



**STELLENBOSCH**

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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

## **ANNUAL REPORT OVERSIGHT REPORT 2022/23**

*This Oversight Report is based on the draft Annual Report 2022/23 and is drafted and submitted in accordance with the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)*



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## 1. INTRODUCTION

The annual report is one of the key instruments for transparent and accountable local governance and accountability. It is a post-financial year document that provides an overview of the financial and non-financial performance concerning the previous financial year, which in this instance relates to the 2022/23 financial year. The Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) stipulates that the annual report must be tabled and passed by the municipal council.

### 1.1 PURPOSE

The purpose of this report is to present to the Council for adoption the Annual Report 2022/23 as well as the Annual Report Oversight Report 2022/23, as required in terms of Section 129 of the MFMA.

## 2. ANNUAL REPORT 2022/23

### 2.1 LEGAL FRAMEWORK

Herewith is an extract from the key legislative requirements as per the MFMA relating to the annual report:-

#### **121. Preparation and adoption of annual reports.**

- (1) *Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.*
- (2) *The purpose of an annual report is—*
  - (a) *to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;*
  - (b) *to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and*
  - (c) *to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.*

#### **127. Submission and tabling of annual reports**

- (2) *The mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.*

#### **129. Oversight reports on annual reports.**

- (1) *The council of a municipality must consider the annual report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council—*
  - (a) *has approved the annual report with or without reservations;*
  - (b) *has rejected the annual report; or*
  - (c) *has referred the annual report back for revision of those components that can be revised.*

### 2.2 COMPONENTS OF THE ANNUAL REPORT

The format of the Annual Report 2022/23 is based on the annual report template issued by the National Treasury in terms of MFMA Circular 63 of 2012, which differs significantly from the Annual Report Guidelines (MFMA Circular 11) issued by the National Treasury in 2005.



The MFMA Circular 63 of 2012 has six (6) chapters and tries to cover everything that needs to be reported based on the MFMA and the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

### 3. ANNUAL REPORT 2022/23 CONSULTATION AND ADOPTION PROCESS

#### 3.1 MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

A Municipal Public Accounts Committee (MPAC) was set up under Section 79 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998). This was done through a Council resolution. The Terms of Reference task the MPAC with the responsibility to perform an oversight role over the process of preparing the annual report of the Council and to produce an oversight report based on its review of the annual report.

As required by the MFMA, the Municipal Manager attended the Council Meeting where the draft Annual Report 2022/23 was tabled (on 24 January 2024) to be released for public comment as well as the MPAC Meetings to answer questions posed by the MPAC Members and to respond to written and oral representations from the community. All the councillors were also invited to attend the public hearing and to deliberate on the draft Annual Report 2022/23.

No members of the community attended the public hearing.

The attendance of the MPAC members to review the draft Annual Report 2022/23 is recorded as follows:

TABLE 1: MPAC MEETINGS

MPAC Meetings						
Name	05 February 2024 Orientation and (Review of Chapters 1, 2, and 3 #continue next day)	07 February 2024 (Review of Chapters 3, 4, 5, and 6)	09 February 2023 (Public Hearing)	20 February 2024 Site Visit	22 February 2024 (Feedback Session)	29 February 2024 (Signing of Oversight Report)
Cllr Wilfred Pietersen (MPAC Chairperson)	😊	😊	😊	😊	😊	😊
Cllr Sigfried Schafer (MPAC Member)	😊	😊	😊	* 😞	😊	😊
Cllr Annemarie Ferns (MPAC Member)	😊	😊	😊	😊	😊	😊
Cllr Nokuthula Gugushe (MPAC Member)	😊	😊	😊	😊	😊	😊
Cllr Ralpton Adams	😊	😊	😊	😊	😊	😊
Cllr Ndipiwe Olayi	😊	😊	😊	😊	😊	😊
Cllr Otniel Linden Jooste	😊	😊	😊	* 😞	* 😞	😊
Ms Emily Fredericks (Co- opted Member)	😊	😊	😊	😊	😊	😊
Mr S Kuni (Co-opted Member)	😊	😊	😊	* 😞	😊	😊

😊 - Attended 😞 - Absent with an apology 🚫 - Absent without an apology

\* Submitted a medical certificate



### 3.2 ADOPTION AND PUBLIC CONSULTATION PROCESS

The draft Annual Report 2022/23 was tabled in Council on 24 January 2024 as required per the MFMA, which requires under Section 127(2) that:

*"The Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality."*

In terms of Section 121(3) of the MFMA, the Annual Report of a municipality or municipal entity must include the following core components. These core components are formally annexed to the draft Annual Report:

- a) The Annual Financial Statements as submitted to the AGSA (Section 121(3)(a));
- b) the AGSA's audit report in terms of section 126(3) on those financial statements (Section 121(3)(b));
- c) the annual performance report of the municipality prepared by the municipality in terms of Section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA) (Section 121(3)(c));
- d) the AGSA's audit report in terms of section 45(b) of the MSA (Section 121(3)(d)); and
- e) particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d) in the MFMA (Section 121(3)(g)).

The draft Annual Report 2022/23 was made public on the municipal website within five (5) days and within seven (7) days in the local newspaper after it was approved by the Council on 24 January 2024. In addition, the draft Annual Report 2022/23 was also made available at all municipal libraries and other identified offices where the public could access the report.

Members of the community and other stakeholders were invited to submit written comments / inputs on the draft Annual Report 2022/23. The councillors, the community, and other stakeholders were also invited to attend the public hearing, which was held on **09 February 2024**, to present the MPAC with any oral or written input on the draft Annual Report 2022/23.

The draft Annual Report 2022/23 was furthermore submitted in terms of Section 127(5)(b) to the Auditor General of South Africa (AGSA), Provincial Treasury (Western Cape), and the Department of Local Government (Western Cape).

The closing date for public comments was **23 February 2024**. No written submissions from the public were received.

The Provincial Treasury: Western Cape submitted written comments on the draft Annual Report 2022/23 on 23 February 2024. These comments were tabled and considered by the MPAC on 29 February 2024.

### 3.3 HIGHLIGHTS IDENTIFIED IN THE DRAFT ANNUAL REPORT 2022/23

The MPAC noted and congratulated the Stellenbosch Municipality on the announcement by the AGSA that the municipality received a **clean audit outcome for the 2022/23 financial year**. Stellenbosch Municipality is once again able to report credible and reliable financial and performance results. The *clean* audit outcome reflects that the municipality maintained a healthy financial position and that all money spent was properly accounted for. The latest audit outcomes mark the 16<sup>th</sup> consecutive year of unqualified audit outcomes for the Stellenbosch Municipality.



Further highlights and words of gratitude were noted as outlined below:

1. MPAC members noted that the MPAC orientation session held on 09 February 2024 was very informative and insightful;
2. Great leadership was shown from the Executive Mayor, Municipal Manager, and administrative team as a result of the *clean* audit obtained for the Stellenbosch Municipality, despite the various challenges posed throughout the financial year; and
3. The Municipal Manager was commended for her outstanding leadership and strategic guidance during the year under review.
4. The MPAC thanked the administration for the Draft Annual Report 2022/23 which has been significantly improved in terms of grammar and layout.

### 3.4 MPAC SITE VISITS

The draft Annual Report 2022/23 highlighted several projects that were either completed or in various stages of completion. The MPAC identified several projects and conducted site visits on 20 February 2024. All the proposed projects and initiatives from MPAC are taken note of and will not be reflected in this report but for planning purposes.

It should be noted that the status of the projects depicted in the table below is based on the information recorded in the draft Annual Report for the 2022/23 financial year. Progress has been made after the 2022/23 financial year and will be recorded in the next Annual Report 2023/24.

The purpose of the visit was to verify the progress on the implementation of the projects against the reported information, which is outlined in the table below:

**TABLE 2: MPAC SITE VISIT PROGRESS REPORT**

Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
1	Upgrading of new office space - NPK Building	Ryneveld Street CBD	100%	100%	None. All comments / requests were addressed at the feedback sessions.
2	Oak Tree Village	Ida's Valley	100%	100%	None. All comments / requests were addressed at the feedback sessions.
3	Status of the Cemetery	Kylemore	In progress	In progress	None. All comments / requests were addressed at the feedback sessions.
4	Status of the Sports field	Kylemore	More emphasis was on the maintenance of the sports field.	Ongoing	None. All comments / requests were addressed at the feedback sessions.
5	WWTW	Pniël	100%	100%	None. All comments / requests were addressed at the feedback sessions.
6	Status of the Sports field	Pniël	More emphasis must be placed on the maintenance of the sports field.	Ongoing	None. All comments / requests were addressed at the feedback sessions.
7	Status of the Sports field	Lanquedoc	More emphasis must be placed on the maintenance of the sports field.	Ongoing	None. All comments / requests were addressed at the feedback sessions.
8	Status of the Cemetery	Pniël	The cemetery reached its capacity.	In progress	None. All comments / requests were addressed at the



Nr	Project name	Area verification of the project by MPAC	Status as per Annual Report	Current status of the project	Remarks by MPAC
					feedback sessions.
9	La Rochelle	Klapmuts	100%	100%	None. All comments / requests were addressed at the feedback sessions.
10	Upgrade of the Steps	Cloetesville	100%	100%	None. All comments / requests were addressed at the feedback sessions.
11	Taxi Rank, Bird Street (At DC Meat)	Kayamandi Bridge	100%	Multi-Year Project 100% of Phase 1 completed	None. All comments / requests were addressed at the feedback sessions.
12	Zone O	Kayamandi	100%	Multi-Year Project 100% of Phase 1 completed	None. All comments / requests were addressed at the feedback sessions.

#### 4. CONCLUSION

As an MPAC, we believe that the Annual Report 2022/23 is a true and accurate reflection of the Stellenbosch Municipality's financial and non-financial performance for the 2022/23 financial year. MPAC indicated that the draft Annual Report 2022/23 was thoroughly unpacked.

The oversight process for the Annual Report 2022/23 is herewith concluded, and as Chairperson of the MPAC, I would like to thank the MPAC Committee Members, the Executive Mayor and Mayoral Committee, the Municipal Manager, Directors, and Senior Managers, as well as all the officials, for their contribution to the development and finalisation of the draft Annual Report 2022/23. Their diligence and constructive commitment during this oversight period are noted and appreciated.

#### 5. RECOMMENDED RESOLUTION TO BE ADOPTED BY THE COUNCIL

In accordance with Section 129(1) of the MFMA it is **RECOMMENDED** to the Council:-

1. That the Council, having fully considered the Annual Report Oversight Report 2022/23 of the Stellenbosch Municipality, **ADOPTS** the Annual Report Oversight Report 2022/23;
2. That the Council, having fully considered the Annual Report 2022/23, attached hereto as Annexure B, **APPROVES** the Annual Report 2022/23 without any reservations;
3. That the Annual Report Oversight Report 2022/23 be made public in accordance with Section 129(3) of the MFMA, and;
4. That the Annual Report Oversight Report 2022/23 be submitted in accordance with Sections 129(2) and 132(2) of the MFMA to the Auditor General of South Africa, Provincial Treasury: Western Cape, Department of Local Government: Western Cape, and the Provincial Legislature: Western Cape.

**CLLR W PETERSEN**

CHAIRPERSON: MPAC



## MPAC Site Visits



*NPK Building*



*Oak Tree Village*



*Status of the Kylemore Cemetery*





Pniël WWTW



Kylemore sports field



*Pniel Sports field*



*Lanquedoc Sports field*



Status of the Pniël Cemetery



Upgrade of the steps



Kayamandi Taxi Rank



Kayamandi Zone O



**General remarks from the Municipal Public Accounts Committee (MPAC):**

Issues with illumination and inadequate water sprayers were found at the sports fields in Kylemore and Pniël. The MPAC has also recognised the necessity of installing fencing on the Lanquedoc sports field.

The MPAC explored the cemetery at Pniël and proposed investigating and utilising the open ground for burials. The issue was addressed during the feedback meeting with the relevant directorate.

MPAC inspected the Cloetesville site, specifically focusing on The Steps upgrades, and saw that some houses were experiencing condensation and leaking problems. The matter was discussed during the feedback session with the Infrastructure Directorate.

The MPAC suggested converting the open office space at the Pniël office into areas for inquiries and municipal payment services.



**ANNEXURE A:**  
**MPAC COMMENTS AND FEEDBACK FROM DIRECTORATES**



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**THE MPAC FEEDBACK REPORT  
ON THE DRAFT  
ANNUAL REPORT 2022/23**



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# 1 MPAC COMMENTS AND FEEDBACK FROM DIRECTORATES

## 1.1 Directorate: Office of the Municipal Manager

General comment: List all acronyms in the Draft Annual Report 2022/23 under Acronyms or write the full description of the acronym for ease of reference throughout the report.

Observations made concerning the socio-economic context are noted. The data emanates from the Socio-Economic Profile 2023, drafted by the Provincial Government. The LGSEP will be attached herewith as Annexure B.

The MPAC thanked the administration for the Draft Annual Report 2022/23 which has been significantly improved in terms of grammar and layout.

The Draft Annual Report 2022/23 will be updated – all grammatical and cosmetic updates.

**TABLE 1: FEEDBACK- OFFICE OF THE MUNICIPAL MANAGER**

OFFICE OF THE MUNICIPAL MANAGER				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
Entire document		The MPAC requested that all acronyms be included in the front of the document or be written in full throughout the Annual Report 2022/23.	The municipality takes note and will update the Annual Report.	Office of the Municipal Manager
24	Heading 1.3: Core Principles in Executing the Strategy - Figure 1	The MPAC requested to change the second hexagon to ensure administration consistency. The third hexagon is for individual citizens....	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.3: Core Principles in Executing the Strategy—Paragraph 4	The MPAC requested to correct the total of wards to 23 wards.	The change was recorded in the Annual Report.	Office of the Municipal Manager
27	Heading 1.6: Demographical Overview of the Greater Stellenbosch at a Glance - Under the Socio-Economic Risk1: Job Losses	The MPAC requests to give detail to sentence cases. Losses should be in lowercase.	The change was recorded in the Annual Report.	Office of the Municipal Manager
28	Heading 1.7: State of the Greater Stellenbosch – Map 1	The MPAC requested to have the map removed as it is outdated.	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.7: State of the Greater Stellenbosch, paragraph 5, insert the correct wording.	The MPAC requests to insert Cape Dutch.	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.7: State of the Greater Stellenbosch, paragraph 6,	The MPAC requests to include Boland College and to list the schools in the areas.	The change was recorded in the Annual Report.	Office of the Municipal Manager
29	Under the first paragraph, reword and remove wordings	The MPAC requests to replace characters with facilities and delete the Klein Libertas Theatre as it has been burned.	The change was recorded in the Annual Report.	Office of the Municipal Manager
30	Heading 1.8: Ward Demarcation, table 3, ward 12, should be updated	The MPAC indicates that the school crescent forms part of Ward 15.	The change was recorded in the Annual Report.	Office of the Municipal Manager



## Annual Report 2022/23 – THE MPAC: Feedback Report

OFFICE OF THE MUNICIPAL MANAGER				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
	Heading 1.8: Ward Demarcation, Table 3, Ward 18, should be updated.	The MPAC requests a thorough grammatical check. The following words should be corrected: <ul style="list-style-type: none"> <li>• Vineyard</li> <li>• Klapmuts</li> </ul>	The change was recorded in the Annual Report.	Office of the Municipal Manager
31	Heading 1.8: Ward Demarcation, Table 3	The MPAC requested to correct the spelling of Denniseg to Dennesig.	The change was recorded in the Annual Report.	Office of the Municipal Manager
32	Map 4: Locality Map of Stellenbosch Municipality in relation to Cape Winelands District Boundaries	The MPAC requested to replace "within proximity" with "close to".	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.9: Socio-Economic Context	The MPAC requests to remove the word "all" at the start of the sentence as it speaks to primarily sourcing.	The change was recorded in the Annual Report.	Office of the Municipal Manager
36	Heading 1.9.3: Racial Split	The MPAC requested to reword the first paragraph to " The race dynamics in the Stellenbosch municipal area present a diverse demographic landscape. The population comprises black African individuals, accounting for 37.0 per cent of the total, and the coloured community, constituting 37.8 per cent. White residents make up 23.3 per cent of the population, while individuals categorised as Indian / Asian represent a smaller proportion at 0.5 per cent.	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.9.3: Racial Split	The name of the data in the table should be sourced as per the rest of the document.	The change was recorded in the Annual Report.	Office of the Municipal Manager
38	Free Basic Service: Table 6: Access to free basic services	The MPAC request is to delete the column for the total number of HHs.	The change was recorded in the Annual Report.	Office of the Municipal Manager
39-40	Heading 1.9.6 Age Cohorts	The narrative is not consistent with Figure 7.	The change was recorded in the Annual Report.	Office of the Municipal Manager
40	Heading 1.9.8 The learner enrollment, learner-teacher ratio, and learner retention rate	The MPAC requested to review the spelling: Enrollment (correct).	The change was recorded in the Annual Report.	Office of the Municipal Manager
46	Heading 1.9.16 Safety and Security	The MPAC requested to replace the word increase with a decrease under the murder section.	The change was recorded in the Annual Report.	Office of the Municipal Manager

OFFICE OF THE MUNICIPAL MANAGER				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
48	Heading 1.9.17: Poverty – GDP Per Capita	The MPAC requested to include the words "indicating that" after the R93 873.	The change was recorded in the Annual Report.	Office of the Municipal Manager
	Heading 1.9.17: Poverty – GDP Per Capita	The MPAC made a note that no regression took place, according to the graph. The administration should just confirm.	The municipality takes cognisance of the comment. The content of the Local Government Socio-Economic Profile cannot be changed as it was already published. The document is sourced by the Western Cape Local Government Department.	Office of the Municipal Manager
49	Heading 1.9.17: Poverty – Income Inequality	The MPAC requests to replace the word "exacerbate" with "strengthen."	The municipality takes cognisance of the comment. The content of the Local Government Socio-Economic Profile cannot be changed as it was already published. The document is sourced by the Western Cape Local Government Department.	Office of the Municipal Manager
	Heading 1.9.17: Poverty – Income Inequality	The MPAC remarked that the word below should be replaced with the above in the last paragraph.	The change was recorded in the Annual Report.	Office of the Municipal Manager
51	Heading 1.9.18: Poverty – Unemployment	The MPAC remarked to delete "the" at the beginning of the first sentence in the first paragraph.	The change was recorded in the Annual Report.	Office of the Municipal Manager
53	Heading 1.10.1: Key Basic Service Delivery Highlights – Table 14 ( <b>Electricity</b> )	Next to Improvements in disinfection, correct the word from municipal to municipality.	The change was recorded in the Annual Report.	Office of the Municipal Manager
55	Heading 1.10.1: Key Basic Service Delivery Challenges – Table 14 ( <b>Electricity</b> )	The MPAC requested to remove the word ongoing, next to electricity.	The change was recorded in the Annual Report.	Office of the Municipal Manager
		Under Electricity, remove the first bullet as it is a repeat of the second detailed bullet.	The change was recorded in the Annual Report.	Office of the Municipal Manager
59	Heading 1.17: Auditor-General of South Africa's Report	The MPAC requests that the 2022/23 audit outcome be changed to a clean audit.	The change was recorded in the Annual Report.	Office of the Municipal Manager
97-98	Heading 2.10: Risk Management (Tables 87 and 88)	The MPAC requests to add a column to the risk register or remove Table 87, as it does not speak to the risk register.	Directors agreed that a column be added to include the inherent risk exposure. The change was recorded in the Annual Report.	Office of the Municipal Manager
98	Heading 2.10.1: Risk Management, Table 88	The MPAC informs the administration that no impact ratings were included and should be updated.	The change was recorded in the Annual Report.	Risk Management

## Annual Report 2022/23 – THE MPAC: Feedback Report

OFFICE OF THE MUNICIPAL MANAGER				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
	Heading 2.10.1: Risk Management, Table 88	The MPAC requests a date be made available for when the land will be available for burial space.	The planned date for when the Memorial Park will be available for burials is November / December 2025.	Office of the Municipal Manager Community and Protection Services

## 1.2 Directorate: Corporate Services

TABLE 2: FEEDBACK- DIRECTORATE: CORPORATE SERVICES

CORPORATE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
30	Heading 1.8: Ward Demarcation, Table 3	The MPAC requests that the Watergang Informal Settlement be more specific and suggests inserting Thublitsha.	The change was recorded in the Annual Report.	Council Support
58	Heading 1.16: MFMA Competencies	The MPAC requests an explanation of the criteria for the minimum competencies.	The regulations published in terms of the MFMA have a table requiring certain employees to complete and pass the unit standards referred to in the table regarding that group of employees. There are different modules for different groups of employees.	HR
60	Heading 2.2: National Key Performance Indicators – Good Governance and Public Participation, Table 22	The MPAC requests that the municipality improve spending on the capital budget.	The Finance Department verified the tables as correct in the annual report. The municipality takes note of the MPAC's comment in respect of the capital expenditure.	Office of the Municipal Manager Corporate Services PED CFO Community and Protection Services Infrastructure Services
61	Heading 2.5: Public satisfaction with municipal services	The MPAC requested clarification on when the municipality last underwent a municipal satisfaction survey and whether the survey results were made public.	The survey was done in March 2023. The municipality is obliged to conduct a public satisfaction survey each calendar year. The results are not necessarily made public. The idea of the survey is to inform the organisation of the dissatisfactions and to align the dissatisfactions with what is reported on the customer care portal and how the municipality responds to them. The MPAC should take note that the response level is very low on these kinds of surveys.	Registry and Auxiliary Support
62	Heading 2.6.1: Council – 01 July 2022–30 June 2023	The MPAC requests the date of Cllr Schafer's appointment to Cllr Crombie's place.	The change was recorded in the Annual Report.	Committee Services
64	Heading 2.7: Executive Mayoral Committee – Table 28	The MPAC requests that the dates of replacements be indicated and applicable to all councillors for the sake of completeness. <u>To update:</u> The departure of Councillor Crombie and the re-joining of Councillor Schafer (the same as indicated for Councillors Badenhorst and Slabbert).	The report is drawn up with a comparison of when and who left and the remaining councillors to date.  The change was recorded in the Annual Report: <ul style="list-style-type: none"> <li>Cllr A Crombie (until March 2023 (passed away))</li> <li>Cllr S Schafer (from 01 April 2023- replaced Cllr A Crombie)</li> </ul>	Committee Services

CORPORATE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
66	Heading 2.7.1.2: Planning; LED and Tourism Portfolio Committee Meetings for the periods of 01 July 2022 – 31 May 2023 and to 01 June 2023 – 31 June 2023 – Table 31	The MPAC requested clarification on why no meetings were held.	The MPAC takes note on pages 66–74 that a few meetings took place.	Committee Services
76	Heading 2.8: Strategic Governance Structure: – Table 58	The MPAC requests clarification when the Senior Manager: Governance will be filled. Why is it still on the organigram?	There is no intention to fill this post at the moment. It is not budgeted. The organogram contains an ideal situation and is not just needed for new posts.	HR
81	Heading 2.9.3: Ward Committees - Table 60	The MPAC requested what the value of ward committees is and who does quality checks on the minutes of the meetings in terms of community feedback meetings.	The ward committees act as a liaison between the Council and the residents. The ward administrator prepares the minutes of the meetings, and the ward committee itself approves them. All issues that should be escalated to the municipality must be handled by the ward councillor and ward administrator.	Councillor Support
	2.9.3: Ward Committees - Table 60	Is the payment to ward committee members per ward committee on schedule?	Yes, it is paid as the municipality receives the information from the different wards. If received after a cut-off date, the payments stand over to the next month.	Councillor Support
	Heading 2.9.3: Ward Committees - Table 60	The MPAC wants to know if the stipend is just for meetings held with ward councillors. No ward committee member called the geographical areas councillors or members for meetings.	The Director of Corporate Services informed the MPAC members that the ward councillor should call meetings and make arrangements for how the meetings per area and member occur. A ward committee member cannot call a public meeting within an area; they can only be of assistance to the ward councillor. The ward committee policy is clear in terms of roles and responsibilities.	Councillor Support
93	2.9.3: Ward Committees - Table 84	The MPAC requests that the table be specific in terms of public meetings and the dates thereof.	That is not my recollection of the question – the question was what is seen as public meetings and if the IDP meetings also count as public meetings.	Council Support
108	Heading 2.13.10: Management Control – Table 102	The MPAC wants to know why men are more likely than women to be appointed to senior management positions. What could be the problem?	Either not applying, not having the minimum requirement for the post, or failing the assessment process before the municipality considers an employment equity situation.	HR
158	Table 146	The vacancy rate is a concern.	The municipality may only advertise funded vacant positions. Funds are allocated for a new vacant position. When funds are allocated, the municipality will prioritise positions that will perform tasks related to the core function of the municipality.	HR

CORPORATE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
			The directorate will also have to decide which posts they are going to fill within their allocated budget.	
		The figures in this table are not correct. HR to review all similar tables.	<b>Annexure 2-</b> Already distributed a separate report to verify the all the total of employee tables.	HR
159	Heading 3.10 Property Management	What is the status of the NPK building?	<p>The building was completed in June 2023; however, the waterproofing of the building was not part of the project. During the 2023 floods, damage was caused to some sections on the ground floor (the finance section), and leaks were also seen on some walls of the other floors.</p> <p>The down pipes in the building are old and would probably need to be replaced. These downpipes are also causing the building walls to get wet, and as a result, there was also damage to the walls of the building. The reception (security) area of the ground floor, first, second, third, and fourth floors are already occupied.</p> <p>However, the municipality is planning to open a portion to the side of the building for clients with some computer facilities to attend to their accounts and inquiries on the ground floor. The date is to be confirmed.</p> <p>A request for a proposal for a service provider on the term Tender B/SM 50/23 was completed and forwarded to PMU for the appointment of a service provider to advise the municipality on the repair work needed to prevent such future damages.</p>	Property Management
160	Table 150	<p>Why did the encroachment agreements decrease from 2016 to 2022/23?</p> <p>The maintenance and upkeep of municipal buildings and facilities.</p>	<p>The municipality is phasing out encroachment agreements and replacing them with lease agreements. Restaurants must apply for outdoor dining.</p> <p>The committee must also take notice that it is not only restaurants that encroach on municipal properties. There are also other buildings that encroach on municipal-owned land. However, the municipality is attending to those matters.</p> <p>A study in this regard was conducted, and the recommendation from the study was that each directorate take responsibility for its buildings and other facilities.</p> <p>The Property Department is busy (in the construction phase) with major renovations of the Municipal Townhall Complex, the Heritage Buildings, the Bergzicht Training Complex, the Rhenish Complex, and the Voorgelegen Building in Dorp Street. By June 2024, the project will be complete.</p> <p>The municipal office building hygienic maintenance tender was advertised and</p>	<p>Property Management</p> <p>Property Management</p>

## Annual Report 2022/23 – THE MPAC: Feedback Report

CORPORATE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
			will be awarded in the first quarter of the 2023/2024 financial year.	
210	Tables 195, 196, 197, and 198	The number of posts, vacancies, and percentages must be verified.	<b>Annexure 2-</b> Already distributed a separate report to verify the all the total of employee tables.	HR
<b>Annual Financial Statements (AFS) 2022/23</b>				
113 - 122	Note 62	Provide a status report on all the pending cases.	Any status report will reflect information after 30 June 2023, and is therefore not for publication in the annual report 2022/23.	Legal and Compliance Services

### 1.3 Director: Financial Services

The CFO responded to the queries raised at the MPAC meeting. The finance department will supply the MPAC with all financial tables, as there were calculation errors identified.

The CFO informed the MPAC about the background to the answers about the AFS and the accounting entries, such as the rise in the surplus and the reversal of impairment, which are both examples of expenditure line items that change the surplus. As well as capital grants that are included in revenue and the technicalities of how the Annual Financial Statements (AFS) were calculated.

**TABLE 3: FEEDBACK- DIRECTORATE: FINANCIAL SERVICES**

FINANCIAL SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
	General Remark	What was the reason(s) for the surplus of R90 million?	Keep in mind when looking at the income statement that the revenue amount includes capital grants received. The capital grant expenditure is not reflected as part of the normal operating expenditure. The capital grant expenditure needs to be deducted from the surplus. The committee should take note of the different accounting entries.	Financial Services (Financial Management Services)
56	Heading 1.11: Financial Viability Highlights	The MPAC requests that the ratios be capitalised, and in the description of the collection rate, the word "above" should be replaced with "below."	The change was recorded in the Annual Report to 95%	Financial Services (Financial Management Services)
57	Heading 1.14: Municipal Standard Chart of Accounts	The MPAC remarked that the first paragraph should be rephrased.	Not sure which section needs to be rephrased, as the paragraph does make sense currently.	Financial Services (Financial Management Services)
57	Heading 1.13.1: Operating Ratios	The MPAC requests that the CFO confirm the employee cost figures.	It is correct: R542 779 491 / R1 947 879 942 = 27.86%.	Financial Services (Financial Management Services)
53	Heading 1.13.2: Total Capital Expenditure	The MPAC requests Finance to confirm the total capital expenditure against the adjustment budget figures.	The amounts are correct: Actual = R321 506 Budget = R378 709	Financial Services (Financial Management Services)
105	Heading 2.13.4: Objections Lodged - Table 99	The MPAC wants to know the time lost (turn-around) as well as the lost value of all objections and how far the processes are.	The turnaround time for the six objections in the 2022/23 FY was an average of 18 days, which is well in line with the norm. No value was lost, as none was successful.	Financial Services (SCM)
105	Heading 2.13.4: Objections Lodged - Table 99	The MPAC requests that the formatting in dates be consistent under B/SM 26/22 and B/SM 53/22 as the rest of the table.	The change was recorded in the Annual Report.	Financial Services (SCM)
106	Heading 2.13.6: Deviations from the	The MPAC notes that the deviations were high from 2021/22 to	Deviations are unforeseen and cannot be predicted, e.g., floods. The municipality has a very strict SCM system implemented	Financial Services (SCM)



FINANCIAL SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
	normal Procurement Processes – Table 101	2022/23 and should rather list the deviations and not only state the number.	for the approval of deviations. Going forward, SCM will include the full list of deviations. During the last calendar year, two floods occurred in September and June 2023. The one in the annual report refers to June 2023.	
161	Table 151 – Capital expenditure as t 30 June 2023: Property Management and Building Maintenance	Financial Services to verify the percentages in this table.	The department verified and indicated that the information is correct.	Financial Services (Financial Management Services)
		Why is the purchase of land at 0%?	The municipality did not purchase any land in 2022/23. The municipality also does not foresee any land being purchased soon. Servitudes were registered, though, so these landowners were paid. There was land identified in the Klapmuts area to accommodate a housing development project. Depending on the outcome of the negotiations, the budget cannot yet be allocated for the purchase of land. Money can only be spent when the property is registered in the name of the municipality.	Financial Services (Financial Management Services)
238	5.1: Financial Summary	Indicate the missing totals in the tables. The MPAC suggests either inserting 0 or -.	The change was recorded in the Annual Report.	Financial Reporting
239	Table 235: Performance against the budgets	Financial Services to verify the accuracy of the totals.	Verified as correct.	Financial Reporting
256	5.12: Employee Cost	Financial services to clarify which figure for 2022/23 is correct. Page 236, Table 232, reflects a percentage of 28%, and on page 256, Table 268, it gives a different percentage.	The change was recorded in the Annual Report.	Financial Reporting
260	5.13.4: IUDG	Financial Services to explain Table 272.	The change was recorded in the Annual Report.	Financial Reporting
<b>Annual Financial Statements (AFS) 2022/23</b>				
2	Mayoral Committee	The Whip is spelled incorrectly.	To note, however, the stamped version cannot be changed at this stage. The municipality will update the template in the new year's reporting.	Financial Reporting
3	Council members	Not all the councillors are listed.  The MPAC recommends that all 45 councillors be listed.	Rechecked the list submitted with the councillor's support. All 45 names are included in the AFS. Mayco members are separately disclosed under the mayoral committee.	Financial Reporting
10	Surplus before taxation	Provide clarity as to why there was a surplus.	The expenditure line items include accounting reversal entries, which are not cash and affect the surplus total.	Financial Reporting

FINANCIAL SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
51	Note 5, last paragraph	The MPAC requested clarity on the R45m as a receivable.	This relates to an ongoing legal matter. The municipality is in dispute with a customer about an error in the billing for electricity service charges, and the disputed amount is material.  The narrative is to inform users of the pending dispute and the possible financial impact.	Financial Reporting
56	Note 6 and 6.1	The MPAC requests a breakdown of <i>accrued income</i> .	Accrued income relates to funds that are claimed from the Human Settlements Grant. The municipality utilises its funding and subsequently claims these funds back from the transferring department. The breakdown of this receivable includes funding receivable from Cloetesville, Ida's Valley, and Vlottenberg Longlands projects raised in the current year.	Financial Reporting
62	Note 10	The MPAC requests clarity on what constitutes <i>Rental revenue from investment property</i> .	Investment properties are properties that the municipality owns (such as municipal houses), and from which the municipality currently receives income from the lessee.	Financial Reporting
71	Note 14.2	How are the property values calculated / determined for the heritage assets?	Directive 7, as issued by the accounting standards board, made provision to utilise a deemed cost on initial recognition.	Financial Reporting
78	Note 20.4	Why was there an increase in <i>Payables and accruals</i> ?	This was due to a loan repayment that was cleared on the 1st of July 2023, equating to R46 million. There was a system error that prevented the transaction from clearing on the required date 30 June 2023.	Financial Reporting
82	Note 22.1	Explain the dates in the paragraphs under the heading <i>Landfill site provision</i>	These dates refer to the expected dates that the municipality will commence with the rehabilitation of our landfill sites. i.e., when we will start incurring expenditures on these landfill sites.	Financial Reporting
83	Note 23	Provide clarity on the increase of <i>Public benefit organisations</i>	More applications were received in the current year.	Financial Reporting
		Provide clarity on the increase in <i>Vacant land</i>	More applications were received in the current year.	Financial Reporting
87	Note 33	Encroachment fees- This figure seems not to be aligned with the encroachment agreements recorded under Table 150, page 160	The amount disclosed in the financial statements relates to existing contracts. The contracts have an incremental increase year over year.	Financial Reporting
90	Note 37	What is the reason for the bad debt increase?	The Council has written off more debts in the current year for water and rates specifically. This will stem from individual investigations that occurred. There was also an increase in fines that were prescribed and written off.	Financial Reporting
92	Note 43.2	Why was there an increase in <i>catering services</i> ?	More in-person meetings were held post-COVID-19 which led to an increase in catering services. The municipality also	Financial Reporting

FINANCIAL SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
			hosted more delegates from the provincial and national levels.	
		Provide clarity on the use of Tracing agents and debt collectors in relation to the high debt still outstanding and can the municipality sell its debtors book?	Tracing agents are used to locate debtors who owe the municipality money. This is a time-consuming process, and, in some cases, they are not able to find these debtors. However, they need to be paid for the services that were rendered. This amount also includes the payment that was made to the credit control service provider.	Revenue
93	Note 43	Explain what the Traffic Fines Management company is doing and if this is a cost-effective manner of collecting fines	The TMT systems are fully operational, as per our SLA. The Chief of Traffic authorised more summons servers every quarter to increase the revenue stream. Furthermore, the department and the service provider are embarking on a new approach to increase revenue for the ANPR operations.	Traffic services
General remark		How are the traffic fines automatically done and only applicable to fines in the borders of Stellenbosch?	The processing of the instructions is manual and only applicable for fines in the municipal area.	
94	Note 45	Why was there a steep increase in Hire Charges?	The frequency of transporting waste from Klappmuts to landfill sites and the breakdown of our compactors increased hiring services.	Financial Reporting
96	Note 50	Why did the debtors impairment increase?	Due to an increase in gross debtors. This is because the municipality still has high amounts of old debt incorporated into our debtor's book. The increase will inevitably increase the accounting provision. Note 50 only relates to the cash flow adjustments for non-cash items.	Financial Reporting
102	Note 55	Is the Department of Internal Affairs the correct name?	Confirmed with SCM that it is correct as per the supplier-submitted form	SCM
105	Note 56.2	Why is the municipality still incurring irregular expenditures?	Much of the irregular expenditure comes from multi-year tenders that the Auditor General identified as irregular expenditure in previous financial years. These tenders are still in effect until the project is completed. The irregular expenditure also includes R4 369 988 for the procurement of an Azure Marketplace license that was found to not be included in the Microsoft Enterprise License Agreement.	Financial Reporting
107	Note 57	Provide clarification as to why the water losses were calculated at 27.42%.	Provide clarification as to why the water losses were calculated at 27.42%.	Financial Reporting
113 - 122	Note 62	Provide a status report on all the pending cases.	Provide a status report on all the pending cases.	Legal and Compliance Services
Annual Performance Report (APR) 2022/23				
4	Table 2	Why was there an increase in the number	Poor economic conditions, unemployment, and high inflation rates	Revenue

FINANCIAL SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		of indigent households?	contributed to the increase in the number of indigent households. Consumers apply for the subsidy when they cannot afford to pay for their accounts. Indigent campaigns are done on an annual basis to inform the public of the assistance that they can receive in terms of council policy if they apply for the indigent subsidy.	

## 1.4 Directorate: Infrastructure Services

TABLE 4: FEEDBACK- DIRECTORATE: INFRASTRUCTURE SERVICES

INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
53	Heading 1.10.1: Key Basic Service Delivery Highlights – Table 13 ( <b>Water and Wastewater Services</b> )	The MPAC requested clarification on which date the implementation of the capital upgrades on the WWTW will be.	Please take note of the comments on page 20. The annual report will be updated where needed.	Water and Wastewater Services
General remark		The department should discuss why the water was not up to the standard of blue drop certificates.	The blue drop standard was not up to standard in the year under review. It should be noted that the main reason for this was the lack of process controllers. Since the new term of office for the Director Infrastructure, various methods have been put in place, and it can be noted that the blue drop has improved.	Water and Wastewater Services
Electricity – General Comment		The MPAC requests that the department address the electricity problems in Pniël. The Electricity Master Plan was promised to provide mitigating measures.	There is an electricity repair plan available. Immediately after the network takeover from Drakenstein, an assessment was conducted, which outlined the way forward for the department on repairs and how these repairs can be conducted. The municipality is still working on the most important upgrades to the dilapidated infrastructure it took over.	Electricity
		The MPAC requested progress on the Bien Don substation.	The municipality finalised the final designs and is headed for the procurement process for the construction of the substation. The municipality is also in the process of finalising the procurement for the land on which the substantiation will be constructed.	Electrical Services
53	Heading 1.10.1: Key Basic Service Delivery Highlights – Table 13 ( <b>Electricity</b> )	The word municipal should be replaced with municipality-wide.	Electrical Services	Electrical Services
53-54	Heading 1.10.1: Key Basic Service Delivery Highlights – Table 13 ( <b>Electricity</b> )	The department is to provide feedback on the investigation of alternative energy initiatives.	Electrical Services	Electrical Services
54	Heading 1.10.1: Key Basic Service Delivery Highlights – Table 13 ( <b>Waste Management</b> )	The department must confirm if the door-to-door service for collecting recyclable waste was rolled out to certain areas or the entire WC024. If not, kindly list the areas and indicate when it will be rolled out to other areas.	Most, but not the entire WC024. The municipality is planning to expand the recycling collection to the following areas over the next 3 financial years: Additional areas will be rolled out during this contract. The areas will be rolled out as follows: In Year 1: Groendal, Mooiwater, and La Motte In Year 2: Kayamandi North and Kayamandi South In Year 3: Klappmuts and Lanquedoc	Waste Management
54	Heading 1.10.2: Key Basic Service Delivery	The MPAC requests feedback on the recruitment process for WWTW posts.	The completion of the recruitment process depends on the assessment process per department.	Water and Wastewater Services

INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
	Challenges – Table 14 ( <b>Water and Wastewater Services</b> )	The MPAC requests to simplify the sentence: Due to the continuous interruption of electricity supply because of loadshedding, the water and wastewater infrastructure was not designed to operate in such conditions.	No information was received.	
55		The MPAC requests a full blast of communication about the hot water load control devices and how and why the initiatives are required.	The MPAC Chairperson informs the members that the team does have a valid identification of what they are doing, which was advertised on Facebook.	General Comment
		Will people be summoned if they refuse to let them in to do the job or not? Is there a regulation about it?	In terms of the Electricity By-Law, refusal of access to electrical infrastructure or equipment is a transgression of the By-Law. If the residents have any concerns, they can contact the municipality and verify. Each time that the municipality conducts site inspections / visits, the ward councillors are informed beforehand and widely broadcast.	Electrical Services
		These challenges can become a big risk for the municipality. However, it is commended that the department does a sterling job with limited capacity. The MPAC would like to know what the real problem is, as the municipality has capable senior managers but keeps on reading about a lack of capacity.	Attracting competent, experienced, and suitably qualified senior electricians presents a challenge for the municipality. Subsequently, this leads to colleagues sharing obligations and responsibilities, which has an adverse effect on their welfare. Notwithstanding the expansion of the network, customer base, infrastructure, and responsibilities throughout the years, there has been no commensurate augmentation in the staff complement.	Electrical Services
54-55	Heading 1.10.1: Key Basic Service Delivery Challenges – Table 14 ( <b>Waste Management</b> )	The MPAC requests clarification on when the appointment of a YCOP will take place and whether it will be ward-based or specifically for the WC024.	The YCOP is a national government initiative that is driven by the Department of Environment, Fisheries, and Forestry. The shortlist and interview process have already been concluded, and National has indicated that the appointment of YCOP will take place during their new financial year, starting 1 April 2024.	Waste Management
	Heading 1.10.2: Key Basic Service Delivery Challenges – Table 14 ( <b>Waste Management</b> )	The MPAC is concerned about the illegal dumping and suggests bringing back the swap shops as it will generate income for the community and make it a weekly initiative.	It should also be noted that the Manager: Waste Minimisation has resigned, and the vacant post is currently in the recruitment process. The department has embarked on a recruitment and selection process to appoint a senior technician who will implement the swap shops in WC024.	Waste Management
116	Paragraph 2	The MPAC requested if the waterpipe replacement programme, indigent domestic leak repair, and meter replacement programme are for the WC024.	The programmes are prioritised per the pipe replacement prioritisation study and apply to the complete WC024 area. The replacement of the water meters and repair of the indigent leaks are carried out per request from the Directorate: Financial Services.	Water and Wastewater Services
117	Heading 3.4.1: Service Statistics – Water Services – Table 111	The MPAC requested why the percentage of non-revenue water from 2021/22 to 2022/23 is so high and if an	The Director of Infrastructure Services indicated that there are a few contributing factors to non-revenue water, which are water losses via pipe leakages, residents experiencing issues	Water and Wastewater Services

INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		explanation can be provided to the members.	<p>during the year and proving they stopped leaks within premises, which are verified by officials via the telemetry systems, and open tap breakages in standpipes in informal settlements. This matter is linked to the programmes mentioned earlier.</p> <p>The largest factor contributing to non-revenue is physical water losses. Ageing infrastructure causes an increase in physical water losses, and unmetered connections to informal areas are also presented as water losses. The June 2023 floods negatively affected physical water losses as large bulk water lines were damaged.</p> <p>The pipe replacement, indigent leak repair, and meter replacement programmes reduce non-revenue water.</p>	
120	Heading 3.5: Wastewater (Sanitation) Provision	The MPAC requested if a tender process has started for the Wemmershoek WWTW Phase 2 and if there is a report available.	The Director of Infrastructure Services indicated that the tender process started in Phase 2. Firstly, the municipality had to ensure the available funds were available; secondly, it had to modify the design so it covered everything within the budget and will close on 28 February 2024. The Wemmershoek WWTW Phase 2 tender is currently being evaluated. The construction period will be 70 weeks.	Water and Wastewater Services
	Heading 3.4.2: Water Service Delivery Levels – Table 115	The MPAC observed that the budget for the replacement of waterpipes is very low and requested that the budget be adjusted in the current financial year.	Provision has been made in the 2024/25–2026/27 MTREF for the increase in the water pipe replacement funds to the effect of R7–R9 million per annum.	Water and Wastewater Services
121	Heading 3.5: Wastewater (Sanitation) Provision – Table 116	The MPAC observed that from 2016/17 until 2021/22, a total of zero was also stated under the sewer below the minimum level. The suggestion is to state that there is no information available at this time, as it creates a bad reflection.	The change was recorded in the Annual Report.	Water and Wastewater Services
	Heading 3.5: Wastewater (Sanitation) Provision – Table 117	The MPAC wants clarification on why budget spending was low on sewer pipe replacement.	Provision has been made in the 2024/25–2026/27 MTREF for the increase in the sewer pipe replacement funds to the effect of R6–R9 million per annum.	Water and Wastewater Services
122	Heading 3.5: Wastewater (Sanitation) Provision – Table 119	The MPAC requested clarification of how far the process is on the tender for Phase 2: Upgrade to Wemmershoek (Franschhoek Valley) WWTW.	The Director of Infrastructure indicates that the other comments in the table are to inform the MPAC of the progress to date.	Water and Wastewater Services
	Heading 3.5: Wastewater (Sanitation) Provision – Table 119	The MPAC requests clarification on how far the process is from completion or if it is in the process of Phase 1: Polkadraai Reservoir and Pipeline.	Polkadraai Reservoir and Pipeline Phase 1 are completed. Phase 2 is currently in the tender phase.	Water and Wastewater Services

INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
123	Heading 3.7: Electricity – The Demand Side Management	<p>In Klapmuts, only a few LED bulbs were replaced in certain areas and stopped at a certain point. The municipality indicated that they are waiting for Eskom to put on a switch.</p> <p>It should be noted that crime and social ills increase in dark hotspots, especially during loadshedding periods.</p> <p>The MPAC requests clarity on who needs to inform Eskom about the replacement of the remaining LED bulbs.</p> <p>The municipality needs to improve communication by providing feedback on the streetlight matter in Klapmuts.</p>	<p>The Director of Infrastructure indicates that the municipality has its own streetlights, for which a budget is available for any maintenance.</p> <p>Since February 2020, Eskom has handed over to the municipality all streetlight maintenance that is in Eskom areas of supply within the WC024 to Stellenbosch Municipality. The municipality has made budgets available for streetlight maintenance; however, the challenge remains that the streetlight network is embedded in Eskom's electricity network, but the municipality is challenged to have the network separated from Eskom's network. Applications have been made. Various engagements with Eskom have taken place. This has been escalated to Eskom's Key Customer Executive, and the municipality is awaiting constructive feedback.</p>	Electrical Services
		<p>Some of the streetlights in Ward 23 are not working, especially at night, and these issues have been reported to the municipality.</p> <p>No feedback was received after weeks or any improvements in lighting in areas where the What is the issue as to why there is such an issue with streetlights in Ward 23 and the rest of the town?</p>	<p>The streetlight challenges are a combination of vandalism and Eskom issues, depending on the case basis. The streetlights in Klapmuts that were retrofitted with LED bulbs are those streetlights for which the municipality was responsible before the handover in February 2023, and the repair and or retrofits were done.</p> <p>The department will improve communication with the community and provide a list of areas of repaired streetlights in Klapmuts that need to be maintained (depending on what Eskom will provide).</p>	Electrical Services
		<p>Does the municipality have a programme to check which streetlights are working and which are not, or is the municipality reliant on the complaints received from the public?</p>	<p>The municipality is reliant on the complaints received. Should the issues not be addressed or escalated, they will be communicated through Let's Fix It.</p> <p>The municipality aims to have all the streetlights repaired. The MPAC should note the history of the handover and streetlight issues.</p>	
124	Heading d: Electrification of Informal Settlements - Table 137	<p>Does this table reflect the number of households that were successfully electrified?</p>	<p>The table reflects the number of households that are meant to be electrified in each phase. These are the phases for which the municipality received a grant from the Department of Mineral Resources and Energy. Phases 2 and 3 have been completed with 2 300 connections. Phase 4 is underway and should 1 000 beneficiaries be provided by Human Settlement to the Department: Electrical Services, 1 000 connections will be realised.</p>	Electrical Services



INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
			Phase 4 consists only of 500 confirmed beneficiaries; hence, the remaining are unconfirmed.	
149	Heading 3.9.4.2: Relocations	Is it possible for the municipality to do waste disposal campaigns in TRAs to curb the surge of illegal dumping?	The Department plans to roll out wheelie bins to each household in the TRAs once the tender has been awarded.	Waste Management
		How responsive is the municipality on Let's Fix It to complaints of illegal dumping in TRAs?	The Lets Fix IT team responds to the complaint within an hour, after which the Area Cleaning Team reports it and handles it per the illegal dumping cleaning schedule.	Waste Management
162	Heading 3.11.2 Transport studies	The MPAC notes that the traffic congestion in the Stellenbosch town area is a major concern. Residents often struggle to find parking.		
		<p>Will the intended parking facility alleviate or add to the traffic congestion challenges faced by the municipality?</p> <p>Will the intended parking facility alleviate or not the traffic congestion, and what is the best argument to address the issue?</p>	<p>The parking facility's main function is to address the parking shortage in the CBD. It will aid in reducing congestion by alleviating the need for cars to circulate in the CBD searching for parking. Consolidating parking and incorporating technologies such as the display of parking bay availability will increase efficiencies in the provision of parking. It is expected that traffic patterns will change slightly; certain roads may experience more traffic and others less traffic. Although preliminary traffic studies have been completed, more detailed traffic studies will be carried out to identify and alleviate any possible congestion.</p> <p>There is a transportation plan for the town, the municipality, and the CBD. The transport modelling feeds all the different facilities into the transport plan specifically for alleviating congestion and to allow for capacity for different nodes of transport by taking care of cars and future growth and allowing for NMT and future transport nodes.</p> <p>The parking facility is a critical part of the entire model, which focuses on the extra capacity that is needed in the CBD.</p> <p>There are many programmes that the municipality is running specifically designed to address alleviation.</p> <p>The construction of the proposed parking facility is to address the parking needs in the CBD. Alleviation is one of the objectives in the transport plan, with several programmes to it.</p>	Roads, Stormwater and Traffic Engineering
General Remark: MPAC proposed that the department should communicate the intention of the programme on social media.				
164	Heading 3.11.4.1: Road Rehabilitation	Totals must be re-checked.	The correct length of road rehabilitation is 5 436.1 m.	Roads, Stormwater and Traffic Engineering

INFRASTRUCTURE SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
166	Heading 3.11.4.6 Traffic Calming Implementation	No speedhumps are indicated at Cloetesville-Silvia Street.	One speedhump was constructed on Silvia Street.	Roads, Stormwater and Traffic Engineering
167	Heading 3.11.4.7: Bridges	Unsafe bridges must be demarcated, repaired, and maintained. The character and history of the town must also be considered when bridges are designed.	Normal safety assessments are being conducted on bridges. Bridges are repaired and maintained regularly.	Roads, Stormwater and Traffic Engineering
		What is the status of the road repairs needed due to flood damage?	The municipality did receive grant funding. However, the funding is to replace what was damaged and repurpose it for more resilient structures.	Roads, Stormwater and Traffic Engineering
		What is the status of the Lanquedoc Bridge?	The tender process recently commenced.	Roads, Stormwater and Traffic Engineering
172	Ida's Valley Housing Project	Is the Oak Tree Village Housing Project complete?	The project was completed in December 2023, with a total of 166 GAP houses.	PMU
173	Basic services in Kayamandi	What is the number of households that will benefit from the 36 toilets and 28 wash troughs?	The number of households per the 2022 count was 2 500.	Water and Wastewater Services
	Upgrading of The Steps, Orlean Lounge	How many houses must still be upgraded in this project?	153 out of the 166 houses to date have been completed. The beneficiaries have returned to their upgraded houses. The remaining eight houses should be completed by 31 March 2024 and that should bring the project to finalisation.	PMU
		Who checks the quality of the project before it is signed off?	The Director and team went out to the site regarding the condensation and leaking issues. The municipality signs off on quality and professional engineers. The residents keep adding new snags to the original snags, which delay the handover of the house.	

## 1.5 Directorate: Planning and Economic Development

TABLE 5: FEEDBACK- DIRECTORATE: PLANNING AND ECONOMIC DEVELOPMENT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
27	Under the Socio-Economic risk 3: Low skills base	Is there anything in place that poses a concern for the municipality?	<p>A low skills base can create a cycle of poverty and underdevelopment within a municipality, limiting opportunities for economic advancement and social mobility for its residents. Addressing this challenge requires investment in education, workforce development, and economic diversification strategies to build a more skilled and resilient community.</p> <p>The Economic Development and Tourism Unit addresses this risk through programmes such as the EPWP programme and SMME training initiatives.</p>	LED and Tourism
		<p>How does the EPWP empower people with the skills to be self-sufficient?</p> <p>Is there any proof after completion of the EPWP that people will be absorbed into the job market?</p> <p>The department is to provide a demographic breakdown of the employment per ward of the EPWP.</p>	<p>EPWP candidates do various types of work. They are not only cleaning streets; some are based in offices as well and receive training.</p> <p>The current people registered on the database should update their details on an ongoing basis.</p> <p>Some of the candidates get employment within the municipality and some in the private sector; hence, the municipality cannot provide proof of how many get into the job market. The municipality can only provide information on EPWP applicants within the municipality.</p>	
		The process of the old to the new EPWP workers and how do the tracing of applicants work?	<p>All contracts are on a six-month basis. It should be noted that the contracts of applicants with limited skills get extended.</p> <p>Applicants are not removed from the database; however, people must update their contact details regularly. Outreaches are done regularly, and ward councillors are also reminded to inform the community to update their contact details on the EPWP database.</p>	
		The department is to provide a demographic breakdown of the employment per ward of the EPWP.	<p>EPWP candidates not only do street jobs but are based in offices as well.</p> <p>The current people registered on the database should also update their details on an ongoing basis.</p>	
MPAC Site Visit Project		<p>The hub is on Bird Street (Taxi Rank).</p> <p>The department is to confirm the timelines for finalising the project and to respond to the standard of maintenance regarding the building</p>	<p>Phase 1: Completed</p> <p>Phase 2 will be the paving, beautification, street furniture, and lights.</p> <p>Phase 3: the building of another 10 units. There are no funds available to build the units now; however, an application was submitted for grant funding.</p>	LED and Tourism

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		(litter, grass cutting, etc.). It was proposed that the departments should be aligned on who works on the project based on the information received.		
		Can the municipality make use of the EPWP workers to clean around the site?	Minor Maintenance Concerning minor maintenance on the structure, the department will make use of the small-scale maintenance tender for the small maintenance works required. Cleaning and garden maintenance Cleaning of the facility: <ul style="list-style-type: none"> <li>the municipality has a cleaner on-site; and</li> <li>garden maintenance is undertaken by the housing department.</li> </ul>	
		Can the occupant utilise the current units, or should they have to wait for the completion of 3 and 4?	After the completion of phase 2, individuals can occupy the units.	
136	Heading 3.9.1.1: Housing Development Capital Budget - Table 133	The MPAC requested a status update from the user department on whether the projects listed in Table 133 are complete.	The user department indicated that the projects are in the planning phase.	Housing Development
		What were the LAP land funds used for?	The funds were used for planning-related functions.	Housing Development
	Heading 3.9.1.2: Human Settlement Development Grant (HSDG) - Table 134	What were the funds used for in respect of the 380 houses in Cloeteville?	These specific funds were for the Erf 7001 ("Soek-mekaar") housing project. The 380 houses reflect the anticipated yield at the time when the planning processes started. However, after the planning processes were concluded, the projected yield was reduced to approximately 240 sites.	Housing Development
		Provide clarity on the 204 houses in Ida's Valley.	The total of 204 is the combined houses and work done for the GAP housing in Ida's Valley. The additional funds indicated in the table refer to the funds needed to finalise the construction of an additional road for that specific project.	Housing Development

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
137	Heading 3.9.2.1: Erven 412, 217 and 284 Groendal, Franschoek	The project on erf 412 is long outstanding. What is the cause of this?	<p>The main concern is that the property is very small, and it is difficult for the municipality to align the development expectations of the community with what can be constructed on the property.</p> <p>The municipality has in the past requested two calls for proposals and did not receive any responsive bids due to the size of the property.</p> <p>Meetings were held with the aesthetics and heritage committees to also get their input on how the property could be developed. The aspect of aesthetics can only be attended to when a successful developer has been appointed.</p> <p>A service provider has been appointed to look at Erf 412 from a commercial perspective and 284 for a possible housing development.</p>	Housing Development
	Heading 3.9.2.2 Farms 81/2 and 81/9, Stellenbosch	Provide clarity on this project	<p>This is the municipality's first social housing project. The municipality is in the process of appointing a social housing institution. A 30-day appeals period will follow. Thereafter, negotiations will commence with the successful bidder to ensure a proposal is submitted to the Council for consideration. This will take the form of a Land Availability Agreement.</p>	Housing Development
138	Heading 3.9.2.3 Erf 7001, Cloetesville	What is the status of the development of Erf 7001?	<p>All the planning documentation was submitted. The municipality also recently advertised the planning and rezoning applications. Members of the community are frequently commenting on social media about the project. However, the municipality is urging members of the community to please address any comments to the municipality during the formal advertisement period.</p>	Housing Development
139	Heading 3.9.2.4 Farm 527, Jamestown	Provide clarity on the status of the Jamestown housing project.	<p>Only Phase 1 of the project could be implemented due to the bulk service constraints. The delay in upgrading the bulk services was due to the installation of a pipeline near De Zalze, which required environmental authorisation. Currently, the reservoir is under construction, and an updated Traffic Impact Assessment (TIA) needs to be concluded before Phases 2 and 3 of the project can commence.</p>	Housing Development

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
140	Heading 3.9.2.5 Kayamandi Town Centre	What is the cause of the delay in this project?	<p>This project has a holistic approach due to a potential housing yield of 1 800 housing opportunities. Therefore, a full engineering report is needed to ascertain the bulk service capacity for the Kayamandi Town Centre and the Northern Extension. This report will then be submitted to the MPT for consideration.</p> <p>However, all other studies have been concluded. The funding is also secured in collaboration with the responsible provincial department.</p> <p>It should also be mentioned that some interventions were initiated in the hostels in the town centre to alleviate some of the service delivery challenges. This project is linked to the Northern Extension, and only after decanting can this project commence.</p>	Housing Development
		Is there a site identified where decanting will take place?	<p>The town centre could not go ahead as the families had to be reallocated for development to take place. The municipality looked for areas where it could be sufficient for services as well to allow for land sufficient where decanting could take place.</p> <p>The site should be able to accommodate up to 4 500 people; therefore, an upgrade of the bulk infrastructure is needed.</p>	
141	Heading 3.9.2.7 Erf 64 Kylemore	Provide a status update on this project.	The basic assessment studies have been completed. The municipality is in the process of finalising the street names through a public participation process.	Housing Development
143	Heading 3.9.2.8 Langrug Franschoek	It appears that nothing is happening on this project, which has been in the process for more than five years. Provide a status update on this project.	The municipality has an approved funding contract and is now able to advertise for civil contractors. Families situated in and on the dam will be relocated to Erfs 3229 and 329. Thereafter, the dam will be rehabilitated. This project is estimated to cost ±R16 million.	Housing Development
		This section mentions that it is funding-dependent. What will happen if the funding for this project is not allocated?	The municipality is having meetings with the provincial and national governments to assist with the release of land for a decanting site. An appropriate site has been identified in La Motte. However, the municipality is not able to relocate the affected community to La Motte because the land belongs to the National Department of Public Works and a Power of Attorney (PoA) has not been issued yet. A Project Initiation Document (PID) application was submitted, which will release funds for this project when a PoA is issued.	Housing Development
	Heading 3.9.2.9 La Motte, Franschoek	It appears that the National Department of Public Works is delaying the housing	The municipality is in consultation with the National Department of Public Works and Infrastructure. A task team was established to attend to all the Forestry	Housing Development

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		development initiatives in the area.	Villages issues in the Stellenbosch Municipal Area, including La Motte.	
		It appears that nothing is happening on this project, which has been in the process for more than five years. Provide a status update on this project.	Progress can only commence after the National Department of Public Works and Infrastructure issues the municipality with a Power of Attorney. Senior-level discussions are taking place in the form of a joint task team.	Housing Development
144	Heading 3.9.2.11 Erf 2183, La Rochelle, Klapmuts	What is the status of the street naming in this project?	The land use application and street naming process with the ward councillor in consultation with the ward committee as well as with the affected community have been concluded. This project is due to serve before the Municipal Planning Tribunal (MPT) by February / March 2024.	Housing Development
		Where is this erf located in Klappmuts?	The site is located on the south-eastern edge of the town of Klappmuts and is bordered by vacant land to its southern and eastern boundaries on the Groenfontein Road in Klappmuts.	Housing Development
	Heading 3.9.2.1 and Table 136	What is the status of these housing projects in Kayamandi?	All these projects are registered in the surveyor general's office. The remaining 66 could not be done. This is because the land is in a trust, and the owner of the trust is not cooperating. However, the municipality did appoint an attorney to assist in this matter.	Housing Development
149	Heading 3.9.4.2 Relocations	Who is responsible for the maintenance and upkeep of TRAs?	The Housing Administration Section is responsible for the maintenance and upkeep of TRAs.	Housing Development
		How long does it take for the projects to come to completion? Does the municipality inform residents how long they will stay in a TRA?	The length of stay in TRAs depends on the completion of the project. Those who are legally in the TRAs will then be moved either into a house or a serviced plot, depending on what they qualify for in terms of the housing subsidy criteria. The residents are informed of progress regularly. The municipality attended to the complaints from the residents as reported.	Housing Administration
		The MPAC noted that people stay in TRAs for extended periods of time. Some of the housing structures have become dilapidated and unsafe.	The new TRAs are of a quality that can last for a long period of time. TRA is the movement of people, not the movement of the unit.	Housing Administration
		What is the future for the non-qualifiers before 2011 for Watergang TRA 1?	The non-qualifiers earn more than R3 500 The 86 sites have been identified as places to look for services. The Northern Extension is a mixed-use development that will cater to everyone qualifying for the criteria. The Northern Extension is a mixed-use development that will cater to all kinds of income.	Housing Development
		The TRA 1 no longer serves its purpose, which was intended. Does the municipality have a plan to deal with it?	The committee should take note that over 300 TRAs were built on only 100 serviced sites. The department briefed the committee on the background regarding the TRA matter.	Housing Development

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		Strategies need to be in place to address matters on TRAs.	There are no open spaces to move families in Kaymandi, and councillors are aware of the situation.	
		Strategies need to be in place to address matters on TRAs.		
		Why are there still vacant plots in the Longlands area?	During negotiations to determine the route of the bulk services, an agreement was reached with the landowner to utilise a portion of his property for the bulk services. The agreement stipulated that four sites must be allocated to the landowner to accommodate families residing on his farm.	Housing Development
150	Heading 3.9.4.5: Informal Settlements – provisions of basic service requirements - Table 139	Is the municipality able to supply nu-tec houses as they are more durable, especially when people will be required to stay there for extended periods of time?	In the future, the municipality will build buildings made for TRAs, which will include better access to basic services as well as property access via a street network.	Informal Settlements
		The municipality must also consider constructing streets in the TRAs.	In the future, the municipality will build buildings made for TRAs, which will include better access to basic services as well as property access via a street network.	Informal Settlements
		Why are the two informal settlements not recognised by the municipality?	The Council at this stage does not have a clear policy on the recognition of informal settlements. The current guideline being used is whether the Council provides basic services. These informal settlements receive no basic services from the Council.	Informal Settlements
		The MPAC noted that the municipality may not legally spend its funds on privately owned land. Should this happen, future land invasions may be encouraged, as residents will view them as an opportunity to access basic services from the municipality. However, the municipality is encouraged to acquire land upfront to negate land invasion and to match the demand for access to housing and basic services.		
151	Heading 3.9.4.7: Evictions - Table 141	What does "number of meaningful engagements held" mean?	This is the number of court-ordered "meaningful engagements" or meetings between the respective parties in any matter in any given year. Fifteen (15) meaningful engagements were held in the year under review.	Informal Settlements
		Why were the number of eviction notices issued not converted into court orders if residents refused to vacate the premises?	The court dictates the number of orders that will be granted.	Informal Settlements
152	Table 143	It appears that the transfer of title deeds is progressing well. The MPAC takes notice that the process is cumbersome and at times frustrating and emphasises the importance of home ownership through the transfer of title deeds. The MPAC thanked the Executive Mayor and the administration for their hard work in ensuring the transfer of title deeds.		
		How many title deeds are still outstanding? E.g., 114 of ## 80 of ##	The number of title deeds outstanding is difficult to quantify due to some of the projects that were built getting all land use rights in place. It is also difficult to	Housing Development



PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		194 of ##	quantify houses that were built pre-1994 as the beneficiaries of these houses are not captured on the Housing Subsidy System, which is the register for all beneficiaries who received state-subsidised houses. The known backlog is approximately 800 at present.	
153	Heading 3.9.5.2 Housing waiting list	How many people are on the housing waiting list?	The current total is 19 512 on our housing waiting list.	Housing Development
159	Heading 3.10 Property Management	What is the municipality's policy on dilapidated buildings, and can the private sector acquire these buildings to repurpose or upgrade them?	Stellenbosch Council adopted a Problem Property Bylaw on 29 July 2020. With its implementation, challenges with some of the provisions were identified, which could result in difficulties when legal processes are instituted. The subject Bylaw was consequently reviewed and updated to address these matters and will serve at Council for consideration during the first semester of 2024.	Development Planning / Management
173	Upgrading of the "The Steps / Orlean Lounge"	Do the people have title deeds at The Steps?  Provide feedback on the remaining number of people to receive title deeds.	None of the beneficiaries have title deeds at The Steps, as the general plan has lapsed at the Office of the Surveyor General, and the department is busy with the new submission of the general plan. It is important to note that currently, 37 of the 161 beneficiaries have already signed deeds of sale, while others are refusing to sign due to their dissatisfaction with the structural condition of their houses.  It appears that the transfer of title deeds is progressing well, as is the sign of the deed of sale. The MPAC takes notice that the process is cumbersome and at times frustrating and emphasises the importance of home ownership through the transfer of title deeds.  The number of people who have signed deeds of sale has substantially increased since the reported total.  The municipality is managing the issue of the general plan that lapsed at the office of the surveyor general due to the fact that no title deed was registered at the time on the particular project, which led to the lapse of the plan. The municipality is currently in the process of re-registering the plan. The committee must take note that this is a lengthy process.	Housing Development
	Municipal insurance on houses allocated to residents	Are houses that were handed over to beneficiaries still on the municipality's insurance? Provide clarity if those who did not receive title deeds are included in the response.	Subsidy houses are not on the insurance of the municipality. All beneficiaries form part of the response. Once you receive a property, it will only reflect that the title deed has not been finalised for the benefit of the remaining beneficiaries to receive title deeds.	Housing Development

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
		Why was there again money allocated for renovating the steps?	The community became concerned about the quality; hence, the municipality applied for additional funding from the National Department to rectify these properties.	
180	Table 158	The MPAC notes that members of the community complain that the building plan application process takes too long to finalise. What is the root cause of the delays?	Three crucial resignations were experienced in the PMU Section. However, these vacancies were subsequently filled, and building plans and others are being processed more efficiently in the PMU Section.	Building Development Management
185	Table 162	The MPAC would like to congratulate the municipality on being the first intermediate city to adopt an Inclusionary Housing Policy.		
186	Table 164	There is no data for business registrations in 2021/22 and 2022/23	The Economic Development and Tourism section no longer registers businesses per sector.	LED
		Must a registered business also apply for a business license at the municipality?	All businesses in the Stellenbosch Municipal area must apply for a business license if their operations include the sale or supply of meals, and if they offer health or entertainment services.	LED
		The MPAC notes that there should be an assessment of whether the SMME training is yielding the intended results.	The overall feedback received from SMMEs after training events has been largely positive. A significant number of participants expressed that the workshops improved their knowledge of tendering, business plan writing, business registrations, and marketing abilities, which increased their confidence in marketing and brand representation. Furthermore, the mentorship programme played a vital role in supporting the growth and success of small businesses by providing mentorship, guidance, and resources to aspiring entrepreneurs and existing business owners.	LED
		The MPAC questioned the correctness of the walk-in figures in Table 164.	The number of walk-ins for 2022/23 should be amended to 24 walk-ins.	LED
187	Heading 3.15.2 EPWP Job Creation	What are the criteria for EPWP appointments?	The appointment criteria will depend on the project. However, the municipality requests that prospective EPWP workers complete the registration form together with the required documentation. Then, depending on the type of project, people are selected from the database. Should someone receive an opportunity in the past six months, they must wait until the list is exhausted before they can be considered again for an opportunity.	LED
		Can an EPWP worker from one ward work in another ward?	In some instances, people will be taken from the database who do not reside in that ward. However, this depends on the number of people registered on the	LED

PLANNING AND ECONOMIC DEVELOPMENT SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
			database from that ward and the number of people needed for the project.	
		Are the EPWP workers monitored, and do they have targets?	Are the EPWP workers monitored, and do they have targets?	LED
189	Heading 3.15.3 Tourism	The project owner is monitoring the EPWP workers. They must also ensure that they have the necessary PPE, tools, and equipment.	The project owner is monitoring the EPWP workers. They must also ensure that they have the necessary PPE, tools, and equipment. All departments will be informed that they comply with having health and safety tools and equipment in place.	LED

## 1.6 Directorate: Community and Protection Services

TABLE 6: FEEDBACK- DIRECTORATE: COMMUNITY AND PROTECTION SERVICES

COMMUNITY AND PROTECTION SERVICES				
Page no.	Table / Paragraph Graph	Comment/s	Response	Responsible Department
175	Culcatta Bos Memorial Park	When is this project due to commence?	The service provider is currently busy with planning approvals and designs. The planned date for all approvals and preliminary designs to be in place is 30 June 2024.	Parks and Cemeteries
		Does the municipality foresee challenges with the water table in this project, as in other cemeteries?	The geotechnical report that was conducted for 1.8-metre-deep graves did not show a high water table. However, an additional geotech study will be done for 2.4-metre-deep graves.	Parks and Cemeteries
		Who is going to manage the memorial park? Will it be the municipality or a service provider?	The Stellenbosch Municipality will manage the Memorial Park.	Parks and Cemeteries
		The MPAC notes that it is currently more expensive to bury than to cremate. This is potentially deterring families from cremating.		
195	Table 173	Why did the internet access points in the libraries decrease over the past five years?	The provincial government provides internet access point in libraries. The Internet points have not decreased; they remain the same. It is the switching off of municipal Wi-Fi around libraries that has had an impact. Another more important factor is the vacancy rate in libraries. The Wi-Fi will be switched off after normal working hours on request from DCAS where irregularities occur.	Library Services
		Is there a correlation between the decrease in internet points and the decrease in children attending programmes at the library?	The current staff is unable to cope with the rise in demand for assistance with IT, therefore the drop in patron programmes. The province is willing to give Stellenbosch Libraries more IT resources once the municipality uses the already allocated CG funds for an IT cadet to manage all provincial IT equipment at the libraries. Currently, the municipal IT department does not manage provincial IT equipment. Therefore, they have been allocating funds over the last three years for the employment of an IT cadet.	Library Services
197	Heading 3.17 Cemeteries	The MPAC notes in the first paragraph under this heading that the Groendal Cemetery is full, and the other cemeteries are fully operational.	The municipality does allow for the reopening of existing graves to allow for a second burial. Third burials will be looked at in the future. The Franschoek South cemetery is being used for burials in that area. Furthermore, a new memorial park is in the planning phase for WC024 and will be managed internally.	Parks and Cemeteries
		Burial space in Jamestown: How far is the municipality with the water issue and the re-opening of the Jamestown cemetery?	The municipality cannot commit to a specific timeframe but can confirm that contractors will start soon.	

COMMUNITY AND PROTECTION SERVICES				
	Table 176	Why is the Kylemore cemetery not operational yet?	The even must first be rezoned as a cemetery before any burials can take place. The municipality's legal department has appointed an attorney to handle the process of rezoning.	Parks and Cemeteries
198	Table 177	The MPAC requests the figures in Table 177 be verified.	See attached Annexure 1 for the updated figures.	Parks and Cemeteries
202	Table 180	The MPAC notes that the municipality should provide feedback to organisations that applied for grant-in-aid funding as to why their applications were rejected. This is to assist organisations in submitting proper proposals in the next Grant-in-Aid cycle.	Reasons for unsuccessful Grant-in-Aid (GiA) applications are provided annually. It forms part of the register of GiA applications published and advertised to the public as part of the draft budget (April of each year) and final budget (June of each year).  The communication went out to all churches, but no input was received from the churches.	Community Development
	Heading 3.20.2 Highlights and Challenges for Traffic and Law Enforcement	The MPAC notes the current challenges experienced by the municipality concerning traffic and law enforcement. Safety and security in the Stellenbosch town area are becoming a risk and may cause businesses to divest from the town centre.		
207	Table 190	Why was there a sharp increase in section 56 and 341 fines from 2021/22 to 2022/23?	There were a lot of complaints in the CBD about vagrancy, urinating, and drinking. In response here, and to deter such behaviour, fines were issued.  The law does not allow a person to be arrested for, e.g., jaywalking. A fine is issued for such offences. This is how law enforcement is trying to build a culture of compliance for those transgressing.	Protection Services
208	Table 191	The MPAC recommends that the municipality add a footnote in the draft Annual Report 2022/23 to explain the difference between section 56 and 341 fines.	<b>Section 56 Summons about Traffic Officers (Also Peace Officers include Law Enforcement):</b> Issued by a traffic officer and usually involves an offence that happened while the vehicle was moving. This notice gives you a pay date as well as a court date. You have 30 days to pay your fine, and you will need to attend court on the appointed date, which will be within four months from the date of issue.  <b>Section 341 in relation to traffic officers (also peace officers, including traffic wardens):</b> Issued to a motorist by post for violations caught on a traffic camera or as a traffic ticket (pink slip) while the motorist is not around for an expired licence disc, parking in a loading zone, or parking in a red-demarkated lane. This notice does not have a court date, but you have 30 days to pay the fine before a notice of summons is issued, after which you have another 30 days to pay before a summons with a court date will be sent to you.	Protection Services
216	Heading 3.23 Community Halls and Facilities	MPAC wants to know what happened to the generator, as in Cloetesville / Eikestad Hall, no plugs are	The generator only has a carrying capacity to supply electricity to the interior and exterior lighting. The generator has been out of service since February 2023, which was reported to Electrical Services.	Sport, Recreation and Halls

COMMUNITY AND PROTECTION SERVICES				
		working, only the lights. MPAC requires clarity on this matter.	A tender was concluded for new generators.	
General Remark		Provide feedback on the white building on Andringa Street; hence, crime activities are going on there. Who is responsible for the building?	The committee should note the heritage attachment to the Council. The maintenance will fall under Corporate Services, and the Directorate: Community and Protection Services will assist in patrolling around the building.	Law Enforcement
		The floods at the Eerste River caused trees to lie in the street and to take note of the areas where erosion took place. Can the department follow up to clean up the area?	The municipality is currently busy with cleaning up after the flood damage throughout the Stellenbosch area. The erosion issue will be conveyed to Roads and Stormwater Services.	Community Services

## 2 Annexures

### Annexure 1

UPDATED DOCUMENT WITH INFORMATION						
	CEMETERIES STATISTICS					
	2020/21		2021/22		2022/23	
GRAVE LOCATIONS	NUMBER OF BURIALS	INCOME	NUMBER OF BURIALS	INCOME	NUMBER OF BURIALS	INCOME
Onder-Pappegaaiberg	35	R25 033.80	36	R47 606.76	62	R81 134.44
Jamestown	404	R937 642.28	409	R885 584.90	566	R1 352 479.28
Pniel	7	R9 640.42	11	R4 528.04	22	R12 994
Wemmershoek	9	R3 620.46	85	R17 152.41	5	R7 728.48
Franschhoek North Groendal	41	R33 463.26	29	R71 679.77	70	R52 797.62
Franschhoek South	7	R13 072.86	46	R109 943.04	103	R73 444.95



**ANNEXURE B:**  
**ANNUAL REPORT 2022/23**





**STELLENBOSCH**

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# ANNUAL REPORT 2022/23

The Annual Report is compiled in terms of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)



## List of Abbreviations

Abbreviation	Description
<b>ABS</b>	Access to Basic Services
<b>ACDP</b>	African Christian Democratic Party
<b>AGSA</b>	Auditor-General of South Africa
<b>AH</b>	Agri-Hub
<b>AMEU</b>	Association of Municipal Electricity Utilities
<b>ANC</b>	African National Congress
<b>ANPR</b>	Automatic Number Plate Recognition System
<b>APAC</b>	Audit and Performance Audit Committee
<b>ATC</b>	Adam Tas Corridor
<b>BAC</b>	Bid Adjudication Committee
<b>BBBEE</b>	Broad-Based Black Economic Empowerment
<b>BEC</b>	Bid Evaluation Committee
<b>BICLS</b>	Bulk Infrastructure Development Contribution Levies
<b>BPAMS</b>	Building Plan Approval Management System
<b>CAC</b>	Civic Amenity Centre
<b>CAPEX</b>	Capital Expenditure
<b>CBD</b>	Central Business District
<b>CBP</b>	Community-Based Planning
<b>CCTV</b>	Closed Circuit Television
<b>CDW</b>	Community-Development Worker
<b>CEB</b>	Compressed Earth Block
<b>CEO</b>	Chief Executive Officer
<b>CFO</b>	Chief Financial Officer
<b>CGI</b>	Compliance and Governance Index
<b>CIGFARO</b>	Chartered Institute of Government Finance, Audit and Risk Officers
<b>CITP</b>	Comprehensive Integrated Transport Plan
<b>CoCT</b>	City of Cape Town
<b>COGTA</b>	Cooperative Governance and Traditional Affairs
<b>COPE</b>	Congress of the People
<b>CRSES</b>	Centre for Renewable and Sustainable Energy Studies
<b>CWDM</b>	Cape Winelands District Municipality
<b>DA</b>	Democratic Alliance
<b>DAG</b>	Development Action Group
<b>DC</b>	Development Cost
<b>DCAS</b>	Department of Cultural Affairs and Sport
<b>DEA and DP</b>	Department of Environmental Affairs and Development Planning
<b>DEDAT</b>	Department of Economic Development and Tourism
<b>DEFF</b>	Department of Environment, Forestry and Fisheries
<b>DOE</b>	Department of Education
<b>DORA</b>	Division of Revenue Act
<b>DSD</b>	Department of Social Development
<b>DWS</b>	Department of Water and Sanitation
<b>ECD</b>	Early Childhood Development



Abbreviation	Description
EE	Employment Equity
EHP	Emergency Housing Policy
EIA	Environmental Impact Assessment
EPWP	Expanded Public Works Programme
ESTA	Extension of Security of Tenure Act
FBAR	Final Basic Assessment Report
FPSU	Farmer Production Support Unit
GAMAP	Generally Accepted Municipal Accounting Practice
GDP-R	Gross Domestic Product - Regional
GRAP	Generally Recognised Accounting Practice
HCE	Housing Consumer Education
HDA	Housing Development Agency
HR	Human Resources
HSDG	Human Settlements Development Grant
IBR	Inverted Box Rib
ICT	Information and Communication Technology
IDP	Integrated Development Plan
IFRS	International Financial Reporting Standards
iGRAP	Interpretations of Standards of Generally Recognised Accounting Practice
IHSP	Integrated Human Settlement Plan
IIC	Infrastructure Innovation Committee
IMATU	Independent Municipal Trade Union
IMESA	Institute of Municipal Engineers of South Africa
IMFO	Institute for Municipal Finance Officers
INEP	Integrated National Electrification Programme
IPC	Integrated Planning Committee
IPPS	Independent Power Producers
IRDPA	Integrated Residential Development Programme
ISAMA	Institute of South African Municipal Accounting Officers
ISSP	Informal Settlement Support Programme
ISUPG	Informal Settlements Upgrade Partnership Grant
IUDG	Integrated Urban Development Grant
IWA	International Water Association
IWAA	Integrated Water Availability Assessment
IWMP	Integrated Waste Management Plan
IZS	Integrated Zoning Scheme
JPI	Joint Planning Initiative
JSE	Johannesburg Stock Exchange
KIWMF	Kraaifontein Integrated Waste Management Facility
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LETRP	Large Employer Trip Reduction Programme
LGMTEC	Local Government Medium Term Expenditure Committee



Abbreviation	Description
<b>LGSETA</b>	Local Government Sector Education and Training Authority
<b>LM</b>	Local Municipality
<b>LR</b>	Labour Relations
<b>LUMS</b>	Land Use Management System
<b>LUPA</b>	Land Use Planning Act
<b>LUPO</b>	Land Use Planning Ordinance
<b>MAYCO</b>	Executive Mayoral Committee
<b>MERO</b>	Municipal Economic Review Outlook
<b>MFMA</b>	Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)
<b>MGRO</b>	Municipal Governance Review and Outlook
<b>MIG</b>	Municipal Infrastructure Grant
<b>MILE</b>	Municipal Institute of Learning
<b>MINMAY</b>	Provincial Ministers, Provincial Heads of Departments, Mayors, and Municipal Managers
<b>MIQ</b>	Municipal Data and Intelligence
<b>MM</b>	Municipal Manager
<b>MMC</b>	Member of the Mayoral Committee
<b>MMF</b>	Municipal Managers Forum
<b>MOBI</b>	Municipal Benchmarking Initiative
<b>MOU</b>	Memorandum of Understanding
<b>MPAC</b>	Municipal Public Accounts Committee
<b>MPC</b>	Multipurpose Centre
<b>MPI</b>	Municipal Productivity Index
<b>MRF</b>	Material Recovery Facility
<b>MSA</b>	Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)
<b>mSCOA</b>	Municipal Standard Chart of Accounts
<b>mSDF</b>	Municipal Spatial Development Framework
<b>MTAB</b>	Metropolitan Transport Advisory Board
<b>MTECH</b>	Medium Term Expenditure Committee
<b>MVA</b>	Mega Volt Amp
<b>NDP</b>	National Development Plan
<b>NDOHS</b>	National Department of Human Settlements
<b>NASHO</b>	National Association of Social Housing Organisation
<b>NDoPW&amp;I</b>	National Department of Public Works and Infrastructure
<b>NDPW</b>	National Department of Public Works
<b>NEMA</b>	National Environment Management Authority
<b>NPV</b>	Net profit value
<b>NGO</b>	Non-Governmental Organisation
<b>NHBRC</b>	National Housing Building Regulation Council
<b>NMT</b>	Non-Motorised Transport
<b>NPO</b>	Non-Profit Organisation
<b>NRTLEC</b>	National Road Traffic Legislation Enforcement Code
<b>NT</b>	National Treasury
<b>OHS</b>	Occupational Health and Safety
<b>OPEX</b>	Operating Expenditure



Abbreviation	Description
ODAs	Other Development Agency's
PDO	Predetermined Objectives
PDoHS	Provincial Department of Human Settlement
PDoI	Provincial Department of Infrastructure
PIE	Prevention of Illegal Evictions
PMS	Performance Management System
PID	Project Initiation Document
PPDO	Provincial Predetermined Objectives
PPP	Public Private Partnership
PRASA	Passenger Rail Agency of South African
PSDF	Provincial Spatial Development Framework
PSP	Provincial Strategic Plan
PT	Provincial Treasury
RBIG	Regional Bulk Infrastructure Grant
REFSO	Renewable Energy Finance and Subsidy Office
RTIA	Road Traffic Infringement Agency
RFP	Request for Proposal
RTMC	Road Traffic Management Corporation
RTS	Refuse Transfer Station
RUMC	Rural-Urban Market Centre
SAB	South African Breweries
SABS	South African Bureau of Standards
SALGA	South African Local Government Association
SAMDI	South African Management Development Institute
SAMRAS	South African Municipal Resource Accounting System
SAMWU	South African Municipal Workers Union
SANEDI	South African National Energy Development Initiative
SANS	South Africa National Standards
SAPS	South African Police Service
SASSA	South African Social Security Agency
SCA	Stellenbosch Civic Association
SCMU	Supply Chain Management Unit
SDBIP	Service Delivery and Budget Implementation Plan
SHIs	Social Housing Institutions
SDF	Spatial Development Framework
SEDA	Small Enterprise Development Agency
SITA	State Information Technology Agency
SMME	Small Medium Micro Enterprises
SMS	Short Message Service
SOP	Standard Operating Procedure
SPA	Stellenbosch People's Alliance
SPLUMA	Spatial Planning and Land Use Management Act
SPV	Special Purpose Vehicles
SSI	Stellenbosch Safety Initiative



Abbreviation	Description
<b>STOD</b>	Sustainable Transit-Oriented Development Plan
<b>SU</b>	Stellenbosch University
<b>SWWTW</b>	Stellenbosch Wastewater Treatment Works
<b>TASK</b>	Tuned Assessment of Skills and Knowledge
<b>TIATCP</b>	Technical Innovation Agency Technical Centre Programme
<b>VTS</b>	Vehicle Testing System
<b>WC</b>	Western Cape
<b>WCO24</b>	Greater Stellenbosch
<b>WCWDM</b>	Water Conservation and Water Demand Management
<b>WCWSS</b>	Western Cape Water Supply System
<b>WMO</b>	Waste Management Officer
<b>WoF</b>	Working on Fire
<b>WRC</b>	Water Research Commission
<b>WTP</b>	Water Treatment Plan
<b>WWF</b>	World Wildlife Fund



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# CHAPTER 1: EXECUTIVE MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

## COMPONENT A: EXECUTIVE MAYOR'S FOREWORD



It is a privilege to present the Annual Report of Stellenbosch Municipality for the 2022/23 financial year. This report continues the tradition of the municipality's transparent reporting and aligns with the latest governance standards, including the 2016 King Report on Corporate Governance for South Africa (King IV) and international integrated reporting standards.

The dedication of both our municipal team and our residents, who have embraced our vision of transforming into a true Valley of Opportunity and Innovation, has inspired me in my role as Executive Mayor over the previous financial year.

Our municipality, with its diverse towns, remains a beacon for the rest of South Africa, demonstrating what can be achieved through collaborative efforts towards a shared vision of a better future.

I extend my gratitude to the residents, stakeholders, investors, and visitors for their ongoing support and constructive engagement. Your commitment keeps us accountable and propels us forward in realising our goals.

Building on the accomplishments of the previous financial year, often in the face of significant challenges, I am confident that together the municipality will continue to make substantial progress in the years ahead. The Stellenbosch Municipality, both in its management and political dimensions, stands resilient, providing a solid foundation to enhance the well-being of our community.

This report offers insights into the municipality's financial, operational, social, and environmental performance from 01 July 2022 to 30 June 2023. It also reflects on our progress towards the objectives outlined in the Integrated Development Plan (IDP).

Stellenbosch Municipality maintains a robust position with stringent financial controls and a commitment to good governance. Our unwavering stance against misconduct and corruption ensures that every public penny contributes to the welfare of our citizens.

The Council remains steadfast in prioritising the maintenance, upgrade, and development of our infrastructure. Special attention has been given to bulk infrastructure upgrades and critical infrastructure maintenance to ensure sustainable service delivery.

Team Stellenbosch's resilience and collaborative spirit, both within the government and among residents, are commendable. I extend my appreciation to every municipal employee contributing to excellent service delivery, making our municipality even greater. May this report inspire us all to intensify our efforts to position Stellenbosch as one of the best-run and financially stable municipalities in the country.



The content of this report aligns with key deliverables in the municipality's IDP and sector plans, reflecting our commitment to addressing challenges within our strategic focus areas and long-term vision.

I believe the 2022/23 Annual Report provides a comprehensive overview of the administration's financial, operational, social, and environmental performance for the past 12 months.

---

**ADV GESIE VAN DEVENTER**  
**EXECUTIVE MAYOR**



## COMPONENT B: MUNICIPAL MANAGER'S OVERVIEW



As we reflect on the accomplishments and challenges of the 2022/23 financial year, I am delighted to share that Stellenbosch Municipality has demonstrated commendable performance in service delivery, governance, and financial management.

The past year brought both trials and triumphs, with challenges like loadshedding testing the resilience of our residents, officials, management team, and stakeholders. Despite these hurdles, we collectively emerged stronger and more united.

This report offers insights into the municipality's performance over the past 12 months, highlighting our ability to navigate challenges

and maintain essential services.

While unavoidable delays affected construction projects, essential municipal service delivery and emergency services remained uninterrupted. The transition between the two councils during the local government election was seamless, a testament to the maturity of our organisation and its leadership.

I take pride in the clean audit opinion once again received from the Auditor General of South Africa (AGSA). This achievement reflects good management, effective control measures, and compliance with audit requirements. My heartfelt appreciation goes to the management team, officials, and the Council for their dedication to maintaining our clean audit status.

The Draft Annual Report for 2022/23 highlights the fiscal health of Stellenbosch Municipality, with all senior management positions filled and all municipal departments fully operational, albeit with some capacity constraints in our planning department.

Our caring local government has continued to make sizable investments in infrastructure development, maintenance, and upgrades under the guidance of our values of innovation, integrity, accountability, and transformation. Key priorities include safety and security, ensuring dignified living opportunities, and fostering an environment conducive to economic growth.

Our commitment is not rooted in promises but in measurable outcomes. We remain open to resident scrutiny, monitoring commitments, and taking action if they are unfulfilled. My gratitude to all municipal employees, management, and executives for their diligence, passion, and hard work over the past year. It is an honour to be part of a municipality dedicated to making a positive difference in the lives of its constituents.

I extend special thanks to our directors and senior management for their exemplary leadership and guidance. Your strategic vision has been instrumental in navigating the challenges faced and achieving the successes outlined in this report.



Stellenbosch is steadfast in overcoming these challenges that are within our control despite a challenging economic environment that includes higher-than-normal inflation, supply chain disruptions, the effects of climate change, and energy security issues. Collaboration with stakeholders will be instrumental in building resilience.

I extend sincere appreciation to the Executive Mayor and Mayoral Committee, the entire Council, the Audit and Performance Audit Committee (APAC), my management team, and all officials for their contributions towards realising our vision of becoming a true Valley of Opportunity and Innovation for all.

May this Draft Annual Report 2022/23 serve as a reflection on the past year's challenges and achievements, motivating us to strive for even greater accomplishments as we navigate the future together.

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**MS GERALDINE METTLER**  
**MUNICIPAL MANAGER**



## COMPONENT C: EXECUTIVE SUMMARY AND MUNICIPAL OVERVIEW

### 1.1 Introduction

The Stellenbosch Municipal Draft Annual Report 2022/23 addresses the performance of the Stellenbosch Municipality in the Western Cape, South Africa, concerning its core legislative obligations. Local government must create a participatory framework that defines and enhances the relationship between elected leaders and their communities. This requires that the municipal councils provide regular and predictable reporting on programme performance and the general state of affairs in their locality.

The report reflects on the performance of the Stellenbosch Municipality for the period of 01 July 2022 to 30 June 2023. The layout of the annual report is prepared in terms of Section 121(1) of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA), in terms of which the municipality must prepare for each financial year.

The Annual Report comprises six chapters with the following broad overview:

- ⚖ **Chapter 1:** An overview of the municipality's overarching strategy, accountability processes, social and demographic profile, and key highlights and challenges regarding finance, institutional transformation, and key basic service delivery.
- ⚖ **Chapter 2:** Details about the governmental workings of the municipality and addressing the key aspects of good governance.
- ⚖ **Chapter 3:** Highlights the municipality's performance for the year, with a focus on service delivery and the municipality's predetermined objectives.
- ⚖ **Chapter 4:** Provides insight into the municipality's human resources and organisational management areas, focussing on organisational structure and legislation.
- ⚖ **Chapter 5:** An overview of the municipality's financial performance, reflecting on the municipality's financial position, assets, cash flow, and intergovernmental grants received by the municipality.
- ⚖ **Chapter 6:** An overview of the audit key findings as per the Auditor-General of South Africa.

The purpose is to establish a transformed and well-governed municipal environment that remains robust and will continue to stimulate the growth and well-being of the constituents of the Stellenbosch municipal areas.



# STRATEGIC OVERVIEW

## Vision, Mission, and Values





## 1.2 Strategic Focus Areas

The strategic focus areas within a municipality are the building blocks of the Council's strategy. The focus areas, as depicted in the diagram below, illustrate the expansion of the vision statement and create structure around how the municipality will achieve its strategic goals.

**Table 1: Strategic focus areas**

<p><b>SFA 1: Valley of Possibility</b></p>	<p><b>Predetermined Objectives</b></p> <ol style="list-style-type: none"> <li>1.1 Create an environment conducive to business development and job creation.</li> <li>1.2 To facilitate and coordinate support for emerging entrepreneurs by utilising internal SCM processes and linking SMMEs with opportunities in the market.</li> <li>1.3 To provide, upgrade, and maintain an effective engineering infrastructure to support effective service delivery.</li> <li>1.4 To ensure the provision of non-motorised transport routes as a functional mode of transport.</li> </ol>
<p><b>Predetermined Objectives</b></p> <ol style="list-style-type: none"> <li>2.1 Managing human use of the biosphere and its resources.</li> <li>2.2 Enhancing the integrity of the environment is imperative for long-term sustainability.</li> <li>2.3 Incorporating biodiversity into the environment is an imperative for long-term sustainability</li> <li>2.4 Ensuring spatial sustainability.</li> <li>2.5 Facilitate the efficient use of all forms of capital available to Stellenbosch.</li> <li>2.6 Building human capacity and ability.</li> <li>2.7 Efficient information management.</li> </ol>	<p><b>SFA 2: Green and Sustainable Valley</b></p>
<p><b>SFA 3: Safe Valley</b></p>	<p><b>Predetermined Objectives</b></p> <ol style="list-style-type: none"> <li>3.1 To implement an integrated safety strategy that incorporates multi-stakeholder engagement and social crime preventions.</li> <li>3.2 To develop and implement institutional crime prevention strategies, with a focus on improved law enforcement and neighbourhood watches.</li> </ol>
<p><b>Predetermined Objectives</b></p> <ol style="list-style-type: none"> <li>4.1 To develop and maintain sustainable human settlements that will meet the diverse range of housing needs.</li> <li>4.2 To develop and implement a social infrastructure master plan for the upgrading and maintenance of social facilities in all wards.</li> <li>4.3 To involve and build the capacity of stakeholders in the planning and management (governance) of the areas where they live. (Promote participatory planning and integrated implementation).</li> <li>4.4 To provide access to basic services for households in the WC024 area.</li> </ol>	<p><b>SFA 4: Dignified Living</b></p>
<p><b>SFA 5: Good Governance and Compliance</b></p>	<p><b>Predetermined Objectives</b></p> <ol style="list-style-type: none"> <li>5.1 To develop, align, and implement effective management information systems.</li> <li>5.2 An effective asset management system to optimise the use of municipal assets.</li> <li>5.3 To manage integrated development planning and the efficient measurement of predetermined objectives as per the regulatory framework.</li> <li>5.4 To involve the community in the planning and management of programmes and projects impacting their ward(s).</li> <li>5.5 To review municipal governance processes as per the Risk-Based Audit Plan</li> <li>5.6 A skilled and capable workforce that supports the growth objectives of the municipal area</li> <li>5.7 A responsive, accountable, effective, and efficient local government system</li> <li>5.8 To implement an effective revenue management system.</li> <li>5.9 To provide accurate and relevant financial information for decision-making.</li> <li>5.10 To develop and implement a responsive, accountable, effective, and efficient customer care structure and system.</li> </ol>

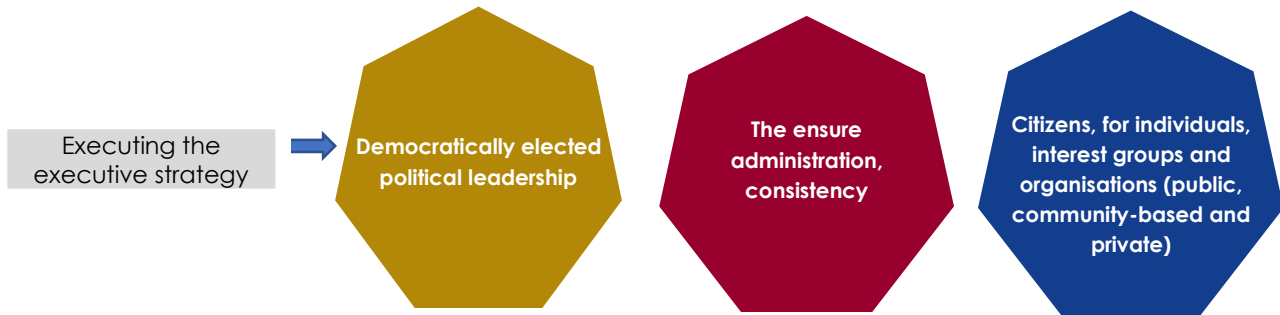




### 1.3 Core Principles in Executing the Strategy

This section refers to the linkage between political leadership, the administration, and the community. The diagram below illustrates the three components a municipality should encompass:

**Figure 1: Core principles for executing the strategy**



For sustainable municipal management, political leadership and the administration must work together. Ultimately, democratically elected political leadership is responsible for policy direction. The administration provides advice and implements policy.

International best practice shows that the only way to carry out sustainable urban management is to engage in meaningful partnerships with communities, where communities take full responsibility for the development of their neighbourhoods. Stellenbosch Municipality is committed to ensuring that the real social and economic development of its poorest communities is realised through extensive community input and ownership.

A component of community participation focuses on ward-based planning, where the desired outcome is to have a ward-based plan for each of the 23 wards. Ward-based plans are a form of participatory planning designed to promote community action with clear linkages to the IDP. These plans mobilise communities and citizens to take responsibility for their destinies and capture what communities see as their desired outcomes. These plans also help to fast-track the implementation of the IDP. This ensures that the focus areas of the IDP become the collective responsibility of community members, ward councillors, ward committees, the business community, NGOs and CBOs, and all other stakeholders in the greater Stellenbosch.

Participatory processes present an opportunity for visionary local leaders to implement a shared agenda and show tangible and measurable results through collectively addressing the ward priorities.



## 1.4 Alignment with Institutional Structures and Processes

The municipality focuses on prudent arrangements that provide internal and external alignment with its organisational strategies. This best supports the execution of the long-term goals and purposes, which require all stakeholder engagements, both external and internal, to be aligned with and committed to achieving the vision of the organisation. The administration strongly focuses on action against deliverables, which in turn creates effectiveness and efficiency in decision-making and delivering services to all citizens.

## 1.5 The tools of governance



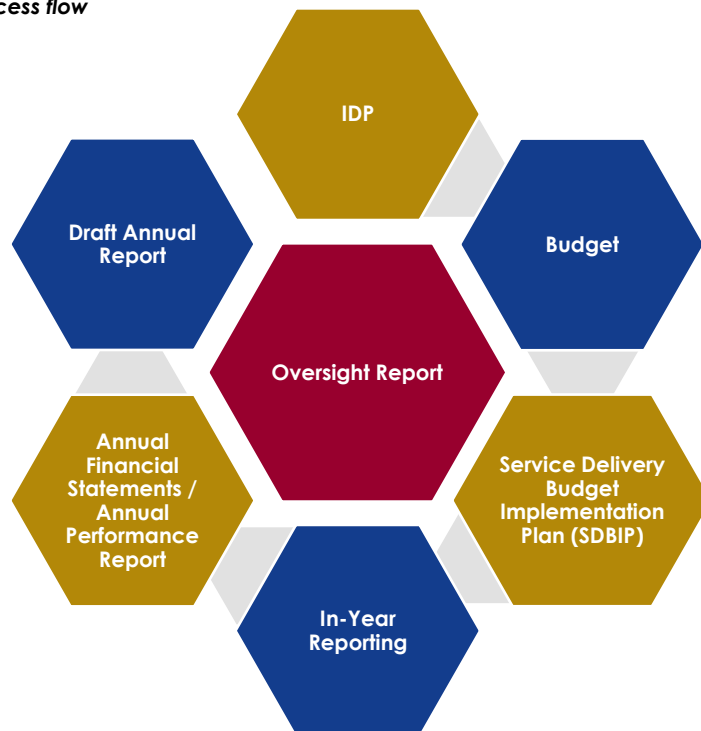


Planning techniques are used to bridge the gap between local experiential knowledge, the technical needs of strategy development, and the demand for strategic frameworks to be ready to cope with rapid decision-making to reduce the risk of unforeseen issues.

Through extensive, organised information-sharing and planning workshops, this procedure aims to establish a starting position about how to guide the development and administration of the town. The strategy becomes the overarching strategic framework, which is then built on with technical work.

To ensure alignment between the Council's strategic processes is adhered to, the municipal accountability cycle needs to be implemented:















**Figure 2: Accountability Process flow**





## 1.6 Demographical Overview of the Greater Stellenbosch at a Glance

Table 2: Socio-economic summary

Population Estimates, 2022		Actual households, 2021				
	Population <b>175 411</b>		Households <b>59 626</b>			
Education		2022		Poverty	2022	
	Matric Pass Rate	<b>84.7%</b>			Gini-Coefficient	<b>0.61</b>
	Learner Retention Rate	<b>82.0%</b>			Poverty Head Count Ratio (UBPL)	<b>66.68%</b>
	Learner-Teacher Ratio	<b>26.7</b>				
Health					2021/22	
	Primary Health Care Facilities <b>8 (excl. mobile / satellite clinics)</b>	Immunisation Rate <b>64.5%</b>	Maternal Mortality Ratio (per 100 000 live births) <b>60.2</b>	Teenage Pregnancies – Delivery rate to women U/18 <b>12.5%</b>		
Safety and Security		The annual number of reported cases in 2022/23				
	Residential Burglaries <b>869</b>	DUI <b>251</b>	Drug-related Crimes <b>1 463</b>	Murder <b>77</b>	Sexual Offences <b>207</b>	
Access to Basic Service Delivery		Percentage of households with access to basic services, 2022/23				
Water in dwelling <b>86,4%</b> 	Refuse Removal <b>87,3%</b> 	Electricity <b>96,9%</b> 	Sanitation <b>96,8%</b> 	Housing <b>87,3%</b> 		
Road Safety 2021/22		Labour, 2023		Socio-economic Risks		
Fatal Crashes <b>31</b>	Road User Fatalities <b>39</b>	Unemployment Rate (narrow definition) <b>15,2%</b>		<b>Risk 1</b>	Job losses	
				<b>Risk 2</b>	Low learner retention	
				<b>Risk 3</b>	Low skills base (Labour)	
Largest 3 sectors			Contribution to GDP, 2020			
Finance, insurance, real estate, and business services <b>25.7%</b> 		Wholesale and retail trade, catering and accommodation <b>18.1%</b> 		Manufacturing <b>17.2%</b> 		

Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality) Statistics South Africa 2022



## 1.7 State of the Greater Stellenbosch

Stellenbosch Municipality is located at the edge of the City of Cape Town but still manages to retain its distinct small-town character. This undoubtedly gives Stellenbosch a strong competitive advantage – sharply contrasting with similarly sized towns located 400 km or more from the nearest metropolis. Aside from being a mere 50 km from Cape Town's central business district (CBD) and being flanked by the N1 and N2 main routes, Stellenbosch is also just 30 km away from the sea (at Somerset West / Strand) and only a few kilometres away from one of the most attractive mountain ranges of the Boland.

In addition, Stellenbosch is a mere 28 km from Cape Town International Airport, one of South Africa's top (air) links to the global economy, and not much further away from Cape Town harbour, the shipping portal to both the Atlantic and the Indian Oceans.

This convergence of environmental resources, scenic quality and business opportunities has two other mutually reinforcing spin-offs: The largest number of JSE-listed companies based in any small South African town have their headquarters in Stellenbosch and the town is home to a disproportionately high number of corporate CEOs and executives, which in turn means that it can sustain a comparatively high level of economic activity and consumer services for a town of its size. This results in other benefits throughout the value-add chain and for employment. The municipal area covers approximately 900 km<sup>2</sup>.

The municipality's area of jurisdiction includes the towns of Stellenbosch and Franschhoek, as well as several rural communities such as Wemmershoek, La Motte, De Novo, Kylemore, Pniël, Johannesdal, Lanquedoc, Groot Drakenstein, Muldersvlei, Klappmuts, Elsenburg, Raithby, Jamestown, Koelenhof and Vlottenburg (most with a population of less than 5 000). Apart from formal settlement areas, the municipal area also includes several informal settlements.

Stellenbosch town is the second oldest town in South Africa, dating back to 1679 when an island in the Eerste River was named Stellenbosch by the then Governor of the Cape, Simon van der Stel. The first farming activities in the area were started in 1679. Today, the area has become primarily known for its extraordinary wines and fruits. The towns of Stellenbosch and Franschhoek are renowned for various architectural styles such as the Cape Dutch, Georgian, and Victorian, which reflect their heritage and traditions, but also divisions of the past.

The area houses excellent educational institutions, including the University of Stellenbosch and several prestigious schools as well as Boland College and the surrounding schools in the area. It has a strong business sector, varying from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. Wine farms and cellars abound, and the area is the home of the very first Wine Route in South Africa.

A variety of sports facilities are available. Coetzenburg, with its athletics and rugby stadiums, has delivered star performances over many generations. The municipal area is surrounded by arts and culture characters with facilities such as the Adam Small Theatre, Oude Libertas Amphitheatre (renowned for its summer season of music, theatre, and dance), Spier Amphitheatre, Dorp Street at Theatre, and Aan de Braak Theatre).

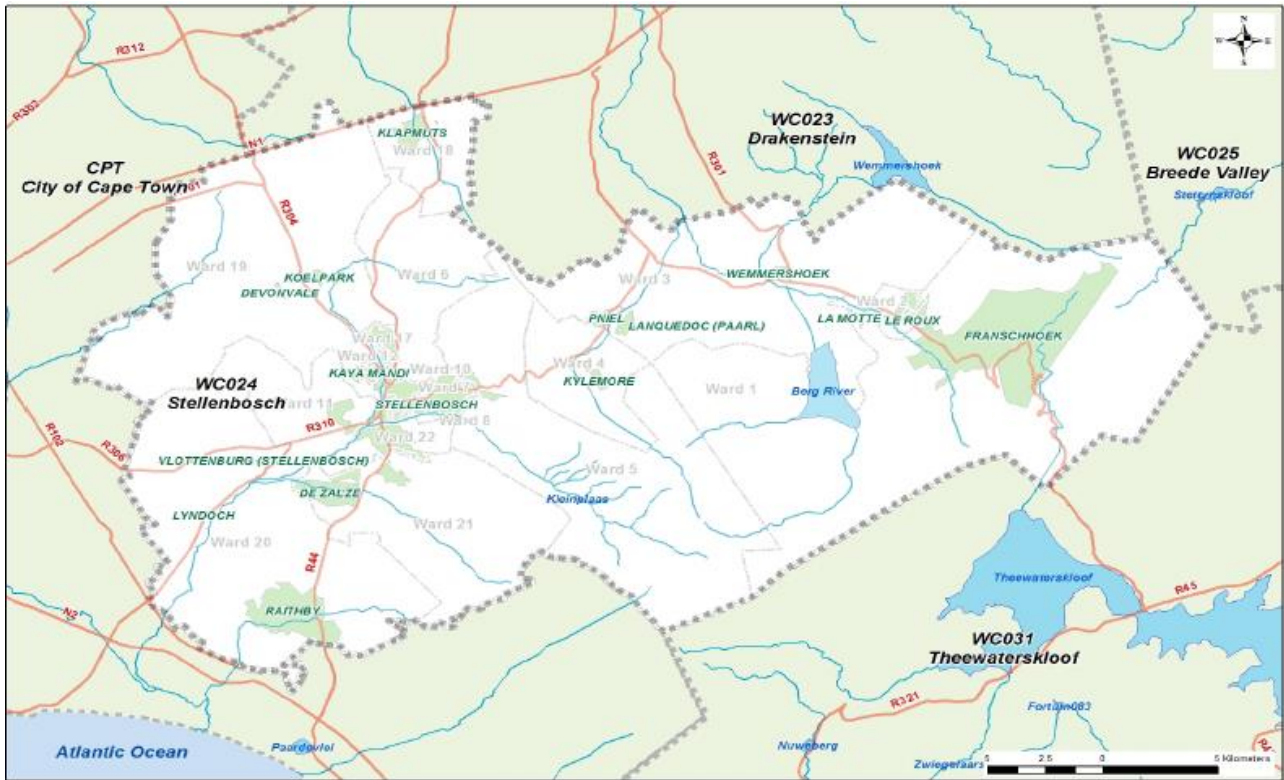


The following municipalities share their borders with Stellenbosch Municipality:

- 🇿🇦 The City of Cape Town (South);
- 🇿🇦 Drakenstein Municipality (North);
- 🇿🇦 Breede Valley Municipality (North-East); and
- 🇿🇦 The Theewaterskloof Municipality (South-West).

Below is a map of the Stellenbosch Municipality's area of jurisdiction:

**Map 1: Locality map of municipal boundaries**





## 1.8 Ward Demarcation

The ward demarcation was structured according to the election outcomes on 01 November 2021 which increased from 22 to 23 wards for the year under review.

**Table 3: Municipal Ward Demarcation**

Ward	Areas
1	Mooiwater, Franschhoek Town and Surrounding Farms
2	Langrug, La Motte, Dennegeur, Groendal, Domaine des Anges
3	Lanquedoc, Meerlust, Wemmershoek to La Motte Wine Farm and Leopards Leap Wine Farm, Maasdorp
4	Kylemore, Johannesdal, Priël and Surrounding Farms
5	Ida's Valley (Hillside Village, La Gratitude Park (Kreefgat), The Ridge, La Roche, Lindida, Bloekomlaan (Moses / Martin) Lindley)
6	The Hydro, Rustenberg and Surrounding Farms, Kelsey Farm
7	Mostersdrift, Karindal, Rozendal, Uniepark, Simanswyk and Universiteitsoord
8	Stellenbosch University campus and university residence area; Coetzenburg, (partially:) Koloniesland, Victoria Street, Bosman Street, Noordwal East, Riebeck Street
9	Stellenbosch CBD, Part of the US campus (residential areas within both these areas), the Southern border is the Eerste River, the Northern border is Merriman Street, the Eastern border is Die Laan and the Western border is Bird Street
10	Tenantville, Lakay Street, Titus Street, Langsuid Street up to Lakay Street, Tennant Street, Lapan Street, Bell Street, Bird Street, La Colline (Dr Malan Street, Dan Pienaar Street, Paul Roos Street, Tobruk Park, Irene Park, La Colline Road, Conde Street, Taylor Street, Mount Albert Street), Kromrivier Road, Jan Celliers Street, Hammanshand, Ds Botha Street, Voorplein Street, Bird Street, Langenhoven Street, Du Toit Station, Ryneveld Street, Karee Street, Oliehout Street, Banghoek Rd, Acedemia, Bosman Street, Smuts Rd, Joubert Street, De Beer Rd, De Villiers Rd from Ryneveld Street to Cluver Rd on the left-hand side
11	Boundaries of the ward are: Kridge Rd, Herte Street, Skone Uitsig Rd onto Alexander Street onto Du Toit Street toward Merriman Avenue towards Adam Tas Rd onto George Blake Street, Mark Street, Distillery Rd, Santhagen Rd, Swawel Avenue, Kanarie Rd, Tarentaal Rd, Bokmakierie Rd, Fisant Rd, Devon Valley Rd, Kiewiet Rd, Dagbreek Rd, Pelikaan Street, Patrys Rd, Hammerkop Rd, Loerie Rd, Muldersvlei Landgoed, and all areas in Onder Papegaaiberg and businesses
12	Kayamandi: Zone A, Chris Hani Drive, 10th and 13th Street, Snake Valley, Enkanini, Watergang, Watergang TRA 2 and Watergang Informal Settlements (Thublitsa)
13	Kayamandi: Zone J, Red Bricks, Zone K and L, Hostels, Dairy and University Hostels, Old Bricks Houses Red Roofs, Zwelitsha, Costaland
14	Kayamandi: Zone P, I, F, D and O, Costaland, Marikana, Watergang, Smarties (Mgabadel Street), Monde Crescent
15	Kayamandi: Zone M, N, O, 4 <sup>th</sup> and 5 <sup>th</sup> Avenue, 10 <sup>th</sup> , 12 <sup>th</sup> and 14 <sup>th</sup> Street, Long Street, Retreat Street, Forest Drive, School Crescent
16	The borders are Tenant Rd, Long Street, Crombi Rd to the end of Gabriels Rd. Asalea Rd, 2nd Road, Noble Rd, Bailey Rd, Eike Street, Curry Street, Hoop Rd, Pansy Rd, West Rd, Laai Rd, Anthony Rd, Carriem Rd, Archilles Rd, Bergstedt Rd, Davidse Rd, Cupido Rd, Pearce Rd, Robyn Rd, Gonzalves Rd, Hercules Rd, Chippendale Rd, Afrika Rd, Arnolds Rd, September Rd, Jakaranda Street, Short Rd, Quarry Rd, Middle Rd, Primrose Street, Pine (Bo en Onder), North End, Vredelust, Gemsbok, Daffodil Single, Steps, Sylvia Street, Eiland Street, Last Street (White City), Frikkadel Dorp, September Street
17	A part of Cloetesville (Lakay Rd towards Langstraat -Suid Rd, Kloof Street, Fir Street, Fontein Rd, Williams R towards Gabriels Rd towards February Rd, Valentyn Rd, Pool Rd, Raziet Rd, Ortell Rd, Rhode Rd, King Rd, Hine Rd, Hendrikse Rd, Rhode Rd), as well as Welgevonden, Green Oaks, Stellita Park, Weltevrede, Welgevonden Estate ( Red Oak Rd, Belladonna Street, Wildeklaar Welgevonden Boulevard, Olive Rd, Sonnedou Rd, Mountain Silver Rd, Silver Oak Rd, Froetang Rd, Katbos Rd, Everlasting, Fynbos Street, Sourfig Street, Scarlet Crescent, Pin Oak Street, Evergreen, Autumn Close, Nenta, Cherrywood, Candelabra, Froetang, Candelabra, Kouter, Protea Street, Minaret, Gooseberry, Honeybush), Klein Welgevonden (La Belle Vie, Chablis) and the Municipal Flats in Rhode, Kloof and Long Streets, Bertha Wines and Weltevreden Estate, 15 Weltevreden Estate.) The borders of the ward are the R44 Klapmuts Road and Long Streets.
18	Klapmuts Town Centre, Bennitsville, Weltevrede Park, Klapmuts New Houses, Mandela City and La Rochelle Informal Settlement, Klapmuts Farms (The Purple Windmill, Ara Vineyards, Hidden Gems Wines, Gravel Junction Wine and Spirits Company, Wine Estate Le Bonheur, Anura Vinyard, Dalewood Farms, Blueberry Bar, Klapmuts Transfer Station, Trophy SA, DKL Transport Pty, Welgelee Estate).

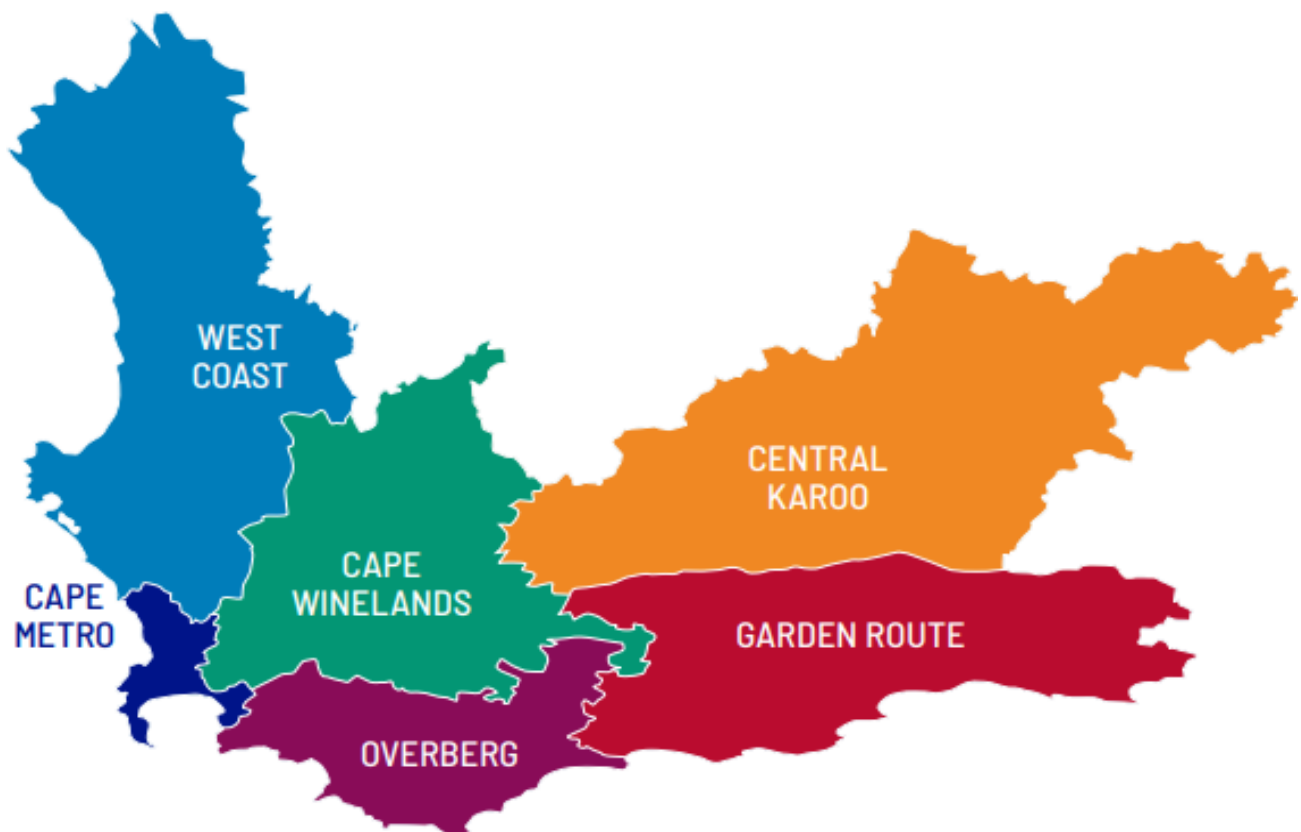


Ward	Areas
19	De Novo, Kromme Rhee, Vaaldraai, Muldersvlei, Koelenhof and surrounding Farms, Koelenhof Station, Slayley, Hunting, Koelenhof Farms, Poutrey / Mariendahl, De Hoop, Nooitgedacht Village, Bottelary and Surrounding Farms, De Waalshof, Weltevrede 1, Weltevrede 2, Smartie Town.
20	Vlottenberg, Raithby, Mooiberge, Lynedoch
21	Brandwacht Aan Rivier, Paradyskloof, Stellenbosch Golf Course, Blaauwklippen / Stellenzicht Farms, De Zalze, Jamestown, Mountainview, Stellenbosch Airfield
22	Die Boord, Dalsig, Brandwacht, Krigeville, Libertas Farm
23	Dorp Street, Krige, Hamman Street, Schroder Rd, Die Braak, Bird Street from Dorp Street, Dennesig area, Muller Rd, Banghoek Road, Reyneveld Street, Plankenburg Industrial area, and Kayamandi Corridor.

Source: Statistics South Africa and IEC

Below is a map of the Cape Winelands District concerning the provincial district boundaries:

Map 2: Locality of Cape Winelands in relation to Provincial Boundaries

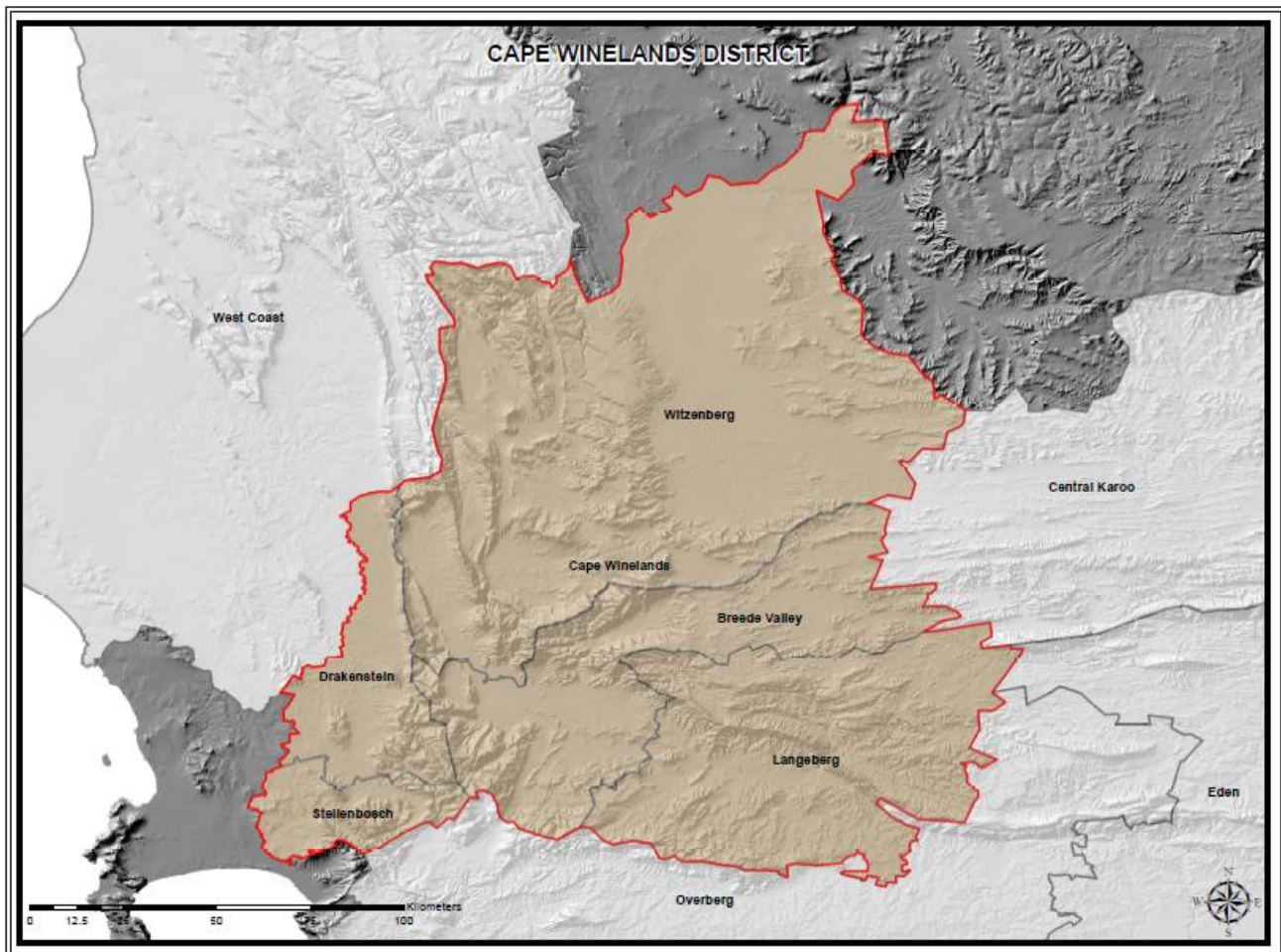






Below is a map of the municipalities of the Cape Winelands District:

**Map 3: Locality map of Stellenbosch Municipality in relation to Cape Winelands District Boundaries**



The Cape Winelands District Municipality is located close to the City of Cape Town, which offers excellent access to trade opportunities, routes, and infrastructure such as expanding broadband networks, an international airport (with direct flights to international cities), the second largest container port in the country, and a comprehensive road and rail network. This makes the Cape Winelands district ideally located as an investment destination. The Cape Winelands District municipal area incorporates Drakenstein, Stellenbosch, Breede Valley, Langeberg, and Witzenberg local municipalities.

## 1.9 Socio-Economic Context

The socio-economic information is primarily sourced from the census conducted by Statistics South Africa (Stats SA) for 2022, administrative data from sector departments, the Municipal Review and Outlook (MERO), Global Insight Regional Explorer and Quantec.

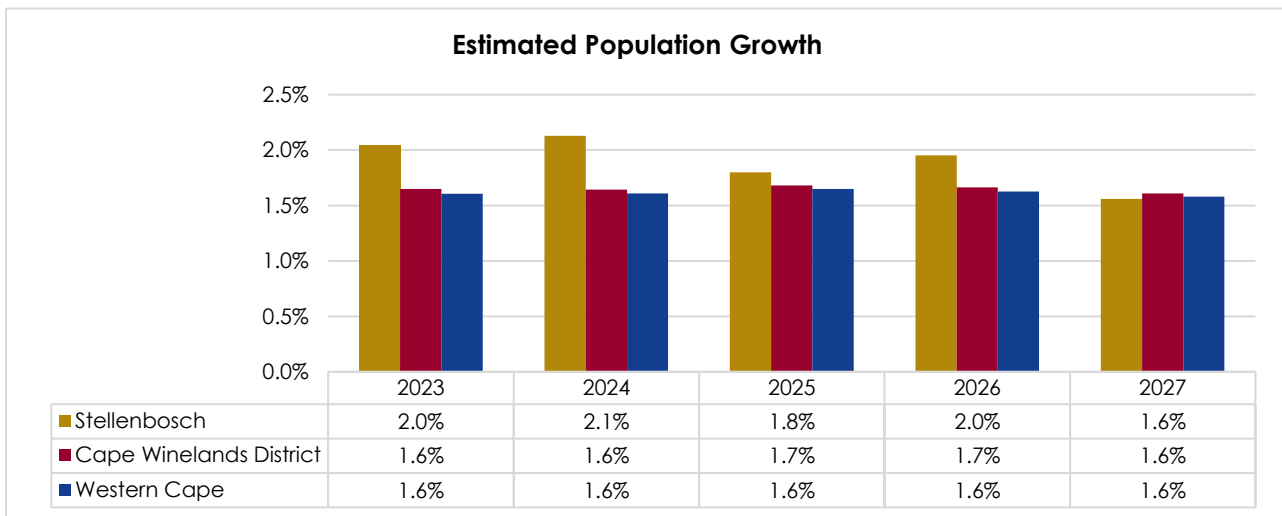
The GDPR performance, risk, and vulnerability factors can be read in detail within the Local Government Socio-economic Profile 2023 for the Stellenbosch municipal area.



### 1.9.1 Population Growth and Household

In 2022, the Stellenbosch municipal area, a prominent region within the Cape Winelands, accommodated 21 per cent of the area's population, totalling **175 411** individuals. Projections indicate a steady rise, estimating a population of **192 951** residents by 2027, marking an average annual population growth rate of 2.0 per cent during this period. This growth rate surpasses the Cape Winelands District's average annual population growth rate of 1.7 per cent by 0.3 percentage points. The socio-economic implications of this demographic shift are multifaceted, impacting various sectors including housing, employment, and education within the region.

**Graph 1: Estimated Population Growth**



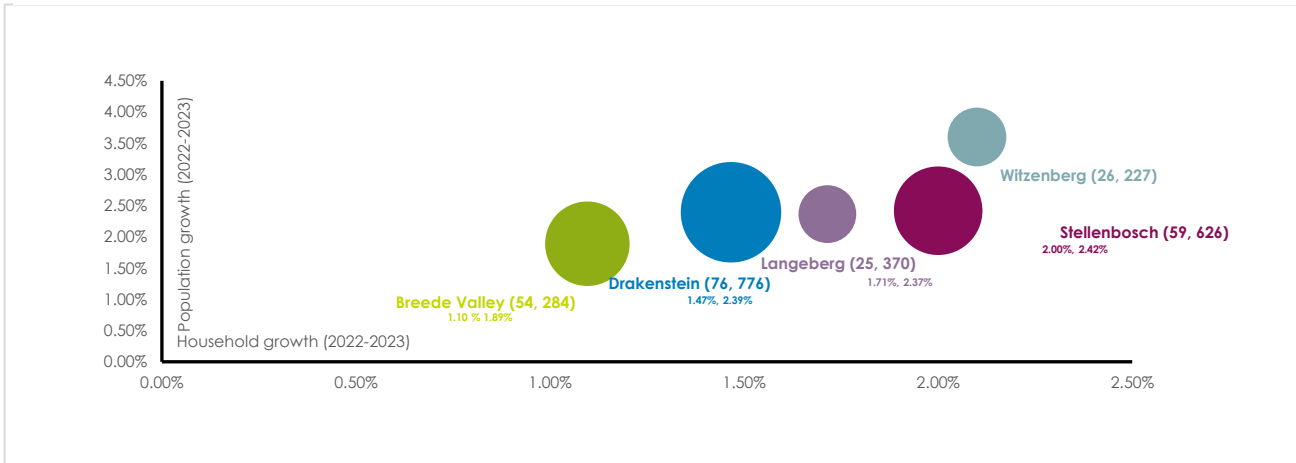
Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)  
 Statistics South Africa 2022

Household size refers to the number of people per household.

The average size of households is expected to remain an average of 2.9 individuals from 2022 to 2026. The trend of average household size could be attributed to a wide range of factors, including but not limited to underlying socio-economic factors like patterns in employment opportunities, educational access, and housing market dynamics that shape this trend.



**Graph 2: Population and HH Growth**



### 1.9.2 Population and urbanisation density

Population density is a vital metric, quantifying the number of individuals residing in a specific area. It is influenced by various factors such as economic conditions, social dynamics, connectivity, and accessibility, shaping the concentration of people within a defined region.



Amidst rapid urbanisation across the Western Cape, population density figures will aid public sector decision-makers in mitigating environmental, health, and service delivery risks. In 2022, the population density for WC024 was 245 recorded persons per square kilometer.

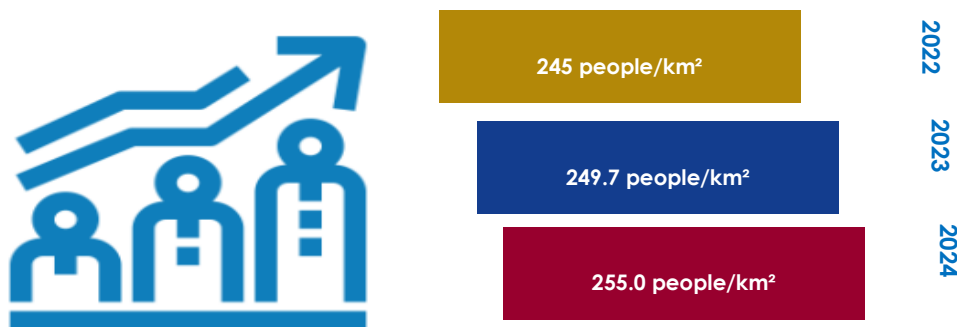
In order of highest to lowest, the table and figure depict the various local municipal areas compared as follows:

**Table 4: Urbanisation Density per people/km<sup>2</sup>**

Rapid Urbanisation density	Stellenbosch	Drakenstein	Breede Valley	Langeberg	Witzenberg
Population Density per people/km <sup>2</sup>	245	194	51	27	14

Source: Western Cape Local Government Social–Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022

**Figure 3: Urbanisation Density within WC024**



Source: Western Cape Local Government Social–Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022



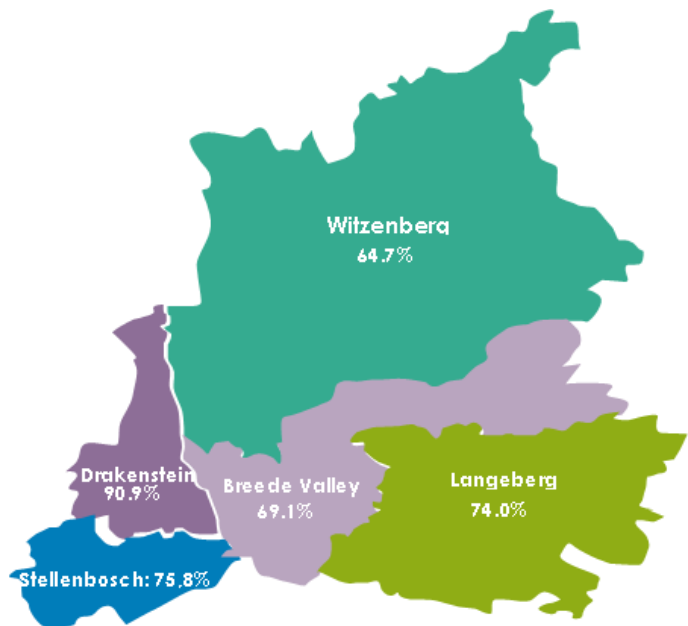
According to the above comparison, Stellenbosch has the highest density in the Cape Winelands District. This is helped a lot by the fact that the Municipal Spatial Development Framework (MSDF) says that urban development should stay within the limits of the urban edge.

The Stellenbosch Local Municipality displays a significant urbanisation trend, with approximately 75.8 per cent of its population residing in urban areas. Out of a total population of around 200 000, roughly 50 000 individuals inhabit rurally classified regions, representing a quarter of the total populace.

Within the urban landscape, the greater Stellenbosch area accommodates approximately 100 000 residents, distributed across various suburbs, including Kayamandi (40 000 inhabitants), Stellenbosch town (over 22 000 residents), Cloetesville, Ida's Valley, and others.

Noteworthy urbanisation growth has been observed in specific areas such as Klapmuts, Ida's Valley, Koelenhof, Cloetesville, Paradyskloof, and Franschhoek, while a population decline has been noted in Dalsig.

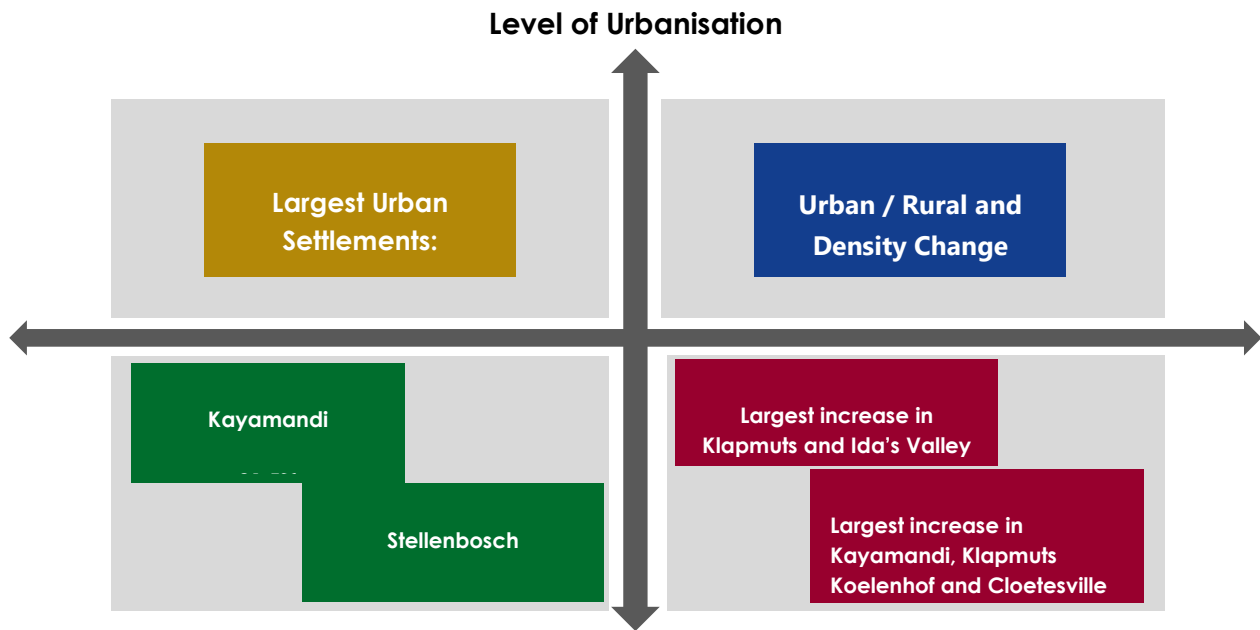
**Map 4: Urbanisation trend**



The relatively modest change in urbanisation percentage between 2001 and 2021 can be attributed to several factors. Despite a population increase from 30 000 to 50 000 in rural regions, the proportion it represented remained relatively stable during this period. Although Kayamandi contributes significantly to the urban population, its relative share has diminished due to the substantial growth in smaller suburbs and locations, including Klapmuts, Ida's Valley, and Paradyskloof, among others. The urban edge surrounding Kayamandi is under pressure, raising concerns about potential population overflow into rural areas and necessitating further verification and quantification. It is important to note that the demarcation of suburb boundaries in Stellenbosch complicates the comparison of urbanisation trends, requiring possible regrouping for accurate analysis. This nuanced understanding of urban and rural dynamics is crucial for informed socio-economic planning and development initiatives within the Stellenbosch municipality.



Figure 4: Level of urbanisation



Source: Western Cape Local Government Social–Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022

### 1.9.3 Racial Split

The race dynamics in the Stellenbosch municipal area present a diverse demographic landscape. The population comprises Black African individuals, accounting for 37.0 per cent of the total, and the Coloured community, constituting 37.8 per cent. White residents make up 23.3 per cent of the population, while individuals categorised as Indian / Asian represent a smaller proportion at 0.5 per cent.

This cross-analysis highlights the intricate racial composition within the Stellenbosch community, underscoring the significance of cultural diversity and its potential impact on economic and social interactions.

The table and graph below indicate the ratio split within the Cape Winelands District.

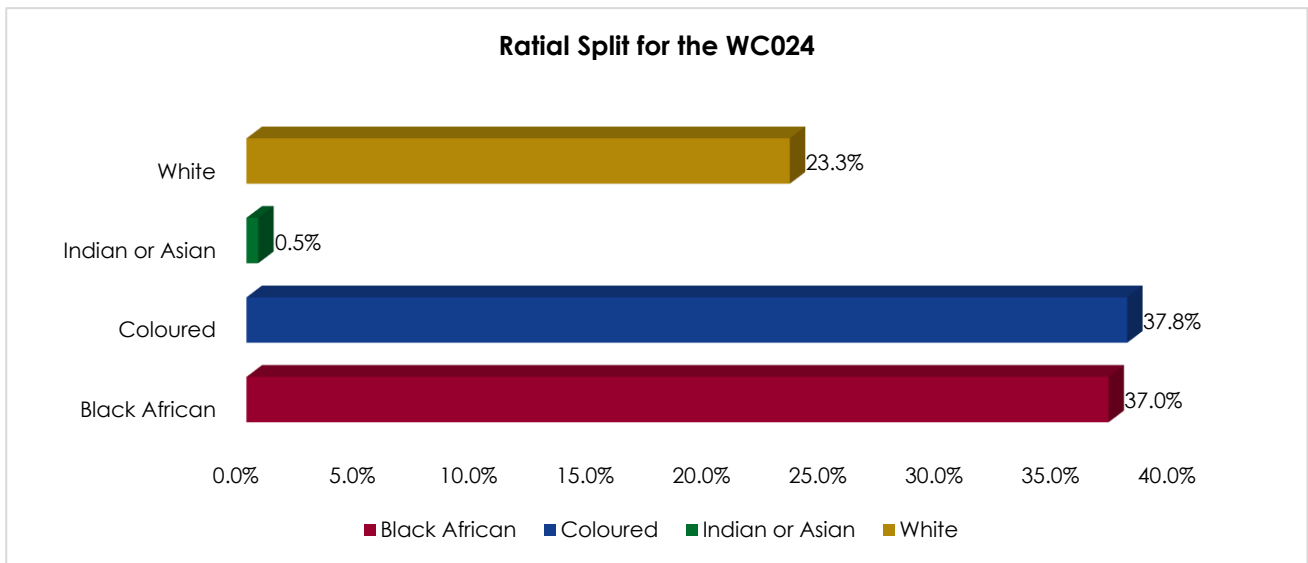
Table 5: Racial Split

Race	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
Black African	28.2%	30.1%	27.6%	<b>37.0%</b>	29.1%	19.4%
Coloured	61.8%	64.1%	61.8%	<b>37.8%</b>	62.3%	70.6%
Indian or Asian	0.4%	0.2%	0.4%	<b>0.5%</b>	0.5%	0.3%
White	9.6%	5.7%	10.2%	<b>23.3%</b>	8.1%	9.6%

Source: Western Cape Local Government Social–Economic Profile 2023 (Stellenbosch Municipality) Statistics South Africa 2022



**Graph 3: Racial split for the WC024**



Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022

### 1.9.4 Basic Service Delivery

The Constitution stipulates that every citizen has the right to adequate housing access and that the state must take reasonable legislative and other measures within its available resources to achieve the progressive realisation of this right. Access to housing also includes access to basic services such as potable water, basic sanitation, safe energy sources and refuse removal services, to ensure that households enjoy a decent standard of living.



This section considers to what extent this has been achieved by reflecting on the latest available information from Quantec Research for 2021. The latest official statistics were collected by Statistics South Africa for the 2016 Community Survey; the 2021 Census will provide the updated official statistics. The information on free basic services is obtained from Statistics South Africa's Non-Financial Census of Municipalities Survey findings.

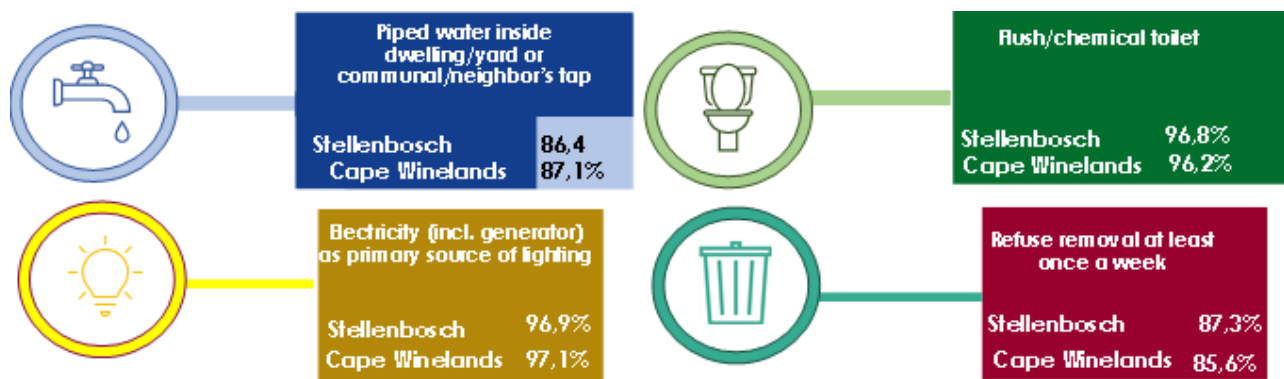
#### Housing and Household Services

During 2023, the Stellenbosch municipal area, which comprises 59 626 households, 87.3 per cent had access to formal housing, lower than the Cape Winelands District average of 88.8 per cent. The area also recorded a significantly higher proportion of informal dwellings, totalling 11.8 per cent, in contrast to the District's 10.3 per cent.

Service delivery access levels within the municipal area were considerably higher than the access to formal housing, with access to piped water access (86.4 per cent), flush or chemical toilet access (96.8 per cent), electricity access (including generators) for lighting (96.9 per cent), for lighting at 96.9 per cent and the removal of refuse at least weekly by the local authority at 87.3 per cent of households. These access levels were above the District figures for electricity and refuse removal services.



Figure 5: Service delivery access levels (HH)



Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022

### Free Basic Services

The following table indicates the percentage of average registered indigent households that have access to free basic municipal services. The total indigent households exclude all informal households and include formal households that have been registered as indigent households. The total i.t.o. free basic electricity includes only indigent households claiming 100 kWh from the Stellenbosch Municipality. It also does not include the totals where the electricity distribution is conducted by ESKOM.

Per the approved Indigent Policy of the municipality, all households earning less than R6 500 per month will receive free basic services as prescribed by national policy and in terms of Stellenbosch Municipality's Indigent Policy.

The table below indicates the number of households receiving free basic services.

Table 6: Access to Free Basic Services

Year	Number of Households							
	Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse Removal	
	Access	%	Access	%	Access	%	Access	%
2018/19	6 813	13.01	6 813	13.01	4 833	9.23	6 813	13.01
2019/20	6 666	100%	6 666	100%	4 932	100%	6 666	100%
2020/21	7 283	100%	7 283	100%	5 189	100%	7283	100%
2021/22	4 681	100%	4 681	100%	4 982	84.25%	4 681	100%
2022/23	5 744	100%	5 744	100%	5 744	100%	5 744	100%

Source: Western Cape Local Government Social-Economic Profile 2023 and Statistics South Africa 2022

Municipalities offer free basic services to financially vulnerable households, and the number of households receiving these services in the Stellenbosch municipal area sharply declined in 2020. The strained economic conditions are anticipated to increase demand for these services, leading to a rise in the number of indigent households. However, this trend is area-specific and contingent on the qualifying criteria applied. These findings underscore the persistent challenges and socio-economic factors influencing housing and essential service access within the Stellenbosch municipal area, emphasising the need for targeted interventions to uphold citizens' constitutional rights and enhance overall living standards.



### 1.9.5 Gender Ratio

According to Stats SA, the Stellenbosch municipal area presented a gender ratio of 94.2, indicating that there are 94.2 men for every 100 women in the population. This ratio translates to 48.5 per cent males and 51.5 per cent females.



The slight increase in the ratio observed towards 2023 suggests a potential influx of working males to the area or a rise in female mortality rates. This demographic shift carries significant socio-economic implications, as it impacts workforce dynamics and social structures within the municipal area.

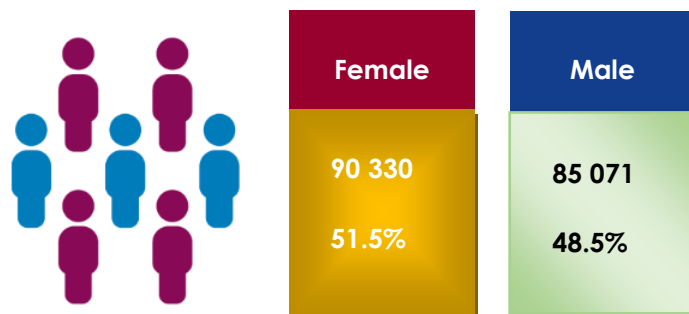
The table and figure below reflect the gender ratio within the Stellenbosch municipal area.

**Table 7: Gender Ratio**

Year	Cape Winelands	Witzenberg	Drakenstein	Stellenbosch	Breede Valley	Langeberg
2022	94,1	97.7	93.8	<b>94,2</b>	93.3	92.7
2023	98.7	110.0	98.4	<b>96.2</b>	94.4	96.9
2024	98.8	110.3	98.5	<b>96.3</b>	94.4	97.0
2025	98.9	110.6	98.6	<b>96.3</b>	94.3	97.1
2026	99.0	110.3	98.9	<b>96.3</b>	94.3	97.4

Source: Western Cape Local Government Social–Economic Profile 2023 and Statistics South Africa 2022

**Figure 6: Ratio of % Females and Males**



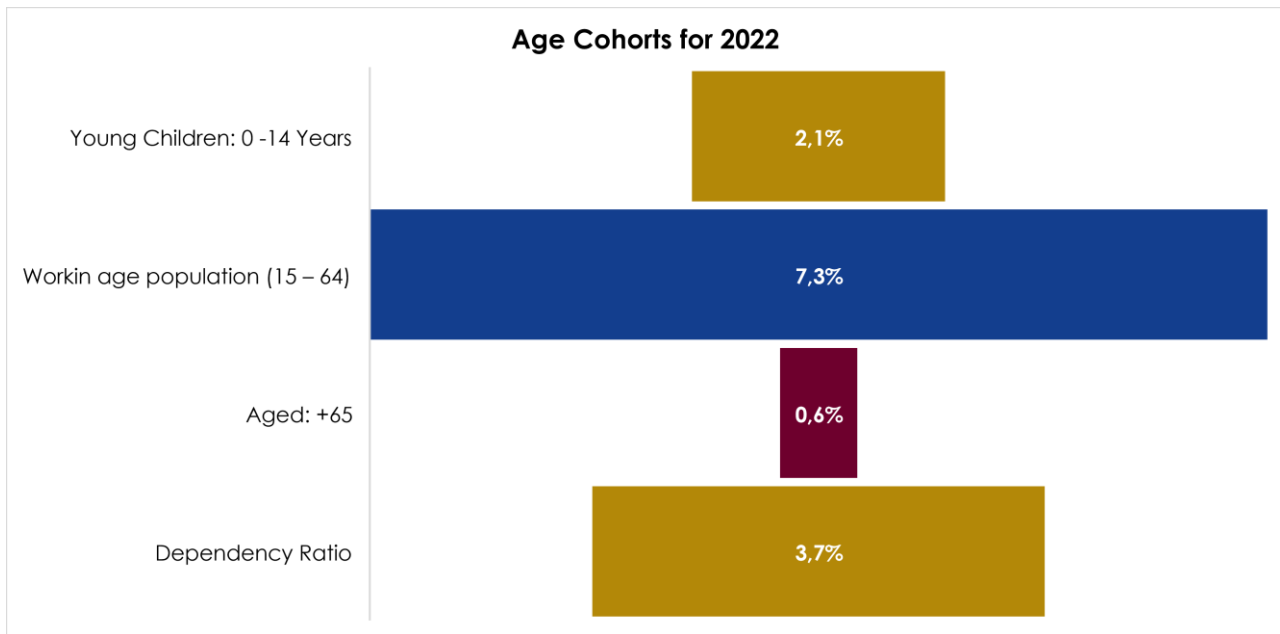
### 1.9.6 Age Cohorts

Within the Stellenbosch municipal area, a distinct age composition was apparent in 2022. The youth population was the largest, accounting for a substantial 73.1 per cent of residents.





Figure 7: Age Cohorts



Source: Western Cape Local Government Social–Economic Profile 2022 and 2023 (Stellenbosch Municipality)

Statistics South Africa 2022

### 1.9.7 Education

The socio-economic impact of education within municipalities is profound and complex, touching various aspects of community development and individual well-being. Quality education equips individuals with essential skills, knowledge, and critical thinking abilities, empowering them to participate meaningfully in the local economy. As the educational attainment level rises within a municipality, there is a corresponding increase in employment opportunities and higher earning potential for residents. Additionally, an educated workforce attracts investments and industries, fostering economic growth and stability. Education also plays a pivotal role in reducing poverty and promoting social equity by breaking the cycle of intergenerational poverty.

All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch municipal area.

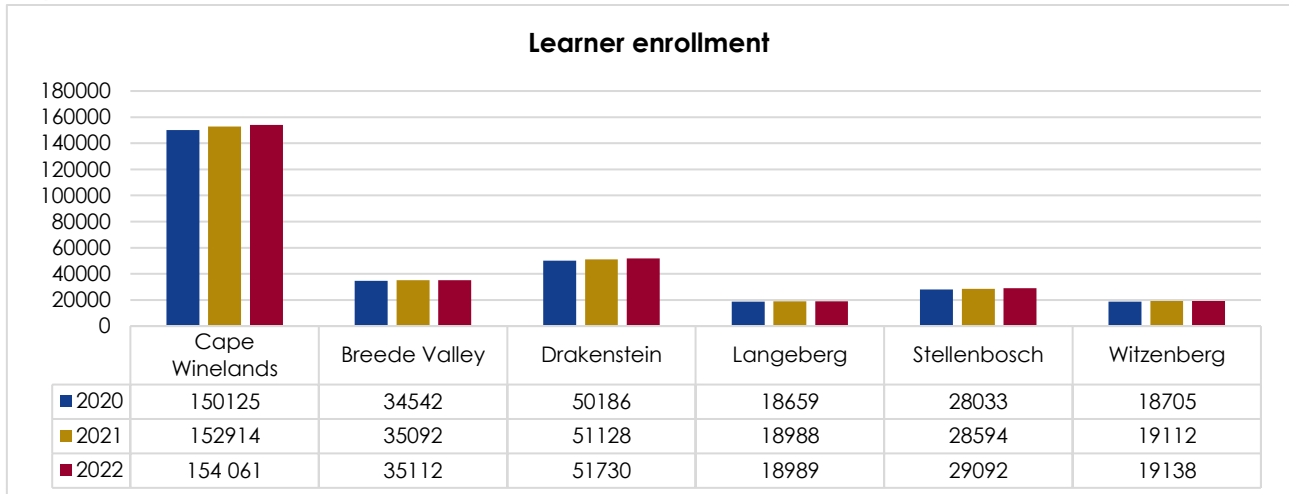
### 1.9.8 The learner enrollment, learner-teacher ratio, and learner retention rate

Learner enrollment in Stellenbosch experienced a notable surge from 28 033 enrolments in 2020 to 29 092 in 2022 which reflects an increase of 1 059 learners. It is evident that the educational growth depicts a positive socio-economic trend within the region, presenting an enhanced emphasis on education and potentially indicating improved access to educational facilities.

The graphs below depict the learner enrollments, learner-teacher ratio, and learner retention from 2020 to 2022.



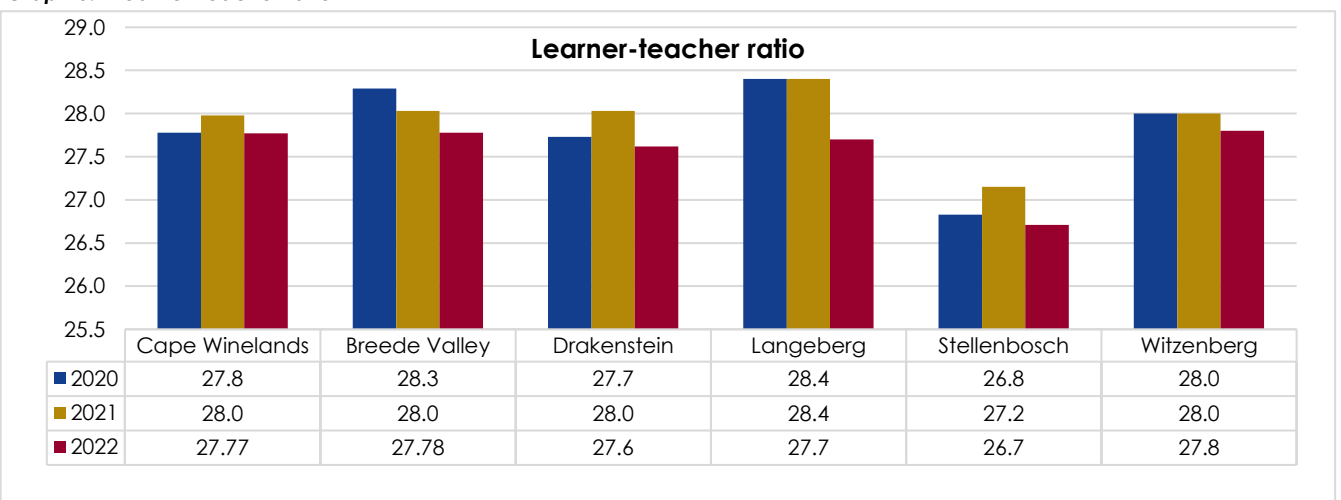
**Graph 4: Learner Enrollment**



It is crucial to establish healthy learner-teacher ratios to see the schools' capacity to accommodate the students. Lower learner-teacher ratios are associated with enhanced teacher-student interaction, fostering better-quality education. The 2022 Schools Realities Publications emphasise that government-paid teachers face high learner-teacher ratios, indicating larger class sizes. Despite a minor decrease from 26.8 students per teacher in 2020 to 26.6 in 2022, the ratio remains within the recommended range of 35:1 to 40:1.

This suggests relatively uncrowded classrooms, aligning with established standards and ensuring a conducive learning environment, ultimately impacting the socio-economic landscape positively.

**Graph 5: Learner-teacher ratio**



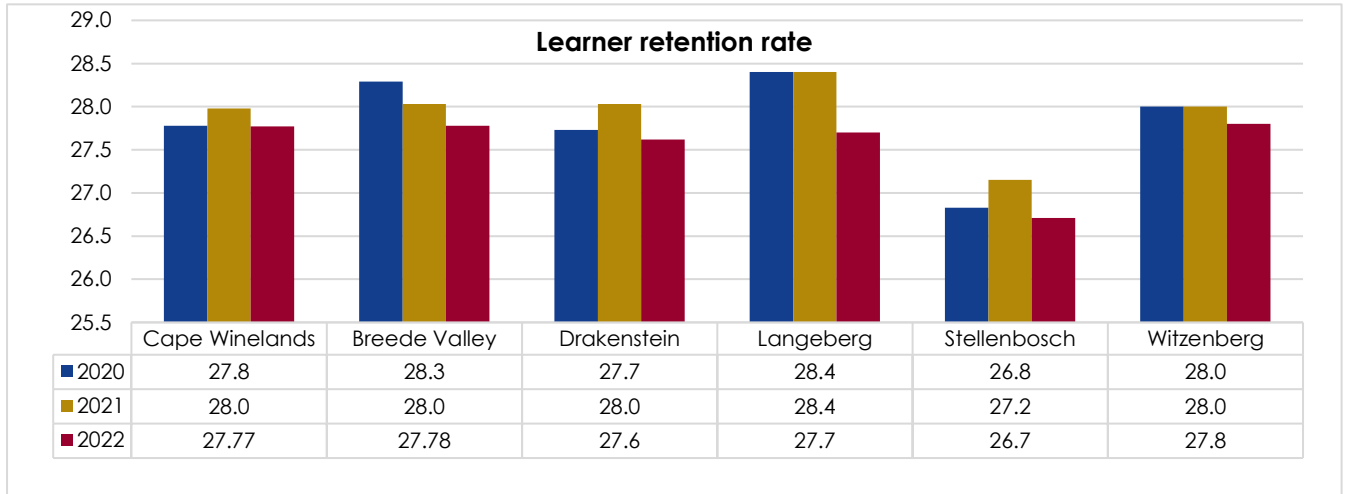
The learner retention rate measures the proportion of learners in Grade 12 who remained in Grade 10 two years prior. This can reflect essential socio-economic factors and personal circumstances that have a significant impact on education.

The inverse of the learner-retention rate is commonly referred to as the drop-out rate. The learner retention rates are influenced by a wide array of factors, including low socio-economic background, student attitudes towards education, overcrowded classrooms, critical thinking skills, study skills and other personal circumstances which can make it difficult for the learner to focus on education. Despite the learner retention rate progressing in the Stellenbosch municipal area improving from 79.1



per cent in 2021 to 82 per cent in 2022, 18 per cent of the learners did not complete their studies. Addressing these factors is necessary for encouraging a more conducive learning environment, ensuring higher retention rates, and ultimately enhancing the region's overall socio-economic landscape.

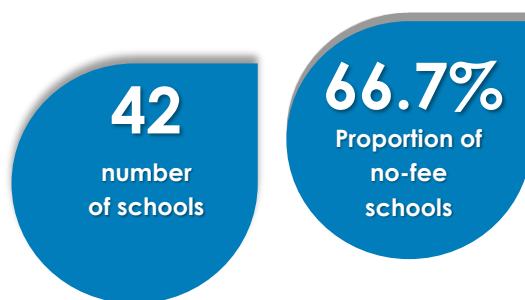
**Graph 6: Learner retention rate**



### 1.9.9 Education Infrastructure and Facilities

The number of schools within the Stellenbosch municipal area is recorded at 42 in 2022. Over the Medium-Term Expenditure Framework (MTEF), a substantial budget has been allocated for vital upgrades, additions, and the construction of new facilities in specific schools. This allocation is slated for use in enhancing the infrastructure of key educational institutions, including Aviation, Elsenburg Agri School, New Klapmuts Primary and High Schools, and New Stellenbosch Primary School. Such investments signify a proactive approach to bolstering the educational landscape, fostering an environment conducive to quality learning.

The proportion of no-fee schools in the Stellenbosch municipal area remains at 66.7 per cent in 2022.



The provision of library facilities within schools emerges as a crucial factor in narrowing the academic achievement gap, granting students access to valuable information and directly correlating with improved educational outcomes, whereby 71.4 per cent are equipped with libraries.

### 1.9.10 Education Outcomes

Education remains one of the key avenues through which the state is involved in the economy. In preparing individuals for future engagement in the labour market,

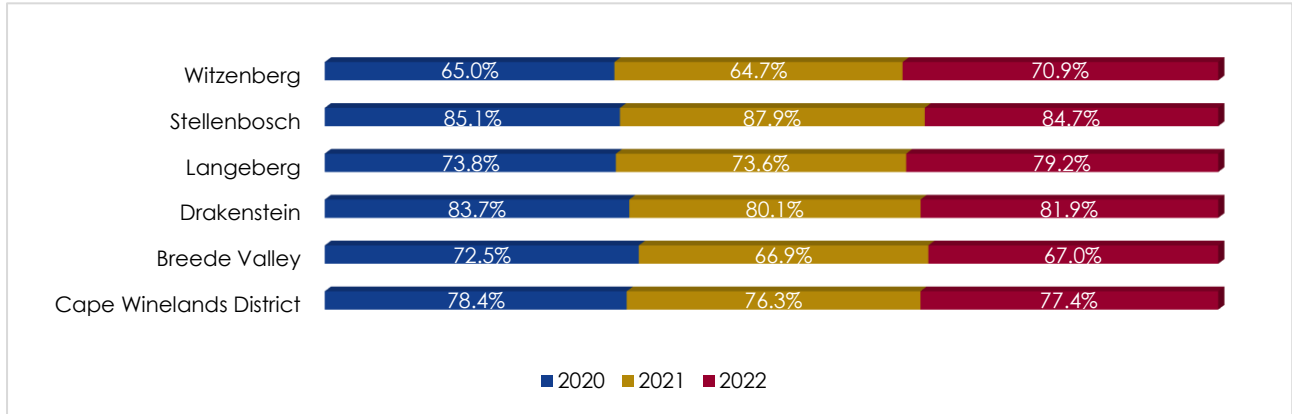




policy choices and decisions in the sphere of education play a critical role in determining the extent to which future economic and poverty reduction plans can be realised.

The graph below depicts the Matric pass rates from 2020 to 2022.

**Graph 7: Education Outcomes**



**1.9.11 Healthcare Facilities**

According to the LGSEP 2023, the Stellenbosch municipal area had 8 fixed primary healthcare facilities, comprising 7 fixed clinics, 1 community day centre as well as 6 mobile / satellite clinics. In addition to these primary healthcare facilities, there is one district hospital, 9 ART treatment sites and 13 TB clinics. The municipal area has 14 out of the 78 primary healthcare facilities within the Cape Winelands District.



All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area and Department of Health.

The figure depicts the total healthcare facilities.

**Figure 8: Healthcare facilities**

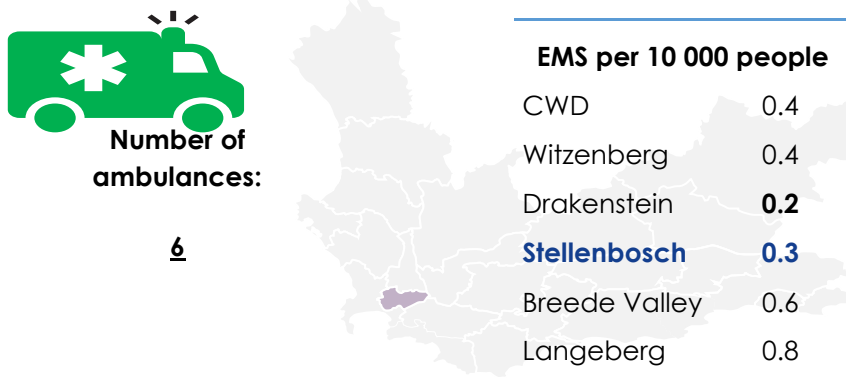


**1.9.12 Emergency Medical Services**

The provision of more operational ambulances can provide greater coverage for emergency medical services. This number below only refers to provincial ambulances and excludes all private service providers, and it remained unchanged between 2021/22 and 2022/23.



Figure 9: EMS

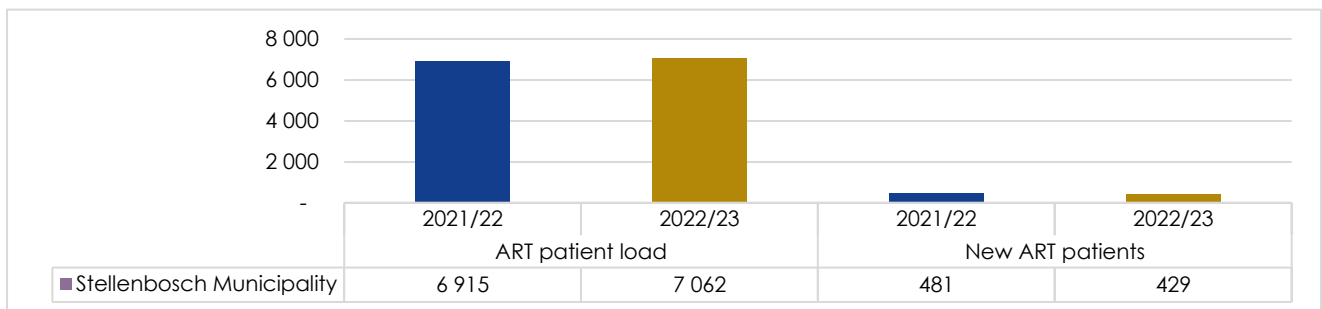


### 1.9.13 HIV / AIDS and TB

The number of patients adhering to their ART treatment plans in the municipal area showed a slight increase, from 6 915 registered patients in 2021/22 to 7 062 in 2022/23, while the number of new patients receiving ART declined from 481 to 429 during the same period. Similarly, the number of registered patients receiving TB treatment exhibited an average annual decrease of 9.7 per cent between 2021/22 and 2022/23.



Graph 8: HIV/AIDS Management



### 1.9.14 Child Health

The immunisation coverage rate for children under the age of one in the municipal area worsened from 73.3 per cent to 64.5 per cent between 2021/22 and 2022/23. The overall Child Welfare and Development (CWD) rate also showed improvement, rising from 60.6 per cent to 62.2 per cent. However, there was a notable increase in malnourished children under the age of five, with severe acute malnutrition rising from 1.5 to 1.6 per 100 000 people between 2021/22 and 2022/23.

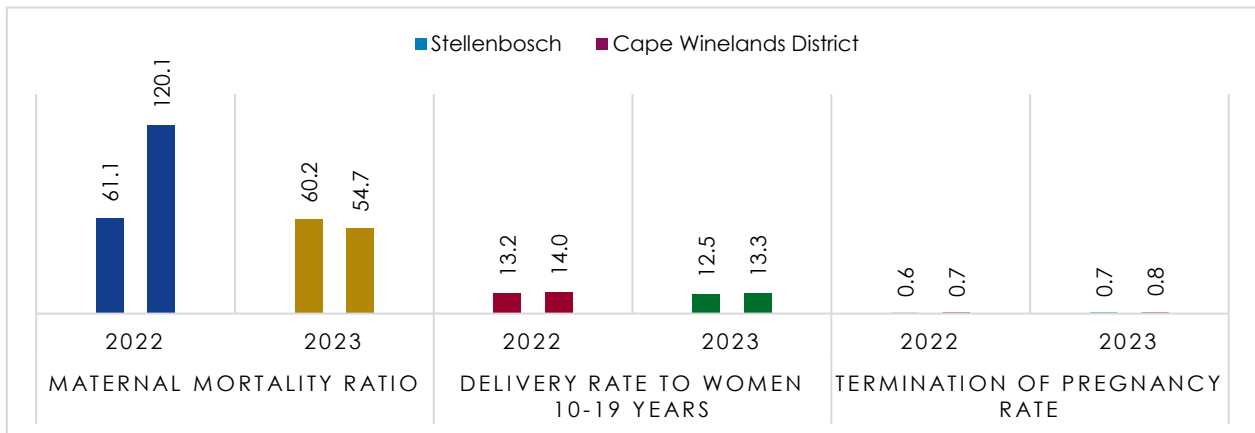


The CWD also increased from 1.8 per cent to 2.2 per cent while the provincial average changed from 0.9 to 1.3 per cent. The neonatal mortality rate (deaths per 1 000 live births before 28 days of life) for the municipal area declined from 6.3 in 2020/21 to 3.1 in 2021/22. The rate was still notably below the CWD average of 8.0. A total of 9.8 per cent of all babies born in a facility in the municipal area in 2021/22 weighed less than 2 500 grams, indicating possible challenges with long-term maternal malnutrition and poor health care during pregnancy.



### 1.9.15 Maternal Health

Graph 9: Maternal health



In 2021/22, the Stellenbosch municipal area recorded the lowest number of maternal deaths (61.1 per cent) and teenage pregnancies (13.2 per cent) in the CWD, however, this increased to 61.1 per cent (maternal deaths) and 13.2 per cent (teenage pregnancies) in 2021/22.

However, these numbers decreased to 60.2 per cent for maternal deaths and 12.5 per cent for teenage pregnancies in 2022/23. Meanwhile, the termination of pregnancy rate remained steady at 0.7 per cent during this period.



### 1.9.16 Safety and Security

All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area.

The dashboard below gives a snippet of the safety and security cases within the Cape Winelands Region:

**Figure 10: Actual Numbers of reported crime**



Government Social–Economic Profile 2022 and 2023 (Stellenbosch Municipality) and Department of Health

#### Drug-related Offences

**Drug-related** crimes refer to the situation where the perpetrator is found to have, been under the influence of, or selling illegal drugs.

Drug-related crime within the Stellenbosch area increased from 1 224 cases in 2021/22 to 1 463 cases in 2022/23. The Cape Winelands District's drug-related offences surged from 6 047 in 2021/22 to 6 783 in 2022/23. When considering the rate per 100 000 people, with 734 drug-related offences per 100 000 people in 2022/23, the Stellenbosch area's rate is above the district's rate of 700 per 100 000 population.

#### Murder

**Murder** is defined as the unlawful and intentional killing of another person.

Within the Stellenbosch area, the number of murders de-escalated from 90 cases in 2021/22, reaching 77 cases in 2022/23. The Stellenbosch municipal area's murder rate (per 100 000 people) decreased from 46 in 2021/22 to 38 in 2022/23, reflecting a similar trend in the Cape Winelands District, where the rate increased –from 45 to 41 for the same period.



## Sexual Offences

**Sexual offences** include rape (updated to the new definition of rape to provide for the inclusion of male rape), sex work, pornography, public indecency, and human trafficking.

In 2022/23, there were 207 sexual offences in the Stellenbosch area, compared to 989 reported cases in the Cape Winelands District. The incidence of sexual offences (per 100 000 people) in the Stellenbosch municipal area (104) was higher than that of the district (102) in 2022/23.

## Driving under the influence (DUI)

*A situation where the driver of a vehicle is found to be over the legal blood alcohol limit.*

The number of cases of driving under the influence of alcohol or drugs in the Stellenbosch area declined from 262 in 2021/22 to 251 in 2022/23. This translates into a rate of 126 per 100 000 people in 2022/23, which is above the district's 79 per 100 000 people.

## Residential Burglaries

*The unlawful entry of a residential structure with the intent to commit a crime, usually theft.*

Stellenbosch's rate of 436 residential burglaries per 100 000 people, which is well below the district's rate of 453 for 2022/23, indicates that the targeted strategies that were implicated to address these crime rates improved the safety and security in the community.

## Common Assault

In Stellenbosch, the crime rate per 100 000 people for common assault showed a concerning upward trend with 510 reported incidents per 100 000 people, which increased from 527 in 2021/22 to 557 in 2022/23. This escalation in common assault cases per capita suggests a challenging security environment, which could potentially have socio-economic implications. Addressing this rising trend is vital to ensuring the safety and well-being of the community and fostering a secure environment for residents, businesses, and investors. Implementing effective crime prevention measures and community outreach initiatives may be essential to reversing this trend and creating a safer atmosphere conducive to economic growth and development.

## Commercial Crime

In Stellenbosch, the crime rate per 100 000 people for commercial crime showed a steady upward trend over the analysed period. In 2020/21, there were 340 reported incidents per 100 000 people, which increased slightly to 443 in 2021/22 but then increased significantly to 528 in 2022/23. This fluctuation in commercial crime rates could indicate varying challenges faced by local businesses and law enforcement in combating economic offences. Addressing this issue is crucial as it directly impacts the business environment, investor confidence, and the overall economic stability of the municipality. Implementing robust measures to combat commercial crimes, such as fraud and embezzlement, is essential for fostering a secure and trustworthy business environment, supporting economic growth, and attracting investments in the Stellenbosch municipal area.





## Damage to Property

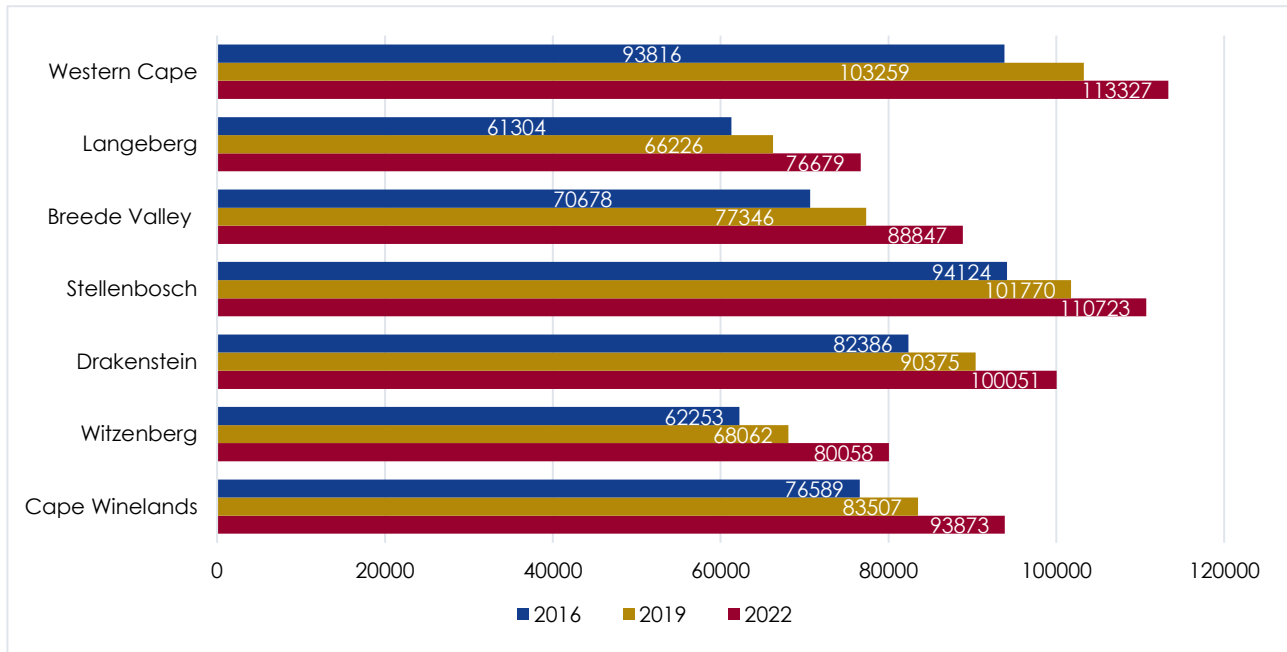
A stable atmosphere is conducive to economic growth and development in Stellenbosch. In Stellenbosch, the crime rate per 100 000 people for malicious damage to property demonstrated a consistent downward trend over the analysed period. In 2020/21, there were 434 reported incidents per 100 000 people, which decreased to 414 in 2021/22 and slightly increased to 419 in 2022/23. This fluctuation indicates a positive development in addressing property damage-related crimes in the area. Lower incidents of malicious damage to property contribute to a more secure environment, instilling confidence in residents and potential investors, which can positively impact the socio-economic landscape. This trend reflects efforts to maintain public safety, enhance security measures, and promote business confidence across the municipality.

### 1.9.17 Poverty

#### GDPR Per Capita

In terms of Gross Domestic Product per capita (GDPR), an increase is only witnessed when economic growth surpasses population growth. According to the LGSEP 2023, the real GDPR per capita was R93 873, indicating that the Stellenbosch municipal area has grown significantly with a per capita income of R110 7, marking the highest figure in the Cape Winelands District for 2022. All the data below are sourced from the Local Government Socio-economic Profile 2023 for the Stellenbosch Municipal area.

Graph 10: GDPR per capita



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)

Despite a moderate regression in the period between 2016 and 2022, this highlights the municipality's robust economic potential, particularly noteworthy considering the recent economic challenges posed by the recession and the global COVID-19 pandemic, which impacted economic activities regionally and globally.

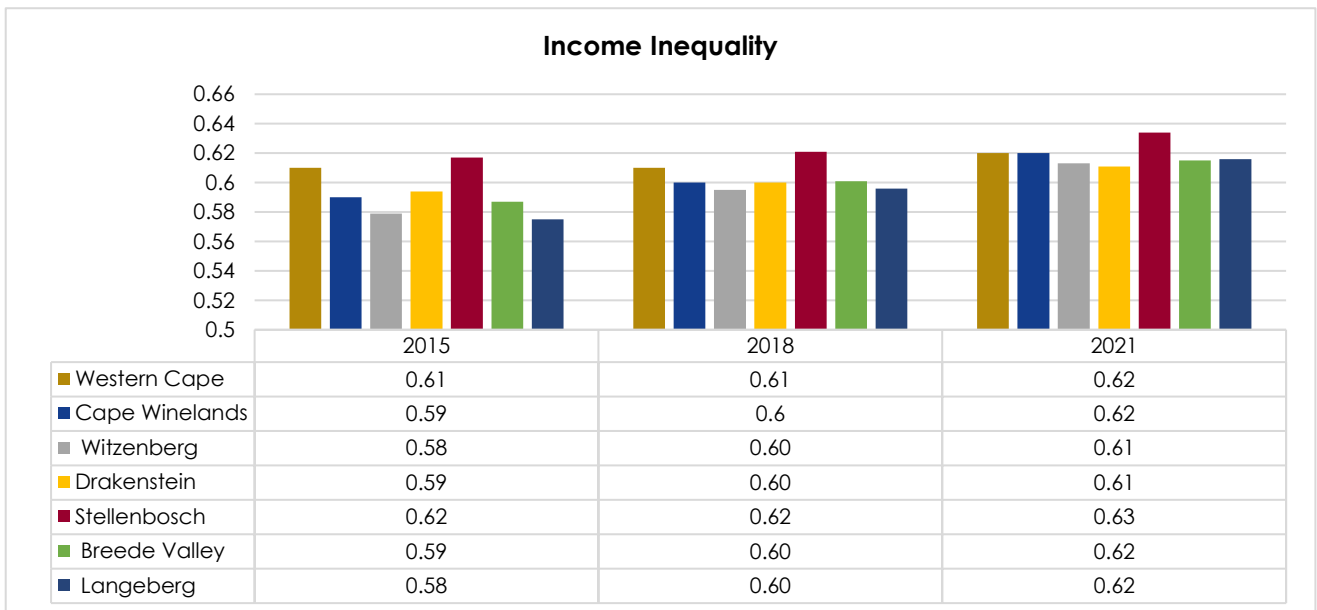


### Income Inequality

South Africa suffers amongst the highest levels of inequality in the world when measured by the commonly used Gini index. Inequality manifests itself through a skewed income distribution, unequal access to opportunities, and regional disparities.

The National Development Plan (NDP) has set a target of reducing income inequality in South Africa from a Gini coefficient of 0.7 in 2010 to 0.6 by 2030. In the Cape Winelands District, income inequality worsened to 0.69 in 2022, a trend expected to exacerbate due to the potential aftermath of the COVID-19 pandemic. Stellenbosch improved its income inequality, with inequality levels declining from 0.63 in 2021 to 0.61 in 2022, aligning below the district's trajectory.

**Graph 11: Income Inequality**



Source: Western Cape Local Government Social–Economic Profile 2022 and 2023 (Stellenbosch Municipality )

#### a) Poverty Line<sup>1</sup>

The Upper Bound Poverty Line<sup>2</sup> (UBPL) headcount ratio is the proportion of the population living below the UBPL i.e. that cannot afford to purchase adequate levels of food and non-food items.

Poverty affects the social development of communities through lower life expectancy, malnutrition and food insecurity, higher exposure to crime and substance abuse, lower educational attainment, and poor living conditions.

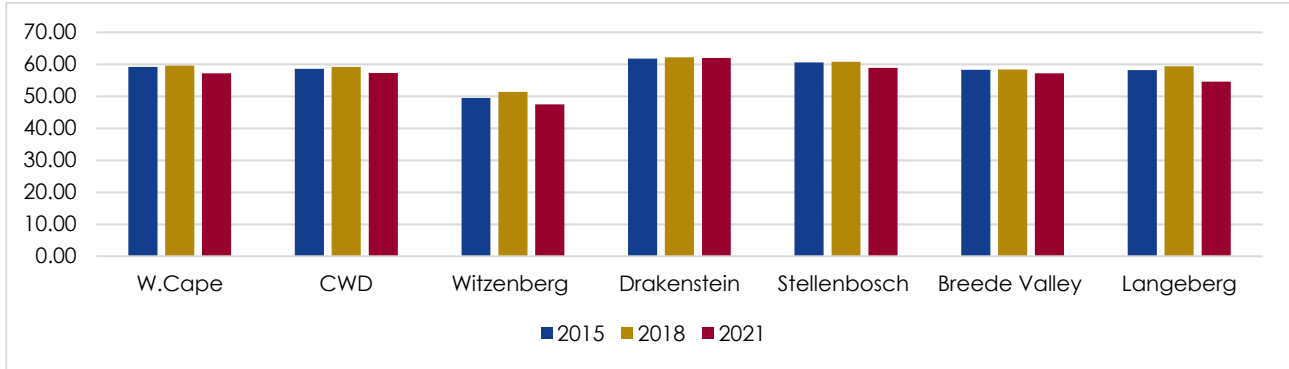
In 2022, 66.7 per cent of Stellenbosch’s population fell below the UBPL. In 2022, 66.7 per cent of Stellenbosch’s population fell below the UBPL, a slight improvement from 2016 and 2019. Stellenbosch and Drakenstein had the highest poverty rates in the Cape Winelands District, with Stellenbosch’s 66.7 per cent slightly above the district’s 64.8 per cent in 2022. Addressing these socio-economic challenges is essential for ensuring sustainable growth and development within the municipality.

<sup>1</sup> This refers to the amount of money that an individual will need to afford the minimum required daily energy intake. This is also commonly referred to as the “extreme” poverty line. Source- STATSASA, Statistical Release, 2019. P0310.1

<sup>2</sup> This refers to the food poverty line plus the average amount derived from non-food items of households whose food expenditure is equal to the food poverty line. Source- STATSASA, Statistical Release, 2019. P0310.1



Graph 12: Poverty Line



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality )

### 1.9.18 Economy Labour Market Performance

In 2022, monetary intermediation emerged as the primary driver of formal employment in the Stellenbosch municipal area, employing **14 117** individuals. Beverage manufacturing, predominantly in the wine industry, followed closely, providing jobs for 7 142 people. All the data below are sourced from the Local Government Socio-economic Profile 2023.

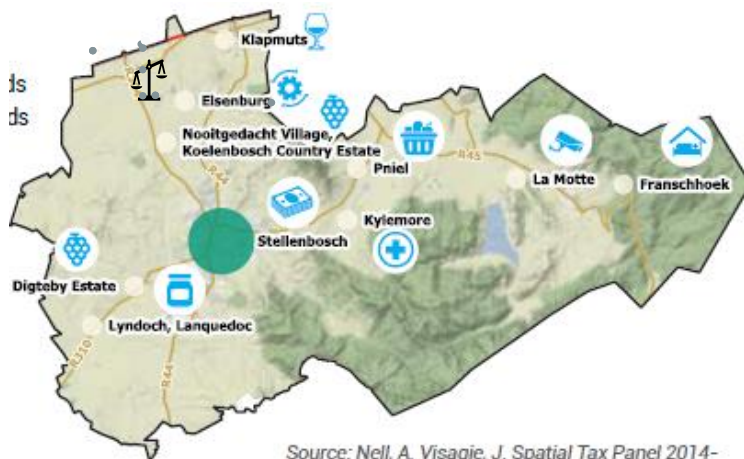
Table 8: Top five sectors

Sectors	Number of FTE Jobs
Monetary Intermediation	14 117
Manufacturing of beverages	7 142
Higher Education	5 450
Restaurants and mobile food service activities	4 864
Growing of perennial crops	4 761

**5 Sectors  
Jobs**

The significant disparity in median monthly incomes between these sectors, with figures of R27 446 and R8 940 respectively, vividly illustrates the pervasive socioeconomic inequality within the municipality.

This inequality not only poses challenges to the well-being of residents but also carries implications for municipal revenue generation. Disparities in income levels can impact local tax revenues, potentially affecting the municipality's capacity to fund essential services and infrastructure projects.



Source: Nell, A. Visagie, J. Spatial Tax Panel 2014-

Addressing this inequality is crucial not only for social equity but also for sustaining a stable and prosperous municipal economy.

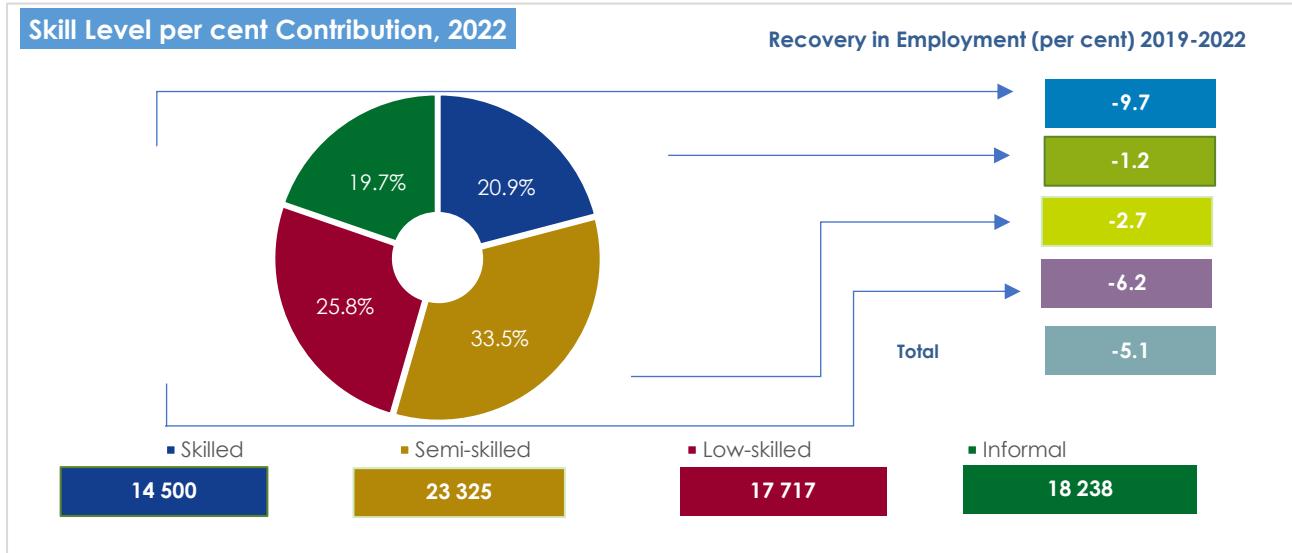
#### Formal and Informal Employment

The presence of Stellenbosch University and the diverse industries in the area have led to a diverse workforce composition, with 20.9 per cent classified as skilled workers and 33.5 per cent as semi-skilled workers. Informal sector activities, particularly in trade, agriculture, and personal services, contribute



significantly to employment, accounting for 19.7 per cent of the workforce in 2021. However, a notable challenge exists for low-skilled workers, constituting 25.8 per cent of the workforce, as recent job creation trends have favoured semi-skilled and skilled workers, limiting opportunities for this demographic.

**Graph 13: Skill level Contribution, 2022**



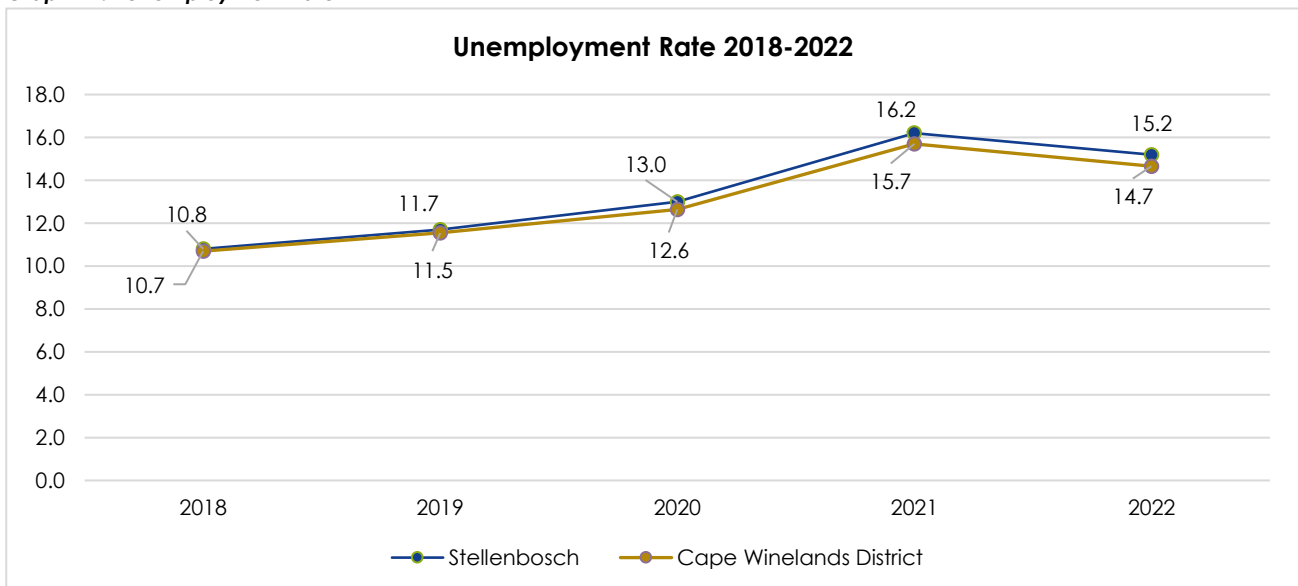
Source: Western Cape Local Government Social-Economic Profile 2023 (Stellenbosch Municipality)

### Unemployment

It is crucial to facilitate access to education and skills development initiatives in communities where high unemployment rates occur. Social transformation needs to be promoted and provide enough relevant opportunities and resources for affected demographic areas.

Not only does this initiative enhance the socio-economic landscape, but it also has implications for municipal revenue. A skilled and educated workforce can contribute to a more vibrant local economy, generating higher tax revenues to support municipal projects and services.

**Graph 14: Unemployment Rate**



Source: Western Cape Local Government Social-Economic Profile 2022 and 2023 (Stellenbosch Municipality)



## Free Basic Services per basic service

The provision of free basic services is summarised in the tables below.

**Table 9: Free basic electricity to indigent HH**

Electricity			
Financial year	Indigent Households		
	No. of HH	Unit per HH (kWh)	Value R'000
2017/18	6 453	100	6 216
2018/19	6 813	100	8 415
2019/20	4 932**	100	6 888
2020/21	5 198	100	7 711
2021/22	4 982	100	24 289
2022/23	5 744	100	24 822

\*Average for the year  
\*\*Only Indigent consumers who claimed free units

**Table 10: Free basic water services to indigent HH**

Water			
Financial year	Indigent Households		
	No. of HH	Unit per HH (kl)	Value R'000
2015/16	6 486	10	7 760
2016/17	5 686	10	7 280
2017/18	6 453	10	2 391
2018/19	6 813	6	2 634
2019/20	6 666	6	2 741
2020/21	7 283	6	3 178
2021/22	4 681	6	8 829
2022/23	5 744	6	8 385

\*Average for the year

**Table 11: Free basic sanitation to indigent HH**

Sanitation			
Financial year	Indigent Households		
	No. of HH	Service per HH per week	Value R'000
2017/18	6 453	102.98	8 330
2018/19	6 813	112.25	9 177
2019/20	6 666	135.99	9 518
2020/21	7 283	145.73	11 075
2021/22	4 681	134.32	10 039
2022/23	5 744	143.05	9 434

\*Average for the year



Table 12: Free basic refuse removal services to indigent

Refuse Removal			
Financial year	Indigent Households		
	No. of HH	Service per HH per week	Value R'000
2017/18	6 453	1	8 662
2018/19	6 813	1	9 543
2019/20	6 666	1	10 878
2020/21	7 283	1	17 926
2021/22	4 681	1	17 159
2022/23	5 744	1	13 889
*Average for the year			

## 1.10 Basic Service Delivery Highlights and Challenges

### 1.10.1 Key Basic Services Delivery Highlights

It should be noted that the detailed highlights and challenges will be discussed in Chapter 3 under each respective service.

The following key basic service areas were achieved by the municipality:

Table 13: Key Basic Service Delivery Highlights

Service Area	Highlight	Description
<b>Roads and Transport</b>	The Distillery Road Bridge	 This multi-disciplinary project had high historical significance and was completed on 28 February 2023, marking it the first bridge upgrade undertaken by the Stellenbosch Municipality.
<b>Water and Wastewater Services</b>	Capital Upgrades on Wastewater Treatment Works	 Pniël WWTW Upgrade to 4.5MLD is completed. This WWTW is now able to treat current and future demand in the Dwaarsriver Area, unlocking development.
	Capital Upgrades on Wastewater Treatment Works	 Wemmerhoek WWTW Phase 1 Upgrade is completed. The Phase 1 upgrade allowed for redundancy in sludge handling and the ability to cope with the effect of loadshedding on sludge handling. Designs for the Phase 2 Upgrade (Quality and Capacity Improvement) are 90% complete, and funding is ready for implementation starting 28 February 2024.
	Capital Upgrades on Water Storage	 Polkadraai Bulk Upgrade (Reservoirs and Pipelines) Phase 1 Upgrade: 70% complete, with Skilpadvlei Reservoir placed in operation. The Phase 1 upgrade will increase storage capacity in the area, and together with the Phase 2 upgrade (designs completed and ready for implementation in 2024/25), it will allow the transfer of water from Blackheath to Kayamandi.
	Improvements in disinfection	 The introduction of improved operational procedures and minor dosing equipment upgrades have improved the disinfection of drinking water municipality-wide, with a corresponding reduction of risk to consumers.
<b>Electricity</b>	Installation of 1 300 electrical connections in Enkanini	 2 300 of the 4 000 identified connections for Enkanini have been completed. The bulk infrastructure has also been upgraded to support the electrification of Enkanini.



Service Area	Highlight	Description
	Completion of the Cost of Supply Study	The cost of supply study enables the municipality to understand the real cost of providing electricity. This study also assists the municipality in determining the annual tariffs.
	Completion of the Energy Masterplan	The Energy Masterplan enables the municipality to understand the potential sources that can be utilised within the WC024 other than conventional means of electricity generation.
	Completion of the Electricity Infrastructure Masterplan	The Electricity Infrastructure Masterplan informs the municipality of the required network upgrades, network refurbishment, enabling new developments, and ensuring that the lifecycle of the infrastructure is optimally utilised.
	Appointment of a service provider to holistically investigate alternative energy generation initiatives	The service provider has been appointed to holistically investigate all possible options to mitigate the impact of loadshedding.
<b>Waste Management</b>	Street bins	Additional street bins were procured and delivered in February 2023.
	Builders' rubble diverted	Total builders' rubble diverted 17 667 tons.
	Garden waste	Total garden waste diverted: 5 460 tons.
	Recycling	Year on year increase in recycling collection was 23%.
	Appointments of Area Cleaning Assistant Superintendents and 3x general workers for refuse collection	Two assistant superintendents and three general workers for refuse collection were appointed to enhance service delivery within the WC024.
	Inclusion of Franschhoek in the Recycling Programme	An appointed contractor provides a door-to-door service for collecting recyclable waste. 39 tons of recyclable waste were collected during this financial year.

### 1.10.2 Key Basic Services Challenges

Despite the highlights, challenges were experienced by the municipality, as outlined below; however, actions were put in place to address these challenges:

**Table 14: Key Basic Service Challenges**

Service Area	Challenge	Actions to address
<b>Roads, Transport and Stormwater</b>	Increasing demand to address backlogs, undertake maintenance and repair, for infrastructure upgrades and new infrastructure, and not sufficient resources to address all needs and demands.	Prioritise projects and accept that not all needs and demands will be met in the short term and will be effected incrementally as budgets permit.
<b>Water and Wastewater Services</b>	Staff shortages and resignations / retirements are continuing to impact operations.	The department is in the process of reviewing its organogram and places a lot of effort into recruitment.
	Depots and Plants: Disciplinary Issues.	The department is continuously addressing the items with counselling sessions and disciplinary processes.
	Due to the continuous interruption of electricity supply because of loadshedding, the water and wastewater infrastructure was not designed to operate in such conditions.	Standby generators are used where possible.
	Infrastructure Vandalism: Vandalism of water and wastewater infrastructure is a challenge. There is an increase in vandalism cases during loadshedding.	The municipality is investigating the safeguarding of critical infrastructure, but it remains a challenge due to budget constraints.



Service Area	Challenge	Actions to address
	<p>Procurement processes to procure services / goods which impact the operations and maintenance of infrastructure and the implementation of capital projects.</p>	<p>The municipality is considering more efficient means of procuring quickly and efficiently.</p>
<p><b>Electricity</b></p>	<p>Installation of hot water load control devices: access to properties to install the hot water load control devices remains a challenge.</p>	<p>Continuous visits and communication with these residents are ongoing.</p>
	<p>Token Identifier: Access to properties to reset meters remains a challenge.</p>	<p>Continuous visits and communication with these residents are ongoing.</p>
	<p>Installation of 1 300 electrical connections to <b>Enkanini</b>: The consultant underperformed, which caused a delay in the completion of the project.</p>	<p>Consultant was placed on terms that resulted in improved performance.</p>
	<p>Bulk upgrades to enable the <b>Enkanini Electrification project</b>: The medium-voltage route had to be altered due to the encroachment of houses onto the road reserve, which forced the department to install their electrical cables in the middle of the road. The re-routing resulted in delays and additional costs for the project.</p>	<p>The department embarked on a contract variation to complete the project.</p>
	<p>Staff shortages are impacting service delivery; although the impact is not experienced by the public, staff's wellbeing is severely affected, which is a great concern to the department's management. Even though the electricity infrastructure and customers have grown over the years, the staff complement has decreased.</p>	<p>Continuous engagement with executive management.</p>
	<p>Due to the continuous interruption of electricity supply because of loadshedding, the electricity infrastructure is starting to show signs of malfunctioning as it was not designed to operate in such conditions.</p>	<p>Investigations to improve the electricity infrastructure operations under these conditions are ongoing and attended to on an ad-hoc basis.</p>
	<p>Illegal connections: The installation of illegal connections persists despite engagement with stakeholders.</p>	<p>Engagement with stakeholders is ongoing, and on several occasions, the department embarked on an operation to remove these illegal connections.</p>
<p>Infrastructure Vandalism: Vandalism of electricity infrastructure persists, and it appears that with loadshedding this act is on the increase.</p>	<p>The department has requested the safeguarding of the critical infrastructure, but it remains a challenge due to budget constraints.</p>	
<p><b>Waste Management</b></p>	<p>Absence of a Youth Environmental Coordinator (YCOP) to assist with social engagement and awareness.</p>	<p>The municipality must explore filling the position within the department to increase social engagement and awareness.</p>
	<p>Increase in illegal dumping</p>	<p>Appointment of a Youth Environmental Coordinator (YCOP) to assist with social engagement and awareness.</p>





Service Area	Challenge	Actions to address
	Staff Constraints	Effective and efficient recruitment and selection processes.

## 1.11 Financial Viability Highlights

**Table 15: Municipal Viability Highlights**

Highlight	Description
Long-Term Financial Plan	The municipality has developed a long-term financial planning tool that can be updated regularly for strategic planning.
Current Ratio	The municipality maintained a very good current ratio of 1.92:1. This compares well with the norm of 1.5 to 2:1.
Collection Rate	The municipality maintained a good collection rate for service debtors of 96%, which is above the norm of 95%. This indicates that the municipality's creditor control and debt collection processes are in place and the revenue is managed effectively.
Finance Charges	Finance charges represent 3.08% of the total operational expenditure. This compares favourably with the norm of 6% to 8%.
Liability Management	Capital costs (interest paid and redemption) represent 4.76% of total operating expenditure. This indicates that the municipality can take on additional financing from borrowing to invest in infrastructure projects.
mSCOA Specimen Financial Statements	The municipality implemented the National Treasury mSCOA specimen annual financial statements preparation template, where the financial statements are compiled utilising the data strings extracted from the financial system.
Debt Management	The municipality's total debt represents 26% of the total operational expenditure. This compares favourably with the norm of 45% and is an indication that the municipality can take on additional financing from borrowings.

## 1.12 Financial Viability Challenges

**Table 16: Financial Viability Challenges**

Challenge	Description
Financial Viability	The traceability of all debtors poses a challenge to the debt collection process. Low economic growth, an increase in unemployment, and above-inflation increases in the cost of water impact the affordability of municipal accounts.
Revenue Leakage	An integrated revenue enhancement approach was followed to combat revenue leakages.

## 1.13 Financial Overview

**Table 17: Financial Viability and Management Financial Overview (000')**

Details	Original budget	Adjustment Budget	Actual
	R'000		
<b>Income</b>			
Grants (Operating and Capital)	366 410	344 598	311 442
Taxes, Levies and Tariffs	1 666 592	1 632 137	1 582 733
Other	223 849	233 003	306 948
<b>Sub-Total</b>	<b>2 256 851</b>	<b>2 209 738</b>	<b>2 201 123</b>
<b>Less Expenditure</b>	<b>2 102 065</b>	<b>2 119 665</b>	<b>1 947 880</b>
<b>Net surplus / (deficit)</b>	<b>154 786</b>	<b>90 073</b>	<b>253 243</b>



### 1.13.1 Operating Ratios

**Table 18: Operating Ratios**

Detail	Expected norm	Actual	Variance
Employee Cost	35%-40%	27.86%	-(9%-15%)
Repairs and Maintenance	15%	2.67%	-12.33%
Finance Charges	15%	3.08%	-11.95%

Employee cost is below the national norm of between 35% to 40%, representing a positive outcome. Repairs and maintenance are below the norm, which indicates that expenditure on repairs and maintenance would have to be increased in future budgets to properly maintain the Council's assets. Finance charges are 11.95% lower than the norm of 15%, this can be attributed mainly to the municipality's ability to fund its capital programmes to some extent from its resources (CRR) and not external finance.

### 1.13.2 Total Capital Expenditure

**Table 19: Total Capital Expenditure (000')**

Detail	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	R'000							
Original Budget	452 759	463 792	418 057	528 041	558 276	375 751	406 054	409 273
Adjustment Budget	437 183	482 580	499 855	563 550	577 905	453 880	403 508	378 709
<b>Actual</b>	<b>348 861</b>	<b>410 562</b>	<b>433 682</b>	<b>493 303</b>	<b>405 931</b>	<b>392 941</b>	<b>347 610</b>	<b>321 506</b>

## 1.14 Municipal Standard Chart of Accounts

MFMA Circular No. 80: Municipal Financial Systems and Processes requirements in support of the Municipal Standard Chart of Accounts (mSCOA) issued in terms of the Local Government: Municipal Finance Management, 2003 (Act No. 56 of 2003) (MFMA). In the MFMA SCOA Circular 1, it was indicated that mSCOA is a business reform rather than a mere financial reform and requires a multi-dimensional relationship.

The mSCOA was implemented in Stellenbosch Municipality on 01 July 2017. The municipality is in continuous engagement with the service provider, National Treasury, and other municipalities through various working groups as well as online platforms to improve mSCOA compliance and functionality.

## 1.15 Organisational Development Overview

The municipality, regarding municipal transformation and organisational development, achieved the following highlights:

**Table 20: Organisational development highlights**

Highlight	Description
Filling of critical posts	Critical posts are filled as and when required with the availability of funds.
Organisational Stability	All staff placements were made in terms of the new organisational structure.



## 1.16 MFMA Competencies

In terms of Section 83(1) of the MFMA, the accounting officer, senior managers, chief financial officer, non-financial managers, and other financial officials of a municipality must meet the prescribed financial management competency levels that are key to the successful implementation of the MFMA. The National Treasury prescribed such financial management competencies in Government Notice 493, dated 15 June 2007.

To help the above officials get the required financial skills, the National Treasury created an outcome-based NQF Level 6 qualification in municipal finance management with the help of many stakeholders and key players in local government.

In terms of Government Notice 493 of 15 June 2007, "(1) No municipality or municipal entity may, with effect as of 1 January 2013 (exempted until 30 September 2015 as per Government Notice 179 of 14 March 2014), employ a person as a financial official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations."

The table below provides details of the financial competency development progress as required by the regulation (Government Notice 493 of 15 June 2007):

**Table 21: Financial Competency Development: Progress Report**

Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total of A and B	Consolidated: Competency assessments completed (Regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))	Consolidated: Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))
<b>Financial Officials</b>						
Accounting Officer	1	0	1	1	1	1
Chief Financial Officer	1	0	1	1	1	1
Senior Managers	4	0	4	4	4	4
Any other financial officials	1	0	1	1	1	1
<b>Supply Chain Management Officials</b>						
Heads of supply chain management units	1	0	1	1	1	1
Supply chain management senior managers	2	0	2	2	2	1



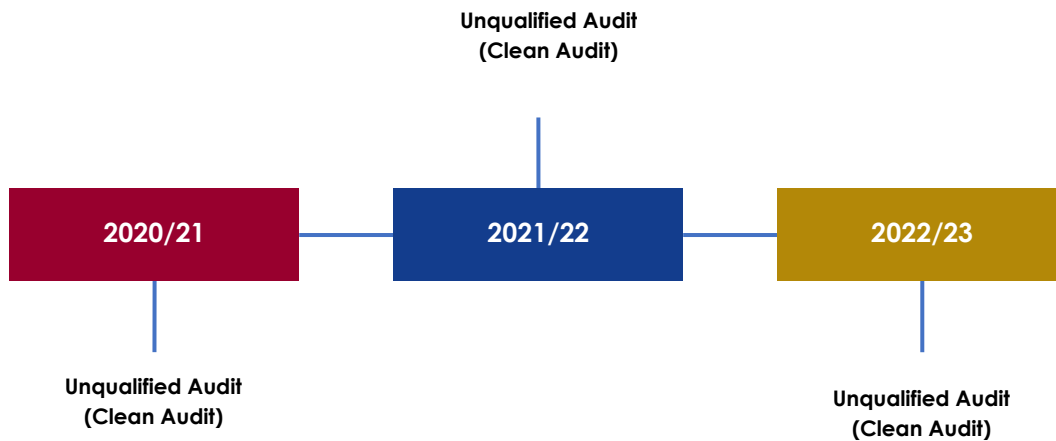
## 1.17 Auditor General of South Africa’s Report

The Auditor-General of South Africa has a constitutional mandate and, as the Supreme Audit Institution (SAI) of South Africa, exists to strengthen the country's democracy by enabling oversight, accountability, and governance in the public sector through auditing, thereby building public confidence. In short, the Auditor-General checks the spending of public money by looking at whether it has been used for the purposes intended. This process is concluded by annually checking all government spending.

The audit outcomes of a municipality are based on the fair presentation and absence of significant misstatements in financial statements, performance information for predetermined objectives that was reliable and credible, and all financial / non-financial information that complied with laws and regulations.

The diagram below indicates the audit outcome progress from 2020/21 to 2022/23.

**Figure 11: Audit Outcome Progress 2020/21 - 2022/23**





## CHAPTER 2: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

### 2.1 Introduction

Good governance is an approach to government that is committed to creating a system founded on strengthening democracy, promoting transparency, building public administrative capacity, responding to public needs, and respecting human rights. It is measured by eight factors: **participation, rule of law, transparency, responsiveness, consensus-oriented accountability, effectiveness and efficiency, equitability, and inclusivity**. Within the context of good governance, corruption is minimised, the views of minorities are considered, and the voices of the most vulnerable in society are heard in decision-making. It is also responsive to the present and future needs of society.

### 2.2 National Key Performance Indicators - Good Governance and Public Participation

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and Performance Management Regulations 796 of 2001 and Section 43 of the MSA. This key performance indicator is linked to the National Key Performance Area: Good Governance and Public Participation.

**Table 22: National KPI - Good Governance and Public Participation**

KPA and Indicators	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan.	85.08%	86.5%	87.5%	70.25%	86.57%	84.29%	84.79%

### 2.3 Performance Highlights - Good Governance and Public Participation

**Table 23: Highlights of Good Governance and Public Participation**

Highlight	Description
Audit Outcomes	Finalised (unqualified with no findings)
MSA Sections 79 and 80 Committees of Council	The establishment of functional S.80 and S.79 Committees of the Council and held meetings regularly.
Public Participation	The new Council had the opportunity to participate in the IDP sessions held in January 2022 and April 2022 with all 23 wards.
Communication	The municipality stays abreast with communication trends. Public participation has been rolled out via online streaming at satellite offices.
Compliance	The municipality adhered to all laws and regulations in terms of compliance.



## 2.4 Challenges - Good Governance and Public Participation

**Table 24: Challenges of Good Governance and Public Participation**

Description	Actions to address
Fraud and Corruption Management	Active reporting has been sustained via the fraud hotline, direct phone calls received, and walk-in responses. Regrettably, it has come to light that the fraud hotline and the Regulations for Senior Managers (Misconduct and Financial Misconduct) are being exploited to target individuals and management unjustly.

## 2.5 Public satisfaction with municipal services

No formal community surveys were developed; the community makes use of the social space to state their satisfaction or dissatisfaction with services, and the municipality will try its utmost to address the needs of the public.

## COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

### 2.6 Political Governance Structure

The Council performs both legislative and executive functions. It focuses on legislative, oversight, and participatory roles and has delegated its executive function to the Executive Mayor and the Mayoral Committee. Its primary role is to debate issues publicly as well as facilitate political debates and discussions. Apart from their functions as policymakers, councillors are also actively involved with community work and in the various social programmes in the municipal area.

Stellenbosch Municipality is represented by 45 councillors, of whom 23 were elected directly as ward councillors. The rest of the councillors were elected based on the proportion of votes cast for the different political parties. The political composition of the Council is as follows from the previous Council and the newly elected Council:

#### 2.6.1 Council – 01 July 2022 to 30 June 2023

Below is a table that categorises the councillors within their specific political parties and wards.

**Table 25: Council for the period 01 July 2022 to 31 May 2023**

No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
1	G van Deventer (Ms)	Executive Mayor	DA	PR
2	JS Fasser (Mr)	Deputy Executive Mayor including Finance Portfolio	DA	PR
3	Q Smit (Mr)	Speaker	DA	PR
4	P R Crawley	Chief Whip	DA	PR
5	R A Adams	MayCo member	DA	Ward Councillor: Ward 4
6	J Andrews	Part-time	PA	PR
7	JC Anthony	Part-time	DA	Ward Councillor: Ward 18
8	Z J Dalling	Mayco member	DA	Ward Councillor: Ward 09
9	M M Danana	Part-time	ANC	Ward Councillor: Ward 14
10	I De Taillefer	Part-time	VF Plus	PR
11	R Du Toit	MayCo member	DA	Ward Councillor: Ward 10
12	A Ferns	Part-time	DA	Ward Councillor: Ward 7



No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
13	E Groenewald	Part-time	DA	Ward Councillor: Ward 22
14	A Crombie (until March 2023 – passed away)	Part-time	DA	PR
	S Schafer (from April 2023 – replacement of Cllr Crombie)	Part-time	DA	PR
15	A J N Hanekom	Part-time	DA	PR
16	R B Hendrikse	Part-time	GOOD	PR
17	P Johnson	MayCo member	DA	Ward Councillor: Ward 17
18	J Joon	MayCo member	DA	Ward Councillor: Ward 20
19	O L Jooste	Part-time	ACDP	PR
20	X Kalipa	MayCo member	DA	
21	N Mananga-Gugushe	Part-time	ANC	PR
22	C Manuel	Part-time	DA	Ward Councillor: Ward 3
23	E P Masimini	Part-time	ANC	Ward Councillor: Ward 15
24	N E Mcombring	Part-time	DA	Ward Councillor: Ward 6
25	X L Mdemka	Part-time	DA	PR
26	M M Mkhontwana	Part-time	EFF	PR
27	R S Nalumango	Part-time	ANC	PR
28	Z R Ndalasi	Part-time	EFF	PR
29	L Nkamisa	MayCo member	DA	Ward Councillor: Ward 23
30	M Nkopane	Part-time	ANC	Ward Councillor: Ward 13
31	C D Noble	Part-time	GOOD	PR
32	N Ntsunguzi	Part-time	ANC	PR
33	N Olayi	Part-time	DA	PR
34	W C Petersen	Part-time	DA	Ward Councillor: Ward 2
35	R O Pheiffer	Part-time	DA	Ward Councillor: Ward 1
36	W F Pietersen	Full-time MPAC Chairperson	PDM	PR
37	M G Rataza	Part-time	ANC	PR
38	J P Serdyn	Part-time	DA	Ward Councillor: Ward 11
39	FJ Badenhorst (until 8 March 2023)	MayCo member	DA	Ward Councillor: Ward 21
	M Slabbert (from 8 March 2023)	Part-time	DA	Ward Councillor: Ward 21
40	Q Smit	Speaker	DA	PR
41	A Tomose	Part-time	ANC	Ward Councillor: Ward 12
42	M Van Stade	Part-time	GOOD	PR
43	R B Van Rooyen	Part-time	DA	Ward Councillor: Ward 5
44	C Van Wyk	MayCo member	DA	Ward Councillor: Ward 8
45	E Vermeulen	Part-time	DA	Ward Councillor: Ward 16
46	J Williams	MayCo member	DA	Ward Councillor: Ward 19

**Table 26: Council from 01 June 2023 – 30 June 2023**

No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
1.	G van Deventer (Ms)	Executive Mayor	DA	PR
2.	JS Fasser (Mr)	Deputy Executive Mayor including Finance Portfolio	DA	PR
3.	Q Smit (Mr)	Speaker	DA	PR
4.	A Hanekom (Mr)	Part-time	DA	PR
5.	S Schafer (Mr)	Part-time	DA	PR
6.	X Kalipa (Mr)	MayCo Member	DA	PR
7.	P Crawley (Ms)	Chief Whip	DA	PR
8.	X Mdemka (Ms)	Part - time	DA	PR
9.	N Olayi (Mr)	Part-time	DA	PR
10.	R Pheiffer (Mr)	MayCo Member	DA	Ward Councillor: Ward 1
11.	WC Petersen (Mr)	Part-time	DA	Ward Councillor: Ward 2
12.	C Manuel (Mr)	Part-time	DA	Ward Councillor: Ward 3
13.	R Adams	Part-time	DA	Ward Councillor: Ward 4
14.	RB van Rooyen (Mr)	Part-time	DA	Ward Councillor: Ward 5
15.	NE Mcombring (Ms)	Part-time	DA	Ward Councillor: Ward 6
16.	A Ferns (Ms)	Part-time	DA	Ward Councillor: Ward 7
17.	C van Wyk (Ms)	MayCo Member	DA	Ward Councillor: Ward 8
18.	Z Dalling (Ms)	Part-time	DA	Ward Councillor: Ward 9
19.	R du Toit (Ms)	MayCo Member	DA	Ward Councillor: Ward 10
20.	J Serdyn (Ms)	Part-time	DA	Ward Councillor: Ward 11
21.	E Vermeulen (Ms)	Part-time	DA	Ward Councillor: Ward 16
22.	P Johnson (Mr)	MayCo Member	DA	Ward Councillor: Ward 17
23.	J C Anthony (Ald)	MayCo Member	DA	Ward Councillor: Ward 18
24.	J Williams (Mr)	MayCo Member	DA	Ward Councillor: Ward 19
25.	J Joon (Mr)	MayCo Member	DA	Ward Councillor: Ward 20
26.	M J Slabbert (Mr)	Part-time	DA	Ward Councillor: Ward 21
27.	E Groenewald (Ms)	Part-time	DA	Ward Councillor: Ward 22
28.	L Nkamisa (Mr)	MayCo Member	DA	Ward Councillor: Ward 23
29.	RS Nalumango (Ms)	Part-time	ANC	PR
30.	N Ntsunguzi (Ms)	Part-time	ANC	PR
31.	MG Rataza (Mr)	Part-time	ANC	PR
32.	N Mananga – Gugushe (Ms)	Part-time	ANC	PR
33.	A Tomose (Mr)	Part-time	ANC	Ward Councillor: Ward 12
34.	M Nkopane (Ms)	Part-time	ANC	Ward Councillor: Ward 13
35.	MM Danana (Mr)	Part-time	ANC	Ward Councillor: Ward 14
36.	EP Masiminini (Mr)	Part-time	ANC	Ward Councillor: Ward 15
37.	CD Noble (Mr)	Part-time	GOOD	PR
38.	RB Hendrikse (Ms)	Part-time	GOOD	PR
39.	M van Stade (Mr)	Part-time	GOOD	PR
40.	ZR Ndalasi (Mr)	Part-time	EFF	PR
41.	NM Mkhontwana (Ms)	Part-time	EFF	PR





No.	Name of Councillor	Capacity	Political Party	Ward Councillor and Proportional (PR)
42.	OL Jooste (Mr)	Part-time	ACDP	PR
43.	W Pietersen (Mr)	Full-time MPAC Chairperson	PDM	PR
44.	J Andrews (Mr)	Part-time	PA	PR
45.	I De Taillefer (Ms)	Part-time	VF Plus	PR

The table below indicates the Council meetings attendance for the 2022/23 financial year.

**Table 27: Council meetings for the 2022/23 financial year**

Meeting dates	Number of items (resolutions) submitted	Percentage Attendance of Council Meetings	Percentage Apologies for non-Attendance
22 June 2022	19	100%	4
27 July 2022	22	100%	2
24 August 2022	17	100%	4
26 October 2022	27	100%	2
23 November 2022	24	100%	5
12 January 2023 (Special Council)	1	100%	5
30 January 2023	16	100%	-
22 February 2023	10	100%	1
29 March 2023	18	100%	4
26 April 2023	22	100%	-
24 May 2023	23	100%	3
27 June 2023	15	100%	7
26 July 2023	23	100%	6

## 2.7 Executive Mayoral Committee

The Mayoral Committee assists the Executive Mayor of the municipality, who oversees the municipality's political executive branch. The Executive Mayor is at the centre of the system of governance since executive powers are vested in the executive mayor to oversee the day-to-day affairs of the municipality. This encompasses an overarching strategic and political responsibility. The key element of the executive model is that executive power is vested in the Executive Mayor, in addition, delegated powers by the Council were assigned. There was a reshuffle of the Mayco committee due to the resignation of Councillor Badenhorst. The new portfolios and committee were implemented on 01 May 2023.

Although accountable for the strategic direction and performance of the municipality, the Executive Mayor operates in consultation with the Mayoral Committee.

The Executive Mayoral Committee positions were occupied as follows:

**Table 28: Executive Mayoral Committee**

Executive Mayoral Committee 1 July 2022 – 31 May 2023		Executive Mayoral Committee 01 June 2023– 30 June 2022	
Name of member	Portfolio	Name of member	Portfolio
G van Deventer (Adv) [Ms]	Executive Mayor	Alderwoman Cllr G van Deventer	Executive Mayor
Cllr J Fasser	Deputy Executive Mayor, including Integrated Human Settlements	Cllr J Fasser	Deputy Executive Mayor, including Financial Services



Executive Mayoral Committee 1 July 2022 – 31 May 2023		Executive Mayoral Committee 01 June 2023– 30 June 2022	
Name of member	Portfolio	Name of member	Portfolio
Cllr R Adams	MayCo member: Chairperson: Sport, Youth and Culture	Cllr JC Anthony	MayCo member: Sport, Youth and Culture
Cllr FJ Badenhorst	MayCo member: Chairperson: Protection Services	Cllr R Du Toit	MayCo member: Human Settlement
Cllr Z Dalling	MayCo member: Chairperson: Infrastructure Services	Cllr P Johnson	MayCo member: Infrastructure
Cllr R Du Toit	MayCo member: Chairperson: Local Economic Development	Cllr J Joon	MayCo member: Rural Management
Cllr P Johnson	MayCo member: Chairperson: Finance	Cllr X Kalipa	MayCo member: Community Development
Cllr J Joon	MayCo member: Chairperson: Parks, Open Spaces, and Environment	Cllr L Nkamisa	MayCo member: Corporate Services
Cllr L Nkamisa	MayCo member: Chairperson: Corporate Services	Cllr R Pheiffer	MayCo member: Protection Services
Cllr C Van Wyk	MayCo member: Planning	Cllr C Van Wyk	MayCo member: Planning, LED, and Tourism
Cllr J Williams	MayCo member: Rural Management	Cllr J Williams	MayCo member: Parks, Open Spaces, and Environment

The table below indicates the dates of the Executive Mayoral Committee meetings and the number of reports submitted to the Council for the 2022/23 financial year.

**Table 29: Executive Mayoral Committee Meetings held for the period 01 July 2022 – 30 June 2023**

Meeting dates	Number of items submitted
20 July 2022	15
16 August 2022	11
14 September 2022	4
19 October 2022	16
16 November 2022	17
19 January 2023	9
15 February 2023	8
22 March 2023	19
19 April 2023	14
17 May 2023	12
14 June 2023	5

### 2.7.1 Portfolio Committees

In terms of Section 80 of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), if a council has an executive committee, it may, in terms of Section 79, appoint committees of councillors to assist the executive committee or executive mayor. Section 80 stipulates that committees are permanent committees that specialise in a specific functional area of the municipality and, in some instances, may make decisions on specific functional issues. They advise the executive committee on policy matters and make recommendations to the council.



The tables below show a comparison of the portfolio committees and meeting dates from 01 July 2022 until 31 May 2023 and the newly elected mayoral committee from 01 June 2022 until 30 June 2023.

### 2.7.1.1 Comparison of the Planning LED and Tourism - Portfolio Committee for the periods of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 30: Comparison of the Planning; LED and Tourism Committee**

Period 01 July 2022 – 31 May 2023		Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 31 June 2023	
Planning Portfolio Committee		LED and Tourism Committee		Planning, LED, and Tourism Portfolio Committee	
Name of member	Capacity	Name of member	Capacity	Name of member	Capacity
Cllr C Van Wyk	Portfolio Chairperson	Cllr R Du Toit	Portfolio Chairperson	Cllr C Van Wyk	Portfolio Chairperson
Cllr JC Anthony	Committee member	Cllr N Mcombring	Committee member	Cllr A Hanekom	Committee member
Cllr M Danana	Committee member	Cllr R Pheiffer	Committee member	Cllr M Slabbert	Committee member
Cllr A Hanekom	Committee member	Cllr De Taillerfer	Committee member	Cllr M Danana	Committee member
Cllr R Hendrikse	Committee member			Cllr R Hendrikse	Committee member

### 2.7.1.2 Planning; LED and Tourism Portfolio Committee meetings for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 31: Planning; LED and Tourism Committee Portfolio Committee Meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 31 June 2023	
Planning Portfolio Committee meeting dates		LED and Tourism Committee meeting dates		Planning Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
04 October 2022	2	06 September 2022	2	-	0
02 May 2023	4	06 October 2022	1	-	0
01 August 2023	2	03 November 2023	1	-	0
		06 December 2022	1	-	0
		07 February 2023	1	-	0
		02 March 2023	1	-	0
		06 April 2023	1	-	0
		04 May 2023	1	-	0



### 2.7.1.3 Comparison of the Infrastructure Committee for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 32: Infrastructure Services Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Infrastructure Portfolio Committee		Infrastructure Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr Z Dalling	Portfolio Chairperson	Cllr P Johnson	Portfolio Chairperson
Cllr R van Rooyen	Committee member	Cllr R Van Rooyen	Committee member
Cllr N Mcombring	Committee member	Cllr N Mcombring	Committee member
Cllr R Nalumango	Committee member	Cllr R Nalumango	Committee member
Cllr Z Ndalasi	Committee member	Cllr Z Ndalasi	Committee member

### 2.7.1.4 Infrastructure Services Portfolio Committee meetings for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 51: Infrastructure Services Portfolio Committee Meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Infrastructure Portfolio Committee meeting dates		Infrastructure Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
06 October 2022	8	01 June 2023	2
01 December 2022	2	-	0
02 March 2023	1	-	0

### 2.7.1.5 Comparison of the Financial Services Portfolio Committee for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 33: Financial Services Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Financial Services Portfolio Committee		Financial Services Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr P Johnson	Portfolio Chairperson	Cllr J Fasser	Portfolio Chairperson
Cllr W Petersen	Committee Member	Cllr W Petersen	Committee member
Cllr E Groenewald	Committee Member	Cllr E Groenewald	Committee member
Cllr A Tomose	Committee Member	Cllr A Tomose	Committee member
Cllr R Hendrickse	Committee Member	Cllr R Hendrikse	Committee member



### 2.7.1.6 Financial Services Portfolio Committee meetings for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 34: Financial Services Portfolio Committee Meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Financial Portfolio Committee meeting dates		Financial Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
-	0	-	0

### 2.7.1.7 Comparison of the Protection Services Portfolio Committee for the periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 35: Comparison of the Protection Services Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Protection Services Portfolio Committee		Protection Services Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr R Badenhorst	Portfolio Chairperson	Cllr R Pheiffer	Portfolio Chairperson
Cllr C Manuel	Committee member	Cllr C Manuel	Committee member
Cllr A Hanekom	Committee Member	Cllr M Slabbert	Committee member
Cllr M Nkopane	Committee member	Cllr M Nkopane	Committee member
Cllr N Mkhontwana	Committee member	Cllr N Mkhontwana	Committee member

### 2.7.1.8 Protection Portfolio Committee meetings for the periods of periods of 01 July 2022 – 31 May 2023 and 01 June – 30 June 2023

**Table 36: Protection Services Portfolio Committee Meeting Dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Protection Portfolio Committee meeting dates		Protection Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
03 August 2022	4	07 June 2023	0
07 September 2022	6	-	0
05 October 2022	2	-	0
01 February 2023	3	-	0
01 March 2023	3	-	0
03 May 2023	9	-	0



### 2.7.1.9 Comparison of the Human Settlements Portfolio Committee for the period of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 37: Human Settlements Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Human Settlements Portfolio Committee		Human Settlements Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr J Fasser	Deputy Executive Mayor – Portfolio Chairperson	Cllr R Du Toit	Portfolio Chairperson
Cllr E Vermeulen	Committee member	Cllr E Vermeulen	Committee member
Cllr J Serdyn	Committee member	Cllr J Serdyn	Committee member
Cllr N Ntsunguzi	Committee member	Cllr N Ntsunguzi	Committee member

### 2.7.1.10 Human Settlements Portfolio Committee meetings for the period of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 38: Human Settlements Portfolio Committee meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Human Settlements Portfolio Committee meeting dates		Human Settlements Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
01 March 2023	1	07 June 2023	3
05 April 2023	1	-	0

### 2.7.1.11 Comparison of the Rural Management Portfolio Committee for the periods of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 39: Rural Management Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Rural Management Portfolio Committee		Rural Management Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr J Williams	Portfolio Chairperson	Cllr J Joon	Portfolio Chairperson
Cllr X Mdemka	Committee member	Cllr J Serdyn	Committee member
Cllr C Manuel	Committee member	Cllr C Manuel	Committee member
Cllr E Masimini	Committee member	Cllr E Masimini	Committee member



### 2.7.1.12 Rural Management Portfolio Committee meetings for the periods of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 40: Rural Management Portfolio Committee meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Rural Management Portfolio Committee meeting dates		Rural Management Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
01 March 2023	1	07 June 2023	1

### 2.7.1.13 Comparison of the Youth, Sport, and Culture Portfolio Committee for the periods of 01 July 2022 - 31 May 2023 and 01 June 2023 – 30 June 2023

**Table 41: Youth, Sport, and Culture Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Youth, Sport, and Culture Portfolio Committee		Youth, Sport, and Culture Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr R Adams	Portfolio Chairperson	Ald J C Anthony	Portfolio Chairperson
Cllr R Pheiffer	Committee member	Cllr R Van Rooyen	Committee member
Cllr R van Rooyen	Committee member	Cllr N Mcombring	Committee member
Cllr C Noble	Committee member	Cllr C Noble	Committee member
Cllr J Andrews	Committee member	Cllr J Andrews	Committee member

### 2.7.1.14 Youth, Sport, and Culture Portfolio Committee meetings for the periods of 01 July 2022 - 31 May 2023 and 30 June 2023 – 30 June 2023

**Table 42: Rural Management Portfolio Committee meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Youth, Sport, and Culture Portfolio Committee meeting dates		Youth, Sport, and Culture Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
04 August 2022	8	01 June 2023	4
01 September 2022	5		
13 October 2022	5		
03 November 2022	9		
02 February 2023	4		
02 March 2023	8		
04 May 2023	16		



### 2.7.1.15 Comparison of the Community Development (Parks, Open Spaces, Environment) Portfolio Committee for the periods of 01 July 2022 - 31 May 2023 and 30 June 2023 – 30 June 2023

**Table 43: Community Development (Parks, Open Spaces, Environment) Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Community Development (Parks, Open Spaces, Environment) Portfolio Committee		Community Development (Parks, Open Spaces, Environment) Portfolio Committee	
Name of member	Capacity	Name of member	Capacity
Cllr J Joon	Portfolio Chairperson	Cllr J Williams	Portfolio Chairperson
Cllr E Vermuelen	Committee member	Cllr E Vermeulen	Committee member
Cllr A Hanekom	Committee member	Cllr Z Dalling	Committee member
Cllr M Nkopane	Committee member	Cllr M Nkopane	Committee member

### 2.7.1.16 Community Development (Parks, Open Spaces, Environment) Portfolio Committee meetings for the periods of 01 July 2022 - 31 May 2023 and 30 June 2023 – 30 June 2023

**Table 44: Community Development (Parks, Open Spaces, Environment) Portfolio Committee meeting dates**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Community Development (Parks, Open Spaces, Environment) Portfolio Committee meeting dates		Community Development (Parks, Open Spaces, Environment) Portfolio Committee meeting dates	
Meeting dates	Number of reports submitted	Meeting dates	Number of reports submitted
10 August 2022	2	05 June 2023	3
12 September 2022	1		
10 October 2022	1	-	0
07 November 2022	2	-	0
06 March 2023	2	-	0
08 February 2023	2	-	0

### 2.7.1.17 Corporate Services Portfolio Committee for the period of 01 July 2022 until 30 June 2023

**Table 45: Corporate Services Portfolio Committee**

Period 01 July 2022 – 31 May 2023		Period 01 June 2023 – 30 June 2023	
Name of member	Capacity	Name of member	Capacity
Cllr L Nkamisa	Portfolio Chairperson	Cllr L Nkamisa	Portfolio Chairperson
Ald JC Anthony	Committee member	Cllr Z Dalling	Committee member
Cllr J Serdyn	Committee member	Cllr J Serdyn	Committee member
Cllr M Rataza	Committee member	Cllr M Rataza	Committee member
		Cllr I de Taillefer	Committee member





### 2.7.1.18 Corporate Services Portfolio Committee meetings for the period of 01 July 2022 until 30 June 2023

**Table 46: Corporate Services Portfolio Committee Meeting Dates**

Period 01 July 2022 – 30 June 2023	
Meeting dates	Number of reports
22 August 2022	1
05 September 2022	1
07 February 2023	1
07 March 2023	1
06 June 2023	1
01 August 2023	2

### 2.7.1.19 Community Services Portfolio Committee for the period of 01 June 2023 until 30 June 2023

**Table 47: Community Services Portfolio Committee**

Period 01 June 2023 – 30 June 2023	
Name of member	Capacity
Cllr X Kalipa	Portfolio Chairperson
Cllr N Mcombring	Committee member
Cllr R Van Rooyen	Committee member
Cllr M Nkopane	Committee member
Cllr N Mkhontwana	Committee member

### 2.7.1.20 Community Services Portfolio Committee meetings for the period of 01 June 2023 until 30 June 2023

**Table 48: Community Services Portfolio Committee Meeting Dates**

Period 01 June 2023 – 30 June 2023	
Meeting dates	Number of reports
03 August 2023	3
07 September 2023	2



## 2.7.2 Section 79 Committees

### 2.7.2.1 Municipal Public Accounts Committee (MPAC)

**Table 49: MPAC Committee**

Period 01 July 2022 – 30 June 2023	
Name of member	Capacity
Cllr W Pietersen	Chairperson
Cllr A Ferns	Committee Member
Cllr R Adams	Committee Member until 01 June 2023
Cllr N Olayi	Committee Member
Cllr N Gugushe	Committee Member
Cllr S Schafer (from 01 April 2023- replaced Cllr A Crombie)	Committee Member (from 01 April 2023- replaced Cllr A Crombie)
Cllr O Jooste	Committee Member
Cllr A Crombie (until March 2023 (passed away))	
Cllr X Kalipa	Committee Member until 30 May 2023

**Table 50: MPAC Meeting Dates**

Period 01 July 2022 – 30 June 2023	
Meeting dates	Number of reports
19 August 2022	3
31 August 2022	1 (IN COMMITTEE)
20 April 2023	3
14 June 2023	4

### 2.7.2.2 Local Labour Forum (LLF)

**Table 51: Local Labour Forum (LLF)**

Period 01 July 2022 – 30 June 2023	
Name of member	Capacity
Cllr L Nkamisa	Deputy Chairperson
Cllr N Mananga-Gugushe	Committee Member
Cllr I De Tailerfer (Ms)	Committee Member
Cllr C Van Wyk	Committee Member
Cllr R Pheiffer	Committee Member

**Table 52: Local Labour Forum Meeting Dates**

Period 01 July 2022 – 30 June 2023	
Meeting dates	Number of reports
25 July 2022	4
29 August 2022	3
26 September 2022	6
31 October 2022	7
28 November 2022	8
30 January 2023	10
27 March 2023	6
24 April 2023	9
29 May 2023	9
31 July 2023	7
28 August 2023	7

### 2.7.2.3 Councillor Disciplinary Committee

**Table 53: Councillor Disciplinary Committee Portfolio Committee**

Period 01 July 2022 – 30 June 2023	
Name of member	Capacity
Cllr R Badenhorst	Chairperson for period 1/07/2022 – 6 Dec 2022
Cllr P Johnson	Chairperson from 31 Jan 2023 - Current
Cllr C Van Wyk	Committee Member
Cllr J Fasser	Committee Member
Cllr N Rataza	Committee Member
Cllr R Hendrikse	Committee Member

**Table 54: Councillor Disciplinary Committee Portfolio Committee meeting dates**

Period 01 July 2022 – 30 June 2023	
Meeting dates	Number of reports
-	0



## 2.7.2.4 Rules Portfolio Committee

**Table 55: Rules Portfolio Committee**

Period 01 July 2022 – 30 June 2023	
Name of member	Capacity
Cllr Q Smit	Chairperson
Chief Whip P Crawley	Committee Member
Cllr J Andrews	Committee Member
Cllr I De Taillefer	Committee Member
Cllr O Jooste	Committee Member
Cllr Z Ndalasi	Committee Member
Cllr M Rataza	Committee Member
Cllr W Pietersen	Committee Member
Cllr W Van Stade	Committee Member

**Table 56: Rules Portfolio Committee Meeting dates**

Period 01 July 2022 – 30 June 2023	
Meeting dates	Number of reports
-	0



## 2.8 Strategic Governance Structure

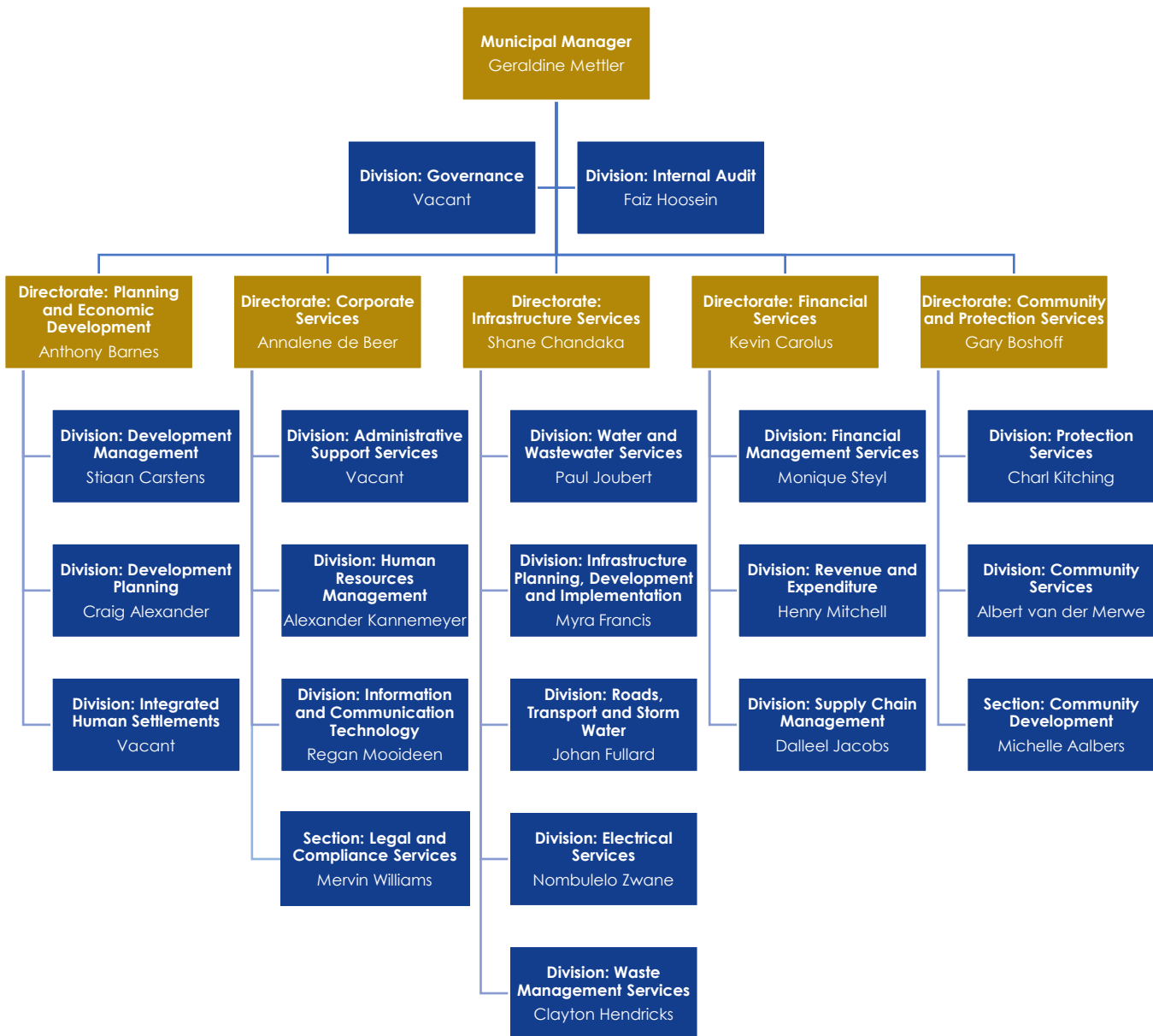
The Municipal Manager is the Chief Accounting Officer of the municipality. The Municipal Manager is the head of the administration and primarily serves as the chief custodian of service delivery. The Municipal Manager is assisted by the Management Team, which reports directly to the Municipal Manager. The structure of the management team is outlined in the diagram below:

**Table 57: Top Management Structure**





Table 58: Macro Structure





## COMPONENT B: PUBLIC ACCOUNTABILITY

MSA Section 15(b) requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff. Section 16(i) states that a municipality must develop a system of municipal governance that complements formal representative governance with a system of participatory governance. Section 18(i)(d) requires a municipality to supply its community with information concerning municipal governance, management, and development.

The participation outlined above is required in terms of the:

- ‡ preparation, implementation, and review of the IDP;
- ‡ establishment, implementation, and review of the performance management system;
- ‡ monitoring and review of performance, including the outcomes and impact of such performance; and
- ‡ preparation of the municipal budget.

### 2.9 Intergovernmental Relations

#### 2.9.1 National Intergovernmental Structures

The Municipal Managers Forum, facilitated by the Department of Cooperative Government and Traditional Affairs (COGTA), meets twice per annum. New legislation and its implications, as well as challenges for local government, e.g., financial sustainability, professionalism, and oversight structures, are discussed.

The Directorate: Infrastructure Services is represented by the Director: Infrastructure Services as a member of the national WRC / SALGA Municipal Benchmarking Initiative in Water Services, which collaborates in a national programme towards the improvement of water services, co-driven by SALGA and the Water Research Commission (WRC) and in collaboration with eThekweni Municipality, MILE (Municipal Institute of Learning), representatives of other municipalities, the Institute of Municipal Engineers (IMESA), and the Department of Water and Sanitation (DWS).

#### 2.9.2 Provincial Intergovernmental Structures

##### a) Office of the Municipal Manager

Stellenbosch Municipality is a keen participant in joint intergovernmental planning initiatives of the Provincial Government. MinMay (Provincial Ministers, Provincial Heads of Departments, Mayors, and Municipal Managers) and the Premier's Coordinating Forum are provincial forums for fruitful interaction regarding local government cooperation and challenges. These meetings are held biannually. The Provincial Municipal Managers Forum meets quarterly.

The Chief Audit Executive and Chief Risk Officer fora are held quarterly in conjunction with the Provincial Treasury, where all municipalities share best practices and consult on areas for improvement.

Stellenbosch is represented on the Provincial IDP Managers Forum and the Provincial Public Participation and Communication Forum, all of which are facilitated by the Provincial Department of Local Government.



## **b) Financial and Corporate Services**

The Directorate: Financial Services participates in several provincial forums quarterly. The forums include the Supply Chain Management (SCM) Forum, the Municipal Property Rates Act Forum, the Management Accountants Forum, and the Chief Financial Officer Forum.

The Municipal Court is in full operation and collaborates with the Department of Justice regularly.

## **c) Planning and Economic Development**

The municipality is represented by the Manager: Spatial Planning on the task team set up by DEA&DP to revise the Provincial Spatial Development Framework (PSDF). Through this inter-governmental process, Stellenbosch Municipality can provide input into the format and substance of this document that will have a legal bearing on all local municipalities in the Western Cape.

The DEA&DP and the municipality established a working group to consult monthly or more regularly as the need arises about environmental authorisation applications and land use (spatial planning) matters. Slow response times to applications by developers, entrepreneurs, farmers, service providers (Eskom, Telkom, cellular operators, etc.), waste management bodies, mining operators, and road authorities cause delayed investment and infrastructure provisions. This has negative effects on the economy, hence, the working group was established to increase the speed with which the applications are administered.

The working group consists of the technical role players, and it is overseen by the portfolio councillors of the municipality. This structure ensures prior commitment to and understanding of matters to be reported to the relevant portfolio committees or the council. The working group is administered by the DEA&DP, and meetings are in liaison with the Directorate: Planning and Economic Development, which must invite and ensure attendance by affected internal role players.

Monthly Technical Meetings between the PDoHS and Stellenbosch Municipality:

- a) The PDoHS and the municipality meet monthly to discuss all housing development policies and budget-related matters in housing delivery. During the meeting, the overall performance of each municipality is discussed in detail as well as mitigating options if the need arises.
- b) Applications for new and existing projects are also discussed with the PDoHS. The municipality receives information relating to beneficiary administration, outstanding approvals, informal settlement challenges, title deed transfers, farmworker evictions, and other matters concerning housing delivery. Legislation and court rulings are also discussed to ensure that senior officials are aware of any new implementation programmes, circulars, and legal precedents.
- c) The Section: Informal Settlements also represents the municipality at the bi-monthly Informal Settlements Support Programme (ISSP) meetings of the Provincial Settlements (PDoHS). The latter programme aims to interpret national and provincial guidelines concerning the upgrading of informal settlements. The purpose of these monthly meetings is to discuss best practices in informal settlements within the Cape Winelands region; and
- d) The Section: Informal Settlements furthermore collaborates between various municipal departments and Stats SA. The collaboration is aimed at regularising the municipality's data collection efforts into a format that is acceptable to Stats SA and that the collected data eventually will meet the standards as required by Stats SA.





## **e) Infrastructure Services**

The Directorate participates in the Stellenbosch River Collaborative Steering Committee to develop a multi-stakeholder collaborative governance process within which to deal with issues of water quality and pollution in the Stellenbosch rivers. The participants include the Winelands Water Users Association, Stellenbosch Municipality, the Department of Water Affairs, the Department of Environmental Affairs, Cape Nature, the WWF, Wildlands, and key stakeholders in the wine industry such as Spier and the Distell Group.

The 3rd Generation Integrated Waste Management Plan (IWMP) gives direction regarding waste-to-energy, alternative waste management options, and waste management project proposals. This innovative approach was recognised by the DEA&DP when the municipality was requested to assist three other local municipalities in taking this approach. The municipalities of Beaufort West, Prins Albert, and Laingsburg were assisted in this manner by the visit of the Waste Management Department team, who trained their local officials as well as assisted with the first data collection exercise.

Stellenbosch Municipality is represented at the quarterly Waste Management Officers Forums, where best practices, changing legislation, feedback from national and provincial government policy changes, etc. are discussed to keep all municipalities in the Western Cape abreast of all issues about waste management. The Western Cape Recycling Action Group (RAG) quarterly forums, although more geared towards private-sector contributions to waste minimisation, also provide a platform for municipalities to engage with each other and the private sector for waste minimisation opportunities.

The Department: Electrical Services is extensively involved with other local municipalities' electricity departments through the Association of Municipal Electricity Utilities (AMEU). The AMEU promotes quality of service and management excellence amongst its members in the field of electricity supply and facilitates communication between its members and between members and the technical, economic, and political environment to influence that environment.

## **f) Community and Protection Services**

Traffic Services liaises with Western Cape Government: Department Transport and Public Works continuously on matters related to transport administration and licencing, traffic law administration (motor-vehicle licencing), and the issuing of learner and driving licences.

The department further engages with RTIA, RTMC, the Director of Public Prosecutions, and the Department of Justice regarding legislative requirements and adherence.

To execute the Safely Home Programme, the department interacts with various engineering entities, such as provincial engineers and Cape Winelands District Council. The Western Cape Government developed the Provincial Strategic Plan (PSP), which gave rise to policies, programmes, and projects forming partnerships among government, citizens, civil society, and business. Various spheres of government are being engaged to co-create a culture of wellness and safety in the workplace and to promote wellness and safety through integrated service delivery models to address the social determinants of health through interaction with the Department of Education (DoE), the Department of Health Department, and SAPS.

The municipality engages in numerous partnerships to facilitate service delivery.

**Table 59: Municipal Partnerships**

Name of Partner / Partnership	Purpose
Mayor / Rector Forum	A partnership with the University of Stellenbosch to ensure aligned development planning and that the municipality draws from the university's expertise and resources.
Memorandum of Cooperation between the Stellenbosch Municipality and Stellenbosch University (SU)	Cooperation in terms of closed-circuit television in the interest of the security of the town and the campus with a view to a crime-free university town.
Landfill Monitoring Committee	A partnership with the Devon Valley residents, whereby residents monitor the Stellenbosch landfill site.
IMESA (Institute for Municipal Engineers South Africa)	A partnership with IMESA aimed to strengthen knowledge and capacity related to municipal infrastructure and service delivery.
Integrated Development Committee (IPC)	A partnership with the university and other stakeholders aimed at exploring spatial and urban planning possibilities for Stellenbosch to meet the needs of the municipality and university.
Department of Social Development, DCAS, Cape Winelands District Municipality	Joint implementation of programmes focussing on common issues within WC024.
SALGA Municipal Benchmarking Initiative	The partnership is aimed at improving efficiency and effectiveness through comparative process benchmarking, peer-to-peer operational knowledge sharing, and iterative performance improvements.
Bergriver Improvement Programme	The partnership was formed to improve the quality of the stormwater run-off from the Langrug Informal Settlement. The project entails the implementation of biomimicry, waste recycling, and a sustainable urban drainage lab.
LTAB	The partnership was formed between political leaders to discuss land transport-related matters that affect transport in the area.
Transport Working Group	The Transport Working Group was established to discuss transport-related matters that affect Stellenbosch, including all relevant governmental institutions and other role players.
IPC	The Integrated Planning Committee is a working group between the City of Cape Town, Stellenbosch, Saldanha, Overstrand, Theewaterskloof, and Drakenstein Municipality that discusses all transport-related matters to effectively promote regional planning.
NMT Working Group	A working group that discusses all non-motorised transport matters in the Stellenbosch area. The group consists of NMT users, officials, representatives from the university, and the disabled fraternity.
Drought Steering Committee	This is a committee consisting of a panel of role players in the drought intervention plan, including consultants, to discuss, plan, manage, and act on the drought intervention strategies that culminated from various source documents, including WCWDM strategies, WSDP, audit reports, and various master plans and processes. It also oversees the SCM and construction phases of the plans.
GreenCape	The GreenCape partnership represents cooperation with the province's 110% green initiatives, focussing on alternative waste management initiatives and energy efficiency.
CSIR	The partnership is aimed at multidisciplinary research and development by supporting innovation in Stellenbosch.
Genius of Space	This initiative developed from and forms part of the Western Cape 110% Green Initiative. The Biomimicry Genius of Space project is a registered flagship project of 110% Green. This initiative combines two priorities of the Western Cape Government – the Berg River and the Green Economy – to find an innovative solution to water pollution in the Berg River.
General	Municipal Partnerships.
<b>District Intergovernmental Structures</b>	
District Coordinating Forum	This forum meets quarterly and seeks to promote and facilitate intergovernmental relations between the district municipality and the local municipalities in the district. The Stellenbosch Municipality participates in this forum and the Cape Winelands District Municipal Managers Forum and benefits from this involvement by being exposed to good practices in other municipalities and strengthening the relationship with the district municipality in forging joint partnerships in the interest of good governance and service delivery. The Cape Winelands District Municipality supports community development and uses indigenous sports to create social cohesion amongst communities in the district. Special focus and attention were given to communities in rural areas. The Stellenbosch, Drakenstein, and Breede Valley municipalities have participated in various indigenous

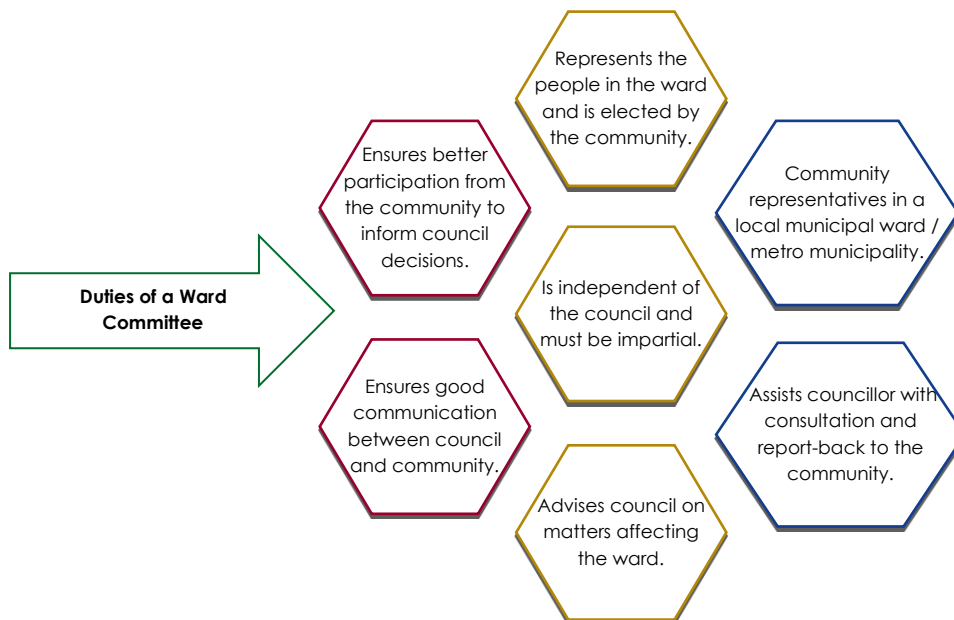


Name of Partner / Partnership	Purpose
	<p>games that were hosted by the Cape Winelands Municipality. The relationship between Stellenbosch Municipality and the district municipality has improved, and the Department: Community Services has managed to exceed all expectations. A targeted approach was followed, and sports were used as a catalyst to cement this relationship with the district.</p> <p>The areas that the Department of Community Services targeted were communication, sharing of resources, capacity building, and financial resources. The improved relationship between the district municipality and Stellenbosch Municipality enabled the communities to also participate in the provincial and national Indigenous Games.</p>

### 2.9.3 Ward Committees

Stellenbosch Municipality has a Ward Committee system in place, which plays a crucial role in achieving the aims of local governance and democracy, as mentioned in the Constitution of 1996. A ward committee is independent of the Council and not politically aligned. The figure below depicts the main duties of the ward committees.

**Table 60: Duties of Ward Committees**



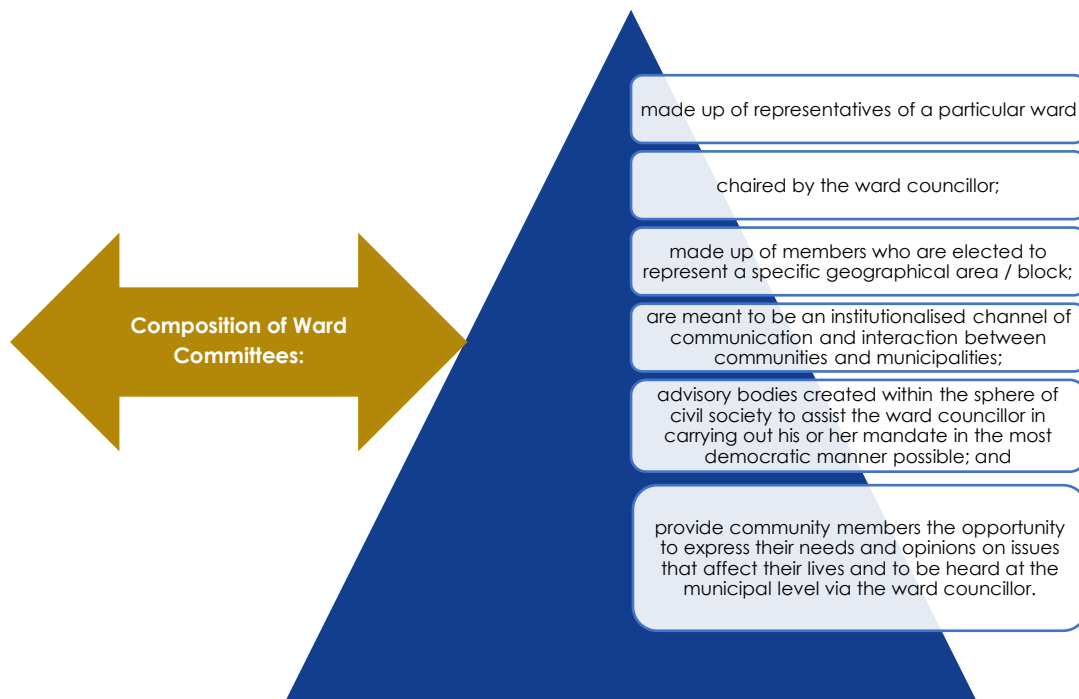
The dawn of democracy in 1994 brought about a new democratic local governance system that promotes certain basic values and principles. Such values and principles include transparency, accountability, an open and inclusive system of governance through community involvement in governance, and the planning and democratisation of development. This certainly placed South Africa on par with other democratic governments throughout the world and positioned it as a reputable reference for an effective decentralised system of government.

Participation remains a key pillar of good governance and constitutes an integral component in the policymaking process, development planning, and budgeting. Section 152 of the Constitution places the participation of communities at the centre of service delivery and other matters of local government. Correspondingly, the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998) and the MSA provide the legislative framework for the establishment of ward committees by municipalities.



Section 42 of the MSA stipulates that a municipality, through appropriate mechanisms, processes, and procedures established in terms of Chapter 4 of said Act, must involve the local community in the development, implementation, and review of the municipality's performance management system and allow the community to participate in the setting of appropriate key performance indicators and performance targets for the municipality.

A general understanding has emerged that a ward committee is an area-based committee whose boundaries coincide with ward boundaries.



Ward committees ought to be elected by the constituents of the ward. The maximum number of members for a ward committee is ten, and women ought to be adequately represented. The ward councillor is a member and functions as the chairman of the ward committee. While lacking formal authority, ward committees guide the ward councillor, who subsequently presents detailed recommendations to the council. The establishment and yearly revision of the IDP for the region are tasks that these committees perform with vital importance.

The ward committee supports the ward councillor, who receives reports on development, participates in development planning processes, and facilitates wider community participation. The municipality constantly strives to ensure that all ward committees function optimally in terms of the provision of community information, convening meetings, ward planning, service delivery, IDP input, and performance feedback to communities.

Stellenbosch Municipality rolled out the establishment of the 23 ward committees from 24 January to 23 February 2022.

Ward committees in all 23 wards are operational, and all wards have access to a ward administrator, except Ward 5. During the review period of this annual report, the then-ward councillor for Ward 21, Rikus Badenhorst, resigned as ward councillor on 6 December 2022.



This left a vacancy in Ward 21, and the new ward councillor, Mynard Slabbert, was elected in a by-election on 8 March 2023. During this time (from the resignation of the ward councillor until the by-election), no ward committee meetings were held for Ward 21.

The filling of vacancies remains a problem for ward committees. Vacancies occur for a variety of reasons, and ward councillors find it difficult to fill the vacancies. The ward committee policy allows for the option of co-opting ward committee members. Vacancies must be filled within 60 days of the vacancy being declared, and all vacancies on ward committees for the review period were filled.

The tables below specify the ward committees from 1 July 2022 until 30 June 2023:

**Ward 1:** Franschhoek town, Bo-Hoek Farms, Mooiwater

**Table 61: Ward 1 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr R Pheiffer	Chairperson
R Plaatjies [resigned 04.05 2023]	Geographic Block 1 and 4
M Nyanga	Geographic Block 1
W Jeffhas	Geographic Block 2
B Mnqayi	Geographic Block 3
S Schäfer [resigned April 2023]	LED, Tourism and Agriculture
A Bauer	Youth Sports, Culture and Community Safety
A Killian	Infrastructure and Community Services
G Mihalopoulos	Town Planning and Property
A Tafeni [resigned 19.10.2022]	None
L Juries	Geographic Block 4
K Brown	Ward Administrator

**Ward 2:** Langrug, La Motte, Dennegeur, Groendal, Domaine des Anges

**Table 62: Ward 2 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr W Petersen	Chairperson
S Peters	Geographic Block 1- Boonzaaier Rd to Jaffhas Crescent
F Simons [resigned Sept 2022] C Atshipara [appointed 25.10.2022]	Geographic Block 2 – La Motte Village (80 houses)
J Petersen	Geographic Block 3 – Bosbou La Motte
N Fata	Geographic Block 4 – Zwalitsha Sections A, B, C, R, S + t
M Phori	Geographic Block 5- Inkanini Sections D, E, F, G, H, I, J
J Jacobs	Geographic Block 6 – Santa Rosa Street to R 45
J Manuel	Geographic Block 87– Skool Street to R 45
D Malan [ Co-opted 25.10.2022]	Geographic Block 8 -Le Petite and Domain des Anges
N Joni [ Co-opted 25.10.2022]	Geographic Block 9 – Mazaleni K, L, M, N, O, P, Q,
E Philander [ Co-opted 25.10.2022]	Geographic Block 10 - Dennegeur
R Pearce	Ward Administrator


**Ward 3:** Lanquedoc, Meerlust, Wemmershoek, Maasdorp and Surrounding Farms

**Table 63: Ward 3 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr C Manuel	Chairperson
M Pieterse	Geographic Block 1
N Mkosana [Co-opted 27.10.2022]	Geographic Block 2
J Williams [Co-opted 27.10.2022]	Geographic Block 3
M Adams	Geographic Block 4
L Plaatjies	Geographic Block 5
M Krediet [Co-opted 27.10.2022]	Geographic Block 5
W Moses	Geographic Block 8
C Stuurman [Co-opted 27.10.2022]	
G Viljoen	Ward Administrator

**Ward 4:** Pniël, Kylemore and Johannesdal

**Table 64: Ward 4 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr R Adams	Chairperson
Y Carolissen	Geographic Block 2
S Jooste	Geographic Block 2
A Lackay	Geographic Block 3
K April	Geographic Block 3
A Williams	Geographic Block 5
S Phillips	Geographic Block 6
K Petersen	Geographic Block 7
E Parks	Ward Administrator
-	-

**Ward 5:** The Ridge, Lindida and Ida's Valley (Hydro in the direction of Ida's Valley and Omega Street to Jonkershoek)

**Table 65: Ward 5 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr R van Rooyen	Chairperson
N Rhode	Geographic Block 1
R Arends	Geographic Block 2
C Toutie	Geographic Block 3
J Meyer	Geographic Block 4
J Naude	Geographic Block 4
G Louw	Geographic Block 6
E Hendricks	Geographic Block 6
A Pieterse	Geographic Block 8
D February	-



Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
L Hendricks	-
D Jeffthas [resigned 27.01. 2023]	Ward Administrator

**Ward 6:** Ida's Valley and farms (Nietvoorbij, Timberlea, Morgenhof, Remhoogte, Muratie, Groenhof, Delheim, Lieland, Kanonkop, Uitkyk, Glenelly, Emerie, Laundry, Packham, L'Avenir)

**Table 66: Ward 6 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr N Mcombring	Chairperson
D Jones	Geographic Block 1
G August	Geographic Block 2
P Gordon	Geographic Block 4
M Davids	Geographic Block 5
O Bergstedt	Geographic Block 6
M Hendricks	Geographic Block 7
A Constable [co-opted in May 2023]	Geographic Block 8
P Constable	Geographic Block 8
L Leith [resigned 13.06.2022] C Abels [appointed 02.05.2023]	Ward Administrator

**Ward 7:** Mostertsdriif, Koloniesland, Karindal, Rozendal, Uniepark, Simonswyk, Universiteitsoord and De Weides

**Table 67: Ward 7 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr A Ferns	Chairperson
B Buys	Geographic Block 1
P Carstens	Geographic Block 2
A Marent-Hegewisch	Geographic Block 3
B Swanepoel	Geographic Block 4
D Botha	Geographic Block 5
J Wiese	Environment sector
J Turkstra	Elderly sector
W van Aswegen	Security sector
A Gantz	Business sector
D Poolman	Student sector + De Weides and Univeristeitsoord
R Loffie-Eaton	Ward Administrator



**Ward 8:** University Areas: Marais, Merriman, Victoria Street, Bosman Street, Noordwal east, Riebeck Street

**Table 68: Ward 8 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr C van Wyk	Chairperson
L Erasmus	Geographic Block 1
M Khan	Geographic Block 1
M Wiehman	Geographic Block 2
S van der Bank	Geographic Block 2
A van Wyk	Geographic Block 3
M Swarts [co-opted 23.02.2023]	Geographic Block 4
R Segers	Ward Administrator

**Ward 9:** Eerste River, Krige Street, Merriman, Bosman, Victoria (lower part), Neethling, Plein Street, Church Street, Upper Dorp Street, Drostdy Street.

**Table 69: Ward 9 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr ZJ Dalling	Chairperson
A Louw	Geographic Block 1
M Slabber (co-opted 06.06.2023)	Geographic Block 1
W Sezoe	Geographic Block 2
J Meyer	Geographic Block 1
C van der Bank	Geographic Block 2
D Pieterse	Geographic Block 2
G Cillié [co-opted 07.02.2023]	Geographic Block 2
T Kumm	Geographic Block 3
K Morake	Geographic Block 3
D Hall	Geographic Block 4
T Hall (co-opted 06.06.2023)	Geographic Block 4
Dr L Combrinck	Geographic Block 5
R Segers	Ward Administrator

**Ward 10:** Tennant Street, Bell Street, Lappan Street, Lackey Street, Langstraat- Suid, La Colline – Faure Street, Dr Malan Street to Irene Park, Conde Street, Mount Albert, Taylor, Voorplein to Kromriver, Municipal Flats (Lavanda, Aurora, Phyllaria), Molteno Avenue to Paul Kruger Street and Banghoek Avenue

**Table 70: Ward 10 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr R du Toit	Chairperson
P Hough	Geographic Block 1
G Lamberts	Geographic Block 1





Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
D Smit	Geographic Block 2
S Adonis	Geographic Block 2
R Hind	Geographic Block 3
S Williams	Geographic Block 3
L Neff [Resigned 06.12.2022] J Blanckenberg [co-opted 02.08.2022]	Geographic Block 3
G Daniels	Geographic Block 3
N Nketane	Geographic Block 3
N Moffat	Ward Administrator

**Ward 11:** Dorp Street to Herte Street, Mark Street, Alexander Street, the bottom of Bird Street to the Stellenbosch Train Station, all areas in Onder-Papegaaiberg and surrounding businesses.

**Table 71: Ward 11 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr J Serdyn	Chairperson
E Schreiber	Geographic Block 2
R Fourie	Geographic Block 3
P Carinus	Geographic Block 4
C Roux	Geographic Block 4
S Spangenberg	Geographic Block 5
M Snyman	Geographic Block 5
F Malan	Geographic Block 5
I Fourie	Geographic Block 6
M Claassen	Geographic Block 6
F Liebenberg [co-opted in Nov 2022]	
R Segers	Ward Administrator

**Ward 12:** Kayamandi: Enkanini, Snake Valley, Watergang, Thubelitssha, New Watergang(106), Zone O (next to Enkanini), Chris Hani Drive, Municipal Flats (10th and 13th Street), School Crescent, Ekuphumleni, Siyahlala, Zone A, George Blake

**Table 72: Ward 12 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr A Tomose	Chairperson
T Naku	Geographic Block 1
P Lamla	Geographic Block 2
P Menze	Geographic Block 3
A Mxokozeli	Geographic Block 4
T Qhu	Geographic Block 5
T Gugushe	Geographic Block 6
Z Mantshi	Geographic Block 7



Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Y Makuleni	Geographic Block 8
T Ntshinga	-
N Ntshwanti	-
G Zongolo	Ward Administrator

**Ward 13:** Kayamandi: Old Location from Lamla Street to Luyolo Street, Red Bricks, Old Hostels

**Table 73: Ward 13 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr M Nkopane	Chairperson
M Mgingqi [co-opted in September 2022]	Geographic Block 1
Z Ndlovu	Geographic Block 1
M Ndebe	Geographic Block 2
S Maxhavulana	Geographic Block 3
B Beni [co-opted in September 2022]	Geographic Block 4
S Lobi	Geographic Block 5
S Mngwazana	Geographic Block 6
M Zondiwe	Geographic Block 7
N Bhayibhile	Geographic Block 8
M Naku	Geographic Block 9
Z Mithi	Ward Administrator

**Ward 14:** Kayamandi: Zone I (Setona Street), Zone O (lower part) (Mgabadelo Crescent, Monde Crescent, Costa Land, Strong Yard, Zone M (8th Avenue), Zone P

**Table 74: Ward 14 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr M Danana	Chairperson
L Magazi	Geographic Block 1
A Mpanyu	Geographic Block 1
D Mdunyelwa	Geographic Block 3
B Mbaqa	Geographic Block 4
A Bululu	Geographic Block 4
N Samente	Geographic Block 5
L Mbasane	Geographic Block 6
N Boyce	Geographic Block 7
N Mpemnyama	Geographic Block 8
N Nojoko [co-opted in October 2022]	-
E Mpemnyama	Ward Administrator



**Ward 15:** Kayamandi: Bassi Street, Vineyard Street, Mjandana Street, Zone O, N, X, M Long Street, Retreat Road, Forest Drive road, Thubelitsha / Watergang, Zone O Middle part (Fire Street), Municipal Workers Formal houses, 4,5,6,7and 8<sup>th</sup> Avenue, 10<sup>th</sup> Avenue and 11,12,14<sup>th</sup> Close street

**Table 75: Ward 15 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr E Masimini	Chairperson
N Sesman	Geographic Block 1
T Lepheana	Geographic Block 3
M Nongogo	Geographic Block 6
N Kuni	Geographic Block 8
M Moni	Geographic Block 6
E Jumat	Geographic Block 5
L Xelenga	Geographic Block 2
L Gula	Geographic Block 4
N Nkopane [co-opted on 25.07.2022]	Geographic Block 7
S Garhane [co-opted on 25.07.2022]	Geographic Block 7
P Nyakaza	Ward Administrator

**Ward 16:** Long Street, Eike Street, Jakaranda Street, Short Street, Curry Street, Quarry Street, Primrose Street, Pine Street, Hoop Street, North End Street, Vredelust Street Noord Vredelust West Street, Laai Street, Last Street, Arnolds Street, Anthony Street, Carriem Street, Davidse Street, Cupido Street, Ismael Street, Crombi Street, Chippendale Street Bergstedt Street, Achilles Street, Africa Street, Cornelson Street Cloetesville

**Table 76: Ward 16 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr E Vermeulen	Chairperson
C Williams	Geographic Block 1
M Bailey	-
J Williams	Geographic Block 1
N Willemse	Geographic Block 1
P Fray	Geographic Block 2
M Fredericks	Geographic Block 2
A Flink	Geographic Block 3
M Johannes	Geographic Block 4
P Appollis	Geographic Block 4
J Isaacs	Geographic Block 4
Y Lamberts	Ward Administrator



**Ward 17:** Longstreet, Kloof Street, Fir Street, Williams Street, Rhode Street, Hendrickse Street, February Street, Weltevrede 2 and Welgevonden, King Street, Hine Street, Fontein Street, Wilger Street, Raziet Street, Pool Street, Valentyn Street, Ortell Street, King Street, Isaac Street, Stellita Park, Gabriel Street, Part of Lackay Street

**Table 77: Ward 17 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr P Johnson	Chairperson
G Jacobs	Geographic Block 2
L van der Rhee	Geographic Block 2
B Louw	Geographic Block 4
W Khan [co-opted in April 2023]	Geographic Block 5
M Burton [co-opted in April 2023]	Geographic Block 4
D Smith	Geographic Block 5
C Olivier [co-opted in April 2023]	Geographic Block 4
S Jacobs [resigned 06.07.2022] B Klaasen [appointed 03.01.2023]	Ward Administrator

**Ward 18:** Klapmuts and surrounding farms

**Table 78: Ward 18 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Ald JC Anthony	Chairperson
G Wentzel	Geographic Block 1
W Johannes	Geographic Block 2
E Mbikwana	Geographic Block 3
S Hector	Geographic Block 4
N Peter	Geographic Block 5
N Chelesi	Geographic Block 6
P Nogwaza	Geographic Block 7
M Everts	Sport sector
Pastor W Cloete	Religious sector
G du Toit	Safety sector
M Maluqua	Ward Administrator

**Ward 19:** Elsenburg, Vaaldraai, Slaley, Kromme Rhee, De Novo, Bottelary and surrounding Farms, De Hoop, Simonsig and surrounding Farms, Weltevrede 1 and 2, Smartie Town.

**Table 79: Ward 19 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr J Williams	Chairperson
A Afrika	Elsenburg, Vaaldraai, Muldersvlei and Surrounding Farms.
J May	De Hoop, Koelenhof Railway Houses and Surrounding Farms.
A Kamfer	Groenland and Surrounding Farms.
C Pedro	Koopmanskloof, Bellvue and Surrounding Farms.



Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
R Kinnear	De Novo and Surrounding Farms.
A van der Westhuizen	Weltevrede 1
C Februarie	Smartie Town.
A September	Weltevrede. 2
C Wesso	Ward Administrator

**Ward 20:** Vlottenburg, Raithby, Lynedoch, Mooiberge, Meerlust and Polkadraai

**Table 80: Ward 20 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr J Joon	Chairperson
C Matthys	Raithby
D Fortuin [co-opted in March 2023]	Stellenboschkloof pad, Vlottenburg
R Muller	Mooiberge
I Johnson	Lynedoch
E Jacobs	Meerlust, Lynedoch
H Brink	Vlottenburg
B Moses [co-opted in March 2023]	Polkadraai, Vlaeberg
P Taaibosch	Religious sector
J Casper	Health sector
J Fortuin	Ward Administrator

**Ward 21:** Jamestown, Paradyskloof, De Zalze, Techno Park, Blaauwklippen and surrounding farms

**Table 81: Ward 21 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr R Badenhorst [resigned 6 December 2022] Cllr M Slabber [elected 8 March 2023]	Chairperson
P de Wet	Geographic Block 1
A Verwey	Geographic Block 2
R Kriel	Geographic Block 2
R Spies	Geographic Block 3
S McNaughton	Geographic Block 4
W Adams	-
S de Wet	-
A Okkers	-
N Williams	Ward Administrator



**Ward 22:** Krigeville, Dalsig, Welgelegen, Brandwacht, Die Boord and Kleingeluk

**Table 82: Ward 22 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr E Groenewald	Chairperson
P Schaafsma	Geographic Block 1
C Neethling	Geographic Block 2
I Maree	Geographic Block 3
W Joubert	Geographic Block 4
H Slabber	Geographic Block 5
S Wilson	Geographic Block 6
A Pelser	Geographic Block 7
H Hill	Geographic Block 8
Prof P Kruger	Geographic Block 9
M Vlok	Geographic Block 10
N Gulube [resigned 19.07.2022] S Mogale [appointed 03.01.2023]	Ward Administrator

**Ward 23:** From Eerste Rivier, Piet Retief street, Mill street, Bird Street, Merriman Avenue, Ryneveld Street, Jan Celliers Street, George Blake drive, Du Toit street, Bergzicht, Herte Street, Krige Street, Skone Uitsig

**Table 83: Ward 23 Committee Members**

Period 1 July 2022 – 30 June 2023	
Name of representative	Capacity representing
Cllr L Nkamisa	Chairperson
J Venter	Geographic Block 1
M Serfontein	Geographic Block 1
M Maleka [co-opted in November 2022]	Geographic Block 2
A Nompume	Geographic Block 2
T Seyisi	Geographic Block 3
M Lokhat	Religious sector
T Dube	Education and Youth sector
L van Wyk	Education and Youth sector
L Nicolas	-
T Theron	-
N Gulube [resigned 19.07.2022] S Mogale [appointed 03.01.2023]	Ward Administrator

**Table 84: Ward Committee Functionality**

Ward Number	Number of reports submitted to the Office of the Speaker	Number of Public meetings	Meeting dates of ward committees		Committee functioning effectively (Yes/NO)
1	7	3	27/07/2022 31/08/2022 28/09/2022 26/10/2022	26/02/2023 22/02/2023 26/04/2023 21/06/2023	Yes
2	7	2	21/07/2022 29/08/2022	07/02/2023 23/03/2023	Yes



Ward Number	Number of reports submitted to the Office of the Speaker	Number of Public meetings	Meeting dates of ward committees		Committee functioning effectively (Yes/NO)
			13/09/2022 25/10/2022 29/11/2022	16/04/2023 25/05/2023 22/06/2023	
3	7	2	26/07/2022 30/08/2022 27/09/2022 27/10/2022	24/01/2023 23/03/2023 26/04/2023 18/05/2023 22/06/2023	Yes
4	7	2	28/07/2022 23/08/2022 25/08/2022 24/10/2022 14/12/2022	24/01/2023 22/05/2023 21/06/2023	Yes
5	7	1	02/08/2022 06/09/2022 11/10/2022 15/11/2022	07/02/2023 14/03/2023 02/05/2023 06/06/2023	Yes
6	7	3	02/08/2022 13/09/2022 06/10/2022 02/11/2022	02/02/2023 15/03/2023 05/04/2023 03/05/2023 31/05/2023	Yes
7	7	1	10/08/2022 08/09/2022 06/10/2022 16/11/2022 07/12/2022	08/02/2023 08/03/2023 19/04/2023 10/05/2023 14/06/2023	Yes
8	7	3	01/09/2022 29/09/2022 27/10/2022 16/11/2022	23/02/2023 25/05/2023	Yes
9	7	3	06/09/2022 11/10/2022 01/11/2022	07/02/2023 02/05/2023	Yes
10	7	1	02/08/2022 06/09/2022 04/10/2022 01/11/2022 06/12/2022	07/02/2023 15/03/2023 04/04/2023 02/05/2023 22/06/2023	Yes
11	7	2	13/07/2022 02/08/2022 13/09/2022 07/11/2022	14/02/2023 14/03/2023 11/04/2023 23/05/2023 13/06/2023	Yes
12	7	2	01/08/2022 05/09/2022 22/09/2022 03/10/2022 07/11/2022	23/01/2023 15/02/2023 07/03/2023 03/04/2023 08/05/2023 12/06/2023	Yes
13	7	2	28/07/2022 12/08/2022 06/09/2022 20/10/2022 22/11/2022 01/12/2022	30/01/2023 27/02/2023 29/03/2023 24/04/2023 16/05/2023 06/06/2023	Yes



Ward Number	Number of reports submitted to the Office of the Speaker	Number of Public meetings	Meeting dates of ward committees		Committee functioning effectively (Yes/NO)
14	7	1	26/07/2022 30/08/2022 25/20/2022 29/11/2022 06/12/2022	26/01/2023 28/02/2023 28/03/2023 24/04/2023 16/05/2023 06/06/2023	Yes
15	7	2	26/07/2022 30/08/2022 25/09/2022 25/10/2022 29/11/2022	23/02/2023 07/02/2023 07/03/2023 04/04/2023 06/06/2023	Yes
16	7	0	26/07/2022 18/08/2022 27/20/2022 29/11/2022	24/01/2023 07/02/2023 23/03/2023 11/04/2023 29/05/2023 13/06/2023	Yes
17	7	1	03/08/2022 31/10/2022 29/11/2022 12/12/2022	01/02/2023 25/04/2023 16/05/2023 06/06/2023	Yes
18	7	1	01/08/2022 21/08/2022 05/09/2022 24/10/2022 07/11/2022 14/12/2022	09/01/2023 06/02/2023 06/03/2023 24/04/2023 08/05/2023	Yes
19	7	2	23/07/2022 15/08/2022 05/09/2022 03/10/2022 07/11/2022 05/12/2022	25/01/2023 06/02/2023 23/03/2023 25/04/2023 18/05/2023 05/06/2023	Yes
20	7	5	01/08/2022 16/08/2022 13/09/2022 17/10/2022 06/12/2022	07/02/2023 14/03/2023 13/04/2023 09/05/2023	Yes
21	7	1	02/08/2022 06/09/2022 04/10/2022 01/11/2022	04/04/2023 02/05/2023 06/06/2023	Yes
22	7	3	27/07/2022 10/08/2022 14/09/2022 12/10/2022 09/11/2022	08/02/2023 08/03/2023 19/04/2023 03/05/2023 14/06/2023	Yes
23	7	0	05/07/2022 02/08/2022 23/09/2022 04/10/2022 01/11/2022	07/02/2023 07/03/2023 09/05/2023 06/06/2023	Yes





## COMPONENT C: CORPORATE GOVERNANCE

Corporate governance is the set of processes, practices, policies, laws, and stakeholders affecting the way an institution is directed, administered, or controlled. Corporate governance also includes the relationships among the many stakeholders involved and the goals for which the institution is governed.

### 2.10 Risk Management

Section 62 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) states that the Accounting Officer should take all reasonable steps to ensure that the municipality has and maintains effective, efficient, and transparent systems of financial and risk management and internal control, as well as the effective, efficient, and economical use of the resources of the municipality.

This responsibility was delegated to the Chief Risk Officer. During the year under review, the following was done:

- ✦ continuous awareness-raising throughout the municipality;
- ✦ the Risk Management Committee was established to facilitate and govern the risk management process, with a term of reference, and has been operational since January 2013;
- ✦ the Chief Audit Executive has a seat on the Risk Management Committee, where all risk and fraud management-related activities are reported;
- ✦ the Risk Management Committee reports to the APAC;
- ✦ risk registers have also been completed at an operational level;
- ✦ the previous year's strategic registers were revisited, and an acceptable risk appetite was determined;
- ✦ the revised risk register was adopted by the Council; and
- ✦ risks were also identified that could prevent the achievement of the predetermined objectives and were noted in the SDBIP.

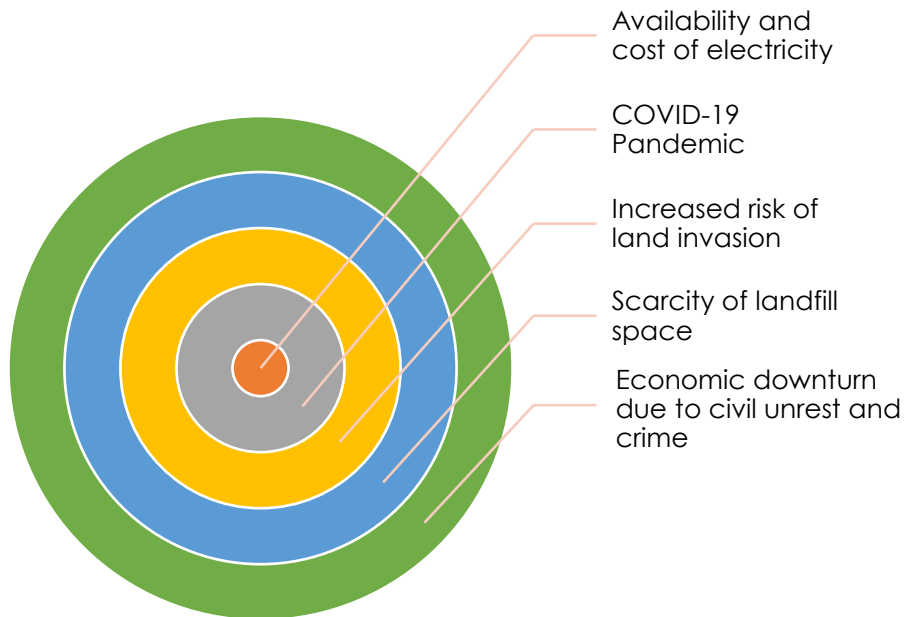
Although the Chief Risk Officer is responsible for coordinating and facilitating risk management at all levels within the municipality, the municipal manager and management are the drivers of risk management and the mitigation of risk exposure in the municipality.

As the new financial year started, conversations and assessments turned to the impact of the ongoing electricity and energy crisis. This was necessary as the municipality started to focus on the impact of continuous and persistent loadshedding, the sustainability of the national power supply, and how to manage the availability and cost of electricity over the next decade and beyond.



During the financial year, the municipality implemented the Barn Owl system. It is an electronic risk management system to ensure more accuracy and detail with ratings, reporting, and assessments to assist in providing information and reports to management. This is to assist and better inform managers when using risk management in the decision-making process. The top 5 risks identified for 2022/23 are as follows:

**Table 85: The top 5 risks identified for 2022/23**



**a) Likelihood rating scale**

**Table 86: Risk likelihood rating scale**

Impact and Likelihood Rating		
Likelihood Grading		
10	Certain	91% - 100% chance of occurring
9	Almost Certain	81% - 90% chance of occurring
8	Expected	71% - 80% chance of occurring
7	Probable	61% - 70% chance of occurring
6	Possible	51% - 60% chance of occurring
5	Potential	41% - 50% chance of occurring
4	Occasional	31% - 40% chance of occurring
3	Remote	21% - 30% chance of occurring
2	Improbable	11% - 20% chance of occurring
1	Rare	0% - 10% chance of occurring
Impact Grading		
10	Catastrophic	A critical event resulting in the long-term cessation of the majority or all core organisational activities. Inability to achieve the municipality's strategy and objectives. Requires external support.
9	Critical	A critical event resulting in the long-term cessation of several core organisational activities. Drastically reduced ability to achieve the municipality's strategy and inability to achieve most of the objectives. Requires intervention from the Council.
8	Major	A major event resulting in the long-term cessation of a core organisational activity. Severely reduced ability to achieve the municipality's strategy and inability to achieve certain objectives. The material at the organisational level.



Impact and Likelihood Rating		
Likelihood Grading		
		Requires intervention from the Municipal Manager and Audit Committee involvement.
7	Significant	Significant long-term disruption of services. Significantly reduced ability to achieve the municipality's strategy and objectives. Requires intervention from the Director.
6	Moderate	Short / medium-term disruption of services. Reduced ability to achieve the municipality's strategy and objectives. Requires intervention from the Head of the Department.
5	Marginal	Disruption of normal operations / services. Limited effect on the achievement of the municipality's strategy and objectives. Requires intervention from the Line Manager.
4	Immaterial	Irritation in rendering or receiving services. No material impact on the achievement of the municipality's strategy and objectives. Can be dealt with by senior staff.
3	Minor	The impact will be coped with in the short term through normal operational processes performed by staff
2	Insignificant	The impact of adverse events is minimal.
1	Negligible	The impact of the adverse event has little (if any) impact on services.

The rating determines the risk exposure. Through this management gets to understand the extent to which potential events might impact their objectives on a scale from 1 as a minimum and 100 as a maximum.

**b) Inherent risk exposure**

**Table 87: Inherent risk exposure grid**

Inherent Risk Exposure: the inherent risk exposure is determined by comparing the inherent risk rating against the risk appetite		
Inherent Risk Exposure		
Inherent Risk	Magnitude	Definition
0 -25	Low Risk	Level of inherent risk is within the risk appetite – Low level of a control intervention required if any.
26 -50	Moderate Risk	Unacceptable level of risk – Moderate level of control intervention is required to achieve an acceptable level of residual risk.
51 – 75	High Risk	Unacceptable level of risk – High level of control intervention is required to achieve an acceptable level of residual risk.
76 – 100	Extreme Risk	The extreme level of risk – Immediate level of control. Intervention is required to achieve an acceptable level of residual risk.

The strategic risk register below indicates all the focus areas, risks and mitigation measures taken to address these identified risks within the organisation.



## 2.10.1 Strategic Risks Identified

Table 88: Risk register

Strategic Risks							
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Inherent Risk Exposure/Risk Appetite (1-100)	Directorate
1	Availability and cost of electricity	Continuous and persistent loadshedding; sustainability of the national power supplier	Green and Sustainable Valley, Dignified Living	10	10	100	Directorate: Infrastructure Services
2	Increased risk of a land invasion	Legal precedents are set under the disaster management declaration, limiting the municipal scope to evict. Illegal invasions and land grabs. Compromising housing development and housing opportunities.	Dignified Living, Safe Valley, Financial Sustainability, Good Governance and Compliance	9	10	90	All Directorates
3	Economic downturn due to civil unrest, crime and continuous loadshedding.	Increase in criminal activities, civil unrest, and reputational risk due to the perceived increase in the said activities. The impact of prolonged loadshedding—not sufficient light at night as streetlights, CCTV cameras, and traffic lights are not functioning—can lead to more criminal activities.	Safe Valley, Dignified Living	10	8	80	Directorate Community and Protection Services
4	Scarcity of landfill space	Unavailability of suitable land; costs of SLAs and alternative waste disposal; legislative requirements, i.e., EIA applications and approvals, etc.	Green and Sustainable Valley	8	8	64	Directorate: Infrastructure Services
5	Increase in community unrest due to the fact that the growth in demand for housing exceeds the resources available for development.	Lack of bulk infrastructure; lack of identified and suitable land; unrealistic eviction judgements; housing backlogs; migration.	Dignified Living, Safe Valley	8	8	64	Directorate: Community and Protection Services
Operational Risks							
1	Insufficient burial space in the greater Stellenbosch	"Planning and funding; land availability. Insufficient funding. Compliance and impact of COVID-19 burials after experiencing a 2nd and 3rd wave."	Dignified Living	8	8	64	Directorate: Community and Protection Services



Strategic Risks							
Risk Item	Risk Description	Risk Background	Strategic Focus Areas	Impact Rating	Likelihood Ratings	Inherent Risk Exposure/Risk Appetite (1-100)	Directorate
2	Timeous Capital Spending	A steady increase in budget allocation; growing population and demand for services; demand management.	Good Governance and Compliance	10	4	40	Directorate: Financial Services
3	COVID-19 Pandemic	Manage the COVID-19 pandemic within the context of the prescribed regulations, taking the possible 4th wave and intensity of new infections into account.	Safe Valley, Dignified Living	8	4	32	Transversal
4	Climate Change	Changing weather patterns, unpredictable rainfall, flash floods, droughts, natural disasters, and fires (seasonal and other).	Green and Sustainable Valley; Safe Valley	8	4	32	Office of the Municipal Manager
5	High Vacancy Rate	A skilled and capable workforce is necessary to support growth objectives, and quality and timeous service delivery need to be provided by all departments.	Good Governance and Compliance	8	4	32	Directorate: Corporate Services



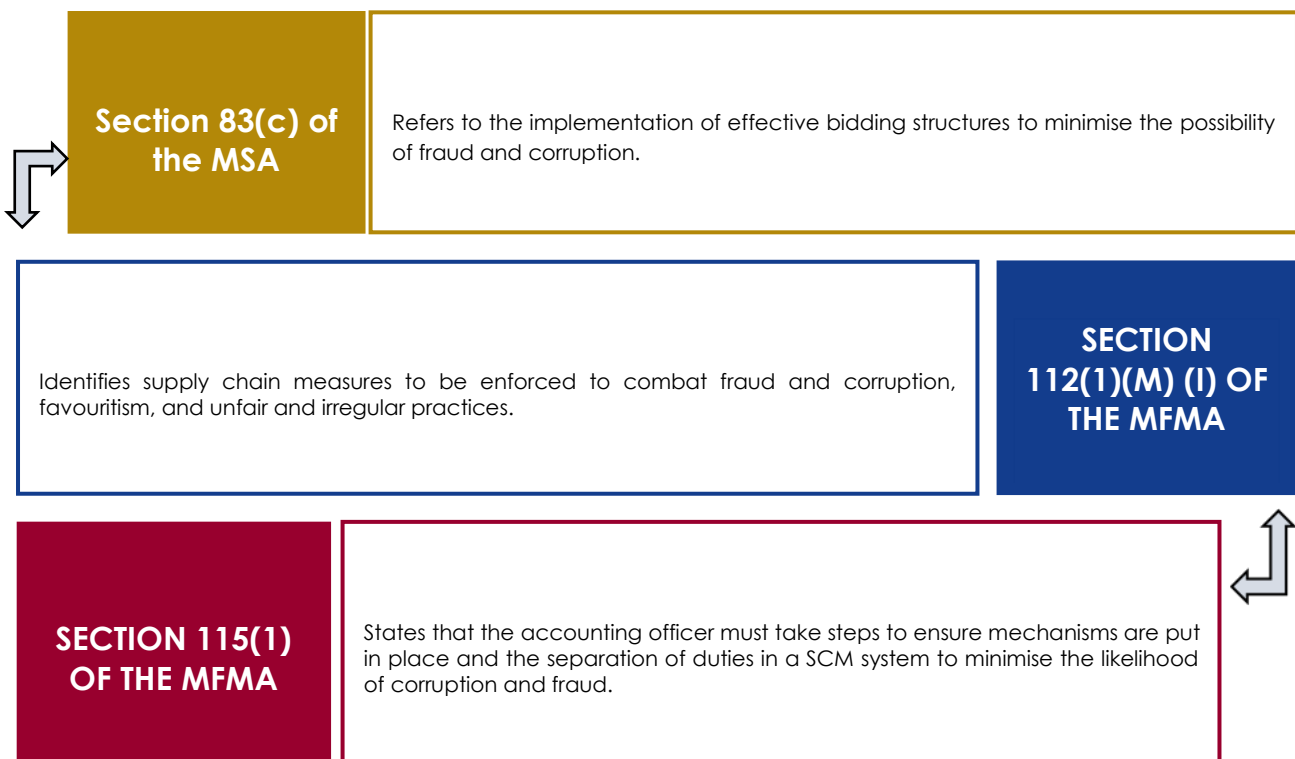
### 2.10.2 Anti-Corruption and Anti-Fraud

Management and the Council have taken ownership of combating fraud and corruption throughout the municipality.

The Anti-Fraud and Corruption Prevention Plan was consulted with key internal stakeholders and the Audit and Audit Performance Committee. The Council approved a new plan in March 2023. The plan intends to strengthen fraud and corruption prevention at all levels within the municipality and re-invest in the management of fraud and corruption at all levels.

The fraud hotline, or tip-offline, is also fully functional and managed by an independent service provider. A toll-free number and e-mail service are available to members of the public to report any suspected fraudulent or corrupt activities.

Figure 12: Anti-Corruption and Anti-Fraud Legislation



### 2.11 Functions of the Audit and Performance Audit Committee (APAC)

The Municipal Audit and Performance Audit Committee's objectives and functions are based on Section 166(2)(a-e) of the MFMA, further supplemented by the Local Government: Municipal Planning and Performance Management Regulation, as well as the approved Audit and Performance Audit Committee Charter approved on 28 March 2018 by the Council.

The objectives of the APAC of the Stellenbosch Municipality are to:

- ✦ Assist the Council in discharging its duties relating to the safeguarding of the Council's assets;
- ✦ Develop and oversee the operation of an adequate internal process and control system;
- ✦ Oversee the preparation of accurate financial reporting and statements in compliance with all applicable legal requirements, corporate governance, and accounting standards;
- ✦ Provide support to the Council on the risk profile and risk management of the Council; and



- ‡ Ensure that there is an internal audit function in place and that the roles of the internal and external audit functions are coordinated.

The APAC is responsible for the oversight of internal controls, financial reporting, and compliance with regulatory matters and mainly makes recommendations to management.

The responsibilities of the APAC are further to review the:

- ‡ Effectiveness of the Council's system of internal control and risk management;
- ‡ Financial reporting and financial statements;
- ‡ Internal audit function;
- ‡ AGSA's report;
- ‡ Council's compliance with legislation and regulation;
- ‡ Compliance with the Council's Code of Conduct and Ethics; and
- ‡ Performance Management System to make recommendations in this regard to the Council.

The APAC members are as follows:

**Table 89: Members of the Audit and Performance Audit Committee**

Period 01 July 2022 – 30 June 2023	
Name of representative	Capacity
LC Nene	Chairperson (appointed 1 May 2022)
VJ Botto	Member (appointed 1 September 2017)
TW Lesihla	Member (appointed 1 September 2017)
J Williams (Ms)	Member (appointed 1 April 2019)

**Table 90: APAC meetings held from 01 July 2022 to 30 June 2023**

Period 01 July 2022 – 30 June 2023
Meeting dates
29 August 2022
29 November 2022
29 March 2023
29 June 2023
29 August 2022

The APAC advises the Council, political office-bearers, the Accounting Officer, and management of the municipality on matters concerning duties as described in the Audit and Performance Audit Committee Charter.

The APAC is also accountable for identifying major risks to which the Council is exposed and determining the extent to which those risks have been mitigated.

## 2.12 Internal Auditing

Section 165(2)(a), (b), and (c) of the MFMA requires that:

The internal audit unit of a municipality must:

- a. prepare a risk-based audit plan and an internal audit programme for each financial year; and



b. advise the accounting officer and report to the Audit Committee on the implementation of the internal audit plan and matters relating to:

- ✚ internal audit;
- ✚ internal controls;
- ✚ accounting procedures and practices;
- ✚ risk and risk management;
- ✚ performance management;
- ✚ loss control; and
- ✚ compliance with this Act, the annual Division of Revenue Act, and other applicable legislation.

c. perform such other duties as may be assigned to it by the accounting officer.

Stellenbosch Municipality's internal audit function is performed by in-house staff. The main focus areas were compliance with applicable laws, regulations, policies, and procedures, which resulted in both assurances and consulting work. During the year under review, the internal audit activity was able to effectively execute 87% of the initially adopted risk-based audit plan.

In addition, process flowcharts for all identified audit areas have been documented, highlighting the key controls and / or control gaps for process owners / line managers to consider and implement. Follow-up reviews were conducted relating to previously reported matters during the previous financial year.

### 2.12.1 Risk Register and Three-Year Strategic Plan

**Table 91:** ✓ Confirms audit activity completed in the financial year

Audit Activity/ Audit Universe	Year 1	Year 2	Year 3	Combined Assurance Provider
	2022/23	2023/24	2024/25	
<b>Statutory Internal Audits</b>				
MFMA Compliance	✓	✓	✓	IA and AG
MSA Compliance	✓	✓	✓	IA and AG
DORA Compliance	✓	✓	✓	AG
Performance Management and SDBIP (Quarterly)	✓	✓	✓	IA
<b>Risk-based audits (Auditible Areas)</b>				
Office of the Municipal Manager: Pre-review of MM and Directors' performance evaluations	✓	✓	✓	IA
Financial Services: Supply Chain Management	✓	✓	✓	AG
Financial Services: Asset Management	✓	✓	✓	IA (rolled over from 2021/2022)
Financial Services: Expenditure Management	-	-	-	AG
Financial Services: Budget Process (Included in MFMA Audit)	N/A	N/A	N/A	AG
Financial Services: Revenue Management (Income and Debtors)		-	✓	IA
Financial Services: Cash Receipts, Banking, and Investments	-	-	-	AG





Audit Activity/ Audit Universe	Year 1	Year 2	Year 3	Combined Assurance Provider
	2022/23	2023/24	2024/25	
Financial Services: Accounting and Financial Reporting	-	-	-	AG
Financial Services: Year-end Inventory review – stores (direct assistance for the AG)	✓	✓	✓	IA
Corporate Services: Recruitment and Selection	✓	-	-	IA
Corporate Services: Information and Communication Technology	✓	✓	✓	Outsource
Corporate Services: Archives/ Records Management (Audit Conducted by Western Cape Provincial Government)	N/A	N/A	N/A	External Assurance
Corporate Services: Staff Regulations	-	✓	✓	IA
Planning and Economic Development: Housing Administration	-	✓	-	IA
Community and Protection Services: Traffic Services and Administration	-	-	✓	IA
Disaster and Climate Change Readiness Assessment	-	✓	✓	IA
<b>Other</b>				
Internal Quality Assurance review	✓	✓	✓	IA
State of Records review (direct assistance for the AG)	✓	✓	✓	IA
AG audit action plan	✓	✓	✓	IA
AG: Asset verification (Direct assistance)	✓	✓	✓	IA
AG: Employee verification (Direct assistance)	✓	✓	✓	IA
Governance	✓	✓	✓	IA
Risk Management	✓	✓	✓	IA
Follow up audits	✓	✓	✓	IA
Ad hoc review(s) / Special requests	✓	✓	✓	IA

**Legend:**

Legend					
No coverage					
High-risk (Annual audit of a business process)	■	■	■	■	■
Medium risk	■	■	■	■	■
Low risk	■	■	■	■	■
Compliance (Statutory requirement)	■	■	■	■	■

Risk assessment updates were performed during the 2022/23 financial year and all relevant risks were populated into an updated Risk Register for the municipality. This Risk Assessment Plan forms the basis of the **2022/23** financial year's Risk-Based Audit Plan. New updates to the Stellenbosch Municipality's risk profile were captured during **2022/23** in consultation with the Risk Management Committee. This will ensure that adequate audit coverage is obtained from Internal Audit in consultation with the AGSA and management.



## 2.12.2 Annual Risk-Based Audit Plan

The Risk-Based Audit Plan 2022/23 was implemented with the available resources. The table below provides details on audits completed.

**Table 92: Annual Risk-Based Audit Plan**

Audit Activity	Status
DoRA Compliance	Combined Assurance – AG
MGRO 1 and 2 (MGAP)	Report submitted to PT
<b>Statutory audits</b>	
Pre-determined Objectives	
Quarter 4	Final Report submitted
Quarter 1	Final Report submitted
Quarter 2	Final Report submitted
Quarter 3	Final Report submitted
Performance Reviews: MM and Directors (annual assessments)	Final Report submitted
<b>Risk-based audits</b>	
Office of the Municipal Manager: Pre-review of Municipal Manager and Directors performance evaluations	Finalised: Results submitted to Municipal Manager
Financial Services: Asset Management	Rolled over approved at APAC 29 March 2023
Financial Services: Revenue Management (Income and Debtors)	Final report: June 2023
Financial Services: Year-end Inventory review – stores (direct assistance for the AG)	Finalised
Corporate Services: Recruitment and Selection	Final report: March 2023
Corporate Services: Information and Communication Technology	In progress
<b>Other scheduled audits</b>	
Internal Quality Assurance Review	Report submitted: June 2023
State of Records review (direct assistance for the AG)	Ongoing
AG audit action plan	Q1: March 2023 Q2: June 2023
Governance Review	Ongoing
Follow-up audits: SCM: Tender Management Risk Management Development Contributions	Final report: March 2023
<b>Ad hoc requests</b>	
Ad hoc review(s) / Management requests / Consulting Activities: Visit Stellenbosch	Finalised

## 2.12.3 PMS Audits

The actual performance was subjected to an internal audit review, and the results of their findings were submitted to the APAC. Quarterly audits were performed and reported to the APAC.

## 2.13 Supply Chain Management

The Supply Chain Management (SCM) Policy applicable to the 2021/22 financial year was revised and adopted by the Council on 26 May 2021 (as Appendix 17 of the budget-related policies in the Council item) in terms of sections 17(1)–(3) of the MFMA.

The changes referred to above will ensure that the Department: SCM has the required legislative mandate to further streamline procedures and processes to promote more efficient and effective service delivery to all internal and external stakeholders.



### 2.13.1 Competitive bids over R200 000

The following table details the number of Bid Committee meetings held for the 2022/23 financial year:

**Table 93: Bid Committee Meetings**

Bid Specification Committee	Bid Evaluation Committee	Bid Adjudication Committee
46	220	64

The attendance figures of members of the Bid Specification Committee are as follows:

**Table 94: Attendance of Members of the Bid Specification Committee**

Member	% Attendance
Supply Chain Management Representative	100%
Relevant technical expert responsible for a function	100%

The attendance figures of members of the Bid Evaluation Committee are as follows:

**Table 95: Attendance of Members of the Bid Evaluation Committee**

Member	% Attendance
Supply Chain Management Representative	100%
Relevant technical expert responsible for a function	100%

The attendance figures of members of the Bid Adjudication Committee are as follows:

**Table 96: Attendance of Members of Bid Adjudication Committee**

Member	% attendance
Chief Financial Officer (Chairperson)	100%
Director Planning and Economic Development	100%
Director: Infrastructure Services	100%
Director: Community and Protection Services	100%
Director: Corporate Services	100%

The percentages indicated above include the attendance of those officials acting in the position of a bid committee member and / or chairperson.

### 2.13.2 Awards made by the Bid Adjudication Committee

The Bid Adjudication Committee awarded 72 bids with a value of R 159 363 190.41, excluding annual tenders awarded based on approved rates. The ten highest bids awarded by the bid adjudication committee are as follows:

**Table 97: Ten Highest Bids Awarded by Bid Adjudication Committee**

Bid Number	Title of bid	Directorate and Section	Successful Bidder	Value of bid awarded
B/SM 12/23	CONSTRUCTION OF NEW CELLS AND ASSOCIATED INFRASTRUCTURE AT STELLENBOSCH LANDFILL	Infrastructure Services	BURGER and WALLACE CONSTRUCTION (PTY) LTD	R91 230 000
B/SM 46/22	THE FRANSCHHOEK AREA OF STELLENBOSCH	Infrastructure Services	ADENCO CONSTRUCTION (PTY) LTD	R23 385 070.17
B/SM 17/23	ELECTRIFICATION OF INFORMAL HOUSES IN THE ENKANINI INFORMAL SETTLEMENT OF STELLENBOSCH FOR THE PERIOD ENDING JUNE 2024	Infrastructure Services	MONTHEO CONSTRUCTION GROUP	R22 316 374.38



### 2.13.3 Awards made by the Accounting Officer

In terms of paragraph 5.2 of the Council's SCM Policy, only the accounting officer may award a bid that is over R 10 million. The accounting officer may not sub-delegate the right to make such an award.

The table below indicates the bids awarded by the accounting officer:

**Table 98: Awards made by the Accounting Officer**

Bid Number	Title of bid	Directorate and Section	Value of bid awarded
B/SM 12/23	CONSTRUCTION OF NEW CELLS AND ASSOCIATED INFRASTRUCTURE AT STELLENBOSCH LANDFILL	Infrastructure Services	BURGER and WALLACE CONSTRUCTION (PTY) LTD
B/SM 46/22	THE FRANSCHHOEK AREA OF STELLENBOSCH	Infrastructure Services	ADENCO CONSTRUCTION (PTY) LTD
B/SM 17/23	ELECTRIFICATION OF INFORMAL HOUSES IN THE ENKANINI INFORMAL SETTLEMENT OF STELLENBOSCH FOR THE PERIOD ENDING JUNE 2024	Infrastructure Services	MONTHEO CONSTRUCTION GROUP

### 2.13.4 Objections Lodged

The table below indicates the total objections lodged during the year under review.

**Table 99: Objections Lodged**

Tender Nr	Description	Date of finalisation of the appeal
B/SM 26/22	Sindele Cleaning	2022-07-15
B/SM 53/22	Uhambo	2022-10-12
B/SM 59/22	Mailtronic	2022-11-24
B/SM 11/23	Max Amp Electrical	2023-03-29
B/SM 09/23	Grand Landscaping	2023-05-09
B/SM 59/23	Klaasen Cleaning	2023-06-30

The municipality also had six (6) appeals, which were resolved, along with one (1) objection, which was also dealt with.

### 2.13.5 Formal Quotations (above R30 000 and below R200 000) Procurement Processes

The number of formal quotations approved by the Snr. Manager: SCM for the year under review follows:

**Table 100: Formal Quotations (above R 30 000 and below R 200 000)**

Description	Financial Years					
	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Number of Awarded Formal Quotations	206	203	145	122	8	91
Total Formal Quotations advertised	264	249	159	139	131	124
Percentage awarded	78.03%	81.53%	91.19%	88%	67.94%	73.39%



### 2.13.6 Deviation from the normal Procurement Processes

Paragraph 4.36 of the Council's SCM Policy allows the Accounting Officer to dispense with the official procurement process. The following table indicates the number of certificates of emergencies and deviations approved in terms of Section 4.36 of the SCM Policy.

**Table 101: Deviation from Normal Procurement Process**

Description	Financial Years				
	2018/19	2019/20	2020/21	2021/22	2022/23
<u>Certificate of Emergencies:</u> Approved by the Directors i.t.o. Section 4.36.4 of the SCM Policy	0	0	0	0	0
<u>Deviations:</u> Approved by the Accounting Officer i.t.o. Section 4.36.1 of the SCM Policy	42	32	19	12	17
<b>TOTAL</b>	<b>42</b>	<b>32</b>	<b>19</b>	<b>12</b>	<b>17</b>

Deviations from the normal procurement processes have been monitored closely to mitigate the risk associated with them.

### 2.13.7 Disposal Management

The system of disposal management envisages the following:

- ✦ immovable property is sold only at market-related prices, except when the public interest or the plight of the poor demand otherwise;
- ✦ movable assets are sold either by way of written price quotations, a competitive bidding process, an auction, or at market-related prices, whichever is most advantageous;
- ✦ firearms are not sold or donated to any person or institution within or outside the Republic unless approved by the National Conventional Arms Control Committee;
- ✦ immovable property is let at market-related rates, except when the public plight of the poor demands otherwise;
- ✦ all fees, charges, rates, tariffs, scales of fees, or other charges relating to the letting of immovable property are annually reviewed;
- ✦ where assets are traded in for other assets, the highest possible trade-in price is negotiated; and
- ✦ in the case of the free disposal of computer equipment, the Provincial Department of Education is first approached to indicate within 30 days whether any of the local schools are interested in the equipment.

The municipality complies with Section 14 of the MFMA, which deals with the disposal of capital assets, as well as with the Asset Transfer Regulations.

### 2.13.8 Supply Chain Management Performance Management

The SCM Policy requires that an internal monitoring system be established and implemented to determine, based on retrospective analysis, whether the SCM processes were followed and whether the objectives of the SCM policy were achieved.

Monitoring internal processes is an ongoing process. Procedure manuals for various SCM processes have been developed, approved, and are being implemented.



### 2.13.9 Service Providers Strategic Performance

Section 76(b) of the MSA states that KPIs should inform the indicators set for every municipal entity and service provider with whom the municipality has entered into a service delivery agreement. According to the AGSA's office:

- a) Service provider means a person or institution or any combination of persons and institutions that provide a municipal service;
- b) External service provider means an external mechanism referred to in Section 76(b) that provides a municipal service for a municipality; and
- c) A service delivery agreement means an agreement between a municipality and an institution or person mentioned in Section 76(b) in terms of which a municipal service is provided by that institution or person, either for its account or on behalf of the municipality.

Section 121(b) of the MFMA and Section 46 of the MSA further state that a municipality should include the following aspects related to service providers in its annual report:

- ✦ The performance of each service provider;
- ✦ A comparison of the performance with targets set for and performance in the previous financial year; and
- ✦ Measures are taken to improve performance.

### 2.13.10 B-BBEE Compliance Performance Information

Section 121(3)(k) of the MFMA indicates that the annual report of a municipality should include any other information as may be prescribed. The Broad-Based Black Economic Empowerment (B-BBEE) Act (Act 53 of 2003; as amended by Act 46 of 2013) read in conjunction with the B-BEE Regulations of 2016 states in Section 13G(1) that all spheres of government, public entities, and organs of state must report on their compliance with broad-based black economic empowerment in their annual financial statements and annual reports. Under the explanatory notice (Notice 1 of 2018) issued by the B-BBEE Commission, the following table provides details on the municipality's compliance concerning broad-based black economic empowerment, which only focuses on the organisational aspect of the compliance reform: It should be noted that a consultant is currently in the process of doing an in-depth rating of BBEE compliance in terms of supply chain and socio-economic activities.

#### a) Management Control

**Table 102: B-BBEE Compliance Performance Information - Management Control**

Category	% for each category	Race Classification			Gender		Disability
		A	C	W	F	M	
Directors	4 / 6 = 66.67%	0	4	2	2	4	0
Senior Management	18 / 25 = 72%	3	15	7	4	21	0



## b) Skills Development

**Table 103: B-BBEE Compliance Performance Information- Skills Development**

Category	% for each category	Race Classification		Gender		Disability	Total amounts spend
		Category	Total	Category	Total		
Black Employees	278	A	996	F	79	None	Total Spent: R3 267 622 R3 071 564.68 (94% of the total spent)
		C	179	M	199		
		I	0				
Non-Black employees	19	W	19	F	2	None	R196 057.32 (6% of the total spent)
				M	17		
Black People on internships, apprenticeships, learnership	40	A	13	F	16	None	R424 790.86 (13% of total)
				M	24		
Unemployed black people on any programme under the learning programme matrix	2	C	2	M	2	None	R19 605.73 (0.6% of the total spent)
Black people absorbed at the end of learnership, internship and apprenticeship	0	0	0	0	0	None	0

## 2.14 By-laws and Policies

Section 11 of the MSA gives municipal councils the executive and legislative authority to pass and implement by-laws and policies.

By-laws and policies approved in the 2022/23 financial year are listed below.

**Table 104: By-laws and Policies approved**

By-laws and Policies Revised	Date Approved	Department
<b>By-laws</b>		
Stellenbosch Municipality Rules of Order By-law	27.07.2022	Corporate Services
Municipality's Stormwater By-law delegations and proposed admission of guilt fines	26.10.2022	Infrastructure Services
Municipality's Parking By-law delegations and proposed admission of guilt fines	26.10.2022	Infrastructure Services
Stellenbosch Municipality Integrated Waste Management By-law Delegation and Admission of Fines	26.10.2022	Infrastructure Services
Municipal Land use by-law	23.11.2022	Planning and Economic Development
<b>Policies (*Financial policies were approved by the Council for the 2022/23 financial year)</b>		
Accounting Policy	25.05.2022	Finance
Borrowing, Funds and Reserves Policy	25.05.2022	Finance
Budget Implementation and Monitoring Policy	25.05.2022	Finance
Cash Management and Investment Policy	25.05.2022	Finance
Cost Containment Policy (2019-09-25)	25.05.2022	Finance
Credit Control and Debt Collection Policy	25.05.2022	Finance
Development Charges Policy	25.05.2022	Finance



By-laws and Policies Revised	Date Approved	Department
Financing of External Bodies Performing Municipal Functions Policy	25.05.2022	Finance
Grants-In-Aid Policy	25.05.2022	Finance / Community and Protection Services
Indigent Policy	25.05.2022	Finance
Inventory Management Policy	25.05.2022	Finance
Irrecoverable Debt Policy	25.05.2022	Finance
Liquidity Policy	25.05.2022	Finance
Petty Cash Policy	25.05.2022	Finance
Preferential Procurement Policy	25.05.2022	Finance
Rates Policy	25.05.2022	Finance
SCM Policy for Infrastructure Procurement and Delivery Management	25.05.2022	Finance
Special Ratings Area Policy	25.05.2022	Finance
Supply Chain Management Policy	25.05.2022	Finance
Tariff Policy	25.05.2022	Finance
Travel and Subsistence Policy	25.05.2022	Finance
Virementation Policy	25.05.2022	Finance
Ward Allocation Policy	25.05.2022	Finance
Wayleave Policy	25.05.2022	Finance

## 2.15 Municipal Website

The municipal website is an integral part of a municipality's communication infrastructure and strategy. It serves as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. Section 75 of the MFMA requires that municipalities place key documents and information on their website, including the IDP, the annual budget, adjustments budgets and budget-related documents and policies.

Below is a website checklist to indicate compliance with Section 75 of the MFMA.

**Table 105: Municipal Website Checklist**

Documents Published on the Stellenbosch Municipality's Website	Yes / No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	Yes	Within legislated period
All current budget-related policies	Yes	Within legislated period
Current annual and adjustment budgets and all budget-related documents	Yes	Within legislated period
All current budget-related policies	Yes	Within legislated period
The Annual Report 2022/23	-	Pending
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act for 2022/23	Yes	Within legislated period
All service delivery agreements for 2022/23	Yes	Within legislated period
All long-term borrowing contracts for 2022/23	Yes	Within legislated period
All supply chain management contracts above a prescribed value for 2022/23	Yes	Within legislated period
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14(2) or (4) during 2022/23	Yes	Within legislated period





## 2.16 Communication

According to Section 75 of the MFMA, the municipal website is a crucial part of its communication infrastructure and strategy because it is a key tool for fostering stakeholder involvement, encouraging community participation, and facilitating the monitoring and evaluation of municipal performance. This platform plays a pivotal role in ensuring transparency and accessibility to key documents and information.

Local government, as outlined in the Constitution of the Republic of South Africa Act 1996, Section 152(1)(e), has a statutory obligation to encourage community involvement in municipal affairs. The Municipal Systems Act (MSA) further supports this by endorsing community participation. Stellenbosch Municipality, in line with its Communication Policy adopted in July 2020, is committed to high levels of transparency, accountability, and participatory democracy.

Effective communication platforms played a vital role during the year, contributing to transparency and community engagement. The municipality ensured the timely dissemination of information through various channels, including the municipal website, social media platforms, and traditional media outlets. Comprehensive responses to media inquiries, proactive release of statements, and positive news stories contributed to enhancing the municipality's corporate identity and brand.

The municipal website, regularly updated with official notices, tenders, news stories, and meeting agendas, remains a central hub for public engagement. Plans are underway to enhance user-friendliness and navigation for increased customer satisfaction. Social media platforms, including Facebook, Twitter, Instagram, and LinkedIn, have become effective tools for reaching a wider audience, disseminating alerts, and diverting traffic to the website.

### **Embracing the Digital Age:**

In the digital age, the municipality recognises the significance of reaching more customers and residents through online media, social media, the municipal website, and various handheld devices. These platforms enable us to connect with a broader audience, ensuring that important information is accessible anytime, anywhere. As the municipality navigates this digital landscape, it aims to leverage technology to enhance communication, foster engagement, and meet the evolving needs of its community.

The municipality's growing Instagram and LinkedIn profiles, along with its expanding social media and online footprint, signify the municipality's commitment to staying connected with the community. In addition to traditional communication channels, the municipality distributes newsletters with account updates monthly, providing a comprehensive overview of municipal activities.

### **Building a Strong Stellenbosch Brand and Corporate Identity:**

Beyond communication, the municipality is actively participating in building a strong Stellenbosch brand and corporate identity. Its involvement extends to creating a positive and recognisable image that resonates with the municipality's community and stakeholders.

### **Leading in Social Media Presence:**

The municipality is proud to announce that it now boasts the largest Facebook page of any municipality in the Western Cape, apart from the metro. This achievement reflects the municipality's commitment to effectively engaging with its community and keeping them informed through the most widely used social media platform.



**Communication Checklist:**

- ⚡ Regular updates on the municipal website;
- ⚡ Active engagement on social media platforms (Facebook, Twitter, Instagram, LinkedIn);
- ⚡ Placement of municipal advertisements in community and regional newspapers;
- ⚡ Executive Mayor’s monthly newsletter, pamphlets, posters, notice boards, and regular IDP / Ward meetings for community communication; and
- ⚡ Establishment of an interdepartmental communication forum for improved internal communication.

This comprehensive approach to communication ensures that Stellenbosch Municipality remains transparent, responsive, and actively engages with its community and stakeholders.

Below is a communication checklist for compliance with the communication requirements.

**Table 106: Communication Activities**

Communication activities	Yes / No
Communication Unit	Yes
Communication Strategy	Yes
Communication Policy	Yes
Customer satisfaction surveys	No
Functional complaint management systems	Yes
Newsletters distributed at least quarterly	Yes



## CHAPTER 3: SERVICE DELIVERY PERFORMANCE

### 3.1 Overview of performance within the organisation

This section provides an overview of the key service achievements of the municipality that came to completion during the 2022/23 financial year in terms of the deliverables achieved compared to the key performance objectives and indicators in the IDP.

To improve performance planning, implementation, measurement, and reporting, the municipality implemented the following actions:

- ‡ Departmental operational plans were developed for monitoring and reporting operational programmes. An electronic performance management system is operational within the municipality. The same system forms the basis for performance evaluations of the directors the municipal manager; and
- ‡ The municipality endeavoured during the development of the TL SDBIP as well as with the development of the Departmental SDBIP that the “SMART” principle be adhered to in the setting of indicators and objectives. The emphasis was placed on ensuring that targets were specific and time-bound, thus making them measurable.

## COMPONENT A: BASIC SERVICES

This component includes the municipal functions, basic service delivery highlights and challenges, details of services provided for water, wastewater (sanitation), electricity, waste management, housing services, and a summary of free basic services.

### 3.2 Municipal Functions

#### 3.2.1 Analysis of Functions

The municipal functional areas are indicated below.

**Table 107: Municipal Functional Areas i.t.o. the Constitution**

Municipal Function	Yes / No
<b>Constitution Schedule 4, Part B functions:</b>	
Air pollution	Yes
Building regulations	Yes
Childcare facilities	Yes
Electricity and gas reticulation	Yes
Firefighting services	Yes
Local tourism	Yes
Municipal airports	No
Air pollution	Yes
Building regulations	Yes
Municipal planning	Yes
Municipal health services	No
Municipal public transport	Yes
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	No



Municipal Function	Yes / No
<b>Constitution Schedule 4, Part B functions:</b>	
Pontoons, ferries, jetties, piers, and harbours, excluding the regulation of international and national shipping and matters related thereto	No
Stormwater management systems in built-up areas	Yes
Trading regulations	Yes
Water and sanitation services are limited to potable water supply systems and domestic wastewater and sewage disposal systems	Yes
Beaches and amusement facilities	Yes
Billboards and the display of advertisements in public places	Yes
Cemeteries, funeral parlours, and crematoria	Yes
Cleansing	Yes
Control of public nuisances	Yes
Control of undertakings that sell liquor to the public	Yes from 2013
Facilities for the accommodation, care, and burial of animals	Yes
Fencing and fences	Yes
Licensing of dogs	No
Licensing and control of undertakings that sell food to the public	No
Local amenities	Yes
Local sport facilities	Yes
Markets	Yes
Municipal abattoirs	No
Municipal parks and recreation	Yes
Municipal roads	Yes
Pounds	Yes
Public places	Yes
Refuse removal, refuse dumps and solid waste disposal	Yes
Street trading	Yes
Street lighting	Yes
Traffic and parking	Yes

### 3.3 National Key Performance Indicators – Basic Service Delivery

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations of 2001 and section 43 of the MSA. These key performance indicators are linked to the following two National Key Performance Areas: Basic Service Delivery and Local Economic Development.

**Table 108: Basic Service Delivery**

KPA and Indicators	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Basic Service Delivery*</b>								
The percentage of households earning less than R6 500 per month with access to free basic services <small>(In the case of Stellenbosch Municipality-several registered Indigent households are being reported)</small>	100%	100%	100%	100%	100%	100%	100%	100%



KPA and Indicators	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Basic Service Delivery*</b>								
Service for water, sanitation and refuse removal (Average)	7 042	5 686	6 453	6 813	6 666	7 283	4 681	4 744

Source: The data emanates from the Indigent Register of the Stellenbosch Municipality

### 3.4 Water Provision

Water is the most fundamental and indispensable of all available natural resources—fundamental to life, the environment, food production, hygiene, and power generation.

Poverty reduction / alleviation and improved water management are closely linked. Schedule 4B of the Constitution lists water and sanitation services, limited to potable water supply systems and domestic wastewater and sewerage disposal systems, as a local government function.

Basic water is defined as 25 litres of potable water per day supplied within 200 meters of a household. Stellenbosch Municipality had no water restrictions in place during the year under review.

The municipality responded well to the rollout of further critical water and wastewater infrastructure, the expansion of supply for future storage and growth, as well as the upgrade and maintenance of existing systems. It was also required to successfully respond to emergency scenarios such as the flooding events in June 2023, which were the highest rainfall experienced in 43 years.

The municipality also successfully agreed with the Department of Water and Sanitation to participate in the Bergriver Voëlvei Augmentation Scheme, which would essentially secure the municipality additional water once the scheme is completed. This would be fundamental for additional water security for the future of Stellenbosch, in an increasingly water-scarce and climate-sensitive environment sensitive to climate change and “El Nina-like” possible shocks to the system.

The municipality supplies water to the consumers in their area of jurisdiction through the following six water supply systems:

- Stellenbosch: Eerste River treated at Ida's Valley WTP (own source);
- Stellenbosch: DWS allocation from Western Cape Water Supply Scheme (WCMS) via the tunnel treated at Paradyskloof WTP (Theewaterskloof Dam);
- Franschhoek: Du Toits River treated at Franschhoek WTP (own source);
- Dwarsrivier and rest of Franschhoek: potable water purchased from the City of Cape Town (Wemmershoek Line);
- Raithby, Klapmuts, Koelenhof, etc.: Potable water purchased from the City of Cape Town (Blackheath WTP, Faure WTP, and Wemmershoek Line); and
- Boreholes BH1: Die Braak, BH2: Meerlust, and BH3: Van der Stel, treated in Containerised Package Plants. This system was only used for a short while after the June floods caused damage to the bulk water supply line from the Wemmershoek Line. The Kylemore BH and Package Plant were then used to provide water to the Dwarsriver communities. The rest of the system wasn't utilised in the 2022/23 financial year.

Water is also supplied to an extensive industrial area as well.

The municipality manages three water treatment works, namely Ida's Valley, Paradyskloof, and Franschhoek, which is a microwater treatment plant. The potable water supply from these works amounted to 20.59 MI/d, and a further 9.57 MI/d was obtained from the City of Cape Town during the



2022/23 financial year, ensuring a supply of approximately 30.16 MI/d to the municipality's area of responsibility.

Areas supplied by the Wemmershoek Dam and Water Treatment Works include half of Franschhoek town, La Motte, Wemmershoek, Pniël, Boschendal, Johannesdal, Kylemore, Lanquedoc, Klapmuts, Koelenhof, Elsenburg, Devon Valley, and Muldersvlei. Areas supplied by Blackheath Water Treatment Works include Polkadraai, Spier, and Vlottenburg.

Areas supplied by Faure Water Treatment Works (from Steenbras Dam – City of Cape Town) are Faure, Jamestown, De Zalze, Raithby, and Lynedoch. Although the City of Cape Town manages these treatment projects, the Stellenbosch Municipality must monitor and consider their effects on water quality and quantity.

Stellenbosch Municipality supplies potable water to the entire municipal area through a network and infrastructure consisting of 118 reservoirs / holding tanks / sumps, and sumps; water towers; 69 water pump stations; 41 pressure-reducing valve installations; and 704 kilometres of pipeline. A telemetry system is in charge of fully operating and controlling the system.

The total bulk water input into the water network for the 2022/23 financial year was 11 009 MI, with an annual average daily demand of 30 163 kl/day. 37.2% of the water supplied is purified from the municipality's water sources at the Ida's Valley and Franschhoek Water Treatment Plants. The balance is supplied by the City of Cape Town (31.7%) and from the treatment of raw water at Paradyskloof Water Treatment Plant, as supplied by the Department of Water and Sanitation (31.1%). Potable water supplied by the City of Cape Town is analysed monthly.

Ida's Valley and Paradyskloof Water Treatment Works are equipped with some analytical capabilities and routine plant analyses are performed in-house. A full water quality monitoring programme is further performed for the municipality by an accredited external laboratory / contractor. Maintenance of equipment for all three plants is outsourced to external contractors.

Based on the municipality's International Water Association (IWA) Water Balance sheet for the 2022/23 financial year under review, the municipality recorded 27.4% for "non-revenue" water, which is an increase of 5.5% from the previous financial year and 21.9% for "non-revenue" water. Refer to the municipality's International Water Association (IWA) Water Balance Sheet extract below.

<b>System input volume (SIV): July 2022 to June 2023 ; kL</b>		<b>10 827 196</b>	<b>100%</b>		
<i>(water demand in reticulation system)</i>					
<b>Potable water system</b>	Authorised consumption	Revenue water	Billed metered	7 858 877	72,58%
	85,01%	72,58%	Billed unmetered	0	0,00%
	Water losses	Non-revenue water	Un-billed	1 344 896	12,42%
			Commercial losses		0,00%
			Physical losses	1 623 423	14,99%
	14,99%	27,42%			
<b>Revenue water (Sales) kL</b>		<b>7 858 877</b>	<b>72,58%</b>		
<b>Non-revenue water (NRW) ; kL</b>		<b>2 968 319</b>	<b>27,42%</b>		
<b>Real network losses ; kL</b>		<b>1 623 423</b>	<b>14,99%</b>		

The real physical network losses are at 14.99%, which is close to the best practice value of 15%.

The table above is the International Water Association's table to compute the water balance and is also accepted in the Department of Water and Sanitation's reporting structure. This forms the basis of the information needed and what is currently used to calculate water losses. This is combined with



monitoring systems installed on all bulk water supply points to determine and ensure accurate data on the water provided. The consumption data for all water users is drawn from the financial system with a regular data download to determine the total water sold. The figure above is used as far as possible to reflect the water balance and water losses in the water systems. The water readings of all areas are also sent to the Department of Water and Sanitation on a quarterly basis to monitor and control water usage and allocations of water.

The municipality has developed a comprehensive Water Conservation and Water Demand Management (WC&WDM) strategy, which includes a 10-year financial plan. The strategy has two goals: the municipality will prioritise the implementation of WC&WDM and will ensure ongoing planning, management, monitoring, and an enabling environment. The WC&WDM initiatives include a Waterpipe Replacement Programme, indigent domestic leak repair and meter replacement programme, Stellenbosch water meter audit and Stellenbosch in-house water services operations and maintenance.

Stellenbosch Municipality is currently not implementing water restrictions. The current year has seen higher than average rainfall, and most bulk dams are full as at 30 June 2023. This, however, should not be seen as an indication that the probability of a future drought is low, and **the public should always be aware of the need to conserve water.**

The following table reflects the status of the dam levels supplying the WCWSS with water and the status of Stellenbosch's dam levels.

**Table 109: Western Cape Dams**

Major dams	2020	2021	2022	2023
	(%)	(%)	(%)	(%)
Berg River	81.2	100.8	87.9	100.9
Steenbras Lower	49.9	89.9	78.6	99.8
Steenbras Upper	99.6	84.6	85.8	100.5
Theewaterskloof	55.8	101.9	76.1	100.4
Voëlvei	54.5	88.1	63.2	95.9
Wemmershoek	43.3	97.7	65.5	100.2
<b>Total Stored (MI)</b>	<b>540 023</b>	<b>879 173</b>	<b>679 794</b>	<b>895 018</b>
<b>% Storage</b>	<b>59.7</b>	<b>97.4</b>	<b>75.2</b>	<b>99.6</b>

The table below depicts the Stellenbosch dams and overall water usage trends in the region (from the City of Cape Town Dam Levels Report, 21 August 2023):

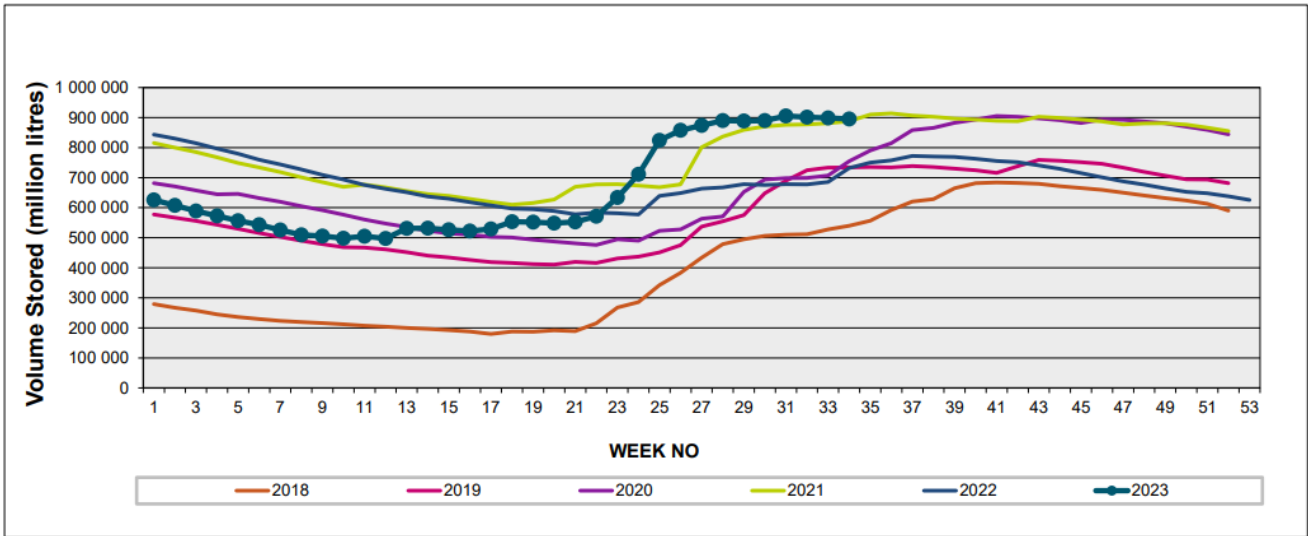
### Stellenbosch's own Dams

**Table 110: Stellenbosch dams**

Ida's Valley 1	760 215
Ida's Valley 2	1 499 381

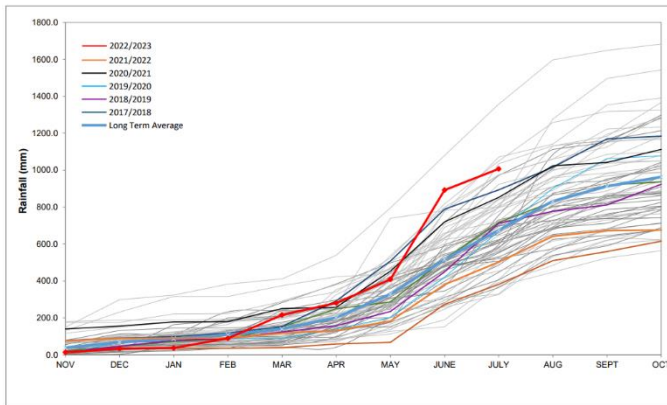


### WCWSS Comparative Storage Graph



#### Accumulated Monthly Rainfall at Wemmershoek

Note: Wemmershoek station used due to long record and mountainous location



#### Overall Water Usage Trend (2010 - Present)



WCWSS means Western Cape Water Supply System  
MLD means million litres per day  
More information on Water Saving and Restrictions is available on the City of Cape Town's 'ThinkWater' website

### 3.4.1 Service Statistics – Water Services

The table below outlines water usage totals per category:

Table 111: Total Use of Water

Total Use of Water (Mℓ)					
Year	Total Water into the System (Mℓ)	Total Water Sold (Mℓ)	Non-Revenue Water	% Non-Revenue Water	% Physical Water Loss
2014/15	14 876	11 556	3 320	22.3%	10.3%
2015/16	13 889	10 498	3 391	24.4%	12.4%
2016/17	12 220	9 572	2 648	21.8%	9.7%
2017/18	8 661	6 779	1 882	21.7%	8.2%
2018/19	8 058	6 380	1 676	20.8%	6.9%
2019/20	8 015	6 374	1 640	20.5%	6.5%
2020/21	10 003	7 701	1 815	18.1%	9.9%
2021/22	10 080	8 174	1 906	18.9%	9.7%
2022/23	10 827	7 858	2 968	27.4%	15%





The table below reflects the total use of water by sector in cubic meters:

**Table 112: Total use of water by Sector (cubic meters)**

Total use of water by Sector (cubic meters)					
Year	Agriculture	Forestry	Industrial / Commercial	Domestic	Unaccountable water losses
2022/23	0	0	2 895 329	4 963 773	2 621 624

### 3.4.2 Water Service Delivery Levels

As a priority, it is the responsibility of Stellenbosch Municipality to ensure that adequate and appropriate investments are made to ensure the progressive realisation of the rights of all people in its area of jurisdiction to receive at least a basic level of water and sanitation service. While the provision of basic water services is the most important and immediate priority, water services authorities are expected to provide intermediate and higher levels of services (for example, water on site) if it is practical and provided it is financially viable and sustainable to do so.

All water services provided by Stellenbosch Municipality to consumers within its borders are linked to the municipality's Tariff Policy and Tariff By-laws, and poor households are incorporated through the municipality's Indigent Policy. Many residents in the lowest income groups (living in informal areas) pose a major challenge to the municipality to provide suitable housing. Stellenbosch Municipality strives towards providing all households in the towns with a water connection inside the house and connecting all households to a waterborne sanitation system.

All the formal households in the urban areas of Stellenbosch Municipality's Management Area are provided with water connections and waterborne sanitation facilities inside households (higher level of service). Communal standpipes and ablution facilities are provided in the informal areas as a temporary emergency service. The municipality is aware of the fact that communal standpipes represent in all likelihood the weakest part of a network's water supply services, and constantly repairs and monitors the system of operation and maintenance thereof.



The table below specifies the different water service delivery levels per household:

**Table 113: Water Service Delivery Levels**

Description	2015/16 (audited)	2016/17 (audited)	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Household</b>								
<b>Water: (above minimum level)</b>								
Piped water inside	37 902	37 989	38 027	40 321	42 615	38 120	38 120	49 420
Piped water inside the yard (but not in a dwelling)	3 596	3 596	3 596	3 596	3 596	3 596	3 596	1443 (479 standpipes on farms + 964-yard connections)
Using a public tap (within 200m of the dwelling)	8 491	9 238	9 699	11 327	12 955	10 504	10 504	11 117 (11 242-125) informal areas with communal services,
Other water supply (within 200m)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Minimum Service Level and Above Sub-Total</b>	<b>49 989</b>	<b>50 823</b>	<b>51 323</b>	<b>55 244</b>	<b>59 166</b>	<b>52 220</b>	<b>52 220</b>	<b>61 980</b>
<b>Minimum Service Level and Above Percentage</b>	<b>99.75</b>	<b>99.75</b>	<b>99.75</b>	<b>99%</b>	<b>98.93%</b>	<b>98%</b>	<b>98%</b>	<b>99.5%</b>
<b>Water: (below the minimum level)</b>								
Using a public tap (more than 200m from the dwelling)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	125 (informal with no communal services)
Other water supply (more than 200m from dwelling)	125	N/A	N/A	N/A	N/A	N/A	N/A	120
No water supply	405	N/A	N/A	N/A	N/A	N/A	N/A	92
<b>Below the Minimum Service Level Sub-Total</b>	<b>530</b>	<b>0</b>	<b>0</b>	<b>581</b>	<b>632</b>	<b>1 263</b>	<b>1 263</b>	<b>337</b>
<b>Below the Minimum Service Level Percentage</b>	<b>1.06</b>	<b>0</b>	<b>0</b>	<b>1%</b>	<b>1.07%</b>	<b>2%</b>	<b>2%</b>	<b>0.5%</b>
<b>Total Number of Households (formal and informal)</b>	<b>48 002</b>	<b>48 002</b>	<b>52 374</b>	<b>55 825</b>	<b>59 798</b>	<b>53 483</b>	<b>53 483</b>	<b>62 317</b>
**2022/23 figures will be released upon the finalisation of the Water Services Development Plan (WSDP)								



The table below indicates the proportion of households who have access to water as at 30 June 2023.

**Table 114: Access to Water**

Access to water			
Year	The proportion of households with access to water points*	The proportion of households with access to piped water	The proportion of households receiving 6 kL free
2022/23	20.16% (11 117- communal taps) + 479 (standpipe farms) + 964 (yard connection farms) = 12 560	79.30% (49 420 – formal house connections and backyard dwellers)	5 744

The table below indicates the capital expenditure for the Section: Water Services at 30 June 2023.

**Table 115: Capital expenditure as at 30 June 2023: Section: Water Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
New Reservoir and Pipeline: Vlottenburg	63 036	60 895	3.40%
New Reservoir Rosendal	1 647	1 304	21%
Water Conservation and Demand Management	2 000	1 905	4.73%
Upgrade and replace water meters	2 900	2 675	8%
Waterpipe Replacement	4 000	2 605	35%

*Only the five largest capital projects are listed.*

The Section: Water Services has spent, 89% of its capital budget for the financial year.

### 3.5 Wastewater (Sanitation) Provision

The main focus for the 2022/23 financial year was to implement the demands of the Stellenbosch Municipality's masterplan, fulfilling the development needs for the Stellenbosch Municipality's vision. Part of the demand was to complete the upgrade of the **Pniël Wastewater Treatment Works** and the operation and continued maintenance of the **Wemmershoek Wastewater Treatment Works**.

The construction of the 4.5 Ml/day Pniël WWTW upgrade commenced within the 2019/20 financial year. Delays caused by Eskom pushed the completion date into the 2022/23 financial year. The upgrade of the Wemmershoek WWTW Phase 1 commenced in the 2021/22 financial year and was completed on 30 November 2022. The Phase 2 design required a re-design, given the budget availability for Phase 2. The tendering process will commence in September 2023.

The table below specifies the different sanitation service delivery levels per household for the financial years 2016/17 – 2022/23.

**Table 116: Sanitation service delivery levels**

Description	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Household</b>							
<b>Sanitation / sewerage: (above the minimum level)</b>							
Flush toilet (connected to sewerage)	37 939	38 027	40 321	42 615	44 909	44 909	40 709
Flush toilet (with septic tank)	1 079	1 079	1 079	1 079	1 079	1 079	8 931
Chemical toilet	114	94	94	139	184	184	(279 farms + 322 informal households)
Pit toilet (ventilated)	0	0	0	0	0	0	165 (Farms)



Description	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Other toilet provisions (above the minimum service level)	0	0	2 336	2 386	2 386	2 386	10 876 (informal communal toilets)
<b>Minimum Service Level and Above Sub-Total</b>	<b>39 132</b>	<b>39 252</b>	<b>44 595</b>	<b>46 219</b>	<b>48 609</b>	<b>48 609</b>	<b>61 282</b>
<b>Minimum Service Level and Above Percentage</b>	<b>97.51</b>	<b>97.01%</b>	<b>92.0%</b>	<b>98,1%</b>	<b>95.2%</b>	<b>95.2%</b>	<b>98.34%</b>
<b>Sanitation / sewerage: (below the minimum level)</b>							
Bucket toilet	N/A	N/A	N/A	N/A	N/A	N/A	278 (Farms)
Other toilet provisions (below the minimum service level)	N/A	N/A	N/A	N/A	N/A	N/A	358 (148 pit toilets) + 210 (other farms)
No toilet provisions	N/A	N/A	N/A	N/A	N/A	N/A	399 (44 informal areas + 355 no toilets)
<b>Below the Minimum Service Level Sub-Total</b>	<b>1 193</b>	<b>1 173</b>	<b>1 050</b>	<b>972</b>	<b>1 263</b>	<b>1 263</b>	<b>1 035</b>
<b>Below the Minimum Service Level Percentage</b>	<b>2.49</b>	<b>0</b>	<b>1.88%</b>	<b>2.11%</b>	<b>2.49%</b>	<b>2.49%</b>	<b>1.66%</b>
<b>Total Number of Households (formal and informal)</b>	<b>40 325</b>	<b>52 374</b>	<b>55 825</b>	<b>59 276</b>	<b>61 351</b>	<b>61 351</b>	<b>62 317</b>
**2022/23 figures will be released upon the finalisation of the Water Services Development Plan (WSDP)							

The table below indicates the capital expenditure for the Section: Sanitation Services at 30 June 2023.

**Table 117: Capital expenditure as at 30 June 2023: Section: Sanitation Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrade of the WWTW: Pniël and Decommissioning of Franschoek	24 152	23 839	1.30%
Upgrade of the WWTW Wemmershoek	11 188	10 655	4.76%
Franschoek Sewer Network Upgrade (Langrug / Mooiwater)	4 000	3 728	6.81%
Sewerpipe Replacement	1 500	593	60.46%
New Development Bulk Sewer Supply WC024	679	495	27.09%
<i>Only the five largest capital projects are listed.</i>			

The Section: Sanitation Services has spent 92% of its capital budget for the financial year.

The table below indicates all major projects implemented by the Department: Water and Wastewater Services.

**Table 118: Number of employees in the Department: Water and Wastewater Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	1	0%
14 – 17	7	3	4	57%
9 – 13	44	32	12	27.2%
4 – 8	62	59	3	4.8%
3 – 0	111	102	9	8.1%
<b>Total</b>	<b>225</b>	<b>197</b>	<b>28</b>	<b>12.4</b>



### 3.6 Major projects implemented

The table below indicates all major projects implemented for the Department: Water and Wastewater Services.

**Table 119: Major projects implemented**

Project Name	Scope	Project Cost	Benefits, Impacts, and Goals Achieved	Other Comments
<b>Capital Upgrades</b>				
Water Treatment Works in Ida's Valley	Upgrading of existing works to increase the current treatment capacity.	R100M	Various upgrades and modifications to treatment works processes to increase treatment capacity.	Designs ceased after the concept design stage due to funding availability.
Phase 2: Upgrade to Wemmershoek (Franschhoek Valley) WWTW	The New Nereda Wemmershoek WWTW is unable to reliably produce compliant effluent and needs to be upgraded with tertiary treatment processes and increased treatment capacity.	R70M	Ensure allowance for future demand and economic growth and development in the greater Franschhoek and surrounding areas. Increase capacity from 3ML/day to 7ML/day in phases to eradicate Franschhoek WWTW challenges.	The tender for Phase 2 (capacity increase) is in the process of being advertised (the closing date of the tender is 29 January 2024). A service provider is assisting with the operations and maintenance of the plant as well as with staff training.
Upgrade of Pniël WWTW	The upgrade of existing WWTW.	R164M	Capacity increased to 4.5ML/day.	Activated sludge process with a belt press and a new UV disinfection system. Practical Completion: 28 February 2023.
Phase 1: Polkadraai Reservoir and Pipeline	Construct 2 reservoirs and upgrade the pipeline.	R103M	Form part of the Blackheath Augmentation System to allow water transfer from CoCT to Stellenbosch and the use of its source during the winter for the Polkadraai area.	The contractor was appointed on 17 August 2022 for a 60-week construction period. Construction is to be completed in November 2023.
Phase 2: Polkadraai Reservoir and Pipeline	A new pipeline from Phase 1 reservoir to Papegaaiberg reservoir.	R30M	Form part of the Blackheath Augmentation System to allow water transfer from CoCT to Stellenbosch and the use of its source during the winter for the Polkadraai area.	The consultant design is complete. The tender will be advertised once the WUL is approved.

### 3.7 Electricity

The municipality's Electro-Technical Services Department continued to respond well to the challenges facing the electricity sector at present, with the rollout of bulk electrical infrastructure, the upgrading of informal settlements, and the upgrading and maintenance of current infrastructure.

Loadshedding continues to be experienced due to Eskom's challenges with the high number of increased stages of outages experienced during the year. The municipality has embarked on an alternative energy programme to investigate different aspects of alternative energy generation as well as a reduction in demand / usage, and / or shift towards renewable energy. As in the previous financial years, Stellenbosch Municipality continues to contribute to Eskom's electricity supply stability, mainly via the following projects:



### a) The Demand-Side Management

The municipality continued during 2022/23 with the Energy and Demand Management project, replacing energy-inefficient streetlight fittings with energy-efficient (LED) fittings. The current identified projects will be completed, and the remaining ones will be re-prioritised.

To date, 95% of all conventional streetlight fittings in Franschhoek and 55% in Stellenbosch have been fitted with energy-efficient lights (LEDs).

Eskom handed over to the municipality all streetlight maintenance in Eskom areas of supply, with effect from February 2022. The Department is in the process of appointing a service provider to conduct a streetlight assessment and audit to prepare for the refurbishment of streetlight infrastructure as well as changing the conventional streetlights to energy-efficient streetlights. Due to the vast extent of the project, the municipality will implement it in a phased manner since the project is budget-dependent.

### b) Hot Water Load Control Project

The municipality has installed hot water load control devices in the Franschhoek and Stellenbosch areas. To date, **8 852** devices have been installed in Stellenbosch and 795 in Franschhoek, which enable the shedding of all geysers during peak times, thereby realising energy savings. In addition, all new developments are being issued with load control devices to help manage the energy demand. The department is experiencing challenges with access to properties for various reasons but continues to follow up with residents by visiting the premises.

### c) Alternative Energy

Under previous circumstances, the Constitution did not allow local government to enter into the generation of electricity, and the Electricity Regulation Act did not allow municipalities to purchase electricity from any company other than Eskom. Through the promulgation of the Electricity Regulation Act Regulations on 16 October 2020, this changed, and municipalities are now allowed to generate electricity and purchase electricity from electricity generators other than Eskom.

Stellenbosch Municipality is investigating several initiatives to reduce the impact of loadshedding, namely:

1. The initial application was submitted to Eskom to be considered for loadshedding mitigation;
2. The successful appointment of a lead consulting project management firm and an in-house project manager;
3. The award of the supervisory control and data acquisition (SCADA) telemetry system contract in 2023;
4. The Council's approval was obtained and an advertisement for public participation was made for three land parcels to possibly be used for the construction of alternative energy plants;
5. Investigation of solar photovoltaic and battery storage to ensure business continuation at critical municipal buildings and critical water and wastewater treatment plants;
6. The municipality's participation in the Western Cape Government Municipal Energy Resilience projects; and
7. Preparation for the issuing of a Request for Proposals (RFP) for independent power producers (IPPs).



Thus, the municipality is taking a measured, incremental approach towards loadshedding mitigation within available budgets and simultaneously ensuring that the municipality's infrastructure is ultimately ready to absorb the future scenario of mitigation.

#### d) Electrification of Informal Settlements

Since the inception of the electrification project in **Enkanini** in 2021, the Department has implemented the project in a phased approach as indicated below:

**Table 120: Electrification of Informal Settlements**

Financial year	Phase	Project Description	Total number of connections	Value of connections	Value of bulk infrastructure
2021/22	Phase 2	Enkanini Ph2 and Bulk Infrastructure	800	R14 300 000	-
2022/23	Phase 3	Enkanini Electrification Ph3 and Bulk (Enkanini to Watergang)	1 300	R24 400 000	R4 300 000

#### e) Pniël take-over

The municipality continued with the network upgrade in the 2022/23 financial year. The table below indicates the progress and value of the project to date.

**Table 121: Electricity network upgrades**

Financial Year	Project Description	Actual Amount Spend on Pniël Upgrade
2020/21	General upgrade of Pniël / Johannesdal 11kV and 400V networks. The work included the replacement of minisubs. Constructing the first 11 kV ring in Johannesdal.	R3 231 988
2021/22	General upgrade of Pniël / Johannesdal 11kV and 400V networks. Work included the building of a new 1 km, 11 kV overhead line, the replacement of the mini-substation, and the installation of metering units.	R3 500 000
2022/23	General upgrade of Pniël / Johannesdal 11kV and 400V networks. Work included the refurbishment of an 11 kV switching substation, the procurement of switchgear, and installation.	R3 491 923.98

Each financial year, the municipality prioritises projects identified from the network assessment report by starting / addressing the critical infrastructure first.

The appointed electrical contractor will continue with the network upgrading in the 2023/24 financial year.

As part of the network upgrades, the refurbishment of an 11 kV switching substation is in progress and will be commissioned by December 2023.

#### f) Token Identifier

In November 2024, all prepayment meters will no longer be able to accept pre-paid tokens, as indicated by the Standard Token Specification Association (STSA). To ensure that pre-paid meters are compliant post-November 2024, all pre-payment meters need to be reset.



The table below indicates the total number of meters to be reset:

**Table 122: Total electricity meters to be reset**

Status of the project	Number of Meters
Stellenbosch Municipality's total number of prepaid meters	31 076
Total number of meters visited and reset	21 061
Total number of meters outstanding	10 015

### 3.7.1 The Electricity Service Delivery Statistics

Stellenbosch Municipality has four intake points, as indicated in the table below.

**Table 123: Stellenbosch Municipality notified demand per intake point**

Major Towns	Notified Maximum Demand (NMD)	Maximum Demand Growth (NMD)	Maximum Demand Peak (NMD)
Stellenbosch	60 MVA	3.769 MVA	54.974 MVA
Franschhoek	10 MVA	2.172 MVA	11.602 MVA
Cloetesville	16 MVA	2.943 MVA	15.173 MVA
Pniël	9 MVA	0.054 MVA	6.96 MVA

### 3.7.2 Electricity Losses

The electricity losses as at 30 June 2023 were 4.24%.

The table below specifies the different electricity service delivery levels per household.

**Table 124: Access to basic electricity**

Description	2016/17 (audited)	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Household</b>							
<b><u>Energy: (above the minimum level)</u></b>							
Electricity (at least the minimum service level) (No. of conventional meters)	6 486	6 453	4 715	4 601	4 429	4 326	4 701
Electricity: prepaid (minimum service level) (No. of prepaid meters)	17 504	25 946	27 825	28 366	29 279	31 076	31 717
<b>Below the Minimum Service Level Sub-Total</b>	23 990	32 399	32 540	32 967	33 708	35 402	36 418
<b>Below the Minimum Service Level Percentage</b>	86.7	80.08	85.51	86.04	86.86	87.78	87.09
<b><u>Energy: (below the minimum level)</u></b>							
Electricity (< minimum service level)	0	0	0	0	0	0	0
Electricity: prepaid (< min. service level)	4 460	6 453	0	0	4 429	0	0
Other energy sources	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Below the Minimum Service Level Sub-Total</b>	4 460	6 453	0	0	4 429	0	0
<b>Below the Minimum Service Level Percentage</b>	13.27	12.32	0	0	0	0	0
<b>Total Number of Households</b>	<b>48 002</b>	<b>52 374</b>	<b>32 540</b>	<b>32 967</b>	<b>33 708</b>	<b>35 402</b>	<b>36 418</b>
**2022/23 figures will be released upon the finalisation of the Water Services Development Plan (WSDP).							





The table below indicates the capital expenditure for the Department: Electricity Services at 30 June 2023.

**Table 125: Capital expenditure as at 30 June 2023: Department: Electricity Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Enkanini Basic Services	24 050	17 216	28.42%
Alternative Energy	18 141	11 213	38.19%
Integrated National Electrification Programme	10 735	11 293	-5.20%
General System Improvements, Stellenbosch	9 700	9 743	-0.44%
Laterra Substation	5 976	5 886	1.51%

*Only the five largest capital projects are listed.*

The Department: Electricity Services has spent 84% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Electricity Services.

**Table 126: Total number of employees in the Department: Electricity Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	3	3	0	3%
9 – 13	27	22	5	18.5%
4 – 8	46	40	6	13%
3 – 0	12	10	2	16.6%
<b>Total</b>	<b>89</b>	<b>76</b>	<b>13</b>	<b>14.6%</b>

## 3.8 Waste Management, Refuse Collections, Waste Disposal and Recycling

### 3.8.1 Waste Management

The Department: Waste Management's key responsibility is to keep the municipal area waste-free by removing illegal dumping and providing a refuse collection and waste disposal service for all residents. The department also encourages waste minimisation through waste treatment, recovery, and recycling solutions.

Stellenbosch Municipality's Waste Management Department is known for hosting municipalities from throughout the country to showcase its good waste management practices, and during this financial year, uMngeni Local Municipality, KwaZulu-Natal, was hosted.

Vacancies within the department are still a major challenge, but the municipality has filled a few vacancies, namely, 2x Assistant Superintendent positions in the Area Cleaning Section and 3x General Workers positions in the Refuse Collection Section. Other challenges have been the landfill reaching its capacity, and all waste must be hauled and disposed of at a private landfill in Vissershok in the Cape Town area at a huge expense. The construction of the landfill expansion has started this year, which will create additional space by the end of the 2023/24 financial year. Illegal dumping remains a challenge, but the Department is busy embarking on initiatives such as a swap shop to create



awareness around recycling and littering.

### 3.8.2 Area Cleaning

Area cleaning within the municipal area is provided using a contractor who is responsible for cleaning the Stellenbosch CBD and the use of EPWP personnel. Area cleaning is an essential service and all teams have worked throughout all the different lockdown levels. This section employed temporary employees from local communities that were sourced from the municipal unemployment database to perform cleaning services in the streets, open spaces and around waste removal skips.

Area cleaning service is provided using blue bags and black bags. Where the municipality faces excessive illegal dumping, it provides plant machinery (digger loaders and tipper trucks) to clean and clear such areas.

The municipality faced damage or misuse to its waste infrastructure which then forced the municipality to remove this useful infrastructure as it no longer served its intended use.

The Area Cleaning Section has seen an increase in the illegal dumping of builders' rubble and green waste within the hotspot areas.

The services rendered by the Area Cleaning Section include but are not limited to, street cleaning and emptying of litter bins.

Additional street bins were procured and delivered in the 2022/23 financial year. The specifications of these bins were amended to render a more robust bin with a small opening on top which makes it difficult to remove waste from the bin and prevent further littering.



**Before**



**After**

### EPWP Employment Opportunities created in the 2022/23 financial year

The table below indicates the EPWP employment opportunities created in the 2022/23 financial year

**Table 127: EPWP employment opportunities**

July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	June 23
204	200	200	233	243	276	216	263	229	229	332	406



### 3.8.3 Refuse Collection

Refuse collection is completed according to a weekly schedule for formal households, commercial properties, and industries. The municipality supplies 240 wheelie bins to all service points but excludes informal settlements where communal skips are provided and collected. This is a service that is provided 7 days a week.

#### Wheelie 240 litre bins

The following information is drawn from the available data regarding wheelie bin distribution during the 2022/23 financial year:

#### Wheelie 240 litre bins

The following information is drawn from the available data regarding wheelie bin distribution during the 2022/23 financial year:

**Table 128: Refuse bins distribution**

Bins	Total
Broken bins	548
New bins	554
<b>Total</b>	<b>1 102</b>

### 3.8.4 Waste Disposal and Waste

#### Waste Minimisation and Disposal

##### Recycling

The Material Recovery Facility has been operational since 01 April 2021. For the period 01 July – 30 June 2023, volumes of recyclable waste managed and processed at the municipality's Material Recovery Facility varied from varied from 108 to 136 tons monthly. The highest volume was recorded in December 2022, with an average of 136 tons per month. Recyclables are being collected via a door-to-door collection service.

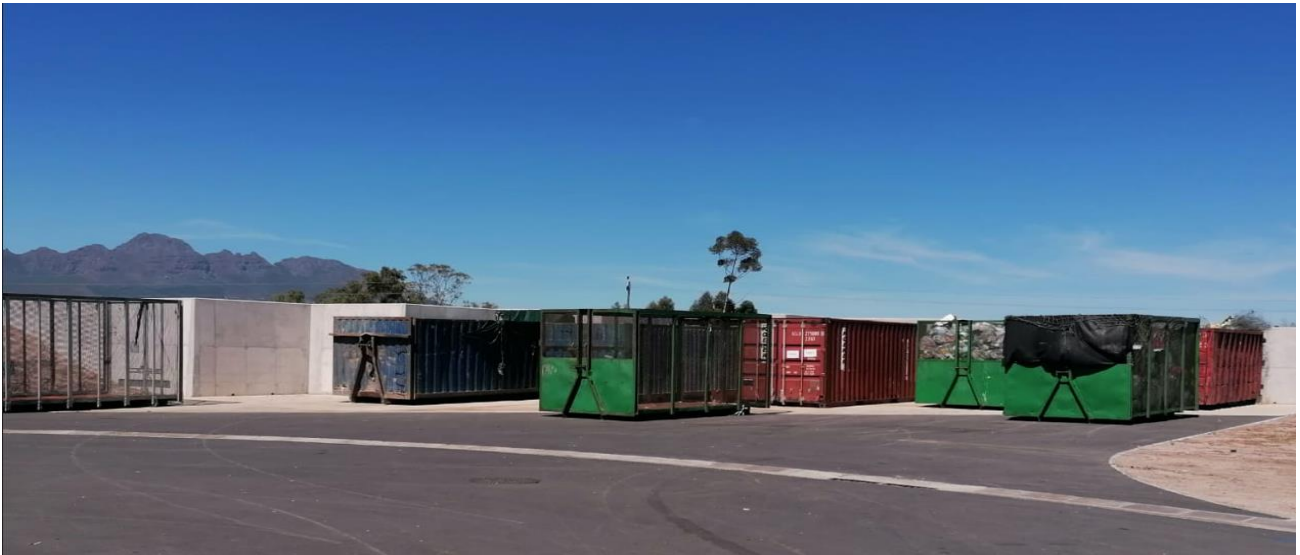
**Figure 13: Operations underway inside the material recovery facility**





The facility also features a public drop-off area, which will allow residents to bring garage and recyclable waste to dispose of responsibly.

**Figure 14: Bins in Public Drop-Off area**



An additional household hazardous waste unit was placed at the Material Recovery Facility for the public to drop off their household hazardous waste, free of charge.



**Figure 15: Stellenbosch Landfill Site**



The Stellenbosch Landfill, situated on Devon Valley Road, is in the care and maintenance phase and receives limited waste. Cell 3 has filled up since August 2019. An expansion of the current landfill is underway.

Due to the lack of landfill airspace in Stellenbosch, the transfer of all general waste to the private landfill situated in the City of Cape Town area at Vissershok Waste Management commenced in August 2019 and is still ongoing.

All waste that was delivered by either Stellenbosch Municipal-owned vehicles or by way of contractors working for Stellenbosch Municipality as well as private users was transferred from the Klapmuts Transfer Station to the Vissershok Waste Management Facility for disposal.



The table below shows the landfill statistics for waste in tons and refers to the incoming waste loads and waste removed using the weighbridge, or beneficiated, for the 2022/23 financial year.

**Table 129: Stellenbosch Landfill Site tonnages of waste**

Waste Description	July 22	Aug 22	Sept 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	June 23
Area Clearing	155	144	363	317	244	259	474	189	349	266	359	107
Municipal Mixed Waste	2	4	0	0	0	0	0	0	0	0	0	0
Municipal Waste	9	53	69	47	15	42	69	40	80	29	22	9
Municipal Mixed Soil	31	34	0	0	0	0	0	0	0	0	0	0
Industrial Waste	33	44	55	89	77	66	56	42	54	27	48	37
Construction and Demolition Waste	1 425	1 145	1 701	1 701	2 829	1 278	1 293	1 307	2 261	1 390	1 234	959
Soil Clean Cover	220	20	54	6	9	0	0	0	0	0	0	0
Clean Cover to Road		0	0	0	0	0	0	0	0	0	3	6
Public Garden Waste	258	189	293	371	381	189	246	378	381	362	313	241
Municipal Garden Waste	15	12	21	10	19	9	7	18	22	22	15	9
<b>Total Waste</b>	<b>2 148</b>	<b>1 646</b>	<b>2 556</b>	<b>2 540</b>	<b>3 575</b>	<b>1 842</b>	<b>2 147</b>	<b>1 974</b>	<b>3 147</b>	<b>2 096</b>	<b>1 994</b>	<b>1 368</b>
<b>Volumes Out</b>												
Bricks	20	5	29	23	36	5	8	12	25	26	6	12
Crushed Material	6 240	758	656	44	157	15	0	9 403	2 168	1 059	2 180	3 883
Compost	1 486	374	36	590	408	591	597	822	550	66	829	1 179
<b>Total</b>	<b>7 745</b>	<b>1 137</b>	<b>722</b>	<b>657</b>	<b>601</b>	<b>611</b>	<b>605</b>	<b>10 237</b>	<b>2 742</b>	<b>1 152</b>	<b>3 014</b>	<b>5 074</b>

Only area cleaning volumes are landfilled, and all other waste types are either beneficiated, stockpiled, or used in another way on-site, e.g., soil as cover material and builders' rubble for the building of a road on-site.

Crushing is also being done as part of the tender awarded to the current contractor that operates and manages the landfill site.

Brick reclaiming takes place under the strict control of the site supervisor, who limits, keeps records, and ensures that anyone entering the landfill is wearing protective clothing and is registered on the site's database as such.



## Builders' Rubble Crushing

**Figure 16:** *Crushing of builders' rubble done on site*



## Green Waste Chipping

An appointed contractor is chipping green waste on-site at the Stellenbosch Landfill Site. Green waste is accepted at the landfill site, the Franschoek drop-off, and now also at the Klapmuts Refuse Transfer Station. Green waste from the respective sites is all transported to the landfill site, where it is chipped.

**Figure 17:** *Area allocated for chipping of Green Waste on Stellenbosch Landfill Site*





## Brick Reclaiming



## Klapmuts Transfer Station

The Klapmuts Refuse Transfer Station has a design capacity of 150 tons of transfer capacity per day. Since August 2019, the Klapmuts Refuse Transfer Station has been utilised at near capacity to transfer waste to the Vissershok Waste Management Facility. Waste from all areas is transported in collection vehicles to the site and is transferred into open-top 30m<sup>3</sup> bins for onward transport using three containers at a time by way of bulk transport to the Vissershok Waste Management Facility by an appointed contractor that renders this service.

The filling of bins is done with the use of two TLB machines and a hook-lift truck that replaces the filled bins with empty bins in the bays. Filled bins are then placed in a designated area, pending removal by the appointed contractor.

The transfer of waste to and through Klapmuts Refuse Transfer Station commenced in August 2019 and for the period from 01 July 2022 until 30 June 2023 a total of 38 722 tons of general waste were transferred.

## Franschhoek drop-off

The Franschhoek Drop-off Facility continued to provide a free service to the residents of Franschhoek and its surrounding areas to dispose of garden waste and bulky goods. A contractor is appointed to transport garden waste to Stellenbosch Landfill and bulky waste to Vissershok Private Landfill.

### a) Development of additional waste disposal cells project

The Stellenbosch Landfill reached capacity in August 2019. All Stellenbosch waste is now being transferred to the private Vissershok Landfill. This represents a huge additional expense for the municipality. Thus, the project to design and construct the new cells is an important, high-priority project.

Zutari (Pty) Ltd. has been appointed as the municipality's consulting engineer and is responsible for the design, contract administration, and construction supervision. Zutari (Pty) Ltd. has completed the landfill design report and submitted the designs to the Department of Water and Sanitation and the Department of Environmental Affairs and Development Planning for approval. Once the designs are approved, construction will commence.



**b) Projects continued in the 2022/23 financial year but initiated in the previous financial year(s):****i) Landfill gas extraction, flaring and electricity generation**

Several investigations into the use of the landfill for harvesting and the beneficial utilisation of landfill gas have been undertaken. The most recent study document in a report recommended that an active landfill gas extraction and flaring system could still be considered for the Stellenbosch Landfill, mainly to reduce anthropogenic emissions from the landfill site. Should a full-scale project of this nature be implemented, revenue to support the project could be derived from prevailing emission reduction markets, and factual operational data would provide further evidence upon which to accurately evaluate the potential for a power generation project component.

The municipality has appointed Ingerop (Pty) Ltd. to investigate and design landfill gas extraction and management infrastructure. The investigation will also determine if electricity generation will be feasible.

**Compliance**

For disposal facilities (landfills and transfer stations) to be operated in compliance with the relevant legislation, all landfills must be licenced and managed according to the conditions in the licence. Internal audits form part of these legal requirements. Audits were conducted quarterly in September, December 2022, March, and June 2023 by waste management staff. Audits were conducted at the Stellenbosch Landfill Site, Klapmuts Transfer Station, and the Materials Recovery Facility.

**(ii) External audits**

Management practices at all sites must also be compliant with the norms and standards in terms of the National Environmental Management Waste Act (NEMWA), as well as with certain sections of the Minimum Requirements for Waste Disposal by Landfill (DWAF, 1998) and other relevant regulations.

To be able to assess whether waste management practices are according to all stated conditions, landfill owners must, regularly (at least once per annum), obtain the services of an external auditor to do an independent landfill compliance audit.

To ensure compliance, external audits have been undertaken by an independent specialist consultant at the Stellenbosch landfill and the Klapmuts Transfer Station per the waste management licence conditions. A review of the audit findings to ascertain improvements was carried out after six months.

**(iii) Monitoring Committee**

All landfills are established and operated in terms of a Waste Management Licence (WML) issued by either the National or Provincial Department of Environmental Affairs and Planning. In terms of the waste management licence, landfills are required to establish a monitoring committee. The objective of the Monitoring Committee is to provide a forum to enable the community to effectively participate in and monitor the operation, rehabilitation, closure, and ongoing monitoring of a landfill.

The Stellenbosch landfill has an active monitoring committee. Monitoring Committee meetings are attended by Department of Environmental Affairs and Department Planning officials, as well as officials of various municipal departments as and when required. The independent external auditor also attends the meeting as and when required to report on the findings of the annual external audit and the review audit. Meetings were held in a hybrid format, which implies that attendees are present either in person or via the online platform.



### c) Waste Managers Officers Forum

The Waste Management Officer (WMO) for the Stellenbosch Municipality is the Senior Manager: Waste Management. Quarterly meetings of the Provincial Waste Managers Officers Forum take place at various venues across the province. The Waste Management Officer attends the meeting and reports on activities within the municipality; this also provides a forum to receive information from provincial officials and further networking with Waste Management Officers from other municipalities within the province.

These forums are also held on a district level, where municipal representatives from the Cape Winelands discuss waste-related matters within the district.

### d) Social Engagement and Environmental clean-ups

Various awareness activities were conducted during the 2022/23 financial year, which included:

- ✚ An educational presentation on the material recovery facility was done at an old age facility;
- ✚ The Material Recovery Facility;
- ✚ Awareness Campaign in Cloetesville;
- ✚ Compost Bin Roll Out in Franschoek; and
- ✚ Swap Shop in Klapmuts.

During all these events, the focus was to minimise waste and present it in a way that the community could identify with and be convinced of the value of their contribution to responsible waste management.

The table below indicates the service levels of refuse removal as at 30 June 2023.

**Table 130: Refuse removal service delivery levels**

Description	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Household</b>						
<b>Refuse Removal: (Minimum level)</b>						
Removed at least once a week	37 207	49 072	48 988	37 926	49 300	50 792
Minimum Service Level and Above Sub-Total	37 207	49 072	52 374	37 926	49 300	50 792
Minimum Service Level and Above Percentage	78.7	93.7	93.5	100%	100%	100%
<b>Refuse Removal: (Below the minimum level)</b>						
Removed less frequently than once a week	1 064	1 064	1 064	1 064	N/A	N/A
Using communal refuse collection	N/A	N/A	N/A	N/A	N/A	12 161
Using own refuse dump	5 358	6 453	2 323	N/A	N/A	N/A
Other rubbish disposal	766	N/A	N/A	N/A	N/A	N/A
No rubbish disposal	N/A	N/A	N/A	N/A	N/A	N/A
Below the Minimum Service Level Sub-Total	7 188	7 517	3 387	N/A	N/A	N/A
Below the Minimum Service Level Percentage	8.80	11.66	6.5	N/A	N/A	N/A
<b>Total Number of Households</b>	<b>44 395</b>	<b>56 589</b>	<b>5 5761</b>	<b>38 990</b>	<b>49 300</b>	<b>62 953</b>



The table below indicates the capital expenditure for the Department: Waste Management Services as at 30 June 2023.

**Table 131: Capital expenditure as at 30 June 2021: Department: Waste Management Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Expansion of the landfill site (new cells)	4 154	4 560	-9.76%
Landfill Gas to Energy	3 900	1 993	48.90%
Street refuse bins	1 049	752	28.33%
Major Drop-Offs: Construction (Franschhoek)	500	133	73.37%
Formalise skip areas	441	441	0%
<i>Only the five largest capital projects are listed.</i>			

The Department: Waste Management Services has spent 79% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Waste Management Services.

**Table 132: Total number of employees in the Department: Waste Management Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	2	2	0	0%
9 – 13	7	3	4	57%
4 – 8	34	29	5	14.7%
3 – 0	28	28	0	0%
<b>Total</b>	<b>72</b>	<b>63</b>	<b>9</b>	<b>12.5%</b>

## 3.9 Integrated Human Settlements

### 3.9.1 Housing Development

The municipality has an important responsibility to plan for integrated human settlements by ensuring that all its citizens reside in developable, formalised, safe, and sustainable human settlements. This is accomplished by providing dignified living through national and provincial funding within closer proximity to employment opportunities, thereby improving the quality of life for all citizens.

The Department: Housing Development managed a capital expenditure budget of R6 989 620, which includes R3 265 534 from the allocated amount of R18 248 000 by the Provincial Department of Infrastructure (PDol) (Human Settlements branch), previously known as the Provincial Department of Human Settlements (PDoHS). Furthermore, the municipality, using its funds, budgeted R3 724 086 to expedite future projects. A staggering 96% of the budget allocated to the Department: Housing Development was spent on future projects in the financial year under review.

Communication from the PDol (Human Settlements Branch) on 22 April 2023 indicated the adjusted targets and funding allocation of the approved 2022/23 Human Settlement Development Grant (HSDG) and Informal Settlements Upgrade Partnership (ISUP) Grant Business Plans.

The list of projects, targets, and budgets for the Stellenbosch Municipality for the 2022/23 financial year are stipulated in the tables below, as extracted from the said letter.



### 3.9.1.1 Housing Development Capital Budget

**Table 133: Department: Housing Development capital budget**

Sites	2022/23 Planned	
	Funding Source	Budget
Housing Projects	CRR	1 094 666
Housing Projects (Ida's Valley Housing Project)	HSDG	400 000
Cloetesville (380) FLISP	HSDG	1 100 000
Erf 64, Kylemore	CRR	1 162 500
Erf 7001 and other possible sites for mixed-use development in Cloetesville	CRR	525 000
Farms 81/2 and 82/9, Stellenbosch	CRR	34 500
Jamestown: Housing	CRR	700 000
Kayamandi Town Centre	HSDG	486 998
Lapland Precinct	CRR	207 420
Northern Extension: Feasibility	HSDG	1 278 536
<b>Total</b>		<b>6 989 620</b>

### 3.9.1.2 Human Settlement Development Grant (HSDG)

**Table 134: Human Settlement Development Grant (HSDG)**

Stellenbosch Municipality	2022/23 Planned		
	Sites	Units	Funding R'000
Vlottenburg Longlands (106 increased to 144) IRDP	0	106	16 748 000
Cloetesville (380) FLISP	0	0	1 100 000
Stellenbosch Ida's Valley (204)			400 000
<b>Total</b>	<b>0</b>	<b>106</b>	<b>18 248 000</b>

### 3.9.1.3 Informal Settlements Upgrade Partnership Grant (ISUPG)

**Table 135: Informal Settlements Upgrade Partnership (ISUPG)**

Stellenbosch Municipality	2022/23 Planned		
	Sites	Units	Funding R'000
ISSP Kayamandi Zone O (711) UISP	78	0	5 850 000
Langrug Franschoek Mooiwater Dam Rehab and Basic Services	0	0	4 500 000
<b>Total</b>	<b>78</b>	<b>0</b>	<b>10 350 000</b>



### 3.9.2 Housing multi-year projects

The Department: Housing Development, whose main function is to plan for future housing developments, resorts to the Housing Pipeline, which, amongst other things, focuses on the following multi-year projects:

#### 3.9.2.1 Erven 412, 217 and 284 Groendal, Franschhoek

The Department: Housing Development, together with the Department: Property Management, undertook a process to formulate a Call for Proposals in line with the approved Council agenda item.

A service provider was appointed to draft different site development options for the Council to consider for approval, after which the procurement process will continue.

Discussions with the Ward Councillors have been concluded as an enquiry was raised during the discussions on Erf 284. The user department has forwarded this enquiry to the PDol (previously known as PDoHS) and to the Directorate Corporate Services for further investigation to address any legalities. When all comments have been received, the item will be referred to the Council.

**Figure 18: Aerial image of erven 412, 217 and 284, Groendal**



#### 3.9.2.2 Farms 81/2 and 81/9, Stellenbosch

In terms of the implementation of social housing programmes, the Stellenbosch Municipality has identified Portions 2 and 9 of Farm No. 81 Stellenbosch. This site is located between the Cloetesville and Kayamandi settlements.

The R304 to the west and the railway line to the east serve as its boundaries. The Plankenburg River traverses the site along its eastern boundary. The southern boundary of the property includes portions of the Kayamandi Tourism Centre as well as a bridge over the railway line. The Mount Simon residential development frames the northern boundary.

The Department: Housing Development liaised with the PDol, the Social Housing Regulation Authority (SHRA), and the National Association of Social Housing Organisations (NASHO) to obtain input in the finalisation of the specifications and criteria for a Call for Proposal.

Service providers were appointed to undertake a geotechnical investigation, a flood line study, and a traffic impact assessment on the site during the 2020/21 financial year.

The user department compiled a Request for Proposal (RFP) to invite delivery agents that can access SHRA Capital grants (Social Housing Institutions (SHIs) and / or Other Development Agency's (ODAs)) to submit a concept proposal to develop social housing on Farm 81/2 and Farm 81/9, Stellenbosch.



The amended tender was re-advertised on 02 September 2022, and the closing date for the tender was on 03 October 2022. Thereafter, a SCM procurement process followed, whereby the user department was instructed to verify the net profit value (NPV) calculation of the bidders.

For the tender to be further evaluated, a registered and accredited service provider assisted the Stellenbosch Municipality with the verification of the NPV, which has been appointed by the **National Association of Social Housing Organisations (NASHO)**.

The final report was anticipated to be received before the end of June 2023 to allow the user department to submit the NPV report to SCM for evaluation and appointment of a suitable SHI and / or ODA.

**Figure 19: Aerial image of Farms 81/2 and 81/9, Stellenbosch**



### 3.9.2.3 Erf 7001, Cloetesville

The goal of this development is the delivery of medium- to upper-GAP housing and is not aimed at BNG housing units (free houses). There is an urgent need for the property to be developed to create an integrated urban development (Cloetesville), providing housing.

Stellenbosch Municipality is essentially making the land available (via the ATR processes) to a developer to develop housing opportunities in the GAP market.

The PDol (Human Settlements Branch) approved the funding for the outer years after the business plan was gazetted in March 2022. Therefore, the user department could only appoint a service provider in May 2022, and the service level agreement was concluded in July 2022.

**Figure 20: Aerial image of Erf 7001, Cloetesville**



The service provider finalised the different conceptual urban designs, and three layout concepts were presented to the user department in December 2022. After input from the user department, the amended urban design and layout plan has been finalised and submitted to the Department: Land Use Planning to obtain development rights. The normal planning process will continue, whereby it will be referred to the Municipal Planning Tribunal (MPT) for a decision.



### 3.9.2.4 Farm 527, Jamestown (Phases 2 and 3)

The subject property is located on the southern edge of the suburb of Jamestown, east of the R44 between Stellenbosch and Somerset West. It is flanked by an existing cemetery on its western boundary and a sports field located centrally on its northern edge.

The site falls within an area characterised by medium- to high-density residential as well as non-residential uses that serve the local community of Jamestown.

Phase 1 of the development, consisting of 162 subsidised housing opportunities, was completed in November 2016.

It is therefore proposed that Phases 2 and 3 of Portion 7 of Farm 527 (site and service, 2-story walk-ups, GAP housing, high-income housing, and public open space) be made available simultaneously for development in the short to medium term.

Map 5: Proposed layout plan of Farm 527, Jamestown



The municipality went out on a procurement process seeking the services of a multidisciplinary team of professionals to undertake a broad conceptual urban design framework and to obtain town planning and development rights.

The process and timeframe for Phases 2 and 3 will be concluded over a period of two (2) years.

The PDol (Human Settlements Branch) approved the funding for the outer years after the business plan was gazetted in March 2022. Therefore, the user department could only appoint a service provider in June 2022. The service level agreement is in the process of being concluded.

The service provider compiled the land use application for phases 2 and 3.

The rezoning and subdivision application was submitted on 09 December 2022 to the Department: Land Use Planning, and the public participation process for the town planning application was concluded on 15 May 2023.

After several objections were received, the consultant and user departments submitted their comments for further evaluation. The application will be submitted to the MPT for a decision.



### 3.9.2.5 Kayamandi Town Centre

A service provider with the necessary multi-disciplinary team of professional consultants was appointed to conduct a feasibility study to assess the redevelopment of the town centre of Kayamandi and provide a holistic development picture of Kayamandi. The latter resulted in a framework for possible future development opportunities in Kayamandi and its environs.

The proposed typology mix is such that it will enhance the beauty and character of the Kayamandi Town Centre in that it will provide a mix of typologies to accommodate the old and the young. The proposal for walk-up units is also to provide maximum densification within the limited space available.

The proposed town planning layout consists of ±1 800 housing opportunities (2 to 3-story BNG walk-ups). The development parameters will include a mix of housing typologies, business units, and community facilities. This design methodology was utilised to suit the demand and the needs of the affected community.

The service provider submitted the Land Use Planning application in November 2022 to the Department: Land Use Planning for approval.

A request for exemption from the public participation provisions / requirements in terms of Section 60(1)(b) and (c) of the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014) [LUPA] was approved, and the urban design proposals were circulated to internal departments for comment.

On 12 May 2023, comments were received from the Directorate: Infrastructure Services requesting a meeting and presentation with the service provider and the user department to explain the various aspects of the development.

**Map 6: New urban design of the project**



A new urban design concept has been proposed to deal with the multi-storey upgrading (3-storey walk-up units) of the Kayamandi Town Centre and was presented to the Directorate: Planning and Economic Development as well as to relevant officials for comments and inputs.

The planning application process is anticipated to be completed during the 2023/24 financial year.





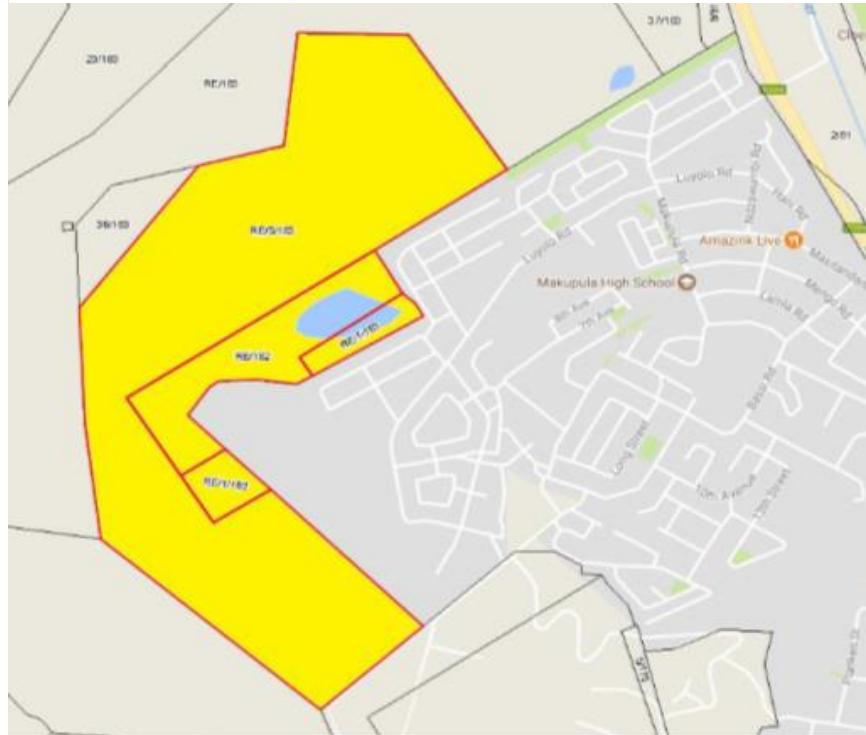
### 3.9.2.6 Northern Extension, Stellenbosch

The Northern Extension of Stellenbosch is situated north of Kayamandi, adjacent to Cloeteville and the Welgevonden Estate. The sites are located on the western side of the R304 (the main arterial from the north) to Stellenbosch.

The specific site has been earmarked to provide a mixed-use development that could yield  $\pm 4\ 000 - 5\ 000$  residential opportunities to address the housing need experienced in Stellenbosch.

It should be noted that a portion of the development of the northern extension has been identified as a possible relocation area for the redevelopment of the Kayamandi Town Centre and other related projects.

**Map 7: Location of the proposed development of the Northern Extension**



It should be noted that a portion of the development of the northern extension has been identified as a possible relocation area for the redevelopment of the Kayamandi Town Centre and other related projects.

All specialist studies have been completed. The draft market analysis study that was undertaken by DEA&DP was concluded in May 2022 and has been incorporated into the draft conceptual design layouts. The different conceptual design layout options were workshopped with various internal departments during June and August 2022, and Heritage Western Cape comments were received in September 2022.

A Notice of Intent was submitted to Heritage Western Cape, and the service provider was informed that two additional specialist studies are required, namely an archaeological impact assessment and a visual impact assessment on the cultural landscape.

Consultants submitted the land use application to obtain development rights and await an MPT decision. It is envisaged that the development rights could be obtained during the 2023/24 financial year.

### 3.9.2.7 Erf 64, Kylemore

The identified property is 15.5ha, of which the municipality requires  $\pm 8$ ha for residential purposes.

A Special Power of Attorney was provided in November 2021 by the National Department of Public Works and Infrastructure (NDoPW&I) to HDA.

It should be noted that pre-feasibility studies were conducted more than 10 years ago and need to be reviewed and amended where necessary.



The Housing Development Agency (HDA) has been appointed to assist with the transfer of land from the NDoPW&I to the Stellenbosch Municipality. Furthermore, the required applications to obtain land use rights, the registration of diagrams / general plans with the Surveyor General, and the relevant funding applications to the PDol were attended to.

A public meeting was held on 01 September 2022, to inform the community of the status of the land transfer from the NDoPW&I and the process to obtain the development rights for the housing development on Erf 64. A Project Steering Committee (PSC) was elected at the public meeting to participate in the process.

**Figure 21: Site layout of Erf 64, Kylemore**



A PSC Social Compact workshop was held on 16 November 2022, with the elected PSC in Kylemore. A site inspection took place with the PDol (Human Settlements Branch) on 27 January 2023. The purpose of the site visit was to assess the property against the funding application that has been submitted to the PDol.

The HDA appointed a service provider in December 2022 to assist the HDA with the township establishment application. The environmental consultant commenced with the Basic Environmental Study process in May 2023 and has erected site notices for interested and affected parties to register for any comments.

The HDA has appointed various sub-consultants and is currently continuing with the specialist studies as per the scope of work. According to the project programme, the draft layout plan and motivation were submitted at the end of June 2023.



### 3.9.2.8 Langrug, Franschhoek

These projects aim to incrementally upgrade Langrug and formalise existing development patterns to upscale the provision of basic services. The density of structures impeded the implementation of these planning interventions. Land invasions at Langrug exacerbated the implementation of these projects. To implement the in-situ upgrading projects, a decanting site is required to relocate households to create enough space for upgrading.

In the long term, the municipality plans to undertake detailed planning studies to unlock housing development opportunities, develop a phased approach implementation plan premised on detailed

designs for the provision of basic services and formalisation of Langrug, apply for development rights and installation of basic services, and identify suitable land for decanting.

The departments Housing Development, Informal Settlements, and the Project Management Unit, in collaboration with the PDol (Human Settlements Branch), have started technical engagements in May 2023 regarding the Langrug dam.

The meetings entail applying for funding to finalise the detailed planning of the rehabilitation of the freshwater dam and implement an in-situ upgrading project in Langrug.

There is currently no funding available on the business plan of the PDol for the 2022/23 financial year to plan and implement the project. The PDol will discuss making funding available during their adjustment budget in September 2023. Should funding become available, the studies will commence.

### 3.9.2.9 La Motte, Franschhoek

La Motte is a former Bosbou Hamlet situated approximately 3.5 km northwest of Franschhoek town on the Robertsvlei Road, close to where it intersects the R45. Originally built to house forestry workers, the village is made up of the original dwellings and a range of community facilities. During the construction phase of the Berg River Water Scheme, new houses were built adjacent to the existing settlement to temporarily house the construction workers; these houses are being transferred to identified beneficiaries.

The NDoPW&I, as custodians of the relevant portions of land, has been engaged to start the necessary procedures that would lead to the transfer

Figure 22: Aerial image of Langrug



Figure 23: Identified portions of land in Franschhoek





of the subject properties into the name of Stellenbosch Municipality for housing purposes. The municipality is currently awaiting feedback from the National Department of Public Works and Infrastructure.

The HDA has been appointed via an Implementation Protocol Agreement to assist with the transfer of land from the NDoPW&I to the Stellenbosch Municipality and to further attend to the required applications to obtain land use rights, the registration of diagrams / general plans with the Surveyor General, and the relevant applications to the PDol (Human Settlements Branch).

The HDA submitted a new request for the state land release for the subject property by NDoPW&I to HDA through a power of attorney.

The HDA is to submit a Project Feasibility Report (PFR) requesting funding for land use rights for the project on the release of the property. The submission to PDol will allow funding flow for the 2023/24 financial year.

The HDA estimates that the land may be transferred to the municipality in the 2024/25 financial year. Planning studies and approvals will be finalised when the appropriate Power of Attorney (PoA) is received.

#### **3.9.2.10 Meerlust, Franschhoek**

Portion 1 of Farm Meerlust No. 1006, in the Franschhoek Valley, known as Meerlust, has been identified for residential purposes. Ownership of the property currently vests with the NDoPW&I.

The site is located on the southern edge of the R45, close to the intersection of the R45 and the R310, and lies between Werda in the northwest and Allee Bleue, Lekkerwyn, and the Pickstones to the east.

A portion of this land currently accommodates the Meerlust Forestry Village (home to around 34 households), and the redevelopment of this village is an integral part of this project. Portion 1 of Farm Meerlust No. 1006 included in this proposed development concept is zoned agriculture, and an application therefore still needs to be made to obtain development rights for urban / residential development. The development of this area is therefore only possible in the medium to long term, as also indicated in the Stellenbosch Municipality Housing Pipeline (Annual Review 2017–2020). It will therefore be required of the prospective developer to do the necessary detailed feasibility studies (in addition to those already completed) and obtain the relevant planning and other approvals to enable township establishment for the proposed development.

The NDoPW&I, as custodians of the relevant portions of land, has been engaged to commence with the necessary procedures that would lead to the transfer of the subject properties into the name of Stellenbosch Municipality for housing development purposes.

The HDA is appointed to facilitate the transfer of land from the NDoPW&I to the Stellenbosch Municipality, guided by the desired development option, and to further attend to the required applications to obtain land use rights, the registration of diagrams / general plans with the Surveyor General, and the relevant applications to the PDol (Human Settlements Branch).

The PDol requested that a new Project Initiation Document (PID) be prepared for evaluation. The HDA will submit the PID application during the 2023/24 financial year to PDol, and if approved, the municipality will then be able to receive funding for planning progress.



### 3.9.2.11 Erf 2183, La Rochelle, Klapmuts

Erf 2183, Klapmuts, is located along Gomas Street, Klapmuts, approximately 1.5km off the R310 that links Stellenbosch to the N1. The site is located on the south-eastern edge of the town of Klapmuts and is bordered by vacant land to its southern and eastern boundaries, with a proposed new housing development on the western and northern boundaries towards Mandela City, Klapmuts.

**Figure 24: Erf 2183, La Rochelle, Klapmuts**



To provide for the dire housing need in the Klapmuts area, especially for current backyarders, this property was identified as a possible option for a “site-and-service” housing project.

A service provider has been appointed to undertake a subdivision application and registration of the diagrams in the Surveyor General's Office for Erf 2183, La Rochelle, Klapmuts.

The user department requested that the Ward Councillor engage with the Ward Committee and affected communities to provide three street names as requested by the Department: Land Use Planning.

A meeting was held on 29 August 2022, in Klapmuts with the La Rochelle Committee. The La Rochelle Committee provided the user department with possible street names as per the Street Name Policy of the Stellenbosch Municipality.

Erf 2183 Klapmuts is a zoned subdivisional area for the following uses: less formal residential zone, public open space zone, public road, and parking zone. A team of professional service providers has been appointed to attend to the subdivision of the property into residential ervens of approximately 40m<sup>2</sup> to 50m<sup>2</sup>, the submission of all diagrams to the Surveyor-General's office for approval and registration, as well as the submission of all documents to the PDol (Human Settlements Branch) to obtain the relevant funding for this incremental housing project.

The service provider drafted conceptual subdivisional layouts and presented them to various internal departments for input.

The land use application has been submitted, and a formal public participation process will follow. Await an MPT decision.

### 3.9.2.1 Five housing projects in Kayamandi, Stellenbosch

A service provider was appointed to finalise township establishment by obtaining the necessary land use rights for each of the five projects situated in Kayamandi, Stellenbosch as well as submission of all diagrams in the Surveyor-General's office for registration and approval.

**Table 136: Five housing projects in Kayamandi**

Project Name	Site Area per ward	Development Provision	Comments
Project 4A (Erven 1080 to 1112, Kayamandi)	Ward 12	146 rental stocks	Township establishment was obtained, and all diagrams were submitted to the Surveyor General Office for registration.
Project 4 B (Red Bricks Hostels - Erven 112, 114, 115, 116)	Ward 13	51 units and 5 public open spaces	Township establishment was obtained, and all diagrams were submitted to the Surveyor General Office for registration.
Project 5A (175 Units - Erven 1123 – 1154)	Ward 15	175 higher-density units and public open spaces	Township establishment was obtained, and all diagrams were submitted to the Surveyor General Office for registration.
Project 5B (137 Units – Erven 513-522, 67 and 69 and a portion of Erf 523)	Wards 12 and 15	42 units	It should be noted that no power of attorney can be obtained for Project 5B since Erf 66 within Project 5B is private property. Therefore, the said matter has been referred to the Directorate: Corporate Services await the outcome
Project 8 (Mpelazwe, Remainder Erf 288 Kayamandi, 65 units)	Ward 13	54 units	Township establishment was obtained, and all diagrams were submitted to the Surveyor General Office for registration.

### 3.9.2.2 Maasdorp Village

The Maasdorp Forest Village, which comprises portions 27 and 28 of Farm La Motte No. 1041 Paarl, is located north of the intersection of Main Road 191 (R45) and Divisional Road 1351, approximately four kilometres northeast of Franschhoek.

The site currently accommodates approximately 32 formal houses and outbuildings. The property is currently zoned for agricultural purposes and must be rezoned and subdivided to enable a formal township establishment accommodating the existing households, as otherwise determined by further investigations and community engagements.

In June 2018, a service provider was appointed to attend to the township establishment process for Maasdorp Forest Village, Franschhoek: portions 27 and 28 of Farm La Motte No 1041 Paarl, and future expansion on Portions 3 and 7 of Farm La Motte No 1041, Franschhoek; the project has later been referred to only as the detailed planning and design for the Township Establishment of Maasdorp Forest Village.

The lengthy process of the project is due to multiple challenges throughout the project. The survey process with the community and the collection of survey data has been completed. The outcome of the survey was presented to the Department: Housing Development in September 2021 and factored into the Land Use Planning Application.

The service provider submitted the Land Use Planning Application to the Department: Land Use Planning, which was advertised for public participation in February 2023. The Department: Land Use Planning circulated the said application to internal departments for comments, whereby the service provider is addressing the comments received before the application can serve at the MPT for decision-making.

Planning decisions anticipated to be obtained during the 2023/24 financial year.

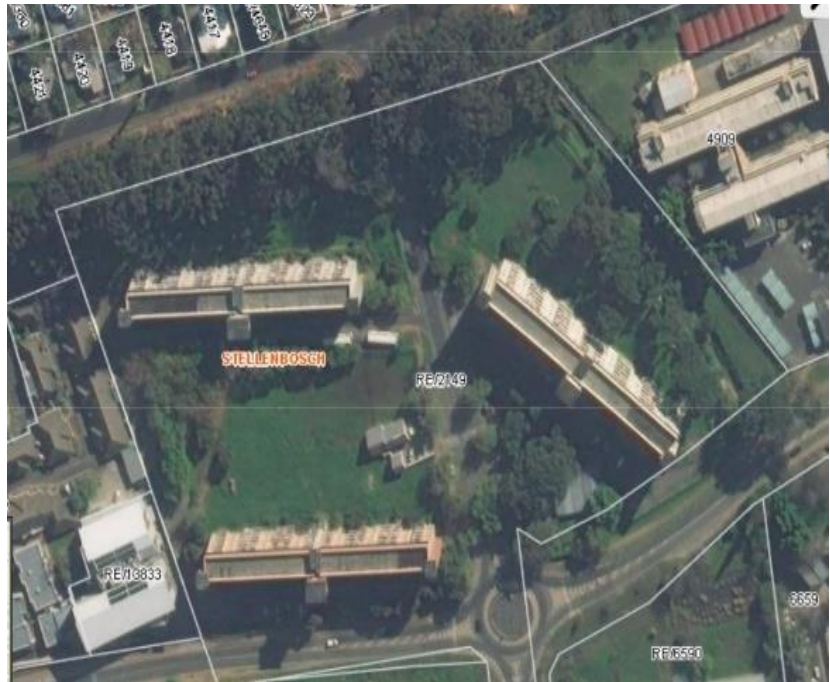


### 3.9.2.3 LAP Precinct

Stellenbosch Municipality, as identified in the approved Housing Pipeline, is progressively investigating the densification of existing rental stock. An investigation into the remainder of Erf 2149, better known as Lapland (Lavanda, Aurora, and Phyllaria), in Stellenbosch, was conducted.

The Department: Housing Development appointed service providers to conduct three (3) special studies to investigate the suitability of the site for possible further development, namely structural integrity, geotechnical investigation, and the Traffic Impact Assessment (TIA). The studies were budgeted for during the 2022/23 financial year.

**Figure 25: Locality map of Remainder of Erf 2149, Municipal Flats, Stellenbosch**



The first study was to conduct a survey or assessment of the structural integrity / need for structural maintenance of the rental stock and to advise and report to the municipality on the estimates of maintenance / upgrade costs.

The second study was a geotechnical investigation to examine all aspects of the feasibility of establishing a high-density residential development (8 storey walk-ups) on Remainder of Erf 2149, Stellenbosch.

The third study was a Traffic Impact Assessment (TIA) to examine all aspects of the proposed high-density residential development (8 storey walk-ups), the impact on the surrounding road network, and possible mitigation of the anticipated traffic impact. The study also assessed the proposed site accesses and non-motorised and public transport aspects.

When a comprehensive feasibility study has been completed, the proposal will be referred to the Council for a decision.

### 3.9.3 Strategic document: Integrated Human Settlement Plan for Stellenbosch Municipality

The Stellenbosch Municipality must draft an Integrated Human Settlement Plan (IHSP) in line with the Western Cape Government: Department of Human Settlements.

The PDol guidelines require that the Housing Pipeline be informed by an IHSP aligned with the MSDP and the IDP.

A service provider was appointed to compile an Integrated Human Settlement Plan for Stellenbosch Municipality.



The draft Integrated Human Settlement Plan has been submitted to the Council for approval to advertise the IHSP on 27 June 2023. This will allow the Department: Housing Development to advertise, during the first quarter of the 2023/24 financial year, the draft IHSP for public participation to obtain comments from external and internal stakeholders.

### 3.9.4 Informal Settlements

The Department: Informal Settlements is responsible for managing twenty-nine (29) informal settlements within the jurisdiction of the Stellenbosch Municipality. Recent surveys conducted by the Department: Informal Settlements and independent service providers indicate that the population of residents in these informal settlements is approximately 25 317 (Department: Informal Settlements Matrix, 2023). Notably, this population represents roughly one-sixth (1/6) of the overall municipal population, which stands at approximately 175 411 residents (the Socio-Economic Profile: Stellenbosch 2023).

Consequently, the Department: Informal Settlements plays a vital role in addressing the demands for basic services within these informal settlements. It collaborates with other departments to execute upgrading projects and provide essential services to the residents living in informal settlements.

One such initiative is the Enkanini Electrification Project, which entailed the electrification of 2 300 informal structures. The project encompassed a door-to-door verification of structures to determine beneficiaries, followed by the administration of 2 300 application forms for residents in Sections G, H, I (Phase 2), B, C, D, and F (Phase 3) to be registered on the municipal electrical system. Notably, the projects were a success due to the collaboration with the community of Enkanini.

Lastly, the Department: Informal Settlements is actively engaged in monitoring and reporting on the growth of informal settlements within the Stellenbosch municipal area, as well as the delivery of basic services to the informal settlements.

#### 3.9.4.1 Survey of Backyard Dwellers in Kayamandi

Verification and administration of 2 300 electrification application forms for Sections B, C, D, F, G, H, and I in Enkanini. The Department: Informal Settlements completed in Phases 2 and 3 the verification of 2 300 households at Enkanini, Kayamandi.

The tables below reflect the verification of households.

**Table 137: Verification of households**

Phase 2	Phase 3	Phase 4
1 000	1 300	1 000

This process resulted in 2 300 households receiving electricity for the first time since the establishment of Enkanini in 2006.

The Department: Informal Settlements is further engaged in a new process to verify and produce a beneficiary list for Phase 4, which is planned to yield a further 1 000 electrical connections in Enkanini. The electrification project from Phase 1 to Phase 4 on completion would have yielded 3 300 electrical connections to households residing in Enkanini, resulting in 100% coverage of structures.





### 3.9.4.2 Relocations

The Department: Informal Settlements was tasked with relocating families in Longlands and Kayamandi, respectively, for the Department: Project Management Unit (PMU) to implement the municipality's planned housing projects in both settlements.

#### Longlands, Vlottenburg

The department has completed the relocation of 80 households and provided new wendy houses with access to basic services like water, sanitation, and electricity (see image).

**Figure 26: The temporary relocation units (wendy houses) with access to basic services**



#### Zone O, Kayamandi

The relocation of 55 households in Zone O, Kayamandi, had two phases. Phase 1 entailed the relocation of thirty-three (33) households to Watergang TRA2, which has been completed. The households were provided with new Wendy houses with access to water, sanitation, and electricity.

Phase 2 entailed the relocation of 22 households, which were repositioned due to insufficient space at Watergang TRA2.

### 3.9.4.3 Provision of basic services

The Department: Informal Settlements facilitated the provision of new ablution services to residents at informal settlements.

**Table 138: Number of ablution services**

Watergang TRA 2	Mandela City	Watergang Informal Settlements	Longlands	Total
10 toilets 2 taps	10 toilets 4 taps	36 Toilets 21 taps	76 Toilets 76 taps	<b>132 toilets and 103 taps</b>

### 3.9.4.4 Survey of backyard dwellers in Franschhoek

The user department under tender B/SM 101/21 has completed the technical proposal document that will be forwarded to SCM, seeking to appoint a service provider from Panel C to undertake a demographic survey of backyarder dwellers in Groendal and Mooiwater, Franschhoek, in the 2023/24 financial year.



### 3.9.4.5 Informal Settlements – provision of basic service requirements

The Department: Informal Settlements continues to monitor and report on the provision of basic services in informal settlements. The table below illustrates the basic services required to meet the national standard of access to basic services.

**Table 139: Provision of basic services**

Item	Number of ablution facilities provided by the Council	Number of taps and tanks provided by the Council	Informal settlements with grid electricity	Number of Informal Settlements	Performance comment
Number of informal settlements recognised by the Council	-	-	-	27	-
Number of informal settlements not recognised by the Council	-	-	-	2 (Klapmuts Farm, Klapmuts, and COVID informal settlement, Lanquedoc)	Klapmuts farm-Settlement not recognised, land initially used for livestock farming with 32 structures. Over time more households erected structures. (2018 in-house survey).  COVID is an illegal invasion of private property (2020).
Number of structures	-	-	-	21 202	-
Number of households	-	-	-	24 377	-
Number of structures	-	-	-	21 202	-
Number of households	-	-	-	24 377	-
Number of toilets provided	1 153	-	-	-	-
Number of toilets required	2 199	-	-	-	Shortfall of 1 046
Number of chemical toilets	119	-	-	-	-
Number of water taps provided	-	648	-	-	-
Number of water taps required	-	466	-	-	Surplus of 182
Number of water tanks	-	28	-	-	-
Electricity supplied	-	-	22	-	-
Electricity not supplied	-	-	7	-	-



### 3.9.4.6 Disaster and Emergencies

The Department: Informal Settlements assists the Department: Disaster Management in emergencies by verifying the data that is collected about the disaster victims against the data obtained during periodic surveys. These emergencies are mostly fire incidents in informal settlements and / or in the backyards of formal housing units. These incidents, to a lesser extent, also include flooding incidents and excessively strong winds.

**Table 140: Total number of structures impacted by incidents in all areas. All verifications completed within 48 hours**

Incidents reported during the period July 2022 – June 2023	Number of fires verified	Number of structures affected by fire	Number of people affected by fire	Number of structures affected by floods or Wind
Formal settlements (Backyard structures)	15	47	98	2
Informal settlements	60	212	938	0
Total number of fires and structures impacted by incidents in all areas	75	259	1 036	2

### 3.9.4.7 Evictions

The municipality engages every week with families that are being evicted through court proceedings. This process of meaningful engagement(s) includes the applicant, the respondent(s), the Chief: Legal Advisor of the municipality, the Manager: Informal Settlements and the Administrative Officer: Emergency Housing. The objective is to find an amicable solution, taking into consideration the municipality's Constitutional obligations.

Find below table indicates the number of eviction matters as at 30 June 2023.

**Table 141: Number of evictions matters**

Notices of evictions received	Number of meaningful engagements held	Court orders issued
20	15	5

### 3.9.4.8 Development proposals / strategy

The Department: Informal Settlements outlined a development strategy for every informal settlement within the municipal area. The full respective strategies are included under Cluster 1 to Cluster 5.

The strategy is premised on three pillars:

- ✦ a synopsis of existing basic services. This synopsis includes an analysis of the shortfalls in service provision;
- ✦ Cryptic demographic information of the heads of households, as well as a desktop risk analysis of the settlement; and
- ✦ the third pillar / component consists of development proposals. These proposals are aligned with three strategic documents, i.e., the IDP, the Spatial Development Framework (SDF), and the Housing Pipeline.

The development proposals are furthermore aligned with the budget cycle of the municipality, as is the Housing Pipeline, which is aligned, among others, with the provincial budget cycle.



### 3.9.5 Housing Administration

#### 3.9.5.1 Transfer of housing stock

During the period under review, the municipality continued with the process of dealing with the historic backlog and transfer of properties to beneficiaries of state-subsidised houses. A process action plan was devised in terms of which administrative procedures would be streamlined. A panel of attorneys was appointed to assist with the transfer of the identified properties. A total of 194 title deeds were transferred for the 2022/23 financial year. The transfers were completed in the following areas:

**Table 142: Transfer of housing stock**

Area	Total
Cloetesville	11
Kayamandi	94
Klapmuts	5
Kylemore	3
Pniël	1
Longlands	80
<b>Total</b>	<b>194</b>

The Department: Housing Administration is conducting continuous Housing Consumer Education (HCE) programmes with affected beneficiaries and addressing issues around title deeds. The municipality also appointed temporary field workers to assist with beneficiary administration, which includes tracing beneficiaries and conducting occupation surveys to ensure that title deeds are registered correctly.

The municipality partnered with an NGO that assists municipalities in dealing with the historic backlog in terms of property transfers. The NGO provides funding for the temporary appointment of staff to enhance capacity and provides funding to the municipality of R500 per title deed registered. The donation is used to appoint field workers to assist with the beneficiary administration of the transfer processes.

A total of 127 title deeds were handed over in the 2022/23 financial year.

**Table 143: Total properties registered at the deeds office (during 2022/23)**

Total properties registered at deeds office (during 2022/23)	
Historical project title deeds registered	114
New project title deeds registered*	80
Total even	194

\* Funding for the title deeds was provided through the Title Deed Restoration Programme. It is only given for houses of subsidies approved.



Figure 27: Title deed handover in Klapmuts on 24 November 2022



### 3.9.5.2 Housing Waiting list administration

The Department: Housing Administration continues with the “data-cleaning” process of applications that appear on the housing waiting list where vital information is outstanding. An area-based approach was used where staff members went out to the various areas and invited applicants to workshops during which the applicant’s information was updated. The entire Stellenbosch municipal area was covered during this programme.

The agreement with the PDol (previously known as the Provincial Department of Human Settlements (PDoHS)) to assist with the data clean-up of the Stellenbosch municipal waiting list continues. The waiting list is updated and verified regularly by the PDol to ensure that the number of people deemed to be on a “waiting status” is a true reflection of those persons who still require housing assistance within the greater Stellenbosch area.

The Western Cape Housing Demand Database has undergone an upgrade allowing online applications, as well as the additional functions of adding documentary proof. Stellenbosch Municipality has aligned itself with this software in the capturing of all housing demand data applications. The Housing Demand Database System is being updated regularly to ensure that the Council has credible data for planning for future housing projects to be implemented.

Housing beneficiary administration is also a key concern of the Department: Housing Administration in respect of new housing developments. The Longlands low-income housing development has been one of the developments that benefited in the 2022/23 financial year. A total of 98 houses were built and handed over to their successful beneficiaries in the 2022/23 financial year.



**Figure 28: Houses handed over in Longlands Low-Income Housing Development**



*Houses handed over in Longlands by Minister Tertuis Simmers and Executive Mayor Gesie van Deventer on 4 October 2022*

### 3.9.5.3 Administration of Public Rental Stock

On 25 June 2014, the Council adopted a policy for the Administration of Public Rental Stock. This document was the culmination of a collaboration between stakeholder departments within the municipality. The purpose of the policy is to ensure effective management and well-maintained assets that will improve the quality of life for residents. The Department: Housing Administration is busy with the review of the Human Settlements Administration and Allocation Policy, which will include the allocation and management of the public rental stock. This policy will be referred to the Council for adoption after due public participation processes have been completed.

A caretaker programme was implemented in all public rental stock to deal with the increase in anti-social behavioural problems. This programme was implemented to ensure that communities “take” their neighbourhoods back into their own hands and to improve communication between the municipality and the tenants. The total number of caretakers appointed for all the public rental flats was eleven (11).

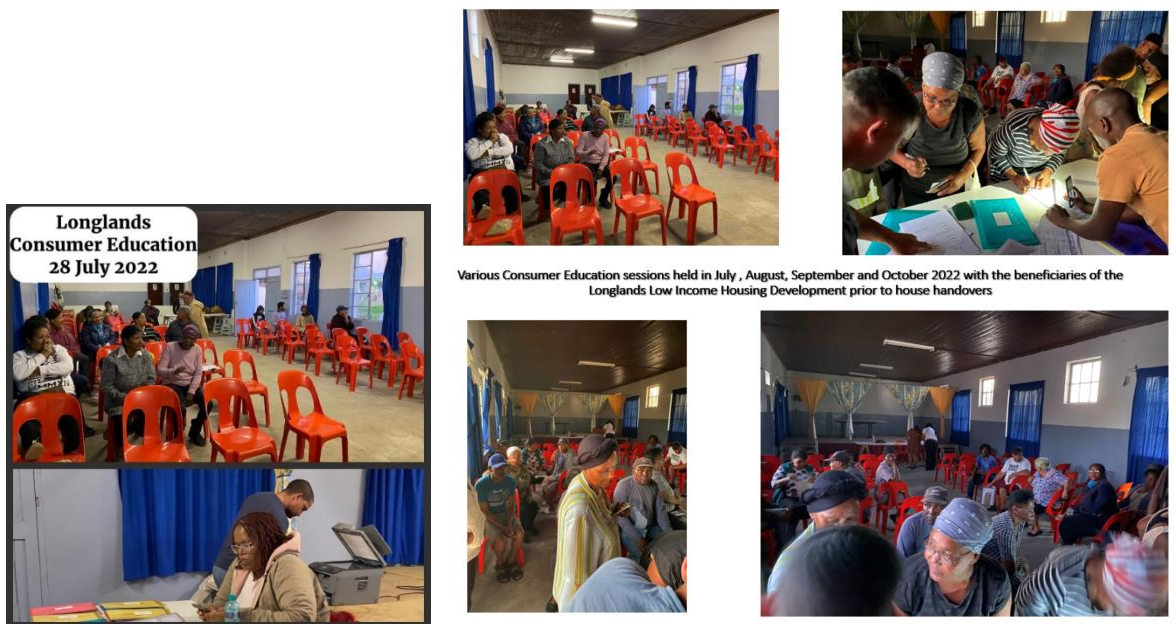
Anti-social behaviour and breach of contract complaints involving tenants of rental units are referred to the Department: Legal Services for action.

### 3.9.5.4 Housing Consumer Education (HCE)

The HCE programmes were also held for beneficiaries of houses that were built between 1994 and 2010. These are houses that form part of the Title Deeds Restoration Programme. These beneficiaries are advised about the security of tenure, issues of inheritance, and the drafting of a will. A total of seventeen (17) HCE workshops were held during the 2022/23 financial year, inclusive of those held before formal title deed handovers, outreaches for the signing of deeds of sale, and completion of subsidy applications for the Longlands Housing Project. This total excludes those HCE sessions held with individual recipients of title deeds.



**Figure 29: HCE and Public Participation**



The Department: Housing Administration completed an audit of all its rental stock, both staff and public rental units, concerning the occupancy of the units. For the Department: Housing Administration to update its records where necessary, interviews were conducted with affected households, resulting in the conclusion of lease agreements with the next of kin of deceased tenants. The Department: Housing Administration compared the findings of the surveys with regards to the legal occupancy of the rental units with existing information obtained from the records of the Finance Department. Interviews were conducted with occupants of flats where there appeared to be discrepancies, and detailed questionnaires were completed for every household. This enabled the Department: Housing Administration to evaluate whether the illegal occupants qualified for legalisation in terms of the criteria set out in the approved policy on the Unlawful Occupation of Municipal Rental Stock.

### **3.9.5.5 Maintenance of Rental Stock**

The Department: Housing Administration integrated the complaints system of the Council, and all complaints about rental stock can now be monitored. Maintenance of all municipal stock resorted under the Directorate: Corporate Services. It was decided that the Department: Housing Administration is henceforth responsible for all maintenance of rental stock and that the Directorate: Corporate Services is responsible for all maintenance of municipal buildings.

Budgetary constraints were often the main reason why maintenance issues at rental stock could not be resolved. However, it should be mentioned that the Department: Housing Administration is now equipped with a budget to resolve the backlog on maintenance.

Two artisans for plumbing and carpentry are appointed to attend to the day-to-day complaints generated through the complaints system as well as those on an ad hoc or emergency basis.

### **3.9.5.6 Cleaning of Rental Stock**

The rental stock was cleaned with the assistance of an appointed Expanded Public Works Programme (EPWP) workers, and the rental units are in pristine condition. Grass-cutting teams are deployed in



public rental areas monthly to revitalise and beautify the areas, specifically Jan Cilliers Street (Lavanda, Aurora, and Phyllaria flats), Longstreet blocks F-J, Kloof Street blocks A-D, Rhode Street (Melody, Monterey Mountview, and Monte Christo), Maisonettes (Eike Street, Primrose Street, Pine Street, and Jakaranda Street).

**Figure 30: Cleaning services rendered at Rental Stock**



### 3.9.5.7 TRA Management

The municipality is mandated, in respect of various pieces of legislation, to administer all matters relating effectively and professionally to informal settlements.

The Department: Housing Administration, in conjunction with informal settlements, effectively manages and controls 7 TRAs in the Stellenbosch municipal area to furnish every informal settler with a potential home.

The number of households in TRAs:

**Table 144: TRA Statistics**

Area	Number of households
Mandela City, Klapmuts	243
La Rochelle, Klapmuts	35
Devon Valley	30
Longlands, Vlottenburg	80
Mountainview, Jamestown	180
Watergang TRA 1, Kayamandi	262
Watergang TRA 2, Kayamandi	180
Meer lust Bosbou, Franschhoek	33





The Department: Housing Administration facilitates evictions, surveys, all levies, and service assistance by channelling complaints to the correct user departments and all types of assistance until relocation to a project.

Currently, the municipality is assisting service providers with the relocation of families and fire victims in these TRAs.

**Figure 31: TRAs raised in fires**



### 3.9.5.8 Job Creation

A job creation programme was initiated via the EPWP, and as a result, 41 job opportunities were created, listed below:

- ✦ Twenty-one (21) EPWP workers were appointed to assist with the cleaning of the rental units, and this resulted in a decrease in complaints received from tenants as properties were in a neater state;
- ✦ Four (4) temporary field workers were also appointed to assist with the surveys of rental stock, temporary residential areas, and emergency housing. This was to ensure that the correct tenants occupied the flats and to identify issues like sub-letting or illegal activities; and
- ✦ Eight (8) Title Deeds Restoration Programmes were also initiated to assist with the transfer of state-subsidised houses and to eradicate the historic backlog in terms of the transfer of these houses.
- ✦ Two (2) administrative assistants were appointed to deal with complaints and document management.
- ✦ Two (2) team leaders were appointed to assist with task assignments and leadership with the general workers;
- ✦ Four (4) artisan assistants were appointed to assist the artisan carpenter and artisan plumber in the execution of their respective duties.



The table below indicates the capital expenditure for the Sections: Housing Administration and Housing Development as at 30 June 2023.

**Table 145: Capital Expenditure as at 30 June 2023: Section: Housing Development**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Housing Projects (Social Housing Planning)	1 495	1 479	1.05%
Northern Extension: Feasibility	1 279	1 089	14.85%
Erf 64, Kylemore	1 163	1 153	0.80%
Erf 7001 Cloetesville (380) FLISP	1 100	1 100	0%
Jamestown: Housing	700	698	0.31%

*Only the five largest capital projects are listed.*

The Section: Housing Development has spent 96% of its capital budget for the financial year.

The tables below indicate the total number of employees in the Department: Integrated Human Settlements as at 30 June 2023.

**Table 146: Total employees in the Department: Integrated Human Settlements**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	0	1	0	0
9 – 13	1	1	0	0
4 – 8	0	0	0	0
3 – 0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>0</b>

**Table 147: Total employees in the Section: Housing Development (falls within IHS)**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	0	0%
9 – 13	2	1	1	50%
4 – 8	0	0	0	0%
3 – 0	0	0	0	0%
<b>Total</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>33.3%</b>

**Table 148: Total employees in the Section: Housing Administration (Falls within IHS)**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	3	3	0	0%
9 – 13	7	4	3	42.8%
4 – 8	6	4	2	33.3%
3 – 0	0	0	0	0%
<b>Total</b>	<b>16</b>	<b>11</b>	<b>5</b>	<b>31.2%</b>

**Table 149: Total employees in the Section: Informal Human Settlements**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	0	0%
9 – 13	2	2	0	0%
4 – 8	4	3	1	25%
3 – 0	0	0	0	0%
<b>Total</b>	<b>7</b>	<b>6</b>	<b>1</b>	<b>14.3%</b>

### 3.10 Property Management

This section is also responsible for the contract management (leasing) and maintenance of all council-owned buildings and the construction / project management of all upgrading and / or new facilities. Some of the highlights of the past financial year include the following:

- ‡ Completion of Tender B/SM 99/21 on the upgrade / conversion of the residential unit into office space in Simonsberg Road / Stellenbosch;
- ‡ Completion on Tender B/SM B/SM 40/22: Internal refurbishment of the NPK Building on Erf 1852, Stellenbosch, for administrative offices for Stellenbosch Municipality; and
- ‡ Various fencing projects, including new fencing at Papplaas.

The planning phase of the following projects started or was finalised:

- ‡ New Hygienic Services Tender;
- ‡ New Furniture Tender;
- ‡ New Plumbing and Irrigation Materials Tender;
- ‡ Appointment of an architect / draftsman for the alterations, renovations, and additional offices on Hofmann Street;
- ‡ Renovation of Municipal Courts Strongroom and Foyer Floor;
- ‡ Replacement roof sheets at Lavanda Flat in Lapland;
- ‡ Replacement of Lapland Ward Office Roof sheets;
- ‡ Installation of Floors at Traffic Department Offices in Joubert Street;
- ‡ Installation of mechanical ventilation and storage shelves at the Beltana Road Engineering Workshop;
- ‡ Renovations and construction of the divider wall at Beltana SCM Stores;
- ‡ Installation of hydroboils at the NPK Building;
- ‡ New drainage connection at Community Services Offices at 21 Simonsberg Road;
- ‡ Plastering and painting of internal and external walls at the Park Services Offices on Reservoir Street;



- ✚ Upgrading of Makapula Hall;
- ✚ Upgrading of the van der Stel Complex;
- ✚ Structural upgrading of Plein Street Complex;
- ✚ Structural upgrade to Jamestown Ward Office / Library; and
- ✚ Structural upgrade of the Ida's Valley Pavilion.

The following projects are in ongoing phases:

- ✚ Tender B/SM 24/22;
- ✚ Tender B/SM 66/22;
- ✚ Tender B/SM 27/22 - Upgrading of Dorp Street Flats; and
- ✚ FQ 70/22 77/23 Ramps at Lapland Flats.

Various projects / acquisitions were processed under the following term tenders:

- ✚ Furniture, tools, and equipment; the tender ended on 30 June 2023;
- ✚ Hygienic services: the tender ended on 30 June 2023;
- ✚ The tender for air conditioner maintenance and replacement ended on 30 June 2023; and
- ✚ The rental of indoor plants ended on 30 June 2023.

The following term tenders / quotations were awarded:

- ✚ Tender 66/23: Structural Maintenance and Upgrading of the Stellenbosch Town Hall Complex;
- ✚ FQ 77/23 Ramps at Lapland Flats;
- ✚ Tender B/SM 31/23: Appointment of a Professional Architect to Monitor and Oversee Heritage Building Works / Alterations / Upgrades and to submit a close-out report for the Various heritage buildings;
- ✚ Tender B/SM 76/223 Lift Service Providers as Prescribed by Section 1 of the Lift, Escalator, and Passenger Conveyer Regulation, 2008 Issued in Terms of the Occupational Health and Safety Act of 1993 for a 2-Year Maintenance Contract until 30 June 2025 for the Lift at the Klapmuts Multi-Purpose Centre;
- ✚ FQ 79/22: Appointment of a Draughtsperson / Architectural Technologist to Draw As-Built Plans, Beltana Depot; and
- ✚ FQ 89/22: Appointment of a Draughtsperson / Architectural Technologist to Draw As-Built Plans—Rhenish Complex.

The table below indicates the service data statistics from the 2016/17 to 2022/23 financial years:

**Table 150: Service Data Statistics – Property Management**

Details	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Encroachment Agreements: New	22	16	2	0	0	0	0
Encroachment Agreements: Renewals	5	0	0	0	0	0	0
Lease Agreements: New	1	0	1	1	0	2	4
Lease Agreements: Renewals	2	2	0	1	0	2	0
Sales Agreements	3	0	0	3	0	0	2
Servitudes	-	0	5	2	0	0	0
Poster applications	30	25	35	8	N/A	N/A	0



The table below indicates the capital expenditure for the Section: Property Management and Building Maintenance as at 30 June 2023.

**Table 151: Capital Expenditure as at 30 June 2023: Section: Property Management and Building Maintenance**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrading of New Office Space: Ryneveld Street	18 593	18 561	0.17%
Upgrading Fencing	5 200	4 587	11.80%
Structural Upgrade: Heritage Building	1 978	276	86.05%
Structural Improvement: General	1 382	746	94.61%
Purchasing of land	939	0	100%
<i>Only the five largest capital projects are listed.</i>			

The Section: Property Management and Building Maintenance has spent 84% of its capital budget for the financial year.

The table below indicates the total number of employees in the Section: Property Management and Building Maintenance.

**Table 152: Total number of employees in the Section: Property Management and Building Maintenance**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	0	1	100%
9 – 13	6	5	1	16.6%
4 – 8	2	1	1	5%
3 – 0	0	0	0	0%
<b>Total</b>	<b>9</b>	<b>6</b>	<b>3</b>	<b>33.3%</b>



## COMPONENT B: ROADS, TRANSPORT AND STORMWATER

### 3.11 Roads

This component includes roads, transport, traffic engineering, and stormwater.

To facilitate effective mobility throughout the municipal area, a municipality can employ various modes of transport to reduce congestion and enhance access times for residents, the underprivileged sector, tourists, students, as well as the business and industrial sectors. This serves as a strategic lever for accelerated economic growth. Additionally, the municipality's transport strategies must account for growth shifts and enablement projects taking place in the vicinity of the WC024 area, such as the widening of the R310 Baden Powell Drive and other vital routes for transport.

Roads enable safety aspects such as access to fire and disaster scenes, as well as safety elements for those who are using non-motorised means of transport or walking. The team also responded well to the flood-hit regions and transport infrastructure during June 2023. Some riverbanks were broken, foundations were exposed and at risk, some bridges were washed away, and some roads and piers were destabilised. The damage estimated by the flood-hit areas is more than R100 million, but the municipality moved quickly to stabilise and repair what needed to be urgently attended to, while the longer-term rehabilitation is set to take place.

#### 3.11.1 Strategic Planning

##### Comprehensive Integrated Transport Plan (CITP)

The CITP presents the municipality's long-term transport vision and objectives, as well as provides annual action plans and projects that would enable the municipality to realise its transport vision. The CITP will be synchronised with the annual updating of the IDP.

A current review (2022 – 2027) of the CITP represents the 5-yearly overhaul of the plan and requires, inter alia, that:

- ✦ Every aspect of the previous CITP must be re-examined to see if it is still up-to-date;
- ✦ The previous CITP is revised and updated where necessary, and relevant new aspects are added,
- ✦ An update of the Transport Register be prepared;
- ✦ It reflects revisions of the municipality's SDF, Roads Master Plan, and NMT Master Plan;
- ✦ It provides a revised Public Transport Plan dealing with the restructuring of the public transport network of services; and
- ✦ It provides an update on progress made with previously proposed action plans and projects and proposes additional plans and projects.

The 2022 – 2027 review of the CITP is currently being finalised and is intended to serve before the Council in October 2023.

#### 3.11.2 Transport Studies

The municipality commissioned the following transport studies:

- ✦ The municipality has concluded initial draft studies towards the development of a business model for an inclusive public transport service for persons with disabilities in Stellenbosch;



- ✦ ATC Transport Studies are currently underway to ensure that the required levels of accessibility within the corridor are achieved and the required levels of mobility on the provincial roads are maintained. The ATC Transport Studies will therefore align with the approved ATC MSDF and guidelines, promoting public transport and non-motorised transport within the corridor; and
- ✦ A Freight Strategy Study is currently underway to assess the routes typically utilised by freight vehicles in, around, and through the Stellenbosch Municipal Area, including Franschoek, and to develop a strategic freight network for the area.

### 3.11.3 Master Planning and Projects

The municipality has approved its Non-Motorised Transport (NMT) Master Plan and Policy. The NMT Master Plan and Policy is a review, consolidation, and update of the NMT policy and NMT network and cycle plans, which were compiled in 2015.

The NMT Master Plan and Policy strive to promote and encourage alternative modes of transport, such as walking and cycling. They also aim to analyse the capacity of the current network, identify current and future NMT needs, and recommend improvements that will ensure an effective NMT network.

The NMT Master Plan and Policy further strives to position NMT as a consistent long-term municipal priority. The strategic objective of the NMT Master Plan is the implementation of a coherent, logical, and integrated NMT network for Stellenbosch.

The municipality is in the process of compiling a Sidewalk Accessibility Policy, where the municipality aims to improve sidewalk management and strive towards a safe environment for all sidewalk users. The policy therefore sets procedures in place that would improve safety and make sidewalks more accessible and user-friendly for pedestrians.

The main road networks through Stellenbosch currently operate at capacity and at times beyond capacity, resulting in traffic congestion. Analysis of the road networks and assessments of the public transport operations and facilities are periodically carried out to identify shortcomings and opportunities for improvements. The municipality has approved its Road Master Plan (RMP), which analyses the capacity of the current network and current and future needs and recommends infrastructure improvements that will aid in establishing an effective road network.

The municipality has compiled its draft Road Transport Safety Master Plan (RTSMP). The draft Road Transport Safety Master Plan is a review, consolidation, and update of the Transport Safety Master Plan (TSMP), which was compiled in 2015. The TSMP includes an audit of traffic safety interventions and identifies priority projects with low- to medium-cost engineering measures such as traffic calming, speed monitoring, roundabouts, etc. for implementation.

Extensive investigations, assessments, and analyses are undertaken when compiling master plans. The outputs of master planning are used to inform strategic plans, such as the CITP. Outputs from master plans also aid other municipal decision-making processes.

### 3.11.4 Road Construction and Intersection Upgrades

To reduce the effects of congestion, improve traffic flow, and increase traffic safety at intersections within Stellenbosch, various intersections were upgraded by the municipality through the Intersection Improvement Programme that commenced about 10 years ago.



The following has been completed in the 2022/23 financial year:

- ✚ Construction of R304 / Newinbosch Intersection.

The following intersection and road upgrades are currently in various stages of planning and design:

- ✚ Lower Dorp Street and its intersection with Strand Road (R44) and Adam Tas (R310);
- ✚ Adam Tas and R44 / Alexander;
- ✚ Adam Tas and R44 / Merriman;
- ✚ Phase 2: R44 / Helshoogte;
- ✚ Dualling Bird Street between R44 and Kayamandi;
- ✚ R45 / Le Roux Street Intersection;
- ✚ Extension of Wildebosch Road to Trumali;
- ✚ Techno-Park and Adam Tas Link Road;
- ✚ Minor Road Improvement Klapmuts; and
- ✚ Road development at the Jamestown Schools precinct.

### 3.11.4.1 Road Rehabilitation

During the 2022/23 financial year, the municipality resealed portions of the following roads in WC024:

**Table 153: Road Rehabilitation**

	Name	Length (m)	Width (m)	Area (m <sup>2</sup> )
Stellenbosch	Adam Tas Road	195	8	1 560
	Strand Street (R44)	127.6	12.2	1 556.72
		142	11	1 562
	Pappegaai Road	140	11.2	1 568
	Die Laan	360	6	2 160
	Mark Street	350	11.2	3 920
	Skone Uitsig Street	77	8.6	662.2
	Soeteweide Street	210	7.2	1 512
	Webersvalley Road	37.5	9	337.5
	Pajorolaan	400	6	2 400
Fresno Street	270	6	1 620	
		<b>2 309.1</b>		<b>18 858.42</b>
Pniël	Silvermyn Street	450	7.5	3 375
	Lumley Avenue	420	6.5	2 730
	Arcade Street	200	5.6	1 120
	Simonsberg Street	220	5.6	1 232
	Pine Street	470	5.6	2 632
	Oak Street	130	5	650
	Hill Street	200	5.6	1 120
		<b>2 090</b>		<b>12 859</b>
Ida's Valley	Rustenberg Street	600	11.2	6720
	Desch Road	197	6.2	1221.4
	Sonnebloem Street	240	8.6	2 064
		<b>1 037</b>		<b>10 005.4</b>
<b>Total L(m)=</b>		<b>5 436.1m</b>	<b>Total Area(m<sup>2</sup>)=</b>	<b>41 722.82</b>





### 3.11.4.2 Non-Motorised Transport (NMT)

In line with the municipality's NMT Master Plan, NMT infrastructure was rolled out and implemented to ensure continuous expansion of the NMT network.

During the 2022/23 financial year, sidewalks were constructed along portions of the following roads:

#### Stellenbosch CBD and Surrounding:

- ✦ Koch Road; and
- ✦ Strand Street, R44.

#### Technopark:

- ✦ Techno Ave.

#### Raithby:

- ✦ Herman Street.

#### Plankenbrug:

- ✦ George Blake Street.

### 3.11.4.3 Parking

The municipality embarked upon several interventions to improve the provision of parking in Stellenbosch CBD and Franschhoek. These interventions comprise the following:

- ✦ Reviewing and improving the parking management model; and the possible leasing of parking areas for improved management of these facilities;
- ✦ Construction and upgrading of identified parking areas in Stellenbosch and Franschhoek; and
- ✦ Feasibility studies and associated works for the establishment of a possible public-private partnership (PPP) project to implement and manage a bulk parking facility in Stellenbosch.

### 3.11.4.4 Traffic Signals

Stellenbosch Municipality, in collaboration with Stellenbosch University, continues with research and development to establish a real-time traffic signal control system for Stellenbosch. This research project will assist in addressing everyday congestion through the application of Smart Transportation Technology namely Traffic-Adaptive-Signal-Control (TASC). TASC refers to the real-time control of signalised intersections and enables the real-time adjustment of traffic signal timing to increase vehicle flows through the intersection, thereby reducing congestion.

During the 2022/23 financial year, traffic signal systems were upgraded, and devices were installed that would improve vehicle detection at the following intersections:

- ✦ R44 and Van Rheeде;
- ✦ R44 and Saffraan;
- ✦ R44 and Dorp;
- ✦ R44 (Strand) and R310 (Adam Tas);
- ✦ R310 and George Blake;
- ✦ R310 and Merriman; and
- ✦ R44 and R310 (Helshoogte Road).



### 3.11.4.5 Pedestrian Crossing

During the 2022/23 financial year, white pedestrian crossing block paving was implemented on the following roads:

#### Franschhoek

†	Hugenote	1x pedestrian crossing.
†	De Villiers	1x pedestrian crossing.
†	Groendal	1x pedestrian crossing.
†	Le Roux	1x pedestrian crossing.

#### Stellenbosch

†	Merriman	2x pedestrian crossings.
†	Jannasch	1x pedestrian crossing.
†	Dr Malan	2x pedestrian crossings.
†	Papegaai	1x pedestrian crossing.
†	Tarentaal	1x pedestrian crossing.
†	George Blake	1x pedestrian crossing.

#### Cloetesville

†	Lang Street	1x pedestrian crossing.
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#### Ida's Valley

†	Old Helshoogte	1x pedestrian crossing.
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### 3.11.4.6 Traffic Calming Implementation

During the 2022/23 financial year, traffic calming interventions were implemented along the following roads:

#### Franschhoek

†	Reservoir-East	1x raised intersection and 1 raised pedestrian.
†	Stiebeuel Street	1x raised pedestrian crossing.
†	La Motte	3x speedhumps.

#### Pniël

†	Hill	1x speedhumps.
†	Silwermyl	1x speedhump rebuild.

#### Kylemore

†	Swart Street	1x speedhump rebuild.
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#### Stellenbosch

†	Omega	1x speedhump.
†	Krige	1x speedhump.

#### Cloetesville

†	Cupido	2x speedhumps.
†	Pine	3x speedhumps.
†	Silvia	1x speedhump.

#### Paradyskloof

†	Paradyskloof	1x speedhumps and 1x raised pedestrian crossing.
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#### Jamestown

†	Webersvalley	1x raised pedestrian crossing.
†	Stellenberg	1x speedhump.



‡	Rooiberg	1x speedhump.
‡	Overberg	1x speedhump.
‡	Coetzenberg	1x speedhump.

### 3.11.4.7 Bridges

The Distillery Road Bridge crosses the Plankenbrug River and is located on the western edge of Stellenbosch, near the point where Adam Tas Road / R310 crosses the railway line. The Distillery Road Bridge is approximately 20m in length and consists of a single carriageway. It is the only access road into Bosman's Crossing, a small mixed-development area within Stellenbosch comprising various commercial developments and apartment complexes.

Construction of the Distillery Road Bridge commenced early in 2022 and was completed in March 2023. The structure's historical significance has been carefully considered in the design of the upgraded bridge. Heritage considerations included the retention and detail integration of the existing central stone pier (non-structural), the re-use of the stonework salvaged from the embankments for landscaping, and the design of cantilever walkways that are a visual reminder of the original bridge. One of the existing bollards located at the approach of the existing bridge was repainted, reinstated, and used as a spatial marker with a plaque conveying the historical importance of the site and the retention of the stone pier.

Permanent access into the Bosman's Crossing area was maintained by a half-width construction sequence, where a single traffic lane remained open while the adjacent construction work was performed. The 20m single-span bridge largely avoids complex construction works within the river and their impacts and improves the hydraulic capacity of the structure. In addition to this, there were significant cost and time savings due to the implementation of precast beams that were launched into place.

Provision was made for a wider road surface and sidewalk for both bridge approaches to accommodate two lanes of vehicles and pedestrian / non-motorised traffic in accordance with the planning requirements for this urban area. In support of the National Department of Public Works' EPWP, all unskilled workers were sourced from the identified local community and received training that was financed through the construction contract.

To preserve the picturesque treescape that characterises Stellenbosch, seven new indigenous trees were planted on the project site, and all disturbed areas were rehabilitated.



Figure 32: New Bridge constructed



The construction of a new bridge on the Lanquedoc Access Road that would better serve the Lanquedoc community is earmarked to commence in 2024.

The Kayamandi Pedestrian Bridge will link the communities of Kayamandi and Cloetesville and provide safe passage over the railway line and Plankenburg River. Construction of phase 1 of the bridge, i.e., its crossing over the railway line and Plankenburg River, is earmarked to commence in 2024.

### 3.11.5 Roads Statistics

The following graphs provide an overview of the total kilometres of road infrastructure and non-motorised transport from 2017/18 until 2022/23.

Figure 36: Tarred Road Infrastructure

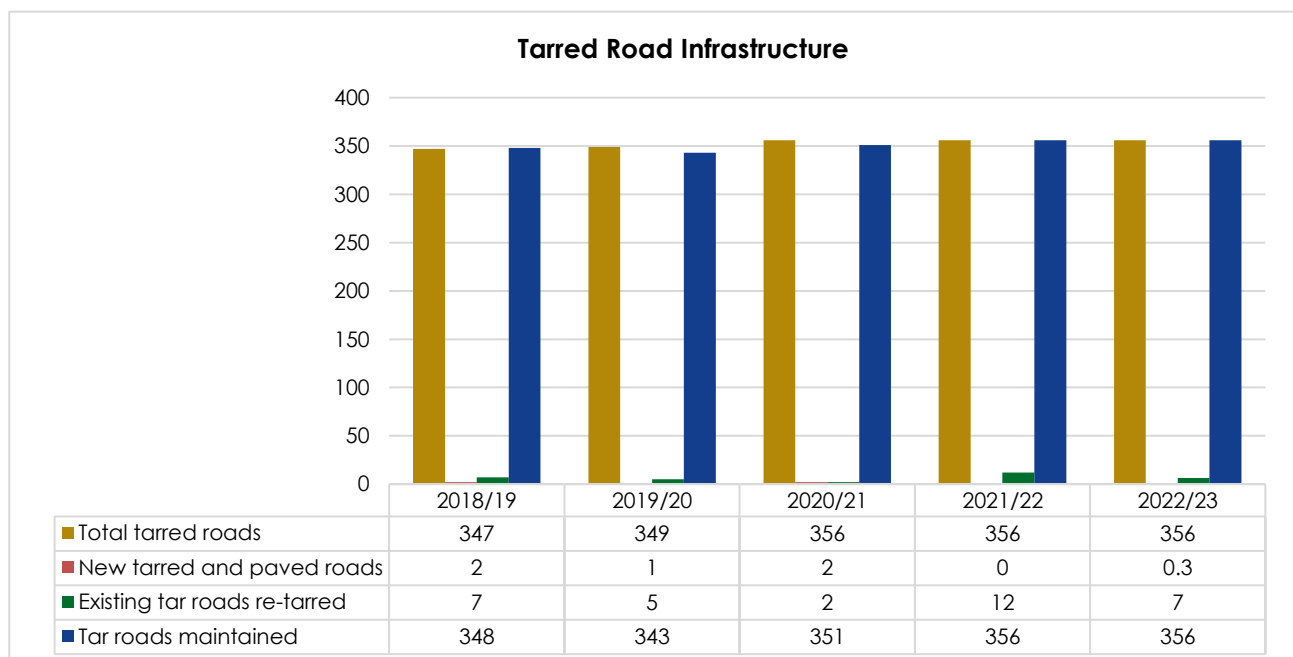
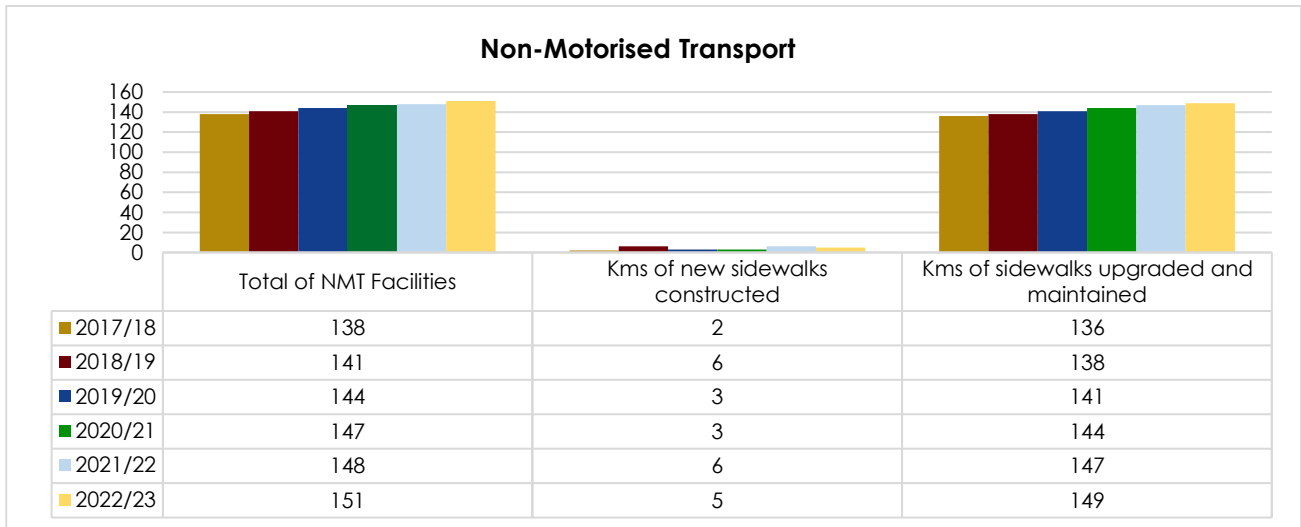




Figure 37: Non-Motorised Transport



The table below indicates the capital expenditure for the Section: Roads, Transport and Stormwater Services as at 30 June 2023.

Table 154: Capital Expenditure as at 30 June 2023: Roads, Transport and Stormwater Services

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Bridge Construction	19 394	19 394	0%
Ad hoc reconstruction of roads (WC024)	7 037	6 005	14.66%
Non-motorised transport implementation	4 689	4 466	4.76%
Reseal Roads: Stellenbosch and surrounding	4 200	4 941	-17.64%
Adam Tas, Technopark Link Road	2 200	2 129	3.24%

*Only the five largest capital projects are listed.*

The Section: Roads and Stormwater has spent 96% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Roads, Stormwater, Transport, and Traffic Engineering as at 30 June 2023.

Table 155: Total number of employees in the Department: Roads, Stormwater, Transport and Traffic Engineering

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	3	3	0	0%
9 – 13	21	17	4	19%
4 – 8	15	15	0	0%
3 – 0	71	62	9	12.6%
<b>Total</b>	<b>111</b>	<b>98</b>	<b>13</b>	<b>11.7%</b>



### 3.12 Development Services and Project Management Development Services, Asset Management and Systems and Project Management Unit (PMU)

The Department: Asset Management and Systems, Development Services and Project Management Unit (PMU) are responsible for technical information management, asset management, wayleave management, development services, and project / programme management in the Directorate: Infrastructure Services.

During the 2022/23 financial year, the Section: Development Services facilitated the approval of land use applications and building plans, which led to a development contribution revenue of R28.6 million (cash payments). This revenue can be used on bulk infrastructure engineering projects to create capacity to accommodate further development and broaden the municipal income base in terms of property rates and taxes. The section also managed development contribution projects (projects implemented by developers in lieu of the payment of cash development contributions to the value of R192 million). The department continued to provide operational services in terms of wayleave applications, building plan assessments, land use applications, and project management.

#### 3.12.1 Project Management Unit (PMU)

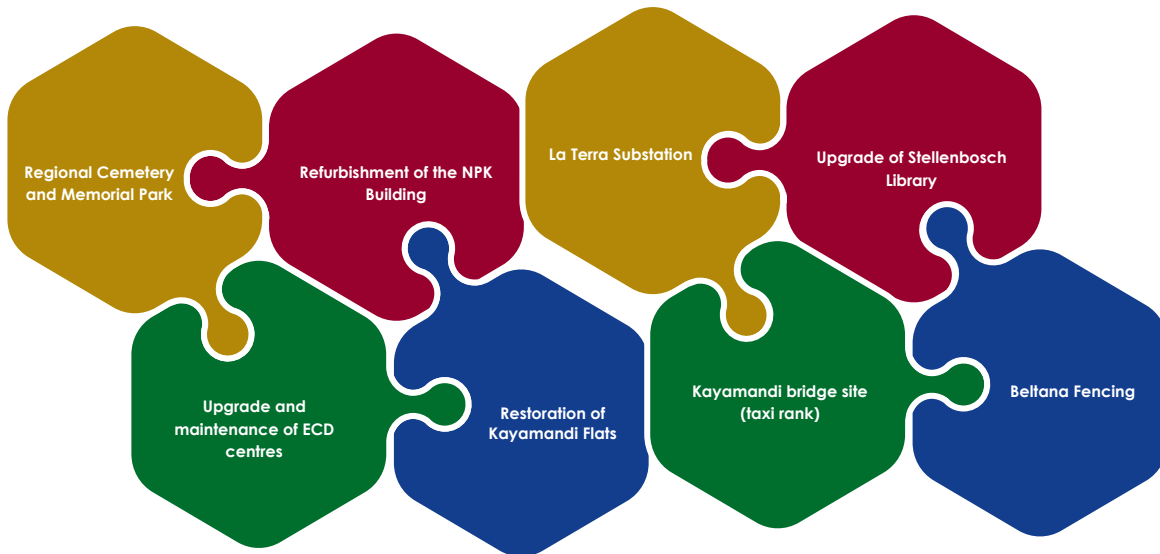
The Project Management Unit (PMU) is a unit within the municipality that is dedicated to managing capital infrastructure projects. The unit is responsible for providing support to municipal departments to manage capital projects during the implementation, planning, and construction phases of new housing, informal settlements, infrastructure, and municipal facilities projects, including:

- ✦ Develop and maintain project management systems, procedures, and processes for the life cycle of implementing infrastructure projects;
- ✦ Specialise in rendering life-cycle project management services for all types of infrastructure projects;
- ✦ Manage cross-functional projects in conjunction with relevant departments;
- ✦ Engage with departments in the medium- to long-term planning and budgeting of capital projects;
- ✦ Assist with the compilation of the long-term budget for the Directorate;
- ✦ Manage and report on infrastructure implementation projects; and
- ✦ Management of Grant Funding programmes (CAPEX / RSEP / IUDG).

During the 2022/23 financial year, the Project Management Unit managed a capital expenditure budget of R10 870 099 (of which R6 018 379 was an allocation from the Informal Settlements Upgrading Partnership Grant (ISUPG)). The Project Management Unit achieved a capital expenditure of R9 029 381 (83.07%) at the end of the 2022/23 financial year.



The PMU managed the following major projects for external directorates during the 2022/23 Financial year:



Herewith is a brief overview of the highlights of major multi-year projects that were managed by PMU during the 2022/23 financial year:

**Longlands Housing Project**

The Longlands housing project was approved by the Department of Human Settlements as a Development-Driven Individual Subsidy Programme (DDISP). The project was completed in November 2022 and comprises the construction of an access road from Vlothenburg Road, tarred streets, stormwater control, and individual water, sanitation, and electricity connections to 145 stands. The property has been transferred to the Stellenbosch Municipality during the year as part of the agreement between the parties.

Ninety-eight (98) subsidised top structures were constructed for beneficiaries residing on the property and beneficiaries from the waiting list who qualified for housing subsidies, with an additional 8 Enhanced Service Sites for beneficiaries who do not qualify for the top structure. The development also provided a Temporary Relocation Area (TRA) that accommodated 76 temporary wooden house structures. All families from the triangle site were relocated to the TRA.

**Figure 33: Ministerial Handover Ceremony**





## Ida's Valley Housing Project, Erf 9445 Oak Tree Village

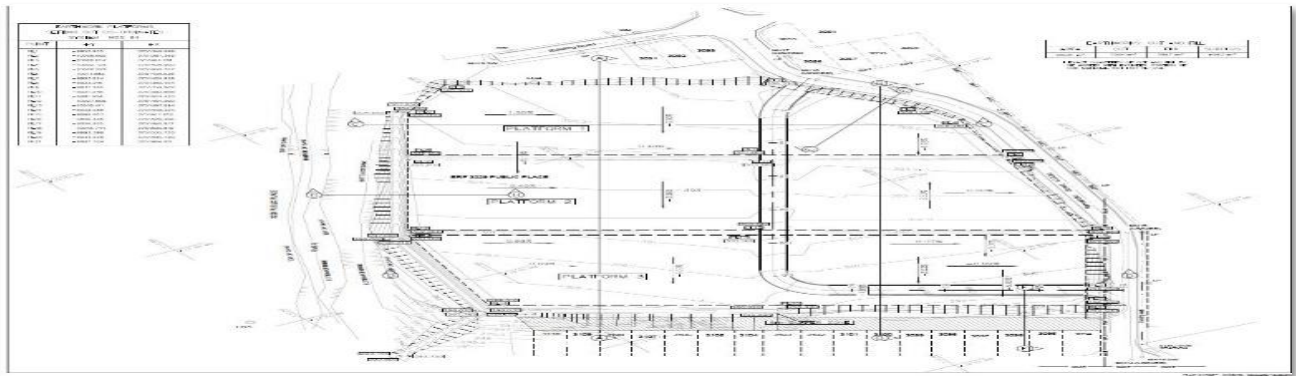
**Figure 34: GAP Housing Project**



Before the project, no development in Ida's Valley had occurred, which led to a massive need in the community for housing opportunities. The Stellenbosch Council made the land available for the development of a turnkey developer. The housing project was approved by the Department of Human Settlements as a second phase of the Ida's Valley housing project in terms of the Integrated Residential Development Programme (IRDP) for the installation of civil engineering services for the development of 166 sites. The final variation of the services was completed in March 2023. The construction of 166 GAP houses is still in progress, with an expected completion date of November 2023. 100 houses have been completed and handed over to the new owners during June 2023.

## Rehabilitation of Erf 3229, Franschoek

**Figure 35: Site rehabilitation and construction of bulk earthworks**



The objective of this project is to establish a temporary relocation site to relocate families impacted by the proposed rehabilitation of the dam wall at Langrug Informal Settlement. Erf 3229 is currently used for illegal dumping of solid waste material and builder's rubble. Studies recently undertaken by the municipality indicated that the subject property is feasible for the proposed development of a decanting site. Approximately 236 sites will be serviced. The services include water, sanitation, and electrification of households.

The project is currently in the procurement stage. The estimated cost of the project is R18 million. The project is funded by the Department of Infrastructure and the Department of Mineral Resources and Energy.





### Installation of Basic Services Kayamandi Watergang

**Figure 36: Construction of basic services, Watergang Informal Settlement**



The project entailed the provision of water taps and waterborne toilets. It was completed in December 2022. The project output was 36 waterborne toilets, 28 wash troughs, 26 water taps, and underground infrastructure (water and sewer pipes).

### Upgrading of The Steps / Orlean Lounge

The project entails upgrading the 161 houses at Cloetesville.

**Figure 37: Upgrading of the Steps / Orlean Lounge**

The project is funded through municipal funding from the Capital Replacement Reserve (CRR). The project is multi-year; it commenced in January 2020. The project cost is R17 million.



Currently, 139 houses have been completed, and the families have moved back into their homes.

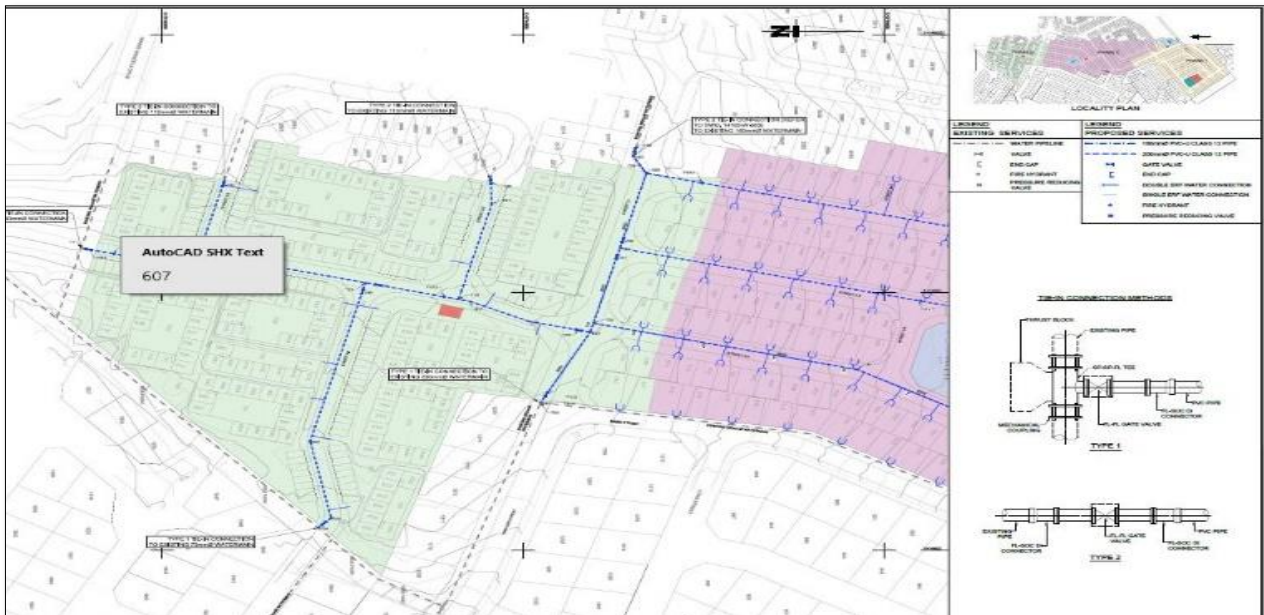
### Kayamandi: Zone O, Housing Development

The budget of R13 350 000 was moved to the 2023/24 financial year due to the site not being established.

In the 2022/23 financial year, the Project Management Unit provided project / programme management support to municipal departments during the planning and implementation stages of capital projects mentioned below.



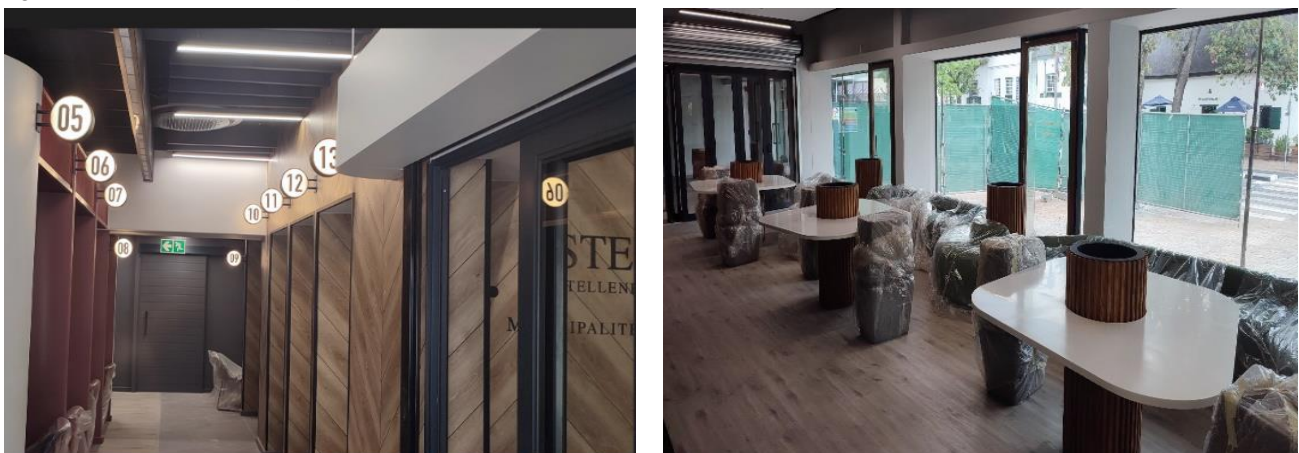
Figure 38: The upgrade of Zone O informal settlement



**Upgrading of new office space: Ryneveld Street**

The refurbishment is aimed at using the floor space to ensure that the maximum number of public officials can be accommodated within the building and reserving the ground floor area to accommodate a Customer Interface Centre (One-Stop-Shop) which is aimed at providing a high-tech and high-quality customer-orientated centre to provide fast, effective, and efficient municipal services to citizens.

Figure 39: Cashiers and enquiries



The project was completed, and the final completion certificate was issued.

**Construction of the La Terra 11kv Switching Station, Franschhoek (Directorate: Electrical Services)**

The Franschhoek distribution network has been identified as requiring expansion and strengthening to meet demand requirements, increase the reliability of the network, and de-load the existing electrical infrastructure.



The distribution network is fed from the Franschoek 66/11 kV substation and supplies the load in the Franschoek area.

The construction for the establishment of a new La Terra 11kV switching station is expected to be completed by November 2023.

### Calcatta Bos Memorial Park (Directorate: Community and Protection Services)

The project is in the planning stage. The project output will be 40 000 grave sites. The cost to implement the project is estimated at R196 million. The consultants are busy with detailed designs and statutory approvals.

The project below is currently funded through the IUDG funding.

**Map 8: Establishment of a Regional Public Cemetery and Memorial Park**



### Taxi Rank: Kayamandi (Bird Street): Section Transport Planning and Public Transport

The Project Management Unit is responsible for the management and administration of the Integrated Urban Development Grant (IUDG). The Integrated Urban Development Framework (IUDF) marks a new deal for South Africa's cities and towns. It sets a policy framework to guide the development of inclusive, resilient, and liveable urban settlements while addressing the unique conditions and challenges of integration facing South Africa's cities and towns. The key outcomes of the IUDF are spatial transformation and the creation of a growth model of compact, connected, coordinated, and integrated cities and towns.

Within the IUDF's Intermediate City Municipality (ICM) programme, which targets 39 municipalities, support is provided for the municipalities in the middle size and density range of the continuum. The purpose of the Intermediate City Municipality's support strategy is to help translate the Integrated Urban Development Framework Policy into practical programmes of action in the Intermediate City Municipalities. Stellenbosch Municipality achieved **99.42%** IUDG expenditure (**an allocation of R65 747 000**) for the 2022/23 financial year.



**Table 156: Completed new taxi rank (Bird Street)**



Practical completion was achieved on 30 May 2023. Final completion is scheduled for July 2023.

### 3.12.2 Asset Management and Systems

The Asset Management and Systems Unit is a dual-function unit within the Infrastructure Directorate, and its functions are concerned with the financial and physical accountability of all infrastructure assets (Asset Management). The other function (Wayleave Management) seeks to ensure protection (from damage, loss, etc.) of all existing infrastructure assets / services through regular inspections and monitoring of all works conducted on and around the municipality's assets. Additionally, this function aids in the documentation of internal (municipal-owned) and external services or assets that are located within the road reserve of the municipal land.

This unit seeks to maximise municipal infrastructure management to support the current Strategic Focus Area 5: Good Governance and Compliance. As one of the largest economies nationally, the greater Stellenbosch area and municipality are significant providers of services. Deciding what to do, when, where, and for whose benefit is the difficult task that Infrastructure Asset Management addresses. Enhanced infrastructure capabilities also augment the achievement of the other four Strategic Focus Areas, i.e. 1: Valley of Possibility, 2: Green and Sustainable Valley, 3: Safe Valley, and 4: Dignified Living.

Municipalities are not only responsible for the provision of essential engineering services that include potable water supply, sanitation, electricity reticulation, the provision of roads and stormwater, and solid waste collection and disposal but also for housing and shared community assets like cemeteries, parks, sports grounds, libraries, etc. While municipalities also have obligations towards governance, community safety and health, and development services, the success or failure of a municipality is substantially measured by the availability and quality of infrastructure services. As such, a municipality is an asset-intensive business.

The unit strives to comply with the recently introduced Generally Recognised Accounting Practice (GRAP) standard for local governments, which focuses attention on asset management. Additionally, this unit ensures compliance with the issued National Treasury asset management practices and reporting requirements. These requirements include identifying, componentising, valuing, and tracking the health of the municipal-owned assets, establishing programmes, providing resources to care for those assets, and reporting the status recorded of existing and new assets for sustainable development.

The collective value of the municipality's infrastructure assets, installed mainly in the public road reserve and on other municipal land, amounts to a considerable value. Without the collective support and coordination by the Asset Management and Systems' (Asset and Wayleaves Management) Unit, the financial and physical accountability and protection of the existing municipal infrastructure assets would be difficult, if not practical, to manage by the individual infrastructure department. This unit



strives to continuously improve its functions and systems to provide better and more efficient support to the internal departments and the public. Through these continuous improvement goals, this unit has improved its overall efficiency in Wayleave Management from 88% to 90% in the financial year 2022/23.

The table below provides a summary of the functional statistics of the Wayleave applications.

**Table 157: Wayleave Applications**

Activity	2022/23												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Wayleave Applications - Received	22	46	31	32	33	3	26	20	19	27	56	30	<b>345</b>
Wayleave Applications - Commented on	21	41	28	28	27	3	26	17	15	26	48	29	<b>309</b>
Wayleave Applications - Approved	21	41	28	28	27	3	26	17	15	26	48	29	<b>309</b>
%													
Wayleave Approval Rate	95	89	90	88	82	100	100	85	79	96	86	97	<b>90</b>
Wayleave Cancellation or Refusal Rate	5	11	10	13	18	0	0	15	21	4	14	3	<b>10</b>

### 3.12.3 Development Services

The Section: Development Services is a section within the municipality that is responsible for managing the approval of engineering services and the implementation stages of all new developments in the municipality to ensure that the impact on municipal services and the environment is adequately and responsibly mitigated. Additionally, this section is required to facilitate development to promote economic growth, stimulate job creation, expand the municipal revenue stream (Development Contributions (DCs) and new property rates), and ensure development contributes to the achievement of the strategic goals of the municipality, using the following activities:

- ✦ The approval of new developments and monitoring and control of engineering projects implemented by developers;
- ✦ Provides ongoing technical support and guidance to ensure responsible and successful development;
- ✦ Plan, organise, coordinate, and control the activities, procedures, and outcomes associated with the evaluation and approval of land use and building plan applications, as well as the calculation and coordination of bulk infrastructure development charges;
- ✦ Plan, organise, coordinate, and control the activities, procedures, and outcomes associated with the engineering side of the rate clearance applications;
- ✦ Manages the implementation of specific developments and development contribution-linked infrastructure projects to ensure capacity for new developments; and
- ✦ Develops and provides input into strategic documents, policies, and guidelines related to the engineering aspects of development.

During the 2022/23 financial year, the Section: Development facilitated the approval of land use applications and building plans, which led to a DC revenue of **R28.6 million incl. VAT** (cash payments). This revenue can be used on bulk infrastructure engineering projects to create capacity to accommodate further development and broaden the municipal income base in terms of property rates and taxes.

The images below depict the projects for the 2022/23 financial year (all amounts stated are including VAT).



**Devon Valley / Adam Tas Road and Vredenburg / Adam Tas Road re-alignment (Woodmill) R36m**

**Figure 40: Devon Valley /Adam Tas Road and Vredenburg / Adam Tas Road re-alignment (Woodmill)**



**Klapmuts Road intersection Upgrade (Potbelly and Mont Vernon) R2.8m**

**Figure 42: Klapmuts Road intersection Upgrade**



**Sewer crossing Bottelary Road (2.8m)**

**Figure 41: Sewer Crossing Bottelary Road (Devonbosch)**



**Vlottenburg New Outfall Sewer (Longlands)R5.6m**

**Figure 44: Cloeteville Bulk water upgrade (Voliere)**



**Cloeteville Bulk water upgrade (Voliere)R6.0m**

**Figure 43: Vlottenburg New Outfall Sewer (Longlands)**





**Koelenhof Bulk Water Project (Devonbosch) R 2.7 million**

*Figure 45: Koelenhof Bulk Water Project (Devonbosch)*



**R304 intersection upgrade (Newinbosch) R66m**

*Figure 46: R304 intersection upgrade (Newinbosch)*



**Outfall Sewer upgrade (Newinbosch) R5.7m**

*Figure 47: Outfall Sewer upgrade (Newinbosch)*



During the 2022/23 financial year, the Section: Development Services initiated, facilitated, and managed development contribution projects (projects implemented by developers in lieu of the payment of cash development contributions) to the value of **R192 million (incl. VAT)**.



To provide more perspective on the above, the monthly and annual applications are summarised in the table below:

**Table 158: Building Plans and Land Use Applications**

Activity	2022/23												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Building Plans: Received	131	102	152	97	190	109	23	102	136	72	114	119	1 347
Building Plans: Commented on within 14 days	22	57	84	69	141	43	9	30	34	4	5	49	546
% within the deadline (target = 50%)	17%	40%	55%	71%	74%	39%	39%	29%	25%	6%	4%	40%	55%
Land-use Applications: Received	19	15	25	20	15	24	0	14	25	14	12	17	200
Land-use Applications: Commented on within 30 days	17	6	5	13	12	10	0	12	20	6	8	10	119
% within the deadline (target = 35%)	89%	40%	20%	65%	80%	42%	0	86%	80%	43%	67%	59%	60%

Despite all the highlights some of the challenges were identified in the department:

**Table 159: DC Challenges**

Service Area	Challenge	Actions to address
Development	Vacant posts could not meet service delivery targets.	Two technician posts and one clerk post have recently been advertised.
Development	Dependence on other service departments to meet service delivery targets	Vacancies in other service departments have a negative effect on response times to development.
Development	Frequent Challenges in DC Calculations by Developers	Problematic areas in DC Policy need to be addressed. Collaboration with the Section: Land Use Planning is required. Inconsistencies regarding DCs between the DC Policy and the Land Use Planning By-law must also be addressed.
Development	DCs payable by schools and other social institutions are problematic for the developers of these facilities, frequently stating that they render the school, etc. unfeasible. This has a domino effect if the school / social facility is not built because the underlying social issue cannot be addressed.	The Council considers if an automatic DCs exemption will apply to these types of land uses. This can be addressed in the next revision of the DC Policy (2024/25).





## COMPONENT C: PLANNING AND ECONOMIC DEVELOPMENT

### 3.13 Spatial and Infrastructure Planning

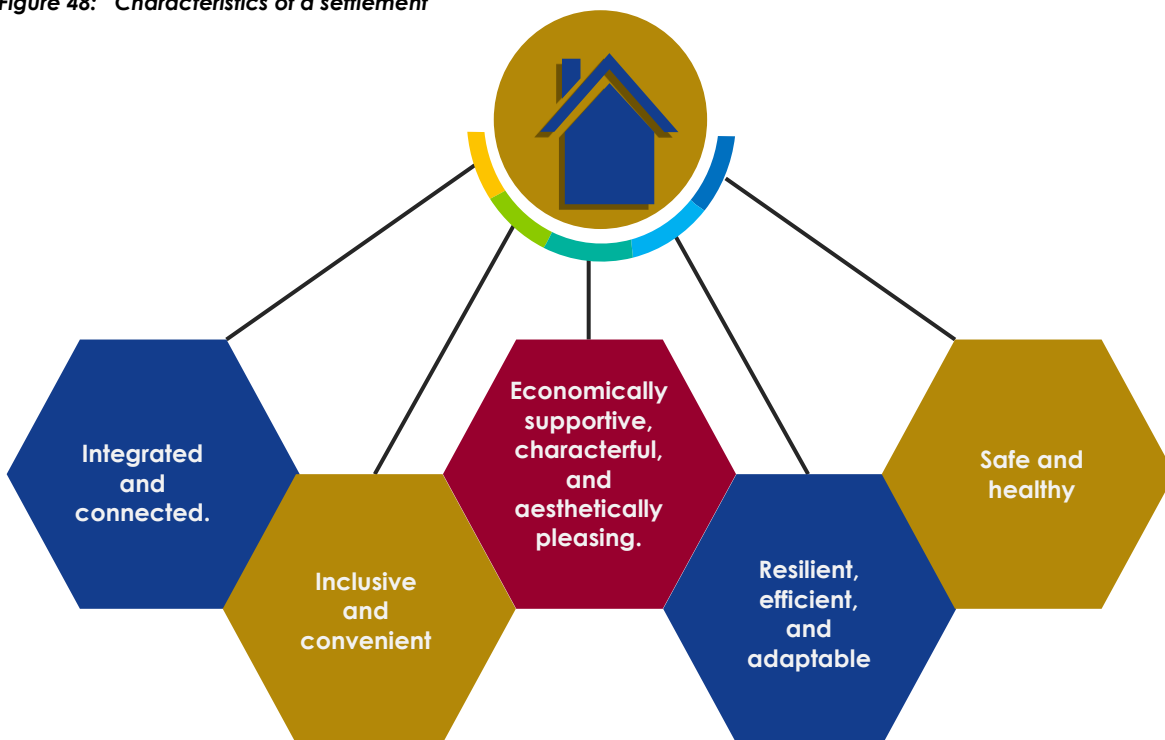
#### a) Integrative Spatial Planning Approach

Spatial planning is critical for delivering economic, social, and environmental benefits by creating more stable and predictable conditions for investment and development, securing community benefits from development, and promoting prudent use of land and natural resources for development. Spatial planning is therefore an important lever for promoting sustainable development and improving the quality of life.

Integrative spatial planning is informed by universal planning approaches and concepts, normative and developmental planning principles, norms, and standards. These informants provide clarity on the scope and focus for achieving spatial planning outcomes / benefits for creating positively performing areas that are generally regarded as successful and liveable settlements.

The characteristics of a desirable and successful settlement tend to be:

Figure 48: Characteristics of a settlement





**To achieve these positively performing, successful, liveable settlements the following requirements are required of the planning system, namely:**

- ✦ To achieve a greater mix of land uses and densities in the urban structure that provides a full range of urban functions—housing, employment, and services—in a pattern that minimises the need to travel great distances to work, shop, or conduct business. The efficient use of land needs to be compatible with social well-being and healthy environmental objectives;
- ✦ To initiate urban regeneration in inner city areas and main streets with high-density concentrations of mixed employment, residential, and other uses. These areas, with adequate investment in modernisation and renovation of the existing stock and infrastructure, can provide housing closer to services and a wider range of lifestyle opportunities;
- ✦ To enhance and support the regeneration of housing estates through innovative financing, technological and regulatory initiatives, and demonstration projects. Focusing on the elimination of barriers to investment will facilitate small-scale urban renewal through cooperative efforts and self-help;
- ✦ To enhance broad participation, improve community involvement, and build support for sustainable planning policies and programmes; to promote community identity through the creation of meeting places, public spaces, pedestrian networks, and the preservation of historic buildings and attractive streetscapes;
- ✦ To provide a range of cultural and recreational opportunities that correspond to diverse needs through efficient use of natural areas for passive recreation and cultural purposes; to maintain a system of integrated and interconnected open spaces, parks, and river valleys; and to protect the natural habitat and resources in the areas;
- ✦ To provide water and sewerage infrastructure that accommodates the needs of the local community while meeting the objectives of a healthy environment; to undertake considerable improvement of existing infrastructure to reduce the amount of untreated urban runoff wastewater discharge; and to increase the capacity of the existing infrastructure to accommodate urban growth and intensification; and
- ✦ To improve and expand the transport system to meet the challenges of readjustment in the urban economy and to sustain the competitiveness of public transport. To maximise efficiency, supplement conventional public transit with specialised services directed at specific market segments; and promote energy efficiency and alternative modes of transport.

**b) The system of Integrative Spatial Planning**

One of the legislated spatial planning system tools available to urban and regional planners is SDFs, a strategic and integrated spatial planning policy that must outline specific arrangements for prioritising, mobilising, sequencing, and implementing public and private infrastructural and land development investment in the priority spatial structuring areas as identified in these SDFs to give effect to the vision, goals, and objectives of the municipal IDP or related business plans of the government.

The MSDF covers the jurisdictional area of the municipality. In the case of the Stellenbosch Municipality, the MSDF must answer the following questions: “How is Stellenbosch going to develop over the next ten to thirty years? What kind of development will take place, where will it take place, and who will be responsible for what aspect of the development? What are the non-negotiables and fixes necessary to achieve the proposed development path, and which areas require more detailed studies / precinct plans?” all while maintaining the best and most sustainable use of resources.



With the reform in planning law, a shift in focus to an integrative spatial planning approach was facilitated. This shift results in:

- ✦ More effective coordination of sectoral actions that have a cross-sectional spatial dimension;
- ✦ Greater responsibility for operating the system for authorities at regional and local levels, while ensuring conformity and adequate support;
- ✦ More effective participation by local communities and other stakeholders;
- ✦ The ability of planning authorities to recoup a proportion of the financial gain from the allocation of development rights to private developers to provide or pay for externality effects and provide local community benefits; and
- ✦ The responsible consideration of environmental impacts of development so that any adverse impacts are mitigated and / or compensated for.

### **c) The local spatial strategy informants to the MSDF, its review and proposed amendments (2022/23)**

The approved MSDF for 2019 was informed by various specialists and spatial strategies, namely:

- ✦ The development of scenarios of land demand to inform the development of a preferred 20-year growth strategy, development path, and nodal development concepts for SM. This work culminated in the status quo and Urban Development Strategy (UDS) documents in 2017;
- ✦ The Rural Area Plan (RAP), which provides an analysis and synthesis of the rural areas of Stellenbosch Municipality;
- ✦ Heritage surveys and inventories of large-scale landscape areas in the rural domain of the municipality inform proposed heritage areas (complementing previous inventory work completed for urban areas);
- ✦ Approved heritage inventory;
- ✦ Area-based planning investigations for parts of the municipality, notably Stellenbosch town, Klapmuts, and the area north of Kayamandi; and
- ✦ Capital Expenditure Framework, 2019.

Since the approval of the MSDF (2019), related work has focused on:

- ✦ Area-based planning investigations for the Adam Tas Corridor, located in Stellenbosch town, culminated in the approval and adoption of the Adam Tas Corridor Local Area SDF (ATC LASDF), 2022, and Development Guidelines. The catalytic initiative was done in partnership with the WCG: DEA&DP;
- ✦ In parallel, the Adam Tas Corridor Overlay Zone was developed, finalised, and adopted in May 2023;
- ✦ To confirm the spatial vision and implementation of the ATC LASDF, SM and the ATC's collective landowners signed a Memorandum of Understanding (MOU) in 2022. The Council approved the MOU in August 2022;
- ✦ As part of the IUDG in 2020 and 2021, the Capital Expenditure Framework (CEF) was updated to align with the municipal spatial vision, functional areas (FAs), and priority development areas (PDAs) for the municipality. This was done so that a socio-economic and developmental profile could be made for the municipality as well as for each of the FAs and PDAs. This input enabled extensive spatial demand quantification and the setting of programmatic long-term infrastructure investment targets required to realise the spatial vision of the municipality;



- ✦ A Capital Planning Forum (CPF) was established to coordinate sector plans, prioritising, mobilising, sequencing, and implementing public infrastructural and land development investment in the priority spatial structuring areas;
- ✦ An updated CEF was commissioned in 2023 due to the approval of the ATC LASDF, 2022, and the Development Guidelines. The updated CEF for 2023 has been adopted simultaneously with the amended MSDF process for 2023/24;
- ✦ The Inclusionary Zoning Policy identified in the MSDF implementation framework was completed and has been published for public comment. The intention is to finalise the policy in 2023. This was done in partnership with the WCG, DEA&DP, Development Action Group (DAG), City of Cape Town, and other metropolitan municipalities considering the development of the policy;
- ✦ Investigation of the Rhenish complex for economic development opportunities has been concluded in 2021/22. This is linked to the proposed urban revitalisation of Mill Square and its surrounds, as initiated by the Council in 2022. The precinct plan has undergone public participation, and the final policy will be submitted for adoption by the Council;
- ✦ The Klapmuts Concept Plan was approved as part of the MSDF in 2019 and confirmed by the Council in 2021. Support was given for the creation of an intergovernmental initiative for the development of Klapmuts by the Greater Cape Metropolitan Regional Spatial Implementation Framework (GCMRSIF) Intergovernmental Steering Committee. This was done so that the node could be planned and built together by Stellenbosch, Drakenstein, WCG through DEA&DP, and other government departments that were affected.
- ✦ Significant progress has been made in planning and land use decisions for an “Innovation Precinct” or “Smart City District” directly west of and adjacent to Klapmuts South. A land agreement with the University of Stellenbosch (US) to possibly establish university-related activities in this area is currently being negotiated. Phase 1–3 has been approved, and some amendments to land use approvals are currently under consideration;
- ✦ To support the cross-border catalytic project identified in the MSDF to unlock development in Klapmuts North and to make it possible for large manufacturing, logistics, and warehousing companies to move from Stellenbosch town (connected to the ATC LASDF) to Klapmuts, the Stellenbosch Municipality applied to the Demarcation Board in 2022 to change the municipal boundaries. The Council approved the submission in 2022, and the re-determination process is currently in progress, with feedback expected in 2023/24;
- ✦ The Council adopted the correction of Tables 20 and 28 within the approved MSDF in 2022;
- ✦ The amendment and adoption of the review of the Stellenbosch By-law on Municipal Land Use Planning have been finalised during 2022/23;
- ✦ The Housing Pipeline Review was approved in 2022, and the IHSP is being updated. The intention is to finalise and adopt the policy in 2023; and
- ✦ The CIP has been updated, and the intention is to finalise and adopt the policy in 2023.

In parallel to MSDF work, considerable progress has been made in collaboration with the Western Cape Government (WCG) through participation in the Greater Cape Metropolitan Regional Spatial Implementation Framework (GCMRSIF) Intergovernmental Steering Committee—continuously—with adjoining municipalities to discuss regional spatial development trends, cross-border challenges, opportunities, risks, and infrastructural constraints.

Continued partnership with all local municipalities within the Western Cape and the WCG: DEA&DP to share best practices and improve coordination on matters related to spatial planning and land use management through the Western Cape Planning Heads Forum.



The table below indicates the capital expenditure for the Department: Planning and Development Services as at 30 June 2023.

**Table 160: Capital Expenditure as at 30 June 2023: Department: Planning and Development**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Furniture, Tools, and Equipment: Spatial Planning	163 18	16 318	0%

The Departments: Planning and Development have spent 100% of its capital budget for the financial year.

The table below indicates the total number of employees in the Department: Development Planning as at 30 June 2023.

**Table 161: Total number of employees in the Department: Development Planning**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0
14 – 17	2	2	0	0
9 – 13	6	6	0	0
4 – 8	5	5	0	0
3 – 0	0	0	0	0
<b>Total</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0</b>

The table below indicates the highlights and challenges experienced within the department as at 30 June 2023.

**Table 162: Performance Highlights- Department: Development Planning**

Highlight	Description
Local Spatial Development Framework for the Adam Tas Corridor	The local spatial development and development guidelines for the Adam Tas Corridor (ATC LSDF), which is a catalytic project listed in the MSDF, have been finalised and adopted by the Council in 2022.
Adam Tas Overlay Zone	The preparation of the ATC LSDF included drafting a concept overlay zone. The Council approved the overlay zone, and its promulgation is currently underway.
Review and amendments to the MSDF and CEF	The department embarked on a process to ensure a better alignment of the strategic and higher-order plans of the municipality with the approved MSDF, which required the review and amendment of the MSDF (including the Capital Expenditure Framework CEF). The Council approved the final amended MSDF and CEF on 27 June 2023.
Inclusionary Zoning (Housing) Policy	The MSDF proposed that an Inclusionary Zoning (Housing) policy be drafted through which the delivery of more affordable housing within new developments and / or targeted areas can be achieved. The Inclusionary Zoning Policy was adopted by the Council on 27 June 2023. Stellenbosch Municipality is the first intermediate city to adopt a policy of this nature.
Feasibility studies for land / building acquisition	Four studies for properties that could potentially be obtained by the Council, three of which are in the Adam Tas Corridor, were completed and submitted to management for consideration.
Precinct plan for the Rhenish complex	An urban design study and precinct plan for the Rhenish Complex in Stellenbosch, setting out the potential measures to preserve, develop, and activate the Rhenish Complex, was drafted, and published for public participation. The comments are currently being reviewed, and the amended policy will be transmitted to Council for approval during the latter part of 2023.
Intergovernmental relations	DEA&DP took the initiative to arrange for quarterly intergovernmental relations meetings for municipalities falling within the Greater Cape Metropole. The meetings have the mandate to discuss common issues and cross-boundary matters. All the department's senior staff attend the meetings.



### 3.14 Performance Challenges

**Table 163: Performance Challenges- Department: Development Planning**

Challenge	Actions to address
Approval of the Inclusionary Housing Zoning Policy	Stellenbosch is the first municipality (except the City of Johannesburg) to approve an Inclusionary Zoning Policy. The policy will require that developers contribute a certain percentage of the housing delivery to a specific income band (affordable) in exchange for offset incentives (i.e., up-zoning, density bonuses, etc.). There is a real risk that developers will view this requirement as a penalty, and considerable opposition can be expected from some developments. The process of implementing the policy will be challenging and may be challenged in a court of law.
Capacity	The total staff component of the Section: Spatial Planning amounts to four (4) officials, consisting of a manager, a senior planner, and a spatial and administrative officer. With the increase in projects undertaken in-house, as well as the need to develop LSDFs for each smaller town, as well as for the "Bosdorpe," and to facilitate and lead the implementation of the MSDF. Catalytic projects and the LSDF are currently placing the department under severe pressure. The Department: Development Planning notes that the organogram approved in 2017 does not meet the requirements to successfully fulfil the functions and mandate required by the Section and must be urgently reviewed and amended.

### 3.15 Local Economic Development (LED)

The table below indicates the highlights within the Section: LED and Tourism.

**Table 164: LED Achievements**

Achievement / Highlight	Description	Financial years				
		2018/19	2019/20	2020/21	2021/22	2022/23
Business Interventions	Business registrations	37	37	29	n/a	n/a
	Municipal Jobseekers Database Registrations	27	n/a	181	1 767	7 903
	Advice to walk-ins	1 795	n/a	334	19	24
	Workshops	12	15	1	0	n/a
	Business Licences	13	2	22	19	24
Informal Trading	The Section: Economic Development and Tourism has several informal trading sites: <ul style="list-style-type: none"> <li>• Cloetesville;</li> <li>• Kayamandi;</li> <li>• Klapmuts; and</li> <li>• Ida's Valley.</li> </ul> The only site not operational yet is Groendal, but this will be operational within the 2023/24 financial year.	n/a	n/a	n/a	3	4
Enterprise Development and Support	Training for Stellenbosch-based entrepreneurs did exceptionally well in the 2022/23 financial year. The municipality partnered with Ranyaka and Stellenbosch Network and provided eleven (11) SMME training and mentoring workshops during the 2022/23 financial year. The types of training and mentorship programmes delivered were as follows: <ul style="list-style-type: none"> <li>• SALGA training: Rural Entrepreneurship Development Programme;</li> <li>• Construction Information Session;</li> <li>• SARS Workshop;</li> <li>• 5 x Google Workshops;</li> <li>• Canva Training;</li> <li>• Costing and Pricing Workshop; and</li> <li>• Marketing Workshop.</li> </ul> The unit has also been very active with the processing of informal trading permits, ensuring active microbusiness trading in Stellenbosch.	n/a	n/a	3	11	22



Achievement / Highlight	Description	Financial years				
		2018/19	2019/20	2020/21	2021/22	2022/23
Vacant Agricultural Property	<p>In the 2022/23 financial year, Mayco resolved that the vacant municipal land that was advertised in 2020 be re-advertised and that the applicants who previously applied would still be eligible for the land. Four (4) portions of land were advertised on 25 May 2023 in line with the Policy for Management of Municipal Agricultural Land.</p> <p>In total, there are 27 applications, of which 16 were received and scored in the first round and 11 were received in the second round, which have also been scored. The awarding of four portions of land will be awarded during the 2023/24 financial year.</p>	n/a	n/a	2	n/a	n/a

### 3.15.1 Economic Development and Tourism Challenges

The table below gives a brief description of all the challenges within the Section: Economic Development and Tourism during 2022/23.

**Table 165: LED Challenges**

Description	Actions to address
Human resources are insufficient to drive an effective economic development and tourism programme.	<p>The Directorate: Planning and Economic Development has since filled two critical positions within the unit, namely the Senior Economic Development Officer: Rural Development and Agricultural Support position and the Senior Economic Development Officer: Business Development position.</p> <p>The only concern now is that the current salary offering does not retain the required experienced, qualified, and well-trained staff to enable the Section to perform its functions for a substantial period.</p>

### 3.15.2 EPWP Job Creation 2022/23

The EPWP met the expected target of 1 400 as planned for the year 2022/23 with an actual of **1 449** job opportunities created.

The table below illustrates job creation through the EPWP for the 2022/23 financial year.

**Table 166: Job Creation through EPWP Projects**

EPWP Projects	Number of jobs created
<b>External EPWP Grant Projects</b>	
Cleaning of CBD	43
Public Ablutions	8
Ibhunga Cleaning	34
Mooiwater	3
BSM 22/22	5
Watergang Fencing	9
Enkanini Electrification Project	8
MRF	21
<b>IG-funded EPWP Projects</b>	
EDT	30
WC024 Cleaning of Stormwater	19
Jan Marias Nature Reserve	3
EPWP Sport Facility Assistants	4



EPWP Projects	Number of jobs created
Alien Cleaning	21
SMCE IPDI Support Warriors	4
EPWP Fire Assistants	12
EPWP Disaster Assistants	10
EPWP Jonkershoek Picnic Site Assistants	7
Parks FHK Maintenance and Cleaning	18
Community Development Office Assistant	2
Maintenance and Cleaning of Alien Species (Cemetries)	20
Cleaning of Rental Stock	33
Assess Control Public Rental Flats	5
EPWP Jonkershoek Picnic Site Assistants	7
Parks FHK Maintenance and Cleaning	18
Community Development Office Assistant	2
Maintenance and Cleaning of Alien Species (Cemetries)	20
Cleaning of Rental Stock	33
Assess Control Public Rental Flats	5
<b>Total Projects: 17</b>	<b>Total jobs: 174</b>
<b>Municipal Funded Projects</b>	
Area Cleaning WC024	644
Wastewater Treatment and Network Sites	6
Stellenbosch Park Wardens	21
Rental Stock and TRA Survey	8
Maintenance of Municipal Rental Stock	10
EPWP Municipal Halls	15
Field Rangers	31
Ornamental Horticulture	51
Traffic Services: Parking Marshalls	205
Wastewater Treatment and Network Sites	45
Law Enforcement / Security Informal Trading Sites	32
Event Planning	1
Support Warriors	2
EPWP Sport Admin	1
EPWP Plumber / Carpenter	2
Complaints and Document Administration	2
EPWP Swimming Pool and Facilities Management	2
EPWP Ward Office Management	21
EPWP Sport Council	3
EPWP Irrigation	2
Wheelie Bin Logistics	1
EPWP Supply Chain Management	4
Urban Forestry	5
Tourism and Rural Development Initiatives	3
Library Cleaners	3
Title Deeds Restoration Programme	10
	<b>Total Jobs: 1 449</b>





Table 167: Jobs created per area

Jobs created per area					
Stellenbosch and Surrounds	Kayamandi	Franschhoek and surrounds	Dwarsriver Valley	Klapmuts	Rural areas
545	659	179	36	80	10

### 3.15.3 Tourism

#### Aim and function of the Tourism Section:

- ✚ Contextualise the strategic goals of tourism promotion and development funding;
- ✚ Regularise the operational functioning of external bodies appointed or supported by the municipality in its constitutional mandate towards both tourism and economic development;
- ✚ Ensure coordination of the activities of the funded entities;
- ✚ Ensure efficient oversight of funding and outcomes;
- ✚ Acknowledge and leverage private sector and independent initiatives;
- ✚ Develop sustainable tourism events and brands;
- ✚ Enable sponsorship opportunities for the commercialisation of events, brands, and other opportunities;
- ✚ Smooth cyclical tourism numbers by establishing, developing, and implementing off-peak tourism products and initiatives;
- ✚ Develop and package opportunities and venues for business tourism;
- ✚ Enable market participation for local businesses;
- ✚ Enable training, mentorship, and employment opportunities for local citizens; and
- ✚ Quantify the return on investment in events and funded entities.

#### Highlights:

During the 2022/23 financial year, the Economic Development and Tourism Unit submitted to the Department: Economic Development and Tourism for the Municipal Ease of Doing Business Fund. The municipality was successful in its application, and the Department funded the following projects:

#### Additional LTO funding for Visit Stellenbosch

During the Adjustment Budget for the 2022/23 financial year, an additional amount of R787 950 was allocated to Visit Stellenbosch.

#### Job Seekers Database Outreach Programme

Several Job Seekers Outreach Programmes were run during the financial year. The Economic Development and Tourism Unit conducted seven outreach sessions to register more members of the community on the database between 13 February and 29 March 2023. The various sessions were held in the following wards: 1, 2, 3, 4, 5, 6, 16, and 17.

#### Stellenbosch University: Learning Practice Alliance:

- ✚ Stellenbosch University, through the Learning Practice Alliance Unit, applied for a short-term lease agreement on Farm Portion No. 502BH, where they are involved in a project assessing the potential value of seven technologies to enhance the productivity of emerging farmers in the Stellenbosch Municipality.



The launch of the Car Guard initiative in Stellenbosch

- A non-profit organisation partnered with Stellenbosch Municipality, SAPS, and leading private security companies in the area to launch the informal car guard project in Stellenbosch. The initiative aims to address the pressing issue of informal parking attendants. The primary objective is to enhance security and provide a safer environment for both residents and visitors in the Stellenbosch Central Business District.

The table below indicates the capital expenditure for the Section: Economic Development Tourism as at 30 June 2023.

**Table 168: Capital Expenditure as at 30 June 2023: Section: Economic Development and Tourism**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Establishment of the Kayamandi Informal Trading Area	5 022	4 400	12.40%
Furniture, Tools, and Equipment: LED	557	508	8.91%
<i>Only the five largest capital projects are listed.</i>			

The Section: Local Economic Development and Tourism has spent 88% of its capital budget for the financial year.

The table below indicates the total number of employees in the Section: Economic Development and Tourism as at 30 June 2023.

**Table 169: Total number of employees in the Section: Section: Economic Development and Tourism**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	0	0%
9 – 13	5	5	0	0%
4 – 8	2	1	1	50%
3 – 0	0	0	0	0%
<b>Total</b>	<b>8</b>	<b>6</b>	<b>1</b>	<b>12.5%</b>

### 3.15.4 Heritage and Resource Management

The Section: Heritage Resources Management is mandated to enable, facilitate, and manage cultural heritage development within the Stellenbosch municipal area through the formulation and implementation of long-term cultural heritage plans, strategies, policies, and guidelines that are appropriately integrated with the applicable sectoral plans of the municipality and aligned with the requirements of the National Heritage Resources Act, Act 25 of 1999.

Part of this work was to update the Stellenbosch Municipality Heritage Inventory, which was done in partnership with the Stellenbosch Heritage Foundation. The municipality intends to further expand on this partnership to ensure that the heritage inventory is continually updated.

The Section has also undertaken a process to review and amend the Stellenbosch Municipality Signage, Advertising, and Poster By-law with the Directorate: Engineering Services. This by-law will be adopted and promulgated during the 2022/23 financial year.



### 3.15.5 Geographic Information Systems (GIS)

The Section is responsible for managing, coordinating, and controlling the professional and technical processes associated with Geographic Information Systems (GIS) in respect of the municipality, Management of Information Systems (MIS) through research and evaluation of best practices and cost-effective approaches, and providing guidance and advice on the functionalities to internal departments to ensure that broader goals and service delivery objectives are accomplished and quality and professional standards maintained per agreed timeframes, budgets, and appropriate legislation.

The Section has assisted the Directorate: Planning and Economic Development with the development of electronic and online submissions of building plans and land use applications. Through this process, the Section has developed the Building Plan Application Management System ("BPAMS") and the Town Planning Application Management System ("TPAMS"). These systems will allow residents and potential developers to submit their development applications online and monitor the progress of their respective applications.

Currently, BPAMS is fully operational and will be launched with TPAMS during the next financial year.



## COMPONENT D: COMMUNITY AND SOCIAL SERVICES

### 3.16 Libraries

Libraries play an important role in learning. The resources libraries provide help communities find the information they need. These days, people are turning more and more to the internet for information, but search engines like Google only provide information about the way questions are formulated. Often, this does not provide the user with the relevant information. With the plethora of information on the internet, it is becoming more and more difficult to find information than in a library catalogue. This only cements the fact that a library's core services are becoming much more important and should be funded as an essential service that uplifts communities and develops them holistically.

Over the last year, Stellenbosch Public Libraries have attempted to strive to maintain and record local history, offer free educational and recreational resources, build communities, contribute to the economy, and build partnerships with community organisations and businesses to assist with the promotion of literacy and numeracy as well as youth upliftment programmes.

In the promotion of educational resources, training, and development, the Stellenbosch Public Libraries have played an important role in supporting education and literacy. The municipality has provided countless resources, such as educational materials, training, courses, etc., to communities. These days, patrons enter public libraries to borrow recreational and self-development resources, to ask questions about job applications and resume writing, or to fill out government forms, including tax, academic institution applications, and health insurance paperwork. All these questions are answered by library staff without charge.

*"Google can bring you back 100 000 answers. A librarian can bring you back the right one." – Neil Gaiman*

Numerous outreach programmes were developed over the last year to rebuild communities after the COVID-19 pandemic. People come to libraries not only looking for information but also to uplift and develop themselves and their communities. Libraries have developed programmes such as Mothers and Baby Storytimes, reading clubs, and helping elderly people attend events and find ways to connect with people. While teenagers meet up in libraries with their study groups for team-building or school projects, the municipality is also seeing the development of libraries as community centres for communities to meet.

Libraries contribute to the economy of the town. Even though libraries are free to use for patrons, the role they play in developing communities is greatly underestimated. Public libraries provide access to information about business planning, market research, and finance opportunities for entrepreneurs who are looking for spaces to network, conduct research, use technology, and arrange meetings.

Technology in libraries can be innovative, offering access to expensive training programmes and skills courses that otherwise would not be available to everyone. Online training and development courses are available to communities through free wi-fi, and the internet services provided through the Premier's Office Rural Connectivity Programme. This programme allows communities access without spending enormous amounts of money on programmes they would otherwise not be able to access.

As a local authority responsible for the social and economic upliftment of its citizens, the municipality needs to develop flourishing, well-resourced libraries, thereby ensuring that future generations live productive, safe, and fulfilling lives. Libraries assist communities to reach their highest potential and



become responsible members of the community. This responsibility can only be addressed if libraries are seen as a vital part of the goals the municipality has set out to achieve.

**Table 170: Total number of libraries**

Item	Description	Total number
Libraries in the WCO24 Area	<b>Public Libraries:</b>	
	‡ Kayamandi, Cloetesville, Ida's Valley, Jamestown, Stellenbosch, Pniël, Groendal, and Franschhoek	8
	‡ School / public libraries ‡ Koelenhof and Klapmuts	2
Library staff (permanent)	Library Manager	1
	Senior Librarians	4
	Senior Library Assistant	4
	Library Assistants	22
	Library Aid / Cleaner	8
	IT Cadet	1
	Admin Assistant	1
	Book Shelver	1
Vacancies (including conditional grant-funded vacancies)	Senior Librarians	4
	Senior Library Assistant	3
	Library Assistants	12
	Library Aid / Cleaner	3
	IT Cadet	1
	Admin Assistant	1

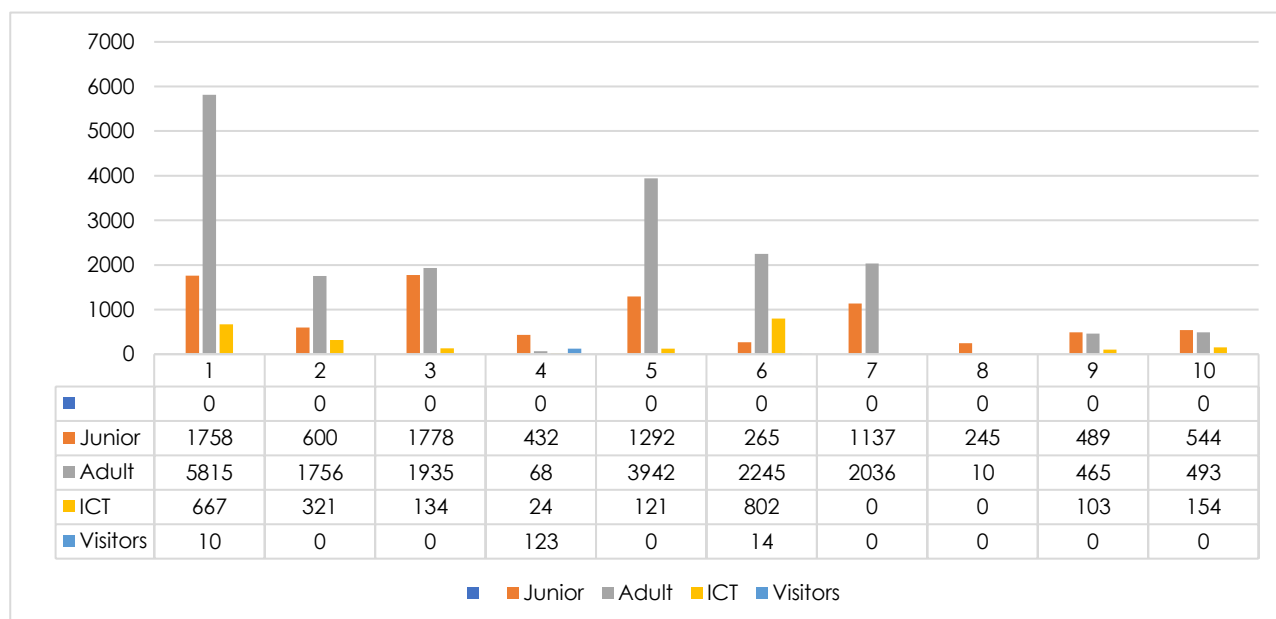
Municipal public libraries continue to recuperate from the COVID-19 pandemic's repercussions. Regrettably, the Western Cape Public Libraries' database (SLims) experienced a catastrophic failure in July 2022. Consequently, membership and library circulation figures were profoundly impacted. The municipality resumed operations in August 2022, and library patrons are gradually resuming their visits; however, the figures have not yet recovered to pre-COVID-19 levels.

The public e-book service is gradually increasing in prominence. Once more, patrons are utilising library halls during library hours. Libraries have been required to rebrand their services in the past year. To maintain community interest in the libraries' resources and services, outreach and marketing initiatives have been expanded.



The graph below illustrates the membership statistics for the year under review.

**Table 171: Libraries membership statistics**



Libraries have over the last year endeavoured to strengthen the existing public and private partnerships with the communities within the WCO24 Area.

**Table 172: Libraries partnerships**

Library Partnerships		
<b>Cloetesville</b>		
Chennels Day Care	Day Care	A partnership with the Day Care to create a love for books through literacy activities in the form of storytelling, puppet shows, and song and dance activities.
Little builders crèche	Crèche	Assist with the promotion of literacy and numeracy by introducing 3–5-year-old toddlers to books and other ECD activities such as puzzles, lego, and storytelling.
<b>Kayamandi</b>		
Loxtion Foundation		The Loxtion Foundation assists the Kayamandi community. They create opportunities to discover talent amongst township youth and give them a platform to grow.
<b>Pniël</b>		
Dwarsrivier Tourism		Partnering to bring services to the community of Dwarsrivier. Hosting the event to enrich the community.
Community development		The partnership aimed to bring various services to the community of Dwarsrivier. Hosting the event to enrich the lives of the community.
<b>Groendal Library</b>		
Inceba Trust	Mother and Child Book Sharing	Focus on training illiterate parents to do book sharing with their children / grandchildren by looking at the pictures and telling the story.
Inceba Trust	Training of ECD employees	The Inceba Trust is responsible for the training, while the Groendal Library assists with storytelling and recommends books per theme.
Adopt-A-Crèche	Outreach to underprivileged children from an informal settlement	Teaching children basic hygiene, literacy, and numeracy skills by exposing them to ECD / crèche activities. Inceba trains the parents about the Parent and Child Book Sharing Programme.
Inceba Trust Toy Library	ECD Toy Library	The aim is to incorporate the toys into the ECD section at Groendal Library. As part of this initiative, free training will be presented to Stellenbosch Library staff, i.e., ECD programmes / activities and the usage of educational toys.



Library Partnerships		
ECD / Crèches	Wemmershoek, La Motte, Groendal, Langrug, and Bosbou areas	17 crèches are receiving block loans for books linked to their weekly theme. 2 visits per month for block loans and 1 storytelling / outreach per month are presented at each crèche.
CWP Community Work Programme	Unemployed people are employed through the CWP initiative.	The Community Work Programme (CWP) is a government programme aimed at alleviating poverty and curbing unemployment. The work rendered by the CWP workers includes cleaning the library, tidying shelves, and assisting with the preparation of new library material (covering of books, tattle-tape, etc.). The workers also maintain and clean the garden and outdoor areas.
READ-TO-LEAD	Literacy Project in Partnership with BED students: Stellenbosch University	A group of postgraduate Bachelor of Education students assist learners at schools to promote literacy and numeracy at schools.
Franschhoek Literacy Festival / Nali' Bali	Storytelling workshop	The workshop is aimed at exchanging ideas / guidelines for pre-school and primary educators / librarians, and authors.
ECD / Crèches	ECD creches in the Groendal area: "Informal creches "	ECD centers / crèches are invited to make use of the educational toys / books at the Groendal Library.
Groendal Housebound members	Book exchanges with housebound / elderly patrons	Bringing the library to the community. Visits are done twice a month to deliver library material to the housebound. Visit new potential members to form part of the outreach.
Community of Groendal	Friends of the Library	Currently in the process of establishment: "Friends of the Groendal Library."
Maker-space	Children Gr R – Gr 12	Currently in discussions with Groendal Primer and retired educators in the Groendal / Franschhoek area to assist with the rollout of the "Maker-space "programme. The focus will be on S.T.E.M (science, technology, electronics, and mathematics). The idea is to expose the children to science, mathematics, technology, and electronics. The programme will be linked to the school curriculum.
Hospice Stellenbosch		Partnering to bring services to the community of Dwarsrivier. Hosting activity events to enrich the lives of the hospice community. And promote wellness within the community.
Stellenbosch Traffic Department		Partnership with the traffic department to teach young children about the importance of road safety.
Read to Rise		Partnering with the Read to Rise organisation to promote reading among young children.
Franschhoek		
Dennegeur Agri Village	Crèche	Bringing the library to the farm children. Storytelling and activities are done twice a month.
Franschhoek Museum	Combined programme	A combined effort to do outreach and literacy programmes.

Table 173: Library Services

Type of service	2018/19	2019/20	2020/21	2021/22	2022/23
Libraries					
Number of libraries	9	11	10	10	10
Library members	142 616	26 293	28 620	264 07	200 000
Books circulated	323 200	192 503	53 025	145 567	85 000
Exhibitions held: Adults	312	304	225	356	298
Exhibitions held: Children	316	232	160	176	156
Internet access points	32	36	20	20	20
Internet sessions granted to library users	53 013	17 818	5 406	8 067	12 504
Children's programmes	243	447	25	219	211
Number of children attending programmes	4 512	11 121	458	435	354
Visits by school groups	254	47	18	45	52



Type of service	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Libraries</b>					
Book group meetings for adults – old age homes	102	128	0	100	85
Primary and Secondary Book Education sessions	975	25	7	3	10
Patrons visits @ Library	398 200	271 621	56 548	45 652	120 000
Library Hall usage	356	545	48	400	200
Total number of project and pamphlet files developed	N/A	696	170	176	50
Total number of books reviewed	N/A	214	209	198	80
In-House usage	N/A	77 783	1 868	2 456	10 000
Book group meetings for adults – old age homes	N/A	128	0	34	20
Primary and Secondary Book Education sessions	N/A	25	0	2	15

### Challenges facing Libraries

With the assistance of Provincial Library Services, the municipality can offer an e-book service to its patrons. However, additional funding is needed to sustain this service. Unfortunately, being an underfunded mandate, the municipality is not able to invest additional funding in this vital service.

The municipality continues to be faced with the challenge of a lack of qualified and skilled staff. Libraries are highly under-resourced in terms of qualified personnel. The lack of sufficient funds and the moratorium on filling the numerous vacant positions within the section, coupled with the inadequate physical and digital resources, have ultimately resulted in low patronage of library facilities.

Unfortunately, even though many realise the importance of libraries within communities, there are many challenges that prevent libraries from fulfilling the community's needs. There are three major challenges. These are (a) "underfunded mandate," (b) staff vacancies, and (c) repairs and maintenance of library buildings. The most challenging is that of employing trained, qualified staff in vacant positions, as well as the number of vacant positions that remain in municipal libraries. This situation does not allow libraries to function optimally.

The table below indicates the capital expenditure for the Section: Library Services as at 30 June 2023.

**Table 174: Capital Expenditure as at 30 June 2023: Section: Library Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Upgrade the Stellenbosch Library	3 874	69	98.21%
Upgrading: Cloetesville Library	164	132	19.55%
Library Books	153	116	23.93%
Cloetesville: Furniture, Tools, and Equipment	16	11	33.39%
<i>Only the five largest capital projects are listed.</i>			

The Section: Libraries has spent 8% of its capital budget for the financial year.





The table below indicates the total number of employees in the Section: Library Services as at 30 June 2023.

**Table 175: Total number of employees in the Section: Library Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	1	1	0	0%
9 – 13	10	10	0	0%
4 – 8	16	16	0	0%
3 – 0	0	0	0	0%
<b>Total</b>	<b>28</b>	<b>28</b>	<b>0</b>	<b>0%</b>

### 3.17 Cemeteries

Stellenbosch Municipality is responsible for the maintenance and management of six cemeteries in greater Stellenbosch. Jamestown, Pniël, and Groendal have reached their capacity, while Wemmershoek and Franschhoek South and North are fully operational. Onder-Papegaaiberg Cemetery is also at capacity; only reserved graves are available. A new cemetery in Kylemore is currently being established. The Jamestown cemetery suffered harm because of high underground water levels during this year's flood that hit Stellenbosch in June 2023. It became practically impossible for new graves to be dug in the area. Simultaneously, the municipality could not do any reopening of graves due to the underlying high-water levels.

Consultants were appointed (3 years + project) to assist Stellenbosch Municipality with the identification and planning of two regional cemetery sites to address the critical need for burial space within the municipality. This project is at an advanced stage of acquiring the required environmental, water, and land use approvals. All licenses have been received for the commencement of the new Stellenbosch Memorial Park situated alongside the R304 planned at the site known as the Calcatta bush.

The objective of the Section: Cemeteries is to provide adequate burial space and ensure a dignified burial.

The table below indicates the availability of burial space within the WC024 as at 30 June 2023:

**Table 176: Cemetery space availability**

Cemetery	Airspace	Status		
		Open	Full	Closed
Jamestown	Open	✓		
Onderpapegaaiberg	Open	✓		
Pniël	Reopening		✓	
Groendal	Reopening		✓	
Franschhoek South	Open	✓		
Kylemore	Not open yet			✓
Calcatta	Not open yet			✓



### 3.17.1 Income – Cemeteries

The table below indicates the income generated from the financial years of 2018/19 – 2022/23.

**Table 177: Cemeteries Income**

Gravesite locations	2018/19		2019/20		2020/21		2021/22		2022/23	
	Number of Burials	Income	Number of Burials	Income	Number of Burials	Income	Number of Burials	Income	Number of Burials	Income
Onder-Papegaaiberg	24	R50 389	103	R87 791	35	R25 033.80	45	R47 606.76	65	R612 431.84
Jamestown	356	R900 294	478	R1 321 781	396	R937 642.21	324	R945 184.90	554	R1 355 202.05
Pniël	11	R7 855	17	R13 676	5	R9 740.42	15	R4 528.10	22	R12 993.95
Wemmershoek	9	R7 650	26	R27 219	9	R8 341.70	83	R18 187.41	5	R7 728.48
Franschhoek North Groendal	38	R40 710	39	R11 052	18	R4 056.18	10	R46 552.08	71	R44 597.62
Franschhoek South	54	R45 580	140	R80 172	30	R53 305.60	22	R109 943.04	41	R78 505.95

#### Challenges:

- There is a shortage of burial space;
- Strategic vacant positions cause a lack of skill transfer;
- There is a risk of skills not being transferred on time when staff retire / resign;
- to convert burial records to electronic soft copies (in progress as per the five-year plan);
- to promote alternative burial methods, such as, e.g., cremations, amongst various religious groups; and
- Shortages of cemetery training, especially formalised training.

The table below indicates the capital expenditure for the Section: Cemetery and Parks Services as at 30 June 2023.

**Table 178: Capital Expenditure as at 30 June 2023: Cemetery and Parks Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Extension of Cemetery Infrastructure	1 000	870	13.04%

*Only the five largest capital projects are listed.*

The Section: Cemeteries has spent 87% of its capital budget for the financial year.



The table below indicates the total number of employees in the Section: Cemeteries as at 30 June 2023.

**Table 179: Total number of employees in the Section: Cemeteries**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	1	1	0	0%
9 – 13	3	2	1	33.3%
4 – 8	43	42	1	2.3%
3 – 0	28	27	1	3.5%
<b>Total</b>	<b>76</b>	<b>73</b>	<b>3</b>	<b>3.9%</b>

### 3.18 Child Care; Aged Care; Social Programmes–Community Development

The Department: Community Development is thankful to the municipal council for not cutting the departmental budget, which makes serving vulnerable communities still possible. The impact of the economic situation in the country is visible in local households and on the local streets. This is evident in the increased expectations from local government to deliver services not received from other spheres of government and the number of people trying to make a living being homeless.

**Table 180: Service Statistics – Childcare, Aged Care, Social Programmes**

Focus area	Description	Ward	Activity
Early Childhood Development Services / Children	<ul style="list-style-type: none"> <li>⬇ Capacity building of ECD practitioners;</li> <li>⬇ Initiatives in awareness programmes (ECD children);</li> <li>⬇ ECD Registration Compliance;</li> <li>⬇ Strengthening and establishing ECD forums;</li> <li>⬇ Transversal committees / ad hoc committees; and</li> <li>⬇ Awareness Programmes.</li> </ul>	All	⬇ 45 ECD stakeholder organisations and the DoE participated in collective planning and information sharing to shape the ECD training and registration programmes according to local needs.
		All	⬇ ECD Registration Drive with 117 organisations in the ECD sector to identify and prioritise registration compliance obstacles experienced by ECDs and service organisations.
		All	⬇ The above drive and understanding shaped the Stellenbosch Municipality ECD Registration SOP.
		All	⬇ The SOP was workshopped along with other registration requirements at quarterly ECD workshops, resulting in a record number of 37 ECDs registered.
		18	⬇ 40 ECDs assisted with financial management and governance training.
		13, 15, 18	⬇ 25 ECD practitioners were trained in learning programmes and teaching aid development.
		11, 13-16, 21	⬇ 17 ECD practitioners attended the Remgro-sponsored policy development training.
		12-15	⬇ General health and safety training was provided to 20 ECD practitioners.
All	⬇ Emergency First Aid Respondent (EFAR) training was provided to 39 practitioners.		



Focus area	Description	Ward	Activity
		ALL	↓ The registration status of 128 ECD facilities was plotted on the GIS system.
		3-5, 12-16, 18	↓ Holiday programmes reached 1 700 children.
		5, 11, 20	↓ Back to School programme reaching 2 006 children.
		1-6, 10-15, 18, 20, 21	↓ 26 foster parents and children participated in the parenting training session with DSD.
		1-2	↓ Awareness session on bullying and the effects thereof was conducted with 1 815 children.
		12-15	↓ 400 learners participated in the Help a Girl Child campaign at Ikhaya Primary.
		6, 16, 18, 19	↓ 400 children participated in the Child Protection Week activities.
Persons with Disabilities	Awareness and Wellness programmes Universal Access	All	↓ 115 people with disabilities participated in the disability sports day.
		All	↓ The municipality participated in and published a link to the review of the Disability Information Portal on the municipal website.
		4-6, 11-13, 16-18, 20	↓ 55 youths from the community were trained in sign language.
		7-11, 16, 17	↓ 45 people with disabilities participated in the Know Your Rights programme.
		12-15	↓ 28 people with disabilities participated in the Heritage Day celebrations.
		All	↓ 285 people and various organisations participated in the Walk with Disability Awareness programme on World Disability Day.
		1, 2, 12-17	↓ 70 people with disabilities attended the information session on how to access EMS services.
		4	↓ 46 carers were involved in an appreciation day for carers of people with disabilities.
Older Persons	Special Events, Awareness programmes and Capacity Building	3, 5-6, 12-14, 67-17, 20	↓ 148 elderly people participated in the Indigenous Games programme.
		4-6, 12-17	↓ 111 elderly people and people with disabilities participated in a mental health programme.
		1-6, 12, 14, 16-17, 20	↓ Nine clubs participated in regular Elderly Forum meetings where planning for services was done collaboratively.
		1-6, 12, 14, 16-17, 20	↓ 28 people from nine elderly clubs participated in a follow-up capacity-building session.
		1-6, 12-17, 20	↓ 288 elderly people participated in the regional Golden Games.



Focus area	Description	Ward	Activity
		4-6, 12-13, 16-17, 20	Members of nine elderly clubs benefited from the CWDM Adult Diaper Relief Programme.
		4	14 elderly people from the Pniël club completed an ICT training session on basic MS programmes, internet searching, and email writing.
		1-6, 12-17, 20	100 elderly people participated in the Elderly Abuse Awareness Day.
Gender	Special Events and Awareness programmes	All	Women's Day with 333 women.
		13-15, 18	Fatherhood Programme with 62 men
		1, 2, 13-16, 18	110 widows participated in an empowerment programme.
		12-15	Wellness day attended by 55 diabetics.
		3	Seven men and women participated in the breast cancer and men's health programmes.
		1-4, 12-19, 20-21	<ul style="list-style-type: none"> <li>16 Days of Activism: The launch was attended by 102 people as part of the transfer of deeds ceremony.</li> <li>493 male and female youth participated in the GBV programme, Courageous Conversations.</li> <li>36 mothers and daughters participated in the inter-generational dialogue on womanhood and GBV.</li> <li>19 foster care parents completed the GBV training during 16 days of activism.</li> </ul>
		All	Officials attended Roses on the River, the World Aids Day commemoration of @heart.
		All	285 women participated in the GBV and SUD awareness programmes.
		1, 2, 13-15, 18	70 women attended the Human Rights Programme.
		12-15	61 foster parents participated in the parenting programme.
Youth	Youth Empowerment programmes Youth Capacity Building Transversal committees / Ad hoc programmes	4	Life Skills Training by the National Youth Development Agency for 20 youths.
		1-4, 12-15	38 youth were trained at the e-Centre in basic MS applications.
		3-4	11 youth participated in an entrepreneurship training.
		1, 2, 12-15	125 youth participated in the DCAS Cape Winelands Drama Festival.
		1-3, 5-6, 12-17, 19	<ul style="list-style-type: none"> <li>Accredited training to 24 youths in 5-star table attendance.</li> <li>Accredited training to 13 youths in plumbing.</li> <li>Accredited building maintenance training was done with 13 youths.</li> </ul>
		1-6, 10-21, 23	46 youths were afforded an opportunity in the learner and driver's licence programme.
		3, 4, 12-15, 18	123 youth participated in the job-readiness programme in partnership with DSD.



Focus area	Description	Ward	Activity
		1-6, 10-21	<ul style="list-style-type: none"> <li>Youth Day was celebrated by 125 youth.</li> </ul>
		1-2	<ul style="list-style-type: none"> <li>68 Youths participated in a GBV dialogue.</li> </ul>
Grant in Aid	Donations to community organisations serving among others: youth, gender, ECDs, Old Age Homes, Health Organisations, and sports clubs	All	<ul style="list-style-type: none"> <li>1 financial management workshop with 15 organisations.</li> <li>3 compulsory clarification workshops with 211 organisations.</li> <li>61 organisations attended the MOA signing workshop.</li> <li>See the table below regarding the approved donations.</li> <li>GiA Policy and SOP reviewed.</li> <li>A Know Your Status workshop was conducted with 16 community-based organisations.</li> </ul>
People on the Street	Development, awareness raising through collaboration and services rendered	All	<ul style="list-style-type: none"> <li>Mandela Day: Motivation and marketing of the public to support the Give Responsibly Campaign along with the NGOs associated with the campaign.</li> </ul>
		All	<ul style="list-style-type: none"> <li>1 survey among people who are homeless was conducted.</li> </ul>
		All	<ul style="list-style-type: none"> <li>69 people attended the Conversations Around Homelessness to increase civil society participation and understanding.</li> <li>One forum was established with monthly meetings to continue the conversations and develop action plans.</li> </ul>
		All	<ul style="list-style-type: none"> <li>Give Responsibly marketing via Facebook and during the festive season safety campaign.</li> </ul>
		All	<ul style="list-style-type: none"> <li>201 parking marshals were trained on Give Responsibly to assist with communication with the public.</li> <li>18 shops participate in the programmes through the sale of coupons.</li> <li>One mini-site on Give Responsibly was established on the Visit Stellenbosch website to make the information on Give Responsibly available to tourists through a QR code.</li> <li>467 work opportunities were provided to people on the street through the Animal Welfare Walk a Dog project and the Stellenbosch Night Shelter Cleaning project.</li> </ul>
		11-12, 15-16, 21	<ul style="list-style-type: none"> <li>130 women on the street benefited from a breast cancer wellness campaign.</li> <li>50 women benefitted from a women's hygiene and wellness programme.</li> </ul>
Social Relief of Distress	Provision of food parcels, blankets, mattresses, vanity packs and warm food according to the need due to disaster incidences	ALL	<ul style="list-style-type: none"> <li>1 880 individuals were assisted.</li> </ul>



The table below indicates the number of Grant in Aid applications recommended and approved for the year under review:

**Table 181: Number of Grant in Aid applications recommended and approved**

Subcategory	Applications Recommended and approved	Recommended Amount R
<b>2021/22</b>		
General Soc Dev	3	120 000
Partial Care	38	1 734 980
Disability	1	60 000
Elderly	3	120 000
Youth	9	480 000
Substance Abuse	1	40 000
Gender	0	0
Food Security	1	40 000
People who are homeless	1	1 547 470.15
Safety	1	40 000
Skills Development	7	309 700
Physical and Psychological Health	2	120 000
Environment	1	40 000
Sport Clubs	5	280 000
Art and Culture	5	200 000
<b>Total</b>	<b>78</b>	<b>4 592 250.15</b>

The table below indicates the total number of employees in the Section: Community Development as at 30 June 2023.

**Table 182: Total number of employees in the Section: Community Development**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	0	0%
9 – 13	7	6	1	14.2%
4 – 8	3	2	1	33.3%
3 – 0	0	0	0	0%
<b>Total</b>	<b>11</b>	<b>9</b>	<b>2</b>	<b>18%</b>



## COMPONENT E: ENVIRONMENTAL PROTECTION

### 3.19 Pollution Control, Bio-Diversity, Beautification, Open Spaces and Parks

Stellenbosch Municipality is continuously developing its capacity to protect the environment within its boundaries and to strive towards a municipality and communities that recognise the vital importance of their rich natural capital and manage these in a manner that ensures sustainability and fulfils the needs of all concerned. To this effect, Stellenbosch Municipality developed the Stellenbosch Environmental Management Framework in 2018, administered by the Department: Community Services.

Stellenbosch Municipality is compiling dedicated Environmental Management Plans (EMPs) for all its declared nature reserves as well as nature areas. The Council adopted the Mont Rochelle Nature Reserve EMP in 2022. Papegaaiberg Nature Reserve has an approved EMP, currently under review along with Jan Marais Park's EMP. The Council accepted the Paradyskloof Nature Area in 2019. A first draft EMP has been completed for the Ida's Valley Dam- / Botmaskop area, which will be advertised for public input by 31 December 2022. Stellenbosch Municipality has also completed an Invasive Alien Plant Management Plan, as required in terms of the National Environmental Management: Biodiversity Act (10 of 2004), and an Integrated Fire Management Plan to assist in the management of large vacant nature areas under the management of the Council.

An Air Quality Control By-law as well as a Noise Control Policy have been developed and adopted by the Council. The latter is implemented by a dedicated Air Quality / Noise Control Officer appointed within the Department: Community Services.

Air quality and noise complaints are captured in a central database and dealt with within the required timeframes. The following statistics included both air quality-related matters and noise complaints. All noise complaints are investigated in terms of the Western Cape Noise Control Regulations PN200/2013.

**Table 183: Air Quality Complaints 2018**

2018 Complaints	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Fumes	2	2	3	3
Smoke	2	0	3	2
Dust	3	4	3	3
Burning of waste / tyres	0	0	0	0
Farmland burning	0	0	0	0
Crop spraying	0	0	0	0
Offensive odours	0	2	3	2
Unlicensed facilities	0	0	0	0
Noise	34	45	47	40
Other	1	0	0	0
<b>Total</b>	<b>42</b>	<b>53</b>	<b>59</b>	<b>50</b>



**Table 184: Air Quality Complaints 2019**

2019 Complaints	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Fumes	3	4	2	4
Smoke	2	3	4	4
Dust	5	4	3	5
Burning of waste / tyres	0	0	0	2
Farmland burning	2	2	3	3
Crop spraying	0	0	0	2
Offensive odors	2	2	3	3
Unlicensed facilities	0	0	0	0
Noise	40	45	48	45
Other	2	0	0	1
<b>Total</b>	<b>56</b>	<b>60</b>	<b>63</b>	<b>69</b>

**Table 185: Air Quality Complaints 2020**

2020 Complaints	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Fumes	16	2	6	7
Smoke	2	2	0	3
Dust	3	2	3	6
Burning of waste / tyres	0	1	1	1
Farmland burning	0	0	2	1
Crop spraying	1	0	2	1
Offensive odors	7	0	2	4
Unlicensed facilities	0	0	0	0
Noise	64	23	44	53
Other	0	0	0	0
<b>Total</b>	<b>93</b>	<b>30</b>	<b>60</b>	<b>76</b>

**Table 186: Air Quality Complaints 2022**

2022 Complaints	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Fumes	15	15	7 (July. 21 only)	29
Smoke	5	3	0 (July. 21 only)	5
Dust	4	3	0 (July. 21 only)	6
Burning of waste / tyres	2	0	0 (July. 21 only)	2
Farmland burning	3	0	0 (July. 21 only)	0
Crop spraying	6	2	2 (July. 21 only)	0
Offensive odours	5	0	1 (July. 21 only)	3
Unlicensed facilities	0	0	0 (July. 21 only)	0
Noise	35	31	6 (July. 21 only)	41
Other	2	0	0 (July. 21 only)	0
<b>Total</b>	<b>77</b>	<b>54</b>	<b>16 (July. 21 only)</b>	<b>86</b>

**Table 187: Air Quality Complaints 2023**

2022 Complaints	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
Fumes	8	11	21	19
Smoke	3	4	3	4
Dust	5	5	4	6
Burning of waste / tyres	1	2	3	2
Farmland burning	2	2	3	3
Crop spraying	1	0	2	4
Offensive odors	3	3	5	2
Unlicensed facilities	0	0	1	0
Noise	66	53	38	40
Other	0	0	0	1
<b>Total</b>	<b>88</b>	<b>80</b>	<b>80</b>	<b>82</b>

- ‡ Total noise complaints for 2018 = **166**
- ‡ Total noise complaints for 2019 = **178**
- ‡ Total noise complaints for 2020 = **184**
- ‡ Total noise complaints for 2021 = **72**
- ‡ Total noise complaints for 2022 = **122**
- ‡ Total noise complaints for 2023 = **197**

### 3.19.1 Environmental Implementation

Stellenbosch Municipality works closely with the Department of Environmental Affairs and Development Planning in reporting on illegal activities as well as administering the rehabilitation action of Section 30 (National Environmental Management Act, 107 of 1998) for emergency incidents.

### 3.19.2 Urban Forestry

The aim of the Urban Forestry Sub-section is to facilitate the planting, protection, blanking, maintenance, and long-term management of all trees located on municipal property through tree management (arboricultural) practices, thus promoting a sustainable development approach. This approach is geared towards making Stellenbosch Municipality the greenest municipality in South Africa through urban forestry practices, which guide investors towards future sustainable development.

The table below indicates the total number of employees in the Section: Environmental Management.

**Table 188: Total number of employees in the Section: Environmental Management**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	2	2	0	0%
9 – 13	2	1	1	50%
4 – 8	11	10	1	9.7%
3 – 0	9	8	1	11.1%
<b>Total</b>	<b>25</b>	<b>22</b>	<b>3</b>	<b>12%</b>



## COMPONENT E: SECURITY AND SAFETY

### 3.20 Law Enforcement

The primary role of Law Enforcement is by-law enforcement and the protection of municipal assets and staff. The function includes the monitoring and prevention of invasions of municipal land, for which the responsibility is shared between Community and Protection Services and the Section: Informal Settlements.

A 24/7 control room is in place, as is the monitoring of crime-hot areas through CCTV cameras. Licence Plate Recognition Cameras (LPR) have been installed at all entrances / exits to Stellenbosch and Franschhoek towns, with several LPR cameras installed on minor roads that are used regularly by thoroughfare traffic to avoid congested areas during peak times. This has proven to be very successful in the combatting of crime and crime prevention initiatives.

#### Highlights:

- ⚡ Weekly operational planning with key stakeholders (SAPS and other safety partners).
- ⚡ Revamp of control room concluded and operational to ensure more efficient service delivery; and
- ⚡ Purchasing a multi-purpose armoured vehicle to effectively deal with land invasions - tender process in progress.

#### Challenges:

- ⚡ To render a 24/7 law enforcement patrol service;
- ⚡ Increase and maintain surveillance of key places;
- ⚡ Prevent land invasions;
- ⚡ There is insufficient staff to fulfil operational requirements; and
- ⚡ There is insufficient office space to accommodate departmental staff.

Law Enforcement attended to the following from 01 July 2022 to 30 June 2023:

**Table 189: Law Enforcement highlights**

Type of activity	2021/22	2022/23
Fines issued Section 56's and 341's	1 136	5 196
Liquor Compliance Inspections	83	51
Scrap metal / Bucket Shop Inspections	77	67
Law Enforcement Awareness sessions	40	33

#### 3.20.1 Traffic Law Enforcement

Traffic Services is performing its functions as guided by the National Road Safety Strategy, with its main objective being to achieve traffic safety on municipal roads, including the functions as defined in the municipality's IDP.

The National Road Safety Strategy provides all-year-round road safety initiatives. The municipality has increased its enforcement strategy in collaboration with stakeholders and affected parties. Operations like automatic number-plate recognition are conducted to improve compliance with and payment of traffic fines.

On-going objectives are to improve road user behaviour; reduce the incidence of traffic offences; speeding; drunk-driving and driving under the influence of narcotics; dangerous overtaking; remove



of unfit road users from traffic; roadworthiness of vehicles; public transport compliance concerning vehicles and drivers; provide sufficient and coordinated regulation of traffic on strategic roads; provide pedestrian education and compliance; eradicate corruption; ensure administrative compliance; and overall improve enforcement systems. This includes additional hours and Saturday operations at the Admin Section and a new approach to law enforcement strategies.

### 3.20.2 Highlights and Challenges for Traffic Law Enforcement

Traffic law enforcement strategies have managed to yield good results.

In the 2022/23 financial year, Traffic Service continued with the delivery of its Traffic and Pedestrian Safety Programme, which entails a team of two traffic officers who focus on the education of learners and farm workers regarding road safety issues. Lectures were presented at schools, and training was provided in respect of correct bicycle etiquette and the registration, training, and monitoring of scholar patrols throughout the municipality. Fifty-four (54) awareness initiatives on public safety were held at targeted schools in the municipal area.

Another area of concern was the education of farm workers in the municipal area. The focus was on traffic rules for pedestrians, which included safe road crossing and the wearing of visible clothing, especially during winter, early in the mornings and late at night.

Jaywalking (which occurs when a pedestrian walks in or crosses a roadway that has traffic other than at a suitable crossing point disregarding traffic rules) has been another intervention, as many pedestrians are killed or injured while jaywalking.

#### Challenges:

- ⚠ Inadequate Human Resources: Limited Staff;
- ⚠ The capacity of the DLTC restricted the municipality to performing limited tests; and
- ⚠ Vehicle Testing Station infrastructure challenges and staff shortages.

Stellenbosch is rapidly becoming a preferred business and employment hub. The resources required to provide a quality service to the residents and business sector are inadequate and pose a significant challenge for the future. This limitation will have a negative impact on service delivery.

#### Service Statistics – Traffic Services

**Table 190: Service Data for Traffic Services**

Details	2021/22	2022/23
Drivers License Tests	2 2 11	2 095
Learner Driver License Tests	3 118	4 471
Number of Section 56 Notices Issued	34 400	43 504
Number of Section 341 Issued	28 062	29 867
Traffic Awareness Sessions	86	54
Number of camera speeding fines issued	357 144	372 420
Number of ANPR interventions	97	100
Number of public transport operations	258	261
Number of drunken driving operations	275	223



The tables below indicate the capital expenditure for the Section: Law Enforcement and Traffic Services as at 30 June 2023:

**Table 191: Capital Expenditure as at 30 June 2023: Section: Traffic and Law Enforcement**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget
	R'000		
Vehicle Fleet: Law Enforcement	1 366	0	100%
Furniture, Tools, and Equipment: Traffic Services	199	141	28.93%
Install and upgrade CCTV / LPR cameras in WC024	1 234	391	68.34%
Install computerised access security systems and CCTV cameras at municipal buildings	1 351	0	100%
Law Enforcement Tools and Equipment	300	263	12.17%
<i>Only the five largest capital projects are listed.</i>			

The Section: Traffic and Law Enforcement has spent 20% of its capital budget for the financial year.

The tables below indicate the total number of employees in the Department: Protection Services as at 30 June 2023.

**Table 192: Total number of employees in the office of the Senior Manager: Protection Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	100
14 – 17	0	0	0	0
9 – 13	0	0	0	0
4 – 8	1	0	1	0
3 – 0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>50</b>

**Table 193: Total number of employees in the office of the Manager: Traffic Law Enforcement**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	100
9 – 13	0	0	0	0
4 – 8	0	0	0	0
3 – 0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>100</b>

**Table 194: Total number of employees in the office of the Chief Traffic Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	100
9 – 13	1	1	0	100
4 – 8	1	1	0	100
3 – 0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>100</b>

**Table 195: Total number of employees in Traffic Law Enforcement Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	100
9 – 13	35	28	7	80
4 – 8	13	12	1	92.3
3 – 0	0	0	0	0
<b>Total</b>	<b>49</b>	<b>41</b>	<b>8</b>	<b>83.6</b>

**Table 196: Total number of employees in Traffic Admin Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	1	1	0	100
9 – 13	1	0	1	0
4 – 8	16	15	1	93.7
3 – 0	0	0	0	0
<b>Total</b>	<b>18</b>	<b>16</b>	<b>2</b>	<b>88.8</b>

**Table 197: Total number of employees in Law Enforcement Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	3	1	2	33.3
9 – 13	21	17	4	80.9
4 – 8	49	45	4	91.8
3 – 0	0	0	0	0
<b>Total</b>	<b>73</b>	<b>63</b>	<b>10</b>	<b>86.3</b>



### 3.21 Fire and Disaster Management

The Republic of South Africa's 1996 Constitution imposes legal obligations on the government to protect the health and safety of its citizens. Section 41(1)(b) determines that all spheres of government are required to "secure the well-being of the people of the Republic," while Section 152(1)(d) requires that local government "ensures a safe and healthy environment."

Consistent with South Africa's primary approach to adapting to the impact of climate change by strengthening the nation's resilience, the fire services must embrace climate adaptation by identifying and putting into effect appropriate policies, strategies, and measures. While there are several interventions that the fire service can put in place to contribute to this vision, the following are some of the measures that are being pursued by the Stellenbosch Municipal Fire Service:

- ✦ Construction of green and environmentally friendly fire stations and facilities;
- ✦ Better use of water for firefighting purposes, as well as usage of alternate environmentally friendly extinguishing mediums;
- ✦ Utilisation of less harmful and environmentally friendly foam;
- ✦ Reduction of emissions, especially during prolonged fire incidents; and
- ✦ Factoring climate change impacts in land-use planning; including the effects of urbanisation on flood characteristics and the urban island heat phenomena created by urban development.

Schedule 4, Part A of the Constitution, determines that disaster management is a functional area of concurrent national and provincial legislative competence, meaning that both national and provincial governments have a legal imperative to implement disaster management according to the requirements of the Constitution and the Disaster Management Act. This does not mean that municipalities (the local sphere of government) are exempt from disaster management responsibilities. Section 156 (4) of the Constitution determines that national and provincial governments must assign to a municipality, by agreement and subject to any conditions, the administration of a matter listed in Part A, Schedule 4 (e.g., disaster management), which necessarily relates to local government, if that matter would most effectively be administered locally and if the municipality has the capacity to administer it.

The elevated levels of poverty in disadvantaged communities are an especially important factor in the progression of vulnerability to hazards. The most effective sphere of implementation and planning for disaster management is, without doubt, the local government (municipal) sphere. Disaster management is therefore a crucial function of the local government. Certain functions that are closely related to disaster management are included in Schedules 4 and 5 of Part B of the Constitution as functions that local government must provide, e.g., air pollution management, building regulations, firefighting services, municipal planning, municipal health care, and water and sanitation services.

It is therefore safe to say that disaster management forms an integral part of South African public services, and the primary responsibility for disaster management in the Republic rests with the government (in all the governments' spheres).

#### Highlights:

- ✦ Procurement of a mobile incident command vehicle.
- ✦ Commencement of the planning for the Jamestown satellite fire station.



## Challenges:

- Fire risk in expanding informal settlements, compounded by loadshedding.

### a) Service Statistics – Fire and Disaster Management

**Table 198: Service Data for Fire and Disaster Management**

Details	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Total fires attended in the year	647	1 011	1 043	947	944	1 022	893
Total of other incidents attended in the year	1 952	1 655	1 511	1 740	3416	2 515	1 948
Average turnout time - urban areas (minutes)	8.25	8.25	8.25	8.25	8.25	8.25	8.25
Average turnout time - rural areas (minutes)	22.75	20.5	20	15	15	15	15
Firefighters in post at year-end	52	57	57	58	61	61	64
Total fire appliances at year-end	10	11	13	15	17	17	17
The average number of appliances off the road during the year	3	2	2	2	2	2	2
Total operational call outs	2 704	2 666	2 556	2 687	4 360	3 537	2 841
Immediate relief to victims	831	849	437	573	555	775	1 478
Emergency flood kits	300	184	118	372	37	0	82
Emergency housing kits	277	190	149	262	156	208	568
Meals (food parcels)	327	180	158	138	155	213	8 651 Meals / 328 Food Parcels
Blankets	315	526	473	479	497	601	984

The table below indicates the capital expenditure for the Section: Fire and Disaster Management as at 30 June 2023.

**Table 199: Capital Expenditure as at 30 June 2023: Section: Fire and Disaster Management Services**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from Adjustment Budget
	R'000		
Furniture, Tools, and Equipment: Fire	300 000	299 683	0.11%
Specialised Vehicles: Disaster Management	1 900 000	599 472.75	68.45%
Upgrading of Stellenbosch Fire Station	520 696	520 695.05	0%
<i>Only the 5 largest capital projects are listed</i>			

The Section: Fire and Disaster Management has spent 52% of its capital budget for the financial year.





The table below indicates the number of employees in the Section: Fire and Disaster Management as at 30 June 2023.

**Table 200: Total number of employees in the Section: Fire and Disaster Management**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0
14 – 17	5	4	1	80
9 – 13	8	8	0	100
4 – 8	52	52	0	100
3 – 0	0	0	0	0
<b>Total</b>	<b>63</b>	<b>62</b>	<b>1</b>	<b>98.4</b>



## COMPONENT F: SPORT AND RECREATION

### 3.22 Holiday resorts and campsites

The Stellenbosch Municipality is responsible for the management and maintenance of one picnic site, the Jonkershoek Picnic Site. This site is situated in the Jonkershoek Valley on the banks of the Eerste River. The picnic site attracts up to 15 840 visitors per annum due to its natural beauty and tranquillity set at the foothills of the Jonkershoek mountains and provides outdoor leisure for visitors, catering for braai and picnics along the river course.

#### 3.22.1 Sports Facilities and Swimming Pools

**Table 201: Service Statistics – Holiday Resorts and Campsites**

Type of service	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Number of resorts</b>	1	1	1	1	1	1	1
<b>% Occupation for the year for Jonkershoek picnic site (open from 1 September to 30 April)</b>	PAX:15840 CARS:3372 Income: R448 701	PAX:13636 CARS:2434 Income: R403 579.74	PAX:20690 CARS:5246 Income: R648 115	PAX:12993 CARS:2063 Income: R462 832.73	PAX:0 CARS:0 Income: R0	PAX:10 585 CARS: 1757 Income: R380 269	PAX:5710 CARS: 1309 Income: R205 134.50

The Stellenbosch Municipality is responsible for the management and maintenance of seventeen (17) sports grounds in its municipal area. The picturesque beauty of the Stellenbosch Mountains surrounds these grounds. Ten (10) are in urban areas, and seven are in rural areas.

It is the municipality's goal to create active, healthy communities and to provide a sporting hub for all its residents and visitors by offering a wide range of well-maintained and well-managed sporting facilities.

Stellenbosch Municipality manages and maintains one swimming pool in the greater Stellenbosch area. The swimming pool is situated in Cloeteville and can accommodate two hundred and seventy-five (275) people at any time per day. The existing facility can host swimming galas and aims to further sports development and recreation.

#### 3.22.2 Service Statistics Sport - Grounds and Swimming Pools

**Table 202: Service Statistics Sports Grounds and Swimming Pool**

Type of service	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Number of sport grounds / fields</b>	17	17	17	17	17	14	15
<b>Number of swimming pools</b>	1	1	1	1	1	1	1
<b>Number of stadiums</b>	10	10	10	10	10	14	10

### 3.23 Community Halls and Facilities

Stellenbosch Municipality is the proud owner of two top-class town halls and nine community facilities that cater to residents and both national and international visitors.

The facilities are available throughout the year (365 days per annum) and can be booked for events such as meetings, weddings, training sessions, conferences, and community and social events.

**Table 203: Total functions: Community Halls and Facilities**

Type of service	2019/20	2020/21	2021/22	2022/23
<b>Total functions at municipal halls</b>				
Stellenbosch Town Hall	65	0	10	40
Klapmuts Centre	59	28	80	81
Eikestad Hall	142	17	74	80
Wemmershoek Hall	31	7	37	27
La Motte Community Hall	12	14	59	47
Franschhoek Town Hall	11	1	2	2
Groendal Community Hall	76	18	69	66
Kylemore Community Hall	20	19	36	35
Pniël Banquet Hall	44	15	34	50
Kayamandi Community Hall	N/A	N/A	27	152
Cloetesville Banquet Hall	N/A	N/A	5	65

The table below indicates the total revenue for Community Halls and Facilities.

**Table 204: Total Revenue / Income: Community Halls and Facilities**

Type of service	2019/20	2020/21	2021/22	2022/23
Stellenbosch Town Hall	R1 047 814.66	R0	R 100 935.38	R 384 455.10
Klapmuts Centre	R47 356	R23 475.60	R 62 892.64	R 50 824
Eikestad Hall	R93 475	R9 407.60	R 51 675.42	R 50 362.60
Wemmershoek Hall	R35 526	R3 662.63	R 18 385.53	R 10 926
La Motte Community Hall	R23 731	R7 068.61	R 30 293.54	R 18 379
Franschhoek Town Hall	R66 260.90	R9 403	R10 565.22	R 16 120
Groendal Community Hall	R61 394.10	R13 488.50	R 42 818.74	R 39 732
Kylemore Community Hall	R11 260.70	R10 855.72	R 25 718.23	R 23 001.48
Pniël Banquet Hall	R36 706.20	R8 522.12	R 30 556.39	R 30 347
Kayamandi Community Hall	-	-	R 5 214.69	R 24 996
Cloetesville Banquet Hall	-	-	R 815	R 17 130
<b>Total</b>				

The table below indicates the capital expenditure for the Section: Sport, Recreation and Halls as at 20 June 2023.

**Table 205: Capital Expenditure: Section: Sport, Recreation and Halls**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from Adjustment Budget (%)
	R'000		
Upgrade of Sport Facilities	3174	1605	49.43%
Upgrading of Parks	1 989	1 032	48.12%
Botmaskop: Security Fencing	2 765	1 981	28.36%
Jan Marais Nature Reserve: Upgrading and maintenance of the reserve	1 641	1 575	4.04%
Specialised Vehicles: Workshop	1 118	1 118	0%
<i>Only the 5 largest capital projects are listed</i>			



The Section: Sport, Recreation and Halls has spent 70% of its capital budget for the financial year.

The table below indicates the total number of employees in the Section: Sport, Recreation and Halls as at 20 June 2023.

**Table 206: Total Employees: Community Halls and Facilities (Section: Sport, Recreation and Halls)**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	100%
14 – 17	1	1	0	0%
9 – 13	1	1	0	0%
4 – 8	1	1	0	0%
3 – 0	12	11	1	8.33%
<b>Total</b>	<b>16</b>	<b>15</b>	<b>1</b>	<b>6.25%</b>



## COMPONENT G: CORPORATE POLICY OFFICES AND OTHER SERVICES

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

### 3.24 Financial Services

#### 3.24.1 Service statistics

Table 207: Financial service statistics

Details of the types of accounts raised and recovered	2022/23		
	Billed in Year	Actual for accounts billed in a year	The proportion of value of accounts billed that were collected
	R		%
Property Rates	444 035 356	437 381 379	98.50%
Electricity	779 983 813	736 157 618	94.38%
Water	162 138 204	145 071 917	89.47%
Sanitation	106 739 375	99 852 079	93.55%
Refuse	89 836 854	79 123 326	88.07%

### 3.25 Human Resources Services

Stellenbosch Municipality views the Human Resources Management component as the governance of the organisation's employees. More commonly, human resources per se refer to the people or human capital appointed or employed by the organisation whose skills are used to reduce risk and maximise return on investment. The vision of the Department: Human Resources Management is undoubtedly to build partnerships with management at all levels of the organisation, to create a culture or working environment where employees are valued or appreciated, and to ensure a diverse, qualified, healthy, and highly motivated workforce focused on achieving critical outcomes through the development and administration of cost-effective and results-oriented human resources. Accordingly, the mission of the Department: Human Resources Management is to address and achieve the goals and challenges of Stellenbosch Municipality by providing services that promote a work environment that is characterised by fair treatment of staff, open communications, personal accountability, trust, and mutual respect. The municipality will seek and provide solutions to workplace issues that support and optimise the operating principles of the organisation.

The Department: Human Resources Management objectives for Stellenbosch Municipality include, but are not limited to:

- ✦ Helping the organisation achieve its goals;
- ✦ Ensuring effective utilisation and maximum development of human resources;
- ✦ Ensuring respect for human beings;
- ✦ Identifying and satisfying the needs of individuals;
- ✦ Ensuring reconciliation of individual goals with those of the organisation;
- ✦ Achieving and maintaining high morale among employees;
- ✦ Providing the organisation with well-trained and well-motivated employees;
- ✦ Increasing employees' job satisfaction and self-actualisation;
- ✦ Developing and maintaining the quality of work-life;



- ‡ Being ethically and socially responsive to the needs of the community;
- ‡ Developing the overall personality of each employee in its multidimensional aspect;
- ‡ Enhancing employees' capabilities to perform the present job; and
- ‡ Ensuring service excellence for the Stellenbosch municipal area.

Human resources services include:

- ‡ Strategic Human Resources Management;
- ‡ Labour Relations;
- ‡ Recruitment and Selection;
- ‡ Training and Development;
- ‡ Employee Assistance;
- ‡ Occupational Health and Safety;
- ‡ Employment Equity; and
- ‡ All Human Resources Administration.

Each director, manager, departmental head, superintendent, assistant superintendent, and foreman is responsible for setting objectives, delegating responsibilities and tasks, motivating staff, disciplining staff, developing skills and career paths, measuring performance, and generally guiding their staff. In these endeavours, management and line management are assisted by the Department: Human Resources Management, which provides policies, guidelines, support, systems, and specialised inputs.

**The highlights for the Department: Human Resources Management in 2022/23 are the following:**

- ‡ **269** employees were trained;
- ‡ **12** employees attended learnerships on construction roadworks;
- ‡ **3** employees have completed the Municipal Minimum Competency training;
- ‡ **15** students were placed in various directorates to gain practical work experience to obtain their qualifications. The amount spent was **R282 405**;
- ‡ **28** internal bursaries were awarded in the amount of **R527 015**;
- ‡ **8** external bursaries (Provincial Treasury) were awarded in the amount of **R319 000**;
- ‡ An amount of **R4 362 594** was spent on seminars, conferences, and workshops (Training);
- ‡ The total amount that was spent on training activities for the whole municipality was **R5 491 014** which is **0.90%** of the payroll budget spent.

**The challenges for the Department: Human Resources Management in 2022/23 were the following:**

- ‡ Shortage of conducive training venues; and
- ‡ The implementation of the Municipal Staff Regulations as promulgated (excluding Chapters 2 and 4) was implemented, and due to many and various interpretations, it will become challenging as it is implemented.



The table below indicates the total number of employees in the Department: Human Resource Management as at 20 June 2023:

**Table 208: Total number of employees in the Department: Human Resources Management**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	2	2	0	0%
9 – 13	12	12	0	0%
4 – 8	3	2	1	33%
3 – 0	0	0	0	0%
<b>Total</b>	<b>18</b>	<b>17</b>	<b>1</b>	<b>5.5%</b>

### 3.26 Information and Communication Technology (ICT) Services

The Department of ICT committed its time in the 2022/23 financial year to reviewing ICT contracts and the purchase and replacement of computer software and hardware to further enable the various municipal business units.

#### a) Highlights:

- ✦ High-site wireless hardware links were procured and delivered during this time, with the plan to upgrade the municipal network to the outer-lying areas under the WC024 area. A rate tender for WAN infrastructure was approved to assist in shortening the municipality's turnaround time in commissioning new sites and improving current location services;
- ✦ Providing a critical support role in the Memorandum of Understanding (MOU) entered between Remgro and the municipality to provide needed communication infrastructure for the camera coverage of the Eerste River Footpaths rehabilitation project;
- ✦ The Department: ICT spent a large amount of its effort on once again reducing printing and office automation costs by participating in the newly approved National Treasury RT3-2022 contract. As a result of this contract, the municipality will continue to reduce its printer footprint and begin to centrally manage usage across printers. The many stand-alone office printers will continue to be replaced with shared departmental printers, further assisting in reducing costs;
- ✦ Successfully drafted and awarded a tender for the upgrade of the Council Chambers' audio and conferencing electronic system;
- ✦ Enhanced security levels against malware attacks and the like by implementing and successfully commissioning the supply and installation of next-generation firewalls with unified threat management and licensing;
- ✦ Implemented and successfully commissioned the network and communication network across all 4 floors of the newly acquired NPK building. This required that all data and voice communications be configured to be available and secured at all times and further enable communications from the building to the data centre for needed system / server access;
- ✦ Supported and enabled the installation of the queue management system to electronically enhance the customer interface centre, which is to be based on the ground floor of the NPK building to provide fast, effective, and efficient municipal services to citizens;
- ✦ Successfully extended the services of the municipality's e-mail protection and injection system, Mimecast, by introducing DMARC (Domain-based Message Authentication, Reporting, and Conformance), which is a standard that prevents spammers from using the municipality's domain to send email without its permission—also known as spoofing;
- ✦ Introduced and successfully rolled out security awareness training using Mimecast for all computer-enabled staff by way of guided security video clips to help harden the municipality's



- security posture against malware attacks;
- ‡ The Global Information System ESRI GIS, in its 2nd year, developed a customer care module and revived the TREE APPLICATION MANAGEMENT SYSTEM (TRAMS). ESRI GIS continued with the upgrade of the BPAMS and TPAMS and began the development of incorporating the SAMRAS electronic signature to improve turnaround times in approval across all stages with the submission of plans;
- ‡ The upgrade of the backup infrastructure to accommodate and include all critical systems to ensure the sustainability of the ICT services continues to be streamlined and secured after the successful upgrade in the previous financial year;
- ‡ ICT continued streamlining and securing the Microsoft Office 365 and Windows 10 migration to improve collaboration within and between directorates by introducing added functionality within Teams and One Drive;
- ‡ Four quarterly GIS Forum meetings took place during the 2022/23 financial year; and
- ‡ Four quarterly ICT Steering Committee meetings took place during the 2022/23 financial year.

### 3.26.1 Service Statistics – Information and Communication Technology (ICT)

**Table 209: Service Statistics – ICT**

Details	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	%								
Ensure the availability of the network to ensure effective ICT systems for municipal processes.	98	98	99.9	99.9	99	99	99	99	99
Provide ICT support to all municipal departments by attending to requests within 4 working days.	97	98	98	98	98	98	98	98	98
Connecting all municipal sites to the ICT network.	100	100	100	100	100	100	100	100	100

The table below indicates the capital expenditure for the Department: ICT as at 30 June 2023.

**Table 210: Capital expenditure - ICT services as at 30 June 2023**

Capital Projects	Adjustment Budget	Actual Expenditure	Variance from the Adjustment Budget %
	R'000		
Public WI-FI Network	137	137	0%
Purchase and Replacement of computer / software and Peripheral devices	598	540	9.78%
Upgrade and Expansion of IT Infrastructure Platforms	7 380	5 274	28.55%

The Department: ICT has spent 73% of its capital budget for the financial year.





The table below indicates the number of employees in the Department: ICT as at 30 June 2023.

**Table 211: Total number of employees in the Department: ICT**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	1	1	0	0%
14 – 17	4	3	1	25%
9 – 13	7	6	1	14.2%
4 – 8	0	0	0	0%
3 – 0	0	0	0	0%
<b>Total</b>	<b>12</b>	<b>10</b>	<b>2</b>	<b>16.6%</b>

### 3.27 Legal Services

The Section: Legal Services, in conjunction with user departments, ensures and manages the implementation, monitoring, evaluation, and reporting of key service delivery objectives concerning Legal Services. During the year under review, 45 cases were registered at the High Court, Labour Court, and Magistrate's Court.

#### a) The main objectives are the following:

- ⚡ Advise and manage litigations instituted by the municipality and against it;
- ⚡ Provide legal advice, opinions, and input on policies, contracts, agreements, memoranda, legislation, by-laws, and regulations;
- ⚡ Advising the Municipal Council, Mayco, and Portfolio Committees on items submitted to meetings;
- ⚡ Ensuring by-laws are promulgated after consultation with user departments and approved by the Council; and
- ⚡ Attend to new legislation and proclamations for comment as and when required.

#### b) Challenges:

- ⚡ To deal with urgent requests for legal input to the Sections 79 and 80 committees;
- ⚡ Lack of skilled administrative support for the Chief Legal Advisor; and
- ⚡ Availability of a well-maintained legal library and reference resources.

The table below indicates the total number of employees in the Section: Legal Services as at 30 June 2023.

**Table 212: Total number of employees in the Section: Legal Services**

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	0	0%
9 – 13	0	0	0	0%
4 – 8	0	0	0	0%
3 – 0	0	0	0	0%
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>100%</b>



### 3.28 Municipal Court – Additional Court - Stellenbosch

The Municipal Court is responsible for the following prosecutions:

- ‡ Traffic by-laws;
- ‡ Provincial traffic by-laws;
- ‡ SAPS by-laws;
- ‡ Law enforcement by-laws;
- ‡ Fire by-laws;
- ‡ Building and Land Use Regulations, and all other by-law contraventions;
- ‡ Electrical By-laws; and
- ‡ Noise pollution.

#### a) **Mission Statement of the Municipal Court**

The Municipal Court aims to: -

- ‡ promote justice and service delivery;
- ‡ enhance revenue to invest in the community;
- ‡ “*Let Justice be seen to be done*”; and
- ‡ minimise crime and have a safer Stellenbosch.

#### **The Municipal Court was established to:**

- ‡ Support and secure good governance;
- ‡ Ease the burden on regular courts;
- ‡ Increase the speed of services;
- ‡ Allow for more successful prosecutions by applying specialist knowledge;
- ‡ Improve communications between the by-law prosecutors and enforcers;
- ‡ Support by-law enforcement;
- ‡ Ensure a user-friendly court; and
- ‡ Keeps members of the public who committed a minor crime (such as a traffic offence) away from hardened criminals.

The municipality is also looking into having an ad hoc court in Franschhoek / Klapmuts in the near future. This could be another boost for the Municipal Court's service to the community. Prosecuting some of the cases in the Paarl Magistrate's Court is also currently being considered.

The introduction of the Municipal Court has been an essential, strategic implementation that will benefit the whole community of Stellenbosch.



### 3.28.1 Statistical Report – Case Load

Table 213: Statistical Report Caseload 2022/23

Months:	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Cases on the roll	329	1150	146	349	454	519	241	149	211	1 195	193	206
Withdrawn	2	3	6	2	9	3	6	0	7	4	0	1
Struck off the role	6	168	6	11	33	19	28	0	11	169	24	17
Warrants authorised	131	944	108	281	342	225	150	146	145	990	43	90
Deferment	0	0	0	0	0	0	0	0	0	0	0	0
Payments	12	31	7	22	33	9	24	3	21	13	20	13
Postponed	30	8	19	33	37	19	33	0	18	6	57	6
Mediations	0	0	0	0	0	0	0	0	0	0	0	0

### 3.28.2 Financial Report of the Municipal Court 2022/23

Table 214: Financial Report of the Municipal Court 2022/23

Month	Traffic Fines	SAPS Fines	Law Enforcement Fines	Contempt of Court Fines	Provincial Fines	Electricity	Building	Total Amount
Jul	254 750	0	1 950	30 000	4 750	1 000	0	292 450
Aug	334 800	0	3 880	35 700	2 800	1 000	0	378 180
Sep	386 700	0	1 550	53 400	10 250	0	0	451 900
Oct	393 050	200	0	60 300	6 600	0	0	460 150
Nov	581 975	0	2 040	68 050	10 850	0	0	662 915
Dec	129 000	0	650	3 600	0	0	0	133 250
Jan	288 850	0	100	45 600	10 900	0	2 800	348 250
Feb	404 950	0	750	57 600	5 550	0	0	468 850
Mar	382 040	0	4 160	57 300	250	0	0	443 750
Apr	231 020	0	350	39 300	3 700	0	0	274 370
May	353 490	0	3 200	62 700	4 650	0	6 400	430 440
June	380 101	0	700	60 900	2 200	0	7 400	451 301
<b>Total</b>	<b>4 120 726</b>	<b>200</b>	<b>19 330</b>	<b>574 450</b>	<b>62 500</b>	<b>2 000</b>	<b>16 600</b>	<b>4 795 606</b>

The table below indicates the total number of employees in the Section: Municipal Court as at 30 June 2023.

Table 215: Total number of employees in the Section: Municipal Court

Job Level	Posts	Employees	Vacancies (full-time equivalents)	Vacancies (as a % of total posts)
	Number			
18 – 22	0	0	0	0%
14 – 17	1	1	1	100%
9 – 13	0	0	0	0%
4 – 8	4	3	1	25%
3 – 0	0	0	0	0%
<b>Total</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>40%</b>



## COMPONENT H: ORGANISATIONAL PERFORMANCE SCORECARD

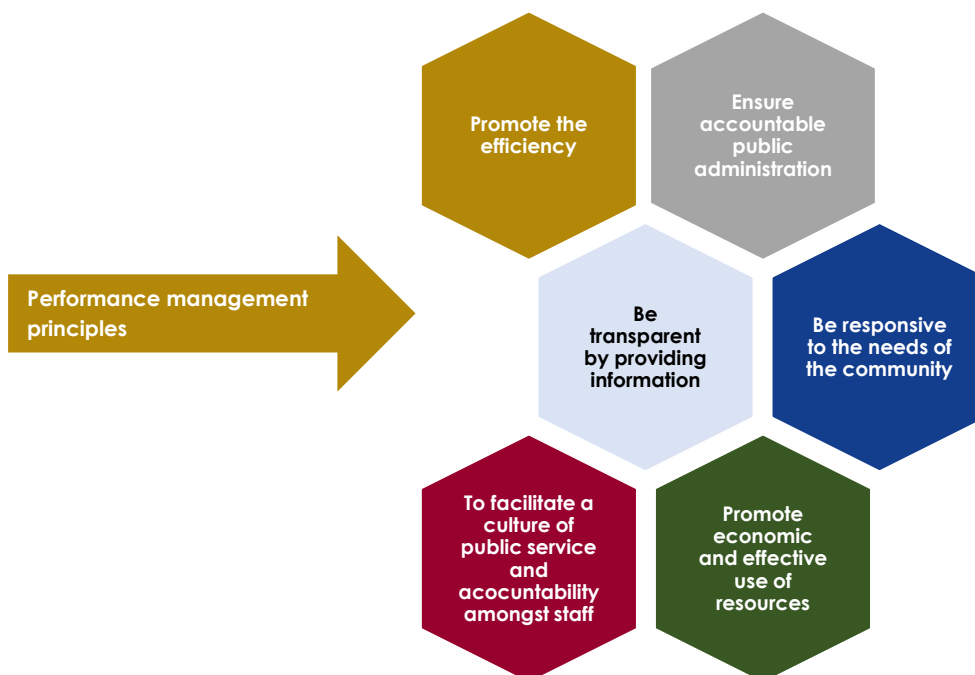
### 3.29 Performance Management

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

At a local government level, performance management is institutionalised through the legislative requirements of the performance management process. Performance management provides the mechanism to measure whether targets are met in line with strategic goals as set by the organisation.

Section 152 of the Constitution of the Republic of South Africa, 1996, deals with the objectives of local government and paves the way for performance management. The idea of an accountable government is important to meet the needs of Stellenbosch. The democratic values and principles in terms of Section 195(1) of the Constitution are also linked with the concept of performance management, concerning the principles of the following, among others:

**Figure 49: Performance Management Principles**



It is a statutory requirement, according to the MSA, to establish a performance management system and an IDP that must be aligned with the municipal budget. The monitoring of the organisational performance of the budget must be done against the IDP every quarter via the Service Delivery and Budget Implementation Plan (SDBIP). The report is made public after the council has been informed of the quarterly progress against set targets.

In addition, Regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations of 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting, and improvement will be conducted, organised, and managed, including determining the roles of the different role players."



Performance management is not only relevant to the organisation but also to the individuals employed in the organisation, as well as the external service providers and municipal entities. This framework, inter alia, reflects the linkage between the IDP, the Budget and the SDBIP.

### **3.29.1 Legislative requirements**

In terms of Section 46(1)(a) of the MSA, a municipality must prepare a performance report for each financial year that reflects the municipality's and any service provider's performance during the financial year. The report must furthermore indicate the development and service delivery priorities, the performance targets set by the municipality for the following financial year, and measures that were or are to be taken to improve performance.

### **3.29.2 Organisational performance**

A strategic performance assessment indicates how well the municipality is meeting its objectives and which policies and processes are working. All government institutions must report on strategic performance to ensure that service delivery is efficient, effective, and economical. Municipalities must develop strategic plans and allocate resources for their implementation. The implementation must be monitored on an ongoing basis, and the results must be reported to various role players during the financial year to enable them to implement corrective measures when and where required.

This report highlights the strategic performance in terms of the municipality's Top-layer Service Delivery and Budget Implementation Plan (SDBIP), high-level performance in terms of the strategic objectives of the municipality, and performance on the National Key Performance Indicators prescribed in terms of Section 43 of the MSA.

The Performance Management Policy 2021/22 is currently under review to be aligned with the new Staff Regulation 809.

### **3.29.3 Governance Framework for the IDP, Budget and Performance Management**

The draft review of the 5<sup>th</sup> Generation IDP was tabled in March 2022 and advertised for public comment thereafter. Stellenbosch Municipal Council adopted the 5<sup>th</sup> Generation IDP (2022 / 2027) together with the 2022/23 MTREF Budget on 25 May 2022.

The IDP is the principal planning instrument that guides and informs the municipal budget. The MSA requires each municipality in South Africa to prepare a strategic plan to guide all development and management within the municipal area. The IDP sets out the development priorities of Stellenbosch Municipality over the next five years. The IDP must guide and determine municipal planning and project implementation. The 2022/23 budget was based on the IDP and other spheres of government and service providers.

The IDP is a strategic tool that guides all the activities of local government in consultation with residents and stakeholders. In keeping with the more evolved and strategic approach to this IDP, the implementation plan focuses on only the key strategic programmes, projects, and initiatives that will support the achievement of the priorities during the five-year term of office. Its focus is on development in a broader sense, and it is a structured plan that informs budget priorities, decision-making, and the allocation of resources.



The focus of the IDP is varied and includes the provision of basic municipal services, measures for building and transforming municipal capacity, measures to assist in expanded livelihood opportunities for citizens, enterprise development, building dignified and safe living environments, and, crucially, exploring new ways of working and living together. It directs and is informed by different aspects of the municipality's work, including how the municipality is structured politically and administratively, the municipal budget, the sector plans and service delivery and budget implementation plans of different municipal services, and how the municipality manages its performance.

The three-year budget sets out the revenue-raising and expenditure plan of the municipality for approval by the Council under the MFMA. The allocation of funds needs to be aligned with the priorities in the IDP.

The IDP must be reflected in the performance agreements of the relevant staff and, through the budget, in the service delivery and budget implementation plan (SDBIP). The key performance management instrument of the municipality is the SDBIP. Linked to the IDP, the SDBIP forms the basis of the performance contracts of directors and quarterly, mid-year, and annual performance reviews of senior management, directorates, and the municipality.

### 3.29.4 Service Delivery and Budget Implementation Plan

The organisational performance is evaluated using a municipal scorecard (Top-layer SDBIP). Performance objectives, as reflected in the municipal scorecard, are required to be practical, measurable, and based on the key performance indicators.

It also allocates responsibility to directorates to deliver the services in terms of the IDP and the budget.

The purpose of performance reporting is to report specifically on the implementation and achievement of IDP outcomes. This section should provide an overview of the achievements of a municipality in terms of the strategic intent and deliverables achieved as stated in the IDP. The Top-layer (strategic) SDBIP is the municipality's strategic plan and shows the strategic alignment between the different documents (IDP, budget, and performance agreements).

The organisational performance is evaluated using a Municipal Scorecard (TL SDBIP) at an organisational level and through the Service Delivery and Budget Implementation Plan (SDBIP) at departmental levels.

The SDBIP is a plan that converts the IDP and Budget into measurable indicators of how, where, and when the strategies, objectives, and normal business processes of the municipality are implemented. It also allocates responsibilities to directorates to deliver the services in terms of the IDP and Budget.

MFMA Circular No. 13 is a clarification of the Municipal Budget and Reporting Regulations, Schedule A 1, GenN 393 in GG32141 of 2009 and prescribes that the:

- ‡ IDP and Budget must be aligned;
- ‡ The Budget must address the strategic priorities;
- ‡ SDBIP should indicate what the municipality is going to do during the next 12 months; and
- ‡ SDBIP should form the basis for measuring the performance against goals set during the budget / IDP processes.



### 3.29.5 The municipal Scorecard (Top-layer SDBIP)

The municipal scorecard (Top-layer SDBIP) consolidates service delivery targets set by the Council as advised by senior management and provides an overall picture of the performance of the municipality, reflecting performance in its strategic priorities for the 2022/23 financial year. The scorecard is the performance evaluation tool and is used during informal and formal performance reviews.

Components of the Top-layer SDBIP include:

A one-year detailed plan with the following components:

- ‡ Monthly projections of revenue to be collected from each source;
- ‡ Monthly projections of expenditure (operating and capital) and revenue for each vote;
- ‡ Quarterly projections of service delivery targets and performance indicators for each vote;
- ‡ Ward information for expenditure and service delivery; and
- ‡ A detailed capital works plan broken down by ward over three years.

Top-layer KPIs were prepared based on the following:

- ‡ Key performance indicators (KPIs) for the programmes / activities identified to address the strategic objectives as documented in the IDP in cooperation with the community, which identify developmental priorities;
- ‡ KPIs identified during the IDP and KPIs that need to be reported to key municipal stakeholders; and
- ‡ KPIs to address the required national minimum reporting requirements.

### 3.29.6 Amendment of the Top-layer SDBIP

The TL SDBIP 2022/23 was reviewed once during the financial year under review and submitted to the Council for approval on 22 June 2022 and revised on 30 January 2023.

The municipality utilises an electronic web-based, real-time performance-based system on which KPI owners update actual performance monthly. KPI owners 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;
- ‡ A performance comment; and
- ‡ Actions to improve performance include the submission of corrective measures to meet the set target for the reporting interval in question if the target is not achieved.

It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results updated and provide it to the internal auditor and AGSA upon request during the quarterly and annual audit testing.



### 3.29.7 Monitoring of the Service Delivery and Budget Implementation Plan (SDBIP)

Municipal performance is measured as follows:

#### In terms of section 72(1)(a) of the MFMA:

- ✦ The accounting officer must, by 25 January of each year, assess the performance of the municipality during the first half of the financial year;
- ✦ A report on such an assessment must, in terms of Section 72(1)(b) of the MFMA, be submitted to the Mayor, Provincial and National Treasury; and
- ✦ Once the Mayor has considered the report, it must be submitted to the Council by 31 January in terms of Section 54 of the MFMA.

#### Quarterly assessment i.t.o. Section 52(d) of the MFMA:-

Assess the performance of the municipality during the first half of the financial year.

The Executive Mayor, who must provide general political guidance over the fiscal and financial affairs of the municipality, is required by Section 52(d) of the MFMA to submit a report on the implementation of the budget and the financial situation of the municipality to the Council within 30 days after the end of each quarter.

The actual performance was audited by the Department: Internal Audit (IA), and the results of their findings were submitted to the APAC:

- ✦ Quarter 1 (July to September);
- ✦ Quarter 2 (October to December);
- ✦ Quarter 3 (January to March); and
- ✦ Quarter 4 (April to June).

#### Other municipal personnel

The municipality has implemented individual performance management for employees at the three highest levels of management.





## Municipal Manager and Managers Directly Accountable to the Municipal Manager

The MSA prescribes that the municipality must enter into performance-based agreements with the municipal manager and managers directly reporting to the municipal manager, i.e., MSA Section 56 managers. Performance agreements must be reviewed annually and published in the public interest. This process and the format are further regulated by Regulation 805 (August 2006), MSA.

The revised (latest) performance plans for the municipal manager and MSA Section 56 appointments for the 2022/23 financial year were signed on 02 March 2023 as prescribed. They include performance agreements for the:

- ‡ Municipal Manager;
- ‡ Chief Financial Officer;
- ‡ Director: Corporate Services;
- ‡ Director: Planning and Local Economic Development;
- ‡ Director: Community and Protection Services; and
- ‡ Director: Infrastructure Services.

**Table 216: Performance Management Governance**

	Performance Management Policy	All MSA s57/56 Performance contracts signed	Audit Committee	Municipal Public Accounts Committee (MPAC)	Quarterly Performance Reporting to the Council	Annual Performance Reporting to the Council
In place?	√	√	√	√	√	√

In the paragraphs below, the performance achieved is illustrated against the Top-layer SDBIP according to the IDP strategic objectives. The following table explains the method by which the overall assessment of actual performance against targets set for the key performance indicators (KPIs) of the SDBIP is measured:

**Table 217: Performance Assessment Criteria**

Colour	Category	Explanation
	KPI Not Yet Measured	KPIs with no targets or actual results for the selected period
	KPI Not Met	Actual vs. target less than 75%
	KPI Almost Met	Actual vs. target between 75% and 100%
	KPI Met	Actual vs. target 100% achieved
	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
	KPI Extremely Well Met	Actual vs. target of more than 150% achieved

The TL SDBIP (the Municipal Scorecard) consolidates service delivery targets set by the Council / Senior Management and provides an overall picture of performance for the municipality, reflecting performance on its strategic priorities.

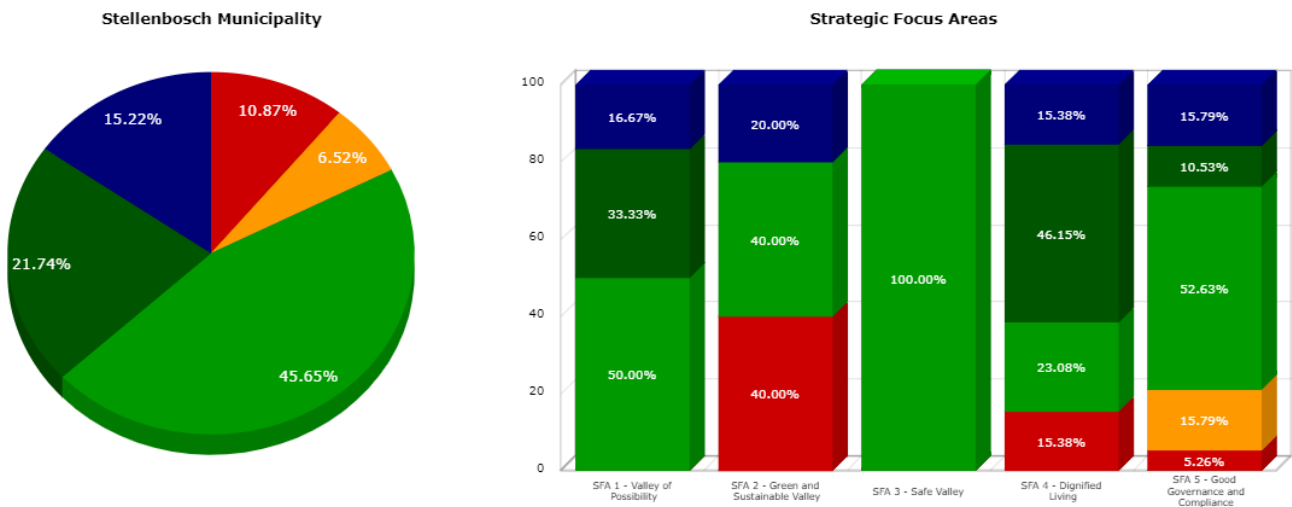


### 3.29.8 Overall Performance per Municipal Strategic Focus Area

The following table illustrates the municipality's overall performance per Municipal Strategic Focus Area (SFA). The Annual Performance Report 2022/23 was submitted to the Stellenbosch Municipal Council as well as the AGSA in terms of the MSA, Sections 46(1) and (2).

The graph and table below give a clear indication of what was reported to the Council on the municipality's performance in terms of the five (5) National Government's Key Performance Areas for local government, which are (1) Basic Service Delivery; (2) Local Economic Development; (3) Municipal Institutional Transformation and Development; (4) Municipal Financial Viability and Management; and (5) Good Governance and Public Participation.

**Graph 15: Percentage of performance summary per SFA**



**Table 218: Performance summary per Municipal Strategic Focus Area (SFA)**

Stellenbosch Municipality		Municipal Strategic Focus Areas (SFAs)				
		SFA 1 - Valley of Possibility	SFA 2 - Green and Sustainable Valley	SFA 3 - Safe Valley	SFA 4 - Dignified Living	SFA 5 - Good Governance and Compliance
KPI Not Yet Measured	-	-	-	-	-	-
KPI Not Met	5 (10.87%)	-	2 (40%)	-	2 (15.38%)	1 (5.26%)
KPI Almost Met	3 (6.52%)	-	-	-	-	3 (15.79%)
KPI Met	21 (45.65%)	3 (50%)	2 (40%)	3 (100%)	3 (23.08%)	10 (52.63%)
KPI Well Met	10 (21.74%)	2 (33.33%)	-	-	6 (46.15%)	2 (10.53%)
KPI Extremely Well Met	7 (15.22%)	1 (16.67%)	1 (20%)	-	2 (15.38%)	3 (15.79%)
<b>Total:</b>	<b>46</b> 100%	<b>6</b> 13.04%	<b>5</b> 10.87%	<b>3</b> 6.52%	<b>13</b> 28.26%	<b>19</b> 41.30%



# CHAPTER 4: ORGANISATIONAL DEVELOPMENT PERFORMANCE

## 4.1 Introduction to the Municipal Workforce

Stellenbosch Municipality, as of 30 June 2023, employed **1 147** officials (excluding councillors and non-permanent positions) who individually and collectively contributed to the achievement of the municipality's objectives. The primary objective of Human Resource Management is to render an innovative HR service that addresses both skills development and an administrative function.

## 4.2 Employment Equity

The Employment Equity Act (1998), Chapter 3, Section 15(1), states that affirmative action measures are measures designed to ensure that suitably qualified people from designated groups have equal employment opportunities and are equitably represented in all occupational categories and levels in the workforce of a designated employer. The national performance indicator also refers to the "number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan". The following table provides clarity on the employment equity status.

**Table 219: EE Targets / Actual by Racial Classification**

Financial Year	African			Coloured			Indian			White		
	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached
2018/19	334	372	111.4%	497	651	131%	23	4	17%	75	94	125.3%
2019/20	334	383	111.4%	497	680	137%	23	4	17%	75	96	128%
2020/21	334	395	118.3%	497	660	132.8%	23	4	17%	75	83	110.67%
2021/22	334	387	115.9%	497	671	135.01%	23	4	17%	75	79	105.3%
2022/23	334	391	117%	497	674	135.6%	23	4	17.4%	75	78	104%

**Table 220: Targets / Actual by Gender Classification**

Financial Year	Male			Female			Disability		
	Target June	Actual June	Target reached	Target June	Actual June	Target reached	Target June	Actual June	Target reached
2018/19	681	750	110.1%	670	371	55.3%	10	10	100%
2019/20	681	760	111.6%	670	398	59.4%	10	10	100%
2020/21	681	737	108.22%	670	405	60.45%	10	10	100%
2021/22	681	735	107.9%	670	406	60.6%	10	10	100%
2022/23	681	727	106.7%	670	420	62.5%	10	6	60%



### 4.3 Occupational Categories - Race

The table below categorises the number of employees by race within the occupational levels.

**Table 221: Occupational Categories – Race**

Occupational Levels	Male				Female				Total
	A	C	I	W	A	C	I	W	
Top Management and Councillors	9	16	1	4	6	4	0	11	51
Senior management	0	6	1	4	1	2	0	0	14
Professionally qualified and experienced specialists and mid-management	6	27	1	12	11	17	1	10	85
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	50	115	1	24	57	94	0	18	359
Semi-skilled and discretionary decision-making	88	167	0	6	57	90	0	3	411
Unskilled and defined decision-making	97	118	0	0	24	33	0	0	272
<b>Total permanent</b>	<b>250</b>	<b>449</b>	<b>4</b>	<b>50</b>	<b>156</b>	<b>240</b>	<b>1</b>	<b>42</b>	<b>1 192</b>
Non-permanent employees (incl. EPWP, conditional grants, and provincial grants)	16	22	0	1	25	31	0	0	95
<b>Grand total</b>	<b>266</b>	<b>471</b>	<b>4</b>	<b>51</b>	<b>181</b>	<b>271</b>	<b>1</b>	<b>42</b>	<b>1 287</b>

### 4.4 Directorates by Race

The table below categorises the number of employees by race within the different Directorates:

**Table 222: Directorates by Race**

Directorate	Male				Female				Total
	A	C	I	W	A	C	I	W	
Office of the Mayor	9	13	0	4	6	3	0	10	45
Office of the Municipal Manager	0	2	0	1	5	6	0	2	16
Financial Services	10	37	1	2	20	50	0	6	126
Planning and Economic Development	7	20	0	5	16	27	0	8	83
Corporate Services	6	25	0	1	15	21	0	5	73
Community and Protection Services	77	131	1	21	58	95	1	8	392
Infrastructure Services	141	221	2	16	36	38	0	1	457
<b>Total permanent</b>	<b>250</b>	<b>449</b>	<b>4</b>	<b>50</b>	<b>156</b>	<b>240</b>	<b>1</b>	<b>42</b>	<b>1 192</b>
Non-permanent employees (incl. EPWP, conditional grants, and provincial grants)	16	22	0	1	25	31	0	0	95
<b>Grand total</b>	<b>266</b>	<b>471</b>	<b>4</b>	<b>51</b>	<b>181</b>	<b>271</b>	<b>1</b>	<b>42</b>	<b>1 287</b>

### 4.5 Vacancy Rate

The approved organogram for the municipality had **1 120 (funded)** posts based on the 2017/18 financial year. On 01 July 2018, the approved organogram of 25 October 2017 was implemented, which brought about a total post compliment of **1 873** posts and was further reviewed and revised with another **123** posts, which made the total post compliment **1 996** posts on 27 February 2019. The actual positions filled in the 2022/23 financial year are indicated in the tables below by post-level and functional level.



A total of **142** posts were vacant and funded at the end of 2022/23, resulting in a vacancy rate of **11%**.

The table below indicates the vacancies within the municipality:

**Table 223: Vacancy rate per post and functional level**

Per Post Level		
Post Level	Filled	Vacant
Top Management (MM and MSA section 57 Managers)	6	0
Senior Management	14	0
Middle management	85	11
Skilled technical and academically qualified workers, junior management, supervisors, foremen and superintendents	359	65
Semi-skilled	411	44
Unskilled and defined decision-making	272	22
<b>Total</b>	<b>1 147</b>	<b>142</b>
Per Functional Level		
Functional area	Filled	Vacant
Office of the Mayor	45	0
Office of the Municipal Manager	16	0
Financial Services	126	10
Planning and Economic Development	83	15
Corporate	73	11
Community and Protection Services	392	32
Infrastructure Services	457	74
<b>Total</b>	<b>1 192</b>	<b>142</b>

## 4.6 Turnover rate

A high turnover rate may be costly to a municipality and might negatively affect productivity, service delivery, and institutional memory / organisational knowledge. Below is a table that shows the turnover rate in the municipality.

The table below indicates the turnover rate over the last four financial years.

**Table 224: Turn-over Rate**

Financial year	Total no appointments at the end of each Financial Year	New appointments	Number of terminations during the year	Turn-over Rate
2018/19	1 121	55	39	3.47%
2019/20	1 158	60	51	4.40%
2020/21	1 142	48	61	5.34%
2021/22	1 140	82	82	7.19%
2022/23	1 137	96 (incl promotion)	71	62



## 4.7 Managing the Municipal Workforce

Managing the municipal workforce refers to analysing and coordinating employee behaviour.

An occupational injury is a personal injury, disease, or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury / disease and can be costly to a municipality. An occupational injury will influence the loss of man-hours and, therefore, financial and productivity performance.

**Table 225: Injuries per Directorate**

Directorates	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Office of the Municipal Manager	1	1	0	0	0	0	0
Financial Services	3	0	0	2	4	0	0
Planning and Economic Development Services	0	3	3	2	10	12	10
Corporate Services	1	1	1	7	9	5	7
Community and Protection Services	54	73	49	36	21	35	64
Infrastructure Services	64	42	32	42	77	57	69
<b>Total</b>	<b>130</b>	<b>125</b>	<b>86</b>	<b>92</b>	<b>121</b>	<b>109</b>	<b>150</b>

Injuries in operational services are normally higher due to the nature of work and the constant handling of equipment and machinery.

## 4.8 Sick Leave

The number of sick days taken by employees has an impact on costs and service delivery. The monitoring of sick leave identifies certain patterns or trends. Once patterns of concern are identified, corrective actions are taken.

The total number of employees that have taken sick leave during the 2022/23 financial year shows a decrease of **1096.71** working days when compared to the 2021/22 financial year.

The table below indicates the total number of sick leave days taken within the different directorates.

**Table 226: Table 185: Sick Leave as at 30 June 2023**

Directorate	2021/22	2021/22 (%)	2022/23	2022/23 (%)
Office of the Municipal Manager	129	30.23	83	19.45
Financial Services	812	26.25	667	21.75
Planning and Economic Development	436	20.19	449	21.59
Corporate Services	572.44	28.62	480.79	25.76
Community and Protection Services	2 386	23.12	1 915.93	19.21
Infrastructure Services	2 538.5	20.69	2 181.51	19.20
<b>Total</b>	<b>6 873.94</b>	<b>22.71</b>	<b>5 777.23</b>	<b>21.16</b>

## 4.9 Human Resources Policies and Plans

Policies and plans guide fair and consistent staff treatment and a consistent approach to the management of staff.



The table below shows the status of the Human Resources policies and plans:

**Table 227: Approved Policies for the year under review**

Name of policy	Date approved / revised
Employment Equity Policy	23 November 2022
Work From Home Policy	26 July 2023

**Table 228: Policies still to be developed**

Policies still to be developed	
Name of policy	Proposed date of approval
HIV / Aids Policy (review)	In the 2023/24 financial year
Incapacity due to ill health / Injury Policy	In the 2023/24 financial year
Sexual Harassment Policy	In the 2023/24 financial year

The Department: Human Resources Management submits policies to the Local Labour Forum regularly for review purposes.

## 4.10 Capacity Building of the Municipal Workforce

The Skills Development Act, 1998 (Act No. 97 of 1998) and the MSA require that employers supply employees with the necessary training to develop their human resource capacity. Section 55(1)(f) states that, as head of administration, the Municipal Manager is responsible for the management, utilisation, and training of staff.

## 4.11 Skills Matrix

The table below indicates the number of employees who received training in the year under review.

**Table 229: Number of employees that received training**

Management level	Gender	Number of employees identified for training at the start of the year	Number of employees that received training
MM and S57	Female	0	0
	Male	0	1
Legislators, senior officials, and managers	Female	8	4
	Male	9	8
Professionals	Female	1	5
	Male	2	6
Associate professionals and Technicians	Female	16	8
	Male	33	7
Community and Personal Services	Female	0	0
	Male	0	0
Clerks	Female	24	10
	Male	4	4
Service and sales workers	Female	43	30
	Male	81	53
Skilled, Agricultural, Fishery, Craft and Related Trades Workers	Female	11	7
	Male	51	35
Plant and machine operators and assemblers	Female	0	0
	Male	26	14
Elementary occupations	Female	28	7



Management level	Gender	Number of employees identified for training at the start of the year	Number of employees that received training
	Male	178	70
<b>Sub-total</b>	<b>Female</b>	<b>131</b>	<b>71</b>
	<b>Male</b>	<b>384</b>	<b>198</b>
<b>Total</b>		<b>515</b>	<b>269</b>

## 4.12 Skills Development – Training Provided and Budget Allocation

The table below indicates that a total of **R4 805 444** was spent on the workplace skills plan. This represents **0.82%** when compared to the total salary budget of the municipality in the 2022/23 financial year.

Municipalities are required, in terms of the Skills Development Act, to spend at least 1% of their salary budget on their workplace skills plan.

**Table 230: Budget allocated and spent for skills development**

Year	Total personnel budget	Total Allocated	Total Spend	% Spent
	R	R	R	
2020/21	R 532 497 021	R 532 497 021	R 3 300 217	0.62%
2021/22	R 598 305 199	R 5 838 508	R 3 267 622	0.55%
2022/23	R 588 075 877	R 4 500 000	R 4 805 444	0.82%

## 4.13 Managing the Municipal Workforce Expenditure

### 4.13.1 Personnel Expenditure

The percentage of personnel expenditure is essential in the budgeting process as it reflects current and future efficiency. The table below indicates the percentage of the municipal budget that was spent on salaries and allowances for the past five financial years, and the municipality is well below the national norm of between 35 to 40%.

**Table 231: Personnel Expenditure as % of Total Operating Expenditure**

Financial year	Total expenditure salary and allowances	Total operating expenditure	Percentage
	R	R	%
2017/18	407 801	1 307 335	31%
2018/19	444 711	1 508 629	29%
2019/20	481 583	1 661 441	29%
2020/21	544 391	1 809 977	30%
2021/22	550 719	1 925 898	29%
2022/23	542 779	1 947 880	28%





Below is a summary of Councillor and staff benefits for the year under review.

**Table 232: Councillor and staff benefits**

Financial year	2021/22	2022/23		2022/23
Description	Actual	Original Budget	Adjusted Budget	Actual
R'000				
<b>Councillors (Political Office Bearers Plus Other)</b>				
Salary	15 253	19 011	17 697	19 152
Pension Contributions	438	0	467	511
Medical Aid Contributions	156	0	126	115
Motor Vehicle Allowance	2 039	0	720	985
Cell Phone and Other Allowances	1 929	2 051	1 836	2 002
<b>Sub-Total - Councillors</b>	<b>19 815</b>	<b>21 062</b>	<b>20 846</b>	<b>22 765</b>
<b>% Increase / (Decrease) on Actual</b>	<b>3.63%</b>	<b>5.92%</b>	<b>4.95%</b>	<b>12.96%</b>
<b>Other Municipal Staff</b>				
Basic Salaries and Wages	341 185	381 998	357 974	347 682
Pension and UIF Contributions	53 202	61 481	59 381	59 000
Medical Aid Contributions	25 682	27 138	27 138	27 108
Overtime	35 056	47 383	35 383	40 403
Performance Bonus	1 242	1 399	1 399	1 249
Motor Vehicle Allowance	9 473	11 416	11 412	8 857
Cellphone Allowance	1 884	2 611	2 626	2 172
Housing Allowances	2 798	2 918	2 918	2 716
Other benefits and allowances	55 904	52 550	51 250	46 349
Payments instead of leave	1 690	6 985	6 985	-42
<b>Other Municipal staff</b>				
Long service awards	52	4 501	2 230	5 150
Post-retirement benefit obligations	22 551	24 084	29 380	2 136
<b>Sub-Total - Other Municipal Staff</b>	<b>550 719</b>	<b>624 464</b>	<b>588 076</b>	<b>542 779</b>
<b>% Increase / (Decrease)</b>	<b>1.16%</b>	<b>11.81%</b>	<b>6.35%</b>	<b>-1.46%</b>
<b>Total municipality</b>	<b>570 534</b>	<b>645 526</b>	<b>608 922</b>	<b>565 544</b>
<b>% Increase / (Decrease)</b>	<b>1.37%</b>	<b>11.62%</b>	<b>6.30%</b>	<b>-0.88%</b>



## CHAPTER 5: FINANCIAL PERFORMANCE

### COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

The Statement of Financial Performance provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

#### 5.1 Financial Summary

The table below indicates a summary of the financial performance for the 2022/23 financial year.

**Table 233: Financial Performance**

Description	2021/22	2022/23		2022/23 Variance		
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
<b>Financial Performance</b>						
Property rates	414 446	438 941	438 941	444 035	-1.16%	-1.16%
Service charges	1 090 198	1 227 651	1 193 196	1 138 698	7.25%	4.57%
Investment revenue	18 770	20 397	35 417	42 250	-107.14%	-19.29%
Transfers recognised - operational	196 208	213 380	224 854	211 107	1.07%	6.11%
Other own revenue	336 518	203 414	197 546	264 698	-30.13%	-33.99%
<b>Total revenue (excluding capital transfers and contributions)</b>	<b>2 042 353</b>	<b>2 103 783</b>	<b>2 089 954</b>	<b>2 100 788</b>	<b>0.14%</b>	<b>-0.52%</b>
Employee costs	550 719	624 464	590 886	542 779	13.08%	8.14%
Remuneration of councillors	19 815	21 062	20 846	22 765	-8.09%	-9.21%
Depreciation and asset impairment	213 746	213 118	214 993	231 679	-8.71%	-7.76%
Finance charges	44 332	67 799	68 069	59 928	11.61%	11.96%
Materials and bulk purchases	559 177	551 412	543 925	544 002	1.34%	-0.01%
Transfers and grants	13 364	14 355	18 888	17 758	-23.71%	5.98%
Other expenditure	524 745	609 853	662 057	528 968	13.26%	20.10%
<b>Total Expenditure</b>	<b>1 925 898</b>	<b>2 102 063</b>	<b>2 119 664</b>	<b>1 947 880</b>	<b>7.33%</b>	<b>8.10%</b>
<b>Surplus / (Deficit)</b>	<b>116 455</b>	<b>1 720</b>	<b>-29 710</b>	<b>152 908</b>	<b>-87.9%</b>	<b>-27.99%</b>
Transfers recognised - capital	92 852	120 030	119 744	100 335	16.4%	16.2%
Contributions recognised - capital and contributed assets	357	33 000	0	0	100.0%	0%
<b>Surplus / (Deficit) after capital transfers and contributions</b>	<b>209 664</b>	<b>154 750</b>	<b>90 034</b>	<b>253 243</b>	<b>-38.89%</b>	<b>-64.48%</b>
<b>Capital expenditure and funds sources</b>						
Capital expenditure						
Transfers recognised - capital	116 481	140 000	94 368	8 3467	40.38%	11.55%
Public contributions and donations	2 070	0	0	0	0%	0%
Borrowing	128 766	120 030	119 744	100 335	16.41%	16.21%
Internally generated funds	100 293	136 790	143 714	137 704	-0.67%	4.18%
<b>Total sources of capital funds</b>	<b>347 610</b>	<b>396 820</b>	<b>357 826</b>	<b>321 506</b>	<b>56.12%</b>	<b>31.94%</b>
Financial position						
Total current assets	751 388	644 346	787 241	955 338	-48.26%	-21.35%
Total non-current assets	5 994 848	6 274 346	6 158 816	6 076 313	3.16%	1.34%
Total current liabilities	436 156	339 918	462 294	498 795	-46.74%	-7.90%
Total non-current liabilities	791 468	877 341	889 359	733 525	16.39%	17.52%



Description	2021/22	2022/23			2022/23 Variance	
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Community wealth / equity	5 518 611	5 701 434	5 594 405	5 799 331	-1.72%	-3.66%
Net cash from (used) operating	345 407	348 204	338 897	433 938	-24.62%	-28.04%
Net cash from (used) investing	-428 959	-409 273	-442 236	-346 495	15.34%	21.65%
Net cash from (used) financing	109 779	92 883	92 883	23 213	75.01%	75.01%
<b>Cash / cash equivalents at the year-end</b>	<b>137 877</b>	<b>301 804</b>	<b>432 943</b>	<b>248 533</b>	<b>18.31%</b>	<b>42.59%</b>
<b>Cash backing / surplus reconciliation</b>						
Cash and investments available	443 400	435 450	435 450	580 301	-33%	-33%
Application of cash and investments	406 090	285 553	285 553	361 775	-27%	-27%
Balance - surplus (shortfall)	37 310	149 897	149 897	218 526	-46%	-46%
<b>Asset management</b>						
Asset register summary (WDV)	5 574 143	5 835 067	5 721 220	5 634 083	3.44%	1.52%
Depreciation	218 693	213 118	214 993	231 679	-8.71%	-7.76%
Renewal of Existing Assets	4 210	31 358	26 673	20 533	34.52%	23.02%
Repairs and Maintenance	64 350	75 195	69 114	55 115	26.70%	20.25%
<b>Free Services</b>						
Cost of Free Basic Services provided	6 134	3 537	4 844	4 519	-27.76%	6.71%
The revenue cost of free services provided	59 462	57 014	54 808	52 011	8.78%	5.10%
<b>Households below the minimum service level</b>						
Water:	1	-	-	-	-	-
Sanitation / sewerage:	1	-	-	-	-	-
Energy:	2	-	-	-	-	-
Refuse:	4	-	-	-	-	-
Variances are calculated by dividing the difference between the actual and original / adjustments budget by the budget. This table is aligned.						

The table below shows a summary of performance against budgets.

**Table 234: Performance against Budgets**

Financial Year	Revenue				Operating expenditure			
	Budget	Actual	Diff.	%	Budget	Actual	Diff.	%
	R'000				R'000			
2016/17	1 490 495	1 534 354	43 859	2.94%	1 450 845	1 316 387	134 458	9.27%
2017/18	1 778 647	1 609 729	-168 918	-9.50%	1 575 255	1 363 953	211 302	13.41%
2018/19	1 738 394	1 629 667	-108 727	-6.25%	1 719 105	1 508 629	210 476	12.24%
2019/20	1 834 539	1 742 596	-91 943	-5.01%	1 778 284	1 661 441	116 843	6.57%
2020/21	1 930 252	1 805 680	-124 572	-6.45%	1 830 891	1 812 392	18 499	1.01%
2021/22	2 116 591	2 042 353	-74 238	-3.51%	1 977 679	1 925 898	51 781	2.62%
2022/23	2 209 698	2 201 123	8 575	0.39%	2 119 665	1 947 880	171 785	8.10%



## 5.2 Revenue Collection by Vote

The table below indicates the Revenue collection performance by vote for the 2022/23 financial year.

**Table 235: Revenue collection performance by vote**

Vote Description	2021/22	2022/23			2022/23 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Municipal Manager	-	0	550	550	0%	0%
Planning and Development	25 576	22 480	20 807	20 807	7.44%	0%
Infrastructure Services	1 330 905	1 517 037	1 463 618	1 405 955	7.32%	3.94%
Community and Protection Services	166 824	170 618	163 950	188 870	-10.70%	-15.20%
Corporate Services	5 787	11 657	9 691	11 557	0.86%	-19.25%
Financial Services	513 261	535 021	551 082	573 384	-7.17%	-4.05%
<b>Total Revenue by Vote</b>	<b>2 042 353</b>	<b>2 256 813</b>	<b>2 209 698</b>	<b>2 201 123</b>	<b>2.47%</b>	<b>0.39%</b>

## 5.3 Revenue Collection by Source

The table below indicates the Revenue collection performance by source for the 2022/23 financial year.

**Table 236: Revenue Collection by Source**

Description	2021/22	2022/23			2022/23 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
Property rates	414 445	438 941	438 941	444 035	-1.16%	-1.16%
Service Charges	1 076 411	1 227 651	1 193 196	1 138 698	7.25%	5%
Rentals of facilities and equipment	12 173	15 538	10 099	12 373	20.37%	-23%
Interest earned - external investments	18 770	20 397	35 417	42 250	-107.14%	-19%
Interest earned - outstanding debtors	12 858	11 391	18 339	19 886	-74.58%	-8%
Dividends received	0	0	0	0	0%	0%
Fines	122 657	124 995	124 995	146 658	-17.33%	-17%
Licences and permits	7 809	5 934	7 483	8 408	-41.69%	-12%
Agency services	3 019	4 281	3 192	3 438	19.69%	-8%
Transfers recognised - operational	196 208	213 380	224 854	211 107	1.07%	6%
Transfers recognised - capital	92 852	153 030	119 744	100 335	34.43%	16%
Other revenue	71 084	41 313	33 478	73 935	-78.96%	-121%
Gains on the disposal of PPE	0	0	0	0	0%	0%
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>2 028 286</b>	<b>2 256 851</b>	<b>2 209 738</b>	<b>2 201 123</b>	<b>2.47%</b>	<b>0.39%</b>



## 5.4 Operational Services Performance

The table below indicates the operational services performance for the 2022/23 financial year.

**Table 237: Operational Services Performance: Expenditure**

Description	2021/22	2022/23		2022/23 Variance		
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000					%
<b>Operating Cost</b>						
Water	135 888	133 949	146 396	159 960	-19.42%	-9.27%
Wastewater (Sanitation)	136 215	178 634	159 251	143 425	19.71%	9.94%
Electricity	627 110	671 953	659 940	851 029	-26.65%	-28.96%
Waste Management	131 189	132 524	142 674	117 588	11.27%	17.58%
Housing	23 144	31 972	33 682	18 389	42.49%	45.41%
<b>Component A: sub-total</b>	<b>1 053 546</b>	<b>1 149 032</b>	<b>1 141 942</b>	<b>1 290 390</b>	<b>-12.30%</b>	<b>-13%</b>
Roads and Stormwater	108 786	115 315	115 188	8 728	92.43%	92.42%
<b>Component B: sub-total</b>	<b>108 786</b>	<b>115 315</b>	<b>115 188</b>	<b>8 728</b>	<b>92.43%</b>	<b>92.42%</b>
Town Planning and Spatial Planning	25 966	12 303	11 928	-	100%	100%
Local Economic Development	14 518	13 147	13 726	1 928	85.34%	85.96%
<b>Component C: sub-total</b>	<b>40 484</b>	<b>25 449</b>	<b>25 654</b>	<b>1 928</b>	<b>92.42%</b>	<b>92.49%</b>
Libraries	9 855	19 492	16 867	10 798	44.60%	35.98%
Cemeteries	4 779	6 047	6 201	4 979	17.66%	19.70%
Community development	12 930	15 188	14 800	179	98.82%	98.79%
<b>Component D: sub-total</b>	<b>27 565</b>	<b>40 726</b>	<b>37 867</b>	<b>15 956</b>	<b>60.82%</b>	<b>57.86%</b>
Environmental Protection	-	-	-	-	0%	0%
<b>Component E: sub-total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
Traffic services	218 992	223 440	240 150	121 920	45.44%	49.23%
Fire Services and Disaster Management	52 954	52 992	55 971	941	98.22%	98.32%
<b>Component F: sub-total</b>	<b>271 946</b>	<b>276 432</b>	<b>296 121</b>	<b>122 861</b>	<b>55.55%</b>	<b>58.51%</b>
Holiday Resorts and Campsites	539	452	437	427	5.46%	2.22%
Sports grounds, parks, swimming pools	71 405	83 555	84 800	1 249	98.50%	98.53%
Community Halls, Facilities and Thusong Centres	4 753	5 298	5 448	579	89.07%	89.37%
<b>Component G: sub-total</b>	<b>76 697</b>	<b>89 305</b>	<b>90 686</b>	<b>2 256</b>	<b>97.47%</b>	<b>97.51%</b>



Description	2021/22	2022/23			2022/23 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustment Budget
	R'000					%
Office of the MM	17 555	18 607	16 774	-0	100%	100%
Financial Services	93 037	257 344	187 851	572 686	-122.54%	-204.86%
Administration	103 056	89 235	103 102	100 885	-13.06%	2.15%
Property and contract management	29 755	42 786	42 316	9 406	78.02%	77.77%
HR	42 393	61 738	66 685	1 278	97.93%	98.08%
IT	45 009	53 372	51 493	-2	100%	100%
Internal Audit	9 335	12 257	12 541	550	95.51%	95.61%
Legal Services	6 735	8 835	7 803	2	99.98%	99.97%
<b>Component H: sub-total</b>	<b>346 875</b>	<b>544 173</b>	<b>488 564</b>	<b>684 805</b>	<b>-25.84%</b>	<b>-28.66%</b>
<b>Total Expenditure</b>	<b>1 925 898</b>	<b>2 240 434</b>	<b>2 196 021</b>	<b>2 126 923</b>	<b>5.07%</b>	<b>3.25%</b>

In this table, operational income is offset against operational expenditure leaving a net operational expenditure total for each service. Variances are calculated by dividing the difference between the actual and original / adjustments budget by the budget.

## 5.5 Financial Performance Per Municipal Function

The tables below indicate the financial performance per municipal function for the 2022/23 financial year.

### 5.5.1 Water Services

**Table 238: Financial Performance: Water Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(159 914)	-181 107	-186 866	-174 277	7%
<b>Expenditure:</b>					
Employees	35 941	36 962	33 962	30 863	9%
Repairs and Maintenance	2 842	7 411	6 211	5 541	11%
Other	97 105	89 577	106 223	123 556	-16%
<b>Total Operational Expenditure</b>	<b>135 888</b>	<b>133 949</b>	<b>146 396</b>	<b>159 960</b>	<b>-9%</b>
<b>Net Operational (Service)</b>	<b>(24 026)</b>	<b>-47 158</b>	<b>-40 470</b>	<b>-14 317</b>	<b>-3%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.2 Sanitation Services

**Table 239: Financial Performance: Sanitation Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(142 904)	-149 836	-151 151	-149 402	1%
<b>Expenditure:</b>					
Employees	39 179	46 980	42 980	39 837	7%
Repairs and Maintenance	12 162	8 325	9 525	6 219	35%
Other	84 874	123 330	106 746	97 368	9%
<b>Total Operational Expenditure</b>	<b>136 215</b>	<b>178 634</b>	<b>159 251</b>	<b>143 425</b>	<b>10%</b>
<b>Net Operational (Service)</b>	<b>(6 689)</b>	<b>28 797</b>	<b>8 100</b>	<b>-5 977</b>	<b>174%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.3 Electricity Services

**Table 240: Financial Performance: Electricity Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(794 640)	-919 816	-896 140	-850 173	5%
<b>Expenditure:</b>					
Employees	30486	32 234	32 234	33 196	-3%
Repairs and Maintenance	5552	10 995	9 757	8 881	9%
Other	591071	628 724	617 948	808 953	-31%
<b>Total Operational Expenditure</b>	<b>627 110</b>	<b>671 953</b>	<b>659 940</b>	<b>851 029</b>	<b>-29%</b>
<b>Net Operational (Service)</b>	<b>(167 530)</b>	<b>-247 862</b>	<b>-236 200</b>	<b>856</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.4 Waste Management Services (Refuse collections, Waste disposal and Recycling)

**Table 241: Financial Performance: Waste Management Services (Refuse Collections, Waste Disposal, and Recycling)**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(119 478)	-133 289	-134 256	-130 709	3%
<b>Expenditure:</b>					
Employees	26 551	34 283	34 283	32 039	7%
Repairs and Maintenance	4 294	3 751	5 192	4 732	9%
Other	100 344	94 489	103 198	80 817	22%
<b>Total Operational Expenditure</b>	<b>131 189</b>	<b>132 524</b>	<b>142 674</b>	<b>117 588</b>	<b>18%</b>
<b>Net Operational (Service)</b>	<b>11 711</b>	<b>-765</b>	<b>8 418</b>	<b>-13 121</b>	<b>256%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.5 Integrated Human Development

**Table 242: Financial Performance: Integrated Human Settlement Personnel Expenditure**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(23 185)	-12 136	-11 061	-20 609	-86%
<b>Expenditure:</b>					
Employees	17 495	21 886	20 886	18 089	13%
Repairs and Maintenance	916	493	587	-76	113%
Other	4 733	9 593	12 209	375	97%
<b>Total Operational Expenditure</b>	<b>23 144</b>	<b>31 972</b>	<b>33 682</b>	<b>18 389</b>	<b>45%</b>
<b>Net Operational (Service)</b>	<b>-41</b>	<b>19 836</b>	<b>22 622</b>	<b>-2 221</b>	<b>110%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.





## 5.5.6 Roads and Stormwater

**Table 243: Financial Performance: Roads and Stormwater**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(59 638)	-545	-4 295	-9 321	-117%
<b>Expenditure:</b>					
Employees	32 029	34 989	34 989	33 109	5%
Repairs and Maintenance	18 875	18 731	16 306	16 114	1%
Other	57 881	61 595	63 893	-40 495	163%
<b>Total Operational Expenditure</b>	<b>108 786</b>	<b>115 315</b>	<b>115 188</b>	<b>8 728</b>	<b>92%</b>
<b>Net Operational (Service)</b>	<b>49 148</b>	<b>114 771</b>	<b>110 893</b>	<b>-593</b>	<b>101%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.7 Town and Spatial Planning

**Table 244: Financial Performance: Town and Spatial Planning**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(23)	-	-	-	-
<b>Expenditure:</b>					
Employees	24 445	11 166	11 166	10 584	5%
Repairs and Maintenance	-	-	-	-	-
Other	1 521	1 137	762	-10 584	1489%
<b>Total Operational Expenditure</b>	<b>25 966</b>	<b>12 303</b>	<b>11 928</b>	<b>-</b>	<b>100%</b>
<b>Net Operational (Service)</b>	<b>25 942</b>	<b>12 303</b>	<b>11 928</b>	<b>-</b>	<b>0%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.8 Local Economic Development (LED)

**Table 245: Financial Performance: Local Economic Development (LED)**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(5 138)	-968	-1 968	-1 928	2%
<b>Expenditure:</b>					
Employees	6 963	3 053	3 053	4 310	-41%
Repairs and Maintenance	63	-	-	-	0
Other	7 491	10 094	10 674	-2 382	122%
<b>Total Operational Expenditure</b>	<b>14 518</b>	<b>13 147</b>	<b>13 726</b>	<b>1 928</b>	<b>86%</b>
<b>Net Operational (Service)</b>	<b>9 379</b>	<b>12 181</b>	<b>11 761</b>	<b>-</b>	<b>0%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.9 Libraries

**Table 246: Financial Performance: Libraries**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(9 969)	-14 252	-18 096	-10 793	40%
<b>Expenditure:</b>					
Employees	8 414	17 017	11 707	8 456	28%
Repairs and Maintenance	151	159	342	53	84%
Other	1 291	2 315 951	4 817 691	2 289	52%
<b>Total Operational Expenditure</b>	<b>9 855</b>	<b>19 492</b>	<b>16 867</b>	<b>10 798</b>	<b>36%</b>
<b>Net Operational (Service)</b>	<b>(114)</b>	<b>5 240</b>	<b>-1 230</b>	<b>5</b>	<b>100%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.10 Community Development

**Table 247: Financial Performance: Community Development**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(74)	-81	-196	-179	9%
<b>Expenditure:</b>					
Employees	5 511	5 120	5 120	4 894	4%
Repairs and Maintenance	17	30	30	20	32%
Other	7 402	10 038	9 650	-4 736	149%
<b>Total Operational Expenditure</b>	<b>12 930</b>	<b>15 188</b>	<b>14 800</b>	<b>179</b>	<b>99%</b>
<b>Net Operational (Service)</b>	<b>12 856</b>	<b>15 107</b>	<b>14 604</b>	<b>-0</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.11 Cemeteries

**Table 248: Financial Performance: Cemeteries**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(1 205)	-3 597	-1 340	-1 362	-2%
<b>Expenditure:</b>					
Employees	3 466	3 954	3 954	3 344	15%
Repairs and Maintenance	333	577	489	273	44%
Other	980	1 515	1 757	1 362	22%
<b>Total Operational Expenditure</b>	<b>4 779</b>	<b>6 047</b>	<b>6 201</b>	<b>4 979</b>	<b>20%</b>
<b>Net Operational (Service)</b>	<b>3 574</b>	<b>2 449</b>	<b>4 861</b>	<b>3 617</b>	<b>26%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



### 5.5.12 Traffic Services and Law Enforcement

**Table 249: Financial Performance: Traffic Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(150 633)	-148 685	-140 456	-163 167	-16%
<b>Expenditure:</b>					
Employees	65 680	80 328	67 412	70 929	-5%
Repairs and Maintenance	2 404	3 815	3 314 634	1 946	41%
Other	150 908	139 298	169 424	49 045	71%
<b>Total Operational Expenditure</b>	<b>218 992</b>	<b>223 440</b>	<b>240 150</b>	<b>121 920</b>	<b>49%</b>
<b>Net Operational (Service)</b>	<b>68 359</b>	<b>74 755</b>	<b>99 694</b>	<b>-41 246</b>	<b>141%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.

### 5.5.13 Fire Services and Disaster Management

**Table 250: Financial Performance: Fire Services and Disaster Management Personnel Expenditure**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(761)	-1 116	-913	-931	-2%
<b>Expenditure:</b>					
Employees	43 134	44 303	43 003	44 086	-3%
Repairs and Maintenance	2 214	1 348	2 348	1 779	24%
Other	7 607	7 342	10 621	-44 924	523%
<b>Total Operational Expenditure</b>	<b>52 954</b>	<b>52 992</b>	<b>55 971</b>	<b>941</b>	<b>98%</b>
<b>Net Operational (Service)</b>	<b>52 193</b>	<b>51 876</b>	<b>55 058</b>	<b>10</b>	<b>100%</b>

Variations are calculated by dividing the difference between the actual and original budget by the actual.



### 5.5.14 Holiday Resorts and Campsites

**Table 251: Financial Performance: Holiday Resorts and Campsites**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(546)	-773	-522	-427	18%
<b>Expenditure:</b>					
Employees	478	337	337	124	63%
Repairs and Maintenance	2	-	-	-	0
Other	59	115	100	303	-203%
<b>Total Operational Expenditure</b>	<b>539</b>	<b>452</b>	<b>437</b>	<b>427</b>	<b>2%</b>
<b>Net Operational (Service)</b>	<b>(7)</b>	<b>-321</b>	<b>-85</b>	<b>-</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

### 5.5.15 Sports grounds, Parks, and Swimming Pools

**Table 252: Financial Performance: Sport Grounds, Parks, and Swimming Pools**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(3 687)	-2 109	-2 115	-1 759	17%
<b>Expenditure:</b>					
Employees	39 491	50 179	46 379	40 460	13%
Repairs and Maintenance	10 419	1 567	1 728	1 699	2%
Other	21 495	31 810	36 694	-40 910	211%
<b>Total Operational Expenditure</b>	<b>71 405</b>	<b>83 555</b>	<b>84 800</b>	<b>1 029</b>	<b>99%</b>
<b>Net Operational (Service)</b>	<b>67 718</b>	<b>81 445</b>	<b>82 685</b>	<b>-729</b>	<b>101%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



### 5.5.16 Office of the Municipal Manager

**Table 253: Financial Performance: Office of the Municipal Manager**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	-	-	-	-	-
<b>Expenditure:</b>					
Employees	15 810	13 228	12 028	15 282	-27%
Repairs and Maintenance	11	76	76	24	69%
Other	1 735	5 303	4 670	-15 306	428%
<b>Total Operational Expenditure</b>	<b>17 555</b>	<b>18 607</b>	<b>16 774</b>	<b>-</b>	<b>100%</b>
<b>Net Operational (Service)</b>	<b>17 555</b>	<b>18 607</b>	<b>16 774</b>	<b>-</b>	

Variances are calculated by dividing the difference between the actual and original budget by the actual.

### 5.5.17 Human Resource Services

**Table 254: Financial Performance: Human Resource Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(1 202)	-608	-914	-1 278	-40%
<b>Expenditure:</b>					
Employees	32 473	41 125	44 140	11 008	75%
Repairs and Maintenance	-	48	48	-	100%
Other	9 920	20 565	22 497	(9 730)	143%
<b>Total Operational Expenditure</b>	<b>42 393</b>	<b>61 738</b>	<b>66 685</b>	<b>1 278</b>	<b>98%</b>
<b>Net Operational (Service)</b>	<b>41 191</b>	<b>61 129</b>	<b>65 771</b>	<b>(0)</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.18 Information and Communication Technology (ICT) Services

**Table 255: Financial Performance: Information and Communication Technology (ICT) Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	0	-	-	-	0
<b>Expenditure:</b>					
Employees	8 078	9 220	9 220	8 323	10%
Repairs and Maintenance	468	970	756	599	21%
Other	36 463	43 182	41 516	-8 924	121%
<b>Total Operational Expenditure</b>	<b>45 009</b>	<b>53 372</b>	<b>51 493</b>	<b>-2</b>	<b>100%</b>
<b>Net Operational (Service)</b>	<b>45 009</b>	<b>53 372</b>	<b>51 493</b>	<b>-2</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.19 Legal Services

**Table 256: Financial Performance: Legal Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(150)	-1	-1	-2	-44%
<b>Expenditure:</b>					
Employees	1 701	1 669	1 669	2 112	-27%
Repairs and Maintenance	-	-	-	-	-
Other	5 034	7 165	6 134	-2 110	134%
<b>Total Operational Expenditure</b>	<b>6 735</b>	<b>8 835</b>	<b>7 803</b>	<b>2</b>	<b>100%</b>
<b>Net Operational (Service)</b>	<b>6 585</b>	<b>8 833</b>	<b>7 802</b>	<b>-0</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



## 5.5.20 Property Management

**Table 257: Financial Performance: Property and Contract Management**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(4 129)	-10 250	-7 909	-9 570	-21%
<b>Expenditure:</b>					
Employees	8 129	9 083	8 783	7 470	15%
Repairs and Maintenance	3 184	16 105	11 924	7 146	40%
Other	18 441	17 598	21 609	-5 210	124%
<b>Total Operational Expenditure</b>	<b>29 755</b>	<b>42 786</b>	<b>42 316</b>	<b>9 406</b>	<b>78%</b>
<b>Net Operational (Service)</b>	<b>25 626</b>	<b>32 536</b>	<b>34 407</b>	<b>-164</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.21 Financial Services

**Table 258: Financial Performance: Financial Services**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(511 652)	-535 000	-550 746	-573 084	-4%
<b>Expenditure:</b>					
Employees	57 196	63 333	59 333	57 665	3%
Repairs and Maintenance	109	166	166	91	45%
Other	35 732	193 846	128 352	514 930	-301%
<b>Total Operational Expenditure</b>	<b>93 037</b>	<b>257 344</b>	<b>187 851</b>	<b>572 686</b>	<b>-205%</b>
<b>Net Operational (Service)</b>	<b>(414 875)</b>	<b>-277 656</b>	<b>-362 896</b>	<b>-398</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.





## 5.5.22 Internal Audit

**Table 259: Financial Performance: Internal Audit**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	0	-	-550	-550	0%
<b>Expenditure:</b>					
Employees	3 995	5 412	3 012	3 884	-29%
Repairs and Maintenance	-	-	-	-	-
Other	5 340	6 845	9 529	-3 334	135%
<b>Total Operational Expenditure</b>	<b>9 335</b>	<b>12 257</b>	<b>12 541</b>	<b>550</b>	<b>96%</b>
<b>Net Operational (Service)</b>	<b>3 995</b>	<b>12 257</b>	<b>11 991</b>	<b>0</b>	<b>100%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.

## 5.5.23 Administration

**Table 260: Financial Performance: Administration**

Description	2021/22	2022/23			
	Actual (Audited Outcome)	Original Budget	Adjustment Budget	Actual	Variance to Budget
	R'000				
Total Operational Revenue	(44 044)	-142 546	-99 863	-101 012	-1%
<b>Expenditure:</b>					
Employees	40 219	39 683	39 506	45 189	-14%
Repairs and Maintenance	204	607	267	47	82%
Other	62 632	48 945	63 329	55 649	12%
<b>Total Operational Expenditure</b>	<b>103 056</b>	<b>89 235</b>	<b>103 102</b>	<b>100 885</b>	<b>2%</b>
<b>Net Operational (Service)</b>	<b>59 012</b>	<b>-53 311</b>	<b>3 239</b>	<b>-127</b>	<b>104%</b>

Variances are calculated by dividing the difference between the actual and original budget by the actual.



## 5.6 Grants

### 5.6.1 Grant Performance

The municipality had a total amount of **R225 million** for operational expenditure available that was received in the form of grants from the national and provincial governments during the 2022/23 financial year. The performance in the spending of these grants is summarised as follows:

**Table 261: Grant Performance**

Description	2021/22	2022/23		2022/23 Variance		
	Actual	Budget	Adjustment Budget	Actual	Original Budget	Adjustment Budget
	R'000				%	
<b>National Government:</b>	<b>168 531</b>	<b>189 399</b>	<b>189 399</b>	<b>188 219</b>	<b>24%</b>	<b>24%</b>
Equitable Share	157 136	179 634	179 634	179 634	0%	0%
Financial Management Grant	1 550	1 550	1 550	1 550	0%	0%
EPWP	5 998	4 928	4 928	3 748	24%	24%
Integrated Urban Development Grant	3 847	3 287	3 287	3 287	0%	0%
<b>Provincial Government:</b>	<b>27 834</b>	<b>34 839</b>	<b>34 209</b>	<b>24 946</b>	<b>28%</b>	<b>27%</b>
Community Development Workers Operational Support Grant	38	38	38	38	0%	0%
Library Services: Conditional Grant	9 672	14 112	14 112	10 627	24%	24%
WC Financial Management Support Grant	-	0	550	550	0%	0%
Local Government Public Employment Support Grant	1 800	0	0	-	0%	0%
Municipal Accreditation and Capacity Building Grant	77	256	256	669	-161%	-161%
Financial Management Capacity Building Grant	395	0	320	319	0%	0%
Human Settlements Development Grant	15 202	18 248	16 748	6 954	62%	0%
Maintenance and Construction of Transport Infrastructure	0	495	495	495	0%	0%
Title Deeds Restoration Grant	432	0	0	940	0%	0%
Municipal Library Support Grant	150	0	0	3 102	0%	0%
Western Cape Municipal Energy Resilience Grant (WC MER Grant)		1 690	1 690	1 184	30%	1 690
Housing consumer education	68	0	0	68	0%	0%
<b>District Municipality:</b>	<b>500</b>	<b>500</b>	<b>1 099</b>	<b>599</b>	<b>-20%</b>	<b>45%</b>
Cape Winelands District Grant Long-Term Financial Plan	500	500	984	484	3%	51%
Cape Winelands Disaster Grant COMMUNITY SAFETY	0	0	115	115	0%	0%
<b>Other Grant Providers:</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
LG SETA Discretionary	0	0	0	0	0%	0%
DBSA Grant	18	0	0	0	0%	0%
<b>Total Operating Transfers and Grants</b>	<b>196 209</b>	<b>224 738</b>	<b>224 707</b>	<b>213 764</b>	<b>4.88%</b>	<b>4.87%</b>



## 5.6.2 Level of Reliance on Grants and Subsidies

**Table 262: Reliance on Grants**

Financial year	Total grants and subsidies received	Total Operating Revenue	Percentage
	R'000		%
2016/17	227 752	1 534 354	14.84
2017/18	211 190	1 609 728	13.12
2018/19	233 433	1 541 685	15.14
2019/20	285 026	1 742 596	16.36
2020/21	264 637	1 805 680	14.66
2021/22	289 061	2 028 289	14.25
2022/23	317 123	2 201 123	14.41

Developers' contributions have been excluded from the grant item to express only allocations and not policy-related revenue, which NT allocates to capital revenue. It would distort the reliance on grant calculation if excluded from the above ratio.

## 5.7 Asset Management

Asset management is practised within the organisation based on a comprehensive Asset Management Policy. The Asset Management Policy provides direction for the management, accounting, and control of property, plant, and equipment (assets) owned or controlled by the municipality to ensure the following:

- ✚ Implementation of the approved Asset Management Policy as required in terms of section 63 of MFMA;
- ✚ Verify assets in the possession of the Council annually, during the financial year;
- ✚ Keep a complete and balanced record of all assets in the possession of the Council;
- ✚ Report in writing all asset losses, where applicable, to the Council; and
- ✚ Those assets are valued and accounted for under a statement of GRAP.

## 5.8 Repairs and Maintenance

**Table 263: Repairs and Maintenance Expenditure**

Description	2021/22	2022/23			2022/23 Variance
	Actual	Original Budget	Adjustment Budget	Actual	Budget variance
	R'000				
Repairs and Maintenance Expenditure	64 350	75 195	69 114	55 115	20.25%

## 5.9 Financial Ratios Based on Key Performance Indicators

**Table 264: Liquidity Ratio**

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Current Ratio	Current assets / current liabilities	2.18	2.02	2.09	1.82	1.48	1.68	1.90
The current Ratio adjusted for aged debtors	Current assets - debtors > 90 days / current liabilities	2.18	1.38	1.39	1.01	0.71	0.85	1.03



Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Liquidity Ratio	Monetary Assets / Current Liabilities	1.51	1.92	1.98	1.66	1.36	1.61	1.84

## 5.10 IDP Regulation Financial Viability Indicators

**Table 265: IDP Regulation Financial Viability of Indicators**

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Cost Coverage	(Available cash + investments) / monthly fixed operational expenditure	5.71	4.59	4.70	2.21	1.83	2.26	3.10
Total Outstanding Service Debtors to Revenue	Total outstanding service debtors / annual revenue received for services	10.22	18.09	28.05	22.02	21.64	30.47	25.95
Debt Coverage	(Total operating revenue - operating grants) / debt service payments due within the financial year)	47.16	46.81	43.81	-0.64	29.27	26.86	22.65

## 5.11 Borrowing Management

**Table 266: Borrowing Management**

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Capital Charges to Operating Expenditure	Interest and Principal Paid / Operating Expenditure	1.21%	2.31%	2.09%	3.44%	3.04%	3.37%	4.76%

## 5.12 Employee Costs

**Table 267: Employee Costs**

Description	Basis of calculation	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Employee costs	Employee costs / (total revenue - capital revenue)	26.84	28.80%	29.09%	29.99%	32.45%	28.70	25.84%



## COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

### 5.13 Capital Expenditure

#### 5.13.1 Capital Expenditure by Assets Programme

Table 268: Capital Expenditure by Asset Programme

Description	2022/23		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
<b>Capital Expenditure by Asset Class</b>			
<b>Infrastructure</b>	<b>329 801</b>	<b>292 624</b>	<b>254 320</b>
<b>Roads Infrastructure</b>	<b>63 811</b>	<b>60 059</b>	<b>70 760</b>
Roads	32 411	32 630	52 536
Road Structures	29 200	25 292	11 702
Road Furniture	1 700	1 600	6 231
Stormwater Infrastructure	0	0	0
Stormwater Conveyance	500	537	291
<b>Electrical Infrastructure</b>	<b>77 396</b>	<b>84 279</b>	<b>66 615</b>
Power Plants	0	19 311	0
HV Substations	13 731	4 175	9 892
MV Switching Stations	0	-	0
MV Networks	41 150	52 661	
MV Substations	15 915	2 354	
LV Networks	6 350	5 768	56 723
Capital Spares	250	10	
<b>Water Supply Infrastructure</b>	<b>77 294</b>	<b>92 840</b>	<b>72 410</b>
Dams and Weirs	0	0	0
Boreholes	0	0	0
Reservoirs	32 569	74 872	61 895
Water Treatment Works	1 500	612	
Bulk Mains	16 125	7 769	3 946
Distribution	25 600	9 337	6 569
Capital Spares	1 500	250	
<b>Sanitation Infrastructure</b>	<b>53 300</b>	<b>45 217</b>	<b>36 082</b>
Pump Station	500	500	0
Reticulation	1 800	300	593
Wastewater Treatment Works	39 500	37 238	34 994
Outfall Sewers	11 500	7 179	495
Toilet Facilities	0	0	0
Capital Spares	0	0	0
<b>Solid Waste Infrastructure</b>	<b>57 300</b>	<b>9 529</b>	<b>8 241</b>
Landfill Sites	44 000	3 400	3 968
Waste Transfer Stations	500	529	
Waste Drop-off Points	600	600	3 313
Waste Separation Facilities	500	500	337
Capital Spares	11 700	4 500	623
<b>Information and Communication Infrastructure</b>	<b>700</b>	<b>700</b>	<b>212</b>
Data Centres			75



Description	2022/23		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
Capital Spares	700	700	137
<b>Community Assets</b>			
<b>Community Facilities</b>	<b>18 685</b>	<b>18 203</b>	<b>12 764</b>
Halls	2 500	500	
Centres	200	200	
Fire / Ambulance Stations	0	0	576
Testing Stations	0	0	0
Theatres	0	0	0
Libraries	2 900	3 989	172
Cemeteries / Crematoria	7 000	1 000	870
Police	0	0	0
Public Open Space	0	0	0
Nature Reserves	4 370	5 411	3 160
Public Ablution Facilities	0	0	0
Stalls	0	4 832	
Taxi Ranks / Bus Terminals	0	0	1 601
Capital Spares	1 215	1 771	1 917
<b>Sport and Recreation Facilities</b>	<b>500</b>	<b>500</b>	<b>4 468</b>
Outdoor Facilities	7 761	4 809	1 646
<b>Heritage assets</b>	<b>7 761</b>	<b>4 809</b>	<b>1 646</b>
<b>Heritage assets</b>			
Historic Buildings	7 000	2 500	276
Conservation Areas	7 000	2 500	276
<b>Investment Properties</b>			
<b>Revenue Generating</b>	<b>3 500</b>	<b>6 500</b>	<b>-</b>
Improved Property	0	0	0
Unimproved Property	0	0	0
<b>Non-revenue Generating</b>	<b>0</b>	<b>0</b>	<b>0</b>
Improved Property	0	0	0
Unimproved Property	3 500	6 500	0
<b>Other assets</b>			
Operational Buildings	18 400	27 035	33 599
Municipal Offices	0	0	0
Yards	17 700	25 075	19 423
Stores	0	0	0
Training Centres	0	0	0
Manufacturing Plant	0	0	0
Depots	0	0	0
Capital Spares	200	521	0
<b>Housing</b>	<b>0</b>	<b>0</b>	<b>0</b>
Social Housing	0	0	0
<b>Biological or Cultivated Assets</b>	<b>500</b>	<b>1 439</b>	<b>14 176</b>
Biological or Cultivated Assets	250	250	5 143
<b>Intangible Assets</b>	<b>250</b>	<b>250</b>	<b>5 143</b>
Licences and Rights	200	200	207



Description	2022/23		
	Original Budget	Adjustment Budget	Actual Expenditure
	R'000		
Computer Software and Applications	200	200	
<b>Computer Equipment</b>			207
Computer Equipment	6 100	7 141	6 955
<b>Furniture and Office Equipment</b>	6 100	7 141	6 955
Furniture and Office Equipment	570	2 436	2 125
<b>Machinery and Equipment</b>	570	2 436	2 125
Machinery and Equipment	13 204	10 845	2 686
<b>Transport Assets</b>	13 204	10 845	2 686
Transport Assets	3 800	6 166	1 785
<b>Land</b>	3 800	6 166	1 785
Land			-
<b>Total Capital Expenditure</b>	<b>409 271</b>	<b>378 709</b>	<b>321 506</b>

### 5.13.2 Sources of Finance

The table below indicates the capital expenditure by funding source for the 2022/23 financial year.

**Table 269: Capital Expenditure by Funding Source**

Details	2022/23			
	Original Budget (OB)	Adjustment Budget	Actual	Adjustment Budget Variance
	R'000			%
Source of finance				
External Loans	140 000	94 368	83 467	11.55%
Public Contributions and Donations	0	0	0	0%
Grants and Subsidies	120 030	119 744	100 335	16.21%
Other	136 790	143 714	137 704	4.18%
<b>Total</b>	<b>396820</b>	<b>357826</b>	<b>321506</b>	<b>10.15%</b>
				%
External Loans	35.3%	26.37%	25.96%	1.56%
Public Contributions and Donations	0%	0%	0%	0%
Grants and Subsidies	30.2%	33.46%	31.21%	6.74%
Own Funding	34.5%	40.16%	42.83%	-6.64%
				%
Water and Sanitation	103 969	126 268	114 008	9.71%
Electricity	77 396	88 418	73 795	16.54%
Housing	15 185	7 070	6 815	3.61%
Roads and Stormwater	63 911	60 157	57 611	4.23%
Other	148 811	96 796	69 277	28.43%
<b>Total</b>	<b>409 272</b>	<b>378 709</b>	<b>321 506</b>	<b>15.10%</b>
				%
Water and Sanitation	25.40%	33.34%	35.46%	-6.36%
Electricity	18.91%	23.35%	22.95%	1.69%
Housing	3.71%	1.87%	2.12%	-13.54%



Details	2022/23			
	Original Budget (OB)	Adjustment Budget	Actual	Adjustment Budget Variance
	R'000			%
Roads and Stormwater	15.62%	15.88%	17.92%	-12.81%
Other	36.36%	25.56%	21.55%	15.70%

### 5.13.3 Capital Spending On 5 Largest Projects

Projects with the highest capital expenditure in 2022/23.

**Table 270: Capital Expenditure on the 5 Largest Projects**

Name of Project	2022/23			Variance 2022/23	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance	Adjustment Variance
				%	
New Reservoir and Pipeline: Vlottenburg	20 569 470	63 036 050	60 895 069	-196%	3.40%
Upgrade of WWTW: Pniël and Decommissioning of Franschoek	14 000 000	24 151 641	23 838 772	-70%	1.30%
Enkanini Basic Services	24 050 000	24 050 000	17 216 151	28%	28.42%
Bridge Construction	15 000 000	19 393 898	19 393 898	-29%	0%
Upgrading of New Office Space: Ryneveld Street	15 000 000	18 593 446	18 560 933	-24%	0.17%

### 5.13.4 Integrated Urban Development Grant (IUDG)

**Table 271: Integrated Urban Development Grant (IUDG)**

Details	Budget	Adjustment Budget	Actual	Variance Budgets
	R'000			%
Bulk Water Supply Pipeline and Reservoir - Jamestown	6 000 000	999 466	999 466	0%
New Reservoir and Pipeline: Vlottenburg	5 000 000	22 385 293	22 385 293	0%
Upgrade of WWTW: Pniël and Decommissioning of Franschoek		10 151 641	10 151 641	0%
Upgrade of WWTW: Klapmuts	2 959 650	0	0	0%
Upgrade of WWTW Wemmershoek	17 500 000	6 923 250	6 923 250	0%
Ad hoc Reconstruction of Roads (WC024)	3 000 000	5 469 168	5 469 168	0%
Bridge Construction	15 000 000	15 000 000	15 000 000	0%
Kayamandi Pedestrian Bridge (R304, River and Railway Line)	6 000 000	530 832	530 832	0%
Extension of Cemetery Infrastructure	7 000 000	1 000 000	1 000 000	0%
Basic Salary and Wages	3 287 350	3 287 350	3 287 350	0%
<b>Total</b>	<b>65 747 000</b>	<b>65 747 000</b>	<b>65 747 000</b>	<b>0%</b>





## 5.14 Cash Flow

Table 272: Cash flow

Description	2021/22	2022/23		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
R'000				
<b>Cash Flow from Operating Activities</b>				
<b>Receipts</b>				
Ratepayers and Other	1 577 430	2 116 233	1 897 615	1 629 829
Government Grants	304 960	366 630	331 578	315 539
Interest	18 770	20 397	35 417	42 250
<b>Payments</b>				
Employee Costs	-562 598	-2 073 904	-1 856 200	-579 747
Suppliers	-957 436	0	0	-911 739
Finance Costs	-34 428	-66796	-54839	-46 712
Transfers and Grants	-13 364	-14355	-14675	-17 758
<b>Net Cash from / (Used) Operating Activities</b>	<b>333 334</b>	<b>348 205</b>	<b>338 896</b>	<b>431 662</b>
<b>Cash Flow from Investing Activities</b>				
<b>Receipts</b>				
Proceeds on Disposal of PPE	1 690	0	0	1 757
Proceeds on Disposal of Biological Assets	-	0	0	0
Movement in Non-Current Receivables	-	0	-6 721	0
<b>Payments</b>				
Purchase of PPE	-335 489	0	0	0
Movement in Non-Current Receivables	-	0	0	0
Movement in Investments	-83 089	0	0	-26 245
Capital assets		-409 273	-435 516	-319 731
<b>Net Cash from / (Used) Investing Activities</b>	<b>-416 888</b>	<b>-409 273</b>	<b>-442 237</b>	<b>-344 219</b>
<b>Cash Flow from Financing Activities</b>				
<b>Receipts</b>				
Proceeds from other Financial Liabilities	109 779	140 000	140 000	69 244
Increase in consumer deposits	0	0	0	0
<b>Payments</b>				
Repayment of Borrowing	0	-47 117	-47117	-46 031
Prior period error	-	-	-	-
<b>Net Cash from / (Used) Financing Activities</b>	<b>109 779</b>	<b>92 883</b>	<b>92 883</b>	<b>23 213</b>
<b>Net Increase / (Decrease) in Cash Held</b>	<b>26 225</b>	<b>31 815</b>	<b>-10 458</b>	<b>110 656</b>
<b>Cash / Cash Equivalents at the Year-Begin:</b>	<b>111 650</b>	<b>217695</b>	<b>443 400</b>	<b>137 878</b>
<b>Cash / Cash Equivalents at the Year-End:</b>	<b>137 875</b>	<b>249 510</b>	<b>432 942</b>	<b>248 534</b>



## 5.15 Gross Outstanding Debtors per Service

Table 273: Gross Outstanding Debtors per Service

Financial year	Rates	Trading services	Trading services	Housing rentals	Other	Total
		(Electricity and Water)	(Sanitation and Refuse)			
(R'000)						
2019/20	44 671	138 830	54 968	27 194	188 755	454 418
2021/22	49 872	262 980	69 220	29 192	216 025	627 289
Difference	5 201	124 150	14 252	1998	27 270	172 871
% growth year on year	10%	47%	21%	7%	13%	28%
2022/23	56 526	323 873	86 820	31 363	252 067	750 649
Difference	6 654	60 893	17 600	2 171	36 042	123 360
% growth year on year	12%	19%	20%	7%	14%	16%

Note: Figures exclude provision for bad debt.

## 5.16 Debtors Age Analysis

Table 274: Debtors Age Analysis

Financial year	Less than 30 days	Between 30-60 days	Between 60-90 days	Between 90-120 days	More than 120 days	Total
	(R'000)					
2020/21	98 357	17 589	18 889	11 414	323 471	469 720
2021/22	224 149	16 533	16 880	17 537	352 191	627 289
Difference	125 792	-1 056	-2 009	6123	28 720	157 569
% growth year on year	56%	-6%	-12%	35%	8%	25%
2022/23	278 937	14 865	16 267	13 531	427 049	750 649
Difference	54 788	-1 668	-613	-4 006	74 858	123 360
% growth year on year	20%	-11%	-4%	-30%	18%	16%

Note: Figures exclude provision for bad debt.

## 5.17 Borrowing and Investments

The municipality's cash position is monitored daily, and any cash not required immediately to meet cash flow requirements is invested every month at approved institutions, strictly in accordance with the Council's approved Cash and Investment Policy.

## 5.18 Actual Borrowings

Table 275: Actual Borrowings

Instrument	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	R'000						
Long-Term Loans	186 386	173 302	318 800	292 930	368 997	478 736	501 950



## 5.19 Municipal Investments

**Table 276: Municipal Investments**

Investment type	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	R'000						
Deposits - Bank	575 418	505 618	398 164	306 637	222 434	305 522	331 767



# CHAPTER 6: AUDITOR GENERAL OF SOUTH AFRICA AUDIT FINDINGS

## 6.1 Introduction

This chapter provides allowances details on the audit outcomes for the past two financial years with the corrective steps implemented.

## COMPONENT A: AUDITOR-GENERAL OF SOUTH AFRICA OPINION 2021/22

### 6.2 Auditor General of South Africa Report 2021/22

**Table 277: Auditor General of South Africa Report 2020/21**

2021/22	
<b>Audit Report Status:</b>	<b>Finalised (unqualified with no findings)</b>
2021/22	
Issue raised	Corrective step implemented
<b>Emphasis of matter:</b>	
<b>Restatement of corresponding figures</b>	
As disclosed in note 63 to the financial statements, the corresponding figures for 30 June 2021 were restated as a result of errors in the financial statements of the municipality at, and for the year ended, 30 June 2022.	None required
<b>Material Impairments</b>	
As disclosed in note 5 to the financial statements, the municipality provided for the impairment of receivables from exchange transactions of R204,3 million (2020/21: R167,1 million).	None required
As disclosed in note 6 to the financial statements, the municipality provided for the impairment of receivables from non-exchange transactions of R187,6 million (2020/21: R173,2 million).	None required
<b>Material losses</b>	
None	
<b>Material Non-Compliance</b>	
None	
<b>Annual financial statements</b>	
I have audited the financial statements of the Stellenbosch Municipality set out on pages 7 to 131, which comprise the statement of financial position as at 30 June 2022, the statement of financial performance, the statement of changes in net assets, the cash flow statement, and the statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.	None required
In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2022 and its financial performance and cash flows for the year ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 9 of 2021 (Dora).	None required



## COMPONENT B: AUDITOR-GENERAL OPINION 2022/23

### 6.3 Auditor General of South Africa Report 2022/23

Table 278: Auditor General of South Africa Report 2021/22

2022/23	
<b>Audit Report Status:</b>	<b>Finalised (unqualified with no findings)</b>
2022/23	
Issue raised	Corrective step implemented
<b>Emphasis of matter:</b>	
<b>Restatement of corresponding figures</b>	
As disclosed in note 64 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors in the financial statements of the municipality, and for the year ended 30 June 2023.	None required
<b>Material Impairments</b>	
As disclosed in note 5 to the financial statements, the municipality provided for the impairment of trade and other receivables from exchange transactions of R238,8 million (2021/22: R204,3 million).	None required
As disclosed in note 6 to the financial statements, the municipality provided for the impairment of trade and other receivables from non-exchange transactions of R230,1 million (2021/22: R187,6 million).	None required
<b>Material losses</b>	
None	
<b>Material Non-Compliance</b>	
None	
<b>Annual financial statements</b>	
I have audited the financial statements of the Stellenbosch Municipality set out on pages 6 to 130, which comprise the statement of financial position as at 30 June 2023, statement of financial performance, statement of changes in net assets, cash flow statement, and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.	None required
In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2023, and its financial performance and cash flows for the year ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2022 (Dora).	None required



## **ANNEXURE A: ANNUAL FINANCIAL STATEMENTS 2022/23**



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

Stellenbosch Municipality  
Annual Financial Statements  
for the year ended 30 June 2023

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

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The reports and statements set out below comprise the annual financial statements presented to the provincial legislature:

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# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## General Information

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### Legal form of entity

Municipality in terms of section 1 of the Local Government: Municipal Structures Act (Act 117 of 1998) read with section 155 (1) of the Constitution of the republic of South Africa (Act 108 of 1996)

### Legislation governing the municipality's operations

Constitution of the Republic of south Africa (Act 108 of 1998)  
Municipal Finance Management Act (Act 56 of 2003)  
Local Government: Municipal Systems Act (Act 32 of 2000)  
Local Government: Municipal Structures Act (Act 117 of 1998)  
Municipal Property Rates Act (act of 6 2004)  
Division of Revenue Act (Act 1 of 2007)

### Nature of business and principal activities

The provision of services (electricity, water, sanitation and refuse) to communities in a sustainable manner, to promote social and economic development; and to promote a safe and healthy environment

### Mayoral committee

#### Portfolio

Executive mayor and chairperson of mayoral committee  
Deputy executive mayor  
Speaker  
Council WIP  
MMC Human settlements  
MMC Youth, sport and culture  
MMC Planning  
MMC Rural management  
MMC Community development (parks, open spaces environment)  
MMC Corporate services  
MMC Financial services  
MMC Protection services  
MMC Local economic development and tourism  
MMC Infrastructure

#### Councillor

G van Deventer  
J Fasser  
Q Smit  
P Crawley  
J Fasser  
R Adams  
C Van Wyk  
J Williams  
J Joon  
  
L Nkamisa  
P Johnson  
R Badenhorst (resigned 1 December 2022)  
R Du Toit  
Z Dalling

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## General Information

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### Council Members

Nr	Surname	Initials	Nr	Surname	Initials
1	Jooste	O	18	Pietersen	W
2	Rataza	M	19	De Taillefer	I
3	Mananga-Gugushe	N	20	Pfeiffer	R
4	Ntsunguzi	N	21	Petersen	W
5	Nalumango	R	22	Manuel	C
6	Crawley	P	23	Van Rooyen	R
7	Kalipa	X	24	Mcombring	N
8	Mdemka	X	25	Ferns	N
9	Hanekom	A	26	Vermeulen	E
10	Crombie	A	27	Serdyn	J
11	Olayi	N	28	Tomose	A
12	Mkhontwana	N	29	Nkopane	M
13	Ndalasi	Z	30	Danana	M
14	Noble	C	31	Masimini	E
15	Van Stade	M	32	Anthony	JC
16	Hendrikse	R	33	Groenewald	E
17	Andrews	J			

### Executive management

#### Position

Municipal Manager  
Chief Financial Officer (CFO)  
Director: Infrastructure  
Director: Corporate Services  
Director: Planning and Economic Development  
Director: Community and Protection Services

#### Name

G Mettler  
K Carolus  
P Chandaka  
A de Beer  
A Barnes  
G Boshoff

### Members of the Audit Committee

Chairperson:

Mr L Nene

Members:

Mr V Botto  
Mr T Lesihla  
Ms J Williams

### Registered head office

Plein Street  
Stellenbosch  
7600

### Physical address

Plein Street  
Stellenbosch  
7600

### Postal address

P O Box 17  
Stellenbosch  
7600

### Bankers

First National Bank

### Auditors

Auditor-General of South Africa (AGSA)

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Abbreviations

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ASB	Accounting Standards Board
CIGFARO	Chartered Institute of Government, Finance, Audit and Risk Officers
COID	Compensation for Occupational Injuries and Diseases
DBSA	Development Bank of South Africa
DORA	Division of Revenue Act
DSACR	Department of Sport, Arts, Culture and Recreation
GRAP	Generally Recognised Accounting Practice
HDF	Housing Development Fund
IAS	International Accounting Standards
IPSAS	International Public Sector Accounting Standards
LGSETA	Local Government Services Sector Education and Training Authority
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
MMC	Member of Mayoral Committee
MPAC	Municipal Public Accounts Committee
MPRA	Municipal Property Rates Act
MSIG	Municipal System Improvement Grant
MSCOA	Municipal standard chart of accounts
SALGA	South African Local Government Association
SAPS	South African Police Services
SCM	Supply Chain Management
SRAC	Sports, Recreation, Arts and Culture

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Officer's Responsibilities and Approval

---

The Accounting Officer is required by the Municipal Finance Management Act (Act 56 of 2003), to maintain adequate accounting records and is responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is the responsibility of the Accounting Officer to ensure that the annual financial statements fairly present the state of affairs of the municipality as at the end of the financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the annual financial statements and was given unrestricted access to all financial records and related data.

The annual financial statements were prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) as well as relevant interpretations, guidelines and directives issued by the Accounting Standards Board.

The annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

I, as the Accounting Officer acknowledges that I am ultimately responsible for the system of internal financial control established by the municipality and place considerable importance on maintaining a strong control environment. To enable me to meet these responsibilities, I have set standards for internal control aimed at reducing the risk of error or deficit in a cost-effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the municipality and all employees are required to maintain the highest ethical standards in ensuring the municipality's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the municipality is on identifying, assessing, managing and monitoring all known forms of risk across the municipality. While operating risk cannot be fully eliminated, the municipality endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

I am of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

Although, I am primarily responsible for the financial affairs of the municipality, this is supported by the municipality's external auditors.

I would like to bring the following material matters to your attention:

I certify that the salaries, allowances and benefits of councillors as disclosed in note 36 to these annual financial statements are within the upper limits of the framework envisaged in section 219 of the Constitution of the Republic of South Africa, read with the Remuneration of Public Office Bearers Act, Act 20 of 1998 and the Minister of Provincial and Local Government's determination in accordance with the Act.

The external auditors, being the Auditor-General of South Africa (AGSA), are responsible for independently reviewing and reporting on the municipality's annual financial statements.

The annual financial statements set out in terms of Section 126(1) of the Municipal Finance Management Act (Act 56 of 2003), which have been prepared on the going concern basis, I have signed on behalf of the municipality on 31 August 2023:



**Accounting Officer**  
**Geraldine Mettler**

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of Financial Position as at 30 June 2023

	Note(s)	2023 R	2022 Restated* R
<b>Assets</b>			
<b>Current Assets</b>			
Cash and cash equivalents	3	248 533 953	137 877 710
Short term investments	4	331 767 247	305 522 446
Receivables from exchange transactions	5	217 629 743	169 893 585
Receivables from non-exchange transactions	6	68 615 257	67 176 042
Inventories	7	36 030 865	29 030 067
Other receivables from exchange transactions	8	40 746 627	26 259 756
VAT Control	9	12 014 194	18 651 433
		<b>955 337 886</b>	<b>754 411 039</b>
<b>Non-Current Assets</b>			
Investment property	10	425 076 488	425 500 055
Property, plant and equipment	11	5 634 083 486	5 574 142 601
Intangible assets	12	6 098 776	7 067 124
Biological assets	13	5 142 777	5 142 777
Heritage assets	14	1 312 802	1 036 828
Long-term receivables	15	4 598 731	6 720 631
		<b>6 076 313 060</b>	<b>6 019 610 016</b>
<b>Total Assets</b>		<b>7 031 650 946</b>	<b>6 774 021 055</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Consumer deposits	16	23 688 825	22 154 833
Employee benefits	17	58 283 915	59 586 346
Lease liabilities	18	694 514	2 118 022
Borrowings	19	55 046 811	51 902 261
Payables from exchange transactions	20	327 287 591	270 924 532
Payables from non-exchange transactions	21	33 793 304	29 696 273
		<b>498 794 960</b>	<b>436 382 267</b>
<b>Non-Current Liabilities</b>			
Employee benefits	17	191 200 001	204 100 717
Borrowings	19	446 903 149	426 834 231
Provisions	22	95 421 976	160 533 093
		<b>733 525 126</b>	<b>791 468 041</b>
<b>Total Liabilities</b>		<b>1 232 320 086</b>	<b>1 227 850 308</b>
<b>Net Assets</b>		<b>5 799 330 860</b>	<b>5 546 170 747</b>
<b>Net assets presented by:</b>			
Reserves		162 490 627	162 490 627
Accumulated surplus		5 636 840 240	5 383 680 114
<b>Total Net Assets</b>		<b>5 799 330 867</b>	<b>5 546 170 741</b>

\* See Note 64

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of Financial Performance

	Note(s)	2023 R	2022 Restated* R
<b>Revenue</b>			
<b>Exchange Revenue</b>			
Services charges - Electricity	27	779 983 813	756 431 257
Services charges - Waste management	27	89 836 854	84 651 895
Services charges - Waste water management	27	106 739 375	102 285 414
Services charges - Water	27	162 138 204	146 829 883
Rental	28	12 373 336	12 172 871
Interests on investments	29	42 250 158	18 770 341
Interest earned from receivables	26	16 467 413	10 428 555
Licences or permits	30.1	8 407 621	7 809 443
Agency services	31	3 438 321	3 019 961
Operational revenue	32	44 253 512	41 523 373
Sales of goods and rendering of services	33	29 681 293	29 561 419
<b>Total Exchange Revenue</b>		<b>1 295 569 900</b>	<b>1 213 484 412</b>
<b>Non-Exchange Revenue</b>			
Property rates	23	444 035 356	414 445 896
Transfers and subsidies	24	311 441 843	290 767 474
Fines, penalties and forfeits	25	146 657 768	122 932 562
Interest earned from receivables	26	3 418 263	2 430 082
<b>Total Non-Exchange Revenue</b>		<b>905 553 230</b>	<b>830 576 014</b>
<b>Total Revenue</b>		<b>2 201 123 130</b>	<b>2 044 060 426</b>
<b>Expenditure</b>			
Employee related cost	35	542 779 491	549 554 622
Remuneration of councillors	36	22 764 757	19 815 248
Irrecoverable Debts Written Off	37	91 945 701	84 984 896
Depreciation and amortisation	38	231 679 002	218 693 121
Impairment losses	39	1 572 668	2 722 872
Finance costs	40	59 928 458	44 332 364
Bulk Purchases	41	544 002 101	559 429 390
Inventory consumed	42	64 172 062	44 620 431
Contracted services	43	228 438 291	208 232 448
Transfers and subsidies	44	17 758 255	13 363 879
Operational Cost	45	131 489 785	113 472 212
Operating leases	46	9 292 497	14 990 534
Loss on disposal of assets	34	639 332	3 063 675
Inventories (write-down)	49	389 307	115 859
Contribution to allowance for doubtful debt	48	70 722 081	51 711 364
Contribution to/from provision	47	(69 693 846)	6 287 548
<b>Total Expenditure</b>		<b>1 947 879 942</b>	<b>1 935 390 463</b>
<b>Surplus for the year</b>		<b>253 243 188</b>	<b>108 669 963</b>

\* See Note 64

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of changes in net assets

	Self insurance reserve	Capital replacement reserve	Total reserves	Accumulated surplus	Total net assets
	R	R	R	R	R
Opening balance as previously reported	9 885 492	152 605 135	162 490 627	5 237 481 913	5 399 972 540
Adjustments					
Correction of errors	-	-	-	37 585 530	37 585 530
<b>Balance at 01 July 2021 as restated*</b>	<b>9 885 492</b>	<b>152 605 135</b>	<b>162 490 627</b>	<b>5 275 067 443</b>	<b>5 437 558 070</b>
Surplus for the year	-	-	-	108 669 963	108 669 963
Total changes	-	-	-	108 669 963	108 669 963
Opening balance as previously reported	9 885 492	152 605 135	162 490 627	5 383 654 343	5 546 144 970
Adjustments					
Correction of errors	-	-	-	(57 292)	(57 292)
<b>Restated* Balance at 01 July 2022 as restated*</b>	<b>9 885 492</b>	<b>152 605 135</b>	<b>162 490 627</b>	<b>5 383 597 051</b>	<b>5 546 087 678</b>
Surplus for the year	-	-	-	253 243 188	253 243 188
Total changes	-	-	-	253 243 188	253 243 188
<b>Balance at 30 June 2023</b>	<b>9 885 492</b>	<b>152 605 135</b>	<b>162 490 627</b>	<b>5 636 840 240</b>	<b>5 799 330 867</b>

Note(s)

\* See Note 64

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Cash Flow Statement

	2023	2022
	R	Restated* R
<b>Cash flows from operating activities</b>		
<b>Receipts</b>		
Sale of goods and services	1 629 828 847	1 577 430 245
Grants received	315 538 874	304 960 171
Interest	42 250 158	18 770 341
<b>Payments</b>		
Cash paid to employees	(579 747 395)	(562 598 154)
Cash paid to suppliers	(911 738 692)	(940 126 481)
Grants paid	(17 758 255)	(13 363 879)
Finance costs	(46 712 396)	(34 427 551)
<b>Net cash from(used) operating activities</b>	<b>50 431 661 141</b>	<b>350 644 692</b>
<b>Cash flows from investing activities</b>		
<b>Receipts</b>		
Capital asset sales	1 756 981	1 690 446
<b>Payments</b>		
Capital assets additions	(319 730 545)	(352 797 846)
Short term investments	(26 244 801)	(83 088 826)
<b>Net cash flows from investing activities</b>	<b>(344 218 365)</b>	<b>(434 196 226)</b>
<b>Cash flows from financing activities</b>		
<b>Receipts</b>		
Increase in consumer deposits	-	-
Net movement in borrowings	23 213 468	109 779 473
<b>Net cash flows from financing activities</b>	<b>23 213 468</b>	<b>109 779 473</b>
<b>Net increase/(decrease) in cash</b>	<b>110 656 244</b>	<b>26 227 939</b>
Cash and cash equivalents at year begin	137 877 710	111 649 771
	<b>248 533 954</b>	<b>137 877 710</b>

\* See Note 64



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
<b>Statement of Financial Performance</b>						
<b>Revenue by source</b>						
Service charges - electricity revenue	812 307 977	-	812 307 977	779 983 813	(32 324 164)	BD1
Service charges - water revenue	176 782 708	-	176 782 708	162 138 204	(14 644 504)	
Service charges - sanitation revenue	109 133 951	-	109 133 951	106 739 375	(2 394 576)	
Service charges - refuse revenue	94 971 363	-	94 971 363	89 836 854	(5 134 509)	
Rental of facilities and equipment	10 098 683	-	10 098 683	12 373 336	2 274 653	
Interest earned - external investments	35 417 421	-	35 417 421	42 250 158	6 832 737	
Interest earned - outstanding debtors	18 338 651	-	18 338 651	19 885 676	1 547 025	
Fines, penalties and forfeits	124 955 174	-	124 955 174	146 657 768	21 702 594	
Licenses and permits	7 482 512	-	7 482 512	8 407 621	925 109	
Agency services	3 191 727	-	3 191 727	3 438 321	246 594	
Transfer and subsidies	224 854 074	-	224 854 074	211 107 092	(13 746 982)	
Other revenue	33 478 047	-	33 478 047	73 934 805	40 456 758	BD2
Property rates	438 941 447	-	438 941 447	444 035 356	5 093 909	
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	119 744 363	-	119 744 363	100 311 831	(19 432 532)	
Transfers and subsidies - capital (in-kind - all)	-	-	-	22 920	22 920	
<b>Total revenue</b>	<b>2 209 698 098</b>	<b>-</b>	<b>2 209 698 098</b>	<b>2 201 123 130</b>	<b>(8 574 968)</b>	
<b>Expenditure</b>						
Employee related costs	(590 885 967)	-	(590 885 967)	(542 779 491)	48 106 476	BD3
Remuneration of councillors	(20 845 768)	-	(20 845 768)	(22 764 757)	(1 918 989)	
Debt impairment	(101 341 971)	-	(101 341 971)	(162 667 782)	(61 325 811)	BD4
Depreciation & asset impairment	(214 992 797)	-	(214 992 797)	(233 251 670)	(18 258 873)	BD5
Finance charges	(68 069 222)	-	(68 069 222)	(59 928 458)	8 140 764	
Bulk purchases - Electricity	(543 925 482)	-	(543 925 482)	(521 011 668)	22 913 814	
Inventory consumed	(95 163 689)	-	(95 163 689)	(87 162 495)	8 001 194	
Contracted Services	(296 871 290)	-	(296 871 290)	(228 438 291)	68 432 999	BD6
Transfers and subsidies	(18 887 921)	-	(18 887 921)	(17 758 255)	1 129 666	
Other expenditure	(168 680 400)	-	(168 680 400)	(71 088 436)	97 591 964	BD7
Losses	-	-	-	(1 028 639)	(1 028 639)	
<b>Total expenditure</b>	<b>(2 119 664 507)</b>	<b>-</b>	<b>(2 119 664 507)</b>	<b>(1 947 879 942)</b>	<b>171 784 565</b>	
<b>Surplus before taxation</b>	<b>90 033 591</b>	<b>-</b>	<b>90 033 591</b>	<b>253 243 188</b>	<b>163 209 597</b>	
<b>Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement</b>	<b>90 033 591</b>	<b>-</b>	<b>90 033 591</b>	<b>253 243 188</b>	<b>163 209 597</b>	

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
<b>Statement of Financial Position</b>						
<b>Assets</b>						
<b>Current Assets</b>						
Cash	58 302 899	-	58 302 899	150 801 893	92 498 994	BD8
Call investment deposits	377 148 246	-	377 148 246	429 499 307	52 351 061	
Consumer Debtors	226 702 355	-	226 702 355	281 559 598	54 857 243	
Other debtors	96 265 446	-	96 265 446	57 446 223	(38 819 223)	
Inventory	28 822 182	-	28 822 182	36 030 865	7 208 683	
	<b>787 241 128</b>	-	<b>787 241 128</b>	<b>955 337 886</b>	<b>168 096 758</b>	
<b>Non-Current Assets</b>						
Long term receivables	6 720 629	-	6 720 629	4 598 731	(2 121 898)	
Investment property	418 370 723	-	418 370 723	425 076 488	6 705 765	
Property, plant and equipment	5 718 887 391	-	5 718 887 391	5 634 083 486	(84 803 905)	BD9
Biological	5 392 777	-	5 392 777	5 142 777	(250 000)	
Intangible	5 907 467	-	5 907 467	6 098 776	191 309	
Other non-current assets	3 536 828	-	3 536 828	1 312 802	(2 224 026)	
	<b>6 158 815 815</b>	-	<b>6 158 815 815</b>	<b>6 076 313 060</b>	<b>(82 502 755)</b>	
<b>Total Assets</b>	<b>6 946 056 943</b>	-	<b>6 946 056 943</b>	<b>7 031 650 946</b>	<b>85 594 003</b>	
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Borrowings	(55 632 448)	-	(55 632 448)	(55 046 811)	585 637	
Consumer deposits	(22 754 832)	-	(22 754 832)	(23 688 825)	(933 993)	
Trade and other payables	(285 553 124)	-	(285 553 124)	(361 775 409)	(76 222 285)	BD10
Provisions	(98 353 337)	-	(98 353 337)	(58 283 915)	40 069 422	BD11
	<b>(462 293 741)</b>	-	<b>(462 293 741)</b>	<b>(498 794 960)</b>	<b>(36 501 219)</b>	
<b>Non-Current Liabilities</b>						
Borrowing	(518 104 857)	-	(518 104 857)	(446 903 149)	71 201 708	BD12
Provisions	(371 253 671)	-	(371 253 671)	(286 621 977)	84 631 694	BD11
	<b>(889 358 528)</b>	-	<b>(889 358 528)</b>	<b>(733 525 126)</b>	<b>155 833 402</b>	
<b>Total Liabilities</b>	<b>(1 351 652 269)</b>	-	<b>(1 351 652 269)</b>	<b>(1 232 320 086)</b>	<b>119 332 183</b>	
<b>Net Assets</b>	<b>5 594 404 674</b>	-	<b>5 594 404 674</b>	<b>5 799 330 860</b>	<b>204 926 186</b>	
<b>Net Assets</b>						
<b>Net Assets Attributable to Owners of Controlling Entity</b>						
Accumulated Surplus/(Deficit)	5 555 307 849	-	5 555 307 849	5 636 840 240	81 532 391	BD13
<b>Reserves</b>						
Reserves	39 096 825	-	39 096 825	162 490 620	123 393 795	BD13
<b>Total Net Assets</b>	<b>5 594 404 674</b>	-	<b>5 594 404 674</b>	<b>5 799 330 860</b>	<b>204 926 186</b>	

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Statement of Comparison of Budget and Actual Amounts

Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
<b>Cash Flow Statement</b>						
<b>Cash flows from operating activities</b>						
<b>Receipts</b>						
Property rates	416 367 524	-	<b>416 367 524</b>	447 453 619	<b>31 086 095</b>	CF1
Service charges	1 361 417 083	-	<b>1 361 417 083</b>	1 155 165 659	<b>(206 251 424)</b>	CF2
Other revenue	119 830 211	-	<b>119 830 211</b>	27 209 569	<b>(92 620 642)</b>	CF7
Transfers and Subsidies - Operational	256 503 349	-	<b>256 503 349</b>	211 107 092	<b>(45 396 257)</b>	CF3
Transfers and Subsidies - Capital	75 074 650	-	<b>75 074 650</b>	104 431 782	<b>29 357 132</b>	CF3
Interest	35 417 421	-	<b>35 417 421</b>	42 250 158	<b>6 832 737</b>	
	<b>2 264 610 238</b>	-	<b>2 264 610 238</b>	<b>1 987 617 879</b>	<b>(276 992 359)</b>	
<b>Payments</b>						
Suppliers and employees	(1 856 199 651)	-	<b>(1 856 199 651)</b>	(1 491 486 087)	<b>364 713 564</b>	CF4
Finance cost	(54 838 969)	-	<b>(54 838 969)</b>	(46 712 396)	<b>8 126 573</b>	
Transfers and Grants	(14 675 062)	-	<b>(14 675 062)</b>	(17 758 255)	<b>(3 083 193)</b>	
	<b>(1 925 713 682)</b>	-	<b>(1 925 713 682)</b>	<b>(1 555 956 738)</b>	<b>369 756 944</b>	
<b>Net cash flows from operating activities</b>	<b>338 896 556</b>	-	<b>338 896 556</b>	<b>431 661 141</b>	<b>92 764 585</b>	
<b>Cash flows from investing activities</b>						
Decrease (increase) in non-current receivables	(6 720 629)	-	<b>(6 720 629)</b>	-	<b>6 720 629</b>	
Capital assets	(435 515 512)	-	<b>(435 515 512)</b>	(319 730 545)	<b>115 784 967</b>	CF5
Proceeds from sale of PPE	-	-	-	1 756 981	<b>1 756 981</b>	
Short term investments	-	-	-	(26 244 801)	<b>(26 244 801)</b>	
<b>Net cash flows from investing activities</b>	<b>(442 236 141)</b>	-	<b>(442 236 141)</b>	<b>(344 218 365)</b>	<b>98 017 776</b>	
<b>Cash flows from financing activities</b>						
Borrowing long term/refinancing	140 000 000	-	<b>140 000 000</b>	69 244 295	<b>(70 755 705)</b>	CF6
Repayment of borrowing	(47 117 209)	-	<b>(47 117 209)</b>	(46 030 827)	<b>1 086 382</b>	
<b>Net cash flows from financing activities</b>	<b>92 882 791</b>	-	<b>92 882 791</b>	<b>23 213 468</b>	<b>(69 669 323)</b>	
Net increase/(decrease) in cash and cash equivalents	(10 456 794)	-	<b>(10 456 794)</b>	110 656 244	<b>121 113 038</b>	
Cash and cash equivalents at the beginning of the year	443 400 169	-	<b>443 400 169</b>	137 877 710	<b>(305 522 459)</b>	
<b>Cash and cash equivalents at the end of the year</b>	<b>432 943 375</b>	-	<b>432 943 375</b>	<b>248 533 954</b>	<b>(184 409 421)</b>	

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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The annual financial statements of Stellenbosch Municipality for the year ended 30 June 2023 were authorised for issue by the Accounting Officer on 31 August 2023.

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations, guidelines and directives, issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act (Act 56 of 2003).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise. They are presented in South African Rand. All figures are rounded to the nearest Rand.

The annual financial statements have been prepared in accordance with the Finance Management Act (MFMA) and effective Standards of Generally Recognised Accounting Practice (GRAP), including any interpretations and directives issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act, (Act No 56 of 2003)

In the absence of an issued and effective Standard of GRAP, accounting policies for material transactions, events or conditions were developed in accordance with paragraphs 8, 10 and 11 of GRAP 3 as read with Directive 5.

The principal accounting policies adopted in the preparation of these annual financial statements are set out below.

### 1. Summary of significant accounting policies

#### 1.1 Going concern assumption

These annual financial statements were prepared based on the expectation that the municipality will continue to operate as a going concern for at least the next 12 months.

#### 1.2 Housing development reserve

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund. Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

#### 1.3 Capital replacement reserve (CRR)

In order to finance the acquisition of infrastructure and other items of property, plant and equipment from internal sources, amounts are transferred from the accumulated surplus/(deficit) to the CRR in terms of the Annual Budget. The cash in the designated CRR bank account can only be utilised to finance items of property, plant and equipment. The CRR is reduced and the accumulated surplus/(deficit) is credited by a corresponding amount when the amounts in the CRR are utilised.

#### 1.4 Self-insurance reserve

The municipality has a Self-insurance reserve to set aside amounts to offset potential losses or claims that cannot be insured externally. The balance of the self-insurance fund is invested in short-term investments. Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

#### 1.5 Accumulated surplus

The accumulated surplus/deficit represent the net difference between the total assets and the total liabilities of the municipality. Any surpluses and deficits realised during a specific financial year are credited/debited against accumulated surplus/deficit. Prior year adjustments, relating to income and expenditure, are debited/credited against accumulated surplus when retrospective adjustments are made.

#### 1.6 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.6 Materiality (continued)

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

### 1.7 Significant judgements and estimates

In preparing the annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are insignificant to the annual financial statements are set out below:

#### Sources of estimation uncertainty

The following are the key assumptions concerning the future, and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

#### Revenue recognition

Accounting Policy 1.23.1 on Revenue from Exchange Transactions and Accounting Policy 1.23.2 on Revenue from Non-exchange Transactions describes the conditions under which revenue will be recorded by the management of the municipality

In concluding judgement, management considered the detailed criteria for recognition of revenue as set out in GRAP 9: Revenue from Exchange Transactions and, in particular, whether the municipality, when goods are sold, had transferred to the buyer the significant risks and rewards of ownership of the goods and when services are rendered, whether the service has been rendered. The management of the municipality is satisfied that recognition of the revenue in the current year is appropriate

The IGRAP 1 amendments did not have any impact on Traffic Fines revenue issued in terms of the current Criminal Proceedings Act system but will only have an effect on fines issued in terms of the Amended Act (AARTO) that is expected to become effective on 1 July 2021. As the legislation is new, the possible impact cannot at this stage be determined. The legislation itself will significantly increase Traffic Fines revenue based on higher fine amounts being pronounced in Schedule 3 of the Amendment Act.

The iGRAP 20 interpretation is not regarded as having an effect, as the principles of revising revenue (e.g., incorrect tariff or appeal) is already applied by the municipality.

#### Impairment of financial assets

Accounting Policy 1.13 Financial Instruments, referring to the paragraph on impairment of financial assets, describes the process followed to determine the value with which financial assets should be impaired. In making the estimation of the impairment, the management of the municipality considered the detailed criteria of impairment of financial assets as set out in GRAP 104: Financial Instruments - Recognition and Measurement. The management of the municipality is satisfied that impairment of financial assets recorded during the year is appropriate. Details of the impairment loss calculation are provided in the applicable notes to the annual financial statements.

#### Useful lives of assets

As described in Accounting Policy 1.10 and 1.11 the municipality depreciates its property, plant and equipment and intangible assets over the estimated useful lives of the assets, taking into account the residual values of the assets at the end of their useful life, which is determined when the assets are brought into use. The review of useful life and residual values of assets are only reviewed if one of the indicators of potential review is triggered.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.7 Significant judgements and estimates (continued)

#### Employee benefit obligation

The municipality obtains actuarial valuations of its employee benefit obligations. The employee benefit obligations of the municipality that were identified are post-retirement health benefit obligations and long-service awards. The estimated liabilities are recorded in accordance with the requirements of GRAP 25. Details of the liabilities and the key assumptions made by the actuaries in estimating the liabilities are provided in the applicable notes to the annual financial statements.

The actuarial valuation involves making assumptions about discount rates, expected rates of return on assets, future salary increases, mortality rates and future pension increases. Due to the long-term nature of these plans, such estimates are subject to significant uncertainty.

#### Impairment of non-financial assets

The recoverable amounts of cashgenerating units have been determined based on the higher of valueinuse calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions.

The recoverable amounts of individual assets have been determined based on the higher of valueinuse calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions.

It is reasonably possible that the assumptions may change which may then impact our estimations and may then require a material adjustment to the carrying value of tangible assets.

#### Value in use of cash generating assets

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors including economic factors such as inflation and interest

#### Value in use of non-cash generating assets

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. If there are indications that the impairment may have occurred, the remaining service potential of the asset is determined. The most appropriate approach selected to determine the remaining service potential is dependent on the availability of data and the nature of the impairment.

#### Allowance for slow moving, damaged and obsolete stock

An allowance for stock to write stock down to the lower of cost or net realisable value. Management have made estimates of the selling price and direct cost to sell on certain inventory items. The write down is included in the operation surplus note.

#### Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 22 - Provisions.

A qualified environmental engineer calculates the provision. The provision represents the best estimate or net present value of the expected future cash flows to rehabilitate the landfill site at yearend. The professional engineer determines the cost of rehabilitation and the remaining useful life of each site. Interest rates linked to prime were used to calculate the effect of the time value of money.

#### Effective interest rate

The municipality used the prime interest rate to discount future cash flows.

#### Allowance for doubtful debts

# Stellenbosch Municipality

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### 1.7 Significant judgements and estimates (continued)

On debtors an impairment loss is recognised in surplus and deficit when there is objective evidence that it is impaired. The impairment is measured as the difference between the debtors carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition.

#### Impairment of statutory receivables

If there is an indication that a statutory receivable, may be impaired, the municipality measures the impairment loss. The impairment loss is measured as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, are reduced, either directly or through the use of an allowance account. The amount of the loss is recognised in surplus or deficit.

In estimating the future cash flows, the municipality considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, the municipality discounts the estimated future cash flows using a rate that reflects the current risk free rate and, if applicable, any risks specific to the statutory receivable, or group of statutory receivables, for which the future cash flow estimates have not been adjusted.

An impairment loss recognised in prior periods for a statutory receivable are revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows

#### Pre-paid electricity

Pre-paid electricity is only recognised as income once the electricity is consumed. The pre-paid electricity balance (included under payables) represents the best estimate of electricity sold at year-end, which is still unused.

### 1.8 Biological assets that form part of an agricultural activity

The municipality recognises biological assets that form part of an agricultural activity or agricultural produce when and only when:

- the municipality controls the asset as a result of past events;
- it is probable that future economic benefits or service potential associated with the asset will flow to the municipality; and
- the fair value or cost of the asset can be measured reliably

Biological assets that form part of an agricultural activity are measured at their fair value less costs to sell.

A gain or loss arising on initial recognition of biological assets that form part of an agricultural activity or agricultural produce at fair value less costs to sell and from a change in fair value less costs to sell of a biological assets that form part of an agricultural activity, is included in surplus or deficit for the period in which it arises.

Where market determined prices or values are not available, the present value of the expected net cash inflows from the asset, discounted at a current market-determined pre-tax rate where applicable, is used to determine fair value.t

Where fair value cannot be measured reliably, biological assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

The municipality classifies biological assets as consumables which consist of timber in the form of pine trees. All biological assets are held for sale.

Agricultural produce harvested from an entity's biological assets shall be measured at its fair value less costs to sell at the point of harvest. Such measurement is the cost at that date when applying GRAP 12 or another applicable Standard of GRAP.

Item	Useful life
Trees in plantation forest	indefinite

### 1.9 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services; or for
- Administrative purposes, or
- Sale in ordinary course of operations.

# Stellenbosch Municipality

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### 1.9 Investment property (continued)

Investment property is recognised as an asset when, it is probable that the future economic benefits or service potential that is associated with the investment property will flow to the municipality, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

#### Subsequent measurement – cost model

Investment property is, subsequent to initial measurement, carried at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided to write down the cost, less estimated residual value by equal installments over the useful life of the property, which is as follows:

Item	Useful life
Property-Land	indefinite
Property-buildings	30-99 years

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in surplus or deficit in the period of retirement or disposal.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

The nature OR type of properties classified as held for strategic purposes are as follows:

The municipality separately discloses expenditure to repair and maintain investment property in the notes to the annual financial statements (see note 10).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the annual financial statements (see note 10).

When classification is difficult, the criteria used to distinguish investment property from owner -occupied property and from property held for sale in the ordinary course of operations, are as follows:

All properties held to earn market-related rentals or for capital appreciation or both and that are not used for administrative purposes, and that will not be sold within the next 12 months are classified as Investment Properties

A building owned by the municipality (or held by the municipality under a finance lease) and leased out under one or more operating leases

Transfers to, or from, investment property shall be made when, and only when, there is a change in use, evidenced by:

- (a) commencement of owner-occupation, for a transfer from investment property to owner-occupied property;
- (b) commencement of development with a view to sale, for a transfer from investment property to inventories;
- (c) end of owner-occupation, for a transfer from owner-occupied property to investment property; or
- (d) commencement of an operating lease (on a commercial basis) to another party, for a transfer from inventories to investment property.



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### 1.10 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period. The municipality elected the cost model for Property, plant and equipment.

The cost of an item of property, plant and equipment is recognised as an asset if, and only if

- if it is probable that future economic benefits or service potential associated with the item will flow to the municipality, and
- the cost or fair value of the item can be measured reliably.

#### Initial recognition and measurement

Property, plant and equipment are initially recognised at cost on its acquisition date. The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary costs of dismantling and removing the asset and restoring the site on which it is located.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the municipality is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Major spare parts and standby equipment which are expected to be used for more than one period are included in property, plant and equipment. In addition, spare parts and standby equipment which can only be used in connection with an item of property, plant and equipment are accounted for as property, plant and equipment.

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised. Subsequent to initial measurement property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

#### Incomplete construction work

Incomplete construction work is stated at historical cost. Depreciation only commences when the asset is available for use

#### Impairment

Where the carrying amount of an item of property, plant and equipment is greater than the estimated recoverable service amount, it is written down immediately to its recoverable service amount and an impairment loss is charged to the statement of financial performance.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.10 Property, plant and equipment (continued)

#### Depreciation

Property, plant and equipment are depreciated on the straightline basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

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Item	Depreciation method	Average useful life
Land	Straight-line	indefinite
Machinery and equipment	Straight-line	1-66
Furniture and office equipment	Straight-line	2-24
Transport assets	Straight-line	4-21
Computer equipment	Straight-line	5-23
Community assets	Straight-line	4-50
Other property, plant and equipment	Straight-line	6-99
Capital restoration asset	Straight-line	5-30
Electrical infrastructure	Straight-line	10-100
Water supply infrastructure	Straight-line	10-100
Solid waste infrastructure	Straight-line	10-50
Roads infrastructure	Straight-line	10-100
Information and communication infrastructure	Straight-line	3-15
Waste water network	Straight-line	10-100
Stormwater infrastructure	Straight-line	10-50

The depreciable amount of an asset is allocated on a systematic basis over its useful life.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the municipality. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate

The municipality assesses at each reporting date whether there is any indication that the municipality expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the municipality revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

The municipality separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 11).

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.11 Intangible assets

#### Initial recognition and measurement

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from the municipality and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations. A binding arrangement describes an arrangement that confers similar rights and obligations on the parties to it as if it were in the form of a contract.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality; and
- the cost or fair value of the asset can be measured reliably

The municipality assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

If the expected useful life of the asset is different from previous estimates, the amortisation period shall be changed accordingly. If there has been a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the amortisation method shall be changed to reflect the changed pattern. Such changes shall be accounted for as changes in accounting estimates in accordance with GRAP 3.

#### Subsequent measurement

Subsequent to initial measurement intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Internally generated goodwill, brands, mastheads, publishing titles, customer lists and items similar in substance are not recognised as intangible assets.

If the expected useful life of the asset is different from previous estimates, the amortisation period shall be changed accordingly. If there has been a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the amortisation method shall be changed to reflect the changed pattern. Such changes shall be accounted for as changes in accounting estimates in accordance with GRAP 3.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

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Item	Depreciation method	Average useful life
Internally generated: Capital development	Straight-line	5 - 7 years
Computer software	Straight-line	3 - 30 years
Service operating and land rights	Straight-line	5 - 30 years

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# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.11 Intangible assets (continued)

#### Derecognition

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of an intangible asset shall be included in surplus or deficit when the asset is derecognised.

### 1.12 Heritage assets

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

#### Initial recognition and measurement

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

Where the municipality holds a heritage asset, but on initial recognition it does not meet the recognition criteria because it cannot be reliably measured, information on such a heritage asset is disclosed in note 14 Heritage assets.

#### Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

#### Subsequent measurement

Subsequent to initial measurement classes of heritage assets are carried at cost less any accumulated impairment losses.

#### Impairment

The municipality assesses at each reporting date whether there is an indication that it may be impaired. If any such indication exists, the municipality estimates the recoverable amount or the recoverable service amount of the heritage asset.

Reference to impairment paragraphs can be made to note 1.17, 1.18 and 1.19.

Compensation from third parties for heritage assets that have been impaired, lost or given up, shall be included in surplus or deficit when the compensation becomes receivable.

#### Dererecognition

The municipality derecognises heritage asset on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is included in surplus or deficit when the item is derecognised (unless the Standard of GRAP on leases requires otherwise on a sale and leaseback).

#### Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage asset.

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## Accounting Policies

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### 1.13 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity. Financial instruments are classified into three categories namely, financial instruments at fair value, financial instruments at amortised cost or financial instruments at cost. The municipality determines the classification of its financial instruments at initial recognition.

#### 1.13.1 Classification of financial instruments

##### Financial assets

A financial asset is any asset that is a cash or contractual right to receive cash. In accordance with GRAP 104 the Financial Assets of the municipality are classified as follows into the three categories allowed by this standard:

Financial asset at amortised cost being a non-derivative financial asset with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months, which are classified as non-current assets.

Financial assets measured at fair value being financial assets that meet either of the following conditions:

- Derivatives;
- Combined instruments that are designated at fair value;
- Instruments held for trading;
- Non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; or
- Financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Financial assets measured at cost being investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

The municipality has the following types of financial assets as reflected on the face of the Statement of financial position or in the notes thereto:

Type of financial asset	Classification in terms of GRAP 104
Long-term receivables	Financial assets at amortised cost
Consumer debtors	Financial assets at amortised cost
Other debtors	Financial assets at amortised cost
Short-term investment deposit - Call	Financial assets at amortised cost
Bank balances and cash	Financial assets at amortised cost

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the Cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts. The municipality categorises cash and cash equivalents as financial assets at amortised cost.

##### Financial liabilities

A financial liability is a contractual obligation to deliver cash or another financial asset to another entity.

The following main categories of financial liabilities and the classification determining how they are measured exist:

- Financial liabilities measured at amortised cost; or
- Financial liabilities measured at fair value.

The municipality has the following types of financial liabilities as reflected on the face of the Statement of financial position or in the notes thereto:

Type of financial liability	Classification in terms of GRAP 104
Long-term liabilities	Financial liability at amortised cost
Current portion of long-term liabilities	Financial liability at amortised cost
Other creditors	Financial liability at amortised cost

## Accounting Policies

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### 1.13 Financial instruments (continued)

#### 1.13.2 Initial and subsequent measurement

##### Initial recognition and measurement

A financial instrument is recognised, when the municipality becomes a party to the contractual provisions of the instrument, and are initially measured at fair value. In the case of a financial instrument not subsequently measured at fair value, transaction costs that are directly attributable to the acquisition or issue of the financial instrument are added or deducted from the fair value, as appropriate on initial recognition.

##### Subsequent measurement – Financial assets

Financial assets consist of cash and cash equivalents, deposits, receivables and investments.

Receivables are subsequently measured at amortised cost using the effective interest rate method, less impairment. Amortised cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the effective interest rate.

A provision for impairment of receivables is established when there is objective evidence that the municipality will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. Changes in the carrying amount of the provision is recognised in the Statement of financial performance. When a receivable is considered uncollectible, it is written off against the provision. Any gains or losses arising from the change in fair value of investments measured at fair value are recognised in the Statement of financial performance.

Trade and other receivables (excluding Value Added Taxation, prepayments and operating lease receivables), loans to municipal entities and loans that have fixed and determinable payments that are not quoted in an active market are classified as financial assets at amortised cost.

Financial assets measured at fair value are initially measured at fair value plus directly attributable transaction costs. They are subsequently measured at fair value with unrealised gains or losses recognised directly in equity until the investment is derecognised, at which time the cumulative gain or loss recorded in equity is recognised in the Statement of financial performance, or determined to be impaired, at which time the cumulative loss recorded in equity is recognised in the Statement of financial performance.

##### Subsequent measurement – Financial Liabilities

Financial liabilities consist of payables, interest bearing loans and bank overdrafts. These liabilities are subsequently measured at amortised cost, using the effective interest rate method. Finance costs are expensed in the Statement of financial performance in the period in which they are incurred except where stated otherwise (see accounting policy on borrowing costs).

Bank borrowings, consisting of interest-bearing short-term bank loans, repayable on demand and overdrafts are recorded at the proceeds received. Finance costs are accounted for using the accrual basis and are added to the carrying amount of the bank borrowing to the extent that they are not settled in the period that they arise.

Prepayments are carried at cost less any accumulated impairment losses.

# Stellenbosch Municipality

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## Accounting Policies

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### 1.13 Financial instruments (continued)

#### 1.13.3 Derecognition

##### Financial assets

The municipality derecognises financial assets only when the contractual rights to the cash flows from the asset expires or it transfers the financial assets and substantially all the risks and rewards of ownership of the asset to another entity, except when Council approves the write-off of financial assets due to non-recoverability.

If the municipality neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the municipality recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the municipality retains substantially all the risks and rewards of ownership of a transferred financial assets, the municipality continues to recognise the financial assets and also recognises a collateralised borrowing for the proceeds received.

##### Financial liabilities

The municipality derecognises financial liabilities when, and only when, the municipality's obligations are discharged, cancelled or they expire.

An exchange between an existing borrower and lender of debt instruments with substantially different terms shall be accounted for as having extinguished the original financial liability, and a new financial liability recognised. Similarly, a substantial modification of the terms of an existing financial liability or a part of it (whether or not attributable to the financial difficulty of the debtor) shall be accounted for as having extinguished the original financial liability and having recognised a new financial liability.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, shall be recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another entity by way of a nonexchange transaction, are accounted for in accordance with GRAP 23.

#### 1.13.4 Fair value measurement considerations

The best evidence of fair value is quoted prices in an active market. If the market for a financial instruments is not active, the municipality establishes fair value using a valuation technique. The chosen valuation technique makes maximum use of market inputs and relies as little as possible on municipality-specific inputs.

### 1.14 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the municipality assesses the classification of each element separately

#### Entity as lessee - operating leases

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

The aggregate benefit of incentives is recognised as a reduction of rental expense over the lease term on a straight- line basis.

Any contingent rent is expensed in the period in which they are incurred.

# Stellenbosch Municipality

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## Accounting Policies

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### 1.15 Inventory

Initial measurement:

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Inventories shall be recognised as an asset if, and only if:

- (a) it is probable that future economic benefits or service potential associated with the item will flow to the entity;
- (b) and the cost of the inventories can be measured reliably.

Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for:

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution.

Current replacement cost is the cost the municipality incurs to acquire the asset on the reporting date.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition. The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs. The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

### 1.16 Landfill site

Site restoration and dismantling cost - The municipality has an obligation to dismantle, remove and restore items of property, plant and equipment. Such obligations are referred to as 'decommissioning, restoration and similar liabilities'. The cost of an item of property, plant and equipment includes:

- the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located;
- changes in the measurement of an existing decommissioning, restoration and similar liability that result from change in the estimated timing or amount of the outflow of resources embodying economic benefits or service potential required to settle the obligation, or a change in discount rate; and
- the obligation the municipality incurs for having used the items during a particular period for purposes other than to produce inventories during that period.

If the related asset is measured using the cost model:

- (a) subject to (b), changes in the liability are added to, or deducted from, the cost of the related asset in the current period;
- (b) if a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit; and
- (c) if the adjustment results in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may not be fully recoverable. If it is such an indication, the asset is tested for impairment by estimating its recoverable amount or recoverable service amount, and any impairment loss is recognised in accordance with the accounting policy on impairment of cash-generating assets and/or impairment of non-cash-generating assets



# Stellenbosch Municipality

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## Accounting Policies

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### 1.17 Impairment of property, plant and equipment, investment property, intangible assets and heritage assets

The municipality classifies all assets held with the primary objective of generating a commercial return as cash-generating assets. A commercial return means that the return charged by the entity is commensurate with the risk associated with holding the asset and the asset is intended to generate positive cash inflows. All other assets are classified as non-cash-generating assets.

### 1.18 Impairment of cash-generating assets

Cash-generating assets are assets managed with the objective of generating a commercial return. An asset generates a commercial return when it is deployed in a manner consistent with that adopted by a profit-oriented entity

Cash generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash generating unit is the higher its fair value less costs to sell and its value in use.

Useful life is either:

- the period of time over which an asset is expected to be used by the municipality; or
- the number of production or similar units expected to be obtained from the asset by the municipality.

Management has judged all assets as non cash generating assets.

### Identification

When the carrying amount of a cash-generating asset exceeds its recoverable amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable amount of the asset.

### Value in use

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life.

When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

### Discount rate

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money, represented by the current risk-free rate of interest and the risks specific to the asset for which the future cash flow estimates have not been adjusted.

## Accounting Policies

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### 1.18 Impairment of cash-generating assets (continued)

#### Recognition and measurement (individual asset)

If the recoverable amount of a cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

#### Cash-generating units

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the municipality determines the recoverable amount of the cash-generating unit to which the asset belongs (the asset's cash-generating unit).

If an active market exists for the output produced by an asset or group of assets, that asset or group of assets is identified as a cash-generating unit, even if some or all of the output is used internally. If the cash inflows generated by any asset or cash-generating unit are affected by internal transfer pricing, the municipality use management's best estimate of future price(s) that could be achieved in arm's length transactions in estimating:

- the future cash inflows used to determine the asset's or cash-generating unit's value in use; and
- the future cash outflows used to determine the value in use of any other assets or cash-generating units that are affected by the internal transfer pricing.

Cash-generating units are identified consistently from period to period for the same asset or types of assets, unless a change is justified.

The carrying amount of a cash-generating unit is determined on a basis consistent with the way the recoverable amount of the cash-generating unit is determined.

An impairment loss is recognised for a cash-generating unit if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment is allocated to reduce the carrying amount of the cash-generating assets of the unit on a pro rata basis, based on the carrying amount of each asset in the unit. These reductions in carrying amounts are treated as impairment losses on individual assets.

In allocating an impairment loss, the entity does not reduce the carrying amount of an asset below the highest of:

- its fair value less costs to sell (if determinable);
- its value in use (if determinable); and
- zero.

The amount of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other cash-generating assets of the unit.

Where a non-cash-generating asset contributes to a cash-generating unit, a proportion of the carrying amount of that non-cash-generating asset is allocated to the carrying amount of the cash-generating unit prior to estimation of the recoverable amount of the cash-generating unit.

## Accounting Policies

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### 1.18 Impairment of cash-generating assets (continued)

#### Reversal of impairment loss

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a cash-generating asset may no longer exist or may have decreased. If any such indication exists, the entity estimates the recoverable amount of that asset.

An impairment loss recognised in prior periods for a cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a cash-generating asset is recognised immediately in surplus or deficit

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the cash-generating asset is adjusted in future periods to allocate the cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

A reversal of an impairment loss for a cash-generating unit is allocated to the cash-generating assets of the unit pro rata with the carrying amounts of those assets. These increases in carrying amounts are treated as reversals of impairment losses for individual assets. No part of the amount of such a reversal is allocated to a non-cash-generating asset contributing service potential to a cash-generating unit.

In allocating a reversal of an impairment loss for a cash-generating unit, the carrying amount of an asset is not increased above the lower of:

- its recoverable amount (if determinable); and
- the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for the asset in prior periods.

The amount of the reversal of the impairment loss that would otherwise have been allocated to the asset is allocated pro rata to the other assets of the unit.

In assessing whether there is any indication that an asset may be impaired, the municipality will consider, as a minimum, the following indications:

External sources:

- (a) During the period, an asset's market value has declined significantly more than would be expected as a result of the passage of time or normal use.
- (b) Significant changes with an adverse effect on the entity have taken place during the period, or will take place in the near future, in the technological, market, economic or legal environment in which the entity operates or in the market to which an asset is dedicated.
- (c) Market interest rates or other market rates of return on investments have increased during the period, and those increases are likely to affect the discount rate used in calculating an asset's value in use and decrease the asset's recoverable amount materially

Internal sources:

- (d) Evidence is available of obsolescence or physical damage of an asset.
- (e) Significant changes with an adverse effect on the entity have taken place during the period, or are expected to take place in the near future, in the extent to which, or manner in which, an asset is used or is expected to be used. These changes include the asset becoming idle, plans to discontinue or restructure the operation to which an asset belongs, plans to dispose of an asset before the previously expected date, and reassessing the useful life of an asset as finite rather than indefinite.
- (f) A decision to halt the construction of the asset before it is complete or in a usable condition.
- (g) Evidence is available from internal reporting that indicates that the economic performance of an asset is, or will be, worse than expected.

## Accounting Policies

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### 1.19 Impairment of non-cash-generating assets

Non cash generating assets are assets other than cash generating assets

#### Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The municipality assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

Irrespective of whether there is any indication of impairment, the entity also tests a non-cash-generating intangible asset with an indefinite useful life or a non-cash-generating intangible asset not yet available for use for impairment annually by comparing its carrying amount with its recoverable service amount. This impairment test is performed at the same time every year. If an intangible asset was initially recognised during the current reporting period, that intangible asset was tested for impairment before the end of the current reporting period.

In assessing whether there is any indication that an asset may be impaired, an entity shall consider, as a minimum, the following indications:

#### External sources of information

- (a) Cessation, or near cessation, of the demand or need for services provided by the asset.
- (b) Significant long-term changes with an adverse effect on the entity have taken place during the period or will take place in the near future, in the technological, legal or government policy environment in which the entity operates.

#### Internal sources of information

- (c) Evidence is available of obsolescence or physical damage of an asset.
- (d) Significant long-term changes with an adverse effect on the entity have taken place during the period, or are expected to take place in the near future, in the extent to which, or manner in which, an asset is used or is expected to be used. These changes include the asset becoming idle, plans to discontinue or restructure the operation to which an asset belongs, plans to dispose of an asset before the previously expected date and reassessing the useful life of an asset as finite rather than indefinite.
- (e) A decision to halt the construction of the asset before it is complete or in a usable condition.
- (f) Evidence is available from internal reporting that indicates that the service performance of an asset is, or will be, significantly worse than expected.

#### Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

The present value of the remaining service potential of a non-cash-generating assets is determined using the following approach:

#### Depreciated replacement cost approach

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the current reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the municipality would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

## Accounting Policies

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### 1.19 Impairment of non-cash-generating assets (continued)

#### Recognition and measurement

If the recoverable service amount of a non-cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

#### Reversal of an impairment loss

The municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non-cash-generating asset may no longer exist or may have decreased. If any such indication exists, the municipality estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non-cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non-cash-generating asset is recognised immediately in surplus or deficit.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

### 1.20 Employee benefits

Employee benefits are all forms of consideration given by a municipality in exchange for service rendered by employees.

A qualifying insurance policy is an insurance policy issued by an insurer that is not a related party of the reporting municipality, if the proceeds of the policy can be used only to pay or fund employee benefits under a defined benefit plan and are not available to the reporting municipality's own creditors (even in liquidation) and cannot be paid to the reporting municipality, unless either:

the proceeds represent surplus assets that are not needed for the policy to meet all the related employee benefit obligations; or

the proceeds are returned to the reporting municipality to reimburse it for employee benefits already paid.

Termination benefits are employee benefits payable as a result of either:

a municipality's decision to terminate an employee's employment before the normal retirement date; or

an employee's decision to accept voluntary redundancy in exchange for those benefits.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Vested employee benefits are employee benefits that are not conditional on future employment.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide postemployment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.20 Employee benefits (continued)

A constructive obligation is an obligation that derives from a municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the municipality has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

#### Short-term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

wages, salaries and social security contributions;

short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;

bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and

non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the entity recognise the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the municipality recognise that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and

as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measure the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The municipality recognises the expected cost of bonus, incentive and performance related payments when the municipality has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

The costs of all short-term employee benefits such as leave pay, are recognised during the period in which the employee renders the related service.

Liabilities for staff bonuses are recognised as they accrue to employees. The liability at year-end is based on the bonus accrued at year-end for each employee.

A provision, in respect of the liability relating to the anticipated costs of performance bonuses payable to Section 57 employees, is recognised as it accrues to Section 57 employees. Municipal entities' performance bonus provisions are based on the employment contract stipulations as well as previous performance bonus payment trends.

#### Leave pay

Liabilities for annual leave are recognised as they accrue to employees. Liability is based on the total accrued leave days owing to employees and is reviewed annually.

## Accounting Policies

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### 1.20 Employee benefits (continued)

#### Post-employment benefits: Defined contribution plans

A defined contribution plan is a plan under which the municipality pays fixed contributions into a separate entity. The municipality has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods.

When an employee has rendered service to the entity during a reporting period, the entity recognises the contribution payable to a defined contribution plan in exchange for that service:

- as a liability (accrued expense), after deducting any contribution already paid. If the contribution already paid exceeds the contribution due for service before the reporting date, an entity recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the contribution in the cost of an asset.

#### Post-employment benefits: Defined benefit plans

Defined benefit plans are post-employment benefit plans other than defined contribution plans. In this aspect defined contribution plans can be considered as the pension fund.

Current service cost is the increase in the present value of the defined benefit obligation resulting from employee service in the current period.

Interest cost is the increase during a period in the present value of a defined benefit obligation which arises because the benefits are one period closer to settlement.

Past service cost is the change in the present value of the defined benefit obligation for employee service in prior periods, resulting in the current period from the introduction of, or changes to, post-employment benefits or other long-term employee benefits. Past service cost may be either positive (when benefits are introduced or changed so that the present value of the defined benefit obligation increases) or negative (when existing benefits are changed so that the present value of the defined benefit obligation decreases). In measuring its defined benefit liability the entity recognises past service cost as an expense in the reporting period in which the plan is amended.

Plan assets comprise assets held by a long-term employee benefit fund and qualifying insurance policies.

The present value of a defined benefit obligation is the present value, without deducting any plan assets, of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.

The return on plan assets is interest, dividends or similar distributions and other revenue derived from the plan assets, together with realised and unrealised gains or losses on the plan assets, less any costs of administering the plan (other than those included in the actuarial assumptions used to measure the defined benefit obligation) and less any tax payable by the plan itself.

The entity account not only for its legal obligation under the formal terms of a defined benefit plan, but also for any constructive obligation that arises from the entity's informal practices. Informal practices give rise to a constructive obligation where the entity has no realistic alternative but to pay employee benefits. An example of a constructive obligation is where a change in the entity's informal practices would cause unacceptable damage to its relationship with employees.

The amount recognised as a defined benefit liability is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly;
- plus any liability that may arise as a result of a minimum funding requirement

The amount determined as a defined benefit liability may be negative (an asset). The entity measures the resulting asset at the lower of:

- the amount determined above; and
- the present value of any economic benefits available in the form of refunds from the plan or reductions in future contributions to the plan. The present value of these economic benefits is determined using a discount rate which reflects the time value of money.

Any adjustments arising from the limit above is recognised in surplus or deficit

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.20 Employee benefits (continued)

The entity determines the present value of defined benefit obligations and the fair value of any plan assets with sufficient regularity such that the amounts recognised in the audited annual financial statements do not differ materially from the amounts that would be determined at the reporting date.

The entity recognises the net total of the following amounts in surplus or deficit, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost
- the expected return on any plan assets and on any reimbursement rights;
- actuarial gains and losses
- past service cost;
- the effect of any curtailments or settlements; and
- the effect of applying the limit on a defined benefit asset (negative defined benefit liability)

The entity uses the Projected Unit Credit Method to determine the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost. The Projected Unit Credit Method (sometimes known as the accrued benefit method pro-rated on service or as the benefit/years of service method) sees each period of service as giving rise to an additional unit of benefit entitlement and measures each unit separately to build up the final obligation.

In determining the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost, a entity shall attribute benefit to periods of service under the plan's benefit formula. However, if an employee's service in later years will lead to a materially higher level of benefit than in earlier years, a entity shall attribute benefit on a straight-line basis from:

- the date when service by the employee first leads to benefits under the plan (whether or not the benefits are conditional on further service); until
- the date when further service by the employee will lead to no material amount of further benefits under the plan, other than from further salary increases.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan. The results of the valuation are updated for any material transactions and other material changes in circumstances (including changes in market prices and interest rates) up to the reporting date.

The entity recognises gains or losses on the curtailment or settlement of a defined benefit plan when the curtailment or settlement occurs. The gain or loss on a curtailment or settlement comprises:

- any resulting change in the present value of the defined benefit obligation; and
- any resulting change in the fair value of the plan assets.

Before determining the effect of a curtailment or settlement, the entity re-measure the obligation (and the related plan assets, if any) using current actuarial assumptions (including current market interest rates and other current market prices).

When it is virtually certain that another party will reimburse some or all of the expenditure required to settle a defined benefit obligation, the right to reimbursement is recognised as a separate asset. The asset is measured at fair value. In all other respects, the asset is treated in the same way as plan assets. In surplus or deficit, the expense relating to a defined benefit plan is presented as the net of the amount recognised for a reimbursement.

The entity offsets an asset relating to one plan against a liability relating to another plan when the entity has a legally enforceable right to use a surplus in one plan to settle obligations under the other plan and intends either to settle the obligations on a net basis, or to realise the surplus in one plan and settle its obligation under the other plan simultaneously.

### Actuarial assumptions

Actuarial assumptions are unbiased and mutually compatible.

Financial assumptions are based on market expectations, at the reporting date, for the period over which the obligations are to be settled.

The rate used to discount post-employment benefit obligations (both funded and unfunded) reflect the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the post-employment benefit obligations.



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.20 Employee benefits (continued)

Post-employment benefit obligations are measured on a basis that reflects:

- estimated future salary increases;
- the benefits set out in the terms of the plan (or resulting from any constructive obligation that goes beyond those terms) at the reporting date; and
- estimated future changes in the level of any state benefits that affect the benefits payable under a defined benefit plan, if, and only if, either:
  - Those changes were enacted before the reporting date; or
  - past history, or other reliable evidence, indicates that those state benefits will change in some predictable manner, for example, in line with future changes in general price levels or general salary levels.

Assumptions about medical costs take account of estimated future changes in the cost of medical services, resulting from both inflation and specific changes in medical costs.

### Other long term employee benefit

The municipality provides post-retirement health care benefits, housing subsidies and gratuities upon retirement to some retirees.

Long term service awards is payable after 10 years of continuous service and after every 5 years thereafter to employees. Additional to this employees shall be entitled to a 14th cheque for continuous employment on their 30th and every 5th year onward. Furthermore a retirement gift is payable on retirement to employees with 10 years or more service. The provision is an estimate of the long service award based on historical staff turnover based on historical staff turnover. No other long service benefits are provided to employees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

Actuarial gains and losses arising from the experience adjustments and changes in actuarial assumptions are recognised in the Statement of financial performance in the period that it occurs. Interest cost on employee benefit obligation is recognised as part of employee related cost.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

the present value of the defined benefit obligation at the reporting date;

minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

current service cost;

interest cost;

the expected return on any plan assets and on any reimbursement right recognised as an asset;

actuarial gains and losses, which shall all be recognised immediately;

past service cost; and

the effect of any curtailments or settlements.

### Termination benefits

The municipality recognises termination benefits as a liability and an expense when the entity is demonstrably committed to either:

terminate the employment of an employee or group of employees before the normal retirement date; or

provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.20 Employee benefits (continued)

The municipality is demonstrably committed to a termination when the entity has a detailed formal plan for the termination and is without realistic possibility of withdrawal. The detailed plan includes [as a minimum]:

the location, function, and approximate number of employees whose services are to be terminated;

the termination benefits for each job classification or function; and

the time at which the plan will be implemented.

Implementation begins as soon as possible and the period of time to complete implementation is such that material changes to the plan are not likely.

Where termination benefits fall due more than twelve months after the reporting date, they are discounted using an appropriate discount rate. The rate used to discount the benefit reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the benefit.

In the case of an offer made to encourage voluntary redundancy, the measurement of termination benefits shall be based on the number of employees expected to accept the offer.

### 1.21 Provisions

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised. Provisions are not recognised for future operating deficits.

If the municipality has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.21 Provisions (continued)

#### Environmental rehabilitation provisions

At year end a provision is raised for the rehabilitation of landfill sites. The provision is the net present value of the future cash flows to rehabilitate damaged land at year end.

As the related asset is measured using the cost model:

changes in the liability is added to, or deducted from, the cost of the related asset in the current period;

the amount deducted from the cost of the asset does not exceed its carrying amount. If a decrease in the liability exceeds the carrying amount of the asset, the excess is recognised immediately in surplus or deficit;

if the adjustments result in an addition to the cost of an asset, the municipality considers whether this is an indication that the new carrying amount of the asset may be fully recoverable. If there is such an indication, the municipality tests the asset for impairment by estimating its recoverable amount or recoverable service amount, and accounts for any impairment loss, in accordance with the accounting policy on impairment of assets as described in the accounting policy on impairment of cash-generating assets and/ or impairment of non-cash generating assets.

The adjusted depreciable amount of the asset is depreciated over its useful life. Therefore, once the related asset has reached the end of its useful life, all subsequent changes in the liability is recognised in surplus or deficit as they occur.

### 1.22 Contingent assets and contingent liabilities

Contingent liabilities represent a possible obligation that arises from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality.

A contingent liability can also arise as a result of a present obligation that arises from past events but which is not recognised as a liability either because it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation or the amount of the obligation cannot be measured with sufficient reliability.

Contingent assets represent possible assets that arise from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the municipality.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in the notes to the municipality.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.23 Revenue

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction

#### Recognition and measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

#### 1.23.1 Revenue from exchange transactions

##### Service charges

Service charges relating to electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without being invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is made based on the billings done during July and August. The billing and invoiced amounts done in July are recognized in total as an accrual as all billing in July pertains to services rendered prior 30 June. An estimate is then made based on August billing pertaining to services rendered up until 30 June.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation are based on the number of sewerage connections on each developed property using the tariffs approved from Council and are levied monthly.

The municipality accounts for availability charges as an exchange transaction.

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction shall be recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- (a) the amount of revenue can be measured reliably;
- (b) it is probable that the economic benefits or service potential associated with the transaction will flow to the entity
- (c) the stage of completion of the transaction at the reporting date can be measured reliably; and
- (d) the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

interest is levied on outstanding debtors using the effective interest rate method.

Rentals on facilities and equipment are recognised on the straight-line basis over the term of the lease agreement

##### Pre-paid electricity

Revenue from the sale of electricity prepaid units is recognised when all the following conditions have been satisfied:

The municipality has transferred to the buyer the significant risks and rewards of ownership of the goods.

The municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold.

The amount of revenue can be measured reliably.

It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

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### 1.23 Revenue (continued)

The costs incurred or to be incurred in respect of the transaction can be measure reliably.

#### Interest earned and rentals received

Interest earned on investments is recognised in the statement of financial performance on the time proportionate basis that takes into account the effective yield on the investment.

#### Traffic charges

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant authorised tariff. This includes the issuing of licences and permits.

#### Income from agency services

Income for agency services is recognised on a monthly basis once the income collected on behalf of agents has been quantified. The income recognised is in terms of the agency agreement.

#### Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the municipality has transferred to the buyer the significant risks and rewards of ownership of the goods;
- the municipality retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

#### Revenue recognition of unclaimed deposits

Unclaimed deposits older than three (3) years are recognised as revenue.

### 1.23.2 Revenue from non-exchange transactions

#### Rates and taxes

Other than services in-kind not recognised in terms of paragraph .99, an inflow of resources from a non-exchange transaction that meets the definition of an asset shall be recognised as an asset when, and only when:

- (a) it is probable that the future economic benefits or service potential associated with the asset will flow to the entity; and
- (b) the fair value of the asset can be measured reliably.

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources.

Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

Rebates and discounts are offset against the revenue. As per iGRAP 1, there is no intention to collect this revenue

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.23 Revenue (continued)

#### Fines

Fines constitute both spot fines and camera fines. Fines are recognised when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset. It is measured at the best estimate, based on past experience, of the amount of revenue the municipality is entitled to collect.

Subsequent to initial recognition and measurement, the municipality assess the collectability of the revenue and recognises a separate impairment loss where appropriate.

#### Donations and contributions

Donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. Where the agreement contains a stipulation to return the asset, other future economic benefits or service potential, in the event of non-compliance to these stipulations and would be enforced by the transferor, a liability is recognised to the extent that the criteria, conditions or obligations have not been met. Where such requirements are not enforceable, or where past experience has indicated that the transferor has never enforced the requirement to return the transferred asset, other future economic benefits or service potential when breaches have occurred, the stipulation will be considered a restriction and is recognised as revenue.

#### Transfers and subsidies

The municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

#### Unconditional grants

Equitable share allocations are recognised in revenue at the start of the financial year.

#### Conditional grants

Conditional grants recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. Where the agreement contains a stipulation to return the asset, other future economic benefits or service potential, in the event of non-compliance to these stipulations and would be enforced by the transferor, a liability is recognised to the extent that the criteria, conditions or obligations have not been met. Where such requirements are not enforceable, or where past experience has indicated that the transferor has never enforced the requirement to return the transferred asset, other future economic benefits or service potential when breaches have occurred, the stipulation will be considered a restriction and is recognised as revenue.

Interest earned on grants received and invested is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the municipality's interest it is recognised as interest earned in the Statement of financial performance.

#### Interest earned on unspent grants and receipts

Interest earned on unspent grants and receipts is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the municipality's interest it is recognised as interest earned in the Statement of financial performance in accordance with GRAP 9.

#### Services received in-kind

Services in-kind that are significant to the municipality's operations and/or service delivery objectives are recognised as assets and the related revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Where services in-kind are not significant to the municipality's operations and/or service delivery objectives and/or do not satisfy the criteria for recognition, the municipality discloses the nature and type of services in-kind received during the reporting period.

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Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.24 Statutory receivables

#### 1.24.1 Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

In estimating the future cash flows, an entity considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, an entity discounts the estimated future cash flows using a rate that reflects the current risk free rate and, if applicable, any risks specific to the statutory receivable or group of statutory receivables, for which the future cash flow estimates have not been adjusted.

#### 1.24.2 Recognition

The municipality recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

#### 1.24.3 Measurement

The municipality initially measures statutory receivables at their transaction amount.

The municipality measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

Where the municipality levies interest on the outstanding balance of statutory receivables, it adjusts the transaction amount after initial recognition to reflect any accrued interest. Accrued interest is calculated using the nominal interest rate.

Interest on statutory receivables is recognised as revenue in accordance with the accounting policy on Revenue from exchange transactions or the accounting policy on Revenue from non-exchange transactions (Taxes and transfers), whichever is applicable.

Other charges

Where the municipality is required or entitled to levy additional charges in terms of legislation, supporting regulations, by-laws or similar means on overdue or unpaid amounts, these charges are accounted for in terms of the municipality's accounting policy on Revenue from exchange transactions or the policy on Revenue from non-exchange transactions (taxes and transfers).

#### 1.24.4 Impairment

The municipality assesses at each reporting date whether there is any indication that a statutory receivable, or a group of statutory receivables, may be impaired.

In assessing whether there is any indication that a statutory receivable, or group of statutory receivables, may be impaired, the municipality considers, as a minimum, the following indicators:

## Accounting Policies

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### 1.24 Statutory receivables (continued)

significant financial difficulty of the receivable, which may be evidenced by an application for debt counselling, business rescue or an equivalent.

it is probable that the receivable will enter sequestration, liquidation or other financial re-organisation.

a breach of the terms of the transaction, such as default or delinquency in principal or interest payments (where levied).

adverse changes in international, national or local economic conditions, such as a decline in growth, an increase in debt levels and unemployment, or changes in migration rates and patterns.

If there is an indication that a statutory receivable, or a group of statutory receivables, may be impaired, the municipality measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, or group of statutory receivables, is reduced through the use of an allowance account. The amount of the losses is recognised in surplus or deficit.

An impairment loss recognised in prior periods for a statutory receivable is revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows.

Any previously recognised impairment loss is adjusted by adjusting the allowance account. The adjustment does not result in the carrying amount of the statutory receivable, or group of statutory receivables exceeding what the carrying amount of the receivable(s) would have been had the impairment loss not been recognised at the date the impairment is revised. The amount of any adjustment is recognised in surplus or deficit.

#### 1.24.5 Derecognition

The municipality derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the municipality transfers control of the statutory receivable and substantially all the risks and rewards of ownership of the asset to another entity; or
- the municipality, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the entity:
  - derecognise the receivable; and
  - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The entity considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

### 1.25 Principal-agent arrangements

#### Identification

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).



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Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.25 Principal-agent arrangements (continued)

#### Identifying whether an entity is a principal or an agent

When the municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement.

The assessment of whether a municipality is a principal or an agent requires the municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

#### Binding arrangement

The municipality assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement re-assess whether they act as a principal or an agent.

#### Assessing which entity benefits from the transactions with third parties

When the municipality in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If the municipality concludes that it is not the agent, then it is the principal in the transactions.

The municipality is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- It does not have the power to determine the significant terms and conditions of the transaction.
- It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- It is not exposed to variability in the results of the transaction.

Where the municipality has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that it is an agent. The municipality applies judgement in determining whether such powers exist and whether they are relevant in assessing whether the municipality is an agent.

#### Recognition

The municipality, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements of the relevant Standards of GRAP.

The municipality, as an agent, recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.

The municipality recognises assets and liabilities arising from principal-agent arrangements in accordance with the requirements of the relevant Standards of GRAP.

### 1.26 Borrowing costs

Borrowing costs are interest and other expenses incurred by a municipality in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the Statement of financial performance in the period in which they are incurred.

Borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset are capitalised to the cost of the asset. All other borrowing costs are recognised as an expense in the period in which it is incurred. The capitalisation rate used to determine the amount of borrowing costs eligible for capitalisation is disclosed in the notes below.

### 1.27 Comparative of actual information to budgeted information

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year. Refer to note 61 for detail.

## Accounting Policies

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### 1.28 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

### 1.29 Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the Statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the Statement of financial performance.

### 1.30 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure.

All expenditure relating to irregular expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

### 1.31 Related parties and related party transactions

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

An entity is related to the Municipality if any of the following conditions apply:

- the entity is a member of the same economic entity (which means that each controlling entity, controlled entity and fellow controlled entity is related to the others).
- one entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of an economic entity of which the other entity is a member).
- both entities are joint ventures of the same third party.
- one entity is a joint venture of a third entity, and the other entity is an associate of the third entity.
- the entity is a post-employment benefit plan for the benefit of employees of either the Municipality or an entity related to the Municipality. If the reporting entity is itself such a plan, the sponsoring employers are related to the entity.
- the entity is controlled or jointly controlled by a person identified in (a).
- a person identified in (a) has significant influence over that entity or is a member of the management of that entity (or its controlling entity).

A person is considered to be a close member of the family of another person if they:

- are married or live together in a relationship similar to a marriage or are separated by no more than two degrees of natural or legal consanguinity or affinity.

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## Accounting Policies

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### 1.31 Related parties and related party transactions (continued)

Management (formerly known as “Key Management”) includes all persons having the authority and responsibility for planning, directing and controlling the activities of the Municipality, including:

- all members of the governing body of the Municipality;
- a member of the governing body of an economic entity who has the authority and responsibility for planning, directing and controlling the activities of the Municipality;
- any key advisors of a member, or sub-committees, of the governing body who has the authority and responsibility for planning, directing and controlling the activities of the Municipality; and
- the senior management team of the Municipality, including the chief executive officer or permanent head of the Municipality, unless already included in (a).

Management personnel include:

- All directors or members of the governing body of the Municipality, being the Executive Mayor, Deputy Mayor, Speaker and members of the Mayoral Committee. Other persons having the authority and responsibility for planning, directing and controlling the activities of the reporting Municipality being the Municipal Manager, Chief Financial Officer, and all other managers reporting directly to the Municipal Manager or as designated by the Municipal Manager.

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

Key management as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions.

Management are those persons responsible for planning, directing and controlling the activities of the municipality including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the municipality.

The municipality is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the municipality to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the municipality is exempt from the disclosures in accordance with the above, the municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its annual financial statements.

### 1.32 Change in accounting policies, estimates and errors

Changes in accounting policies that are affected by management have been applied retrospectively in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of changes in estimates are disclosed in the notes to the annual financial statements where applicable.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with GRAP 3 requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

### 1.33 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

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Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.33 Commitments (continued)

Disclosures are required in respect of unrecognised contractual commitments.

Commitments are not recognised in the statement of financial position as a liability, but are included in the disclosure notes in the following cases:

- approved and contracted commitments;
- where the expenditure has been approved and the contract has been awarded at the reporting date; and
- where disclosure is required by a specific standard of GRAP.

### 1.34 Value Added Tax

The municipality accounts for Value Added Tax on the cash (receipt) basis.

### 1.35 Budget information

The approved budget is prepared on an accrual basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2022/07/01 to 2023/06/30.

The annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

Material variances are determined in accordance with the municipalities materiality framework. These material differences will be explained in the financial statements under note for budget differences referenced to the statement of budget comparison.

### 1.36 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The municipality will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The municipality will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

### 1.37 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the municipality.

### 1.38 Construction contracts and receivables

Construction contract is a contract, or a similar binding arrangement, specifically negotiated for the construction of an asset or a combination of assets that are closely interrelated or interdependent in terms of their design, technology and function or their ultimate purpose or use.

Contractor is an entity that performs construction work pursuant to a construction contract.

A contractor is an entity that enters into a contract to build structures, construct facilities, produce goods, or render services to the specifications of another entity either itself or through the use of subcontractors. The term "contractor" thus includes a general or prime contractor, a subcontractor to a general contractor, or a construction manager.

### 1.39 Segment information

A segment is an activity of an entity:

# Stellenbosch Municipality

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## Accounting Policies

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### 1.39 Segment information (continued)

- that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity);
- whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
- for which separate financial information is available.

Reportable segments are the actual segments which are reported on in the segment report. They are the segments identified above or alternatively an aggregation of two or more of those segments where the aggregation criteria are met.

Segmental information was based and identified on the MFMA S71 monthly budget statement/reports that are reviewed by senior management and council to make strategic decisions and in monitoring segment performance. The disclosure of information about segments in these reports is organised around the type of service delivered, in a standardised format, namely the C2 schedule.

The municipality manages its assets and liability as a whole and is not reviewed on a segregated basis for each town. Segment reporting per geographical area is not deemed relevant.

### Measurement

The amount of each segment item reported is the measure reported to management for the purposes of making decisions about allocating resources to the segment and assessing its performance. Adjustments and eliminations made in preparing the entity's financial statements and allocations of revenues and expenses are included in determining reported segment surplus or deficit only if they are included in the measure of the segment's surplus or deficit that is used by management. Similarly, only those assets and liabilities that are included in the measures of the segment's assets and segment's liabilities that are used by management are reported for that segment. If amounts are allocated to reported segment surplus or deficit, assets or liabilities, those amounts are allocated on a reasonable basis.

If management uses only one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities in assessing segment performance and deciding how to allocate resources, segment surplus or deficit, assets and liabilities are reported in terms of that measure. If management uses more than one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities, the reported measures are those that management believes are determined in accordance with the measurement principles most consistent with those used in measuring the corresponding amounts in the entity's financial statements.

### 1.40 Offsetting

Financial assets and liabilities are offset and the net amount reported on the Statement of financial position only when there is a legally enforceable right to set off the recognised amount, and there is an intention to settle on a net basis, or to realise the asset and settle the liability simultaneously.

### 1.41 Current year comparatives

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are also reclassified and restated, unless such comparative reclassification and / or restatement is not required by a Standard of GRAP. The nature and reason for such reclassifications and restatements are also disclosed.

Where material accounting errors, which relate to prior periods, have been identified in the current year, the correction is made retrospectively as far as is practicable and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable and the prior year comparatives are restated accordingly.

The presentation and classification of items in the current year is consistent with prior periods.

### 1.42 Cash and cash equivalents

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash and are subject to an insignificant risk of change in value. Cash and cash equivalents are carried at amortised cost. Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred. Amounts owing in respect of bank overdrafts are carried at amortised cost.

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## Accounting Policies

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### 1.42 Cash and cash equivalents (continued)

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts.

### 1.43 Housing arrangements

The Accounting Standards Board issued the guideline on Accounting for Arrangements Undertaken in terms of the National Housing Programme.

Where the municipality acts as a project manager in a housing arrangement, it is regarded as an agent in terms of the principles of GRAP 109 - Accounting by Principals and Agents.

Where the municipality is regarded as an agent, costs related to the construction of top structures and the related recovery thereof (revenue) is not be recognised in the Statement of financial performance of the municipality.

Where the municipality is identified as a project developer, the construction of the houses is performed by the municipality or by the appointment of a sub-contractor to undertake the construction on the municipality's behalf. The municipality applies the GRAP 11, Construction Contracts to account for these construction activities.

Where the municipality is regarded as the project developer and if the outcome of the construction contract can be estimated reliably, then contract revenue is recognised in profit or loss in proportion to the stage of completion of the contract. The stage of completion is assessed with reference to surveys of work performed. Otherwise, contract revenue is recognised only to the extent of contract costs incurred that are likely to be recoverable. Contract revenue will be in the form of a grant from the Department of Human settlements and presented and disclosed under transfers and subsidies in the Statement of financial performance.

Contract costs are recognised as an expense in the period in which they are incurred. When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

Contract revenue shall comprise: (a) the initial amount of revenue agreed in the contract; and (b) variations in contract work, claims and incentive payments to the extent that: (i) it is probable that they will result in revenue; and (ii) they are capable of being reliably measured.

Contract costs shall comprise: (a) costs that relate directly to the specific contract; (b) costs that are attributable to contract activity in general and can be allocated to the contract on a systematic and rational basis; and (c) such other costs as are specifically chargeable to the customer under the terms of the contract.

An expected deficit on a construction contract to which paragraph .49 applies shall be recognised as an expense immediately in accordance with paragraph .49.

### 1.44 Grants-in-aid

The municipality transfers money to individuals, organizations and other sectors of government from time to time. When making these transfers, the municipality does not:

- Receive any goods or services directly in return, as would be expected in a purchase or sale transaction;
- Expect to be repaid in future; or
- Expect a financial return, as would be expected from an investment.

These transfers are recognised in the annual financial statements as expenses in the period that the events giving rise to the transfer occurred.

### 1.45 Consumer deposits

The municipality recognises consumer deposits as a current liability when the municipality becomes a party to the contract i.e. when the deposit is made. The consumer deposit is recognised as a liability as the municipality has an obligation to pay the money back to the consumer once the consumer account is closed. As the timing of when a consumer will close their account is unknown, the consumer deposits are classified as a current liability.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Accounting Policies

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### 1.46 Unspent conditional grants

Revenue received from conditional grants, donations and funding are recognised as revenue to the extent that the municipality has complied with any of the criteria, conditions or obligations embodied in the agreement. To the extent where the obligations have not been met, a liability is recognised.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 2. New standards and interpretations

#### 2.1 Standards and interpretations issued, but not yet effective

The municipality has not applied the following standards and interpretations, which have been published and are mandatory for the municipality's accounting periods beginning on or after 01 July 2023 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• Guideline: Guideline on Accounting for Landfill Sites	No effective date determined	Unlikely there will be a material impact
• GRAP 25 (as revised): Employee Benefits	No effective date determined	Unlikely there will be a material impact
• iGRAP 7 (as revised): Limit on defined benefit asset, minimum funding requirements and their interaction	No effective date determined	Unlikely there will be a material impact
• Guideline: Guideline on the Application of Materiality to Financial Statements	No effective date determined	Unlikely there will be a material impact
• GRAP 104 (as revised): Financial Instruments	No effective date determined	Unlikely there will be a material impact

### 3. Cash and cash equivalents

#### 3.1 Cash and cash equivalents

Cash and cash equivalents consist of the following:

##### Call deposits and investments

Deposit taking institutions (Call account)	97 732 060	41 771 848
<b>Cash at bank</b>		
Bank account	150 787 174	96 091 642
Cash on hand	14 719	14 220
<b>Total cash and cash equivalents</b>	<b>248 533 953</b>	<b>137 877 710</b>

##### The municipality had the following current accounts:

FNB - Primary (62869253684)	140 578 930	94 086 615
FNB - Lamotte Trust (62869255169)	3 291 277	2 591 239
FNB - Charitable (62869253733)	74 216	136 678
FNB - Longlands (63010520062)	2 056 639	-
	<b>146 001 062</b>	<b>96 814 532</b>

##### Reconciling the bank accounts to the cash book

Bank statement balance at end of the year	140 578 930	94 086 615
Net movement/reconciling items	4 786 112	(4 066 485)
<b>Cash book balance at the end of the year</b>	<b>145 365 042</b>	<b>90 020 130</b>



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>4. Short term investments</b>		
Short term investments	331 767 247	305 522 446
<b>Nedbank Investments</b>		
Opening balance	183 783 985	162 000 471
Deposits	200 000 000	179 061 482
Interest accrued	13 160 966	7 413 957
Withdrawals	(187 676 925)	(164 691 923)
	<b>209 268 026</b>	<b>183 783 987</b>
<b>Standard Bank Investments</b>		
Opening balance	81 126 949	60 433 150
Deposits	210 000 000	80 938 518
Interest Accrued	9 194 172	6 639 615
Withdrawals	(300 321 121)	(66 884 331)
	-	<b>81 126 952</b>
<b>ABSA Investments</b>		
Opening balance	40 611 507	-
Deposits	270 000 000	40 000 000
Withdrawals	(196 623 836)	-
Interest Accrued	8 511 548	611 507
	<b>122 499 219</b>	<b>40 611 507</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

		2023 R	2022 R
<b>5. Receivables from exchange transactions</b>			
<b>Consumer receivables from exchange transactions</b>	5.1		
Electricity		153 776 401	108 881 514
Waste management		8 386 476	7 580 904
Waste water management		8 361 990	8 133 394
Water		44 517 033	42 986 897
Service charges		1 940 655	1 582 321
		<b>216 982 555</b>	<b>169 165 030</b>
<b>Other consumer receivables from exchange transactions</b>	5.2		
Property rental debtors		647 188	728 555
<b>Total receivables from exchange transactions</b>		<b>217 629 743</b>	<b>169 893 585</b>

The amount disclosed in this note is net of impairment. Refer to note 5.1 & 5.2 for the amount before the provision (gross) and the actual value of the provision.

Stellenbosch Municipality incorrectly billed a debtor for electricity provided and requested payment of the outstanding amount of R45 276 728. The debtor has now declared a dispute and indicated that they are only liable for payment of up to 6 months and not 3 years as the Municipality alleged. The disputed amount only relates to electricity and has been included as part of the electricity gross balance.

### 5.1 Consumer receivables

The average credit period for consumer receivables is 30 days. No interest is charged on trade receivables for the first 30 days from the date of the invoice. Thereafter interest is charged at the prime rate per annum on the outstanding balance. The municipality strictly enforces its approved credit control policy to ensure the recovery of consumer receivables.

The management of the municipality is of the opinion that the carrying value of consumer receivables approximate their fair values.

The fair value of consumer receivables was determined after considering the standard terms and conditions of agreements entered into between the municipality and consumer receivables as well as the current payment ratio's of the municipality's consumer receivables.

### Controlling entity

	2023			2022		
	Gross	Impairment	Total	Gross	Impairment	Total
<b>Consumer receivables from exchange transactions</b>						
Electricity	167 445 130	(13 668 729)	153 776 401	123 618 935	(14 737 421)	108 881 514
Waste management	47 653 550	(39 267 074)	8 386 476	36 940 022	(29 359 118)	7 580 904
Waste water management	39 166 733	(30 804 743)	8 361 990	32 279 437	(24 146 043)	8 133 394
Water	156 427 621	(111 910 588)	44 517 033	139 361 334	(96 374 437)	42 986 897
Service charges	14 328 610	(12 387 955)	1 940 655	12 794 236	(11 211 915)	1 582 321
<b>Total consumer receivables from exchange transactions</b>	<b>425 021 644</b>	<b>(208 039 089)</b>	<b>216 982 555</b>	<b>344 993 964</b>	<b>(175 828 934)</b>	<b>169 165 030</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 5. Receivables from exchange transactions (continued)

#### 5.1.1 Ageing of consumer receivables

2023

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables from exchange transactions</b>							
<b>Total by debt type</b>							
Electricity	167 445 130	112 898 755	402 841	322 645	276 106	42 950 590	10 594 193
Waste management	47 653 550	6 565 621	909 712	829 378	842 814	7 545 965	30 960 060
Waste water management	39 166 733	8 450 127	634 612	591 810	581 043	4 878 344	24 030 797
Water	156 427 621	33 932 918	2 685 373	2 899 798	3 297 217	15 548 336	98 063 979
Service charges	14 328 610	1 117 784	293 812	161 997	169 090	1 651 860	10 934 067
<b>Total by debt type</b>	<b>425 021 644</b>	<b>162 965 205</b>	<b>4 926 350</b>	<b>4 805 628</b>	<b>5 166 270</b>	<b>72 575 095</b>	<b>174 583 096</b>

2022

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables from exchange transactions</b>							
<b>Total by debt type</b>							
Electricity	123 618 935	107 748 522	659 891	453 287	338 488	2 798 640	11 620 107
Waste management	36 940 022	6 631 198	806 034	658 205	575 212	4 261 991	24 007 382
Waste water management	32 279 437	7 397 227	595 674	499 521	411 083	3 125 904	20 250 028
Water	139 361 334	40 145 591	3 101 438	2 684 633	2 373 921	13 409 500	77 646 251
Service charges	12 794 236	1 177 046	194 392	252 773	226 778	1 332 251	9 610 996
<b>Total by debt type</b>	<b>344 993 964</b>	<b>163 099 584</b>	<b>5 357 429</b>	<b>4 548 419</b>	<b>3 925 482</b>	<b>24 928 286</b>	<b>143 134 764</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023		2022			
	R		R			
<b>5. Receivables from exchange transactions (continued)</b>						
<b>5.1.2 Consumer debt past due not impaired</b>						
<b>2023</b>						
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables from exchange transactions</b>						
Electricity	42 596 126	167 806	114 382	100 460	41 614 869	598 609
Waste management	2 305 092	138 864	100 678	85 806	497 097	1 482 647
Waste water management	1 751 004	96 168	71 042	55 132	334 974	1 193 688
Water	11 748 805	436 972	404 096	332 473	1 220 927	9 354 337
Service charges	396 004	47 391	15 686	12 824	89 775	230 328
<b>Total consumer receivables</b>	<b>58 797 031</b>	<b>887 201</b>	<b>705 884</b>	<b>586 695</b>	<b>43 757 642</b>	<b>12 859 609</b>
<b>2022</b>						
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables from exchange transactions</b>						
Electricity	923 357	259 272	143 054	101 332	299 065	120 634
Waste management	864 334	171 560	127 226	72 121	214 828	278 599
Waste water management	717 677	138 044	110 113	53 936	154 594	260 990
Water	2 765 663	483 449	400 052	242 384	759 529	880 249
Service charges	348 388	45 742	36 432	32 846	151 306	82 062
<b>Total consumer receivables</b>	<b>5 619 419</b>	<b>1 098 067</b>	<b>816 877</b>	<b>502 619</b>	<b>1 579 322</b>	<b>1 622 534</b>

The Council regards receivables from exchange transactions to be due for outstanding amounts more than 30 days to be past due.

The water and electricity accrual is in respect of consumption between the last meter reading date and the reporting date, an accrual is made based on the average monthly consumption of consumers. The estimate of the consumption are being recorded as revenue without being invoiced.

### 5.2 Other receivables from exchange transactions

	2023			2022		
	Gross	Impairment	Total	Gross	Impairment	Total
Property rental debtors	31 363 488	(30 716 300)	647 188	29 191 965	(28 463 410)	728 555

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 5. Receivables from exchange transactions (continued)

#### 5.2.1 Ageing of other receivables from exchange transactions

2023

	Not due			Past due			
	Total	Current (0 - 30 days)	31 - 60 days	61 - 90 days	91 - 120 days	120 - 365 days	365+ days
Property rental debtors	31 363 488	537 829	200 891	620 592	342 711	1 538 555	28 122 910

2022

	Not due			Past due			
	Total	Current (0 - 30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Property rental debtors	29 191 965	983 999	214 238	352 169	165 527	1 111 659	26 364 373

#### 5.2.2 Other receivables from exchange transactions past due not impaired

2023

	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Property rental debtors	308 358	12 717	117 523	13 791	79 166	85 161

2022

	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
Property rental debtors	261 644	36 051	88 450	20 761	47 011	69 371

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 5. Receivables from exchange transactions (continued)

The impairment provision calculation is calculated by assessing each individual debtor and assessing the probability of future payment using a formula considering historical trends in relation to the individual debtors payment history.

#### Reconciliation of allowance for impairment

Balance at the beginning of the year	(204 292 344)	(167 113 151)
Contributions to the allowance	(34 463 045)	(37 179 193)
	<b>(238 755 389)</b>	<b>(204 292 344)</b>

#### Government debt as at 30 June 2022

	Rates	Services	Interest	Sundry	Total
Nat. dept of Public Works	135 040	919 892	6 145	15 418	1 076 495
Prov. dept of Transport and Public Works	117 379	25 485	8 757	11 250	162 871
Western Cape Education department	906	1 619 815	1 281	128	1 622 130
Department of Health	-	532 340	242	204	532 786
Dept of local government and housing	8 163	21 836	2 932	3 277	36 208
Other government departments	236	168 359	84	1 016	169 695
	<b>261 724</b>	<b>3 287 727</b>	<b>19 441</b>	<b>31 293</b>	<b>3 600 185</b>

#### Government debt as at 30 June 2023

	Rates	Services	Interest	Sundry	Total
Nat. dept of Public Works	505 359	2 371 551	75 405	14 535	2 966 850
Prov. dept of Transport and Public Works	161 211	101 463	22 662	14 907	300 243
Western Cape Education department	962	1 630 167	1 439	177	1 632 745
Department of Health	-	439 026	-	-	439 026
Dept of local government and housing	5 921	96 932	8 028	3 825	114 706
Other government departments	536	2 330	93	1 175	4 134
	<b>673 989</b>	<b>4 641 469</b>	<b>107 627</b>	<b>34 619</b>	<b>5 457 704</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

		2023 R	2022 R
<b>6. Receivables from non-exchange transactions</b>			
<b>Consumer receivables</b>	6.1		
Property rates		26 914 714	17 745 120
<b>Other receivables</b>			
Accrued income		10 460 788	18 645 756
Fines		31 239 755	30 785 166
		<b>41 700 543</b>	<b>49 430 922</b>
<b>Total receivables</b>		<b>68 615 257</b>	<b>67 176 042</b>

### 6.1 Receivables from non-exchange transactions

	2023			2022		
	Gross	Impairment	Total	Gross	Impairment	Total
<b>Consumer receivables</b>						
Property rates	56 526 392	(29 611 678)	26 914 714	49 872 415	(32 127 295)	17 745 120
<b>Other receivables</b>						
Accrued income	10 460 788	-	10 460 788	18 645 756	-	18 645 756
Fines	227 276 286	(196 036 531)	31 239 755	186 301 512	(155 516 346)	30 785 166
	<b>237 737 074</b>	<b>(196 036 531)</b>	<b>41 700 543</b>	<b>204 947 268</b>	<b>(155 516 346)</b>	<b>49 430 922</b>
<b>Total</b>	<b>294 263 466</b>	<b>(225 648 209)</b>	<b>68 615 257</b>	<b>254 819 683</b>	<b>(187 643 641)</b>	<b>67 176 042</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 6. Receivables from non-exchange transactions (continued)

#### 6.1.1 Ageing of receivables from non-exchange transactions

##### 2023

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables</b>							
Property rates	56 526 392	23 623 391	990 992	1 056 224	767 734	7 219 197	22 868 854
<b>Other receivables</b>							
Accrued income	10 460 788	3 364 603	-	-	-	-	7 096 185
Fines	227 276 286	88 445 568	8 746 531	9 784 651	7 254 698	41 515 430	71 529 408
	<b>237 737 074</b>	<b>91 810 171</b>	<b>8 746 531</b>	<b>9 784 651</b>	<b>7 254 698</b>	<b>41 515 430</b>	<b>78 625 593</b>
	<b>294 263 466</b>	<b>115 433 562</b>	<b>9 737 523</b>	<b>10 840 875</b>	<b>8 022 432</b>	<b>48 734 627</b>	<b>101 494 447</b>

##### 2022

	Not due			Past due			
	Total	Current (0-30 days)	31 - 60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables</b>							
Property rates	49 872 415	20 164 932	913 466	773 029	616 688	6 230 126	21 174 174
<b>Other receivables</b>							
Accrued income	18 645 756	13 361 240	-	-	-	-	5 284 516
Fines	186 301 512	28 255 472	10 048 047	11 206 219	7 544 529	40 192 188	89 055 057
	<b>204 947 268</b>	<b>41 616 712</b>	<b>10 048 047</b>	<b>11 206 219</b>	<b>7 544 529</b>	<b>40 192 188</b>	<b>94 339 573</b>
	<b>254 819 683</b>	<b>61 781 644</b>	<b>10 961 513</b>	<b>11 979 248</b>	<b>8 161 217</b>	<b>46 422 314</b>	<b>115 513 747</b>

No debtors were pledged as security.



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>6. Receivables from non-exchange transactions (continued)</b>		
<b>Statutory receivables included in receivables from non-exchange transactions above are as follows:</b>		
Property rates	22 431 818	17 745 120
Fines	31 239 755	30 785 166
	<b>53 671 573</b>	<b>48 530 286</b>
<b>Financial asset receivables included in receivables from non-exchange transactions above</b>		
Accrued Income	10 460 788	18 645 756
<b>Reconciliation of allowance for impairment</b>		
Balance at beginning of the year	(187 643 641)	(173 186 777)
Contributions to allowance	(42 487 464)	(14 456 864)
	<b>(230 131 105)</b>	<b>(187 643 641)</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R				
<b>6. Receivables from non-exchange transactions (continued)</b>						
<b>6.1.2 Ageing of impaired receivables from non-exchange transactions past due not impaired</b>						
<b>2023</b>						
	Past due					
	Total	31-60 days	61 - 90 days	91 - 120 days	121 - 365 days	365+ days
<b>Consumer receivables</b>						
Property rates	3 240 924	340 214	282 168	203 989	1 250 253	1 164 300
<b>Other receivables</b>						
Fines	115 566 990	9 874 613	6 598 643	6 453 124	31 654 993	60 985 617
	<b>118 807 914</b>	<b>10 214 827</b>	<b>6 880 811</b>	<b>6 657 113</b>	<b>32 905 246</b>	<b>62 149 917</b>
<b>2022</b>						
	Past due					
	Total	31 - 60 days	61 - 90 days	91 - 120 days	121- 365 days	365+ days
<b>Consumer receivables</b>						
Property rates	1 911 656	373 269	259 228	170 442	573 671	535 046
<b>Other receivables</b>						
Fines	94 827 622	6 028 828	6 723 731	4 526 717	24 115 312	53 433 034
	<b>96 739 278</b>	<b>6 402 097</b>	<b>6 982 959</b>	<b>4 697 159</b>	<b>24 688 983</b>	<b>53 968 080</b>

### Statutory receivables general information

#### Transaction(s) arising from statute

Property rates related transactions arise in terms of the Municipal Property Rates Act, 6 of 2004, Municipal Finance Management Act, 56 of 2003, as well as the Property Rates Policy of the municipality approved by Council as part of the Budget Process.

Traffic fines arise from the National Road Traffic Act 93 of 1996, National Road Traffic Regulations 2000, National Land Transport Act 5 of 2009 and Criminal Procedure Act 51 of 1971. Prosecutor performs prosecutorial functions in terms of a general delegation awarded by the National Prosecuting Authority and is subject to the control of the Control Prosecutor at the Magistrate's Court in Stellenbosch.

VAT transactions arise from the Value Added Tax Act 89 of 1991. VAT is an indirect tax on the consumption of goods and services in the economy. VAT is levied on all goods and services subject to certain exemptions, exceptions, deductions and adjustments provided for in the Value Added Tax Act 89 of 1991.

#### Determination of transaction amount

Property rates transaction amounts are determined in line with the Annual Tariff List of the municipality approved by Council as part of the Budget Process in terms of the Municipal Finance Management Act, 56 of 2003.

The municipality makes use of estimates to determine the amount of revenue that it is entitled to collect. Where settlement discounts or reductions in the amount payable are offered, the municipality considers past history in assessing the likelihood of these discounts or reductions being taken up by receivables.

VAT transactions amounts are determined in line with the Value Added Tax Act 89 of 1991. VAT increased from 14% to 15% from 1 April 2018.

#### Interest or other charges levied/charged

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 6. Receivables from non-exchange transactions (continued)

Interest or other charges levied on Property rates balances are in line with the Annual Tariff List of the municipality approved by Council as part of the Budget Process in terms of the Municipal Finance Management Act, 56 of 2003. "Interest" means a charge levied, on all arear accounts calculated at an interest rate which is one percent higher than the prime interest rate.

Traffic fines: Additional charges includes contempt of court fees / warrant of arrest fee determined in terms of the Criminal Procedure Act.

The rates and interest charges are determined by the Value Added Tax Act 89 of 1991.

#### Basis used to assess and test whether a statutory receivable is impaired

The basis used to assess Property Rates receivables is to look at the extent to which debtors on an individual basis defaulted on payments already due and an assessment of their ability to make payments based on their historical collection trend.

The basis used to assess Traffic fine receivables is to look at the extent to which debtors per group of fines (Municipal fines, Provincial fines) defaulted on payments already due and an assessment of their ability to make payments based on their historical collection trend.

No impairment on VAT Receivable, balance expected to be fully recoverable

#### Discount rate applied to the estimated future cash flows

Interest is calculated using the nominal interest rate as stipulated in the municipal by-laws (Prime plus 1%). This rate is also considered an appropriate discount rate.

Main events and circumstances that led to the recognition or reversal of impairment losses on statutory receivables

#### Significant impairment losses recognised or reversed

Traffic Fines: Impairment Recognised: Annually the outstanding receivables are assessed in terms of the value of fines issued in comparison to the receipts generated from such fines. The remaining balance is considered recoverable based on this payment percentage.

### 7. Inventories

Consumables	390 563	799 798
Materials and supplies	9 830 691	2 918 628
Water	2 562 783	1 889 813
Housing stock	9 100 000	9 275 000
Land	14 146 828	14 146 828
<b>Total Inventories</b>	<b>36 030 865</b>	<b>29 030 067</b>

R 64 172 062 (2022: R 44 620 431) of total inventory was recognised as an expense in the current year.

The amount of write-down of inventories recognised as an expense and a reduction in inventory carrying value is R 389 807 (2022: R 115 859). The circumstances relating to the write down is as a result of stock adjustments and shortages on general stock items as reported and approved accordingly.

No inventories were pledged as securities.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>8. Other receivables from exchange transactions</b>		
Deposits	1 895 810	1 776 546
Goods received/Invoice received	441 213	-
Other receivable	4 065 462	3 572 756
Licensing and registration	3 290 273	3 022 422
Special rating area	470 538	503 304
Prepayments and advances	30 583 331	17 384 728
<b>Total</b>	<b>40 746 627</b>	<b>26 259 756</b>

### 9. VAT Control

VAT Receivable/(Payable)	12 014 194	18 651 433
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The municipality is registered for VAT on the payment/ cash basis.

VAT meets the definition of a statutory receivable as per the accounting policy. For statutory receivable information regarding VAT refer to note 6.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023	2022
	R	R
<b>10. Investment property</b>		
<b>10.1 Reconciliation of carrying value</b>		
<b>Opening carrying value</b>		
Cost	438 586 232	438 586 232
Accumulated depreciation and impairment losses	(13 086 177)	(12 834 293)
	<b>425 500 055</b>	<b>425 751 939</b>
Depreciation	38 (423 567)	(251 884)
<b>Closing carrying value</b>	<b>425 076 488</b>	<b>425 500 055</b>
<b>Cost</b>		
Cost	438 586 232	438 586 232
Accumulated depreciation and impairment losses	(13 509 744)	(13 086 177)
	<b>425 076 488</b>	<b>425 500 055</b>

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

There were no restrictions placed on any investment properties.

### Maintenance of investment property

There were no repairs and maintenance expensed on rental properties. This is mainly due to the fact that rental agreements as entered into with the lessee states maintenance of these properties will be for the lessee's expense.

Amounts recognised in surplus or deficit

Rental revenue from Investment property	12 373 336	12 172 870
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# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 11. Property, plant and equipment

#### 11.1 Summary

	2023			2022		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Land	488 622 998	(27 052 477)	461 570 521	488 622 998	(27 052 477)	461 570 521
Transport Assets	177 457 549	(84 643 772)	92 813 777	177 804 358	(77 003 630)	100 800 728
Electrical Infrastructure	1 492 698 720	(498 647 037)	994 051 683	1 445 743 911	(453 699 182)	992 044 729
Water Supply Infrastructure	1 938 401 583	(530 076 192)	1 408 325 391	1 861 997 700	(472 713 615)	1 389 284 085
Sanitation Infrastructure	1 319 793 887	(269 222 031)	1 050 571 856	1 283 712 546	(232 294 932)	1 051 417 614
Solid Waste Infrastructure	74 439 429	(16 755 590)	57 683 839	66 824 336	(14 629 744)	52 194 592
Other Infrastructure	33 804 325	(18 754)	33 785 571	27 553 251	-	27 553 251
Machinery and Equipment	75 347 766	(53 250 321)	22 097 445	76 955 727	(50 011 802)	26 943 925
Furniture and Office Equipment	55 318 049	(39 861 574)	15 456 475	51 203 564	(32 537 843)	18 665 721
Computer Equipment	79 515 792	(50 866 718)	28 649 074	69 427 051	(40 319 517)	29 107 534
Information and Communication Infrastructure	4 710 254	(3 581 367)	1 128 887	4 504 233	(3 090 765)	1 413 468
Capital Restoration Asset	-	-	-	35 090 800	(27 633 546)	7 457 254
Roads Infrastructure	1 385 786 510	(528 252 455)	857 534 055	1 315 899 047	(480 095 818)	835 803 229
Storm water Infrastructure	83 900 854	(48 712 073)	35 188 781	83 610 258	(47 628 015)	35 982 243
Community Assets	174 973 936	(34 619 182)	140 354 754	157 781 452	(25 965 929)	131 815 523
<b>Other Assets</b>	<b>546 752 348</b>	<b>(111 880 971)</b>	<b>434 871 377</b>	<b>513 153 957</b>	<b>(101 065 773)</b>	<b>412 088 184</b>
- Operational Building	358 526 214	(76 916 366)	281 609 848	337 311 590	(66 126 414)	271 185 176
- Housing Selling Schemes	188 226 134	(34 964 605)	153 261 529	175 842 367	(34 939 359)	140 903 008
<b>Total</b>	<b>7 931 524 000</b>	<b>(2 297 440 514)</b>	<b>5 634 083 486</b>	<b>7 659 885 189</b>	<b>(2 085 742 588)</b>	<b>5 574 142 601</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 11. Property, plant and equipment (continued)

#### Reconciliation of property, plant and equipment - 2023

	Opening balance	Additions	Disposals	Transfers made	Depreciation	Impairment loss	Total
Land	461 570 521	-	-	-	-	-	461 570 521
Transport Assets	100 800 728	1 785 342	(800 349)	-	(7 399 276)	(1 572 668)	92 813 777
Electrical Infrastructure	992 044 729	66 614 868	-	(19 660 059)	(44 947 855)	-	994 051 683
Water Supply Infrastructure	1 389 284 085	72 409 987	(315 773)	(399 104)	(52 653 804)	-	1 408 325 391
Sanitation Infrastructure	1 051 417 614	36 081 340	-	-	(36 927 098)	-	1 050 571 856
Solid Waste Infrastructure	52 194 592	7 617 494	-	-	(2 128 247)	-	57 683 839
Other infrastructure	27 553 251	6 251 073	(18 753)	-	-	-	33 785 571
Machinery and Equipment	26 943 925	2 685 750	(1 002)	-	(7 531 228)	-	22 097 445
Furniture and Office Equipment	18 665 721	2 125 111	(2 535)	-	(5 331 822)	-	15 456 475
Computer Equipment	29 107 534	6 955 476	(1 983)	-	(7 411 953)	-	28 649 074
Information and Communication Infrastructure	1 413 468	211 675	(152)	-	(496 104)	-	1 128 887
Capital restoration asset	7 457 254	-	(7 457 254)	-	-	-	-
Roads Infrastructure	835 803 229	70 470 097	(582 635)	-	(48 156 636)	-	857 534 055
Storm water Infrastructure	35 982 243	290 596	-	-	(1 084 058)	-	35 188 781
Community Assets	131 815 523	14 409 061	(509 732)	-	(5 360 098)	-	140 354 754
<b>Other Assets</b>	<b>412 088 184</b>	<b>33 598 392</b>	<b>(163 400)</b>	<b>-</b>	<b>(10 651 801)</b>	<b>-</b>	<b>434 871 377</b>
- Operational Building	271 185 176	19 422 544	-	-	(8 997 874)	-	281 609 848
- Housing Selling Schemes	140 903 008	14 175 848	(163 400)	-	(1 653 927)	-	153 261 529
	-	-	-	-	-	-	-
	<b>5 574 142 601</b>	<b>321 506 262</b>	<b>(9 853 568)</b>	<b>(20 059 163)</b>	<b>(230 079 980)</b>	<b>(1 572 668)</b>	<b>5 634 083 486</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 11. Property, plant and equipment (continued)

#### Reconciliation of property, plant and equipment - 2022

	Opening balance	Additions	Disposals	Transfers made	Other changes, movements	Depreciation	Impairment loss	Total
Land	464 776 420	-	(3 205 899)	-	-	-	-	461 570 521
Transport Assets	106 209 036	4 599 801	(518 208)	-	-	(9 489 901)	-	100 800 728
Electrical Infrastructure	938 767 486	75 859 177	-	12 064 387	-	(34 646 321)	-	992 044 729
Water Supply Infrastructure	1 416 698 160	22 647 755	-	131 592	-	(47 470 550)	(2 722 872)	1 389 284 085
Sanitation Infrastructure	1 017 791 262	67 461 027	-	-	-	(33 834 675)	-	1 051 417 614
Solid Waste Infrastructure	50 176 933	3 823 259	-	-	-	(1 805 600)	-	52 194 592
Other Infrastructure	1 470 153	26 083 098	-	-	-	-	-	27 553 251
Machinery and Equipment	44 342 821	1 879 170	(4 821)	-	-	(19 273 245)	-	26 943 925
Furniture and Office Equipment	15 377 518	5 084 702	(5 075)	-	-	(1 791 424)	-	18 665 721
Computer Equipment	22 636 025	9 627 956	(61 635)	-	-	(3 094 812)	-	29 107 534
Information and Communication Infrastructure	1 206 693	591 272	(53)	-	-	(384 444)	-	1 413 468
Capital Restoration Asset	5 466 095	-	-	-	2 843 415	(852 256)	-	7 457 254
Roads Infrastructure	811 846 086	71 285 720	-	-	-	(47 328 577)	-	835 803 229
Storm water Infrastructure	37 001 512	13 500	-	-	-	(1 032 769)	-	35 982 243
Community Assets	96 180 801	40 993 007	-	-	-	(5 358 285)	-	131 815 523
<b>Other Assets</b>	<b>417 607 722</b>	<b>5 539 306</b>	<b>(476 888)</b>	-	-	<b>(10 581 956)</b>	-	<b>412 088 184</b>
- Operational Building	279 926 778	-	-	-	-	(8 741 602)	-	271 185 176
- Housing selling schemes	137 680 944	5 539 306	(476 888)	-	-	(1 840 354)	-	140 903 008
	<b>5 447 554 723</b>	<b>335 488 750</b>	<b>(4 272 579)</b>	<b>12 195 979</b>	<b>2 843 415</b>	<b>(216 944 815)</b>	<b>(2 722 872)</b>	<b>5 574 142 601</b>



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>11. Property, plant and equipment (continued)</b>		
<b>11.2 Property, plant and equipment under construction</b>		
<b>Work in Progress</b>		
<b>The following assets were still in the process of being constructed at year end:</b>		
Intangible assets	1 526 450	1 526 450
Electrical infrastructure	158 850 446	92 235 577
Water supply infrastructure	162 444 760	91 556 079
Waste water Infrastructure	261 594 598	225 513 259
Waste infrastructure	13 900 974	6 283 479
Machinery and equipment	-	164 532
Computer equipment	-	120 584
Roads infrastructure	69 841 942	50 488 543
Stormwater infrastructure	3 381 244	3 090 648
Community assets	20 264 305	20 720 143
Other Assets - Operational buildings	12 431 016	8 997 501
Other Assets - Housing selling schemes	17 863 483	12 417 714
Furniture and office equipment	-	814
Other Infrastructure	27 534 496	27 553 251
Transport Assets	-	1 572 668
	<b>749 633 714</b>	<b>542 241 242</b>

There were no projects that were significantly delayed or halted during the current financial year. Significant delays are regarded as projects which has not seen any progress for a period exceeding 12 months.

### 11.3 Property, plant and equipment pledged as security

No assets have been pledged as security during the current financial year.

### 11.4 Maintenance of property, plant and equipment

#### 11.4.1 Maintenance of property, plant and equipment by nature and type of expenditure

#### Expenditure incurred to repair and maintain property, plant and equipment included in the Statement of Financial Performance

Property, plant and equipment	55 115 009	64 350 486
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# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>12. Intangible assets</b>		
<b>12.1 Reconciliation of carrying value</b>		
<b>2023</b>		
	Computer software	Total
<b>Opening carrying value as at 01 July 2022</b>		
Cost	17 943 517	17 943 517
Accumulated depreciation and impairment	(10 876 393)	(10 876 393)
	<b>7 067 124</b>	<b>7 067 124</b>
Additions from acquisitions	207 100	207 100
Amortisation	38 (1 175 448)	(1 175 448)
	<b>(968 348)</b>	<b>(968 348)</b>
<b>Closing carrying value as at 30 June 2023</b>	<b>6 098 776</b>	<b>6 098 776</b>
Cost	18 150 617	18 150 617
Accumulated amortisation and impairment	(12 051 841)	(12 051 841)
	<b>6 098 776</b>	<b>6 098 776</b>
<b>2022</b>		
	Computer software	Total
<b>Opening carrying value as at 01 July 2021</b>		
Cost	17 943 517	17 943 517
Accumulated depreciation and impairment	(9 379 971)	(9 379 971)
	<b>8 563 546</b>	<b>8 563 546</b>
Amortisation	38 (1 496 422)	(1 496 422)
<b>Closing carrying value as at 30 June 2022</b>	<b>7 067 124</b>	<b>7 067 124</b>
Cost	17 943 517	17 943 517
Accumulated amortisation and impairment	(10 876 393)	(10 876 393)
	<b>7 067 124</b>	<b>7 067 124</b>

### Pledged as security

There were no items of intangible assets that were pledged as security in the current financial year.

### Restricted title

There were no items of intangible assets that that a restricted title in the current financial year.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 13. Biological assets

#### 13.1 Reconciliation of carrying value

	2023		2022	
	Biological assets measured at fair value	Total	Biological assets measured at fair value	Total
Opening carrying value	5 142 777	5 142 777	5 142 777	5 142 777
Additions from acquisitions	-	-	-	-
Disposals through sales	-	-	-	-
Gains / Losses on disposals	-	-	-	-
Harvests	-	-	-	-
	<b>5 142 777</b>	<b>5 142 777</b>	<b>5 142 777</b>	<b>5 142 777</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 13. Biological assets (continued)

#### 2023 - Nature and quantities of each biological asset

	Opening Balance	Decrease due to harvest	Fair value movement	Total
Botmanskop Plantation	293 463	-	-	293 463
Paradyskloof Plantation	4 849 313	-	-	4 849 313
	<b>5 142 776</b>	<b>-</b>	<b>-</b>	<b>5 142 776</b>

#### 2022 - Nature and quantities of each biological asset

	Opening Balance	Decrease due to harvest	Fair value movement	Total
Botmanskop plantation	293 463	-	-	293 463
Paradyskloof Plantation	4 849 313	-	-	4 849 313
	<b>5 142 776</b>	<b>-</b>	<b>-</b>	<b>5 142 776</b>

#### The determination of fair value was as follows:

##### Principle:

Price determination was done on the basis of current sale value of the tender for the current year i.e. R602.10/m<sup>3</sup> excluding 15% VAT. This value was given to all trees as the estimated yield takes into consideration the age of the trees. The harvestable age starts from 20 years old where the minimum estimated yield would be 100m<sup>3</sup>/ha.

It must also be noted that this yield is based on optimum growing conditions and the existing microclimates, and thus the yield might vary per compartment. Refer to the Forestry Handbook p204 which can be obtained at the municipal offices.

##### Description of the Biological Assets

Botmanskop plantation (Block E)

Some compartments remain which can be harvested at a later stage due to the age of the trees.

Paradyskloof plantation (Block G)

Some compartments remain which can be harvested at a later stage due to the age of the trees.

##### Strategy to mitigate risks

The strategy to mitigate risks attached to this category of assets is to prevent the spread of runaway veld fires by maintaining fire breaks.

##### Pledged as security

There were no items of biological assets pledged as security in the current financial year.

##### Non-Financial Information

#### Quantities of each biological asset (In hectares)

Botmanskop Plantation	10	10
Paradyskloof Plantation	32	32
	<b>42</b>	<b>42</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R		
<b>14. Heritage assets</b>				
<b>14.1 Reconciliation of carrying value</b>				
<b>2023</b>				
	Land and buildings	Monuments and parks	Other assets	Total
<b>Opening carrying value as at 01 July 2022</b>				
Cost	-	892 883	143 945	1 036 828
Additions from acquisitions			275 974	275 974
<b>Closing carrying value as at 30 June 2023</b>	<b>275 974</b>	<b>892 883</b>	<b>143 945</b>	<b>1 312 802</b>
Cost	275 974	892 883	143 945	1 312 802
<b>2022</b>				
		Monuments and parks	Other assets	Total
<b>Opening carrying value as at 01 July 2021</b>				
Cost		892 883	143 945	1 036 828
Accumulated impairment losses		-	-	-
		<b>892 883</b>	<b>143 945</b>	<b>1 036 828</b>
Cost		892 883	143 945	1 036 828
Accumulated impairment losses		-	-	-
		<b>892 883</b>	<b>143 945</b>	<b>1 036 828</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>14. Heritage assets (continued)</b>		
<b>14.2 Heritage assets pledged as security</b>		
There were no heritage assets pledged as security during the current financial year.		
Heritage assets used for more than one purpose		
A significant portion of the following heritage assets are used for office accommodation and is therefore included in the balance of property, plant and equipment:		
<b>The following heritage assets are used by the municipality for more than one purpose</b>		
Neethlingshuis and De Withuis	62 337 914	62 697 588
58 - 60 Andringa Street	1 858 476	1 868 632
35B Mark Street	3 121 213	3 130 455
127 Dorp Street, Transvalia, Alma & Bosmanshuis flats	12 618 351	12 649 326
116 - 118 Dorp Street, Voorgelegen - offices	5 516 951	5 537 263
4 Reservoir West, Mooiwater	2 056 781	2 064 905
34 Mark Street, Rynse Komplex; Toy Museum, Tourism	8 118 351	8 149 326
PMU Building, Alexander Street, Burger Huis	1 558 009	1 564 611
Merriman, Bergzicht Training Centre, Oude Libertas Theatre & Restaurant	61 652 545	61 846 119
Die Laan, Landbou Saal	4 329 471	4 336 326
	<b>163 168 062</b>	<b>163 844 551</b>
<b>Expenditure incurred to repair and maintain heritage assets</b>		
The expenditure relating to repairs and maintenance of these buildings is included in the statement of financial performance and disclosed under note 11 to the financial statements.		
There was no repairs and maintenance expenditure incurred on other remaining heritage assets.		
<b>15. Long-term receivables</b>		
<b>Consumer receivables</b>	5.1	
Electricity	554 827	1 183 521
Waste management	534 875	1 067 766
Waste water management	417 415	846 283
Water	2 139 941	3 519 805
Services charges	564 882	1 327 555
Property rates	369 630	738 862
<b>Total</b>	<b>4 581 570</b>	<b>8 683 792</b>
Transferred to current receivables	-	(2 034 864)
<b>Total non-current consumer receivables</b>	<b>4 581 570</b>	<b>6 648 928</b>
<b>Other receivables</b>		
Public organisation	71 703	119 134
Transferred to current receivables	8	(54 542)
<b>Total non-current other receivables</b>	<b>17 161</b>	<b>71 703</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>16. Consumer deposits</b>		
Electricity	12 362 360	12 025 674
Posters	290 106	290 106
Refuse	204 420	205 629
Rental properties	1 820 589	1 747 191
Water	8 452 937	7 387 820
Wayleave	558 413	498 413
<b>Total</b>	<b>23 688 825</b>	<b>22 154 833</b>

Deposits are released on termination of the contract or when the contractual services are delivered.

### 17. Employee benefits

#### Non-current employee benefits

Post employment health care benefits	17.1	166 384 001	179 494 000
Long-service awards benefits	17.2	24 816 000	24 606 717
		<b>191 200 001</b>	<b>204 100 717</b>

#### Current employee benefits

Post employment health care benefits	17.1	9 772 000	9 664 001
Long-service awards benefits	17.2	3 142 020	3 122 303
Bonus	17.3	14 629 565	13 928 763
Staff leave	17.4	30 740 330	32 871 279
		<b>58 283 915</b>	<b>59 586 346</b>
<b>Total employee benefits</b>		<b>249 483 916</b>	<b>263 687 063</b>

#### 17.1 Post employment health care benefits

The municipality provides certain post-retirement health care benefits by funding the medical aid contributions of qualifying retired members of the municipality. According to the rules of the Medical Aid Funds, with which the municipality is associated, a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee. The municipality operates an unfunded defined benefit plan for these qualifying employees. The plan is treated as a defined benefit plan under GRAP 25. No other post-retirement benefits are provided to these employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2023 by C Weiss of the Actuarial Society of South Africa. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

The members of the Post-employment Health Care Benefit Plan are made up as follows:

	Number	Number
In-service members (Employees)	688	673
Continuation members (Retirees)	168	175
In service employees (Non-members)	454	472
<b>Total members</b>	<b>1 310</b>	<b>1 320</b>

The liability in respect of past service has been estimated as follow:

In-service members (Employees)	66 382 000	67 805 000
In-service non-members (Employees)	7 341 000	8 309 000
Continuation members (Retirees)	102 433 001	113 044 001
<b>Total liability</b>	<b>176 156 001</b>	<b>189 158 001</b>
Non-current	166 384 001	179 494 000
Current	9 772 000	9 664 001

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R			
<b>17. Employee benefits (continued)</b>					
<b>Total liability</b>	<b>176 156 001</b>	<b>189 158 001</b>			
The principal assumptions used for the purposes of the actuarial valuations were as follow:					
<b>Rates of interest</b>					
Discount rate	12.32%	11.74%			
Health care cost inflation rate	7.94%	8.37%			
Net effective discount rate	4.06%	3.11%			
<b>Normal retirement age</b>					
The average retirement age for all active employees was assumed to be 62 years.					
<b>Amounts recognised in the statement of financial position</b>					
The amounts recognised in the statement of financial position is as follows:					
Present value of unfunded obligations	176 156 001	189 158 001			
<b>Amounts recognised in the statement of financial performance</b>					
The amounts recognised in the statement of financial performance is as follows:					
Current service cost	5 820 000	5 572 000			
Interest cost	21 656 000	17 958 000			
Actuarial loss/ (gain) recognised in the year	(30 656 325)	(10 615 342)			
<b>Total post-retirement benefit included in employee related costs</b>	<b>35 (3 180 325)</b>	<b>12 914 658</b>			
<b>Movements in the present value of the defined benefit obligation</b>					
Opening balance	189 158 001	185 720 001			
Current service cost	5 820 000	5 572 000			
Interest cost	21 656 000	17 958 000			
Actual employer benefit payments	(9 821 675)	(9 476 658)			
Actuarial loss/ (gain) recognised in the year	(30 656 325)	(10 615 342)			
<b>Present value of fund obligation at the end of the year</b>	<b>176 156 001</b>	<b>189 158 001</b>			
<b>Sensitivity analysis on the Accrued Liability (R Millions)</b>					
<b>Assumption</b>	<b>Change</b>	<b>In-service</b>	<b>Continuation</b>	<b>Total</b>	<b>% change</b>
Central assumptions		73.723	102.433	176.156	
Health care inflation	1%	87.850	111.481	199.331	13%
	-1%	62.395	94.515	156.910	-11%
Discount rate	1%	62.881	94.868	157.749	(11)%
	-1%	87.370	111.188	198.558	13%
Post retirement mortality	1 yr	71.949	99.080	171.029	(3)%
	(1)	75	106	181	3
Average retirement age	- 1 year	80.455	102.433	182.888	4%
Continuation of membership at retirement	(10)%	64.537	102.433	166.970	(5)%



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 17. Employee benefits (continued)

#### Sensitivity analysis on Current-service and Interest Costs

Assumption	Change	Current-service cost	Interest cost	Total	% Change
Central assumptions		5 820 000	21 656 000	27 476 000	
Health care inflation	1%	7 194 000	24 789 000	31 983 000	16%
	(1)%	4 758 000	19 080 000	23 838 000	-14%
Discount rate	1%	4 837 000	20 802 000	25 639 000	-7%
	(1)%	7 098 000	22 611 000	29 709 000	8%
Post-retirement mortality	+1 yr	5 669 000	20 963 000	26 632 000	-3%
	-1 yr	5 974 000	22 349 000	28 323 000	3%
Average retirement age	-1 yr	6 182 000	22 460 000	28 642 000	4%
Membership continuation	-10%	5 121 000	20 518 000	25 639 000	-7%

#### Mortality Rates

Post retirement: PA (90) ultimate Mortality table was used.

Pre-retirement: The SA 85-90 ultimate table adjusted for female lives, was used.

#### Continuation of Membership

With the appointment of ARCH Actuarial Consulting for the year ending 30 June 2023.

#### 17.2 Long-service awards benefits

Provision for long-service awards	17.2.1	27 958 020	27 729 020
Less: Transfer to current portion		(3 142 020)	(3 122 303)
<b>Total non-current benefit</b>		<b>24 816 000</b>	<b>24 606 717</b>
Non-current		24 816 000	24 606 717
Current		3 142 020	3 122 303
<b>Total liability</b>		<b>27 958 020</b>	<b>27 729 020</b>

#### Long-service awards

The municipality operates a funded defined benefit plan for all its employees. Under the plan, a Long Service Award is payable after 10 years of continuous service and every 5 years thereafter to employees. The provision is an estimate of the long-service based on historical staff turnover. No other long-service benefits are provided to employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2023 by Arch consulting. The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

At year end 1142 (2022: 1145) employees were eligible for Long Services Awards.

The principal assumptions used for the purposes of the actuarial valuations were as follows:

Discount rate	11.38%	11.12%
General Salary inflation	6.62%	7.3%
Net effective discount rate	4.47%	3.56%

GRAP 25 defines the determination of the Discount Rate Assumption to be used as follows:

The discount rate that reflects the time value of money is best approximated by reference to market yields at the reporting date on government bonds. Where there is no deep market in government bonds with a sufficiently long maturity to match the estimated maturity of all the benefit payments, an entity uses current market rates of the appropriate term to discount shorter term payments, and estimates the discount rate for longer maturities by extrapolating current market rates along the yield curve.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>17. Employee benefits (continued)</b>		
<b>Amounts recognised in the statement of financial position</b>		
The amounts recognised in the statement of financial position are as follow:		
Present value of unfunded obligations	27 958 020	27 729 020
<b>Amounts recognised in the statement of financial performance</b>		
The amounts recognised in the statement of financial performance are as follow:		
Current service cost	2 224 000	2 183 000
Interest cost	2 926 000	2 408 000
Actuarial losses / (gains) recognised	(2 139 584)	(1 161 853)
<b>Total expense included in employee related costs</b>	<b>35 3 010 416</b>	<b>3 429 147</b>
<b>17.2.1 Provision for long service awards</b>		
<b>Movements in the present value of the defined benefit obligation</b>		
Opening Balance	27 729 020	27 466 000
Increases	2 224 000	2 183 000
Increases (Passage of Time/Discounted Rate)	2 926 000	2 408 000
Reductions (Payments, remeasurement etc.)	(4 921 000)	(4 327 980)
<b>Closing balance</b>	<b>27 958 020</b>	<b>27 729 020</b>
<b>17.3 Bonus</b>		
Provision for bonus	17.3.1 14 629 565	13 928 763
Less: Transfer to current portion	(14 629 565)	(13 928 763)
<b>Total non-current benefit</b>	<b>-</b>	<b>-</b>
Current	14 629 565	13 928 763
<b>Amounts recognised in the statement of financial position</b>		
The amounts recognised in the statement of financial position are as follow:		
Present value of unfunded obligations	14 629 565	13 928 763
<b>Amounts recognised in the statement of financial performance</b>		
The amounts recognised in the statement of financial performance are as follow:		
<b>17.3.1 Provision for bonus</b>		
<b>Movements in the present value of the defined benefit obligation</b>		
Opening Balance	13 928 763	13 782 725
Increases	700 802	146 038
<b>Closing balance</b>	<b>14 629 565</b>	<b>13 928 763</b>
<b>17.4 Staff leave</b>		
Provision for staff leave	17.4.1 30 740 330	32 871 279
Less: Transfer to current portion	(30 740 330)	(32 871 279)
<b>Total non-current benefit</b>	<b>-</b>	<b>-</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>17. Employee benefits (continued)</b>		
Current	30 740 330	32 871 279
<b>Amounts recognised in the statement of financial position</b>		
The amounts recognised in the statement of financial position are as follow:		
Present value of unfunded obligations	30 740 330	32 871 279
<b>17.4.1 Provision for staff leave</b>		
<b>Movements in the present value of the defined benefit obligation</b>		
Opening Balance	32 871 279	30 542 342
Increases	602 366	5 754 363
Reductions (Payments, remeasurement etc.)	(2 733 315)	(3 425 426)
<b>Closing balance</b>	<b>30 740 330</b>	<b>32 871 279</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>18. Lease liabilities</b>		
<b>18.1 Carrying value of lease liabilities</b>		
<b>2023</b>		
	Cost	Total
<b>Carrying value as at 30 June 2023</b>		
Operating lease liability	694 514	694 514
Transferred to current liabilities	(694 514)	(694 514)
<b>Total non-current liabilities</b>	-	-
<b>2022</b>		
	Cost	Total
<b>Carrying value as at 30 June 2022</b>		
Operating lease liability	2 118 022	2 118 022
Transferred to current liabilities	(2 118 022)	(2 118 022)
<b>Total non-current liabilities</b>	-	-

### Leasing arrangements

#### The municipality as a lessee

Operating Leases relate to Property, Plant and Equipment with lease terms not longer than 5 years, with an option to extend for a further period. All operating lease contracts contain market review clauses in the event that the municipality exercises its option to renew. The municipality does not have an option to purchase the leased asset at the expiry of the lease period.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>19. Borrowings</b>		
Annuity loans from the Development Bank of South Africa have settlement periods of 14 to 15 years with fixed interest varying from 9.25% to 11.10% per annum.		
Annuity loans from Nedbank Limited have settlement periods of 10 years with fixed interest rates varying from 9.7% to 8.8% per annum..		
Annuity loan from Standard Bank has a settlement period of 10 years with fixed interest rate of 11% per annum.		
<b>Total borrowings</b>		
Annuity and Bullet Loans	501 949 960	478 736 492
<b>Less: Current portion transferred to current liabilities</b>		
Annuity and Bullet Loans	(55 046 811)	(51 902 261)
<b>Non-current borrowings</b>	<b>446 903 149</b>	<b>426 834 231</b>
<b>20. Trade and other payables from exchange transactions</b>		
Bulk purchases	20.1 73 788 181	63 264 302
Contractors	20.2 36 012 306	36 264 018
Control and clearing accounts	20.3 4 061 961	5 712 212
Other payables	20.4 213 425 143	165 684 000
<b>Total</b>	<b>327 287 591</b>	<b>270 924 532</b>
Current	327 287 591	270 924 532
<b>20.1 Bulk purchases</b>		
Bulk water	308 973	361 253
Bulk electricity	73 479 208	62 903 049
<b>Total</b>	<b>73 788 181</b>	<b>63 264 302</b>
<b>20.2 Contractors</b>		
Retentions	36 012 306	36 264 018
<b>20.3 Control and clearing accounts</b>		
Group life control	899 695	899 696
Salary Control	3 162 266	4 812 516
<b>Total</b>	<b>4 061 961</b>	<b>5 712 212</b>
<b>20.4 Other payables</b>		
Auditor-General of South Africa	-	16 507
Payables and accruals	155 225 477	112 382 367
Unallocated deposits	32 759 210	28 026 906
Advance payments	25 440 456	25 258 220
<b>Total</b>	<b>213 425 143</b>	<b>165 684 000</b>

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

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 21. Payables from non-exchange transactions

		2023				2022			
		Opening balance	Funds received	Funds utilised	Closing balance	Opening balance	Funds received	Funds utilised	Closing balance
<b>Capital</b>									
Monetary allocations	21.1	16 210 162	101 704 298	(99 583 330)	18 331 130	7 856 814	93 656 409	(87 197 219)	14 316 004
<b>Operational</b>									
Monetary allocations	21.2	13 571 809	215 419 199	(213 528 834)	15 462 174	7 563 661	197 088 782	(189 272 174)	15 380 269
<b>Total</b>		<b>29 781 971</b>	<b>317 123 497</b>	<b>(313 112 164)</b>	<b>33 793 304</b>	<b>15 420 475</b>	<b>290 745 191</b>	<b>(276 469 393)</b>	<b>29 696 273</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 21. Payables from non-exchange transactions (continued)

#### 21.1 Capital monetary allocations

	2023				2022			
	Opening balance	Funds received	Funds utilised	Closing balance	Opening balance	Funds received	Funds utilised	Closing balance
<b>Departmental agencies and accounts</b>								
National departmental agencies	-	-	-	-	307 361	-	(307 361)	-
<b>District municipalities</b>								
Western Cape	146 959	-	-	146 959	146 959	-	-	146 959
<b>National government</b>								
Integrated National Electrification Programme Grant	8 382 170	28 350 000	(28 701 855)	8 030 315	-	23 400 000	(15 017 830)	8 382 170
Intergrated Urban Development Grant	-	62 459 650	(62 459 650)	-	-	53 093 950	(53 093 950)	-
<b>Total</b>	<b>8 382 170</b>	<b>90 809 650</b>	<b>(91 161 505)</b>	<b>8 030 315</b>	<b>-</b>	<b>76 493 950</b>	<b>(68 111 780)</b>	<b>8 382 170</b>
<b>Private enterprises</b>								
Other transfers private enterprises	440 392	-	-	440 392	1 162 743	-	(808 050)	354 693
<b>Provincial government</b>								
Western Cape	7 240 641	10 894 648	(8 421 825)	9 713 464	6 239 751	17 162 459	(17 970 028)	5 432 182
<b>Total capital monetary allocations</b>	<b>16 210 162</b>	<b>101 704 298</b>	<b>(99 583 330)</b>	<b>18 331 130</b>	<b>7 856 814</b>	<b>93 656 409</b>	<b>(87 197 219)</b>	<b>14 316 004</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 21. Payables from non-exchange transactions (continued)

#### 21.2 Operational monetary allocations

	2023				2022			
	Opening balance	Funds received	Funds utilised	Closing balance	Opening balance	Funds received	Funds utilised	Closing balance
<b>District municipalities</b>								
Western Cape	484 000	615 000	(599 000)	500 000	-	984 000	(500 000)	484 000
<b>National government</b>								
Expanded Public Works Programme Integrated Grant	-	4 928 000	(3 747 841)	1 180 159	-	5 998 000	(5 998 000)	-
Local Government Financial Management Grant	-	1 550 000	(1 550 000)	-	-	1 550 000	(1 550 000)	-
Integrated Urban Development Grant	-	3 287 350	(3 287 350)	-	-	3 847 050	(3 847 050)	-
Equitable Share	-	179 634 000	(179 634 000)	-	-	157 136 000	(157 136 000)	-
<b>Total</b>	<b>-</b>	<b>189 399 350</b>	<b>(188 219 191)</b>	<b>1 180 159</b>	<b>-</b>	<b>168 531 050</b>	<b>(168 531 050)</b>	<b>-</b>
<b>Non-profit institutions</b>								
National Research Foundation	102 000	-	-	102 000	102 000	-	-	102 000
<b>Private enterprises</b>								
Other transfers private enterprises	5 334 735	2 365 413	(103 401)	7 596 747	4 719 413	656 235	(40 913)	5 334 735
<b>Provincial government</b>								
Western Cape	7 412 499	23 039 436	(24 607 242)	5 844 693	2 522 145	26 899 025	(20 200 211)	9 220 959
<b>Public corporations</b>								
Other transfers public corporations	238 575	-	-	238 575	220 103	18 472	-	238 575
<b>Total operational monetary allocations</b>	<b>13 571 809</b>	<b>215 419 199</b>	<b>(213 528 834)</b>	<b>15 462 174</b>	<b>7 563 661</b>	<b>197 088 782</b>	<b>(189 272 174)</b>	<b>15 380 269</b>



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023	2022
	R	R

### 21. Payables from non-exchange transactions (continued)

The nature and extent of government grants recognised in the annual financial statements and an indication of other forms of government assistance from which the municipality has directly benefited and unfulfilled conditions and other contingencies attaching to government assistance that has been recognised.

These amounts are invested in a ring-fenced investment until utilised.

An amount of R3 873 630 in relation to provincial grants: libraries was approved to be rolled over from the 2021/2022 financial year. The split was as follows:

R2 065 169.69 Capital; and  
R1 808 460.21 Operating.

From this rollover, the user department requested and received approval from the transferring department that the operating funds be utilised as Capital. The total amount approved for roll-over was the transferred to the Capital opening balance in the note disclosed above.

### 22. Provisions

Landfill sites

Non-current

#### 22.1 Landfill sites

Opening Balance	160 533 093	141 497 318
Increases/ (Decreases)	(77 151 099)	9 130 963
Increases (Passage of Time/Discounted Rate)	12 039 982	9 904 812
<b>Closing balance</b>	<b>95 421 976</b>	<b>160 533 093</b>

#### Landfill site provision

The municipality has a present obligation to rehabilitate the landfill site which stems from licensing agreements 16/2/7/G203/D16/Z1/P331) issued in terms of the Environmental Conservation Act, 1989 (Act 73 of 1989)

In terms of the licensing of the landfill refuse sites, the municipality will incur licensing and rehabilitation costs of R95 421 976 (2022: R160 533 093) to restore the site at the end of its useful life.

The unwinding of the provision for landfill site for the current year was R12 039 982 (2022: R9 904 812) was included in the finance cost in the statement of financial performance.

Cells 1 and 2 have reached full capacity and must be rehabilitated. The expected future cash outflows for cells 1 and 2 should commence in the 2025/2026 financial year. Cell 3 has come into use at the end of 30 June 2013 financial year and is the current landfill site in use. The expected future cash outflows is between July 2044 and July 2048 for cell 3.

The provision has been determined based on an independent valuation performed by a firm of consulting engineers as at 30 June 2023

#### Key cost parameters:

- Estimated post closure rehabilitation time 3 years
- Inflation rate 5.6% (2022: 7.4%)
- Discount rate 11.25% (2022: 7.75%)

Refer to note 47 for contribution to the provision.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>23. Property rates</b>		
Agricultural property	19 435 922	18 490 474
Business and commercial properties	157 319 688	166 626 428
Public benefit organisations	38 949	24 424
Public service purposes properties	9 564 881	9 290 588
Residential properties	243 560 455	216 061 713
Vacant land	14 115 461	3 952 269
<b>Total</b>	<b>444 035 356</b>	<b>414 445 896</b>

Assessment Rates are levied on the value of land and improvements, which valuation is performed every four years. Interim valuations are processed on an annual basis to consider any changes in individual property values, due to amendments. The current Valuation Roll came into effect on 01 July 2021. With reference to Section 78 of the Local Government: Municipal Property Rates Act, No. 6,2004, five reviews have been finalised and one supplementary valuation has been performed during the financial year and implemented accordingly.

The following assessment rates were charged for the period ending June 2023:

Residential Property – R 0.004759

Business and Commercial Property – R 0.009993

Agricultural Property – R 0.001189

Public Service Purposes – R 0.009993

Public Service Infrastructure – R 0.001189

Public Benefit Organization – R 0.001189

Vacant Residential – R 0.009518

Vacant other – R 0.019035

Property Rates are levied monthly on property owners' accounts and are payable the 7<sup>th</sup> of each month. Property owners may request to pay their Rates annually, which amount will be levied in July and must be paid by the 7<sup>th</sup> of October annually. Interest on outstanding accounts for Property Rates is levied as per Council's Credit Control and Debt Collection Policy.

Relief Measures

The relief measures on property rates are generally described in paragraph 8 of the approved Property Rates Policy of the Municipality. This includes the specific under mentioned relief measures:

**Rebate and gross monthly household income for Qualifying senior citizens and Disabled persons:**

**Gross monthly household income %**

Up to R8 000 - 100%

From R8 001 to R 10 000 - 75%

From R10 001 to R12 000 - 50%

From R12 001 to R15 000 - 25%

**Municipal valuation threshold value**

On qualifying residential properties, property owners will receive a rebate up to a maximum value of R250 000, which amount includes a value of R15 000 as per Section 17(1)(h) of the Local Government: Municipal Property Rates Act, No. 6, 2004, and an additional value of R235 000 reduction granted as per paragraph 8.2.1(ii) of the approved Property Rates Policy.

Paragraph 8.2.1 (ii) is only applicable on properties with valuations up to R5 000 000.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

		2023 R	2022 R
<b>23. Property rates (continued)</b>			
<b>Stellenbosch special rebate</b>			
A rebate of 20% may be granted as per paragraph 8.6 of the approved Rates policy of the municipality.			
<b>Other rebates</b>			
Rebates have also been granted to qualifying non-profit organizations and to organizations who qualified for any other rebate as defined in the Property Rates Policy. Any other exclusions or exemptions have been granted in accordance with the Local Government: Municipal Property Rates Act, No. 6, 2004.			
<b>24. Transfers and subsidies - Revenue</b>			
<b>Operational</b>			
Monetary allocations	24.1	211 107 092	196 208 355
<b>Capital</b>			
Allocations in-kind	24.2	22 920	50 000
Monetary allocations	24.3	100 311 831	94 509 119
<b>Total transfers and subsidies: Capital</b>		<b>100 334 751</b>	<b>94 559 119</b>
<b>Total</b>		<b>311 441 843</b>	<b>290 767 474</b>
<b>24.1 Monetary allocations: Operational</b>			
District municipalities		599 000	500 000
National governments		8 585 191	11 395 051
National revenue fund		179 633 999	157 135 999
Provincial government		22 288 902	27 177 305
<b>Total</b>		<b>211 107 092</b>	<b>196 208 355</b>
<b>24.2 Allocations in-kind: Capital</b>			
Private enterprises		-	50 000
Public corporations		22 920	-
<b>Total</b>		<b>22 920</b>	<b>50 000</b>
<b>24.3 Monetary allocations: Capital</b>			
Departmental agencies and accounts		-	307 361
National government		91 161 505	68 111 780
Provincial governments		9 150 326	26 089 978
<b>Total</b>		<b>100 311 831</b>	<b>94 509 119</b>
<b>Included in above are the following transfers and subsidies received:</b>			
Conditional grants received		137 829 497	133 609 190
Unconditional grants received		179 634 000	157 136 000
		<b>317 463 497</b>	<b>290 745 190</b>
Grant revenue is recognised when all the conditions of the grant has been met.			
<b>25. Fines, penalties and forfeits</b>			
Fines	25.1	146 657 768	122 932 562

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>25. Fines, penalties and forfeits (continued)</b>		
<b>25.1 Fines</b>		
<b>Traffic fines</b>		
Municipal fines	146 459 602	122 762 554
<b>Other fines</b>		
Building fines	11 044	23 478
Law enforcement	126 077	31 865
Overdue books	20 021	40 372
Pound fees	41 024	74 293
	<b>198 166</b>	<b>170 008</b>
<b>Total</b>	<b>146 657 768</b>	<b>122 932 562</b>
<b>26. Interest earned from receivables</b>		
Exchange receivables	26.1 16 467 413	10 428 555
Non-exchange receivables	26.2 3 418 263	2 430 082
<b>Total</b>	<b>19 885 676</b>	<b>12 858 637</b>
<b>26.1 Interest earned from exchange receivables</b>		
<b>Consumer receivables</b>		
Electricity	1 870 939	1 484 989
Service charges	1 044 584	684 532
Waste management	2 806 309	1 584 304
Waste water management	2 231 528	1 400 356
Water	8 514 053	5 274 374
	<b>16 467 413</b>	<b>10 428 555</b>
<b>26.2 Interest earned from non-exchange receivables</b>		
<b>Consumer receivables</b>		
Property rates	3 418 263	2 430 082
<b>27. Service charges</b>		
<b>Electricity</b>		
Electricity sales	779 983 813	756 431 257
<b>Waste management</b>		
Waste management sales	89 836 854	84 651 895
<b>Waste water management</b>		
Waste water management sales	106 739 375	102 285 414
<b>Water</b>		
Water sales	162 138 204	146 829 883
<b>Total service charges</b>	<b>1 138 698 246</b>	<b>1 090 198 449</b>
The amounts disclosed above for service charges are in respect of services rendered which are billed to the consumers on a monthly basis according to approved tariffs.		
<b>28. Rental</b>		
Rental from fixed property	12 373 336	12 172 871

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

		2023 R	2022 R
<b>29. Interests on investments</b>			
Bank accounts		5 423 264	2 318 032
Financial assets		-	15 296
Short-term investments and call accounts		36 826 894	16 437 013
<b>Total</b>		<b>42 250 158</b>	<b>18 770 341</b>
<b>30. Licences or permits</b>			
Exchange revenue	30.1	8 407 621	7 809 443
<b>30.1 Licenses and permits - Exchange revenue</b>			
Market porters		164 642	100 913
Road and transport		8 240 238	7 708 008
Trading		2 741	522
<b>Total</b>		<b>8 407 621</b>	<b>7 809 443</b>
<b>31. Agency services</b>			
Provincial		3 438 321	3 019 961
<p>The municipality collects license fees on behalf of the Provincial Government Western Cape and receives a 12% agency fee.</p> <p>The municipality, as an agent, recognises only the portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of the relevant Standards of GRAP.</p> <p>No resources are held by the municipality on behalf of the principle.</p>			
<b>32. Operational revenue</b>			
Administrative Handling Fees		284 601	296 143
Breakages and Losses Recovered		2 691	7 794
Collection Charges		2 727 349	2 599 387
Incidental Cash Surpluses		5 657	5 977
Inspection fees		29 644	3 658
Insurance Refund		1 065 491	970 346
Merchandising, Jobbing and Contracts		4 860 840	6 087 144
Recovery Maintenance		614 166	159 765
Request for information		58 649	106 127
Skills Development Levy Refund		864 945	807 097
Staff and Councillors Recoveries		629 244	7 718
Development Charges		33 110 235	30 472 217
<b>Total</b>		<b>44 253 512</b>	<b>41 523 373</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>33. Sales of goods and rendering of services</b>		
Application Fees for Land Usage	1 138 591	485 946
Building Plan Approval	6 783 438	8 561 312
Cemetery and Burial	1 106 042	999 722
Clearance Certificates	464 612	456 411
Computer Services	13 800	-
Construction Contract Revenue	-	287 846
Encroachment Fees	5 533 562	3 825 308
Entrance Fees	1 037 941	566 516
Fire Services	182 325	93 716
Housing (Boarding Services)	351 907	-
Legal Fees	-	147 140
Library Fees	917	1 573
Special rating area	7 983 666	7 523 406
Parking Fees	4 422 045	5 612 297
Photo copies, Faxes and Telephone charges	65 744	56 117
Removal of Restrictions	131 196	405 436
Sale of Goods	460 209	537 773
Re-allocation Fees	5 298	900
<b>Total</b>	<b>29 681 293</b>	<b>29 561 419</b>
<b>34. Gain/(Loss) on disposal of fixed and intangible assets</b>		
Gains/(losses) on disposals	(639 332)	(3 063 675)

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>35. Employee related cost</b>		
Municipal staff including Senior Management	542 779 491	549 554 622
<b>Senior Management Costs</b>		
Basic Salary	8 058 591	7 272 858
Performance bonus	1 230 008	1 242 165
Contribution to pension fund, UIF, SDL	996 649	967 454
Car allowance	500 930	553 984
Cell phone allowance	241 400	133 000
Leave	-	345 326
Housing allowance	18 000	18 000
Acting allowance	5 261	5 461
	<b>11 050 839</b>	<b>10 538 248</b>
<b>35.1 Municipal staff costs</b>		
Basic salary	339 618 066	333 628 987
Bonuses	19 026	-
Service-related benefits	90 831 154	86 923 203
Allowances	14 123 027	14 216 037
Bargaining council	233 077	227 044
Group life insurance	7 034 390	5 804 754
Medical	26 984 782	25 564 279
Pension	55 643 449	52 554 036
Post-retirement benefit costs	27 476 000	23 530 000
Post-retirement benefit: Actuarial (Gains)/Loss	(30 656 325)	(10 615 342)
Long service awards: Actuarial (Gains)/Loss	(2 139 584)	(1 161 833)
Leave gratuity contribution/(Reversal)	(42 432)	6 106 278
Unemployment insurance	2 685 159	2 707 469
<b>Total</b>	<b>531 809 789</b>	<b>539 484 912</b>
<b>35.2 Senior management costs</b>		
<b>Municipal Manager - G Mettler</b>		
Basic salary	1 358 591	1 313 408
Performance bonus	258 074	263 283
Contribution to pension fund, UIF, SDL	332 871	337 255
Car allowance	180 000	150 604
Cellphone allowance	40 800	22 800
Leave	-	273 667
	<b>2 170 336</b>	<b>2 361 017</b>
<b>Chief Financial Officer - K Carolus</b>		
Basic salary	1 076 049	956 889
Performance bonus	210 323	204 782
Contributions to Pension Fund, Medical Aid, UIF, SDL	245 776	234 604
Car allowance	243 978	241 563
Cellphone allowance	40 800	22 800
Housing allowance	18 000	18 000
	<b>1 834 926</b>	<b>1 678 638</b>
<b>Director: Planning and Development - A Barnes</b>		
Basic salary	1 269 894	1 152 374
Performance bonus	165 211	159 754
Contribution to pension fund, UIF, SDL	311 901	298 955
Cellphone allowance	40 800	22 800
	<b>1 787 806</b>	<b>1 633 883</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>35. Employee related cost (continued)</b>		
<b>Director: Corporate Services - A de Beer</b>		
Basic salary	1 552 174	1 415 915
Performance bonus	210 453	204 782
Contribution to pension fund, UIF, SDL	35 342	33 817
Cellphone allowance	40 800	22 800
	<b>1 838 769</b>	<b>1 677 314</b>
<b>Director: Corporate and protection services - G Boshoff</b>		
Basic salary	1 492 174	1 354 425
Performance bonus	210 732	204 782
Contribution to pension fund, UIF, SDL	37 377	35 808
Car allowance	60 433	61 323
Cellphone allowance	40 800	22 800
Acting allowance	2 877	-
	<b>1 844 393</b>	<b>1 679 138</b>
<b>Director: Infrastructure Services - P Chandaka</b>		
Basic salary	1 312 093	1 079 847
Performance bonus	-	204 782
Contribution to pension fund, UIF, SDL	33 382	27 015
Car allowance	16 520	100 494
Cellphone allowance	37 400	19 000
Acting allowance	-	5 461
Leave	-	71 659
	<b>1 399 395</b>	<b>1 508 258</b>
<b>36. Remuneration of councillors</b>		
Executive mayor	1 025 458	921 503
Chief whip	774 160	679 629
Speaker	827 459	739 077
Deputy executive mayor	845 360	751 959
Executive committee	8 081 224	6 607 660
All other councillors	11 211 096	10 115 420
<b>Total</b>	<b>22 764 757</b>	<b>19 815 248</b>
<b>Executive Mayor - G van Deventer</b>		
Basic salary	803 458	698 553
Travel allowance	180 000	180 135
Cellphone allowance	40 800	39 342
Data card allowance	1 200	3 473
	<b>1 025 458</b>	<b>921 503</b>
<b>Deputy Executive Mayor - J Fassler</b>		
Basic salary	768 759	451 541
Cellphone allowance	40 800	25 742
Data card allowance	1 200	2 271
Trevelling	2 578	-
	<b>813 337</b>	<b>479 554</b>



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

		2023 R	2022 R
<b>36. Remuneration of councillors (continued)</b>			
<b>Speaker - Q Smit</b>			
Basic salary		605 459	346 541
Travel allowance		180 000	105 000
Cellphone allowance		40 800	25 742
Data card allowance		1 200	2 271
		<b>827 459</b>	<b>479 554</b>
<b>Council Whip - P Crawley</b>			
Basic salary		526 585	282 056
Travel allowance		167 957	97 974
Cellphone allowance		40 800	26 390
Data card allowance		1 200	2 328
Pension fund contributions		37 618	20 462
		<b>774 160</b>	<b>429 210</b>
<b>Executive committee</b>			
Basic salary		6 205 720	5 209 887
Travel allowance		299 089	739 275
Cellphone allowance		381 418	376 914
Data card allowance		10 500	33 257
Pension fund contributions		230 356	200 806
Medical aid benefits		34 560	47 520
Back pay		32 023	-
		<b>7 193 666</b>	<b>6 607 659</b>
<b>All other councillors</b>			
Basic salary		9 389 428	7 736 174
Travel allowance		154 916	742 534
Cellphone allowance		1 278 245	1 236 790
Data card allowance		38 386	109 185
Pension fund contributions		239 635	192 881
Medical aid benefits		83 520	97 854
		<b>11 184 130</b>	<b>10 115 418</b>
<b>37. Bad debt written off</b>			
Electricity		154 306	373 181
Refuse		904 123	426 880
Sewerage		781 479	424 045
Water		4 536 770	2 907 506
Housing rental		582 310	395 817
Rates		2 007 210	626 437
Traffic fines		82 979 503	79 831 030
		<b>91 945 701</b>	<b>84 984 896</b>
<b>38. Depreciation and amortisation</b>			
<b>Amortisation</b>			
Intangible assets	12.1	1 175 448	1 496 422
<b>Depreciation</b>			
Investment property	10.1	423 567	251 884
Property, plant and equipment	11	230 079 987	216 944 815
		<b>230 503 554</b>	<b>217 196 699</b>
<b>Total</b>		<b>231 679 002</b>	<b>218 693 121</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>39. Impairment losses</b>		
Property, plant and equipment	1 572 668	2 722 872
<b>40. Finance cost</b>		
Interest	40.1 59 928 458	44 332 364
<b>40.1 Interest cost</b>		
Financial liabilities		
• Annuity loans	46 712 396	34 510 711
Discounting of financial instruments	20 1 176 080	(922 251)
Interest costs non-current provisions	22 12 039 982	9 904 812
Transfers and subsidies payable	21 -	839 092
<b>Total</b>	<b>59 928 458</b>	<b>44 332 364</b>
<b>41. Bulk Purchases</b>		
Electricity: Eskom	521 011 668	528 011 715
Water	22 990 433	31 417 675
<b>Total</b>	<b>544 002 101</b>	<b>559 429 390</b>
<b>42. Inventory consumed</b>		
Consumables	39 239 118	23 808 085
Housing stock	150 000	345 000
Materials and supplies	24 782 944	20 467 346
<b>Total</b>	<b>64 172 062</b>	<b>44 620 431</b>
<b>43. Contracted services</b>		
Consultants and professional services	43.1 25 003 332	27 628 960
Contractors	43.2 83 207 943	82 880 513
Outsourced services	43.3 120 227 016	97 722 975
<b>Total</b>	<b>228 438 291</b>	<b>208 232 448</b>
<b>43.1 Consultants and professional services</b>		
<b>Business advisory services</b>		
Audit committee	296 411	364 375
Business and financial management	3 793 067	3 074 693
Forensic investigators	279 541	-
Human resources	54 110	132 862
Organisational	-	96 787
Project management	11 993 539	13 690 224
Research and advisory	650 055	2 226 504
Valuer and assessors	936 051	1 636 061
<b>Total business advisory services</b>	<b>18 002 774</b>	<b>21 221 506</b>
<b>Laboratory services</b>		
Water	1 707 535	1 065 759

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>43. Contracted services (continued)</b>		
<b>Legal services</b>		
Issue of summons	78 970	20 838
Legal advice and litigation	5 214 053	5 320 857
<b>Total legal services</b>	<b>5 293 023</b>	<b>5 341 695</b>
<b>Total consultants and professional services</b>	<b>25 003 332</b>	<b>27 628 960</b>
<b>43.2 Contractors</b>		
<b>General services</b>		
Bore waterhole drilling	7 614	-
Catering services	940 929	115 010
Employee wellness	92 875	9 289
Event promoters	1 638 094	-
Forestry	1 858 713	4 671 452
Gardening services	147 486	460 381
Gas	1 337	-
Graphic designers	146 789	56 330
Interior decorator	199 849	26 524
Management of informal settlements	6 899 621	1 645 862
Medical services	55 716	19 652
Pest control and fumigation	80 396	73 119
Plants, flowers and other decorations	708 526	408 573
Preservation/Restoration/Dismantling/Cleaning services	266 900	566 917
Sewerage services	6 414 822	6 163 179
Stage and sound crew	145 195	51 800
Tracing agents and debt collectors	2 206 910	2 007 251
Transportation	1 721 769	3 505 361
<b>Total general services</b>	<b>23 533 541</b>	<b>19 780 700</b>
<b>Maintenance services</b>		
Maintenance of buildings and facilities	7 106 472	6 838 531
Maintenance of equipment	3 443 803	2 656 949
Maintenance of unspecified assets	43 686 063	46 929 414
<b>Total maintenance service</b>	<b>54 236 338</b>	<b>56 424 894</b>
<b>Trading services</b>		
Prepaid electricity vendors	5 438 064	6 674 919
<b>Total contractor</b>	<b>83 207 943</b>	<b>82 880 513</b>
<b>43.3 Outsourced services</b>		
<b>Business and advisory services</b>		
Accounting and Auditing	128 530	-
Project Management	1 958 390	1 389 847
Research and Advisory	-	516 145
<b>Total business and advisory services</b>	<b>2 086 920</b>	<b>1 905 992</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>43. Contracted services (continued)</b>		
<b>General services</b>		
Animal Care	11 650	102 221
Catering Services	17 884	507 403
Cleaning Services	1 513 186	476 670
Clearing and Grass Cutting Services	1 705 461	2 662 480
Drivers Licence Cards	721 725	802 300
Internal Auditors	172 328	1 500
Litter Picking and Street Cleaning	3 106 885	4 293 304
Medical Services	636	-
Personnel and Labour	806 560	371 735
Professional Staff	303 600	592 528
Refuse Removal	53 682 787	47 196 621
Traffic Fines Management	9 646 176	8 424 289
Translators, Scribes and Editors	-	1 300
Transport Services	313 299	147 600
<b>Total general services</b>	<b>72 002 177</b>	<b>65 579 951</b>
<b>Trading services</b>		
Security Services	46 137 919	30 237 032
<b>Total outsourced services</b>	<b>120 227 016</b>	<b>97 722 975</b>
<b>44. Transfers and subsidies - Expenditure</b>		
<b>Operational</b>		
Allocations in-kind	44.1 4 264 641	-
Monetary allocations	44.2 13 493 614	13 363 879
<b>Total transfers and subsidies: Operational</b>	<b>17 758 255</b>	<b>13 363 879</b>
<b>44.1 Allocations in-kind: Operational</b>		
Households	4 264 641	-
<b>44.2 Monetary allocations: Operational</b>		
Households	962 361	807 629
Non-profit institutions	12 531 253	12 556 250
<b>Total</b>	<b>13 493 614</b>	<b>13 363 879</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>45. Operational Cost</b>		
Achievements and Awards	17 754	12 439
Advertising, Publicity and Marketing	2 110 817	1 528 667
Assets less than the Capitalisation Threshold	163 991	415 926
Bank Charges, Facility and Card Fees	1 803 393	1 578 109
Bargaining Council	6 845 910	4 301 799
Bursaries (Employees)	527 015	514 009
Cleaning Services	2 583	2 276
Commission	1 832 347	2 419 679
Communication	10 328 853	10 571 338
Deeds	2 348	-
Drivers Licences and Permits	12 660	22 365
Entertainment	7 380	52 958
External Audit Fees	8 104 988	5 413 885
External Computer Service	23 831 956	24 478 474
Full Time Union Representative	154 242	55 940
Hire Charges	11 816 150	6 209 994
Honoraria (Voluntarily Workers)	48 165	35 500
Indigent Relief	4 519 318	6 134 237
Insurance Underwriting	8 060 258	6 393 368
Learnerships and Internships	348 216	141 346
Licences	1 734 225	1 641 313
Management Fee	8 969 582	9 778 480
Municipal Services	15 209 418	11 501 460
Office Decorations	19 374	36 983
Printing, Publications and Books	324 046	521 208
Professional Bodies, Membership and Subscription	199 497	186 468
Registration Fees	4 373 990	2 194 586
Resettlement Cost	36 945	26 043
Road Worthy Test	-	404
Samples and Specimens	1 024 635	1 167 422
Search Fees	56 260	46 790
Signage	-	1 800
Skills Development Fund Levy	4 805 444	4 684 477
Storage of Files (Archiving)	81 361	56 647
Supplier Development Programme	28 125	530 650
System Access and Information Fees	55 193	47 765
Travel Agency and Visa's	23 217	-
Travel and Subsistence	729 760	298 092
Uniform and Protective Clothing	8 575 384	7 957 561
Vehicle Tracking	639 319	663 982
Workmen's Compensation Fund	4 065 666	1 847 772
<b>Total</b>	<b>131 489 785</b>	<b>113 472 212</b>

The following principle agent arrangements were in place in relation to the expenditure as contained in note 45 to the annual financial statements:

Pay@ (Agent) provides the Municipality with payment service solutions on behalf of the Municipality. Pay@ pays over the monies generated from the payment services to the Municipality. The municipality recognises 100% of the money's collected as revenue from exchange transactions and the fee to be paid to Pay@ (as stipulated in the relevant service schedule or based on Pay@'s standard prevailing rates), is recognized as an expense.

EasyPay (Agent) is a payment platform used to collect municipal service payments from third parties. These payments are accepted by EasyPay on behalf of the Municipality (Principal), from third parties. A service charge is levied by EasyPay for collection of the payments. This fee is recognised as commissions paid.

SPS (Agent) collects parking tariffs from motorists on behalf of the Municipality. SPS pays over the tariffs collected to the Municipality, minus the service charge levied. The municipality recognises 100% of the tariff as revenue from exchange transactions and the service charges incurred to SPS is recognized as an expense. This service provider was only utilised in the prior year (2021-2022).

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>45. Operational Cost (continued)</b>		
Syntell (Agent) sells and collects money from the sale of prepaid electricity on behalf of the Municipality. Syntell pays over the monies collected to the Municipality, minus the collection fee levied, determined at a rate specific in the Service Level Agreement. The municipality recognises 100% of the money's collected as revenue from exchange transactions and the collection fee paid to Syntell (which includes costs incurred on debit or credit card electricity sales and cash handling fees incurred), is recognized as an expense.		
TMT (Agent) manages the collection of traffic fines (both legacy fines issue before 1 July 2017 and fines issued after this date), on behalf of the Municipality. TMT pays over the monies collected to the Municipality. The municipality recognises 100% of the money's collected as revenue from non - exchange transactions and the fee incurred to TMT is recognized as an expense.		
These arrangements are subject to standard terms and conditions upon termination.		
None of the municipalities assets are under the custodianship of the agents.		
<b>46. Operating leases</b>		
Furniture and Office Equipment	2 033 762	2 930 829
Investment Properties	6 068 633	10 368 396
Machinery and Equipment	1 190 102	1 691 309
<b>Total</b>	<b>9 292 497</b>	<b>14 990 534</b>
<b>47. Contribution to Provision</b>		
Landfill site	(69 693 846)	6 287 548
<b>48. Contribution to allowance for doubtful debt</b>		
Contribution to exchange transactions	31 475 278	33 515 674
Contribution to non-exchange transactions	39 246 803	18 195 690
	<b>70 722 081</b>	<b>51 711 364</b>
<b>49. Inventories losses/write-down</b>		
Inventory	389 307	115 859

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>50. Net cash from/(used) operating activities</b>		
Surplus after capital transfers and contributions	253 243 188	108 669 963
<b>Adjustments for:</b>		
Depreciation and amortisation	231 678 995	218 693 121
Bad debts written off	91 945 701	84 984 896
Impairment Losses	1 572 668	2 722 872
(Gains) / Losses on disposal of assets	639 332	3 063 675
Finance Cost	12 039 982	9 904 813
Increase / (Decrease) in provisions	(77 151 099)	9 130 963
Increase / (Decrease) employee benefit	(14 203 146)	6 771 716
Increase / (Decrease) operating Lease - Straight Lining	(1 423 508)	(1 621 452)
Other non-cash movements	(83 074)	(57 003)
Debtors Impairment	70 722 081	51 711 364
Fair value adjustment	1 176 080	-
Inventory losses	539 307	460 859
Other changes, movements in PPE	-	(12 195 979)
Other non cash movements in Assets	(2 258 793)	17 309 097
Rehabilitation provision capitalised	7 457 254	(2 843 415)
<b>Movement in working capital</b>		
(Increase) / Decrease in receivables from non-exchange transactions	(125 672 731)	(108 373 237)
(Increase) / Decrease in inventory	12 519 058	23 824 253
(Increase) / Decrease in receivables from exchange transactions	(86 170 424)	(54 817 116)
(Increase) / Decrease in other receivables from exchange	(14 486 871)	3 048 496
(Increase) / Decrease in Long-term receivables	945 820	1 160 041
Increase / (Decrease) in unspent grants	4 097 031	14 192 697
Increase / (Decrease) in VAT receivable	6 637 239	858 308
Increase / (Decrease) in consumer deposits	1 533 992	1 147 001
Increase / (Decrease) in payable from non-exchange	56 363 059	(27 101 241)
<b>Net cash flows from operating activities</b>	<b>431 661 141</b>	<b>350 644 692</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>51. Financial instruments disclosure</b>		
<b>Categories of financial instruments</b>		
<b>2023</b>		
<b>Financial assets</b>		
	At amortised cost	Total
Cash and cash equivalents	248 533 953	248 533 953
Receivables from exchange	217 629 743	217 629 743
Other receivables from exchange	6 431 810	6 431 810
Receivables from non-exchange	10 460 788	10 460 788
Short term investments	331 767 247	331 767 247
Long term receivables	4 598 731	4 598 731
	<b>819 422 272</b>	<b>819 422 272</b>
<b>Financial liabilities</b>		
	At amortised cost	Total
Consumer deposits	23 688 825	23 688 825
Borrowings	501 949 960	501 949 960
Payables from exchange transactions	294 053 688	294 053 688
	<b>819 692 473</b>	<b>819 692 473</b>
<b>2022</b>		
<b>Financial assets</b>		
	At amortised cost	Total
Cash and cash equivalents	137 877 710	137 877 710
Receivables from exchange	169 893 585	169 893 585
Other receivables from exchange	5 852 606	5 852 606
Receivables from non-exchange	18 645 756	18 645 756
Short term investments	305 522 446	305 522 446
Long term receivables	6 720 631	6 720 631
	<b>644 512 734</b>	<b>644 512 734</b>
<b>Financial liabilities</b>		
	At amortised cost	Total
Consumer deposits	22 154 833	22 154 833
Borrowings	478 736 492	478 736 492
Payables from exchange transactions	236 931 678	236 931 678
	<b>737 823 003</b>	<b>737 823 003</b>
<p>We draw to your attention, the payables from exchange transactions in the comparative year contains an error. This was due to the salary control and group life control accounts being erroneously included. The effects of this error is represented as follows:</p>		
<b>Payables from exchange transactions</b>		
Amount previously reported		- 241 129 880
Salary and group life correction		- (4 198 202)
		<b>- 236 931 678</b>



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023  
R

2022  
R

### 52. Risk management

#### Liquidity risk

Ultimate responsibility for liquidity risk management rests with the Council, which has built an appropriate liquidity risk management framework for the management of the municipality's short, medium and long-term funding and liquidity management requirements. The municipality manages liquidity risk by maintaining adequate reserves, banking facilities and reserve borrowing facilities, by continuously monitoring forecast and actual cash flows and matching the maturity profiles of financial assets and liabilities.

The table below analyses the municipality's financial liabilities into relevant maturity groupings based on the remaining period at the statement of financial position to the contractual maturity date. The amount disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

At 30 June 2023	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
Consumer deposits	23 688 825	-	-	-
Borrowings	104 080 467	104 080 467	278 469 805	244 345 506
Payables from exchange transactions	294 053 688	-	-	-
At 30 June 2022	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
Consumer deposits	22 160 472	-	-	-
Borrowings	92 860 606	92 860 606	259 571 387	266 345 634
Payables from exchange transactions	236 931 678	-	-	-

**We draw to the users attention the following prior period error which refers to the maturity analysis disclosed in this note. The amount previously disclosed did not include the undiscounted interest as disclosed below.**

Borrowings: Less than 1 year - Undiscounted interest previously excluded	-	40 958 345
Borrowings: Between 1 and 2 years - Undiscounted interest previously excluded	-	42 002 718
Borrowings: Between 2 and 5 years - Undiscounted interest previously excluded	-	93 979 516
Borrowings: More than 5 years - Undiscounted interest previously excluded	-	55 961 702
	<b>-</b>	<b>232 902 281</b>

#### Risk from biological assets

The municipality is exposed to financial risks arising from changes in wood prices. The municipality does not anticipate that wood prices will decline significantly in the foreseeable future. The municipality has not entered into derivative contracts to manage the risk of a decline in wood prices. The municipality reviews its outlook for wood prices regularly in considering the need for active financial risk management.

#### Interest rate risk management

Interest Rate Risk is defined as the risk that the fair value or future cash flows associated with a financial instrument will fluctuate in amount as a result of market interest changes.

Potential concentrations of interest rate risk consist mainly of variable rate deposit investments, long-term receivables, consumer debtors, other debtors, bank and cash balances.

The municipality limits its counterparty exposures from its money market investment operations by only dealing with well established financial institutions of high credit standing. No investment with a tenure exceeding twelve months shall be made without consultation with the councillor responsible for financial matters.

In the case of receivables whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

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2023	2022
R	R

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### 52. Risk management (continued)

Long-term receivables and other debtors are individually evaluated annually at the reporting date for impairment or discounting. A report on the various categories of receivables are drafted to substantiate such evaluation and subsequent impairment / discounting, where applicable.

The municipality is not exposed to interest rate risk as the municipality borrows funds at fixed interest rates.

The municipality's exposures to interest rates on Financial Assets and Financial Liabilities are detailed in the Credit Risk Management section of this note.

#### Interest Rate Sensitivity Analysis

The municipality had no variable rate long-term financial instruments at year-end requiring an Interest Rate Sensitivity Analysis.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 52. Risk management (continued)

#### Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the municipality. The municipality has a sound credit control and debt collection policy and obtains sufficient collateral, where appropriate, as a means of mitigating the risk of financial loss from defaults. The municipality uses other publicly available financial information and its own trading records to assess its major customers. The municipality's exposure of its counterparties are monitored regularly.

Potential concentrations of credit rate risk consist mainly of long-term receivables, consumer debtors, other debtors, bank and cash balances.

The municipality limits its counterparty exposures from its investment operations (financial assets that are neither past due nor impaired) by only dealing with well-established financial institutions of high credit standing. The credit exposure to any single counterparty is managed by setting transaction / exposure limits, which are included in the municipality's Investment Policy. These limits are reviewed annually by the Chief Financial Officer and authorised by the Council.

Receivables from exchange transactions comprise of a large number of ratepayers, dispersed across different industries and geographical areas within the jurisdiction of the municipality. Ongoing credit evaluations are performed on the financial condition of these receivables. Receivables from exchange transactions are presented net of the allowance for impairment.

Receivables from non-exchange transactions comprise of a large number of ratepayers, dispersed across different industries and geographical areas within the jurisdiction of the municipality. Ongoing credit evaluations are performed on the financial condition of these receivables. Receivables from non - exchange transactions are presented net of the allowance for impairment.

The municipality establishes an allowance for impairment that represents its estimate of anticipated losses in respect of receivables. Receivables are provided for based on estimated irrecoverable amounts, determined by reference to a non payment rate.

In the case of debtors whose accounts become in arrears, it is endeavoured to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and, as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy.

Long-term Receivables and Other Debtors are individually evaluated annually at reporting date for impairment or discounting. A report on the various categories of debtors is drafted to substantiate such evaluation and subsequent impairment / discounting, where applicable.

Payment to accounts of consumer debtors who are unable to pay, are renegotiated as an ongoing customer relationship in response to an adverse change in the circumstances of the customer.

The municipality does not have any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics. The municipality defines counterparties as having similar characteristics if they are related entities. The credit risk on liquid funds is limited because the counterparties are banks with high credit-ratings.

There is no collateral held for security in respect of consumer debtors.

The maximum credit and interest risk exposure in respect of the relevant financial instruments is as follows:	2023	2022
Cash and cash equivalents	248 529 665	137 877 710
Short term investments	331 767 247	305 522 446
Receivables from exchange transactions	217 629 743	169 893 585
Other receivables from exchange transactions	6 431 810	5 852 606
Receivables from non-exchange transactions	10 460 788	18 645 756
Long term receivable	4 598 731	6 720 631

#### Foreign currency risk management

The municipality's activities do not expose it to the financial risks of foreign currency and therefore has no formal policy to hedge volatilities in the interest rate market.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>52. Risk management (continued)</b>		
Other price risks		
The municipality is not exposed to equity price risks arising from equity investments as the municipality does not trade these investments.		
<b>53. Commitments</b>		
<b>Authorised capital expenditure</b>		
<b>Already contracted for but not provided for</b>		
• Property, plant and equipment - Infrastructure assets	236 525 122	176 428 333
• Property, plant and equipment - other assets	67 895 389	18 169 063
	<b>304 420 511</b>	<b>194 597 396</b>
<b>Total capital commitments</b>		
Already contracted for but not provided for	304 420 511	194 597 396
<b>Total commitments</b>		
<b>Total commitments</b>		
Authorised capital expenditure	304 420 511	194 597 396

This committed expenditure relates to property, plant and equipment and will be financed by available bank facilities, retained surpluses, existing cash resources, funds internally generated.

The amounts as disclosed are VAT inclusive.

The comparative year contains an error in relation to the prior year audited financial statements. The effects of this is represented as follows:

### Commitments

Amount previously reported - Property, plant and equipment - Infrastructure assets	-	174 098 225
Amount previously reported - other assets	-	17 449 135
Correction of error - Property, plant and equipment - Infrastructure assets	-	2 330 108
Correction of error - other assets	-	719 928
	-	<b>194 597 396</b>

### 54. Related party disclosures

#### Loans granted to related parties

In terms of the MFMA, the municipality may not grant loans to its councillors, management, staff and public with effect from 01 July 2004. Loans, together with conditions thereof granted prior to this date are disclosed in note 15 in the annual financial statements.

#### Remuneration of management

Compensation of key management and personnel is set out in notes 35 and 36 respectively in the annual financial statements.

All Councillors and Employees have disclosed their interest in related parties and no one has the ability to control or exercise significant influence over Council in making financial and operating decisions.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

				2023	2022
				R	R
<b>55. Awards to close family members - SCM Regulation 45</b>					
<b>Awards to close family members of persons in the service of Stellenbosch Municipality</b>					
Supplier name	Employee name	Relationship	Department	2023	2022
**Kemanzi (Pty) Ltd - B/SM 71/22 (Rates)	JN Du Toit	Spouse	Department of Local Government	626 501	-
** - FQ 22/23				169 740	-
#Conlog (Pty) Ltd - B/SM 03/23	N Moodley	Spouse	Department of Health	-	-
*Eugene Mark Hartley Redhills Electronics - FQ 18/23	L Hartley	Spouse	Education Department	200 000	-
Zutari (Pty) Ltd - B/SM 93/23	HC Alschlager	Spouse	Special Investigations Unit	1 498 896	-
	MR Marques	Spouse	Department of internal affairs	-	-
	K Nadasen	Spouse	National Department of Public Works	-	-
	TJ Ndala	Spouse	School Principle	-	-
- BSM 98/21				-	6 316 500
- B/SM 118/21				-	2 016 515
- B/SM 121/21				-	867 329
- B/SM 115/21				-	3 819 344
*Ikapa Reticulation - B/SM 10/23	Cindy Schuyler Davids	Child	Education Department	20 472 196	-
- B/SM 54/21				-	-
- B/SM 52/21				-	-
# Ganwa Consulting & Development B/SM 101/21	NW Ngomane	Spouse	Transnet	-	-
Stellemploy B/SM 117/21	Viginia Jumat	Child	Stellenbosch Municipality	-	380 926
# Webber & Wentzel B/SM 54/22 (Rates)	Jennifer Abraham	Parent	Department of Education	-	-
	Clive Truter	Parent	Department of Education	-	-
	Anlerie Marelese	Parent	West Coast Education District	-	-
	Truter			-	-
	Esther Watson	Parent	Department of public service	-	-
	Johannes Cornelius	Parent	Beaufort West Municipality	-	-
	Louw Smit			-	-
	Busisiwe Thembekile Mahlangu	Parent	Department Of Education	-	-
	Nicoas Dias	Spouse	City of Cape Town	-	-
	Khomotso Nonyane	Spouse	Petro SA	-	-
	Irma Brink	Mother	Department Of Education - Free State	-	-
	Alison Smith	Parent	South African Airways	-	-
	Sizi Qolohle	Parent	National Treasury	-	-

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

				2023 R	2022 R
<b>55. Awards to close family members - SCM Regulation 45 (continued)</b>					
	Hein Prinsloo	Parent	Development Bank of Southern Africa	-	-
	Jolande Botha	Parent	Department of Education	-	-
	Paul van den Brink	Spouse	Wesgro	-	-
	Barbara Watson	Parent	Independent Non-executive Director of the PIC	-	-
	Mark Rutherford-Jones	Spouse	Nedbank South Africa	-	-
	Pieter Coetzee	Parent	Tshwane metro Police Department	-	-
	Sizi Solohle	Parent	National Treasury	-	-
**Ian Dickie and Company (Pty) Ltd - FQ 17/23	Deon Samuels	Spouse	SA Police Service	44 040	-
- FQ 32/22				-	30 171
Nedbank B/SM 81/23	Venisha Subramoney	Spouse	Department of Education	104 882 421	-
*Rhode Security & Fire CC T/A Rhotech FQ 59/23	Re Matthee	Spouse	Correctional Services	200 000	-
*Cape Petroleum FQ 95/23	Lydia B. Mdyogolo	Spouse	Educator: Ntwasahlobo	151 510	-
# Kemp & Associates B/SM 54/22 (Rates)	Mervin Williams	Spouse	Stellenbosch Municipality	-	-
# Van Der Spuy (Wp) Inc BSM 54/22 (Rates)	Mariaan Van Zyl	Spouse	Head Mistress Paarl Girls High School	-	-
**Van Zyl Kruger Inc B/SM 54/22	Peter Marais	Parent	Member Of Parliament	48 832	-
# Etienne Walter Vermaak B/SM 54/22 (Rates)	JMC Vermaak	Spouse	Phamacist @ Department of Health	-	-
# Herold Gie Attorneys B/SM 54/22 (rates)	K Meyer	Parent	Senior Clerk @ City of Cape Town	-	-
Empa structures B/SM 05/23	Gaylon Petersen	Wife	Driver City of Cape Town	414 102	-
Adapt IT Holding Limited D/SM 13/23	Dudley	Spouse	Sanral	335 942	-
	Muziwanadoda				
	Siyothozoza Mbmabo				
*Resource Innovation Africa D/SM 14/23	Kaveesh Ramdoe	Spouse	Ethekweni Municipality	1 187 049	-
*Red Ant Security D/SM 17/23	Noxolo Lesiela	Spouse	Mogale City Local Municipality	1 670 153	-
Steven Happie B/SM 116/21	Franciska Happie	Spouse	City of Cape Town	-	106 095
Wilstan book supplies FQ 22/22	Valencia Beukes	Spouse	City of Cape Town	-	121 665
	Williams				
Ducharme Assets FQ 128/22	Lamahlabi Mbekeni	Spouse	Dept of Rural Development	-	164 450
JVZ Construction B/SM 124/21	RE Matthee	Spouse	Correctional services	-	2 369 349
				<b>131 901 382</b>	<b>16 192 344</b>

Awards to close family members actual award amount is disclosed in the note above. In the event that an award amount is not present, an estimate will be made for that award. These are demarcated with an \*. In the event that an estimate is not possible, actual expenditure will be disclosed. These are demarcated with a \*\*. In the event that none of these options are probable these awards will be demarcated with a #.

The comparative information in this note has been restated due to awards included erroneously in the disclosure. The financial effect of this error is denoted below:

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>55. Awards to close family members - SCM Regulation 45 (continued)</b>		
<b>Nature of error</b>		
Amount previously reported	-	60 704 134
Awards erroneously included	-	(44 511 790)
		<b>16 192 344</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>56. Unauthorised, irregular, fruitless and wasteful expenditure</b>		
<b>56.1 Unauthorised expenditure</b>		
The municipality incurred no unauthorised expenditure in both the current and previous financial year.		
<b>56.2 Irregular expenditure</b>		
Opening balance as previously reported	26 402 075	99 389 541
Add: Irregular expenditure - current	30 992 707	42 119 538
Add: Irregular expenditure – prior period	7 434 902	2 974 982
Less: Amounts written-off – current	(34 700 110)	(118 081 987)
<b>Closing balance</b>	<b>30 129 574</b>	<b>26 402 074</b>
Incidents/cases identified in the current year include those listed below:		
Irregular expenditure was identified as it breached the procurement process in terms of the Supply Chain Management Policy	12 751 493	3 505 672
The Auditor-General, in its findings during the 2019/2020 financial year, identified that the Municipality awarded that does not comply with Preferential Procurement Regulations 2017.	25 676 116	41 588 848
The Auditor-General, in its findings during the 2017/2018 financial year, identified that the Municipality did not include a specific condition that local production and content is applicable when inviting bidders to tender (advertisement). Furthermore the Municipality also did not include the local production and content in the bid documents (MBD 6.2) and the suppliers declared accordingly. The Auditor-General concluded that the tender award does not comply with Preferential Procurement Regulations 2017.		
<b>Total</b>	<b>38 427 609</b>	<b>45 094 520</b>
<b>56.3 Fruitless and wasteful expenditure</b>		
Opening balance previously reported	-	-
Due to an investigation performed externally, the outcome concluded that the expenditure was not fruitless and wasteful. The effect of this prior period error is displayed below:		
<b>Nature of error</b>		
Amount previously reported	-	4 266 953
Correction of error	-	(4 266 953)
	-	-



# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>57. Additional disclosure in terms of Municipal Finance Management Act</b>		
<b>Contributions to SALGA</b>		
Opening balance	7 205	-
Current year subscription / fee	6 316 571	6 052 817
Early settlement discount	(315 829)	(301 881)
Amount paid - current year	(6 000 742)	(5 743 731)
Amount paid - previous years	(7 205)	-
	<b>-</b>	<b>7 205</b>
<b>Audit fees</b>		
Opening balance	16 509	98 101
Current year audit fee	9 323 542	6 225 849
Amount paid - current year	(9 323 542)	(6 307 441)
Amount paid - previous years	(16 509)	-
	<b>-</b>	<b>16 509</b>
<b>PAYE, UIF and SDL</b>		
Current year subscription / fee	92 036 184	89 222 633
Amount paid - current year	(92 036 184)	(89 222 633)
	<b>-</b>	<b>-</b>
<b>Pension and Medical Aid Deductions</b>		
Current year subscription / fee	129 984 910	124 436 807
Amount paid - current year	(129 984 910)	(124 436 807)
	<b>-</b>	<b>-</b>
<b>VAT</b>		
VAT receivable	656 182 536	809 391 586
VAT payable	(644 051 025)	(790 745 186)
	<b>12 131 511</b>	<b>18 646 400</b>

All VAT returns have been submitted by the due date throughout the year.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 57. Additional disclosure in terms of Municipal Finance Management Act (continued)

#### Councillors' arrear consumer accounts

There were no councillor arrear accounts more than 90 days as at 30 June 2023.

#### Distribution Losses

In terms of section 125(2)(d)(i) of the Municipal Finance Management Act, the municipality experienced the following distribution losses for the year under review.

#### Electrical distribution losses (KW)

System Input	344 236 600	393 194 417
Sales	(329 632 095)	(355 429 150)
	<b>14 604 505</b>	<b>37 765 267</b>

Electricity losses are calculated as 4.24% (2022: 9.6%). Electricity losses are within the industry norm.

#### Water distribution losses (KL)

System Input	10 827 196	10 660 846
Sales	(7 858 877)	(8 669 713)
	<b>2 968 319</b>	<b>1 991 133</b>

Water losses are calculated as 27.42% (2022: 18.7%). Water losses are within the industry norm.

### 58. Retirement benefit information

The municipality makes provision for post-retirement benefits to eligible Councillors and employees who belong to different pension schemes. These funds are governed by the Pension Funds Act and include both defined benefit and defined contribution schemes.

The only obligation of the municipality with respect to the retirement benefit plans is to make the specified contributions. Where councillors / employees leave the plans prior to full vesting of the contributions, the contributions payable by the municipality are reduced by the amount of forfeited contributions.

These schemes are subject to a tri-annual, bi-annual or annual actuarial valuation as set out hereunder.

#### SALA Pension fund

The SALA Pension Fund operates both as a defined benefit and defined contribution scheme.

The statutory valuation performed as at 1 July 2021 stated that the net assets of the fund amounted to R12 238 000 (30 June 2018: R14 299 000), with funding levels of 85.5% (30 June 2018: 96%). The actuary recommended that employers continue to contribute at the current rate of 19.18% of pensionable salary.

The actuaries are satisfied with the investment strategy of the fund.

The nature of the assets is, in their opinion, suitable for the nature of the liabilities of the Fund as defined in the rules of the fund. The matching of assets with the liabilities of the Fund is adequate; and the insurance arrangements are appropriate compared to the cover provided can be regarded as financially sound at the valuation date.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 58. Retirement benefit information (continued)

#### LA retirement Fund (Previously Cape Joint Pension Fund)

The LA RETIREMENT FUND operates both as a defined benefit and defined contribution scheme.

##### Defined benefit scheme

The contribution rate of the defined benefit scheme is 27%; 9% by the members and 18% by their councils. The actuarial valuation report at 30 June 2022 disclosed an actuarial valuation amounting to R1 391 841 000 (30 June 2021: R1 486 110 000), with a net accumulated surplus of R144 158 000 (2021: R69 420 000), with a funding level of 111,6% (2021: 104.9%).

##### Defined contribution scheme

The actuarial valuation report at 30 June 2021 indicated that the defined contribution scheme of the fund is in a sound financial position, with net assets amounting to R1 976 184 (2021: R2 082 488 000) and with a funding level of 100% (2021: 100%).

#### Cape Joint Retirement Fund (CRF)

The most recent statutory valuation performed as at 30 June 2022 revealed that the assets of the fund amounted to R36 502 914 (2021:R34 148 000 000), with funding levels of 131,6% and 100,4% (2021:133% and 100.5%) for the Pensions Account and the Share Account respectively. The contribution rate paid by the members 9% and the municipalities 18% is sufficient to fund the benefits accruing from the fund in the future. The actuary certified that the structure of the assets is appropriate relative to the nature of the liabilities, given normal circumstances and that the Fund is in a sound financial condition as at the valuation date.

#### Municipal Councillors Pension Fund

The Municipal Councillors Pension Fund operates as a defined contribution scheme. The statutory valuation performed as at 30 June 2018 stated that the net assets of the fund amounted to R1 798 030 000 (30 June 2017: R1 480 549 000), with funding levels of 103.26% (30 June 2017: 101.31%). The contribution rate paid by the members (13,75 %) and council (15 %) is sufficient to fund the benefits accruing from the fund in the future. The Actuary certified that the Fund was in a sound financial condition as at 30 June 2018, in that the assets of the fund were sufficient to cover the accrued service liabilities including the recommended Contingency Reserves in full.

#### The Municipal Workers Retirement Fund (Previously South African Municipal Workers Union National Provident Fund)

The Municipal Workers Retirement Fund is a defined contribution scheme. Members contribute at a rate of not less than 7.5% of salaries, as required by the Rules. The employers contribute at a total rate of not less than 18%. From 1 July 2017, members and employers that fall under other bargaining councils or forums are not bound by the above minimum contribution rates. The statutory valuation performed as at 30 June 2021 stated that the assets of the fund amounted to R 10 866 257 0000 (30 June 2020: R9 021 008 000), with funding levels of 100% (30 June 2020: 100%). As a percentage of members' Fund Credits, the investment smoothing reserve has increased to 6.5% over the valuation period.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 58. Retirement benefit information (continued)

#### National Fund for Municipal Workers

The fund operates as a defined contribution fund and in terms of the rules of the fund category A and category C members contribute at a rate as agreed upon by the Local Authority and the member, subject to an absolute minimum contribution of 2% and 5% of their remuneration respectively. Category C-Members, appointed after 1 July 2012, who are not part of the Schedule shall make monthly contributions to the Fund equal to 7.5% of their pensionable salary.

The most recent statutory valuation performed as at 30 June 2019 stated that the net assets of the fund amounted to R17 107 067 000 (30 June 2018: R15 393 671 000), with funding levels of 100.40% (30 June 2018: 100.46%). The actuary certified that the assets of the fund are sufficient to cover 100.40% of the members' liabilities, also that it can be expected that the funding level of a fund of this nature will fluctuate around 100%, for example due to timing differences in investment and receipt of monies, slight mismatching of assets and liabilities and processing errors.

The Local Authority must contribute in respect of category A and category C members such an amount as agreed between the Local Authority and the fund, subject to a minimum contribution rate of 2% and 5% of their remuneration respectively. Category B members are members who belong to both category A and C and the Local Authority must, on behalf of such members, not contribute less than 7% of their remuneration. The contribution rates stipulated above include the amount payable towards the insured risk benefits policy.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
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### 59. Going concern

We draw attention to the fact that at 30 June 2023, the municipality had an accumulated surplus of R 5 623 651 021.

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

### 60. Deviations from SCM regulations - SCM Regulation 36

In terms of section 36 of the municipality SCM regulations, any deviations from SCM policy needs to be approved by the accounting officer and noted by Council. The awards listed below have been approved by the accounting officer and noted by Council.

All deviations considered by the accounting officer are processed in terms of the SCM regulations and the municipality's SCM policy. This process entails being assessed by the SCM Bid Adjudication Committee in terms of the stipulated criteria for emergency procurements and circumstances where it is impractical or not possible to follow the official procedure.

#### Deviation from, and ratification of minor breaches of, the procurement processes

In terms of section 36(2) of the Supply Chain Management Policy approved by Council it is stipulated that bids where the formal procurement processes could not be followed, must be noted in the annual financial statements.

SCM paragraph  
reference

36 (1)(a) i	Dispense with the official procurement processes in an emergency	6 298 623	3 563 056
36 (1)(a) ii	Dispense with official procurement processes if such goods or services are produced or available from a single source or sole provider.	335 943	9 139 368
36 (1)(a) v	Dispense with official procurement processes in any other exceptional case where it is impractical or impossible to follow the official procurement processes.	26 804 533	30 902 451

#### Total deviations

**33 439 099**      **43 604 875**

The deviations rand value disclosed is representative of the award value. In the event of a rates based award, an estimate is utilised based on certain projected provisions. In the event that an award value is not present, nor an estimate due to certain conditions, the actual expenditure incurred will be disclosed.

A prior period disclosure error has been corrected in the comparative disclosed figures. The error was caused by certain awards that were erroneously included. The effects of the disclosure can be seen below:

#### Deviations prior period disclosure error:

Amount previously disclosed	-	59 279 072
Adjustment for 36(1)(a)(i)	-	(12 892 802)
Adjustment for 36(1)(a)(ii)	-	366 883
Adjustment for 36(1)(a)(v)	-	(3 148 278)
	-	<b>43 604 875</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

2023	2022
R	R

### 61. Budget information

The budget has been prepared on the accrual basis of accounting in accordance with the prescripts of the Municipal budget regulations as well as MFMA budget circulars. In accordance with the Municipal budget regulations, the classification basis the municipality presents its budget is per economic as well as per functional classification (per Vote (Department) and GFS classification). It should be noted that minor budget differences between the basis the budget is prepared (accrual basis and prescripts of NT guidance) and actual financial results (accrual basis in accordance with GRAP) exists, mainly related to technical GRAP adjustments required. These differences are not material and as the basis of preparation is the same (accrual basis) no restatements have been made to the financial information compared to the budgeted amounts, but where found to be material is explained below:

#### Explanation of variances between approved and final budget amounts

The materiality framework of the municipality informs the determining base ranges. The framework outlines all principles and guiding practices to allow management to enforce a consistent application of the framework's guidelines. With regard to reporting, the understandability and transparency to users of the financial statements was a determining factor when deciding on the base %.

**BD1** - Service Charges - Revenue from Service Charges: Electricity: Industrial was R34mil less than anticipated due to loadshedding being implemented

**BD2** - Other Revenue - Development Charges revenue is R25mil more than budgeted. Development Charges to the amount of R20.9 million were received from December 2022 until June 2023

**BD3** - Employee related cost -Included in the Actual of Employee related Cost is a R30.6mil actuarial gain on post employment medical benefit which was not budgeted for. This therefore reduces the total Employee related cost expenditure by R30.6mil overall

**BD4** - Debt Impairment - The variance is due to the actual Contribution to impairment loss on receivables for non-exchange and exchange transactions being more than anticipated

**BD5** Depreciation - The variance is due to the addition of legacy assets and the unbundled historical work-in-progress assets

**BD6** - Contracted services - Savings were identified on Contractors to the value of R27.7mil.

**BD7** - Other expenditure- The material variance is due to the negative R69.7mil contributions from provisions

**BD8** - Cash - Loan repayments were only effected in the new financial year.

**BD9** - Property, plant and equipment - Legacy assets movements were effected in the current year.

**BD10** - Trade and other payables - An increase in payables was due to an increase in eskom bulk electricity and loan repayments which were not effected in the current financial year.

**BD11** - Provisions - A decrease in material costs and change in interest rate caused the variance to grow larger.

**BD12**- Borrowings - An additional loan was taken up in the current financial year

**BD13**- Reserves - An increase in the surplus for the current financial year has contribution to this variance.

**CF1** - . The municipality overcollected in the current year

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

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2023	2022
R	R

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### 61. Budget information (continued)

**CF2** - The municipality under collected this period.

**CF3** - The difference stems from amounts in relation to rollover funding that was receipted and budgeted for in the prior year.

**CF4** - The municipality had a underspending on employee related cost, bulk purchases and paid less suppliers than anticipated

**CF5** - The municipality had an underspending on its capital expenditure budget.

**CF6** - The municipality required less funding than anticipated from borrowings

**CF7** - Over estimation during forecasting of other revenue.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities</b>		
SHAHIEDA JACOBSS/ STELLENBOSCH MUNICIPALITY	200 000	200 000
Shahieda Jacobs instituted legal proceedings against Stellenbosch Municipality and a municipal official for alleged sexual harassment and unfair discrimination in the Labour Court. The Municipality filed its Statement of Response to the Plaintiff's Statement of Claim. .		
RICMAL GREEN (PTY) LTD & ANOTHER / THE UNLAWFUL OCCUPIERS & OTHERS	200 000	200 000
Ricmal Green (Pty) Ltd applied for an interdict that the National Minister of Agriculture, Deputy Minister of Agriculture and the National Government be interdicted and restrained from placing any third parties in occupation of the Property or in any way encouraging, promoting, supporting and or allowing any persons to come onto the farm to occupy the Property. That the persons attempting to occupy the Property be interdicted and restrained from entering onto or remaining on the Property and erecting or attempting to erect any form of structure, be it temporary, permanent or semi-permanent of nature on the Property. Ricmal Green (Pty) Ltd also applied for an urgent eviction application in terms of rule 6(12) against all unlawful occupiers of the Property listed in Annexure A to be ordered to vacate the Property and should they fail/refuse that the Sheriff be ordered to evict them from the Property. Stellenbosch Municipality is sited as Seventh Respondent to the matter. No relief is sought against the Municipality unless the Municipality oppose the application. The Municipality was joined as the Property is situated within its jurisdiction and its statutory and/or constitutional obligations as regards the occupiers. The Municipality is supporting the application of the Applicants and filed an explanatory affidavit		
ANGELA ADELINE MOGOLEGENG / STELLENBOSCH MUNICIPALITY	100 000	100 000
Angela Adeline Mogolegeng applied for Default Judgment against Stellenbosch Municipality for alleged unfair labour practice in relation to failure to promote and/or demotion and alleged that she is being unfairly discriminated against		
SPS / STELLENBOSCH MUNICIPALITY	100 000	100 000
MZ Loghdey t/a Street Parking Solutions submitted a tender, which was awarded to him. The tender was implemented on or about 1 April 2019. A dispute arose between the parties around various issues in terms of the tender. Clause 27.1 of the GCC provides that if any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation. Clause 27.2 provides further if, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party. Clause 27.3 provides that should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law. Notwithstanding the above clause 27.4 provides that notwithstanding any reference to mediation and/or court proceedings herein the parties shall continue to perform their respective obligations under the contract unless they otherwise agree and the purchaser shall pay the supplier any monies due for goods delivered and/or services rendered according to the prescripts of the contract. Both SPS and the Municipality alleged that certain conditions of the tender/contract was breached and that mediation is required to solve the dispute. A mediator was appointed and a date for the mediation need to be set to argue the matter.		



# Stellenbosch Municipality

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## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
<b>VAN DER WESTHUIZEN, K / STELLENBOSCH MUNICIPALITY</b>	50 000	50 000
Kyla van der Westhuizen issued summons against the Municipality for damages to her vehicle, VW Polo Cross 2015 model for allegedly colliding with a pothole. The Municipality defended the matter and filed its plea in the matter. Discovery affidavit was served and filed and a court date needs to be obtained to argue the matter.		
<b>MHLENZE, N R / STELLENBOSCH MUNICIPALITY</b>	325 469	325 469
Nomzi Renee Mlenze is applying to the Labour Court for condonation of the non-compliance with the time periods envisaged by the Labour Court in terms of the applicable Rules. Mlenze is employed at Stellenbosch Municipality as Senior Clerk: Accounts in the Finance Department.		
<b>SIPHO DYIDI / STELLENBOSCH MUNICIPALITY</b>	-	200 000
Sipho Dyidi is employed as Superintendent: Collections in the Department: Infrastructure Services who instituted legal proceedings against Stellenbosch Municipality in the Labour Court for overtime work in the amount of 111 hours, but the Municipality allegedly did not logged or captured his overtime.		
<b>OCTOFIN COMMERCIAL (PTY) LTD / TURN AROUND</b>	200 000	200 000
Octofin Commercial (Pty) Ltd instituted legal action against Turn Around Investments 22 (Pty) Ltd and Stellenbosch Municipality and applied for an order reviewing and setting aside the decision of the Municipality taken on 9 June 2020 to grant a permanent departure of the building line applicable to Turn Around Investment property, i.e Erf 15713 Stellenbosch. .		
<b>STELLENBOSCH MUNICIPALITY / GREEN SPOT RECYCLING (PTY) LTD, THEIR DIRECTORS/ANY ILLEGAL OCCUPIERS AND ILLEGAL USERS OF THE LA MOTTE DEPOT</b>	200 000	200 000
Green Spot Recycling (Pty) Ltd occupied a section of the La Motte Depot and have been operating a recycling company without any formal agreement with Stellenbosch Municipality.		
<b>STELLENBOSCH MUNICIPALITY / DUWAIN KLEYNHANS AND ADRIAN KLEYNHANS AND ALL THOSE WHO ARE OCCUPYING THE HOUSE UNDER OR THROUGH THEM</b>	100 000	100 000
Mr Phillips Kleynhans was allowed as caretaker by the Toy and Miniature Museum to occupy the flat at 118 Dorp Street, Stellenbosch. Mr Phillip Kleynhans passed away on or about 30 November 2016 and his right to occupy the flat in terms of his employment agreement terminated. Duwaine Kleynhans and Adrian Kleynhans are still occupying the flat and was given notice that any right of occupation of the flat at 118 Dorp Street, Stellenbosch which flows from the right of occupation of Mr Phillip Kleynhans employment contract with the Toy and Miniature Museum was terminated and that they should vacate the flat by 31 March 2020		
<b>FRANSCHHOEK CLAIMANT'S TRUST / EXECUTIVE MAYOR: STELLENBOSCH MUNICIPALITY &amp; OTHERS</b>	300 000	200 000
The Franschhoek Claimant's Trust instituted review proceedings in terms of section 6 and 8 of PAJA reviewing and setting aside the Executive Mayor's decision, in her capacity as the appeal authority, to revoke the development and related approvals, granted by the Stellenbosch Municipal Planning Tribunal to the Franschhoek Claimant's Trust ("FC Trust") in respect of Erf 1692 Franschhoek ("the Property").		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
WASTEWANT WASTE MANAGEMENT (PTY) LTD / STELLENBOSCH MUNICIPALITY AND RESOURCE INNOVATIONS AFRICA (PTY) LTD	-	200 000
Wastewant Waste Management (Pty) Ltd ("Wastewant") instituted review proceedings against the decision of Stellenbosch Municipality ("the Municipality"), wherein the Municipality set aside the decision by the Bid Adjudication Committee ("BAC") to award Tender B/SM12/21 to Wastewant. Reviewing the decision of the Municipality dated 23 February 2021, wherein the Municipality awarded tender B/SM12/21 to Resource Innovations Africa (Pty) Ltd. Reviewing and declaring invalid the Appeal Authority's decision in terms of Section 62(3) of the Systems Act, to revoke the decision of the BAC, as same detracted from the rights, which accrued to Wastewant.		
STELLENBOSCH MUNICIPALITY/ILLEGAL OCCUPIERS OF THE OPEN SPACE CLOSE TO THE R44	100 000	100 000
Illegal structures were erected on the open space next to Rietenbos Primary School, Cloetesville ("the Property") close to R44. The Municipality is in the process of instituting eviction proceedings against the illegal occupiers.		
STELLENBOSCH MUNICIPALITY / SURITA LAYMAN & OTHERS	200 000	200 000
Erf 7802 Stellenbosch was incorrectly transferred to Surita Layman. Stellenbosch Municipality is applying for a rectification transfer directing that the transfer of the immovable property situated at Erf 7802 Stellenbosch to Surita Layman be set aside and an order directing the Municipality to transfer the Property to both Surita Layman and Margaret Louisa Layman		
MICHAEL SACHAR /STELLENBOSCH MUNICIPALITY	129 030	129 030
Mr Michael Sachar alleged that his Land Rover Discovery 4 3.0 TD/SD V6 Se motor vehicle on 6 August 2020 collided with a large pot hole at or near Main Road (R45 near BP Garage) Franschoek..		
STELLENBOSCH MUNICIPALITY / THE CHILDREN MR BESS AND LLEGAL OCCUPIERS	100 000	100 000
Eviction application against the children of Mr Johnny Bess, who was employed by Stellenbosch Municipality and retired from the employ of the Municipality on or about 31 July 2006. Mr Bess passed on and his children continued to occupy the house. There are various complaints from community members that the children who are currently occupying the house are involved in alleged drug dealing and anti-social behaviour. The house is vandalised and not maintained. The surrounding homeowners handed in a petition demanding that the children be evicted from the house due to an increase in illegal activities from the house, which is making living with them unbearable.		
STELLENBOSCH MUNICIPALITY / ILLEGAL OCCUPIERS OF ERF 290 RAITHBY ALSO KNOWN AS PORTION C(TRANSPORT ZONE II – PUBLIC ROAD)	100 000	100 000
Erf 150 Raithby was subdivided in terms of section 25 of the Land Use Planning Ordinance, 15 of 1985 ("LUPO") into three portions namely, Portion A, Portion B, Portion C and Remainder Portion. Portion C will be utilized for road purposes. Erf 150 Raithby was divided into Erf 288 Raithby, Erf 289 Raithby, Remainder Erf 150 Raithby and Erf 290 Raithby the zoning which is Transport Zone II for a public road. The Municipality is in the process of instituting eviction and demolition proceedings against the illegal occupiers.		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
STELLENBOSCH MUNICIPALITY/ THATO RUBUSHA	300 000	300 000
Review application instituted by Stellenbosch Municipality setting aside the Arbitration Award made under WCP121702 under the South African Local Government Bargaining Council to pay her compensation for additional work done.		
FORMER EMPLOYEES / SOUTH AFRICAN LOCAL GOVERNMENT BARGAINING COUNCIL & OTHERS	200 000	200 000
This matter involves an application on behalf of the Municipality to be joined as co-applicant together with eThekweni Municipality in an application for the review and setting aside of the Amended Municipal Property Rates Regulations promulgated on 12 March 2010. The Municipality has been joined successfully as co-applicant.		
This matter involves an application on behalf of the Municipality to be joined as co-applicant together with eThekweni Municipality in an application for the review and setting aside of the Amended Municipal Property Rates Regulations promulgated on 12 March 2010. The Municipality has been joined successfully as co-applicant.		
THAPELO MBASA SMITH AND OTHERS / STELLENBOSCH MUNICIPALITY	200 000	200 000
Thapelo Mbas Smith & Others applied for an interim interdict against Stellenbosch Municipality & Others pending the determination of the final relief sought in Part B of the Notice of Motion. The Municipality did not oppose the interim interdict but opposed the Review application instituted by Thapelo Mbas Smith & Others against the Municipality declaring inter alia the Municipality's decision, taken on 13 November 2020, to acquire, or accept the donation of, the Property from the Trust, to be unlawful and invalid. The Municipality subsequently filed its answering affidavit in the matter.		
LABOUR COURT REVIEW -MATUSA OBO REVONAH ANTHONY ("ANTHONY") / STELLENBOSCH MUNICIPALITY- STE10/0318	150 000	150 000
MATUSA obo Revona Anthony obtained an arbitration award against Stellenbosch Municipality in terms of which she was reinstated and certified the arbitration award in terms of section 143(3) of the LRA. They instructed the sheriff to attached the movable properties of the Municipality to be sold in execution. The Municipality instituted review proceedings against the arbitration award and stay the execution of the arbitration award.		
WS SMIT N.O & OTHERS / STELLENBOSCH MUNICIPALITY	-	200 000
Community members illegally occupied Portion 5 of Farm 183 Stellenbosch also known as Watergang. An eviction application was subsequently instituted and Acting Judge Martin granted an eviction order against the illegal occupiers. The illegal occupiers filled an appeal against the eviction order granted by Acting judge Martin which appeal is still pending. The appeal, or any proceedings before the Supreme Court or Higher Court should leave to appeal be granted and any other actions flowing from the Interdict need to be oppose.		
STELLENBOSCH MUNICIPALITY / ISAYA NKUKUMANA	-	200 000
Opinion and Review application against decision of the Chairperson in the disciplinary hearing of Isaya Nkunkumana to have the ruling on the sanction issued against Isaya Nkunkumana reviewed and set aside. Review application with condonation application was finalised and served on the respective parties.		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
SURREY HOLMES (PTY) LTD/ STELLENBOSCH MUNICIPALITY	200 000	600 000
Surrey Holmes instituted a review application against Stellenbosch Municipality for its alleged failure to make a decision in terms of section 6(2) (g) of the Promotion of Administrative Justice Act 3 of 2000 (PAJA) and directing the Municipality to perform its duties and exercise its powers by; accepting and considering the amended ceiling height of the Attic Room. The review application was opposed by the Municipality. The Municipality is in the process to provide the Rule 53 records.		
STELLENBOSCH MUNICIPALITY / LEELYN MANAGEMENT CC	200 000	200 000
Opinion and institution of Monetary claim against Leelyn Management CC for alleged parking revenue collected on behalf of the Municipality which was not paid over by Leelyn Management CC to the Municipality.		
JVZ CONSTRUCTION (PTY) LTD / STELLENBOSCH MUNICIPALITY	-	700 000
JVZ Construction instituted review proceedings against Stellenbosch Municipality's decision to cancel Bid No B/SM50/20: The Construction of Skilpadvlei Reservoir and Associated Work ("the Reservoir tender") and Bid B/SM51/20: The Construction of Skilpadvlei Bulk Water Supply and Associated Works ("the Water Supply Tender"). Directing the Municipality to adjudicate and award the Reservoir tender and the Water Supply tender and to pay JVZ's cost of the matter.		
STELLENBOSCH MUNICIPALITY / OSCAN INVESTMENTS ENTERPRICE (PTY) LTD	485 200	485 200
Property owner of Erf 1727 Stellenbosch erected a fence which encroach on municipal public open space. The Municipality needs to apply for a demolition order if the owner refuse/fail to remove the illegal wooden fence. Notice was served on the property owner to address the issues highlighted in the letter of refusal of the building plan and to resubmit the building plan together with the requested information and documents required alternatively to have the illegal fence removed. Should the property owner not comply with the notice served, the Municipality will proceed with the demolition application of the illegal fence.		
STELLENBOSCH MUNICIPALITY / FRANCOIS JANSEN	-	50 000
Application for eviction of unlawful occupants from municipal property.		
STELLENBOSCH MUNICIPALITY / TANIA WASMUTH AND OTHERS	50 000	50 000
Application for eviction of unlawful occupants from municipal property.		
STELLENBOSCH MUNICIPALITY / COBUS VISAGIE	50 000	50 000
Approximately R684 000.00 owed by Cobus Visagie for a tender to harvest wood.		
SECURITEM (PTY) LTD/STELLENBOSCH MUNICIPALITY	200 000	200 000
Securitem instituted legal action against the Municipality to pay VAT on top of their tender price. The Municipality is of the view that VAT was included in the tender price submitted by SECURITEM and opposed the application.		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
FUSION PROPERTIES 233 CC / THE MUNICIPALITY OF STELLENBOSCH	33 465 000	33 465 000
<p>This matter involves a summons issued against the Municipality for alleged damages pursuant to the sale of certain immovable property belonging to the Municipality. The amount claimed is R32 115 000.00 together with interest calculated at the rate of 9% per annum from 28 July 2015. The Municipality is defending the action. Pleadings have closed, however, the action is currently stayed. The Plaintiff, having been unsuccessful in its appeals against the High Court's judgment to furnish security, must now furnish security prior to proceeding with the action. The Plaintiff's attorneys of record have, however, withdrawn and the Plaintiff has not taken any steps to advance the matter since February 2021..</p>		
INDEPENDENT SCHOOLS ASSOCIATION OF SOUTHERN AFRICA / ETHEKWINI MUNICIPALITY / STELLENBOSCH MUNICIPALITY & OTHERS	-	250 000
<p>This matter involves an application on behalf of the Municipality to be joined as co-applicant together with eThekweni Municipality in an application for the review and setting aside of the Amended Municipal Property Rates Regulations promulgated on 12 March 2010. The Municipality has been joined successfully as co-applicant.</p>		
STELLENBOSCH MUNICIPALITY / KLAPMUTS MEDIATION	250 000	250 000
<p>Municipality under obligation to provide emergency housing to evictees of various eviction orders in Klappmuts. Klappmuts community has threatened violence against evictees and destruction of property should the municipality proceed to utilise Klappmuts housing facilities for evictees rather than for members of the Klappmuts community. Independent expert mediator appointed to facilitate mediation which is currently pending. Mediator had meetings with the community and a committee was elected to discuss the matter and proposals made. The chairperson of the Committee was not available for a period to attend meetings and new proposed dates were arranged by the mediator for such meetings. The community still refuse the Municipality to implement emergency housing.</p>		
STELLENBOSCH MUNICIPALITY/ NE PROPERTIES (PTY) LTD	200 000	200 000
<p>Application to declare the dissolution of NE Industries void in terms of section 83(4) of the Companies Act and to direct the Companies and Intellectual Property Commission of South Africa to restore NE Industries' name to the register of companies. NE Industries was deregistered and its name was removed from the register of companies on 16 July 2010 due to its failure to file its annual returns. NE Industries is the single largest debtor on the Municipality's debtor's book. The Municipality wants to collect the outstanding amount due to it but established that NE Industries was deregistered as a result of its failure to file its annual returns and its name was removed from the register of companies.</p>		
STELLENBOSCH MUNICIPALITY / IMATU ON BEHALF OF EMPLOYEES	-	200 000
<p>Review application instituted against the arbitrator's award by Commissioner Der Vlieger-Seynhaeve including application for condonation and to oppose the application for contempt of court proceedings instituted by IMATU obo Deidre Jeffthas</p>		
STELLENBOSCH MUN / MOFFAT & OTHERS	100 000	100 000
<p>Kyla van der Westhuizen issued summons against the Municipality for damages to her vehicle, VW Polo Cross 2015 model for allegedly colliding with a pothole. The Municipality defended the matter and filed its plea in the matter. Discovery affidavit was served and filed and a court date needs to be obtained to argue the matter.</p>		

# Stellenbosch Municipality

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## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
STELLENBOSCH MUNICIPALITY / CHOISY –LE-ROI OWNERS (PTY) LTD	200 000	200 000
<p>Review application instituted by the owner of Erf 13500 Technopark, Stellenbosch against the appeal judgment of the Executive Mayor. The Municipality served and filed notice of opposition against the application. Rule 53 record was subsequently filed at court.</p> <p>Choisy-le-Roi supplemented their application and the Municipality served and filed its answering affidavit. A court date needs to be obtained to argue the matter.</p>		
STELLENBOSCH MUNICIPALITY / FORMER EMPLOYEE	200 000	200 000
<p>Review Application instituted in the Labour Court against the disciplinary sanction of the chairperson in the disciplinary hearing of Leon Lourens.</p> <p>Leon Lourens was found guilty on three charges, which involves dishonesty but was not dismissed by the chairperson.</p> <p>The Municipality has served and filed its founding affidavit to have the ruling of the chairperson set aside and replace for a dismissal. The Municipality is in the process of transcribing the recordings of the hearing whereafter Leon Lourens will provide its answering affidavit in the matter.</p>		
DEON GARDEN & CONSTRUCTION CC / STELLENBOSCH MUNICIPALITY	200 000	200 000
<p>Monetary claim in the amount of R4 374 192.67 including interest at a rate of 7.75% per annum for alleged damages suffered by Deon Garden &amp; Construction CC. The Municipality defended the claim instituted and is in the process of finalising its plea in the matter..</p>		
STELLENBOSCH MUNICIPALITY / EX-EMPLOYEES WHO OCCUPY THE DEVON VALLEY HOUSING STOCK	200 000	200 000
<p>Eviction of ex-employees who occupy the Devon Valley Housing Stock of the Municipality which can only be utilised by employees working in Engineering Directorate</p>		
LJ TURNKEY INVESTMENTS (PTY) LTD / STELLENBOSCH MUNICIPALITY	1 552 000	1 552 000
<p>LJ Turnkey Investments (Pty) Ltd ("LJ Turnkey") issued summons against Stellenbosch Municipality for alleged damages suffered by LJ Turnkey as a result of the Municipality allegedly refusing to consider its application submitted for a determination of zoning as contemplated in section 15(2)(m) of the Land Use Planning By-law.</p>		
STELLENBOSCH MUNICIPALITY / LJ TURNKEY INVESTMENTS (PTY) LTD	250 000	250 000
<p>The owner of Portion 9 of Farm 100 Stellenbosch ("the Property") applied for a declaratory order that the Property is being utilised for residential purposes and thus effectively allows them to utilise the Property for student accommodation. The Municipality opposed the declaratory order and filed its answering affidavit.</p> <p>The Municipality has instituted a counter-application in the form of, amongst others, interdict proceedings against the owner's illegal utilisation of the property for student and/or any other rental accommodation. The Municipality has also instituted a chamber book application to compel the owner, LJ Turnkey Investments (Pty) Ltd, to serve and file its answering affidavit in the counter-application. LJ Turnkey Investments (Pty) Ltd has now served its replying affidavit in the main application as well as it answering affidavit in the counter (interdict) application. LJ Turnkey Investments (Pty) Ltd also filed a Notice of Intention to Amend and an application to have certain parts or paragraphs of the Municipality's affidavits struck out. The Municipality has filed its replying affidavit in the counter-application and the matter has been set down for hearing on 17 October 2022. This matter does not involve any amounts claimed.</p>		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
STELLENBOSCH MUNICIPALITY / JW ANGUS PROPERTIES (PTY) LTD AND JUNO CORP	250 000	250 000
Interdict application instituted against JW Angus Properties (Pty) Ltd, the owner of erven 144 Klapmuts and 149 Klapmuts, who is operating or allowing Juno Corp to utilise Erf 144 Klapmuts and 149 Klapmuts for industrial related activities such as operating a Wash Bay for trucks on Erf 149 Klapmuts and utilising Erf 144 Klapmuts for parking of trucks, storage of trucks in contravention of the approved zoning of the Property and to operate a business that uses trucks to collect and transport waste..		
STELLENBOSCH MUNICIPALITY / GAYNOR SKIPPERS AND ALL OTHER ILLEGAL OCCUPIERS	100 000	100 000
Eviction of Gaynor Skippers and all other illegal occupiers who illegally occupy the road reserve, Torrey Street, Jamestown		
FORMER EMPLOYEE / STELLENBOSCH MUNICIPALITY	200 000	200 000
Application instituted by Elizabeth Rhoda against Stellenbosch Municipality to have her reinstated retrospectively with accumulated benefits and salary or adjustments and that the Municipality pay compensation to her in the amount of 12 months' salary including the cost of suit as well as a condonation application for the late submission of her application. The application was opposed by the Municipality and the Municipality is in the process to serve and file its Statement of Defence.		
DB PROPERTY DEVELOPMENT COMPANY (PTY) LTD / EXECUTIVE MAYOR: STELLENBOSCH MUNICIPALITY & OTHERS	500 000	-
On 2 June 2020 the Director: Planning and Economic Development approved, subject to certain conditions, DB Property Development Company (Pty) Ltd ("DB Property") land use application for the rezoning, consent use, departure and temporary departure in relation to Portion 43 of Farm No 65 Stellenbosch Division ("the Property"). On 22 June 2020 DB Property submitted an appeal to the Executive Mayor against the two conditions. On 24 May 2021 the Executive Mayor, acting in her capacity as the Appeal Authority, issued her appeal decision dismissing DB Property's appeal against these two conditions. DB Property instituted review proceedings and applied setting aside two conditions of the 2020 Approval in terms of section 6 and 8 of the Promotion of Administrative Justice Act, 3 of 2000..		
CHRISTO HENRY BOLTNEY / STELLENBOSCH MUNICIPALITY	100 000	-
Christo Henry Boltney ("Boltney") sued the Municipality for injuries obtained due to falling into an open manhole, which had no manhole cover. The insurer defended the matter on the Municipality's behalf and appointed attorneys whereafter a notice of intension to defend the matter was filed on 29 March 2018. According to Boltney, the attorneys appointed delivered a notice of withdrawal on 5 July 2018 and on 4 June 2019 served a notice of bar to be served on the Municipality by the sheriff. Despite a notice of bar being served, the Municipality failed to deliver its plea. The applicant applied for default judgment. Attorneys was appointed to defend the application for default judgment. The parties agree to allow the Municipality to file its plea in the matter, which the Municipality subsequently filed. The Plaintiff filed its Rule 37 Questionnaire in this matter.		

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
STELLENBOSCH MUNICIPALITY // CABZUS (PTY) LTD	200 000	-
<p>Cabzus (Pty) Ltd instituted review proceedings against the Municipality reviewing and setting aside the decision taken on 13 April 2022 requiring Cabzus to pay an alternative building plan fee in the amount of R652 801.41 and or the refusal as communicated to Cabzus on 24 June 2022 to reconsider the imposition of the alternative building plan fee and ordering the Municipality to repay the amount of R652 801.41 including interest thereon.</p> <p>The Municipality opposed the application and filed its notice of opposition. The Rule 53 record was also filed.</p> <p>We await Cabzus supplementary affidavit in this matter.</p>		
STELLENBOSCH MUNICIPALITY/ FRANSCHHOEK JEUGSENTRUM TRUST	100 000	-
<p>Legal opinion requested from attorneys to establish whether the trustees including Mr Van der Westhuizen were entitled to amend the trust deed and clause 12 thereof without a resolution from Stellenbosch Municipal Council and if not what legal steps can be taken against them.</p> <p>Opinion obtained to apply to Court for a declaratory order.</p>		
MUNICIPAL LANDFILL SITE	-	-
<p>The municipality has a present obligation to rehabilitate the landfill site which stems from licensing agreements 16/2/7/G203/D16/Z1/P331) issued in terms of the Environmental Conservation Act, 1989 (Act 73 of 1989), E13/2/10/7-B4/37-WL0077/11 issued in terms of the National Environmental Management: Waste Act, 2008 (Act no. 59 of 2008) (NEMWA) and license number 19/2/5/1/B4/46/WL0118/14 issued in terms of NEMWA. The obligation is immediately enforceable upon closure of the landfill site. As part of these licensing obligations, the municipality is responsible for post-closure obligations namely, ground water monitoring, decommissioning, monitoring committee and gas monitoring. The duration of the time for the cost to be incurred is contingent on the decision making of the regional director as stipulated in the licence conditions. At 30 June 2023, a decision has not been made by the regional director on the post-closure obligations for the municipality as per the licence agreements, as a result thereof, a reliable estimate of the costs to be incurred cannot be reliably estimated due to the uncertainty of the key events contained within the licencing conditions. .</p>		
STELLENBOSCH MUNICIPALITY/ ELIZABETH RHODA	200 000	-
<p>Unfair discrimination referred by Elizabeth Rhoda to the CCMA under case number WECT4519-18 on or during 13 March 2018 under section 10(2) of the Employment Equity Act. Rhoda submitted that the discrimination was ongoing since 2015 and that no condonation was required. She did not apply for condonation and the commissioner found against her. Rhoda took the matter on review and the Labour Court found in her favour. Rhoda applied for a date to set her unfair discrimination dispute under case number WECT4519-18 down for hearing and to have the directive of 12 August 2021 reviewed and set aside.</p> <p>The matter was argued before the CCMA and pursuant thereto set down for conciliation. The dispute remains unresolved and a certificate was issued by the CCMA that the dispute remains unresolved and that same should be referred to the Labour Court.</p>		



# Stellenbosch Municipality

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## Notes to the Annual Financial Statements

	2023 R	2022 R
<b>62. Contingent liabilities (continued)</b>		
STELLENBOSCH MUNICIPALITY/ HANNIEL TRUST (TENDER)	200 000	-
<p>Hanniel Trust instituted review proceedings against Stellenbosch Municipality refusing the Trust's application in terms of section 15(2) of the Planning By-law for the removal of conditions 1.B and 3B in Title Deed T.57549/2006, and (ii) a Consent Use on Erf 275 Klapmuts for Transport Purposes (goods).</p> <p>The Municipality opposed the application and filed the Rule 53 record. Hanniel Trust provided an undertaking not to utilise the property in contravention of the zoning until such time as the review application is finalised. We await the supplementary affidavit of the Hanniel Trust.</p>		
	<b>42 906 699</b>	<b>43 906 699</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

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R	R

### 63. Segment information

#### General information

#### Identification of segments

The municipality is organised and reports to management on the basis of four major functional areas. These four functional segments are governance and administration, community and public safety, economic and environmental services as well as trading services. The segments were organised around the type of service delivered and the target market.

Information reported about these segments is used by management as a basis for evaluating the segments' performances and for making decisions about the allocation of resources. The disclosure of information about these segments is also considered appropriate for external reporting purposes.

Reportable segments are identified based on activities performed of the municipality that generates economic benefits or service potential including internal services that contribute to achieving the municipality's objectives without necessarily generating net cash inflows.

Management has only identified segment information for which data is reported on and reviewed during the decision making process of the municipality. Aspects relating to GRAP 18 paragraph 21 (a) - (j) which does not form part of the review process of the management reports will not form part of the segment information.

Segmental reporting was based and identified on the MFMA S71 monthly budget statements/reports that are reviewed by senior management and council to make strategic decisions and in monitoring segment performance. The disclosure of information about segments in these reports are organised around the type of service delivered, in a standardised format namely the C2 schedule. This is considered appropriate for external reporting purposes to achieve the objectives of GRAP 18.

#### Types of goods and/or services by segment

These reportable segments as well as the goods and/or services for each segment are set out below:

Reportable segment	Goods and/or services
Community and public safety	Primary services providing community safety, crime prevention and law enforcement.
Governance and administration	Primary services in relation to financial management, financial and governance decision making.
Economic and environmental services	Urban and developmental planning in accordance with therelevant laws and regulations. Environmental planning and protection for long term sustainability.
Trading services	Primary basic service provision including water, electricity, sanitation and refuse.

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

	2023		2022	
	R		R	
<b>63. Segment information (continued)</b>				
<b>2023</b>				
	Community and public safety	Economic and environmental services	Trading services	Governance and administration
				Total
<b>Segment revenue</b>				
External revenue from non-exchange transactions	15 532 596	230 422 659	134 199 757	525 398 218
External revenue from exchange transactions	21 222 599	35 635 441	1 179 934 324	16 527 378
Interest revenue	-	-	-	42 250 158
<b>Total</b>	<b>36 755 195</b>	<b>266 058 100</b>	<b>1 314 134 081</b>	<b>584 175 754</b>
<b>Segment expenses</b>				
Total segment expenses	(248 106 928)	(228 455 112)	(921 496 199)	(256 646 701)
Depreciation and amortisation	(21 771 487)	(59 374 301)	(134 445 581)	(16 087 633)
Interest expense	-	-	(58 752 378)	(1 176 080)
Contribution to/from provisions	-	-	69 693 846	-
Debt impairment	(3 256 570)	(40 520 185)	(23 735 813)	(3 209 512)
Inventory losses/write downs	(25 000)	-	-	(364 308)
Cost of housing sold	(150 000)	-	-	-
<b>Total</b>	<b>(273 309 985)</b>	<b>(328 349 598)</b>	<b>(1 068 736 125)</b>	<b>(277 484 234)</b>
<b>Surplus for the year</b>	<b>(236 554 790)</b>	<b>(62 291 498)</b>	<b>245 397 956</b>	<b>306 691 520</b>
<b>Other information</b>				
Total capital expenditure	15 395 152	73 678 259	199 782 628	31 111 831

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

					2023 R	2022 R
<b>63. Segment information (continued)</b>						
<b>2022</b>						
	Community and public safety	Economic and environmental services	Trading services	Governnance and admin	Other	Total
<b>Segment revenue</b>						
External revenue from non-exchange transactions	34 623 159	200 437 102	116 927 729	478 588 023	-	830 576 013
External revenue from exchange transactions	14 528 847	43 932 378	1 115 952 619	20 197 673	102 555	1 194 714 072
Interest revenue	-	-	15 296	18 755 045	-	18 770 341
<b>Total</b>	<b>49 152 006</b>	<b>244 369 480</b>	<b>1 232 895 644</b>	<b>517 540 741</b>	<b>102 555</b>	<b>2 044 060 426</b>
<b>Segment expenses</b>						
Total segment expenses	(218 440 294)	(262 650 164)	(868 736 705)	(264 309 765)	-	(1 614 136 928)
Depreciation and amortisation	(20 317 177)	(48 137 739)	(121 729 729)	(28 508 474)	-	(218 693 119)
Interest expense	-	-	(44 415 523)	83 159	-	(44 332 364)
Contribution to/from provisions	-	-	(6 287 548)	-	-	(6 287 548)
Debt impairment	-	(15 626 017)	(30 448 104)	(5 637 244)	-	(51 711 365)
Inventory losses/write downs	5 000	-	-	110 859	-	115 859
Cost of housing sold	(345 000)	-	-	-	-	(345 000)
<b>Total</b>	<b>(239 097 471)</b>	<b>(326 413 920)</b>	<b>(1 071 617 609)</b>	<b>(298 261 465)</b>	<b>-</b>	<b>(1 935 390 465)</b>
<b>Surplus for the year</b>	<b>(189 945 465)</b>	<b>(82 044 440)</b>	<b>161 278 035</b>	<b>219 279 276</b>	<b>102 555</b>	<b>108 669 961</b>
<b>Other information</b>						
Total capital expenditure	45 072 208	93 897 819	172 584 668	23 934 055	-	335 488 750

### Measurement of segment surplus or deficit, assets and liabilities

### Basis of accounting for transactions between reportable segments

The accounting policies of the segments are the same as those described in the summary of significant accounting policies..

### Information about geographical areas

All the municipality's operations are located in the Republic of South Africa in the Cape Winelands area. Information to report on different geographical areas is not available would be expensive and impractical to develop.:

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 64. Prior period error and reclassification

The following restatements and adjustments occurred which are set out below:

#### 64.1 Adjustments of Statement of financial position items

##### 2023

	Note	As previously reported	Correction of error	Re-classification	Restated
<b>Assets</b>					
<b>Current assets</b>					
Cash and cash equivalents	3	137 877 710	-	-	137 877 710
Short term investments	5	305 522 446	-	-	305 522 446
Receivables from exchange transactions	6	169 893 585	-	-	169 893 585
Receivables from non-exchange transactions	8	67 176 042	-	-	67 176 042
Inventories	7	29 030 067	-	-	29 030 067
Other receivables from exchange transactions	4	23 237 334	-	-	23 237 334
VAT Control		18 651 433	-	-	18 651 433
		<b>751 388 617</b>	<b>-</b>	<b>-</b>	<b>751 388 617</b>
<b>Non-current assets</b>					
Investment property	10	411 892 012	15 848 043	-	427 740 055
Property, plant and equipment	11	5 562 988 212	11 154 389	-	5 574 142 601
Intangible assets	12	7 067 124	-	-	7 067 124
Biological assets	13	5 142 777	-	-	5 142 777
Heritage assets	14	1 036 828	-	-	1 036 828
Long-term receivables	15	6 720 631	-	-	6 720 631
		<b>5 994 847 584</b>	<b>27 002 432</b>	<b>-</b>	<b>6 021 850 016</b>
<b>Total assets</b>		<b>6 746 236 201</b>	<b>27 002 432</b>	<b>-</b>	<b>6 773 238 633</b>
<b>Net assets and liabilities</b>					
<b>Current liabilities</b>					
Consumer deposits	16	22 154 833	-	-	22 154 833
Employee benefits	20	60 750 863	(1 164 517)	-	59 586 346
Lease liabilities	21	2 118 022	-	-	2 118 022
Borrowings	19	51 902 261	-	-	51 902 261
Trade and other payables	18	267 827 729	74 382	-	267 902 111
Payables from non-exchange transactions	17	31 403 223	(1 706 950)	-	29 696 273
		<b>436 156 931</b>	<b>(2 797 085)</b>	<b>-</b>	<b>433 359 846</b>
<b>Non-current liabilities</b>					
Employee benefits	19	204 100 717	-	-	204 100 717
Borrowings	18	426 834 231	-	-	426 834 231
Provisions	17	160 533 093	-	-	160 533 093
		<b>791 468 041</b>	<b>-</b>	<b>-</b>	<b>791 468 041</b>
<b>Total net assets</b>					
Reserves		162 490 627	-	-	162 490 627
Accumulated surplus		5 356 120 602	29 791 993	-	5 385 912 595
		<b>5 518 611 229</b>	<b>29 791 993</b>	<b>-</b>	<b>5 548 403 222</b>
<b>Total net assets and liabilities</b>		<b>6 746 236 201</b>	<b>26 994 908</b>	<b>-</b>	<b>6 773 231 109</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

### 64. Prior period error and reclassification (continued)

#### 64.2 Adjustments of Statement of financial performance items

2023

	Note	As previously reported	Correction of error	Re-classification	Restated
<b>Revenue</b>					
<b>Non-exchange revenue</b>					
Property rates	23	414 445 896	-	-	414 445 896
Transfers and subsidies	24	289 060 524	1 706 950	-	290 767 474
Fines, penalties and forfeits	25	122 933 462	-	-	122 932 562
Interest on receivables	26	2 430 082	-	-	2 430 082
		<b>828 869 964</b>	<b>1 706 950</b>	<b>-</b>	<b>830 576 014</b>
<b>Exchange revenue</b>					
Services charges - Electricity	27	756 431 257	-	-	756 431 257
Services charges - Water	27	146 829 883	-	-	146 829 883
Services charges - Waste water management	27	102 285 414	-	-	102 285 414
Services charges - Waste management	27	84 651 895	-	-	84 651 895
Rental	28	12 172 871	-	-	12 172 871
Interest on investments	29	18 770 341	-	-	18 770 341
Interest earned from receivables	26	10 428 555	-	-	10 428 555
Licences or permits	30	7 809 443	-	-	7 809 443
Agency services	31	3 019 961	-	-	3 019 961
Operational revenue	32	11 051 156	-	30 472 217	41 523 373
Sales of goods and rendering of services	33	60 032 736	-	(30 472 217)	29 561 419
		<b>1 213 483 512</b>	<b>-</b>	<b>-</b>	<b>1 213 484 412</b>
<b>Total revenue</b>		<b>2 042 353 476</b>	<b>1 706 950</b>	<b>-</b>	<b>2 044 060 426</b>
<b>Expenditure</b>					
Employee related cost	35	(550 719 139)	1 164 517	-	(549 554 622)
Remuneration of councillors	36	(19 815 248)	-	-	(19 815 248)
Depreciation and amortisation		(84 984 896)	-	-	(84 984 896)
Depreciation, amortisation and impairment	38	(211 023 051)	(7 677 589)	-	(218 700 640)
Impairment losses		(2 722 872)	-	-	(2 722 872)
Finance costs	40	(44 332 364)	-	-	(44 332 364)
Bulk Purchases	41	(559 177 188)	-	(252 202)	(559 429 390)
Inventory consumed	42	(44 872 633)	-	252 202	(44 620 431)
Contracted services	43	(208 232 448)	-	-	(208 232 448)
Transfers and subsidies	44	(13 363 879)	-	-	(13 363 879)
Operational Cost	45	(113 472 212)	-	-	(113 472 212)
Operating leases	46	(14 990 534)	-	-	(14 990 534)
Contribution to/from provision		(6 287 548)	-	-	(6 287 548)
Contribution to allowance for doubtful debt		(51 711 364)	-	-	(51 711 364)
Loss on disposal of assets	39	(76 275)	(2 987 400)	-	(3 063 675)
Inventory (write down)		(115 859)	-	-	(115 859)
<b>Total expenditure</b>		<b>(1 925 897 510)</b>	<b>(9 500 472)</b>	<b>-</b>	<b>(1 935 397 982)</b>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

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### 64. Prior period error and reclassification (continued)

#### 64.3 Correction of errors

The following prior period errors adjustments occurred:

##### Property, plant and equipment

Items of property, plant and equipment was identified as not present on the fixed asset register. Consequently these items were capitalised on the fixed asset register. Movable items were also not found during the annual stock take, these items consequently disposed of in the fixed asset register. There were also changes in residual values in the current year. The effect of these items are presented below:

##### Nature of error

Amount previously reported	- 5 562 988 212
Correction of error - Accumalated surplus	- 18 749 630
Correction of error - Payables from exchange	- 74 381
Correction of error - Depreciation reversal	- (7 670 070)
	<hr/>
	- 5 574 142 153
	<hr/>

##### Investment property

Investment property items were erroneously excluded from the fixed asset register.

##### Nature of error

Amount previously reported	- 411 892 012
Additions to the fixed asset register - Accumalated surplus	- 16 330 000
Disposals of property, plant and equipment	- (481 500)
Correction of error - Depreciation	- (448)
	<hr/>
	- 427 740 064
	<hr/>

##### Employee Benefits

An amount of R1 164 517 was incorrectly paid out an incorrect vote. This was subsequently corrected. The contra leg for this correction was the employee related cost.

##### Nature of error

Amount previously reported	- 60 750 863
Correction of error - Employee related costs	- (1 164 517)
	<hr/>
	- 59 586 346
	<hr/>

##### Payables from non-exchange transactions

Revenue recognised erroneously in relation of grants received.

##### Nature of error

Amount previously reported	- 31 403 223
Correction of error - Transfers and subsidies	- (1 706 950)
	<hr/>
	- 29 696 273
	<hr/>

# Stellenbosch Municipality

Annual Financial Statements for the year ended 30 June 2023

## Notes to the Annual Financial Statements

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### 64. Prior period error and reclassification (continued)

#### Loss of disposal of assets

This error relates to items of property, plant and equipment which was disposed of in prior years.

#### Nature of error

Amount previously reported	-	(76 275)
Correction of error - Assets disposed	-	(2 987 400)
		<hr/>
	-	<b>(3 063 675)</b>

### 64.4 Reclassification

#### Operational revenue/Sale of goods and rendering of services

The development charges was reclassified from sale of good and rendering of services to operational revenue. This reclassification comes as part of the change in the mSCOA chart.

#### Nature of reclassification

Sale of goods and rendering of services	-	30 472 217
Operational revenue	-	(30 472 217)
		<hr/>
	-	-

#### Inventory Consumed/Bulk purchases

An item previously utilised under inventory consumed has now formed part of the bulk purchases line item.

#### Nature of reclassification

Inventory consumed	-	(252 202)
Bulk purchases	-	252 202
		<hr/>
	-	-



## Notes to the Annual Financial Statements

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### 65. Additional disclosure in terms of the Broad-Based Black Economic Empowerment Act

Information on compliance with the Broad-Based Black Economic Empowerment Act (B-BBEE) is included in the Annual Report under the section titled Employment Equity.

### 66. Events after the reporting date

The subsequent approval of the upper limits in relation to remuneration of councillors provides evidence of a condition that existed at the reporting date, which is the unrecognised contingent liability as well as the councilors performing the services during the year. The above event constitutes an adjusting event after the reporting period in terms of paragraph 7 of GRAP 14 and will affect the payables from exchange transactions and the remuneration of councillors line items in the annual financial statements.



## **ANNEXURE B: ANNUAL PERFORMANCE REPORT 2022/23**



**STELLENBOSCH**

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

# **Annual Performance Report**

**2022/23**

**(01 July 2022 – 30 June 2023)**

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## **1. PURPOSE**

The Annual Performance Report 2022/23 is hereby submitted to the Stellenbosch Municipal Council in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA), Sections 46(1) and (2). The report covers the municipality's performance information from 01 July 2022 to 30 June 2023 and focuses on the implementation of the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) 2022/23, concerning the objectives as encapsulated in the municipality's Integrated Development Plan (IDP) for the year under review.

The format of the report will reflect the Stellenbosch Municipality's Key Performance Indicators (KPIs) per Strategic Focus Area (SFA).

This report will also endeavour to report to the Council on the municipality's performance in terms of the five (5) National Government's Key Performance Areas for local government, which are (1) Basic Service Delivery; (2) Local Economic Development; (3) Municipal Institutional Transformation and Development; (4) Municipal Financial Viability and Management; and (5) Good Governance and Public Participation.

## **2. LEGISLATIVE REQUIREMENTS**

This Annual Performance Report has been compiled in compliance with the requirements of Section 46(1) of the MSA, which stipulates that:

- (1) A municipality must prepare for each financial year a performance report reflecting—
  - (a) the performance of the municipality and each external service provider during that financial year;
  - (b) a comparison of the performance referred to in paragraph (a) with targets set for performance in the previous financial year; and
  - (c) measures taken to improve performance.

In addition, regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "a municipality's performance management system entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting, and improvement will be conducted, organised, and managed, including determining the roles of the different role players." Performance management is not only relevant to the organisation as a whole but is also applicable to the individuals employed in the organisation as well as the external service providers.

## **3. MUNICIPAL OVERVIEW**

Stellenbosch town is the second-oldest town in South Africa, dating back to 1679, when an island in the Eerste River was named Stellenbosch by the then Governor of the Cape, Simon van der Stel. The first farming activities in the area started that year. Today, the area has become primarily known for its extraordinary wines, fruit, world-renowned cultural landscapes, and exceptional scenic quality. The towns of Stellenbosch and Franschhoek are renowned for various architectural styles such as Dutch, Georgian, and Victorian, which reflect their rich heritage and traditions but also the divisions of the past.

The area houses excellent educational institutions, including the University of Stellenbosch, Boland College, sports and culinary institutions, and several prestigious schools. It has a strong business sector, ranging from major South African businesses and corporations to smaller enterprises and home industries. The tourism industry alone is responsible for the creation of about 18 000 jobs in the area. The area's numerous wine farms and cellars are very popular, and the area is the home of the very first wine route in South Africa.

The town boasts a variety of sports facilities. Coetzenburg, with its athletics and rugby stadiums, has hosted star performances over many generations, while the Danie Craven Stadium is the home of Maties Rugby, the largest rugby club in the world. The municipal area has several theatres, which include the University's HB Thom Theatre, Spier Amphitheatre, Dorpstraat Theatre, Aan de Brak Theatre, and Oude Libertas Amphitheatre, all well-known for their summer seasons of music, theatre, and dance.

Limited municipal resources require an increase in multi-sectoral partnerships to address the broad spectrum of needs in the community. The municipality cannot address the challenges of Stellenbosch on its own, not only because of limited resources but also because it does not control all the variables impacting the growth and development of the town. Welfare and community organisations play a leading role in helping to meet the needs of previously neglected communities. The business sector also plays a key role in shaping the economic development of the municipal area.

**Figure 3:1 Location of the Stellenbosch Municipality**



### 3.1 Vision

**“An Integrated Valley of Opportunity and Innovation”**

### 3.2 Socio-economic status

**Table 1: Total population**

Total population		
2020/21	2021/22	202/23
192 879*	196 036**	199 325***

\* DLG 2020 Socio-Economic Profile- Stellenbosch Municipality

\*\* Western Cape, Social – Economic Profile 2021

\*\*\*Western Cape, Social – Economic Profile 2022

**Table 2: Total number of households**

Households	2020/21	2021/22	2022/23
Number of households in the municipal area	52 374*	52 374*	52 374*
Number of registered indigent households in the municipal area	7 283	4 681	5 744

\*STATSSA, 2011

**Table 3: Access to Services**

Community Survey 2016	Stellenbosch	Cape Winelands District
<b>Formal main dwelling</b>	34 071	191 077
	65,1%	81,0%
<b>Water (piped inside dwelling / within 200m)</b>	51 581	232 605
	98,5%	98,6%
<b>Electricity (primary source of lighting)</b>	51 386	228 650
	98,1%	96,9%
<b>Sanitation (flush / chemical toilet)</b>	47 594	218 483
	90,9%	92,6%
<b>Refuse removal (at least weekly)</b>	37 207	192 974
	71,0%	81,8%

Source: Western Cape, Socio-Economic Profile 2018

## 4. PERFORMANCE MANAGEMENT OVERVIEW

To improve planning, implementation, measurement, and reporting, the municipality implemented the following actions:

- Departmental operational plans were developed for monitoring and reporting operational programmes;
- An electronic performance management system is operational within the municipality. The same system forms the basis of the performance evaluations of the Directors and the Municipal Manager; and
- The municipality endeavoured during the development of the TL SDBIP as well as with the development of the Departmental SDBIP that the "SMART" principle be adhered to in the setting of indicators and targets. Emphasis was placed on ensuring that indicators and targets were specific and time-bound, thus making them measurable.

**Table 4: Performance Management System Checklist**

	Performance Management Policy	All MSA s57/56 Performance contracts signed	Audit Committee	Municipal Public Accounts Committee (MPAC)	Quarterly Performance Reporting to Council	Annual Performance Reporting to Council
In place?	√	√	√	√	√	√

### 4.1 Top Layer Service Delivery and Budget Implementation Plan

The organisational performance is evaluated using a Municipal Scorecard (the TL SDBIP) at the organisational level and through the Service Delivery and Budget Implementation Plan (SDBIP) at the directorate and departmental levels.

The SDBIP is a plan that converts the IDP and Budget into measurable indicators of how, where, and when the municipality's strategies, objectives, and normal business processes are implemented. It also allocates responsibilities to directorates to deliver the services in terms of the IDP and Budget.

The MFMA Circular No. 13 prescribes that:

- The IDP and budget must be aligned;
- The budget must address the strategic priorities;
- The SDBIP should indicate what the municipality is going to do during the next 12 months; and
- The SDBIP should form the basis for measuring performance against goals set during the budget / IDP processes.

The TL SDBIP 2022/23 was prepared as described in the paragraphs below and approved by the Executive Mayor on 22 June 2022.

The approved TL SDBIP 2022/23 was revised in February 2023. These revisions were made in line with the adjustment budget, internal audit findings, and (if any) recommendations made by the Auditor General of South Africa (AGSA).



The overall assessment of actual performance against targets set for the Key Performance Indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

**Table 5: Performance Assessment Criteria**

Colour	Category	Explanation
N/A	KPI Not Yet Measured	KPIs with no targets or actual results for the selected period
R	KPI Not Met	Actual vs. target less than 75%
O	KPI Almost Met	Actual vs. target between 75% and 100%
G	KPI Met	Actual vs. target 100% achieved
G2	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
B	KPI Extremely Well Met	Actual vs. target more than 150% achieved

The TL SDBIP (the Municipal Scorecard) consolidates service delivery targets set by Council / Senior Management and provides an overall picture of performance for the municipality as a whole, reflecting performance on its strategic priorities. The TL SDBIP is a detailed one-year plan, and the necessary components should include:

- Monthly projections of revenue to be collected for each source;
- Expected revenue to be collected, not billed;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators for each vote;
- Non-financial, measurable performance objectives in the form of targets and indicators; and
- A detailed capital project plan broken down by ward over three years.

#### 4.2 Departmental Service Delivery and Budget Implementation Plan

The Departmental Service Delivery and Budget Implementation Plan (the detailed SDBIP) captures each Directorate's performance. Unlike the TL SDBIP, which reflects on the strategic performance of the municipality, the Departmental SDBIP 2022/23 provides a comprehensive picture of the performance per directorate, department, and section. It was compiled by the directors and senior managers for their respective departments and sections and consists of objectives, indicators, and targets derived from the approved TL SDBIP 2022/23.

### 5. PLANNED TARGETS VS ACTUAL RESULTS FOR THE 2022/23 FINANCIAL YEAR

This section of the Annual Performance Report 2022/23 will report on the municipality's actual performance against the planned targets as derived from the municipality's IDP. Because the municipality has developed five (5) Strategic Focus Areas (SFAs), the performance reporting will follow these themes.

## 5.1 Municipal Performance per National Key Performance Indicator

### 5.1.1 Municipal Transformation and Institutional Development

**Table 6: NKPA- Municipal Transformation and Institutional Development**

INDICATOR	MUNICIPAL ACHIEVEMENT 2021/22	MUNICIPAL ACHIEVEMENT 2022/23
The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	3	3
The percentage of a municipality's budget actually spent on implementing its workplace skills plan	R 2 567 666 / R 598 305 199 x 100 = 0.43%	R 5 491 014 / R 611 731 735 = 0.89%

### 5.1.2 Basic Service Delivery

**Table 7: NKPA- Basic Service Delivery**

INDICATOR	MUNICIPAL ACHIEVEMENT 2021/22*	MUNICIPAL ACHIEVEMENT 2022/23*
The percentage of households earning less than R6,500 per month with access to free basic services (In the case of Stellenbosch Municipality- the percentage of registered Indigent households is being reported)	100%	100%
The percentage of households with access to basic level of water	100%	100%
The percentage of households with access to basic level of sanitation	100%	100%
The percentage of households with access to basic level of electricity	100%	100%
The percentage of households with access to basic level of solid waste removal	100%	100%

\*The percentage of households with access to a basic level of water, sanitation, electricity and solid waste services is based on formal households only. The information on informal households and backyard dwellings was not taken into account.

### 5.1.3 Local Economic Development

**Table 8: NKPA- Local Economic Development**

INDICATOR	MUNICIPAL ACHIEVEMENT 2021/22	MUNICIPAL ACHIEVEMENT 2022/23
The number of jobs created through the municipality's local economic development initiatives including capital projects	1 439	1 449

### 5.1.4 Municipal Financial Viability and Management

**Table 9: NKPA- Municipal Financial Viability and Management**

INDICATOR	MUNICIPAL ACHIEVEMENT 2021/22	MUNICIPAL ACHIEVEMENT 2022/23
Debt coverage ((Total operating revenue - operating grants received) / Debt service payments due within the year)	17.55%	33.22%
Service debtors to revenue (Total outstanding service debtors / Annual revenue received for services)	15.56%	30%
Cost coverage ((Available cash + investments) / Monthly fixed operating expenditure)	3	4.04

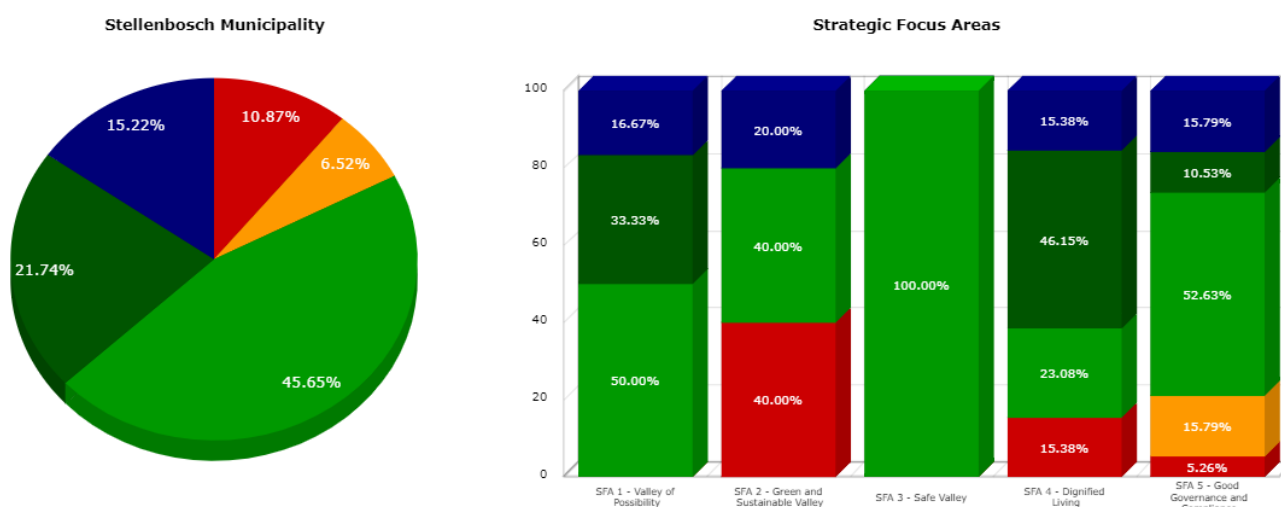
## 5.1.5 Good Governance and Public Participation

**Table 10: NKPA- Good Governance and Public Participation**

INDICATOR	MUNICIPAL ACHIEVEMENT 2021/22	MUNICIPAL ACHIEVEMENT 2022/23
The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	84.29%	84.79%

## 5.2 Overall Performance per Municipal Strategic Focus Area

The following graph and table illustrate the Municipality's overall performance per Municipal Strategic Focus Area (SFA).



Stellenbosch Municipality		Municipal Strategic Focus Areas (SFAs)				
		SFA 1 - Valley of Possibility	SFA 2 - Green and Sustainable Valley	SFA 3 - Safe Valley	SFA 4 - Dignified Living	SFA 5 - Good Governance and Compliance
KPI Not Yet Measured	-	-	-	-	-	-
KPI Not Met	5 (10.87%)	-	2 (40%)	-	2 (15.38%)	1 (5.26%)
KPI Almost Met	3 (6.52%)	-	-	-	-	3 (15.79%)
KPI Met	21 (45.65%)	3 (50%)	2 (40%)	3 (100%)	3 (23.08%)	10 (52.63%)
KPI Well Met	10 (21.74%)	2 (33.33%)	-	-	6 (46.15%)	2 (10.53%)
KPI Extremely Well Met	7 (15.22%)	1 (16.67%)	1 (20%)	-	2 (15.38%)	3 (15.79%)
<b>Total:</b>	<b>46</b>	<b>6</b>	<b>5</b>	<b>3</b>	<b>13</b>	<b>19</b>
	<b>100%</b>	<b>13.04%</b>	<b>10.87%</b>	<b>6.52%</b>	<b>28.26%</b>	<b>41.30%</b>

**Table and Graph 11: Overall performance per SFA- 01 July 2022 – 30 June 2023**

5.2.1 SFA 1 - Valley of Possibility

SFA 1 - VALLEY OF POSSIBILITY											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL6	KPI001	Submission of the Economic Development Strategy to the MayCo	Number of Economic Development Strategies submitted to the MayCo by 31 May	New KPI	1	1	1	1	G		
TL7	KPI003	The number of jobs created through the municipality's local economic development initiatives including capital projects (NKPI Proxy - MSA, Reg. S10(d))	Number of job opportunities created through the municipality's local economic development initiatives including capital projects by 30 June	1 439	1 400	1 400	1 400	1 449	G2	15 / 15 x 100 = 100%	
TL8	KPI004	Submission of Land-use applications to the Municipal Planning Tribunal (MPT) within 120 days from the conclusion of the administrative processing of the application	Percentage of Land-use applications submitted to the MPT within 120 days from the conclusion of the administrative processing of the application		66.66%	80%					
TL9	KPI005	Provide training opportunities to entrepreneurs and Small, Medium and Micro Enterprises (SMMEs)	Number of quarterly training opportunities provided to entrepreneurs and SMMEs	11	4	4	4	22	B		
TL10	KPI006	Submission of the revised Spatial Development Framework (SDF) submitted to the Council	Number of revised SDFs submitted to the Council by 30 June	New KPI	1	1	1	1	G		
TL11	KPI007	Submission of the revised Housing Pipeline (document) to the MayCo	Number of revised Housing Pipelines (document) submitted to the MayCo by 31 May	1	1	1	1	1	G		

## Summary of Results: SFA 1 - Valley of Possibility

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	3
G2	KPI Well Met	2
B	KPI Extremely Well Met	1
<b>Total KPIs</b>		<b>6</b>

5.2.2 SFA 2 - Green and Sustainable Valley

SFA 2 - GREEN AND SUSTAINABLE VALLEY											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL14	KPI020	Conduct an External Audit of the Stellenbosch Municipal Waste Disposal Facilities	Number of external audits of the Stellenbosch Municipal Waste Disposal Facilities conducted by 30 June	1	1	1	1	1	G		
TL15	KPI021	Implementation of identified waste minimisation projects	Number of identified waste minimisation projects implemented by 30 June	2	2	2	2	2	G		
TL16	KPI014	Process building plan applications of <500sqm within 30 days after the date of receipt	Percentage of building plan applications of <500sqm processed within 30 days after the date of receipt	62.35%	75%	70%	70%	42.91%	R	587 / 1 368 x 100 = 42.91% A Building Plan Process Investigation was completed and submitted to the Municipal Manager in March 2023. A BDM Action Plan to address the outcomes of the independent building plan process investigation was completed and submitted in June 2023 for implementation as of 01 July 2023. A new BDM Policy, operational guidelines, and procedures were developed. A new draft BDM Bylaw has been developed and is to be submitted to the Council for approval	BDM staff capacity constraints have been addressed with the appointment of an additional plans examiner, who will assume duty on 01 August 2023. A further request for additional BDM capacity will be submitted to the Municipal Manager and CFO. Micro-organogram changes to the BDM organogram are in process and will be submitted to the MM for consideration. Staff capacity constraints within internal commenting directorates (specifically Infrastructure Services) need to be addressed. Funding has been secured from the WCG for the upgrade

SFA 2 - GREEN AND SUSTAINABLE VALLEY

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
										before the public can participate.	of the Building Plan Application Management System (BPAMS), which is currently in process. A BDM Action Plan to address the outcomes of the independent building plan process investigation has been developed and is currently being implemented.
TL17	KP022	Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	51.75%	70%	70%	70%	46.04%	R	Stage 6 load-shedding had an impact on the Stellenbosch Waste Water Treatment Plant, necessitating ongoing maintenance and the replacement of some equipment. The effluent discharge limits have been discussed with the Department of Water and Sanitation for relaxation of their limits.	A number of upgrades and repairs have been instituted at the various plants, such as the renewal of pumps and inlet screens, the ordering of a standby generator for the dewatering facility, etc. In addition, an experienced service provider has been hired to assist with the operation and maintenance of the plants while the vacant positions are filled.
TL19	KPI016	Reduce organic waste	Percentage of organic waste reduced by 30 June	42%	20%	20%	20%	51.30%	B	Total Waste = 962 m3 / Total Waste Entering landfill = 1 875 m3 x 100 = 51.30%	

**Summary of Results: SFA 2 - Green and Sustainable Valley**

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	2
O	KPI Almost Met	0
G	KPI Met	2
G2	KPI Well Met	0
B	KPI Extremely Well Met	1
<b>Total KPIs</b>		<b>5</b>



5.2.3 SFA 3 - Safe Valley

SFA 3 - SAFE VALLEY											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL20	KPI024	Submission of the revised Disaster Management Plan to the Municipal Manager	Number of revised Disaster Management Plans submitted to the Municipal Manager by 31 March	1	1	1	1	1	G		
TL21	KPI025	Submission of the revised Safety and Security Strategy to the Municipal Manager	Number of revised Safety and Security Strategies submitted to the Municipal Manager by 30 April	1	1	1	1	1	G		
TL22	KPI026	Submission of the revised Traffic Management Plan to the Municipal Manager	Number of revised Traffic Management Plans submitted to the Municipal Manager by 31 March	1	1	1	1	1	G		

Summary of Results: SFA 3 - Safe Valley

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	0
O	KPI Almost Met	0
G	KPI Met	3
G2	KPI Well Met	0
B	KPI Extremely Well Met	0
<b>Total KPIs</b>		<b>3</b>

5.2.4 SFA 4 - Dignified Living

SFA 4 - DIGNIFIED LIVING											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL23	KPI027	Installation of new standpipes	Number of new standpipes installed by 30 June	0	50	50	50	26	R	The Informal Settlements Department will use the Informal Settlements Upgrade Partnership Grant to secure funding for standpipes. Some instances require a budget and / or adequate land rights (which cannot be installed on private or non-municipal land).	A new SOP is being developed so that the Informal Settlements Department can apply for funding promptly. Target areas will be identified upfront, and budget applications will be made in advance to avoid delays. Facilitation of land rights will also be effected at an earlier stage in the project pipeline.
TL24	KPI028	Provision of waterborne toilet facilities in informal settlements as identified by the Department: Integrated Human Settlements	Number of waterborne toilet facilities provided in Informal settlements as identified by the Department: Integrated Human Settlements by 30 June	New KPI	50	50	50	56	G2		
TL25	KPI032	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic water, measured quarterly	100%	100%	100%	100%	100%	G	5 744 / 5 744 x 100 = 100%	
TL26	KPI029	Limit unaccounted electricity to less than 9% annually ((Number of Electricity Units Purchased and / or Generated - Number of Electricity Units Sold (incl. Free basic electricity)) / Number of	Percentage of average electricity losses, measured by 30 June	9.60%	<9%	<9%	<9%	4.24%	B	(344 236 600kWh – 329 632 095kWh) / 344 236 600 x 100 = 4.24%	

SFA 4 - DIGNIFIED LIVING

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
		Electricity Units Purchased and/or Generated) x 100}									
TL27	KPI030	Water quality measured quarterly ito the SANS 241 physical and micro parameters	Percentage of water quality level as per the analysis certificate, measured quarterly	95%	90%	90%	90%	94.81%	G2		
TL28	KPI031	Limit unaccounted water to less than 25%	Percentage of average unaccounted water, measured by 30 June	18.70%	<25%	<25%	<25%	27.42%	R	<p>2 968 319kl / 10 827 196kl x 100 = 27.42%</p> <p>Illegal water connections have an impact on unaccounted water, which increases system input volume. Reduction in physical losses (lowering unaccounted volume) is done through pipe replacement and leak detection and correction.</p>	<p>Law enforcement is investigating instances of reported illegal water connections.</p> <p>An increased budget for leak detection and pipe replacement has been motivated for in 2023/24 financial year.</p>
TL29	KPI033	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b)	Percentage of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	100%	65%	65%	65%	100%	B	5 744 / 5 744 x 100 = 100%	
TL30	KPI034	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b)	Percentage of registered indigent formal households with access to free basic refuse removal, measured quarterly	100%	100%	100%	100%	100%	G	5 744 / 5 744 x 100 = 100%	

SFA 4 - DIGNIFIED LIVING

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from target (under and over performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL31	KPI035	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	100%	100%	100%	100%	100%	G	5 744 / 5 744 x 100 = 100%	
TL32	KPI036	Formal households with access to water (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to water, measured quarterly	26 825	26 000	26 000	26 000	26 895	G2		
TL33	KPI037	Formal households with access to electricity (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to electricity, measured quarterly	26 825	26 000	26 000	26 000	26 895	G2		
TL34	KPI038	Formal households with access to refuse removal (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to refuse removal, measured quarterly	26 825	26 000	26 000	26 000	26 895	G2		
TL35	KPI039	Formal households with access to sanitation (NKPI Proxy - MSA, Reg. S10(a))	Number of formal households with access to sanitation, measured quarterly	26 825	26 000	26 000	26 000	26 895	G2		

Summary of Results: SFA 4 - Dignified Living

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	2
O	KPI Almost Met	0
G	KPI Met	3
G2	KPI Well Met	6
B	KPI Extremely Well Met	2
<b>Total KPIs</b>		<b>13</b>

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE											
Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL1	KPI059	Submission of the revised Communication Policy to the MayCo	Number of revised Communication Policies submitted to the MayCo by 30 June	New KPI	1	1	1	1	G		
TL2	KPI044	Employment equity appointments made within the financial year in the three highest levels of management	Percentage of employment equity appointments made within the financial year in the three highest levels of management, measured by 30 June	33.30%	50%	50%	50%	37.50%	O	3 / 8 x 100 = 37.50% At each shortlisting panel meeting, the statistics and underrepresented target groups are indicated to the panel. In some instances, there are no qualifying candidates from the underrepresented groups. It also happens in some instances that candidates on the shortlist from underrepresented groups do not perform well enough in the interview to be appointed.	Critical vacancies had to be filled thereby appointing qualifying candidates. Measures are in place on the criteria to be followed when shortlisting is done on candidates within the EE target groups.
TL3	KPI049	Submission of the Auditor General of South Africa (AGSA) Audit Action Plan (AAP) to the APAC	Number of AGSA Audit Action Plans submitted to the APAC by 28 February	1	1	1	1	1	G		
TL4	KPI053	Submission of the draft Integrated Development Plan (IDP) to the Council	Number of draft IDPs submitted to the Council by 31 March	1	1	1	1	1	G		

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL5	KPI041	Submission of the revised Integrated Zoning Scheme to the MayCo	Number of revised Integrated Zoning Schemes submitted to the MayCo by 30 June	New KPI	1	1	1	2	B	The ATC Overlay Zone, as an amendment to the IZS, was submitted and approved by the Council on 24 May 2023. Furthermore, the request to undertake the PPP for the Draft Outdoor Dining and Events Overlay Zone served at the Special Council Meeting in June 2023.	
TL12	KPI055	Submission of the revised Wastewater Master Plan to the Municipal Manager	Number of revised Wastewater Master Plans submitted to the Municipal Manager by 30 June	New KPI	1	1	1	0	R	Capacity constraints affected the achievement of this indicator. The Manager: Water and Wastewater Planning post has been vacant for the duration of the 2022/23 financial year. Despite this, the Wastewater Master Plan has been commissioned but could not be finalised on or before 30 June 2023.	A consultant has been successfully appointed and is finalising the Wastewater Master Plan. The plan will be completed and submitted to the Municipal Manager by 30 September 2023.
TL13	KPI060	Submission of the revised Comprehensive Integrated Transport Plan	Number of revised CITPs submitted to the Municipal Manager by 30 June	1	1	1	1	1	G		

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
		(CITP) to the Municipal Manager									
TL18	KPI058	Submission of an Integrated Property Maintenance Plan to the Municipal Manager	Number of Integrated Property Maintenance Plans submitted to the Municipal Manager by 30 June	New KPI	1	1	1	1	G		
TL36	KPI042	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment] / Monthly Fixed Operational Expenditure excluding (Depreciation)	3	4	4	4	4.04	G2	(R 248 533 953 + R 331 767 247 - R 33 427 725) / (R 1 621 533 417 / 12)	
TL37	KPI043	Achieve an average payment percentage of 96% by 30 June (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	96%	96%	96%	96%	95.06%	○	R 326 768 954.23 + R 1 619 451 674.53 - R 416 752 461.54 - (-R 9 986 950.17) / R 1 619 451 674.53 = 95.06%  The increase in the interest rate had an impact on consumers' available earnings to pay their debtors' accounts.	The municipality will install water management devices during the financial year of 2023/2024. In addition, no payment arrangements will be permitted on current accounts. The municipality will also employ attorneys to collect debts from account holders who are in arrears.
TL38	KPI040	Actual expenditure on the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	Percentage of the approved Capital Budget for the municipality actually spent by 30 June	84.29%	90%	90%	90%	84.79%	○	(R 321 098 081.33 / R 378 709 141) x 100 = 84.79%	Supply chain management indicators were developed and allocated to each

SFA 5 - GOOD GOVERNANCE AND COMPLIANCE

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
											Snr Manager in the Departmental SDBIP 2022/23. These indicators are also aligned to the Demand Management Plan.
TL39	KPI045	The percentage of the actual payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy-MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x100), measured by 30 June	0.43%	0.20%	0.20%	<b>0.20%</b>	<b>0.89%</b>	B	R 5 491 014 / R 611 731 735 x 100 = 0.89%	
TL40	KPI046	Financial viability measured in terms of the municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - operating grants received) / (Debt service payments due within the year)) measured by 30 June	17.55%	15%	15%	<b>15%</b>	<b>33.22%</b>	B	(R 2 042 353 476 - R 213 587 080) / R 55 046 811 = 33.22%	
TL41	KPI047	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio - (Total outstanding service debtors / revenue received for services) measured by 30 June	15.56%	27%	27%	<b>27%</b>	<b>30%</b>	G2	R 467 219 209 / R 1 582 735 669 x 100 = 30%	
TL42	KPI054	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August	1	1	1	<b>1</b>	<b>1</b>	G		
TL43	KPI051	Submission of the revised Information and Communication Technology (ICT) Backup Disaster Recovery Plan to the ICT Steering Committee	Number of revised ICT Backup Disaster Recovery Plans submitted to the ICT Steering Committee by 31 March	1	1	1	<b>1</b>	<b>1</b>	G		



**SFA 5 - GOOD GOVERNANCE AND COMPLIANCE**

Ref	IDP Ref	KPI Name	Description of Unit of Measurement	Past Year Performance	Original Annual Target	Revised Annual Target	Overall Performance 01 July 2022 to 30 June 2023			Performance comments / Reason(s) for deviation from the target (under over-performance)	Improvement Plan(s) to correct deviation from target (underperformance)
							Target	Actual	R		
TL44	KPI052	Submission of the revised Strategic ICT Plan to the ICT Steering Committee	Number of revised Strategic ICT Plans submitted to the ICT Steering Committee by 31 March	1	1	1	1	1	G		
TL45	KPI048	Submission of the revised Risk-Based Audit Plan (RBAP) to the Audit and Performance Audit Committee (APAC)	Number of revised RBAPs submitted to the APAC by 30 June	1	1	1	1	1	G		
TL46	KPI050	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June	1	1	1	1	1	G		

**Summary of Results: SFA 5 - Good Governance and Compliance**

N/A	KPIs with no targets or actuals in the selected period	0
R	KPI Not Met	1
O	KPI Almost Met	3
G	KPI Met	10
G2	KPI Well Met	2
B	KPI Extremely Well Met	3
<b>Total KPIs</b>		<b>19</b>



**GERALDINE METTLER**  
MUNICIPAL MANAGER

DATE: 31 August 2023





## **ANNEXURE C: AUDIT AND PERFORMANCE AUDIT COMMITTEE ANNUAL REPORT 2022/23**



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

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## Report of the Audit and Performance Audit Committee

This report of the Audit and Performance Audit Committee of Stellenbosch Municipality is in respect of the 2022/2023 financial year. The Audit and Performance Audit Committee has complied with its responsibilities in terms of Section 166 of the MFMA and applicable National Treasury Regulations. The Committee has also regulated its affairs and discharged its responsibilities concordant to the approved Audit Committee Charter. The Committee's operation is guided by the MFMA, the King IV report on Corporate Governance and International Institute of Internal Auditor's Standards.

The Committee consisted of four independent members, elected by the Council: Linda Nene (Chairperson), Tsepo Lesihla, Vincent Botto and June Williams. Members Lesihla and Botto's term came to an end on 31 August 2023. Council appointed Ms Ruth Strydom and Ms Reyhana Gani on 27 September 2023 to fill these vacancies. The Municipal Manager, Chief Financial Officer, Directors, Chief Audit Executive, Senior Manager Governance, Chief Risk Officer, MPAC Chairperson, and External Auditors are permanent invitees to the Committee meetings.

### Execution of Functions

The Audit and Performance Audit Committee has executed its duties and responsibilities during the financial year in accordance with its terms of reference as they relate to the Council's accounting, external and internal auditing processes, internal control, governance, predetermined objectives and performance monitoring, compliance with laws and regulations, risk management, combined assurance and information technology governance and financial reporting practices.

During the year under review, the Committee, amongst other matters,

#### 1.1 In respect of the External Auditors and the External Audit

- i. Approved the External Auditors' (Auditor-General of RSA) terms of engagement and strategy, the audit plan and budgeted audit fees payable;
- ii. Engaged and interrogated extensively the Audit report and management report of the Auditor General at the Audit and Performance Audit Committee meeting dated 28<sup>th</sup> November 2023;
- iii. Considered the audit outcome of the Municipality extensively and communicated the Audit and Performance Audit Committee's satisfaction and congratulated the Accounting Officer and Management on the Clean Audit Outcome;

- iv. Based on the audit outcome recommendations were made by the Audit and Performance Audit Committee on the other important matters as well as control deficiencies identified in the Auditor-Generals' management report;
- v. Management have been requested by the Audit and Performance Audit Committee to improve business processes impacting the annual financial statements compilation and reconciliations of transactions, more specially to limit repeat findings relating to errors on the AFS;
- vi. Management are urged to strengthen controls to adequately monitor non-compliance with laws and regulations on a timely basis;
- vii. Management were requested to concentrate on accurate presentation and review of the annual financial statements submitted to the Auditor General for audit;
- viii. The supervision and review process needs to be interrogated to prevent, detect and correct misstatements on a timely basis and the controls designed to monitor compliance with regulations that are not always able to prevent or report the instances of non-compliance in a timely manner to allow for corrective action; and
- ix. The quality of submitted financial statements can still be improved on; thus, management is encouraged to develop action plans early to allow for the improvement in the next reporting cycle.

## **1.2 In respect of the Annual Financial Statements (AFS)**

- i. Confirmed the going concern as the basis of preparation of the annual financial statements;
- ii. Examined, reviewed and interrogated the annual financial statements, performance report as well as financial information disclosed to the public prior to submission and approval by Council;
- iii. Reviewed reports on the adequacy of the portfolio and specific impairments and impairment of other assets;
- iv. Ensured that the annual financial statements fairly represented the financial position of the Stellenbosch Municipality as at the end of the financial year in accordance with South African Standards of GRAP and in the manner required by the MFMA and DORA;
- v. Considered the appropriateness of accounting treatments, significant unusual transactions and management accounting judgements;
- vi. Considered the appropriateness of the accounting policies adopted by Management and changes thereto;
- vii. Through the Chairperson, met separately over the course of the year with the Chief Audit Executive and the Municipal Manager;
- viii. Reviewed any significant legal and tax matters that could have a material impact on the financial statements; and
- ix. Noted that there were no material reports or complaints received concerning accounting practices, internal financial controls, content of annual financial statements, internal controls and related matters.

## **1.3 In respect of Internal Control and Internal Audit**

- i. Reviewed and approved the internal audit mandate, annual and three-year rolling audit plans and evaluated the independence, effectiveness and performance of the Internal Audit Department and compliance with its mandate;
- ii. Considered reports of the Internal and external auditors on Council's system of internal control, including internal financial controls and maintenance of effective internal control systems;
- iii. Reviewed significant issues raised by the internal audit process and the adequacy of corrective action in response to such findings;
- iv. Reviewed significant differences of opinion between the internal audit function and Management and noted that there were no material issues of difference raised and all matters were addressed and resolved;

- v. Assessed the adequacy of the performance of the internal audit function and found it to be effective in providing assurance;
- vi. Reviewed and monitored the quality assurance and improvement plan submitted by internal audit as required by the IIA Standards;
- vii. Assessed the adequacy and sufficiency of available internal audit resources and found these to be limited, as more resources would be required to evaluate the control weaknesses and high-risk areas identified in both the corporate strategic risk, external audit and the audit universe;
- viii. Received limited assurance that proper and adequate accounting records were maintained and that systems have been integrated to compile accurate AFS free of errors which needed adjustments after the AGSA's review;
- ix. Based on the above, the Committee's opinion at the date of this report is that there were some breakdowns in internal control, including internal financial controls, for the year under review in the following areas (it is noted that management are in the process of addressing these concerns):
  - Revenue Management – Income and debtors
  - Recruitment and Selection
  - Pre-determined objectives
  - Monthly or regular reconciliations of assets, debtors, and creditors
  - Compilation of mid-year or interim AFS
- x. In addition, the Committee noted Management's improved responses to conclude on internal findings from the prior and current year as reported in the internal audit follow up reports.

#### **1.4 In respect of Legal and Compliance with Laws and Regulations**

- i. Reviewed with management matters that could have a material impact on Council;
- ii. Monitored compliance with the MFMA and other key legislation applicable to the Municipality, requirements of National and Provincial Treasury, Council's policies, and all other applicable legislation and codes of good governance;
- iii. Reviewed reports from the internal and external auditors detailing the extent of compliance.

#### **1.5 In respect of Risk Management, Combined Assurance and Information Technology**

During the period under review, Management presented Strategic and Operational Risk profiles for the Municipality to the Audit and Performance Audit Committee who:

- i. Considered and reviewed reports from Management on risk management, including fraud risks and information technology risks as they pertain to financial reporting and the going concern assessment;
- ii. In respect of the coordination of assurance activities, the Committee reviewed the plans and work outcomes of the external and internal auditors and concluded that these were adequate to address all significant financial, operational and compliance risks facing the Municipality;
- iii. Noted the progress made in terms of Combined Assurance and the co-ordination between assurance providers to mitigate the top 10 strategic risks facing the Municipality as well as the emerging risks;
- iv. The Audit and Performance Audit Committee took cognisance that Information Technology and IT systems controls improved in the Auditor General's Management report. Member Tsepo Lesihla, ICT expert, has been appointed to the ICT committee to support management in this respect.

## **1.6 In respect of Pre-Determined Objectives (PDO's)**

The Audit and Performance Audit Committee:

- i. The quality of submitted performance information in the Management report is indicated as satisfactory. There were no material findings reported on performance information by the Auditor General and Internal Audit, respectively.
- ii. Internal audit has also provided the Audit and Performance Audit Committee with reports on performance on a quarterly basis and no critical findings have been raised.

## **1.7 In respect of the Finance Function**

The Audit and Performance Audit Committee:

- i. Considered the existing expertise, resources and experience of the organisation-wide finance functional capacity and has noted that the improvement year on year on the quality of the annual financial statements submitted to the Committee and the AGSA. The number of misstatements corrected on the annual financial statements are noted and impact of external factors recognised. Management intends to report on an action plan in this respect.
- ii. The Chief Financial Officer should continue to ensure appropriate measures are in place for the accurate and timeous submission of information to the Office of the Auditor-General.

## **1.8 Independence of the External Auditors**

The Audit and Performance Audit Committee is satisfied that the Audit General of RSA (AGSA) were independent of the Council. This conclusion was arrived at, inter alia, after taking into account the following factors:

- i. The presentations made by the Auditor-General to the Audit and Performance Audit Committee;
- ii. The Auditors' independence was not impaired by any consultancy, advisory or other work undertaken by the auditors; and

## **1.9 General**

- i. The Audit and Performance Audit Committee has monitored quarterly the Municipality's implementation plan for audit issues raised in the prior year and are satisfied that the matters have been adequately addressed and resolved. Of all the matters raised in the 2022/2023 audit outcome, one (1) has been repeat a finding. The Audit and Performance Committee has raised its concern around the repeat findings and the other important matters raised in the Auditor-General's Management Report. The Municipal Manager has given assurance that all of these will be addressed as urgent and tracked for the 2023/2024 financial year.
- ii. The Audit and Performance Audit Committee concurs and accepts the conclusions of the External Auditor on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General.

Stellenbosch Municipality has increasingly been stable in the areas of second and third levels of assurance and governance over a three-year period. There has also been stability in the leadership over the past five financial years. The areas for concern, and where attention is required are highlighted above. The Audit and Performance Committee has made recommendations in these areas which management have committed to.

### 1.10 Conclusion

I am extremely grateful to the members of the Committee for their dedication and high levels of professionalism and diligence in their duties, as well as their flexibility in accommodating last-minute calls to duty. We are fortunate to have the diversity of skills and expertise available to the Municipality. It would be amiss not to convey on behalf of the Committee our appreciation to the Mayor, the entire Council and its Committees for the leadership, support and oversight they have provided during the year.

Finally, the Audit and Performance Audit Committee would like to express its appreciation to Management, Internal Audit, Risk Management and the Auditor General of South Africa for the support and co-operation extended during the financial year and for providing the relevant information to enable the Audit and Performance Audit Committee to compile this report. This past year was again challenging, however Stellenbosch Municipality should be proud of its elected and appointed leaders for taking control and driving an agenda of sustainability and service delivery and improving its audit results in the process, during a time of great fluidity.

On behalf of the Audit and Performance Audit Committee.



**Mr Linda C. Nene FIIA SA, CPrac (SA), CCSA, CRMA**  
**Chairperson Audit and Performance Audit Committee**  
**11 January 2024**





**ANNEXURE D: REPORT OF THE AUDITOR GENERAL OF SOUTH  
AFRICA 2022/23**

# Report of the auditor-general to the Western Cape Provincial Parliament and council on the Stellenbosch Municipality

## Report on the audit of the financial statements

### Opinion

1. I have audited the financial statements of the Stellenbosch Municipality set out on pages 6 to 130, which comprise the statement of financial position as at 30 June 2023, statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Stellenbosch Municipality as at 30 June 2023 and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act 56 of 2003 (MFMA) and the Division of Revenue Act 5 of 2022 (Dora).

### Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.
4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Emphasis of matters

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

### Restatement of corresponding figures

7. As disclosed in note 64 to the financial statements, the corresponding figures for 30 June 2022 were restated as a result of errors in the financial statements of the municipality at, and for the year ended 30 June 2023.

### Material Impairments

8. As disclosed in note 5 to the financial statements, the municipality provided for the impairment of trade and other receivables from exchange transactions of R238,8 million (2021-22: R204,3 million).

9. As disclosed in note 6 to the financial statements, the municipality provided for the impairment of trade and other receivables from non-exchange transactions of R230,1 million (2021-22: R187,6 million).

### **Other matter**

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

### **Unaudited disclosure notes**

11. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

### **Responsibilities of the accounting officer for the financial statements**

12. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
13. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern, and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

### **Responsibilities of the auditor-general for the audit of the financial statements**

14. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
15. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

## Report on the audit of the annual performance report

16. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on the usefulness and reliability of the reported performance against predetermined objectives for the selected strategic focus area presented in the annual performance report. The accounting officer is responsible for the preparation of the annual performance report.
17. I selected the following strategic focus area presented in the annual performance report for the year ended 30 June 2023 for auditing. I selected a strategic focus area that measures the municipality's performance on its primary mandated functions and that is of significant national, community or public interest.

Strategic focus area	Page numbers	Purpose
Strategic focus area 4 – dignified living	15 to 17	Provision of basic services to all citizens in the greater Stellenbosch area to ensure that everyone has access to a dignified life, sustainable human settlements and develop and implement social infrastructure.

18. I evaluated the reported performance information for the selected strategic focus area against the criteria developed from the performance management and reporting framework, as defined in the general notice. When an annual performance report is prepared using these criteria, it provides useful and reliable information and insights to users on the municipality's planning and delivery on its mandate and objectives.
19. I performed procedures to test whether:
- the indicators used for planning and reporting on performance can be linked directly to the municipality's mandate and the achievement of its planned objectives
  - the indicators are well defined to ensure that they are easy to understand and can be applied consistently, as well as verifiable so that I can confirm the methods and processes to be used for measuring achievements
  - the targets can be linked directly to the achievement of the indicators and are specific, time bound and measurable to ensure that it is easy to understand what should be delivered and by when, the required level of performance as well as how performance will be evaluated
  - the indicators and targets reported on in the annual performance report are the same as those committed to in the approved initial or revised planning documents
  - the reported performance information is presented in the annual performance report in the prescribed manner
  - there is adequate supporting evidence for the achievements reported and for the measures taken to improve performance.
20. I performed the procedures for the purpose of reporting material findings only and not to express an assurance opinion or conclusion.
21. I did not identify any material findings on the reported performance information for the selected strategic focus area.

## Other matter

22. I draw attention to the matter below.

### Achievement of planned targets

23. The annual performance report includes information on reported achievements against planned targets and measures taken to improve performance.
24. The municipality plays a key role in delivering services to South Africans. The table that follows provides information on the achievement of planned targets and lists the key service delivery indicators that were not achieved as reported in the annual performance report. Measures taken to improve performance are included in the annual performance report on pages 15 to 17.

### Strategic focus area 4 – dignified living

<i>Targets achieved: 85%</i> <i>Budget spent: 109%</i>		
<b>Key service delivery indicator not achieved</b>	<b>Planned target</b>	<b>Reported achievement</b>
TL23 - Installation of new standpipes	50	26
TL28 - Limit unaccounted water to less than 25%	<25%	27,42%

### Report on compliance with legislation

25. In accordance with the PAA and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The accounting officer is responsible for the municipality's compliance with legislation.
26. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
27. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the municipality, clear to allow consistent measurement and evaluation, while also sufficiently detailed and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.
28. I did not identify any material non-compliance with the selected legislative requirements.

## Other information in the annual report

29. The accounting officer is responsible for the other information included in the annual report. The other information referred to does not include the financial statements, the auditor's report and the selected strategic focus area presented in the annual performance report that have been specifically reported on in this auditor's report.
30. My opinion on the financial statements, the report on the audit of the annual performance report and the report on compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.
31. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements and the selected strategic focus area presented in the annual performance report or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
32. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, and if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

## Internal control deficiencies

33. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.
34. I did not identify any significant deficiencies in internal control.

## Other reports

35. I draw attention to the following engagements conducted by various parties. These reports did not form part of my opinion on the financial statements or my findings on the reported performance information or compliance with legislation.
36. During the 2021-22 financial year the public protector investigated allegations of improper conduct and maladministration at the Stellenbosch Municipality. These allegations related to irregularities in the appointment of two senior officials at the municipality. The public protector's report was submitted to the municipality on 30 March 2022. On 21 June 2022, the municipality submitted a response to the public protector and pursued a review application. The review application was heard by a high court on 28 November 2022. The high court set aside the findings of the public protector. This matter has therefore been concluded.

37. On 18 October 2022 the municipality appointed a service provider to investigate instances of irregular and fruitless and wasteful expenditure that was included in notes 55.2 and 55.3 to the 2021-22 financial statements. This expenditure was incurred on information technology licences procured from various service providers. The investigation was to determine whether unauthorised, irregular and/or fruitless and wasteful expenditure was incurred as a result of the software upgrades of licences purchased, whether legislated procurement processes were followed with the respective service providers and whether evidence of misconduct by officials for the appointment of the service providers exist. The investigation was concluded during August 2023. Recommendations were made to the municipality to improve its current supply chain management control environment relating to filing of procurement documentation, bid specification committee minutes and the supply chain management checklist. It also recommended a review of its information and communication technology strategic plan as it relates to the identification of technology needs. Irregular expenditure was confirmed on one of the contracts and the other contracts were confirmed to not result in irregular or fruitless and wasteful expenditure. This has been appropriately disclosed in notes 56.2 and 56.3 to the 2022-23 financial statements. This matter has therefore been concluded.

Auditor - General

Cape Town

30 November 2023



**A U D I T O R - G E N E R A L**  
**S O U T H A F R I C A**

*Auditing to build public confidence*

## **Annexure to the auditor's report**

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

### **Auditor-general's responsibility for the audit**

#### **Professional judgement and professional scepticism**

As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for the selected strategic focus area and on the municipality's compliance with selected requirements in key legislation.

#### **Financial statements**

In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:

- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made
- conclude on the appropriateness of the use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
- evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

#### **Communication with those charged with governance**

I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.



## Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Municipal Finance Management Act 56 of 2003	<p>Section 1 – paragraph (a), (b) &amp; (d) of the definition: irregular expenditure</p> <p>Section 1 – definition: service delivery and budget implementation plan</p> <p>Sections 11(1), 13(2), 14(1), 14(2)(a), 14(2)(b), 15, 24(2)(c)(iv), 29(1)</p> <p>Sections 29(2)(b), 32(2), 32(2)(a), 32(2)(a)(i), 32(2)(a)(ii), 32(2)(b)</p> <p>Sections 32(6)(a), 32(7), 53(1)(c)(ii), 54(1)(c), 62(1)(d), 62(1)(f)(i)</p> <p>Sections 62(1)(f)(ii), 62(1)(f)(iii), 63(1)(a), 63(2)(a), 63(2)(c), 64(2)(b)</p> <p>Sections 64(2)(c), 64(2)(e), 64(2)(f), 64(2)(g), 65(2)(a), 65(2)(b), 65(2)(e)</p> <p>Sections 72(1)(a)(ii), 112(1)(j), 116(2)(b), 116(2)(c)(ii), 117, 122(1)</p> <p>Sections 126(1)(a), 127(2), 127(5)(a)(i), 127(5)(a)(ii)</p> <p>Sections 129(1), 129(3), 133(1)(a), 133(1)(c)(i), 133(1)(c)(ii), 170</p> <p>Sections 171(4)(a), 171(4)(b)</p>
MFMA: Municipal Budget and Reporting Regulations, 2009	Regulations 71(1), 71(2), 72
MFMA: Municipal Investment Regulations, 2005	Regulations 3(1)(a), 3(3), 6, 7, 12(2), 12(3)
MFMA: Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings, 2014	Regulations 5(4), 6(8)(a), 6(8)(b), 10(1)
MFMA: Municipal Supply Chain Management Regulations, 2005	<p>Regulations 5, 12(1)(c), 12(3), 13(b), 13(c), 13(c)(i), 16(a), 17(1)(a)</p> <p>Regulations 17(1)(b), 17(1)(c), 19(a), 21(b), 22(1)(b), 22(2), 27(2)(a)</p> <p>Regulations 27(2)(e), 28(1)(a)(i), 28(1)(a)(ii), 29(1)(a), 29(1)(b)</p> <p>Regulations 29(5)(a)(ii), 29(5)(b)(ii), 32, 36(1), 36(1)(a), 38(1)(c)</p> <p>Regulations 38(1)(d)(ii), 38(1)(e), 38(1)(g)(i), 38(1)(g)(ii), 38(1)(g)(iii), 43</p> <p>Regulations 44, 46(2)(e), 46(2)(f)</p>
Municipal Systems Act 32 of 2000	<p>Sections 25(1), 26(a), 26(c), 26(h), 26(i), 29(1)(b)(ii), 29(3)(b), 34(a), 34(b)</p> <p>Sections 38(a), 41(1)(a), 41(1)(b), 41(1)(c)(ii), 42, 43(2), 56(a), 57(2)(a)</p> <p>Sections 57(4B), 57(6)(a), 66(1)(a), 66(1)(b), 67(1)(d), 74(1), 96(b)</p>

Legislation	Sections or regulations
MSA: Municipal Planning and performance Management Regulations, 2001	Regulations 2(1)(e), 2(3)(a), 3(3), 3(4)(b), 3(6)(a), 7(1), 8, 9(1)(a), 10(a) Regulations 12(1), 15(1)(a)(i), 15(1)(a)(ii)
MSA: Municipal Performance Regulations for Municipal Managers and Managers directly Accountable to Municipal Managers, 2006	Regulations 2(3)(a), 4(4)(b), 8(1), 8(2), 8(3)
MSA: Regulations on Appointment and Conditions of Employment of Senior Managers, 2014	Regulations 17(2), 36(1)(a)
MSA: Disciplinary Regulations for Senior Managers, 2011	Regulations 5(2), 5(3), 5(6), 8(4)
Division of Revenue Act 5 of 2022	Section 11(6)(b), 12(5), 16(1); 16(3)
Construction Industry Development Board Act 38 of 2000	Section 18(1)
Construction Industry Development Board Regulations	Regulations 17, 25(7A)
Municipal Property Rates Act 6 of 2004	Section 3(1)
Preferential Procurement Policy Framework Act 5 of 2000	Sections 2(1)(a), 2(1)(f)
Preferential Procurement Regulations, 2017	Regulations 4(1), 4(2), 5(1), 5(3), 5(6), 5(7), 6(1), 6(2), 6(3), 6(6), 6(8) Regulations 7(1), 7(2), 7(3), 7(6), 7(8), 8(2), 8(5) 9(1), 10(1), 10(2) Regulations 11(1), 11(2)
Preferential Procurement Regulations, 2022	Regulations 4(1), 4(2), 4(3), 4(4), 5(1), 5(2), 5(3), 5(4)
Prevention and Combating of Corrupt Activities Act 12 of 2004	Section 34(1)