt of documentary proof of the expenditure where possible, or a declaration by the official who incurred the expenditure where documentary proof is not possible;

(b) petty cash purchases are limited up to R100 per transaction. A senior manager can approve petty cash purchases up to an amount of R500 per transaction, in exceptional cases;

(c) the petty cash fund cannot be used to: -
   (i) purchase goods covered by annual contracts;
(ii) reimburse expenditure greater than R100 except if the approval in subparagraph (b) was obtained.
(d) depending on the item purchased, one of the following is required for expenditure exceeding R100 per transaction: -
   (i) direct payment voucher;
   (ii) requisition book; or
   (iii) official purchase order.
(e) the Expenditure Department is responsible for the reconciliation of petty cash and the reconciliation should be prepared and provided to the Chief Financial Officer, including: -
   (i) the total amount of petty cash purchases for that month; and
   (ii) receipts and appropriate documents for each purchase.

9. Formal written price quotations

The procurement of goods or services through formal written price quotations referred to in paragraph 14(1)(c) is as follows:-

(a) quotations must be obtained in writing from the different providers whose names appear on the list of accredited service providers of the Municipality;
(b) in the case of specialised plant, machinery and vehicles, quotations may be obtained from providers who are not listed, provided that such providers supply the information as set out in paragraph 16 of this Policy;
(c) if it is not possible to obtain at least 3 quotations, the reasons must be recorded and approved by the Chief Financial Officer or an official(s) designated by the Chief Financial Officer. Documentary proof must be provided that quotations have been requested;
(d) the official(s) referred in (c) above must within 3 days after the end of each month report to the Chief Financial Officer on any approvals given during that month by that official(s); and
(e) the names of the service providers and their written quotations must be recorded.

10. Further Procedures: formal written quotations

In addition to paragraph 19, the following must also be taken into account regarding formal written price quotations:-

(a) all transactions in excess of R 30 000 that are made by means of written quotations, must be advertised for at least 7 calendar days on the website and official notice board;
(b) where the quotations have been invited via the notice board and website of the Municipality, no additional quotations need to be obtained should the number of responses be less than 3 quotations;
(c) when using the list of accredited service providers, the Municipality must:-
(i) promote ongoing competition amongst the providers, including by inviting providers to submit quotations on a rotational basis;

   (ii) promote the objectives of the Broad-Based Black Economic Empowerment Act;
   (iii) apply the Preferential Procurement Policy Framework Act and any applicable regulations; and
   (iv) promote the goals as identified by Council;

(d) the Accounting Officer must take all reasonable steps to ensure that the procurement of goods and services through formal written price quotations is not abused;
(e) the Accounting Officer must on a monthly basis be notified in writing of all formal written quotations accepted by an official acting in terms of a sub-delegation;
(f) offers below R 30 000 must be awarded based on compliance to specifications and conditions of contract, ability and capability to deliver the goods and services and lowest price;
(g) acceptable offers, which are subject to the preference points system (PPPFA and associated regulations), must be awarded to the bidder who scored the highest points;
(h) a proper record must be kept of the received written quotations;
(i) the goals of Council must be taken into account before offers/quotations are awarded; and
(j) in the case of construction works, where required a site inspection may be conducted before the close of the quotation due date to ensure that providers understand the scope of the project and that they comply with the conditions and requirements.

11. Central Supplier Database

Langeberg Municipality is using service providers registered on the Central Supplier Database for all its procurement.

12. Recommendation / Aanbeveling

That the content of the report be noted

Dat kennis geneem word van die inhoud van die verslag

A5007

COMMITTEE STRUCTURE OF COUNCIL AND THE ELECTION OF REPRESENTATIVES (3/1/2 + 3/1/4) (DIRECTOR: CORPORATE SERVICES)

Purpose of report

To submit to Council for consideration a report on the committee structure of council and the election of representatives.

Background

Following the resignation from Mr JJ Januarie as a councillor and the election of Cllr D Baadjies as the new Ward Councillor for Ward 4, Council must consider the committees and bodies representative as a result of JJ Januarie's resignation and Cllr D Baadjies councillorship.

Comments

The following is of relevance:

ENGINEERING SERVICES PORTFOLIO COMMITTEE

Engineering Services

Cllr JCJ Coetzee (Chairperson)
Cllr T Coetzee
Cllr L Gxowa
Cllr LJ Prince
Cllr .... (Was Cllr JJ Januarie)

MPAC

Cllr CJ Pokwas (Chairperson)
Cllr L Gxowa
Cllr DB Janse
Cllr LJ Prince
Cllr .... (Was Cllr JJ Januarie)

APPEALS COMMITTEE

This Committee comprising of councillors has to consider appeals in terms of Section 62 of the Municipal Systems Act. This relates to decisions taken by the Executive Mayor, Political Office Bearer or Councillor.

Cllr LJ Prince
Cllr M Oostendorff-Kraukamp
Cllr .... (Was Cllr JJ Januarie)

SALGA WORKING GROUPS

Human Resources Development Working Group

Cllr C Steyn (MMC) – Corporate Services
Secundus: Cllr .... (Was JJ Januarie)

Representative of the ANC on the Cape Winelands District Municipality.

Mr JJ Januarie was the representative of Langeberg Municipal Council who represented Council from the ANC side on the Cape Winelands District Municipality.

Comments: Municipal Manager

The recommendation for the filling of the vacant seats on committees and structures, is supported.

Recommendation

1. That Cllr .... be elected to serve on the Engineering Services Portfolio Committee in the vacant position.
2. That Cllr .... be elected as a member of MPAC to serve in the vacant position.
3. That Cllr .... be elected as a member of the Appeal Committee of Council.
4. That Cllr .... be nominated as the Secundus on the SALGA Human Resources Development Working Group.
5. That Cllr .... be elected to represent Langeberg Municipality as the ANC representative on the Cape Winelands District Municipality.

A5008

ROLL-OVER FROM 2024/2025 FINANCIAL YEAR – ADJUSTMENTS BUDGET 2025/2026 (DIRECTOR: FINANCIAL SERVICES - CFO)

Purpose of Report

To submit an adjustment budget for the 2025/2026 financial year as a result of the approval of rolled over grants from the 2024/2025 financial year to the Council for consideration.

Background

The Medium-Term Revenue & Expenditure Framework (MTREF) report, which is compiled in terms of the Municipal Budgeting and Reporting Regulations (MBRR), was distributed prior to the Council meeting on the 29th of October 2025.

An adjustment of R4 346 121.00 was included in the adjustment budget as a result of the Western Cape Provincial Government approving our roll-over application for the Informal Settlements Upgrading Partnership Grant for the Bonnievale Boekenhoutskloof project.

Also, included in the adjustment budget is an amount of R2 576 030.75 that has been approved as part of the rollover application for the Municipal Disaster Grant specifically allocated for the Breede River Pumpstation project.

Legal Framework

Section 28 (2) (e) of the MFMA states the following:

An Adjustments Budget – "*may authorise the spending of funds that were unspent at the end of the past financial year where the under-spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;*"

In terms of the Budget and Reporting Regulations, Regulation 23(5) in Government Gazette No: 32141, Notice No: 393 of 2009 states that: *If a national or provincial adjustment budget allocates or transfers additional revenues to a municipality, the mayor of the municipality must, at the next available council meeting , but within 60 days of the approval of the relevant national or provincial adjustment budget , table an adjustment budget referred to in section 28(2)(b) of the Act in the municipal council to appropriate these additional revenues.*

Furthermore, section 30 of the MFMA states that; "*The appropriation of funds in an annual or adjustments budget lapses to the extent that those funds are unspent at the end of the financial year to which the budget relates, except in the case of an appropriation for expenditure made for a period longer than that financial year in terms of section 16 (3).*" *Conditional grant funding must also be rolled over or refunded to the allocating authority.*

Section 21 of the 2013 Division of Revenue Act requires that *any conditional grants which are not spent at the end of the municipal financial year must revert to the National Revenue Fund, unless the receiving officer proves to the satisfaction of National Treasury that the unspent allocation is committed to identifiable projects, in which case the funds may be rolled over."*

Summary of adjustments is as follows:

ADJUSTMENTS - OCTOBER 2025 ADJB

OPERATIONAL REVENUE

Description	Department	Funding	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCOTBER 2025 Adjustments Budget
ISUPG Rev Recognition -Housing	COMMUNITY_Housing	ISUPG	9 753 000.00		4 346 121.00	14 099 121.00
Municipal Disaster Relief Grant - MDRG	ENGINEERING_Water Distribution	MDRG	-		2 576 030.75	- 2 576 030.75
			9 753 000.00	-	6 922 151.75	- 16 675 151.75
		Own funds		-		MFMA s28(2)(E)
		PT / NT	-	6 922 151.75		MFMA s28(2)(E)

OPERATIONAL EXPENDITURE

Description	Department	Funding	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCTOBER 2025 Adjustments Budget
Informal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)	COMMUNITY_Housing	ISUPG	9 753 000.00		4 346 121.00	14 099 121.00
			9 753 000.00	-	4 346 121.00	14 099 121.00
		Own funds		-		MFMA s28(2)(E)
		PT / NT		4 346 121.00		MFMA s28(2)(E)

CAPITAL EXPENDITURE

Description	Department	Funding	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCTOBER 2025 Adjustments Budget
Breede River Pumpstation	ENGINEERING_Water Distribution	MDRG	-		2 240 026.74	2 240 026.74
			-	-	2 240 026.74	2 240 026.74
		Own funds		-		MFMA s28(2)(E)
		PT / NT		2 240 026.74		MFMA s28(2)(E)

Financial implications

Financial implications are contained in the **detailed report attached separately**.

Legal context

1. The MFMA Section 28, 30 and 16(3)
2. Municipal Budget and Reporting Regulations
3. Municipal Council Budget related Policies

Recommendation

That in respect of:

The roll-over adjustment budget for 2025/2026: 29 October 2025

1. Council approves the adjustment budget for 2025/2026 financial year as set out in the following:

   i. Municipal Budget tables B1 – B10

2. The Service Delivery Budget Implementation Plan to be amended in line with these adjustments.

		Aug-25	Oct
Item Description	ORGB - 2025/2026	**August 2025 ADJB**	**ROLLOVER ADJB**
Revenue			
Service charges - Electricity	- 691 544 162.00	- 691 544 162.00	
Service charges - Water	- 69 574 328.00	- 69 574 328.00	
Service charges - Waste Water Management	- 32 962 101.00	- 32 962 101.00	
Service charges - Waste Management	- 33 379 221.00	- 33 379 221.00	
Sale of Goods and Rendering of Services	- 5 220 349.12	- 5 220 349.12	
Agency services	- 6 107 006.45	- 6 107 006.45	
Interest	-	-	
Interest earned from Receivables	- 4 680 892.92	- 4 680 892.92	
Interest earned from Current and Non Current Assets	- 35 711 173.00	- 35 711 173.00	
Dividends	-	-	
Rent on Land	-	-	
Rental from Fixed Assets	- 4 163 378.00	- 4 163 378.00	
Licence and permits	- 2 514 488.98	- 2 514 488.98	
Operational Revenue	- 7 682 465.00	- 7 682 465.00	
Property rates	- 106 955 586.00	- 106 955 586.00	
Surcharges and Taxes	-	-	
Fines, penalties and forfeits	- 12 770 333.00	- 12 770 333.00	
Licences or permits	-	-	
Transfer and subsidies - Operational	- 166 208 000.00	- 166 534 352.87	- 4 346 121.00
Interest	- 2 291 589.00	- 2 291 589.00	
Fuel Levy	-	-	
Operational Revenue	-	-	
Gains on disposal of Assets	-	-	
Other Gains	-	-	
Discontinued Operations	-	-	

Total Revenue	**- 1 181 765 073.47**	**- 1 182 091 426.34**	**- 4 346 121.00**

Expenditure

Employee related costs	310 871 937.11	310 871 937.11	
Remuneration of councillors	13 715 674.00	13 715 674.00	
Bulk purchases - electricity	588 459 306.00	588 459 306.00	
Inventory consumed	55 533 477.00	55 533 477.00	
Debt impairment	15 622 645.00	15 622 645.00	
Depreciation and amortisation	52 354 751.00	52 354 751.00	
Interest	4 569 000.34	4 569 000.34	
Contracted services	94 779 283.00	95 063 068.10	4 346 121.00
Transfers and subsidies	5 429 399.00	5 429 399.00	
Irrecoverable debts written off	16 514 479.00	16 514 479.00	
Operational costs	83 407 087.00	83 407 087.00	
Losses on disposal of Assets		-	
Other Losses		-	
Total Expenditure	**1 241 257 038.45**	**1 241 540 823.55**	**4 346 121.00**
(Surplus)/Deficit	59 491 964.98	59 449 397.21	-
Transfers and subsidies - capital (monetary allocations)	- 60 048 000.00	- 60 288 000.00	- 2 576 030.75
Transfers and subsidies - capital (in-kind)			
	- 556 035.02	**- 838 602.79**	**- 2 576 030.75**

-25		
October 2025 ADJB	Outer Year 1 - 2026/2027	Outer Year 2 - 2027/2028
- 691 544 162.00	- 769 826 960.00	- 856 971 374.00
- 69 574 328.00	- 73 748 786.00	- 78 173 714.00
- 32 962 101.00	- 34 939 827.00	- 37 036 215.00
- 33 379 221.00	- 36 049 558.00	- 38 933 522.00
- 5 220 349.12	- 5 533 568.00	- 5 865 584.00
- 6 107 006.45	- 6 473 427.00	- 6 861 833.00
-	-	-
- 4 680 892.92	- 4 961 747.00	- 5 259 452.00
- 35 711 173.00	- 37 853 843.00	- 40 125 074.00
-	-	-
-	-	-
- 4 163 378.00	- 4 413 181.00	- 4 677 972.00
- 2 514 488.98	- 2 665 357.00	- 2 825 279.00
- 7 682 465.00	- 8 143 413.00	- 8 632 019.00
- 106 955 586.00	- 113 372 922.00	- 120 175 298.00
-	-	-
- 12 770 333.00	- 13 536 552.00	- 14 348 746.00
-	-	-
- 170 880 473.87	- 155 118 000.00	- 161 729 000.00
- 2 291 589.00	- 2 429 084.00	- 2 574 829.00
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

- **1 186 437 547.34**	- **1 269 066 225.00**	- **1 384 189 911.00**

310 871 937.11	326 446 619.42	342 801 596.39
13 715 674.00	14 402 830.00	15 124 411.00
588 459 306.00	655 072 900.00	729 227 152.00
55 533 477.00	48 726 345.00	50 366 777.00
15 622 645.00	16 247 551.00	16 897 452.00
52 354 751.00	54 419 577.17	56 591 560.17
4 569 000.34	5 613 711.50	5 455 872.57
99 409 189.10	77 236 478.97	83 560 089.97
5 429 399.00	5 490 575.00	5 710 198.00
16 514 479.00	17 175 059.00	17 862 061.00
83 407 087.00	82 176 552.38	86 422 732.93
-	-	-
-	-	-
1 245 886 944.55	**1 303 008 199.44**	**1 410 019 903.03**
59 449 397.21	33 941 974.44	25 829 992.03
- 62 864 030.75	- 42 645 000.00	- 34 940 000.00
- **3 414 633.54**	- **8 703 025.56**	- **9 110 007.97**

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CAPITAL BUDGET 2025/26 -OCTOBER ADJUSTMENT BUDGET

[illegible]	[illegible]	Vote Description	[illegible]	Ward	Original Budget 2025/2026	ROLL OVER 2024/2025	AUGUST ADJ 2025/2026	ROLL OVER 2025/2026	OCTOBER ADJ 2025/2026	Budget 2026/2027	Budget 2027/2028
VOTE 1 - FINANCIAL SERVICES DIRECTORATE											
[illegible]	[illegible]	[illegible]	CRR	All	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]					[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	Security measures fencing/cameras at [illegible]	CRR	All						[illegible]	[illegible]
[illegible]	[illegible]	Replacement of bulk water meters	CRR	All	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	Replacement of the siphon pipeline from the Robertson Canal to Gumgrove Dam	CRR	1,2,3,8,11	[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	Water Pipe Replacement (Bonnievale main supply to Lectalis, Bonnievale W[illegible])	CRR	8	[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible] River Pumpstation	[illegible]					[illegible]	[illegible]		
New	[illegible]	[illegible]	CRR	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	Water Pipe Replacement	CRR	All							
New	[illegible]	Replace Breede river [illegible] WTW	CRR	9,10,11							
New	[illegible]	Replace Ashton Montagu raw water [illegible]	CRR	7,8,10,11,12							
New	[illegible]	[illegible]	CRR	All							
New	[illegible]	Upgrading of Water Treatment works Ashton	CRR	9,10,11							[illegible]
New	[illegible]	Upgrading of Bonnievale Water Treatment works	CRR	[illegible]	[illegible]		[illegible]		[illegible]		
New	[illegible]	New [illegible] Reservoir	CRR	[illegible]							
New	[illegible]	Upgrade of [illegible]	CRR	[illegible]							
New	[illegible]	Upgrade Robertson WTW	CRR	1,2,3,8,11						[illegible]	[illegible]
New	[illegible]	Raising of [illegible] Dam wall	CRR	1,2,3,8,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible] settlement development	CRR	1,2,3,8,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	CRR	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	Gumgrove	CRR	1,2,3,8,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible] with half [illegible] x 2	EFF	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	Water truck/trailer	[illegible]	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	[illegible]	9,10,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	CRR	9,10,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	[illegible]	All	[illegible]		1 739 170,00		1 739 170,00		
[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	MIG	1,2,3,8,11	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	CRR	1,2,3,8,11	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	CRR	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	CRR	All							
New	[illegible]	[illegible]	CRR	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	CRR	4							
New	[illegible]	[illegible]	CRR	5							
New	[illegible]	[illegible]	EFF	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	[illegible]	EFF	All	[illegible]		[illegible]		[illegible]		
[illegible]					[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	CRR	1,2,3,8,11		[illegible]	[illegible]		[illegible]		
New	[illegible]	[illegible]	EFF	All	[illegible]		[illegible]		[illegible]		
New	[illegible]	Replace [illegible] CBR1779, CBR1804 with 3 x [illegible] with towbar	EFF	[illegible]	[illegible]		[illegible]		[illegible]		
New	[illegible]	Install handrails at the Transfer stations in all five towns	CRR	[illegible]	[illegible]		[illegible]		[illegible]		

Vote number	[illegible]	Vote Description	[illegible]	[illegible]	Original Budget 2025/2026	ROLL OVER 2025/2026	AUGUST ADJB 2025/2026	ROLL OVER 2025/2026	OCTOBER ADJB 2025/2026	Budget 2026/2027	Budget 2027/2028
[illegible]	[illegible]	Install Groundwater quality Boreholes at Ashton, Montagu and Bonnievale Waste Disposal facilities	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	The closure, decommissioning and rehabilitation and construction of the [illegible] Hazardous Waste Disposal Facility	[illegible]	[illegible]							[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	Upgrading of Transfer stations: Robertson & Montagu	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
New	[illegible]	The Installation of Mixing System at the Ashton New MRF	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
					[illegible]	[illegible]	[illegible]		[illegible]		[illegible]
[illegible]											
[illegible]	[illegible]	NDPG: [illegible] in Robertson Precinct	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible] Street, Montagu	[illegible]	[illegible]		[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	Ashton [illegible] Residential Area, [illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	Equipment	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	Implementation of Traffic [illegible] Measures in all 5 [illegible]	[illegible]	All						[illegible]	[illegible]
[illegible]	[illegible]	Upgrading of low water [illegible] Montagu, Robertson	[illegible]	[illegible]							
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	
[illegible]	[illegible]	[illegible] with low bar [illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	
[illegible]	[illegible]	The Rehabilitation [illegible] of existing tar roads [illegible]	[illegible]	All		[illegible]	[illegible] 176 454 [illegible]		[illegible]		
[illegible]	[illegible]	Purchasing of an Excavator	[illegible]	All	[illegible]		[illegible]		[illegible]		
					[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	[illegible]
[illegible]											
[illegible]	[illegible]	Replace Safety Equipment - [illegible]	[illegible]	All	[illegible]	-	[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]	-	[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	New Elect [illegible] Connections	[illegible]	All	[illegible]	-	[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	Replacement and Repair of Network	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	Electrification of Boskenhoutskloof-INEP	INEP	4	[illegible]		[illegible]		[illegible] 87	[illegible] 476 [illegible]	[illegible]
[illegible]	[illegible]	[illegible] 66Kv Transformers at Robertson Main Substation	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible] Truck - Robertson	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	LM High Mast Lighting	[illegible]	All		[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	-	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	-	-
					[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	[illegible]
Civil [illegible]											
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					-		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]							
[illegible]											
[illegible]	[illegible]	[illegible]	CRR	5	2 700 000.00	1 514 125.00	[illegible]		[illegible]		
					[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]											
[illegible]											
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]	-	[illegible]		[illegible]		-
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]					-	[illegible]	-
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]						[illegible]	
					[illegible]		[illegible]		[illegible]	[illegible]	
[illegible]											
[illegible]	[illegible]	[illegible]	CRR	All	600 000.00	86 615.00	[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	CRR	All	50 000.00	-	[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	CRR	5	3 000 000.00		3 000 000.00		3 000 000.00		
					[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]											
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	-	[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	-	[illegible]		[illegible]	-	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	-	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]		
					[illegible]	[illegible]	[illegible]		[illegible]		
[illegible]											
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		30 000.00		30 000.00	[illegible]	
[illegible]	[illegible]	[illegible]	[illegible]	All			-				
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		900 000.00		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		30 000.00		[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		1 000 000.00		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		10 000.00		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	All			-			[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		30 000.00		30 000.00	-	
					[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]											
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]		
[illegible]	[illegible]	[illegible]	[illegible]	All	-					[illegible]	
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	[illegible]	All	[illegible]		[illegible]		[illegible]	-	-
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	-	-
					[illegible]		[illegible]		[illegible]	[illegible]	
[illegible]					[illegible]	[illegible]	[illegible]	-	[illegible]	[illegible]	[illegible]
GRAND TOTAL					[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	53 556 810.01	84 294 650.01

DJUSTMENTS - OCTOBER 2025 ADJB

ADJUSTMENT BUDGET SUMMARY - OCTOBER 2025

PERATIONAL REVENUE

scription	Department	Funding	Promun Account	CCG Account	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCOTBER 2025 Adjustments Budget
PG Rev Recognition -Housing	COMMUNITY_Housing	ISUPG	9/460-239-14300	D0001/IR007126/F13037/X079/R0683/001/0605	9 753 000.00		4 346 121.00	14 099 121.00
unicipal Disaster Relief Grant - MDRG	ENGINEERING_Water Distribution	MDRG	9/382-200-401	D0001/IR012106/F09680/X146/R0683/001/0504	-		2 576 030.75	2 576 030.75
					9 753 000.00	-	6 922 151.75	16 675 151.75

Own funds	-	MFMA s28(2)(E)
PT / NT	6 922 151.75	MFMA s28(2)(E)

PERATIONAL EXPENDITURE

scription	Department	Funding	Promun Account	CCG ACCOUNT	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCTOBER 2025 Adjustments Budget
formal Settlements Upgrading Partnership Grant: Provinces (Beneficiaries)	COMMUNITY_Housing	ISUPG	9/1605-291001-31120	O1254-13/IE00847/F13037/X079/R0683/001/0605	9 753 000.00		4 346 121.00	14 099 121.00
					9 753 000.00	-	4 346 121.00	14 099 121.00

Own funds	-	MFMA s28(2)(E)
PT / NT	4 346 121.00	MFMA s28(2)(E)

APITAL EXPENDITURE

scription	Department	Funding	Promun Account	CCG ACCOUNT	AUGUST 2025 Adjustments Budget	Adjustment Own Funds	Adjustment Grants	OCTOBER 2025 Adjustments Budget
eede River Pumpstation	ENGINEERING_Water Distribution	MDRG	9/133-53825-313	C0139-2/IA01952/F09680/X146/R0683/001/0504_ACQ	-		2 240 026.74	2 240 026.74
					-	-	2 240 026.74	2 240 026.74

Own funds	-	MFMA s28(2)(E)
PT / NT	2 240 026.74	MFMA s28(2)(E)

ASSESSMENT REPORT ON PROGRESS MADE IN ADDRESSING CRITICAL ISSUES RAISED ON IMPLEMENTATION OF THE ERP PROJECT (DIRECTOR – FINANCIAL SERVICES (CFO))

Purpose of the report

The purpose of this report is to provide an update to Council on the progress made by CCG Systems (Pty) in addressing critical issues raised on the implementation of the Enterprise Resource Planning (ERP) project.

Legal framework

Municipal Finance Management Act, No. 56 of 2003

Implementation of the system

115. (1) The accounting officer of a municipality must - (a) implement the supply chain management policy of the municipality; and (b) take all reasonable steps to ensure that proper mechanisms and separation duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices.
(2) No person may impede the accounting officer in fulfilling this responsibility.

Contracts and contract management

116. (1) A contract or agreement procured through the supply chain management system of a municipality must-
(a) be in writing;
(b) stipulate the terms and conditions of the contract or agreement, which must include provisions providing for

- (i) the termination of the contract or agreement in the case of non- or underperformance;
- (ii) dispute resolution mechanisms to settle disputes between the parties;
- (iii) a periodic review of the contract or agreement once every three years in the case of a contract or agreement for longer than three years; and
- (iv) any other matters that may be prescribed.

(2) The accounting officer of a municipality must-
(a) take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality entity is properly enforced;
(b) monitor on a monthly basis the performance of the contractor under the contract or agreement;
(c) establish capacity in the administration of the municipality-
- (i) to assist the accounting officer in carrying out the duties set out in paragraphs *(a)* and *(b)*
- (ii) to oversee the day-to-day management of the contract or agreement; and

(d) regularly report to the council of the municipality, as may be appropriate, on the management of the contract or agreement and the performance of the contractor.

(3) A contract or agreement procured through the supply chain management policy 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; and
(b) the local community-
- (i) has been given reasonable notice of the intention to amend the contract or
- (ii) has been invited to submit representations to the municipality.

Councillors barred from serving on municipal tender committees

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

Interference

118. No person may- (a) interfere with the supply chain management system of a municipality or (b) amend or tamper with any tenders, quotations, contracts or bids after their submission.

Municipal Supply Chain Management Regulations, as amended
Chapter 1 -Establishment And Implementation of Supply Chain Management Policies
2. Supply chain management policies

(1) Each municipality must in terms of section 111 of the Act, have and implement a supply chain management policy that-
(a) gives effect to (i) section 217 of the Constitution; and (ii) Part 1 of Chapter 11 and other applicable provisions of the Act.
(b) is fair, equitable, transparent, competitive and cost-effective.

Background

Item A4889 already served before an ordinary meeting of Council on 26 March 2025, whereby Council unanimously resolved:

1. That the administration must be allowed to follow their processes to manage and monitor the implementation of the service level agreement and contract with CCG Systems (Pty) Ltd in terms of section 116 of the MFMA, and that the following immediate steps be noted:

1.1 The period of extension requested by CCG ends on 3 April 2025.

1.2 That after 3 April 2025, an assessment will be conducted on progress made by CCG on the critical focus areas as listed in the letter to them.

1.3 The outcome of performance in terms of the assessment will determine the way forward in applying provisions and measures in terms of the contractual agreement.

1.4 That a progress report will be submitted at the next Council meeting.

2. That Council notes the content of this report.

This report should be read in conjunction with items A4889, A4917, A4946, A4979 and A5001 for context and further background.

Summary of issues raised:

1. Incorrect billing of customer accounts.
2. Difficulty with monthly reconciliations.
3. Incorrect leave balances.
4. Difficulty in generating reports on the PMS module.
5. ICT governance challenges.
6. Turn-around time to enquiries raised by Municipal Staff.

In the meeting that was held on 17 February 2025, the following interventions were proposed and agreed upon to address the issues raised:

No.	Intervention	Progress comments
1.	Deploy and implement a dedicated help desk platform for all staff to log all complaints and/or requests to ensure that there is a centralised and dedicated communication platform.	Activity completed. Help desk was deployed to log queries.
2.	Rollout refresher training to all staff to ensure that they are up-to-date with system upgrades – In progress; this activity is continuous. Refresher training is provided when required by staff.	In progress, this activity is continuous. Refresher training is provided when required by staff.
3.	Complete the process of transferring the take-on balances from the Promun system to SAGE 200 Evolution.	Transfer of the take-on balances from the Promun system to SAGE 200 Evolution was completed.
4.	Allocate skills and resources to the development and set-up of parameters for mSCOA compliant transacting and reporting on the system, such as Software Developers and Business Analysts.	The following skills and resources were allocated to attend to matters raised: • 2 X Senior Developer. • 1 X Lead Developer. • 1 X Business Analyst. • 2 X Senior Consultant. • 1 X Project Manager.
5.	CCG Systems (Pty) Ltd created a sub-project to address these issues and allocated resources to work on addressing the issues raised by the Municipality.	Sub-project still in progress as some issues remain unresolved.

n addition, Langeberg Municipality has placed CCG Systems (Pty) on formal notice in terms of the signed service level agreement. Based on the formal notice, CCG Systems (Pty) was instructed to rovide a comprehensive written plan detailing specific steps and timelines to rectify all identified system deficiencies. Herewith, below is the progress report on the comprehensive written plan as of Vednesday, 22 October 2025:

Complete	Action resolved, and Langeberg LIVE proving done.
In Progress	Working towards issue resolution
Planned	Milestone dates planned
N/A	No action required
Approval Required / On hold	Proposed date requiring Langeberg approval

PRIORITY 1 **3.1 Billing and Customer Account Management Failures**	**Development/ Configuration Completion Date**	**CCG Quality Assurance Testing**	**Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)**	**E-2-E UAT (CCG & Langeberg)**	**Langeberg CR Status (LIVE Environment)**	**LIVE PROVING (Langeberg & CCG)**	**PROGRESS NOTES 07/07/2025 - 22/10/2025**
Incorrect billing on consumer accounts: The system continues to issue accounts with incorrect amounts to residents.	Complete	Complete	Complete	In Progress	Pending	Pending	IN PROGRESS *E-BILLING: INTERGRATIONS Citizen App - Development and Testing for Third Party Integrations (Meter Readings and Citizens App) completed, The API for Citizens App has been deployed on Production Environment and BE is working on finalising development work on their side. Meter Readings - Development and Testing completed. Currently addressing the issue of bulk update of Meter Readings raised on UAT, COMPLETED * Latest e-Billing Upgrade was done on 27 August 2025 to address issues that caused delays on distribution of July 2025 Accounts and Bulk Tariffs Updates, * Payment Allocations now running daily to avoid delays on Interest Billing. * Auxiliary Payments on Prepaid Electricity Purchases Activated on 18 September 2025, OUTSTANDING FROM CCG & LANGEBERG * Meter Master Files received from the Municipality did not have Meter Dials. Efforts are currently underway to engage PROMUN and get the Meter Dials for all Meters. PENDING * Flagging of Customers with Indigent Application pending approval to be excluded on auxiliary,
Communication failures: Residents do not receive their accounts via e-mail, despite this functionality being configured in the system	Complete	Complete	Complete	Complete	Complete	Complete	Matters resolved, same as previous report.
Payment allocation failures: The system fails to allocate payments received from customers to their accounts timeously, resulting in numerous complaints from residents	Complete	Complete	Complete	Complete	Complete	Complete	Matters resolved, same as previous report.

PRIORITY 2 3.2 Financial Reconciliation Deficiencies **Monthly reconciliation failures: The finance directorate cannot reconcile bank accounts, trade payables, VAT accounts, inventory accounts, property, plant and equipment, and salaries accounts due to incorrect system parameter setup and erroneous transactions**	Development/ Configuration Completion Date	CCG Quality Assurance Testing	Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)	E-2-E UAT (CCG & Langeberg)	Langeberg CR Status (LIVE Environment)	LIVE PROVING (Langeberg & CCG)	PROGRESS NOTES 07/07/2025 - 22/10/2025
Creditors Reconciliation	N/A	N/A	N/A	N/A	N/A	Complete	Matters resolved, same as previous report.
Accounts Receivables	N/A	N/A	N/A	N/A	N/A	In Progress Due 2025/10/31	Reconciliation Templates being finalised for the Revenue Manager to do the September 2025 Reconciliation independently.
Payroll	N/A	N/A	N/A	N/A	N/A	In Progress Due 2025/09/12	**IN PROGRESS (CCG & LANGEBERG)** * Reconciliation of Employee Related Costs was completed. Reviews will be done for August 2025.
Inventory	Complete	Complete	N/A	N/A	N/A	Complete	Matters resolved, same as previous report.
Data integrity issues: Incorrect leave balances are being rolled forward every month, and incorrect leave credit balances are being allocated to new appointees: 10 Days Sick Leave Credit	Complete	Complete	N/A	N/A	N/A	In Progress	**OUTSTANDING FROM LANGEBERG** *10 Days Sick Leave Credit - Comments for HR to be provided by Langeberg Municipality.
Accrual of annual leave at the end of the month.	Complete	Complete	N/A	N/A	N/A	In Progress	**COMPLETED** * The system has been set up to accrue leave at the end of the month. The 2 days that are accrued at the end of the month appear on the enquiry, but they are only available to be taken after the month end.
PRIORITY 2 3.3 Reporting and Performance Management Failures	**Development/ Configuration Completion Date**	**CCG Quality Assurance Testing**	**Langeberg Change Request (CR) Status (Langeberg User Acceptance Test (UAT) Environment)**	**E-2-E UAT (CCG & Langeberg)**	**Langeberg CR Status (LIVE Environment)**	**LIVE PROVING (Langeberg & CCG)**	**PROGRESS NOTES 07/07/2025 - 22/10/2025**

PMS module dysfunction: The performance management unit cannot generate performance reports with graphs as required for municipal operations	Complete	Complete	Complete	Complete	Complete	Complete	COMPLETED * The issue of Calculation Types was confirmed to be emanating from the input of information by Users. * Refresher Training conducted on the week ended 11 July 2025. * Removing of Zeros on Not Applicable KPI completed. * Synchronisation of Top Layer and Departmental KPIs. A working session on 19 September 2025 concluded that there is no link between the Top Layet and the Departmental SDBIPs and this can therefore not be achieved. * Resolution of Inconsistencies on the Performance Report which necessitates manual interventions when finalising the Report.
Critical operational reports unavailable: The system fails to generate essential reports required for daily municipal operations	Complete	Complete	Complete	Complete	Complete	Complete	
PRIORITY 3 3.4 ICT Governance Challenges	**DEV / Configuration Completion Date**	**CCG Quality Assurance Testing**	**Langeberg CR Status (Langeberg UAT Environment)**	**E-2-E UAT (CCG & Langeberg)**	**Langeberg CR Status (LIVE Environment)**	**LIVE PROVING (Langeberg & CCG)**	**PROGRESS NOTES 07/07/2025 - 22/10/2025**
The payment file from Sage 200 for supplier payments is not encrypted.	Completed	Completed	Completed	Completed	In Progress	Planned Due 2025/10/31	IN PROGRESS (CCG SYSTEMS) * 3 Issues required a major development and significant modification of the General Ledger and Payables Module. The developments are currently ready for deployment. * Development for e-Ledger Module for journal approvals completed and ready for deployment. * e-Payables module for segregation of duties on editing supplier master files and securing the payment files ready for deployment.
No segregation of duties for Supplier Master File Updates (Banking Details).	Completed	Completed	Completed	Completed	In Progress	Planned Due 2025/10/31	
No segregation of duties for Journals capturing and processing in the System.	Completed	Completed	Completed	Completed	In Progress	Planned Due 2025/10/31	
System Architecture is still outstanding.	N/A	Complete	N/A	N/A	N/A	Complete	**IN PROGRESS (CCG SYSTEMS)** *Second Version of The System Architecture was submitted, and inputs have been provided from the Municipality with more information to be added on the Architecture. * Audit Trail Reports provided to I.T Department and are reflective of the information requested by A.G.

The reporting status of the ERP system implementation is that all system modules are operational, with issues being currently addressed. There are also post-system implementation issues which are reported in the modules, General Ledger, Revenue and Billing, Supply Chain Management, Expenditure and Trade Payables, HR and Payroll, Performance Management, and ICT Administration.

Priority has been given to issues affecting revenue and billing, as these were affecting the largest number of external stakeholders of the Municipality. As most of the billing issues have now been resolved, focus will now be more on the other modules to ensure that all issues raised are resolved.

Since February 2025, CCG Systems has been actively engaged in significant development efforts aimed at enhancing the efficiency, performance, and user experience of the ERP system currently deployed at the Municipality. These improvements specifically address issues raised by users following the system's initial implementation. The second batch of developments is nearing completion with some components currently in deployment phase. The developments are focusing on the following modules, not the entire ERP System: e-Billing Module, e-Interest and Arrangements Module, e-Procurement Module, e-Contracts Module, Performance Management Module (hosted under Municipal Planning and Budgeting Module), Supplier/Purchases (e-Payables), e-Inventory, and e-Ledger.

The following modules will form part of a major upgrade and deployment exercise to be conducted over the weekend of the 25 – 26 October 2025:

- e-Inventory Module
- e-Procurement Module
- e-Contracts Module
- e-Payables Module

Overall, some corrective measures have been implemented, but the progress of those corrective measures is still being closely monitored. The municipality also prepared and submitted the annual financial statements and the annual performance report to the Auditor-General by 31 August 2025 as required for audit purposes. The audit is planned to be completed by 30 November 2025.

Project costs- budget versus actual expenditure incurred to implement the project remain the same

Contract Amount:	R59 660 684.29 (VAT Inclusive)
Actual Expenditure to date:	R23 300 421.42 (VAT Inclusive)
Budget to date:	R23 300 421.42 (VAT Inclusive)

The expenditure was for implementation fees, annual licence fees, sub-system licence fees, annual support licence fees, user group/development fees, and disbursement fees. The contract is effective from 1 July 2023 until 30 June 2033.

Comments: Director – Corporate Services

The contents of the report is noted and the recommendation supported.

Comments: Director – Engineering Services

The contents of the report is noted.

Comments: Director – Community Services

The contents of the report is noted and the recommendation supported.

Comments: Director - Economic, Social and Integrated Development Services

The contents of the report is noted and the recommendation supported.

Comments: Municipal Manager

The content of the report is noted with sincere appreciation and the related recommendation to Council, supported.

Recommendation

1. That the administration continues to manage and monitor the implementation of the service level agreement and contract with CCG Systems (Pty) Ltd in terms of section 116 of the MFMA.
2. That a progress report will be submitted at the next ordinary Council meeting.
3. That Council notes the content of this report.

REPORT: TRANSPORT OF WIND TURBINE PARTS THROUGH ROBERTSON

PURPOSE

To submit a report that Council takes note of the transport of wind turbine parts through Robertson.

BACKGROUND

An application was received from a logistics company named Superload (Pty) Ltd for the scheduled transport of Wind Turbine parts on the provincial road through Robertson to Swellendam, which is the destination where these wind turbines will be erected. The Director of Engineering Services has engaged with the Director at Superload to discuss and confirm the relevant details. Superload have done this for various projects and recently transported such on the N1. Superload considered alternative routes, but the route through Robertson is the most feasible option. The detail of the load and schedule is provided in the section below.

CONTENT

The following as summary from the detail related to the transport of the wind turbine parts:
- The parts for a total of 39 turbines will be transported, one per week, implying a duration of 39 weeks
- Each turbine has 3 blades, 1 blade per truck, thus each week a convoy of at least 3 trucks
- Length of the blade is 91m and mass of the blade is 28 tons
- Load per wheel is strictly controlled by national regulation and the load of the trucks in this project is less than that of a normal superlink. ESWM (Equivalent Single Wheel Mass) is 1.625 tons vs 2.25 tons of a superlink.
- The convoy will be a maximum of 3km long and it will take a maximum of 20 minutes to move through Robertson
- This will happen once per week.

IMPLICATION

There are 2 technical matters, being the following:
1. Removing and replacement of 2 x streetlights in Voortrekker Street
2. Modification and restoration of the traffic circle in Voortrekker Street exiting Robertson on the way to Ashton.

Details of these are provided in separated pages below.

The applicant will carry all cost for these. The infrastructure will be restored to its current condition or better. The main consideration is the traffic disturbance for Robertson.

The planned schedule is for the first convoy to move through Robertson, starting in Nov 2025 with the last convoy planned for July 2026.

The following is considered:
- It is through our busiest times of the year on the road
- School holidays and festive season
- Large numbers of tourists and visitors, visiting our municipality as a destination but also as a throughfare to other destinations

- Added burden on our Traffic Services.

PROPOSED ARRANGEMENT

The following was proposed and conditionally accepted:

- Superload will confirm final date as soon as the ship has entered the harbour in Saldanha Bay. The transport will be done at least 1 week after the notice.
- Langeberg Municipality communicates the exact date to public as soon as it is confirmed.
- Provincial Traffic is escorting the convoy all the way.
- A meeting will be arranged to discuss and finalize traffic control through Robertson, with Langeberg Municipality taking the lead to table the preferred arrangement.
- The applicant will provide traffic officers or pay for additional traffic officers if arranged by Langeberg Municipality for this exercise, pending what is agreed between the parties.
- The counter lane (opposite direction of convoy) will be open for traffic.
- Traffic will be able to cross before and behind the convoy.
- The first convoy normally takes longer for obvious reasons, ensuring all is in order.
- The applicant will handle the removal and replacement of bollards
- This project needs to be properly communicated on various platforms, including provincial and possibly national media before and during the festive season.
- Any amendments and reinstatement of infrastructure will be for the cost of the applicant.
- Any damages as a result of this activity will be for the cost of the applicant.

Based on the above, it is recommended that the application be approved.

Comments: Director: Community Services

Recommendation supported.

Comments: Director: Corporate Services

Seeing that the road through the towns of Robertson and Ashton are provincial roads, the final approval will have to come from the province. There will be costs involved as we have to utilize our own traffic to manage the traffic and re-direct where needed. The risk of damage to Voortrekker Street, Robertson and Main Road, Ashton need to be provided for in Insurance that Superload (PTY) LTD must obtain to pay for any damages to the roads in our municipal area, Voortrekker Street, Robertson and Main Road, Ashton to repair any damages caused by these heavy trucks and loads.

Comments: Director: Financial Services

I support the comments of the Director Corporate Services.

Comments: Director: Strategic and Social Services

I support the comments of the Director Corporate Services.

Comments: Engineering Services

Recommendation noted and supported.

Comments: Municipal Manager

My comments are as follows:

1. The 39 weeks will take us right through our busiest times on the road, school holidays and festive season. Our busiest times on the road, with a lot of tourists and visitors on the road, not only visiting our municipality as a destination, but also as a thoroughfare to other destinations;

2. I am specifically concerned about our road infrastructure, especially Voortrekker Road where we just recently repaired the sinkhole on the corner of Reitz and Voortrekker Streets, at huge cost to the municipality, apparently caused by an abnormal load that passed on the road;

3. Also, in terms of our Road Maintenance Plan, we were destined to commence with further pro-active road maintenance work in Voortrekker Street towards the direction of Kentucky. This will now have to be suspended until after the 39 weeks, as

   - Firstly, our project will never be finalized before the 39 weeks transportation starts;
   - Secondly, it makes no sense to do expensive maintenance on Voortrekker Road beforehand, to be damaged by the abnormal loads passing through our municipality for 39 weeks.

4. The 39 weeks project, will also put additional strain and responsibility on our own Traffic Officials, as it is not only through Robertson, but all the way to Ashton, and then on the R60 towards Swellendam and the N2, crossing our municipal boundary.

5. I am of the opinion that we need to compel the Transport Contractor to have the necessary Insurance Cover in place to cover possible damage to road and electricity infrastructure within Langeberg Municipality, and proof of such insurance cover needs to be provided to the Langeberg Municipality.

RECOMMENDATIONS:

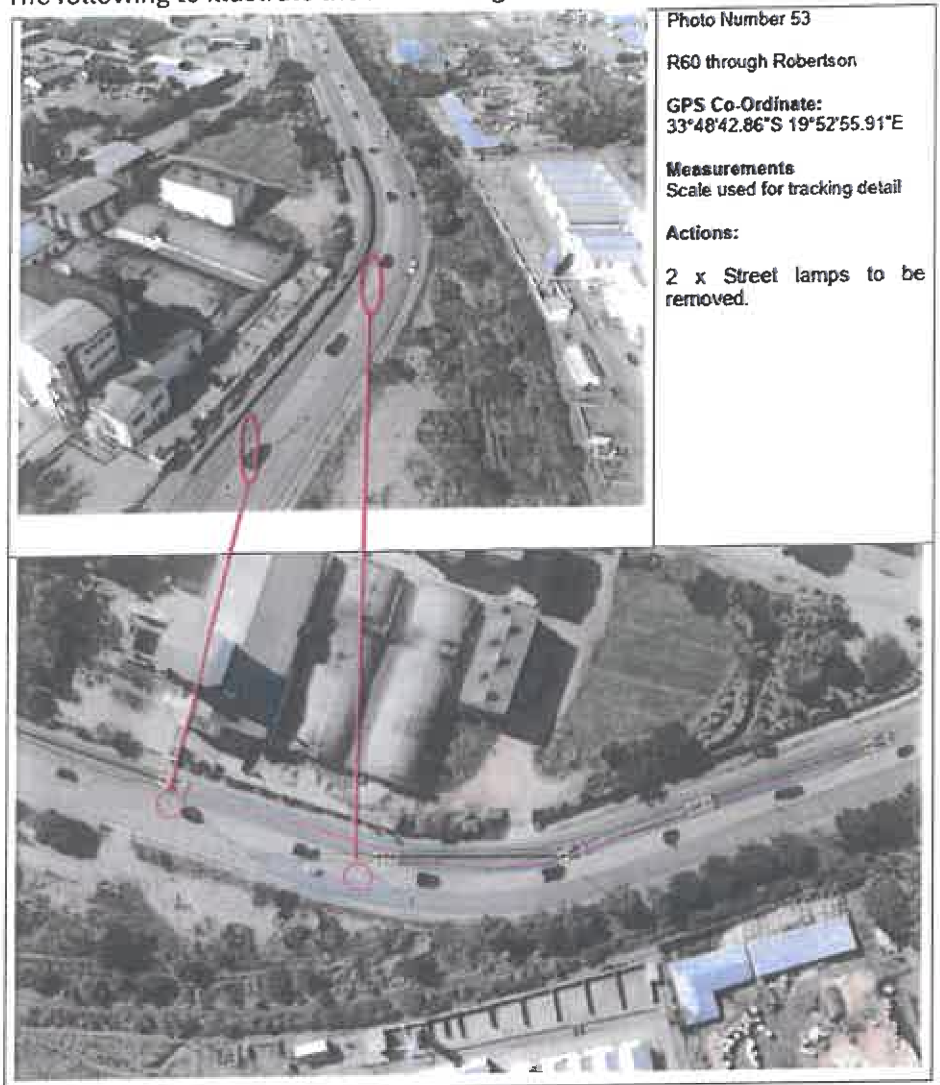
It is recommended to Council that:

1. Council takes note of the above activity.
2. The applicant provides date of each convoy transport schedule 1 week prior to the activity.
3. Economic Social and Integrated Development Services communicates the above to public.
4. The applicant is responsible for traffic control.
5. The applicant will provide traffic officers or pay for additional traffic officers if arranged by Langeberg Municipality for this exercise.
6. The applicant will handle the removal and replacement of bollards.
7. Any amendments and reinstatements of infrastructure will be for the cost of the applicant.

8. Any damages as a result of this activity will be for the cost of the applicant.

Detail of Streetlights

The following to illustrate the 2 x streetlights that will need to be removed and replaced.



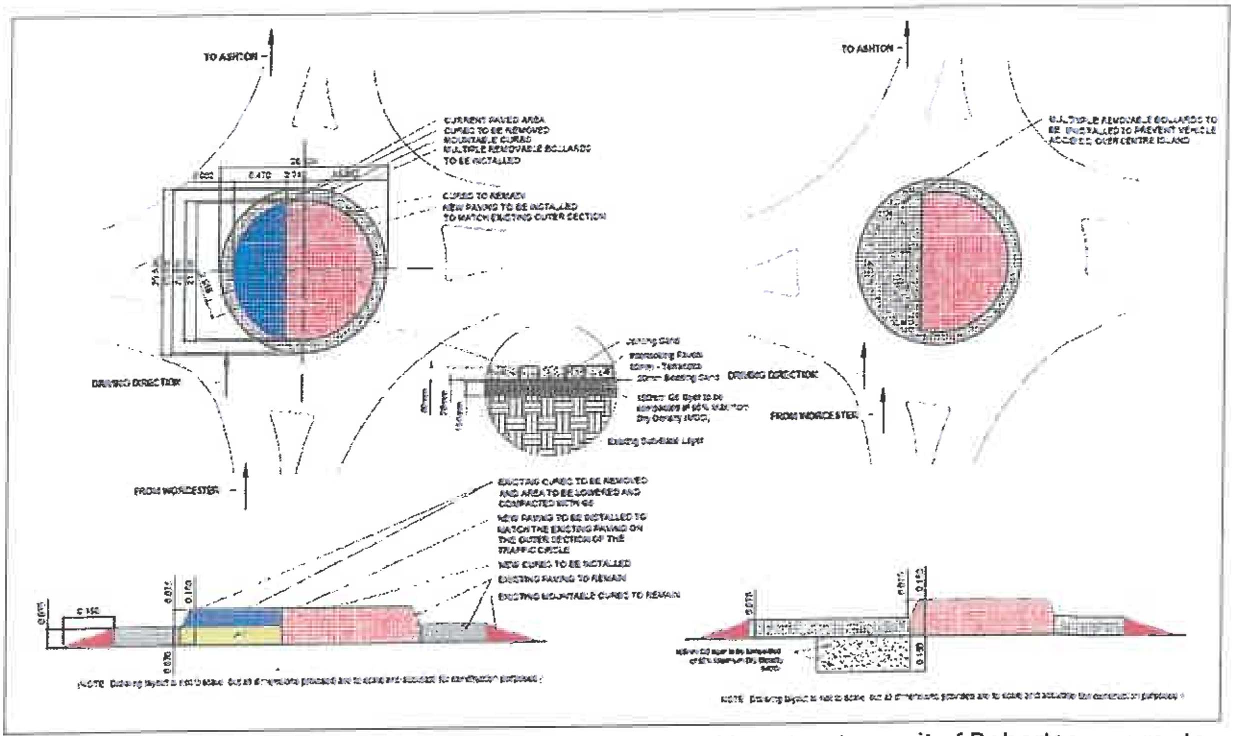
The Department of Electrical Engineering Services proposed a plan to do this, which was accepted by the applicant.

Details related to modifications to the traffic circle

The modifications to the traffic circle will involve the following:

(1) Lowering of the left portion (less than half of the raised middle section) as indicated in the sketch below. It will be covered with the same paving as is currently used.

(2) Installation of multiple removable bollards on the circumference of the lowered portion (see sketch on top right and illustration of bollard design below).



Sketch of proposed modification to traffic circle in Voortrekker street on exit of Robertson on route to Ashton

The following removable bollards is proposed to allow drive-through by the convoy and also to ensure that traffic is normal during all other times.

Civil Engineering Services is satisfied with the proposed plans and confirmed that no damage to infrastructure will occur.

A5011

EXTENSION OF CONTRACT OF ONE AUDIT AND PERFORMANCE COMMITTEE MEMBER IN ACCORDANCE WITH SECTION 166(5) OF THE MFMA (5/14//R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

The purpose of this report is to recommend to Council to extend the contract of one Audit and Performance Committee member in accordance with section 166(5) of the Municipal Finance Management Act no. 56 of 2003 and the approved Audit & Performance Committee Charter.

Background

The current Audit and Performance Committee comprised of five members, however the contract of Mr. Suren Maharaj, one of the Audit and Performance Committee members is coming to an end on 31 October 2025.

As per the approved Audit and Performance Committee Charter, Committee members should serve at least for a minimum of three years with an option to renew for another three years, based on performance. Mr. Maharaj has been serving on the Committee since his appointment from 01 November 2022.

Three of the remaining members have been appointed during March 2025 with the most recent appointed member started serving on the Committee from June 2025. In light of this, it is recommended that the contract of Mr. Maharaj be extended to ensure stability and prevent a loss of knowledge and skills on the Audit and Performance Committee.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

1. That Council extends the contract of Mr. S Maharaj to serve as a member of the Municipality's Audit and Performance Committee for a further period of 36 months, starting from 01 November 2025.

REMUNERATION OF THE AUDIT & PERFORMANCE COMMITTEE MEMBERS AND FRAUD & RISK MANAGEMENT COMMITTEE CHAIRPERSON OF LANGEBERG MUNICIPALITY (5/14/R) (ACTING CHIEF AUDIT EXECUTIVE)

Purpose of report

The purpose of the report is to submit the proposed amendments to the remuneration payable to the Audit & Performance Committee (A&PC) Members and the Fraud and Risk Management Committee (FARMCO) Chairperson of Langeberg Municipality to Council for approval.

Background

As per Council Resolution A4522 dated 25 April 2023, Council resolved that the remuneration of the A&PC and FARMCO be adjusted as per National Treasury's "*2022 Remuneration of Non-official Members: Commission and Committees of Inquiry and Audit Committees*" Circular.

The Minister of Finance, in terms of Treasury regulation 20.2.2, granted approval on 27 August 2025 to amend the maximum remuneration payable per day to non-official members of Commissions and Committees of Inquiry by 4,1 per cent with effect from 1 April 2025.

The report for the amendment to the remuneration of A&PC members and FARMCO Chairperson is submitted to Council for approval and was attached to this report.

Comments: Director Financial Services

The recommendation to Council is supported.

Comments: Municipal Manager

The recommendation to Council is supported.

Recommendation

1. The sitting fees of the A&PC and FARMCO Chairpersons should be adjusted to R4 629 per meeting.
2. The sitting fees of the A&PC Members should be adjusted to R2 809 per meeting.
3. The costs for preparation and data should remain as it currently is.
4. The tariffs contained in Transport Circular No 1 of 1977 (Transport Handbook on Tariffs for the use of Motor Transport) are reviewed monthly due to the fluctuations of the fuel price.
5. The changes on the sitting fees should be effective and payable from 1 July 2025 by the Municipality, considering that the date of the Circular is 27 August 2025 which is in the Municipality's 2025/26 financial year.
6. That the adjusted remuneration payable to the A&PC and FARMCO remain in effect until Council approves any further amendments thereto.

LANGEBERG
MUNISIPALITEIT MUNICIPALITY MASIPALA

KANTOOR VAN DIE MUNISIPALE BESTUURDER
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E admin@langeberg.gov.za www.langeberg.gov.za

Navrae / Enquiries
Internal Audit

18 September 2025

Mr DP Lubbe
Municipal Manager

Sir,

SUBMISSION OF THE PROPOSED REMUNERATION CHANGES OF THE AUDIT & PERFORMANCE COMMITTEE (A&PC) AND FRAUD & RISK MANAGEMENT COMMITTEE (FARMCO) DURING THE 2025-26 FINANCIAL YEAR

The Minister of Finance, in terms of Treasury Regulation 20.2.2, granted approval to amend the maximum remuneration payable per day to non-official members of Commissions and Committees of Inquiry by 4,1 per cent with effect from 1 April 2025 as follows (Please see **attached NT Circular**):

	COMMISSION OF INQUIRY		**COMMITTEE OF INQUIRY**	
	Per day	**Per hour**	**Per day**	**Per hour**
Chairperson	R5 607	R701	R4 629	R579
Member	R4 169	R521	R2 809	R351

With reference to Treasury Regulation 3.1.6, the remuneration applicable to Committees of Inquiry is applicable to members of Audit Committees appointed from outside the Public Service.

The current remuneration payable to the A&PC and FARMCO of Langeberg Municipality per meeting attended is as follows as approved by Council Resolution A4522 on 25 April 2023:

DETAILS OF REMUNERATION	**AMOUNT PAYABLE (R)**
Sitting Fees – A&PC and FARMCO Chairperson (Per Chairperson)	4 446
Sitting Fees – A&PC Members (Per Member)	2 698
Preparation Time – 4 hours X R220 p/hour (Per Chairperson / Member)	880
Data Costs – 2GB at an average cost (Per Chairperson / Member)	300

In order to align the current remuneration payable to the A&PC and FARMCO Chairperson to the rates **2025 Remuneration of Non-official Members: Commissions & Committees of Inquiry, and Audit Committees**, the following recommendations are made:

- The sitting fees of the A&PC and FARMCO Chairpersons should be adjusted to **R4 629** per meeting.
- The sitting fees of the A&PC Members should be adjusted to **R2 809** per meeting.
- The costs for preparation and data should remain as it currently is.
- The tariffs contained in Transport Circular No 1 of 1977 (Transport Handbook on Tariffs for the use of Motor Transport) are reviewed monthly due to the fluctuations of the fuel price.
- The changes on the sitting fees should be effective and payable from 1 July 2025 by the Municipality, considering that the date of the Circular is 27 August 2025 which is in the Municipality's 2025/26 financial year.
- That the adjusted remuneration payable to the A&PC and FARMCO remain in effect until Council approves any further amendments thereto.

SUBMISSION OF THE PROPOSED REMUNERATION CHANGES OF THE AUDIT & PERFORMANCE COMMITTEE (A&PC) AND FRAUD & RISK MANAGEMENT COMMITTEE (FARMCO) DURING THE 2025-26 FINANCIAL YEAR

The remuneration and traveling costs of the A&PC and FARMCO are payable from vote numbers O0006 220/IE00833/F2496/X081/R0682/001/0203 and O0006-51/IE00833/F2496/X081/R0682/001/0203 respectively, or adjusted votes applicable to the A&PC or FARMCO committees as approved by Council from time to time.

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D ENGELBRECHT
ACTING CHIEF AUDIT EXECUTIVE

RECOMMENDED	✓	NOT RECOMMENDED	

.... 02/10/2025 ....

A MATI **DATE**
CHIEF FINANCIAL OFFICER

APPROVED	✓	NOT APPROVED	

.... 2/10/2025 ....

DP LUBBE **DATE**
MUNICIPAL MANAGER