



# STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

Ref. no.3/4/1/5

2018-01-24

## MINUTES

### 15<sup>TH</sup> MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY

**2018-01-24 AT 10:00**

Detailed account of the meeting proceedings is available on audio recording, which is obtainable from The Municipal Manager's Office per Request for Information (RFI)

**MINUTES**  
**15<sup>TH</sup> MEETING OF THE COUNCIL**  
**OF STELLENBOSCH MUNICIPALITY**  
**2018-01-24**  
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**MINUTES OF THE 15<sup>TH</sup> MEETING OF THE COUNCIL OF STELLENBOSCH MUNICIPALITY HELD ON 2018-01-24 AT 10:00 IN THE COUNCIL CHAMBER, TOWN HOUSE, PLEIN STREET, STELLENBOSCH**

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**PRESENT** The Speaker, Cllr DD Joubert [Chairperson]  
The Executive Mayor, Ald G Van Deventer (Ms)  
The Deputy Executive Mayor, Cllr N Jindela

**ALDERWOMAN** JP Serdyn (Ms)

**COUNCILLORS**

F Adams	MC Johnson
DS Arends	NS Louw
FJ Badenhorst	N Mananga-Gugushe (Ms)
FT Bangani-Menziwa (Ms)	C Manuel
PW Biscombe	LM Maqeba
PR Crawley (Ms)	NE McOmbring (Ms)
A Crombie (Ms)	XL Mdemka (Ms)
JN De Villiers	RS Nalumango (Ms)
MB De Wet	N Olayi
R Du Toit (Ms)	MD Oliphant
A Florence	SA Peters
AR Frazenburg	WC Petersen (Ms)
E Fredericks (Ms)	MM Pietersen
E Groenewald (Ms)	WF Pietersen
JG Hamilton	SR Schäfer
AJ Hanekom	N Sinkinya (Ms)
DA Hendrickse (until 10:35)	Q Smit
JK Hendriks	E Vermeulen (Ms)
LK Horsband (Ms)	

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**Officials:**

- Municipal Manager (Ms G Mettler)
- Chief Financial Officer (M Wüst)
- Director: Community and Protection Services (G Esau)
- Director: Engineering Services (D Louw)
- Director: Human Settlements (T Mfeya)
- Director: Strategic and Corporate Services (Ms A De Beer)
- Acting Director: Planning and Economic Development (B de la Bat)
- Chief Audit Executive (F Hoosain)
- Senior Manager: Governance (Ms S De Visser)
- Head: Committee Services (EJ Potts)
- Committee Clerk (T Samuels (Ms))
- Committee Clerk (N Mbali (Ms))
- Interpreter (J Tyatyeka)

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<b>1.</b>	<b>OPENING AND WELCOME</b>
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The Speaker, Councillor DD Joubert, welcomed all present, and requested Cllr JK Hendriks to open the meeting with a prayer. Thereafter a moment of silent reflection was observed.

<b>2.</b>	<b>COMMUNICATIONS</b>
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<b>2.1</b>	<b>MAYORAL ADDRESS</b>
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“Goeie dag, good day, molweni, as-salaam alaikum.

Welkom Terug!

- Speaker
- Munisipale Bestuurder
- Lede van die Burgemeesterskomitee
- Raadslede
- Direkteure
- Amptenare
  
- Hoop u het lekker gerus, jaar reeds met ‘n vaart weggespring
  
- Self net ‘n rukkie verlof gevat
  
- Wil begin met ‘n stukkie goeie nuus – Stellenbosch Munisipaliteit het sy derde skoon audit gekry!
  - Dankie aan Hoof Finansiële Beampte, die Munisipale Bestuurder en amptenare.
  - Daar is altyd nog ruimte vir verbetering, ons doen nie noodwendig alles reg nie, maar teken dat ons op die regte pad is en die finansies goed bestuur.
  
- Early in the year, our community has been affected by tragedies
  - Young girl was suffered electric shock as a direct result of severe vandalism to municipal infrastructure
  - Several drownings of young children on private property
  
- I urge residents to report all acts of vandalism. – Vandalism ruins lives
  
- I also ask parents to never ever let their children swim unsupervised, regardless of their age.
  
- Unfortunately these tragedies are now being exploited for attempted political gains.
  
- Shocking and sad that politician would try and exploit people’s genuine grief and hurt to try and score political points.
  
- Stellenbosch Munisipaliteit beweeg na vlak 6 Water beperkings

- Stad Kaapstad beweeg na vlak 6B. Hul inwoners word beperk tot 50 liter water per dag.
  - Inwoners gaan nou beperk word tot 87 liter per dag per persoon.
  - Gedurende die voortslepende droogte, kan ek u wel mee deel dat Stellenbosch Munisipaliteit aan sy inwoners se basiese water behoeftes sal kan voorsien.
  - Droogteplan sedert Junie 2017 in werking is,
  - Verskeie boorgate al geboor en getoets, nog gaan geboor word.
  - Boorgatwater word gesuiwer en dan aan die stelsel gekoppel
  - Voorsien dat teen einde Maart, die Klappmuts, Franschhoek, Dwarsrivier area nie meer van die Stad se bronne sal gebruik nie, maar van ons eie bronne.
  - Inwoners word gemaan om water UITERS spaarsamig te gebruik!
  - Sal inwoners deurlopend ophoogte hou van hoe die situasie vorder.
  - Raadslede word versoek om asseblief met hul wyke te praat en te vergewis van die situasie
  - Inwoners wat nie luister nie sal gestraf word deur boetes
  - Om met 87 liter 'n dag klaar te kom is 'n uitdaging maar kan gedoen word.
- I had the privilege last week to hand over 117 title deeds to residents last week
- Many of the residents who received deeds were living in their homes for more than 20 years
- Was very emotional, and residents were so happy to now own their homes.
- These properties were part of municipal rental stock.
- In South Africa, the ownership of property is an emotional issue.
- That is why it is important for Stellenbosch Municipality to empower our residents by giving them ownership of their homes.
- Owning a property gives people access to an asset which can help establish greater financial security.
- As Mayor, I have made the handing over of title deeds a priority. Giving people the ownership of the homes they have lived in for many years, is important to eradicate the legacy left by the apartheid system.

Baie dankie / Thank you / Enkosi kakhulu.”

<b>2.2</b>	<b>COMMUNICATION BY THE SPEAKER</b>
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- The Speaker congratulated all Councillors who celebrated and will celebrate their birthdays during November.
- He raised a concern regarding the procedure that Councillors need to follow when applying for leave of absence. Councillors who do not comply are in violation of Rule 10 of Council's Rules of Order By-Law and may be disciplined accordingly.
- The Speaker alluded to the following rules in the Rules of Order By-law:
- **Rule 16 (Debate Management)**
  - 16.1 At least twenty-four (24) hours prior to a meeting of Council, the Political Whips of the Parties in Council, must provide to the Chief Whip a list showing:
    - which items on the agenda for that meeting are to be debated and for which items written amendment proposals will be submitted;
    - the total time to be allocated to the debate of each such item, provided that, the maximum time allocated for debate on each item on the agenda will be up to thirty (30) minutes. The Speaker and the Chief Whip can reduce the time allocated to discuss an item in accordance with the comprehensiveness and contents thereof.
  - 16.2 Based on the list drawn up in terms of Rule 16.1, each party must deliver to the Chief Whip, before the close of the business on the day preceding the Council meeting, a list of the members who will speak on an item, and the time allocated to each member, provided that the total time located to all such members of a party shall not exceed the time allocated to that party in terms of Rule 16.1.2.
- **Rule 16.8 (Right to speak and limitation)**
  - 16.8.1 A Councillor may speak or proceed to speak at a meeting after being recognized by the Speaker.
- **Rule 24 (Precedent of Speaker)**
  - 24.1 Whenever the Speaker speaks, any member than speaking or offering to speak must be silent and the members shall be silent so that the Speaker may be heard without interruption.
  - 24.2 A member addressing the Council shall do so by addressing the Speaker.
- **Rule 25 (Councillor to speak only once)**
  - 25.1 Subject to a provision to the contrary contained in these Rules, no member shall speak more than once on any recommendation, motion or proposal, provided that the Mayor MMC or member of the relevant committee may reply in conclusion of the debate, but shall confine himself / herself to answering to previous speakers and shall not introduce any new matter into the debate.
  - 25.2 The Speaker shall permit the Mayor, MMC or Chairperson of a Section 80 Committee to make an explanatory statement prior to the consideration of any particular item contained in the report of the mayor or during the discussion of such report, in reply to a specific question.

- **Rule 27 (Irrelevance, tedious repetition, unbecoming language or behavior and breach of order)**

- 27.1 The Speaker must call the attention of the member to irrelevant, tedious repetition, unbecoming language or behaviour or any breach of order on the part of a member, and shall direct such member, if speaking, to discontinue his/her speech until the member has come to order. Such direction shall be regarded as a warning. Upon 2 warnings, of which the second warning will be final, during the deliberations of the Council meeting, the provisions of Rule 28 shall apply and the Speaker may decide to take disciplinary action against such member in terms of the Code of Conduct for Councillors.
- 27.2 The Speaker shall direct a member to apologise or withdraw an allegation if it is unbecoming or injures or impairs the dignity or honor of a member or officer of the Council.
- 27.3 No member, official or other person shall be allowed to bring any food, beverages or alcohol into the Council Chamber and the use of a cellphone, reading of a newspaper or magazine while a meeting is in progress is strictly forbidden.

**Rule 28 (Removal Or Exclusion Of Councillor)**

- 28.1 If a member refuses to comply with a direction in terms of Rule 27, the Speaker may direct an officer to remove the member or to cause his/ her removal and to take steps to prevent his / her return to the meeting, provided that the Speaker may, in his / her sole and absolute discretion, permit the return of the member to the meeting on the submission by the said member to the Speaker of a written expression of regret, such expression of regret must be part of the minutes of the meeting.

- When a Councillor is ordered to leave the Chamber, such Councillor must do so in an orderly manner and other Councillors are requested to refrain from making remarks towards that Councillor.

- **Rule 30 (Points of Order and Personal Explanation)**

- 30.1 For the purpose of this Rule:
- 30.1.1 any point of order or personal explanation shall not constitute a speech and therefore not affect the right of any member to speak on a particular item, provided that a member who addressed the Speaker on a point of order or personal explanation shall not be permitted to address the Speaker for longer than two (2) minutes on such point of order or personal explanation;
- 30.1.2 "a point of order" means pointing out any deviation of or anything contrary to these Rules or the By-laws of the Council or any other law;
- 30.1.3 "a point of personal explanation" means the explanation of some material part of a member's speech which has been misunderstood or which needs clarity.
- 30.2 Any Member, whether he /she addresses the Council on the matter under debate or not, may:
- 30.2.1 raise his /her hand to a point of order;
- 30.2.2 raise his /her hand on a point of personal explanation at the end of the debate.



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- 30.3 A member contemplated in Rule 30.2, shall be entitled to be heard forthwith, and the Councillor speaking at the time shall remain silent until a ruling has been made by the Speaker.
- 30.4 The ruling of the Speaker on a point order or on the admissibility of a personal explanation shall be final and shall not be open to discussion.
- In terms of the interpretation of Rule 15.2 of the Rules of Order By-law, Councillors are not allowed to leave the Council Chamber while Council (voting) is in session, and Councillors should be present throughout the meeting. To accommodate Councillors in this regard, the Speaker announced that he will allow a 5 – 10 minute break after every 1½ hours. If a Councillor wants to leave the Chamber for whatever reason, permission should be obtained from the Whip and this need to be recorded (timeframes).
  - At the end of the Speaker's communication and after two warnings, the Speaker ordered Cllr DA Hendrickse to leave the Council Chambers (at 10:35) for violating Rule 27 of the Rules of Order By-law.

<b>2.3</b>	<b>COMMUNICATION BY THE MUNICIPAL MANAGER</b>
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NONE

<b>3.</b>	<b>OFFICIAL NOTICES</b>
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<b>3.1</b>	<b>DISCLOSURE OF INTERESTS</b>	<b>(3/6/2/2)</b>
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Councillor MB De Wet disclosed an interest in Item 12. (Urgent matters) on the Agenda and recused himself when this matter was dealt with.

<b>3.2</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>(3/4/1/6)</b>
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- (1) The following applications for leave of absence were approved in terms of the Rules of Order By-law of Council:-

Cllr GN Bakabaku-Vos (Ms) – 24 January 2018  
Cllr P Sitshoti (Ms) – 24 January 2018

<b>4.</b>	<b>CONFIRMATION OF MINUTES</b>	<b>(3/4/1/5)</b>
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- 4.1 The minutes of the 14<sup>th</sup> Council meeting dated 2017-11-29 were **confirmed as correct.**

MINUTES

15<sup>TH</sup> COUNCIL MEETING OF THE COUNCIL  
OF STELLENBOSCH MUNICIPALITY

2018-01-24

5.	<b>STATUTORY MATTERS</b>	<b>(3/4/1/4)</b>
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NONE

6.	<b>REPORT/S BY THE MUNICIPAL MANAGER RE OUTSTANDING RESOLUTIONS TAKEN AT PREVIOUS COUNCIL MEETINGS</b>
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ITEM	Pg	INPUT	RESPONSE
<b><u>Cllr F Adams: 14<sup>th</sup> Council: 2017-11-29: Item 10.1</u></b>  QUESTION BY CLLR F ADAMS: PORTION OF ERF 65, KAYAMANDI	20	Cllr F Adams responded that he was of the view that he did not receive an honest answer nor a proper report on the matter.	Noted

NOTED

The feedback report on Outstanding Resolutions.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	ROZANNE PIETERSEN
<b>POSITION</b>	<b>SENIOR ADMINISTRATION OFFICER</b>
<b>DIRECTORATE</b>	<b>OFFICE OF THE MUNICIPAL MANAGER</b>
<b>CONTACT NUMBERS</b>	021 -808 8049
<b>E-MAIL ADDRESS</b>	<a href="mailto:Rozanne.Pietersen@ Stellenbosch.gov.za">Rozanne.Pietersen@ Stellenbosch.gov.za</a>
<b>REPORT DATE</b>	17 January 2018

7.	<b>CONSIDERATION OF ITEMS BY THE EXECUTIVE MAYOR: (ALD G VAN DEVENTER (MS))</b>
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7.1	<b>COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES: (PC: CLLR AR FRAZENBURG)</b>
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NONE

7.2	<b>CORPORATE AND STRATEGIC SERVICES: (PC: CLLR E GROENEWALD (MS))</b>
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7.2.1	<b>2016/17 DRAFT ANNUAL REPORT AND REFERRAL OF DRAFT ANNUAL REPORT TO MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) FOR CONSIDERATION</b>
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File No: 3/4/5/2/32 x 8/1/2/6  
 Collaborator No: 563672  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 17 January 2018 and 24 January 2018

**1. SUBJECT: 2016/17 DRAFT ANNUAL REPORT AND REFERRAL OF DRAFT ANNUAL REPORT TO MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) FOR CONSIDERATION**

**2. PURPOSE**

As per legal prescript to table the 2016/17 Draft Annual Report; To confirm that MPAC act as the Oversight Committee as resolved at the Council meeting: 16/02/2017, item 5.2.5; To recommend that the draft Annual Report be referred to the MPAC Committee to fulfil the role of an Oversight Committee and make a recommendation to council as contemplated in section 129 (1) of the Municipal Finance Management Act (Act 56 of 2003, as amended).

**3. DELEGATED AUTHORITY**

The Executive Mayor must table the Annual Report in Council in terms of Section 127(2) read with 121 and 129 of the Municipal Finance Management Act (MFMA), (Act 56/2003) and read with section 46 of the Systems Act. The report must be considered by Council and Council must resolve on the Annual Report as contemplated in section 129(1) of the MFMA. The Oversight Committee must consider the Annual Report and submit an Oversight Report to Council in terms of Section 33 and 79 of the Local Government Municipal Systems Act, 32 of 2000 read with the terms of reference of the MPAC committee.

**4. EXECUTIVE SUMMARY**

The Executive Mayor must table the Annual Report in Council in terms of Section 127(2) read with 121 and 129 of the Municipal Finance Management Act (MFMA), (Act 56/2003) and read with section 46 of the Systems Act. The report must be considered by Council and Council must resolve on the Annual Report as

contemplated in section 129(1) of the MFMA. The Oversight Committee must consider the Annual Report and submit an Oversight Report to Council in terms of Section 33 and 79 of the Local Government Municipal Systems Act, 32 of 2000 read with the terms of reference of the MPAC committee.

The draft Annual Report must be made public and the Municipal Manager must invite the public to provide input into the report. It has become practise that the Oversight Committee also invites the public to make verbal representations at meetings where the report is discussed. A schedule with proposed dates for the meetings is also included. Council resolved in 2017 that MPAC has as part of their terms of reference the role to sit as Oversight Committee to consider the Annual Report.

### 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 7.2.1

#### RESOLVED (majority vote)

- (a) that Council note the 2016/17 Draft Annual Report for Stellenbosch Municipality as tabled by the Executive Mayor;
- (b) that Council take note that the Municipal Manager will make 2016/17 Draft Annual Report public for comment on the official website of the Stellenbosch Municipality and at the offices of the Municipality for a period of 21 days and that the public will be invited through local print media to provide written inputs/comments on the draft report on or before 22 February 2018;
- (c) that Council confirm the Council resolution of 16 February 2017 where MPAC was given the Terms of Reference to fulfil the role as Oversight Committee when considering the Annual Report;
- (d) that Council refer the draft Annual Report to MPAC to consider the Annual Report and make recommendations to Council as contemplated in Section 129(1) of the MFMA; and
- (e) that Council allows the Chairperson of the MPAC (Oversight Committee) to determine the final dates on which they will consider the Annual Report and make it available to the Municipal Manager to inform the public.

*Councillors F Adams and LK Horsband (Ms) requested that their votes of dissent be minuted.*

#### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	ANNALENE DE BEER
<b>POSITION</b>	<b>DIRECTOR: CORPORATE AND STRATEGIC SERVICES</b>
<b>DIRECTORATE</b>	<b>CORPORATE AND STRATEGIC SERVICES</b>
<b>CONTACT NUMBERS</b>	021 -808 8018
<b>E-MAIL ADDRESS</b>	<a href="mailto:Annalene.deBeer@stellenbosch.gov.za">Annalene.deBeer@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	10 January 2018

7.3	<b>ECONOMIC DEVELOPMENT AND PLANNING: (PC: ALD JP SERDYN (MS))</b>
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NONE

7.4	<b>FINANCIAL SERVICES: (PC: CLLR S PETERS)</b>
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7.4.1	<b>MONTHLY FINANCIAL STATUTORY REPORTING: DEVIATIONS AND RATIFICATIONS FOR DECEMBER 2017</b>
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**1. PURPOSE OF REPORT**

To comply with Regulation 36(2) of the Municipal Supply Chain Management Regulations and Section 4.36.2 of the Supply Chain Management Policy 2017/2018 to report the deviations and ratifications to Council.

**2. DISCUSSION**

Reporting the deviation as approved by the Accounting Officer December 2017. The following deviation was approved with the reason as indicated below:

DEVIATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE R
D/SM 20/18	01/12/2017	BW MANAGEMENT WASTE CARRIERS	SLUDGE REMOVAL FROM STELLENBOSCH	Exceptional case and it is impractical or impossible to follow the official procurement processes	R 900 000 .00 (VAT INCL.)
D/SM 24/18	08/12/2017	TUFFY MANUFACTURING	TUFFY MANUFACTURING: RECYCLING BAGS (RATE PAYMENT INCLUDING VAT)	Exceptional case and it is impractical to follow the official procurement processes	R 916.94 per 1000 bags, rate payment
D/SM 28/18	20/12/2017	BROADWAY HARDWARE	RELOCATION OF SLABTOWN RESIDENTS IN EIKE HALL	Exceptional case and it is impractical to follow the official procurement processes	R 255 000. 00 (VAT INCL.)

The following ratifications were approved with the reasons as indicated below:

RATIFICATION NUMBER	CONTRACT DATE	NAME OF CONTRACTOR	CONTRACT DESCRIPTION	REASON	TOTAL CONTRACT PRICE R
R/SM 5/18	14/12/2017	SWEY DESIGN	SWEY DESIGN: R44 547,10	4.36.1(b) to ratify any minor breaches of the procurement processes	R 44 547.10

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**15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 7.4.1****RESOLVED** (majority vote with abstentions)

that Council notes the deviations and ratifications as listed above.

**FOR FURTHER DETAILS CONTACT:**

<b><i>NAME</i></b>	MARIUS WÜST
<b><i>POSITION</i></b>	<b><i>CHIEF FINANCIAL OFFICER</i></b>
<b><i>DIRECTORATE</i></b>	<b><i>FINANCIAL SERVICES</i></b>
<b><i>CONTACT NUMBERS</i></b>	<b><i>021 -808 8528</i></b>
<b><i>E-MAIL ADDRESS</i></b>	<b><i>Marius.Wust@stellenbosch.gov.za</i></b>
<b><i>REPORT DATE</i></b>	<b><i>10 January 2018</i></b>

<b>7.4.2</b>	<b>OVERSIGHT ROLE OF COUNCIL: SUPPLY CHAIN MANAGEMENT POLICY-REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY OF STELLENBOSCH MUNICIPALITY: QUARTER 2, OCTOBER 2017 – DECEMBER 2017</b>
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File Ref: 8/1/3/3/2  
 Collaborator No:  
 IDP KPA Ref: 8: Financial Sustainability (KFA 59: Supply Chain Management)  
 Meeting Date: 17 January 2018

### 1. PURPOSE OF REPORT

To submit a report for the period 01 October 2017 to 31 December 2017 on the implementation of Council's Supply Chain Management Policy. The report covers the performance of the various delegated functions and the implementation thereof.

### 2. FOR DECISION BY MUNICIPAL COUNCIL

Section 2(3) & 4 of the SCM Policy 2017/2018 determines that the Accounting Officer must within 10 days at the end of each quarter; submit a report on the implementation of the SCM Policy to the Executive Mayor. This report must be made public in accordance with section 21A of the Municipal Systems Act (32 of 2000).

### 3. EXECUTIVE SUMMARY

On a quarterly basis the Accounting Officer must submit a report on the implementation of the Supply Chain Management Policy to the Executive Mayor. In terms of the SCM Regulations and Council's SCM Policy the SCM unit has been delegated to perform powers and functions that related to the procurement of goods and services, disposal of goods no longer needed, the selection of contractors to provide assistance in the provision of municipal services.

## 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 7.4.2

### RESOLVED (majority vote with abstentions)

- (a) that Council takes note of this report and **ANNEXURE 1** attached to the Report; and
- (b) that the report be made public in accordance with Section 21A of the Municipal Systems Act.

### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	<i>Dalleel Jacobs</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8137</i>
<b>E-MAIL ADDRESS</b>	<i>Dalleel.Jacobs@stellenbosch.gov.za</i>
<b>DIRECTORATE</b>	<i>Financial Services</i>
<b>REPORT DATE</b>	<i>05 January 2017</i>

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7.5	HUMAN SETTLEMENTS: (PC: CLLR PW BISCOMBE)
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NONE

7.6	INFRASTRUCTURE: [CLLR J DE VILLIERS]
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NONE

7.7	PARKS, OPEN SPACES AND ENVIRONMENT: (PC: CLLR N JINDELA)
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NONE

7.8	PROTECTION SERVICES: [PC: CLLR Q SMIT]
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NONE

7.9	YOUTH, SPORTS AND CULTURE: [PC: XL MDEMKA (MS)]
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NONE



<b>8.</b>	<b>CONSIDERATION OF ITEMS, REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS SUBMITTED VIA THE OFFICE OF THE MUNICIPAL MANAGER</b>
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<b>8.1</b>	<b>MFMA S52 AND S72 REPORTING UP TO DECEMBER 2017</b>
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**File ref:** 8/1/3/3/2  
**Collaborator No:**  
**IDP KPA Ref No:** Good Governance and Compliance  
**Meeting Date:** 24 January 2018

**1. SUBJECT: MFMA S52 and S72 reporting up to December 2017**

**2. PURPOSE OF REPORT**

To comply with S52(d) and S72 of the Municipal Finance Management Act and report to Council on budget; financial and service delivery performance by the Municipality for the first 6 months of the financial year.

**3. DELEGATED AUTHORITY**

**FOR NOTICE BY MUNICIPAL COUNCIL**

In terms of 52 (d) of the Municipal Finance Management Act:

*“The mayor of a municipality—*

*(d) must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality;”*

In terms of 52 (d) of the Municipal Finance Management Act:

*Mid-year budget and performance assessment*

*72. (1) The accounting officer of a municipality must by 25 January of each year—*

*(a) assess the performance of the municipality during the first half of the financial year, taking into account—*

*(i) the monthly statements referred to in section 71 for the first half of the financial year;*

*(ii) the municipality’s service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan;*

*(iii) the past year’s annual report, and progress on resolving problems identified in the annual report; and*

*(iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities; and*

(b) submit a report on such assessment to—

(i) the mayor of the municipality;

(ii) the National Treasury; and

(iii) the relevant provincial treasury.

(2) The statement referred to in section 71(1) for the sixth month of a financial year may be incorporated into the report referred to in subsection (1)(b) of this section.

(3) The accounting officer must, as part of the review—

(a) make recommendations as to whether an adjustments budget is necessary; and

(b) recommend revised projections for revenue and expenditure to the extent that this may be necessary.

#### 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 8.1

The Municipal Manager acknowledged the errors identified by Cllr. Nalumango in the appendices and undertook to make the necessary corrections. The revised appendices are attached.

#### **RESOLVED** (majority vote with abstentions)

- (a) that Council notes the MFMA S52, S72 reports and SDBIP;
- (b) that Council resolves that an adjustments budget is required and that revenue and expenditure projections must be revised according to MFMA S72(3); and
- (c) that Council resolves to amend the SDBIP in line with the adjustment budget and as required to provide smart and measurable KPI's across the board.

*Councillor F Adams requested that his vote of dissent be minuted.*

#### **FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Annalene de Beer
<b>POSITION</b>	Director Corporate and Strategic Services
<b>DIRECTORATE</b>	Corporate and Strategic Services
<b>CONTACT NUMBERS</b>	021 – 8087 8018
<b>E-MAIL ADDRESS</b>	<a href="mailto:Annalene.deBeer@hotmail.com">Annalene.deBeer@hotmail.com</a>
<b>REPORT DATE</b>	22 January 2018



**STELLENBOSCH**

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

# **QUARTERLY BUDGET MONITORING REPORT**

**2<sup>nd</sup> Quarter 2017/18**



## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**QUALITY CERTIFICATE**

I, Geraldine Mettler, the Municipal Manager of Stellenbosch Municipality, hereby certify that the quarterly report the period ending December 2017 has been prepared in accordance with Section 52 of the Municipal Finance Management Act and regulations made under the Act and accordingly submit the required quarterly statement on the state of Stellenbosch Municipality's budget reflecting the particulars up until the end of December 2017.

Name: Geraldine Mettler

Municipal Manager of Stellenbosch Municipality- WC024

Signature \_\_\_\_\_



Date: 16 January 2018

**To Council**

In accordance with Section 52(d) of the Municipal Finance Management Act, I submit the required report on the implementation of the budget and the financial state of affairs of Stellenbosch Municipality reflecting the particulars of the second quarter of the financial year 2017/18.

The submission of this report forms part of my general responsibilities as the Mayor of Stellenbosch Municipality. The purpose of the report serves to inform Council on the financial affairs of Stellenbosch Municipality and to enable Council to fulfil its oversight responsibility in this regard.



.....  
Advocate G M M van Deventer  
Executive Mayor  
Date: 16 January 2018

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## **1. Recommendations**

These recommendations are linked to the responsibilities of the Mayor under Section 52 of the MFMA.

- (a) That the content of the quarterly budget statement and supporting documentation be noted.

## 2. Executive Summary

### 2.1 Introduction

The mayor, who must provide general political guidance over the fiscal and financial affairs of the Municipality, is required by Section 52(d) of the Municipal Finance Management Act to submit a report on the implementation of the budget and the financial state of affairs of the Municipality, to the Council within 30 days after end of each quarter.

This report is a summary of the main budget issues arising from the monitoring process. It compares the implementation of the budget to the commitments/promises made and contained in the Service Delivery and Budget Implementation Plan (SDBIP), and is intended to inform and enable the Council with a view of giving effect to Council's oversight responsibility.

### 2.2 Summary of 2017/18 budget progress / implementation

The following table summarises the overall position of the capital and operating budgets.

	<b>Capital Expenditure</b>	<b>Operating Expenditure</b>	<b>Operating Revenue</b> (excluding capital transfers and contributions)
Original Budget	418 056 510	1 486 675 554	1 488 082 886
Adjustment Budget	535 057 640	1 498 426 771	1 537 377 200
Plan to Date (SDBIP)	125 081 797	680 676 117	858 266 480
<b>Actual</b>	<b>84 806 586</b>	<b>607 547 274</b>	<b>749 576 943</b>
Variance to SDBIP	-40 275 211	-73 128 842	-108 689 537
Year to date % Variance to SDBIP	<b>-32%</b>	<b>-11%</b>	<b>-13%</b>

The above figures are explained in more detail throughout this report.



### 3. Operating Revenue

The following table shows the actual operating revenue per National Treasury Reporting regulations against that planned in the SDBIP for the 2<sup>nd</sup> Quarter of 2017/18

#### Operating Revenue by Source:

Description	Original Budget	Adjusted Budget
<b>Revenue by source</b>		
Property rates	313 009 130	313 009 130
Service charges - electricity revenue	496 336 960	496 336 960
Service charges - water revenue	143 043 790	143 043 790
Service charges - sanitation revenue	88 677 312	88 677 312
Service charges - refuse revenue	46 351 234	46 351 234
Service charges - other	-	-
Rental of facilities and equipment	17 993 960	17 993 960
Interest earned - external investments	37 998 780	37 998 780
Interest earned - outstanding debtors	7 663 970	7 663 970
Fines, penalties and forfeits	97 064 330	97 064 330
Licences and permits	9 913 460	9 913 460
Agency services	2 514 110	2 514 110
Transfers and subsidies	128 342 000	140 093 217
Other revenue	37 595 700	37 595 700
Gains on disposal of PPE	1 441 150	1 441 150
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>1 427 945 886</b>	<b>1 439 697 103</b>

Quarter 2 - 2017/18			
	PLANNED	ACTUALS	VAR
	313 009 130	191 121 064	-39%
	211 550 053	210 740 437	0%
	62 217 524	106 797 886	72%
	88 676 812	64 129 626	-28%
	46 350 734	40 353 885	-13%
	-	-	0%
	7 827 373	5 037 141	-36%
	13 832 469	22 325 649	61%
	3 333 827	4 200 060	26%
	40 917 984	8 918 194	-78%
	-	1 595 030	
	1 093 638	195 489	-82%
	55 828 770	85 152 430	53%
	13 628 167	9 007 525	-34%
	-	2 526	
	<b>858 266 480</b>	<b>749 576 943</b>	<b>-13%</b>

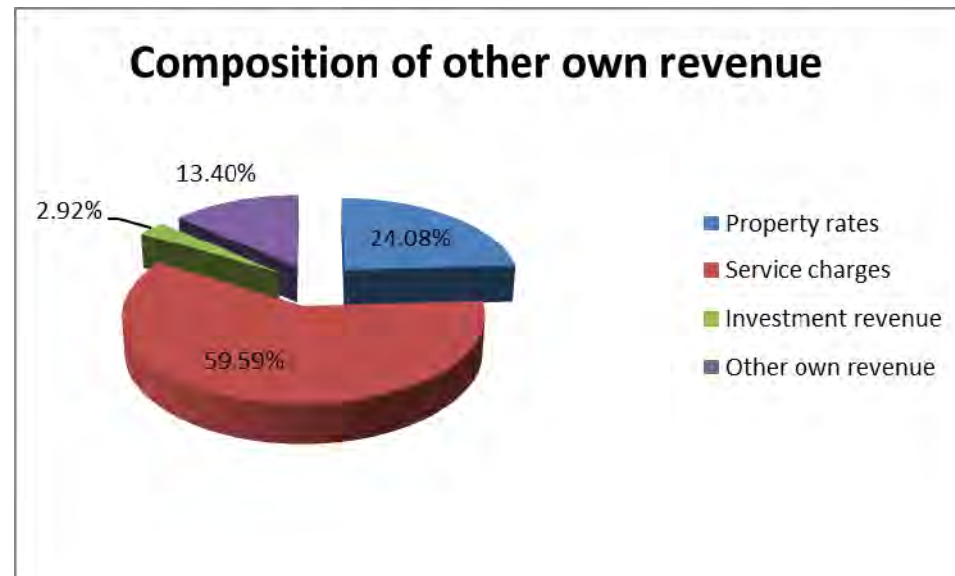
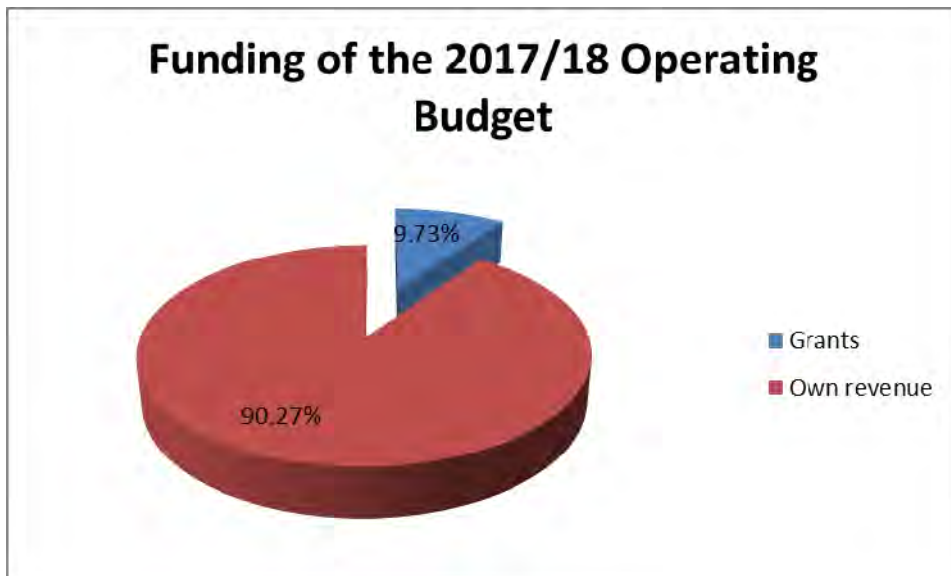
Quarter 2 - 2016/17			
	PLANNED	ACTUALS	VAR
	287 637 189	287 135 111	0%
	231 814 916	234 545 179	1%
	41 288 402	59 972 687	45%
	64 877 543	70 831 758	9%
	42 631 896	42 449 353	0%
	-	-	-
	6 603 062	6 260 584	100%
	14 502 275	27 100 660	87%
	3 326 612	3 285 236	-1%
	10 548 333	16 931 076	61%
	3 822 102	4 645 639	22%
	1 132 146	1 250 947	10%
	55 043 556	48 255 754	-12%
	13 725 025	13 860 113	1%
	<b>776 953 057</b>	<b>816 524 097</b>	<b>5%</b>

**NB: - The “year to date actual for property rates income” refers to the total billed for the year and not actual receipts.**

QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

Stellenbosch municipality is not dependant on grant funding to fund the operating budget as is evident in the graph below.

Own revenue consists mainly of service charges at 59.59 per cent of the R1 299 603 886 billion own revenue budget.



## Operating Revenue Variance Report

The variances between actual operating revenue and the planned operating revenue contained in the SDBIP are explained per revenue source and are as follow:

### Revenue by Source

#### Property Rates, Sanitation and Refuse

Historically property rates, service charges refuse and sanitation were billed annually during July each year. However, as from July 2017, a hybrid approach has been followed for the billing of property rates, sanitation and refuse. The cash flow and billing projections will be amended with the Mid-year Adjustment Budget.

#### Service charges – Electricity revenue

The year to date billed revenue for this line item is in line with the year to date planned budget. Therefor this line will not be adjusted in the mid-year adjustment budget.

#### Service charges- Water revenue

An over performance is noted for water revenue due to the increase in billed revenue relating to higher tariffs being enforced in the drought stricken Western Cape. The revenue budget for this line item will have to be adjusted upwards with R67 million.

#### Interest Earned- External Investments

An over performance was noted for interest earned – external investments amounting to R8 493 180 due to improved management of the investment portfolio.

#### Fines

The municipality collected R 31 999 789 less than it had projected. The variance relates to the accounting treatment of fine revenue that is recorded in line with accounting standard GRAP 23 and iGRAP 1.

#### Agency Services

The agency services year to date estimate, based on the pay overs for traffic and licence fees made to the Provincial Government Western Cape is R1,8 million. The variance is due to system related challenges experienced with the implementation of mSCOA.

**Transfers and subsidies**

An over performance is evident for transfers and subsidies due to the following receipts recognised during December 2017;

- The equitable share receipt amounting to R 36 877 000.
- The receipt of the Library Services Grant amounting to R 4 369 356
- EPWP grant receipt amounting to R2 169 000
- Municipal Infrastructure grant amounting to R17 073 000

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

## 4. Operating Expenditure

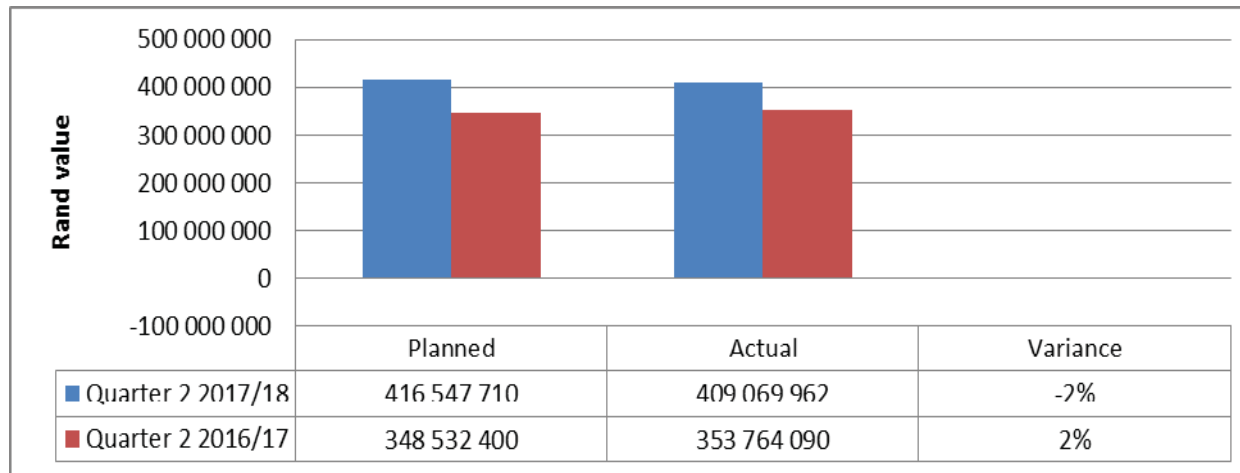
The following table illustrates the actual operating expenditure for each Directorate against planned expenditure in the SDBIP for the 2<sup>nd</sup> Quarter of 2017/18.

### Operating Expenditure (Per Directorate):

DIRECTORATE	ORIGINAL BUDGET	AMENDED BUDGET	QUARTER 2 2017/18		QUARTER 2 2017/18		QUARTER 2 2016/17		QUARTER 2 2016/17	
			PLANNED	ACTUALS	Variance	Var %	PLANNED	ACTUALS	Variance	Var %
<b>Municipal Manager</b>	22 674 590	23 157 755	6 104 097	9 670 881	3 566 783	58%	5 601 580	4 570 911	(1 030 669)	-18%
<b>Planning &amp; Development</b>	58 063 219	58 316 204	15 462 881	25 596 011	10 133 130	66%	9 835 035	10 220 800	385 765	4%
<b>Human Settlements</b>	69 824 458	80 573 220	23 499 476	24 607 644	1 108 169	5%	19 130 568	21 011 186	1 880 618	10%
<b>Community and Protection Services</b>	320 449 323	810 393 069	89 205 329	66 934 078	(22 271 252)	-25%	47 408 844	54 071 748	6 662 904	14%
<b>Engineering Services</b>	810 212 302	321 477 649	225 682 339	231 143 413	5 461 074	2%	238 006 190	248 160 117	10 153 927	4%
<b>Strategic and Corporate Services</b>	122 375 630	121 472 823	33 599 974	24 408 427	(9 191 547)	-27%	15 074 934	9 897 194	(5 177 740)	-34%
<b>Financial Services</b>	82 673 102	83 036 051	22 993 614	26 709 508	3 715 894	16%	13 475 249	5 832 136	(7 643 113)	-57%
<b>TOTALS</b>	<b>1 486 272 624</b>	<b>1 498 426 771</b>	<b>416 547 710</b>	<b>409 069 962</b>	<b>(7 477 748)</b>	<b>-2%</b>	<b>348 532 400</b>	<b>353 764 090</b>	<b>5 231 690</b>	<b>2%</b>

During the second quarter of the financial year the directorates spent R7 477 748, 2% less than the planned expenditure for the second quarter. At the same period last year the directorate spent 2% more than the planned expenditure.

QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017



The year on year comparison for the second quarter is (R 409 069 962/ R1 498 426 771) 27% actual spending rate of the total operating budget for the financial year 2017/18, compared to a (R 353 764 090/ R1 450 237 173) 24% actual spending rate for the same period in the previous financial year.

## **Operating Expenditure Variance Report**

Due to the implementation of mSCOA various system related challenges were experienced during December 2017 which adversely affected the extracting of reports.

The variances between actual operating expenditure and planned operating expenditure contained in the SDBIP are explained per item and are as follows:

### **4.1 Municipal Manager**

The Municipal Manager Directorate planned to spend R10 021 664 of the approved budget. The year-to-date actual spent amounted to R12 384 806, which resulted in an over spending of R2 363 142. The over spending is mainly attributed to audit fees for December 2017 that was more than what was projected.

#### **4.1.1 Audit fees**

The Auditor General communicated as part of the audit strategy that the budgeted amount for the 2016/17 audit is R5 001 402.

The audit fees are still within the budget for the financial year and the municipality will not run the risk of over spending.

### **4.2 Planning and Development**

The Planning and Development Directorate planned to spend R25 386 849 of the approved budget. The year-to-date actual spent amounted to R36 50211. The directorate had an over spending of R11 120 362. The items that attribute to the over spending are as follows:

#### **4.2.1 External Bodies: Tourism**

This funding is allocated to organisations performing the tourism within WC024. The payment for these organisations were done in September 2017

#### **4.2.2 Extended Public Works Project (EPWP) Incentive Grant**

In the current financial year an amount of R4 820 000 is allocated to the municipality in the form of the EPWP incentive grant. The total grant funding was spent by the end of December 2017.

The purpose of the grant is to incentivise municipalities to expand work creation efforts through the use of labour intensive delivery methods in the identified focus areas, in compliance with the EPWP guidelines.

The grant funding is additional to the municipality's own funding for EPWP projects.

### **4.3 Human Settlements and Property Management**

The Human Settlement and Property Management Directorate planned to spend R35 372 308 of the approved budget. The year-to-date actual spent amounted to R38 386 058. The directorate had an over spending of R 3 013 750. The items that attribute to the variance are as follows:

#### **4.3.1 IRDP. Ph2 Watergang**

The New Housing Department indicated that they followed a Section 32 process (MFMA), in order to appoint a service provider to construct the 20 houses in Kayamandi. The Municipality made use of the Provincial Department of Human Settlements' (PDoHS) database. Approval was granted by the Municipal Manager and site hand over already took place. Construction is in process.

#### **4.3.2 IRDP.Ph2 Title Deeds**

The Title Deed Restoration Program is a program whereby the Municipality received funding from the PDoHS to assist with the transfer of outstanding title deeds. An additional amount of funds was gazetted by the PDoHS and all indications are that approximately R1million will be spent in the current financial year.

#### **4.3.3 IRDP.Ph1. La Motte**

The Department had a scheduled meeting with the Housing Department Agency (HDA). The Department is currently negotiating with the National Department of Public Works pertaining to the transfer of land. The project received funding from the Provincial Department of Human Settlements to obtain the land-use rights.

#### **4.3.4 Northern Extension**

The pre-feasibility study has been completed and submitted to the PDoHS for funding approval.



#### **4.4 Community and Protection Services**

The Directorate planned to spend R146 456 677 of the approved budget. The year-to-date actual spent amounted to R100 335 384 which resulted in an under spending of R46 121 293. The items that attributed to the under spending are as follows:

##### **4.4.1 Security Services**

Funds are allocated for the appointment of security services at the various municipal properties and facilities. Payments were processed during December 2017 for the amount of R 635 565, also orders and requisitions were generated to the amount of R 7 111 243.

##### **4.4.2 Traffic Fines Management**

Funds are allocated for the appointment of a service provider for the management of traffic fines. Payments were processed during December 2017 for the amount of R760 788.

The budget for traffic fines management will be spent by 30 June 2018.

##### **4.4.3 Litter Picking and Street Cleaning (Area cleaning)**

Funds are allocated for the appointment of service providers for various area cleaning projects in WC024.

A tender is in place for the cleaning of the Stellenbosch CBD and through the formal quotation process various service providers were appointed to service the other areas within WC024.

The funds will be sufficient to service all the areas within the WC024.

#### **4.5 Strategic and Corporate Services**

The Strategic and Corporate Services Directorate planned to spend R55 164 200 of the approved budget. The year-to-date actual spent amounted to R39 308 241. This resulted in an under spending of R15 855 959. The following items attributed to the over spending:

##### **4.5.1 Training**

Tenders for various training programs have been advertised on 1 November 2017 and closed on 4 December 2017. We are currently in the process of finalising the technical evaluations. Training is planned to take place from the month of February 2018.

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

## 5. Capital Expenditure

The following table illustrates the actual capital expenditure per directorate against the planned in the SDBIP for the 2<sup>nd</sup> Quarter of 2017/18.

Directorate	Adjustment Budget					YEAR TO DATE ACTUAL SPENT	YEAR TO DATE ACTUAL + COMMITMENTS	YTD ACTUAL + COMMITMENTS + PROVISIONAL
		Actual Expenditure	Commitments	Provisional Cost	Actuals + Commitments & Provisional			
<b>Municipal Manager</b>	35 000	27 958	9 802	-	37 760	80%	108%	108%
<b>Planning &amp; Development</b>	7 652 835	282 591	4 879 253	-	5 161 843	4%	68%	67%
<b>Human Settlements</b>	90 523 485	9 650 318	35 363 339	2 048 257	47 061 914	11%	50%	52%
<b>Community and Protection Services</b>	27 888 906	6 133 280	12 570 735	2 547 107	21 251 122	22%	67%	76%
<b>Engineering Services</b>	401 250 477	67 597 738	148 769 193	10 977 509	227 344 440	17%	54%	57%
<b>Strategic &amp; Corporate Services</b>	5 836 936	962 776	1 489 919	589 015	3 041 710	16%	42%	52%
<b>Financial Services</b>	1 870 000	151 925	1 322	8 775	162 023	8%	8%	9%
<b>TOTALS</b>	<b>535 057 640</b>	<b>84 806 586</b>	<b>203 083 561</b>	<b>16 170 664</b>	<b>304 060 812</b>	<b>16%</b>	<b>54%</b>	<b>57%</b>

The 16% actual year to date expenditure is of great concern as this may lead to bottle necks at the SCM unit, putting unnecessary pressure on internal support departments resulting in excessive overtime expenses. Currently Commitments to the tune of R203 083 561 are reflected on the financial system. This committed expenditure relate to work in progress for which the municipality must still be invoiced.

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

The table below compares spending of quarter 2 to the same quarter in the previous financial year.

DIRECTOR	QUARTER 2 2017/18			QUARTER 2 2016/17		
	PLANNED	ACTUALS	VAR	PLANNED	ACTUALS	VAR
Municipal Manager	2 125	27 958	1215%	9 081	-	-100%
Planning & Development	1 715 550	282 591	-84%	1 025 596	47 339	-95%
Human Settlements	6 315 868	8 578 771	36%	25 528 390	4 634 468	-82%
Community and Protection Services	-1 598 153	5 889 168	-468%	5 001 364	2 149 739	-57%
Engineering Services	86 776 461	54 609 135	-37%	85 472 405	58 679 442	-31%
Strategic & Corporate Services	2 561 469	620 352	-76%	3 902 991	2 999 004	-23%
Financial Services	598 743	151 925	-75%	85 000	88 843	5%
<b>TOTALS</b>	<b>96 372 063</b>	<b>70 159 900</b>	<b>-27%</b>	<b>121 024 827</b>	<b>68 598 835</b>	<b>-43%</b>

The year on year comparison for the second quarter is [R70 159 899/ R535 057 640] 13% of the total capital budget of R535 057 640 for the 2017/18 financial year compared to a [R 68 598 835/ R539 200 043] 13% spending rate for the same period in the previous financial year measured against a budget of R539 200 043.

## Capital Expenditure Variance Report

The material variances between actual capital expenditure and the planned capital expenditure contained in the SDBIP are explained per directorate and are as follow (The reasons for variances found below were provided by the respective directors):

### 5.1 Planning and Development

The Directorate planned to spend R1 726 750. The year-to-date actual spent amounted to R282 591. This resulted in an under spending of R1 444 159. The projects that attributed to the under spending are as follows:

#### 5.1.1 Establishment of Informal Traders markets

The municipality received R4.3 million funding from the National Department of Small Business Development. The funding will be included in the mid-year adjustments budget.

Idas Valley site – The project is 50% completed. Construction will continue on 15 January and the expected completion date is March 2018.

Franschhoek site – The technical evaluation of the tender is done and submitted to the Bid Evaluation Committee. The tender is expected to be awarded in January 2018 and construction is planned to start in March 2018.

#### 5.1.2 Purchase of Land- Cemeteries:

The department is busy with the environmental impact assessment and is considering postponing the project till the end of the financial year. An amount of R 1.8 million will be spent.

Therefor the budget of R1 800 096 is to be reduced with R885 987 in the mid-year adjustments budget.

### 5.2 Human Settlements

The Directorate planned to spend an amount of R 10 525 074 of the approved budget. The year-to-date actual spent amounted to R9 650 318. This resulted in an under spending of R 874 756. The projects that attributed to the under spending are as follows:

#### 5.2.1 Klapmuts Community Centre

The project is 90% complete. The estimated completion date for the project is April 2018.

**5.2.2 Flats: Interior Upgrading**

A consultant team has been appointed to compile the specifications. The tender document is due by end of February 2018, where thereafter the department will go out on tender.

**5.2.3 Groendal Library**

The project is 80% complete. The completion end date of the project is April 2018.

**5.2.4 Purchasing of Land**

No progress, as the department is waiting for a council resolution on the way forward.

**5.2.5 Structural Improvement: General**

Various projects have been identified and are in various stages of being planned/implemented.

**5.2.6 Upgrading of Informal Settlements**

50% of the budget for this line item has been spent and the remainder of the funds will be spent before June 2018.

**5.2.7 Basic Improvement: Langrug**

The funds will be re-allocated during the Mid-Year Adjustments process for the completion of the Jamestown reticulation project.

**5.2.8 Idas Valley Housing Projects (New Housing)**

Erf 11330, Idas Valley: The Municipal Planning Tribunal (MPT) approval for the LUPA application could only take effect after the appeal period lapsed, which was mid December 2017. An order to the amount of R8 000 000 were processed on the 20<sup>th</sup> of December 2017 for B/SM 246/09B for the appointment of a service provider.

Erf 9445, Idas Valley: A complainant submitted a formal complaint which meant that DEA&DP has stopped any further rehabilitation of the river until this matter has been resolved. A further appeal was received during December 2017 after the MPT approved the LUPA application.

**5.2.9 Klapmuts: Mandela City**

Target for the 2017/18 financial year is 190 service sites of which 119 have been completed. Payments to the amount of R1 371 800 were processed during December 2017. Year-to-date commitments loaded on the system amounts to R3 471 937.

**5.2.10 Kayamandi Watergang: Zone O**

The Contractor has been appointed to build 332 temporary housing units. The site establishment will be done during January 2018. Construction will be completed by 30 June 2018.

**5.2.11 Kayamandi Town Centre**

The feasibility report for the Town centre is complete and a new order will be generated.

**5.3 Community and Protection Services**

The Directorate planned to spend an amount of R 6 091 076. The year-to-date actual spent amounted to R 6 133 280. This resulted in an over spending of R 42 203. The projects that attributed to the over spending are as follows:

**5.3.1 Upgrade of Existing Parks (WC024)**

Year-to-date payments to the amount of R149 579 and orders to the amount of 170 330 were processed on the system. The department is waiting for an order for the boot camp for Tibilitsha Park.

A Formal Quotation will be loaded for cement benches at an estimate value of R12 000.

The rest of the funding will be spent on the park in Lanquedoc.

**5.3.2 Upgrading Traffic Parking Area**

A tender is in place for the upgrading of Traffic Building, new learner's class and upgrading driver's license testing centre.

The appointment of the architect for the redesign and extension of the Traffic Offices in Stellenbosch will be tabled at the Bid Evaluation Committee (BEC) in January 2018.

**5.3.3 Install CCTV and ANPR cameras in WC024**

The tender was approved. Payments amounting to R2 340 064 were processed during December 2017. Year to date orders amounting to R1 001 731 were processed on the system. Additional funds will be requested during the mid-year adjustments budget process.

**5.3.4 Fire Services JOC**

Year-to-date orders to the amount of R238 379 were processed on the system. The department submitted invoices for payment during December 2017. A formal quotation will be registered during January 2018 for the procurement of equipment for the full balance of R80 326.

**5.3.5 Upgrading and or Replacement of Fire Alarm System**

Year-to-date electronic requisitions were loaded to the amount of R877 193.

BSM 24/18 was approved by the Bid Adjudication Committee on 8 December 2017. The department is waiting for the purchase order from supply chain management amounting to R511 961.

**5.3.6 Upgrading of Stellenbosch Fire Station**

The department submitted invoices for payment during December 2017. Orders to the amount of R158 238 were processed on the system during December 2017. The department will liaise with Facilities and Supply and Chain Management during January 2018 to discuss the appointment of the rest of the contractors (structural/ electrical engineers per formal quotation) after which the bill of quantities will be drawn up and the specifications advertised for the appointment of the contractor to do the physical upgrading work.

**5.4 Strategic and Corporate Services**

The Directorate planned to spend an amount of R 2 561 469. The year-to-date actual spent amounted to R 962 776. This resulted in an under spending of R 1 598 692. The projects that attributed to the variances are as follows:

**5.4.1 Purchase and Replacement of Computer/ software and Peripheral devices**

Year-to-date orders to the amount of R382 929 were loaded on the system. Payments to the amount of R11 778 were processed during December 2017. Final invoices were submitted for approval and thereafter payment will be processed. All funds to be spend by end January 2018.

The department requested an additional R500 000 in the mid-year adjustments budget.

**5.4.2 Upgrade and Expansion of I.T Infrastructure Platforms**

Year-to-date payments to the amount of R161 195 and year-to-date orders to the amount of R1 017 978 were processed on the system. R1.2 million was awarded for purchasing of network switches. The order for the switches was processed during December 2017. Delivery of the network switches to take place during January 2018.

The department requested an additional R2 600 000 in the mid-year adjustments budget.

**5.5 Engineering Services**

The Directorate planned to spend an amount of R 103 567 478. The year-to-date actual spent amounted to R 67 597 738. This resulted in an under spending of R 35 969 740. The variance attributes to the following projects:

**5.5.1 Bulk Water Supply Pipe Reservoir: Dwars Rivier (Johannesdal / Kylemore / Pniel)**

The tender has been awarded and the contractor should be on site by January.

**5.5.2 Extension of Waste Water Treatment Works Stellenbosch**

Phase 1 has been completed and Phase 2 has recently commenced. The Project is currently at it's Construction Phase.

**5.5.3 Water Treatment Works: Paradyskloof**

The project is 95% complete. Construction commenced in September 2017. The department is awaiting final invoices for the payment of the service provider.

**5.5.4 Bulk Sewer Outfall: Jamestown**

Consultants were appointed for the design and the environmental impact (EIA) assessment. Site investigations and designs are currently underway. The EIA application is posing problems. The department did consultation with all stakeholders to speed up the EIA process.



## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

## 6. Investments and Borrowings

## Investments

ACC. NR	BANK	TYPE OF INVESTMENT	INTEREST RATE	MATURITY DATE	OPENING BALANCE AS AT 1 JULY 2017	DECEMBER 2017		TOTAL INVESTMENTS/ WITHDRAWALS	INTEREST CAPITALISED FOR THE MONTH UNDER REVIEW	INTEREST ACCRUED YTD	CLOSING BALANCE YTD
						INVEST	WITH DRAW				
20-7674-8028	<b>ABSA BANK</b>	FIXED DEPOSIT	8.710%	23-Mar-18	102 266 986.30			-	739 753.42	4 390 794.52	106 657 780.82
20-7693-3215	A#8028 A#3215	FIXED DEPOSIT	7.595%	27-Jul-17	50 041 616.44			(50 312 123.29)	-	270 506.85	(0.00)
					<b>152 308 602.74</b>			<b>(50 312 123.29)</b>	<b>739 753.42</b>	<b>4 661 301.37</b>	<b>106 657 780.82</b>
	<b>FNB</b>										
71-6186-16357	F#6357	FIXED DEPOSIT	8.250%	12-Dec-16	0.01			-	-	-	0.01
74-6862-17537	F#7537	FIXED DEPOSIT	8.208%	26-Sep-17	102 083 164.20			(104 224 130.41)	-	2 140 966.22	0.00
71-6862-05877	F#5877	FIXED DEPOSIT	7.940%	11-Apr-18				100 000 000.00	674 356.16	1 783 780.82	101 783 780.82
					<b>102 083 164.21</b>			<b>(4 224 130.41)</b>	<b>674 356.16</b>	<b>3 924 747.04</b>	<b>101 783 780.83</b>
	<b>NEDBANK</b>										
03/7881123974/...009	N#009	FIXED DEPOSIT	8.050%	26-Sep-17	60 489 616.44			(61 640 876.71)	-	1 151 260.27	0.00
03/7881123974/...010	N#010	FIXED DEPOSIT	8.750%	22-Jun-18	120 115 068.49			-	891 780.82	5 293 150.68	125 408 219.17
03/7881123974/...011	N#011	FIXED DEPOSIT	8.270%	25-Sep-18				100 000 000.00	702 383.56	2 152 465.75	102 152 465.75
03/7881123974/...012	N#012	FIXED DEPOSIT	8.200%	30-Aug-18				90 000 000.00	60 657.53	60 657.53	90 060 657.53
					<b>180 604 684.93</b>	<b>90 000 000.00</b>		<b>128 359 123.29</b>	<b>1 654 821.92</b>	<b>8 657 534.25</b>	<b>317 621 342.47</b>
	<b>INVESTEC BANK</b>										
30000059124	I#500	CALL ACCOUNT	6.900%	Call Account	8 351 490.97			(8 586 515.25)	-	235 024.28	(0.00)
1400-50039-400	I#400	FIXED DEPOSIT	7.800%	27-Mar-18				50 000 000.00	331 445.23	1 015 280.85	51 015 280.85
					<b>8 351 490.97</b>			<b>41 413 484.75</b>	<b>331 445.23</b>	<b>1 250 305.13</b>	<b>51 015 280.85</b>
	<b>STANDARD BANK</b>										
258489367-009.	S#009	CALL ACCOUNT	6.950%	Call Account	21 329 661.67			(21 938 608.12)	-	608 946.44	(0.01)
258489367-010	S#010	CALL ACCOUNT	6.700%	Call Account		40 000 000.00		40 000 000.00	22 027.40	22 027.40	40 022 027.40
258489367-015	S#015	FIXED DEPOSIT	8.100%	26-Sep-17	40 328 438.36			(41 100 712.33)	-	772 273.97	0.00
258489367-016	S#016	FIXED DEPOSIT	8.525%	27-Dec-17	100 093 424.66		(104 297 534.25)	(104 297 534.25)	630 616.44	4 204 109.59	(0.00)
258489367-017	S#017	FIXED DEPOSIT	7.450%	27-Oct-17	-			(326 575.34)	-	326 575.34	0.00
258489367-018	S#018	FIXED DEPOSIT	7.800%	22-Feb-18				60 000 000.00	397 479.45	500 054.79	60 500 054.79
					<b>161 751 524.69</b>	<b>40 000 000.00</b>	<b>(104 297 534.25)</b>	<b>(67 663 430.04)</b>	<b>1 050 123.29</b>	<b>6 433 987.54</b>	<b>100 522 082.19</b>
	<b>NEW REPUBLIC BANK</b>										
	NEW REPUBLIC BANK		0.000%		170 839.00			-	-	-	170 839.00
					<b>170 839.00</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>170 839.00</b>
<b>INVESTMENT TOTAL</b>					<b>605 270 306.54</b>	<b>130 000 000.00</b>	<b>(104 297 534.25)</b>	<b>47 572 924.30</b>	<b>4 450 500.02</b>	<b>24 927 875.33</b>	<b>677 771 106.16</b>

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Borrowings**

Lending Institution	Balance 1/12/2017	Received December 2017	Interest Capitalised December 2017	Capital Repayments December 2017	Balance 31/12/2017	Percentage	Sinking Funds
							(R'000)
DBSA @ 9.25%	11 334 116	-	-	(1 404 598)	9 929 518	9.25%	
DBSA@ 11.1%	22 136 590	-	-	(885 952)	21 250 638	11.10%	
DBSA@ 10.25%	60 793 797	-	-	(2 112 884)	58 680 913	10.25%	
DBSA @ 9.74%	92 121 563	-	-	(1 883 890)	90 237 673	9.74%	
	186 386 066	-	-	(6 287 325)	180 098 741		

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**7. Allocations and grant receipts and expenditure for the 2<sup>nd</sup> Quarter of 2017/18**

	<b>EXPECTED ALLOCATION</b>	<b>ACCUMULATED RECEIPTS</b>	<b>ACCUMULATED ACTUAL EXPENDITURE</b>	<b>ACTUAL MONTHLY EXPENDITURE</b>	<b>ACTUAL MONTHLY RECEIPTS</b>	<b>UNSPENT CONDITIONAL GRANTS DECEMBER 2017</b>
<b>OPERATING &amp; CAPITAL GRANTS</b>						
EPWP Incentive Grant for Municipalities	4 820 000	3 226 018	4 820 000	232 354	(2 169 000)	(1 593 982)
Community Development Workers Operational Support Grant	56 000	-	213	-	-	(213)
Library Services	14 709 000	9 376 667	21 630	-	(4 369 356)	9 355 037
Human Settlements Development Grant	49 304 061	6 896 899	4 471 201	1 726 045	-	2 425 698
Municipal Infrastructure Grant (MIG)	36 358 000	20 073 000	15 738 725	5 974 875	(17 073 000)	4 334 275
Maintenance and Construction of Transport Infrastructure	2 176 000	-	-	-	-	-
Integrated Transport Planning	600 000	-	-	-	-	-
Financial Management Grant (FMG)	1 550 000	1 550 000	178 139	258 992	-	1 371 861
Integrated National Electrification Programme Grant	4 000 000	4 000 000	479 344	310 201	-	3 520 656
Financial Management Capacity Building Grant	360 000	-	-	-	-	-
Energy Efficiency and Demand Side Management	7 236 000	3 000 000	731 220	-	-	2 268 780
Fire Services Capacity Building Grant	800 000	800 000	-	-	-	800 000
Public Transport Non Motorised Infrastructure	820 000					
LG Graduate Internship Grant	60 000					
WC Financial Management Support Grant	255 000					
<b>TOTAL</b>	<b>123 104 061</b>	<b>48 922 584</b>	<b>26 440 472</b>	<b>8 502 467</b>	<b>(23 611 356)</b>	<b>22 482 112</b>

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**8. Personnel Expenditure**

In terms of Section 66 of the MFMA, all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits must be reported to council.

Employee - Related Costs	Original Budget	Adjustments Budget	Year-to-date Budget	Year-to-date Actual	%Var	Month-to-date Budget	Month-to-date Actual	%Var
Basic Salary and Wages	296 987 638	296 987 638	148 493 819	143 743 464	-3%	24 748 970	23 896 920	-3%
Bonus	20 131 098	20 131 098	10 065 549	18 802 405	87%	1 677 592	153 431	-91%
Acting and Post Related Allowances	1 371 136	1 371 136	685 568	437 502	-36%	114 261	59 225	-48%
Overtime	25 684 564	25 684 564	12 842 282	11 728 205	-9%	2 140 380	2 002 669	-6%
Standby Allowance	10 947 524	10 947 524	5 473 762	5 575 740	2%	912 294	953 373	5%
Travel or Motor Vehicle	10 681 576	10 681 576	5 340 788	5 095 053	-5%	890 131	813 229	-9%
Accommodation, Travel and Incidental	288 980	288 980	144 490	143 691	-1%	24 082	18 442	-23%
Bargaining Council	162 840	162 840	81 420	103 205	27%	13 570	20 931	54%
Cellular and Telephone	778 984	778 984	389 492	421 279	8%	64 915	68 251	5%
Current Service Cost	7 681 100	7 681 100	3 840 550	3 648 441	-5%	640 092	-	-100%
Essential User	866 750	866 750	433 375	459 646	6%	72 229	51 629	-29%
Fire Brigade	1 976 729	1 976 729	988 365	984 024	0%	164 727	164 640	0%
Group Life Insurance	2 934 035	2 934 035	1 467 018	1 480 590	1%	244 503	241 261	-1%
Housing Benefits	2 088 891	2 088 891	1 044 446	1 137 050	9%	174 074	189 243	9%
Interest Cost	17 440 880	17 440 880	8 720 440	-	-100%	1 453 407	-	-100%
Leave Gratuity	5 259 594	5 259 594	2 629 797	-	-100%	438 300	-	-100%
Leave Pay	4 706 888	4 706 888	2 353 444	1 831 650	-22%	392 241	61 205	-84%
Long Service Award	242 621	242 621	121 311	1 030 509	749%	20 218	169 700	739%
Long Term Service Awards	4 933 490	4 933 490	2 466 745	-	-100%	411 124	-	-100%
Medical	19 504 424	19 504 424	9 752 212	9 866 519	1%	1 625 369	1 622 925	0%
Non-pensionable	171 625	171 625	85 813	85 535	0%	14 302	14 490	1%
Pension	43 097 437	43 097 437	21 548 719	21 313 630	-1%	3 591 453	3 515 052	-2%
Scarcity Allowance	1 551 982	1 551 982	775 991	736 330	-5%	129 332	120 571	-7%
Shift Additional Remuneration	505 756	505 756	252 878	1 771 335	600%	42 146	291 109	591%
Structured	1 090 594	1 090 594	545 297	530 931	-3%	90 883	87 649	-4%
Unemployment Insurance	2 191 248	2 191 248	1 095 624	1 151 987	5%	182 604	190 327	4%
<b>Totals</b>	<b>483 278 384</b>	<b>483 278 384</b>	<b>241 639 192</b>	<b>232 078 722</b>	<b>-4%</b>	<b>40 273 199</b>	<b>34 706 273</b>	<b>-14%</b>

During the second quarter of the financial year directorates spent R232 078 722, 4% less than the planned expenditure of R241 639 192.

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**9. Withdrawals**

<b>Consolidated Quarterly Report for period 01/10/2017 to 31/12/2017</b>				
<b>Date</b>	<b>Payee</b>	<b>Amount in R'000</b>	<b>Description and Purpose (including section reference e.g. sec 11(f))</b>	<b>Authorised by (name)</b>
Monthly	Provincial Government Western Cape	8 246 825	The Municipality acts as an agent for PAWC for collection of licencing fees. S 11(e)(i)	Director: Community and Protection Services. Gerald Esau
Monthly	WECLOGO Group Insurance and Sanlam Group Insurance	728 571	Group Insurance. S11(e) (ii)	Council
Ad Hoc	Investment Management	290 000 000	Investment in accordance with the Cash Management and Investment Policy. S11(h)	Accounting Officer (Municipal Manager)

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

## 10. Monthly Budget Statements

Table C1: Monthly Budget Statement Summary

WC024 Stellenbosch - Table C1 Monthly Budget Statement Summary - Q2 Second Quarter

Description	2016/17	Budget Year 2017/18							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	-	313 009	313 009	20 271	191 121	313 009	(121 888)	-39%	313 009
Service charges	-	774 409	774 409	63 802	422 022	408 795	13 227	3%	774 409
Investment revenue	-	37 999	37 999	4 200	22 326	13 832	8 493	61%	37 999
Transfers and subsidies	-	128 342	140 093	40 227	85 152	55 829	29 324	53%	140 093
Other own revenue	-	174 187	174 187	3 411	28 956	66 801	(37 845)	-57%	174 187
<b>Total Revenue (excluding capital transfers and contributions)</b>	-	<b>1 427 946</b>	<b>1 439 697</b>	<b>131 912</b>	<b>749 577</b>	<b>858 266</b>	<b>(108 690)</b>	<b>-13%</b>	<b>1 439 697</b>
Employee costs	-	485 607	485 607	35 354	232 079	241 197	(9 118)	-4%	485 607
Remuneration of Councillors	-	17 293	17 293	1 342	8 019	8 235	(215)	-3%	17 293
Depreciation & asset impairment	-	168 339	168 339	15 353	91 863	84 170	7 694	9%	168 339
Finance charges	-	28 622	28 622	9 480	9 480	9 413	68	1%	28 622
Materials and bulk purchases	-	346 143	346 143	26 249	158 555	157 095	1 460	1%	346 143
Transfers and subsidies	-	6 250	6 250	-	6 261	6 250	11	0%	6 250
Other expenditure	-	434 422	446 173	20 855	101 289	174 318	(73 029)	-42%	446 173
<b>Total Expenditure</b>	-	<b>1 486 676</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-11%</b>	<b>1 498 427</b>
<b>Surplus/(Deficit)</b>	-	<b>(58 730)</b>	<b>(58 730)</b>	<b>23 278</b>	<b>142 030</b>	<b>177 590</b>	<b>(35 561)</b>	<b>-20%</b>	<b>(58 730)</b>
Transfers and subsidies - capital (monetary alloc	-	60 137	97 680	17 073	36 524	36 160	365	1%	97 680
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>	<b>(35 196)</b>	<b>-16%</b>	<b>38 950</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>	-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>	<b>(35 196)</b>	<b>-16%</b>	<b>38 950</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	-	<b>412 557</b>	<b>491 216</b>	<b>27 096</b>	<b>84 807</b>	<b>125 082</b>	<b>(40 275)</b>	<b>-32%</b>	<b>412 557</b>
Capital transfers recognised	-	43 567	97 680	9 134	22 118	30 464	(8 346)	-27%	97 680
Public contributions & donations	-	-	4 039	-	-	-	-	-	4 039
Borrowing	-	160 000	160 000	-	-	-	-	-	160 000
Internally generated funds	-	214 490	273 339	17 961	62 689	94 617	(31 929)	-34%	273 339
<b>Total sources of capital funds</b>	-	<b>418 057</b>	<b>535 058</b>	<b>27 096</b>	<b>84 807</b>	<b>125 082</b>	<b>(40 275)</b>	<b>-32%</b>	<b>535 058</b>
<b>Financial position</b>									
Total current assets	-	599 478	599 478		959 313				599 478
Total non current assets	-	5 458 984	5 575 985		4 959 867				5 575 985
Total current liabilities	-	278 234	278 234		218 802				278 234
Total non current liabilities	-	576 842	576 842		465 407				576 842
<b>Community wealth/Equity</b>	-	<b>5 203 385</b>	<b>5 320 386</b>		<b>5 234 971</b>				<b>5 320 386</b>
<b>Cash flows</b>									
Net cash from (used) operating	-	191 451	219 795	17 389	105 063	244 050	138 987	57%	219 795
Net cash from (used) investing	-	(414 557)	(531 558)	(27 096)	(84 807)	(32)	84 774	-263701%	3 500
Net cash from (used) financing	-	145 216	145 216	(6 287)	-	(77 082)	(77 082)	100%	160 000
<b>Cash/cash equivalents at the month/year end</b>	-	<b>419 542</b>	<b>330 884</b>	<b>-</b>	<b>693 932</b>	<b>664 366</b>	<b>(29 566)</b>	<b>-4%</b>	<b>1 056 969</b>
<b>Debtors &amp; creditors analysis</b>	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	66 466	6 037	4 471	3 231	6 797	2 070	14 020	97 783	200 876
<b>Creditors Age Analysis</b>									
Total Creditors	69 556	-	-	-	-	-	-	-	69 556

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C2: Monthly Budget Statement – Financial Performance (standard classification)**

WC024 Stellenbosch - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Q2 Second Quarter

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Revenue - Functional</b>										
Governance and administration		-	396 822	398 921	25 116	252 343	354 936	(102 593)	-29%	397 918
Executive and council		-	(196)	(196)	193	1 192	(85)	1 277	-1500%	(196)
Finance and administration		-	397 018	399 116	24 923	251 152	355 021	(103 869)	-29%	398 114
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		-	142 108	186 683	6 232	24 527	69 294	(44 768)	-65%	46 104
Community and social services		-	12 372	12 372	5 176	11 804	5 382	6 422	119%	15 731
Sport and recreation		-	6 950	6 950	216	651	3 023	(2 372)	-78%	7 491
Public safety		-	103 612	102 612	168	1 057	43 549	(42 491)	-98%	3 691
Housing		-	19 173	64 749	672	11 013	17 340	(6 327)	-36%	19 192
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		-	25 819	28 439	1 062	14 092	11 231	2 861	25%	120 883
Planning and development		-	12 404	12 404	238	2 260	5 396	(3 136)	-58%	6 820
Road transport		-	13 415	16 035	824	11 827	5 835	5 992	103%	114 063
Environmental protection		-	-	-	-	5	-	5	#DIV/0!	-
Trading services		-	923 276	923 276	116 569	495 110	457 939	37 171	8%	922 984
Energy sources		-	535 427	535 427	38 424	227 691	211 416	16 274	8%	530 482
Water management		-	180 632	180 632	26 198	125 898	78 575	47 323	60%	154 554
Waste water management		-	136 553	136 553	39 447	95 756	107 590	(11 833)	-11%	143 513
Waste management		-	70 664	70 664	12 500	45 765	60 358	(14 594)	-24%	94 435
Other	4	-	58	58	5	29	97	(68)	-70%	194
<b>Total Revenue - Functional</b>	2	-	1 488 083	1 537 377	148 984	786 101	893 498	(107 396)	-12%	1 488 083
<b>Expenditure - Functional</b>										
Governance and administration		-	277 678	278 113	19 028	116 259	131 286	(15 027)	-11%	301 300
Executive and council		-	60 547	60 547	4 470	21 135	27 070	(5 935)	-22%	86 321
Finance and administration		-	204 996	205 431	14 227	89 169	98 689	(9 519)	-10%	202 874
Internal audit		-	12 134	12 134	331	5 954	5 528	427	8%	12 105
Community and public safety		-	177 749	189 066	13 814	83 752	79 573	4 179	5%	181 564
Community and social services		-	23 357	23 357	2 027	12 685	10 666	2 019	19%	27 626
Sport and recreation		-	41 173	41 173	3 442	19 660	18 764	897	5%	41 186
Public safety		-	78 807	78 807	5 827	37 063	35 706	1 357	4%	78 460
Housing		-	34 412	45 729	2 518	14 344	14 438	(93)	-1%	34 292
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		-	277 583	277 583	14 356	94 436	125 232	(30 796)	-25%	276 178
Planning and development		-	64 714	64 714	4 264	30 998	28 034	2 964	11%	63 873
Road transport		-	192 577	192 577	8 915	56 254	87 919	(31 665)	-36%	192 270
Environmental protection		-	20 293	20 293	1 177	7 184	9 279	(2 095)	-23%	20 036
Trading services		-	753 665	753 665	61 436	313 100	344 585	(31 486)	-9%	727 633
Energy sources		-	430 599	430 599	32 483	194 060	196 876	(2 815)	-1%	405 881
Water management		-	108 719	108 719	10 758	39 070	49 710	(10 640)	-21%	108 569
Waste water management		-	129 674	129 674	15 072	58 835	59 287	(452)	-1%	128 623
Waste management		-	84 673	84 673	3 122	21 134	38 713	(17 579)	-45%	84 559
Other		-	-	-	-	-	-	-	-	-
<b>Total Expenditure - Functional</b>	3	-	1 486 676	1 498 427	108 633	607 547	680 676	(73 129)	-11%	1 486 676
<b>Surplus/ (Deficit) for the year</b>		-	1 407	38 950	40 351	178 554	212 822	(34 268)	-16%	1 407

Table C2: Monthly Budget Statement – Financial Performance, reflects the operating revenue and operating expenditure in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. The main functions are Governance and Administration; Community and public safety; Economic and environmental services; and Trading services.

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C3: Monthly Budget Statement – Financial Performance (revenue & expenditure by municipal vote)**

WC024 Stellenbosch - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q2 Second

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue by Vote</b>										
Vote 1 - DIRECTORATE: MUNICIPAL MANAGER	1	-	240	240	-	-	104	(104)	-100.0%	240
Vote 2 - DIRECTORATE: PLANNING AND DEVELOPMENT		-	8 386	12 348	2 158	5 348	5 372	(24)	-0.4%	8 386
Vote 3 - DIRECTORATE: HUMAN SETTLEMENTS		-	25 143	71 503	767	11 959	20 555	(8 596)	-41.8%	25 143
Vote 4 - DIRECTORATE: COMMUNITY AND PROTECTION		-	138 549	929 551	4 496	22 381	56 292	(33 911)	-60.2%	138 549
Vote 5 - DIRECTORATE: ENGINEERING SERVICES		-	924 132	131 907	116 572	495 176	457 020	38 155	8.3%	924 132
Vote 6 - DIRECTORATE: STRATEGIC AND CORPORATE		-	143	323	194	1 198	62	1 136	1828.4%	143
Vote 7 - DIRECTORATE: FINANCIAL SERVICES		-	391 490	391 505	24 808	250 040	355 021	(104 981)	-29.6%	391 490
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	<b>2</b>	<b>-</b>	<b>1 488 083</b>	<b>1 537 377</b>	<b>148 994</b>	<b>786 101</b>	<b>894 426</b>	<b>(108 325)</b>	<b>-12.1%</b>	<b>1 488 083</b>
<b>Expenditure by Vote</b>										
Vote 1 - DIRECTORATE: MUNICIPAL MANAGER	1	-	22 675	23 158	1 323	12 385	10 022	2 363	23.6%	22 675
Vote 2 - DIRECTORATE: PLANNING AND DEVELOPMENT		-	58 063	58 316	5 202	36 507	25 387	11 120	43.8%	58 063
Vote 3 - DIRECTORATE: HUMAN SETTLEMENTS		-	69 824	80 573	6 731	38 386	35 372	3 014	8.5%	69 824
Vote 4 - DIRECTORATE: COMMUNITY AND PROTECTION		-	320 449	810 393	15 979	100 335	146 457	(46 121)	-31.5%	320 449
Vote 5 - DIRECTORATE: ENGINEERING SERVICES		-	810 212	321 478	67 351	343 908	370 524	(26 615)	-7.2%	810 212
Vote 6 - DIRECTORATE: STRATEGIC AND CORPORATE		-	122 376	121 473	5 831	39 308	55 164	(15 856)	-28.7%	122 376
Vote 7 - DIRECTORATE: FINANCIAL SERVICES		-	82 673	83 036	6 216	36 717	37 751	(1 033)	-2.7%	82 673
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	<b>2</b>	<b>-</b>	<b>1 486 273</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-10.7%</b>	<b>1 486 273</b>
<b>Surplus/ (Deficit) for the year</b>	<b>2</b>	<b>-</b>	<b>1 810</b>	<b>38 950</b>	<b>40 361</b>	<b>178 554</b>	<b>213 750</b>	<b>(35 196)</b>	<b>-16.5%</b>	<b>1 810</b>

Table C3: Monthly Budget Statement – Financial Performance, reflects the operating revenue and operating expenditure by municipal vote. The municipal directorates are Municipal Manager; Planning Development; Human Settlements; Engineering Services; Community and Protection Services; Strategic and Corporate Services; and Financial Services. The operating expenditure budget is approved by Council on the municipal vote level.



## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C4: Monthly Budget Statement – Financial Performance (revenue & expenditure)**

Description	Ref	2016/17	Budget Year 2017/18							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
<b>R thousands</b>										
<b>Revenue By Source</b>										
Property rates		-	313 009	313 009	20 271	191 121	313 009	(121 888)	-39%	313 009
Service charges - electricity revenue		-	496 337	496 337	30 077	210 740	211 550	(810)	0%	496 337
Service charges - water revenue		-	143 044	143 044	20 925	106 798	62 218	44 580	72%	143 044
Service charges - sanitation revenue		-	88 677	88 677	8 417	64 130	88 677	(24 547)	-28%	88 677
Service charges - refuse revenue		-	46 351	46 351	4 382	40 354	46 351	(5 997)	-13%	46 351
Service charges - other		-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		-	17 994	17 994	773	5 037	7 827	(2 790)	-36%	17 994
Interest earned - external investments		-	37 999	37 999	4 200	22 326	13 832	8 493	61%	37 999
Interest earned - outstanding debtors		-	7 664	7 664	738	4 200	3 334	866	26%	7 664
Dividends received		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		-	97 064	97 064	757	8 918	40 918	(32 000)	-78%	97 064
Licences and permits		-	9 913	9 913	39	1 595	-	1 595	#DIV/0!	9 913
Agency services		-	2 514	2 514	-	195	1 094	(898)	-82%	2 514
Transfers and subsidies		-	128 342	140 093	40 227	85 152	55 829	29 324	53%	140 093
Other revenue		-	37 596	37 596	1 104	9 008	13 628	(4 621)	-34%	37 596
Gains on disposal of PPE		-	1 441	1 441	1	3	-	3	#DIV/0!	1 441
<b>Total Revenue (excluding capital transfers and contributions)</b>		-	<b>1 427 946</b>	<b>1 439 697</b>	<b>131 912</b>	<b>749 577</b>	<b>858 266</b>	<b>(108 690)</b>	<b>-13%</b>	<b>1 439 697</b>
<b>Expenditure By Type</b>										
Employee related costs		-	485 607	485 607	35 354	232 079	241 197	(9 118)	-4%	485 607
Remuneration of councillors		-	17 293	17 293	1 342	8 019	8 235	(215)	-3%	17 293
Debt impairment		-	65 924	65 924	-	2	17 860	(17 858)	-100%	65 924
Depreciation & asset impairment		-	168 339	168 339	15 353	91 863	84 170	7 694	9%	168 339
Finance charges		-	28 622	28 622	9 480	9 480	9 413	68	1%	28 622
Bulk purchases		-	346 143	346 143	25 454	151 239	157 095	(5 856)	-4%	346 143
Other materials		-	-	-	795	7 317	-	7 317	#DIV/0!	-
Contracted services		-	191 605	202 921	10 231	39 682	83 892	(44 210)	-53%	202 921
Transfers and subsidies		-	6 250	6 250	-	6 261	6 250	11	0%	6 250
Other expenditure		-	176 893	177 328	10 617	61 556	72 566	(11 011)	-15%	177 328
Loss on disposal of PPE		-	-	-	8	50	-	50	#DIV/0!	-
<b>Total Expenditure</b>		-	<b>1 486 676</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-11%</b>	<b>1 498 427</b>
<b>Surplus/(Deficit)</b>										
Transfers and subsidies - capital (minority undertakings)		-	(58 730)	(58 730)	23 278	142 030	177 590	(35 561)	(0)	(58 730)
(National / Provincial and District)		-	60 137	97 680	17 073	36 524	36 160	365	0	97 680
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>			<b>38 950</b>
Taxation		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>			<b>38 950</b>
Attributable to minorities		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>			<b>38 950</b>
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>		-	<b>1 407</b>	<b>38 950</b>	<b>40 351</b>	<b>178 554</b>	<b>213 750</b>			<b>38 950</b>

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C5: Monthly Budget Statement – Capital Expenditure**

WC024 Stellenbosch - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Q2 Second Quarter

Vote Description	Ref	Budget Year 2017/18								
		2016/17 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<b>Capital Expenditure - Functional Classification</b>										
Governance and administration		-	26 045	28 656	1 835	4 375	9 271	(4 896)	-53%	28 656
Executive and council		-	35	35	-	7	11	(4)	-37%	35
Finance and administration		-	26 010	28 621	1 835	4 368	9 260	(4 892)	-53%	28 621
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		-	56 241	95 499	6 336	12 398	12 876	(478)	-4%	95 499
Community and social services		-	4 865	8 437	31	735	2 487	(1 752)	-70%	8 437
Sport and recreation		-	8 689	4 888	1 502	1 762	666	1 096	165%	4 888
Public safety		-	7 845	11 239	2 715	3 389	1 977	1 412	71%	11 239
Housing		-	34 842	70 935	2 088	6 512	7 746	(1 234)	-16%	70 935
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		-	55 505	77 994	4 579	12 793	17 255	(4 462)	-26%	77 994
Planning and development		-	3 303	8 113	101	168	1 874	(1 706)	-91%	8 113
Road transport		-	50 752	68 431	4 478	12 475	14 916	(2 441)	-16%	68 431
Environmental protection		-	1 450	1 450	-	150	464	(315)	-68%	1 450
Trading services		-	278 866	331 509	14 324	55 201	88 232	(33 031)	-37%	331 509
Energy sources		-	49 448	52 219	1 672	11 981	15 768	(3 788)	-24%	52 219
Water management		-	77 100	120 379	8 637	17 003	23 854	(6 851)	-29%	120 379
Waste water management		-	140 483	145 825	4 015	25 414	44 820	(19 407)	-43%	145 825
Waste management		-	11 835	13 086	-	804	3 789	(2 986)	-79%	13 086
Other		-	1 400	1 400	22	40	448	(408)	-91%	1 400
<b>Total Capital Expenditure - Functional Classification</b>	3	-	418 057	535 058	27 096	84 807	128 082	(43 275)	-34%	535 058
<b>Funded by:</b>										
National Government		-	17 800	47 594	7 408	17 647	9 373	8 274	88%	47 594
Provincial Government		-	25 767	50 086	1 726	4 471	21 091	(16 620)	-79%	50 086
District Municipality		-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-
Transfers recognised - capital		-	43 567	97 680	9 134	22 118	30 464	(8 346)	-27%	97 680
Public contributions & donations	5	-	-	4 039	-	-	-	-	-	4 039
Borrowing	6	-	160 000	160 000	-	-	-	-	-	160 000
Internally generated funds		-	214 490	273 339	17 961	62 689	97 617	(34 929)	-36%	273 339
<b>Total Capital Funding</b>		-	418 057	535 058	27 096	84 807	128 082	(43 275)	-34%	535 058

Table C5: Monthly Budget Statement – Capital Expenditure consists of three sections: Appropriations by vote; Standard classification and funding portion.

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C6: Monthly Budget Statement – Financial Position**

WC024 Stellenbosch - Table C6 Monthly Budget Statement - Financial Position - Q2 Second Quarter

Description	Ref	2016/17	Budget Year 2017/18			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
<b>ASSETS</b>						
<b>Current assets</b>						
Cash		–	18 896	18 896	16 160	18 896
Call investment deposits		–	400 646	400 646	677 771	400 646
Consumer debtors		–	105 505	105 505	135 128	105 505
Other debtors		–	60 646	60 646	82 975	60 646
Current portion of long-term receivables		–	40	40	2 091	40
Inventory		–	13 746	13 746	45 187	13 746
<b>Total current assets</b>		–	599 478	599 478	959 313	599 478
<b>Non current assets</b>						
Long-term receivables		–	2 006	2 006	3 544	2 006
Investments		–	–	–	–	–
Investment property		–	561 220	561 220	423 579	561 220
Investments in Associate		–	–	–	–	–
Property, plant and equipment		–	4 867 141	4 984 142	4 513 778	4 984 142
Agricultural		–	–	–	–	–
Biological assets		–	12 875	12 875	8 808	12 875
Intangible assets		–	15 741	15 741	9 435	15 741
Other non-current assets		–	–	–	724	–
<b>Total non current assets</b>		–	5 458 984	5 575 985	4 959 867	5 575 985
<b>TOTAL ASSETS</b>		–	6 058 462	6 175 463	5 919 180	6 175 463
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
Bank overdraft		–	–	–	–	–
Borrowing		–	16 984	16 984	–	16 984
Consumer deposits		–	12 976	12 976	14 596	12 976
Trade and other payables		–	196 635	196 635	158 049	196 635
Provisions		–	51 639	51 639	46 157	51 639
<b>Total current liabilities</b>		–	278 234	278 234	218 802	278 234
<b>Non current liabilities</b>						
Borrowing		–	314 867	314 867	167 015	314 867
Provisions		–	261 975	261 975	298 392	261 975
<b>Total non current liabilities</b>		–	576 842	576 842	465 407	576 842
<b>TOTAL LIABILITIES</b>		–	855 077	855 077	684 209	855 077
<b>NET ASSETS</b>	2	–	5 203 385	5 320 386	5 234 971	5 320 386
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		–	4 963 006	5 080 007	5 234 971	5 080 007
Reserves		–	240 380	240 380	–	240 380
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	2	–	5 203 385	5 320 386	5 234 971	5 320 386

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C7: Monthly Budget Statement – Cash Flow**

WC024 Stellenbosch - Table C7 Monthly Budget Statement - Cash Flow - Q2 Second Quarter

Description	Ref	Budget Year 2017/18								
		2016/17 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>										
<b>Receipts</b>										
Property rates		-	300 489	300 489	14 504	131 649	338 164	(206 516)	-61%	300 489
Service charges		-	739 507	739 507	40 545	361 258	316 786	44 472	14%	739 507
Other revenue		-	97 893	101 931	18 438	50 924	218 489	(167 566)	-77%	101 931
Government - operating		-	128 342	136 055	34 132	69 107	46 786	22 321	48%	136 055
Government - capital		-	60 137	88 480	3 185	8 343	30 464	(22 122)	-73%	88 480
Interest		-	45 356	45 356	-	-	-	-	-	45 356
Dividends		-	-	-	-	-	-	-	-	-
<b>Payments</b>										
Suppliers and employees		-	(1 145 401)	(1 157 153)	(83 934)	(500 475)	(689 216)	(188 741)	27%	(1 157 153)
Finance charges		-	(28 622)	(28 622)	(9 480)	(9 480)	(14 311)	(4 831)	34%	(28 622)
Transfers and Grants		-	(6 250)	(6 250)	-	(6 261)	(3 114)	3 148	-101%	(6 250)
<b>NET CASH FROM/(USED) OPERATING ACTIVITIES</b>		-	191 451	219 795	17 389	105 063	244 050	138 987	57%	219 795
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>										
<b>Receipts</b>										
Proceeds on disposal of PPE		-	3 500	3 500	-	-	(32)	32	-100%	3 500
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-	-	-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-	-	-
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-
<b>Payments</b>										
Capital assets		-	(418 057)	(535 058)	(27 096)	(84 807)	-	84 807	#DIV/0!	-
<b>NET CASH FROM/(USED) INVESTING ACTIVITIES</b>		-	(414 557)	(531 558)	(27 096)	(84 807)	(32)	84 774	-263701%	3 500
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>										
<b>Receipts</b>										
Short term loans		-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	160 000	160 000	-	-	(77 082)	77 082	-100%	160 000
Increase (decrease) in consumer deposits		-	-	-	-	-	-	-	-	-
<b>Payments</b>										
Repayment of borrowing		-	(14 784)	(14 784)	(6 287)	-	-	-	-	-
<b>NET CASH FROM/(USED) FINANCING ACTIVITIES</b>		-	145 216	145 216	(6 287)	-	(77 082)	(77 082)	100%	160 000
<b>NET INCREASE/ (DECREASE) IN CASH HELD</b>		-	(77 889)	(166 547)	(15 994)	20 257	166 936			383 295
Cash/cash equivalents at beginning:		-	497 430	497 430		673 675	497 430			673 675
Cash/cash equivalents at month/year end:		-	419 542	330 884		693 932	664 366			1 056 969

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**11. Supporting Documentation****Debtors Age Analysis****Supporting Table SC3: Monthly Budget Statement - Aged Debtors**

WC024 Stellenbosch - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q2 Second Quarter

Description	NT Code	Budget Year 2017/18										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days		
R thousands													
<b>Debtors Age Analysis By Income Source</b>													
Trade and Other Receivables from Exchange Transactions - Water	1200	21 304	2 449	2 411	1 322	1 073	992	7 060	35 065	71 676	45 512	-	-
Trade and Other Receivables from Exchange Transactions - Electricity	1300	23 737	325	294	308	217	128	725	3 986	29 720	5 364	-	-
Receivables from Non-exchange Transactions - Property Rates	1400	12 002	1 808	573	554	3 235	283	1 330	15 939	35 725	21 342	-	-
Receivables from Exchange Transactions - Waste Water Management	1500	5 158	445	377	353	851	207	1 236	11 823	20 450	14 469	-	-
Receivables from Exchange Transactions - Waste Management	1600	2 867	426	391	376	1 034	235	1 406	13 739	20 474	16 790	-	-
Receivables from Exchange Transactions - Property Rental Debtors	1700	707	263	237	212	335	135	964	8 961	11 811	10 605	-	-
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	691	321	189	107	52	90	1 300	8 270	11 020	9 819	-	-
<b>Total By Income Source</b>	<b>2000</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	<b>-</b>	<b>-</b>
<b>2016/17 - totals only</b>													
<b>Debtors Age Analysis By Customer Group</b>													
Organs of State	2200	4 428	360	238	133	751	45	106	811	6 872	1 847	-	-
Commercial	2300	14 775	1 026	388	367	640	146	1 069	5 745	24 155	7 966	-	-
Households	2400	32 379	4 280	3 448	2 433	4 606	1 667	11 269	79 196	139 277	99 170	-	-
Other	2500	14 883	373	397	298	801	212	1 577	12 032	30 571	14 918	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	<b>-</b>	<b>-</b>

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Creditors Age Analysis****Supporting Table SC4: Monthly Budget Statement – Aged Creditors**

WC024 Stellenbosch - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q2 Second Quarter

Description R thousands	NT Code	Budget Year 2017/18									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
<b>Creditors Age Analysis By Customer Type</b>											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	5 694	-	-	-	-	-	-	-	5 694	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	63 862	-	-	-	-	-	-	-	63 862	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
<b>Total By Customer Type</b>	<b>1000</b>	<b>69 556</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69 556</b>	<b>-</b>

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

## Investments and Borrowings

## Supporting Table SC5: Monthly Budget Statement – Investment Portfolio

WC024 Stellenbosch - Supporting Table SC5 Monthly Budget Statement - investment portfolio - Q2 Second Quarter

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
		Yrs/Months							
R thousands									
<u>Municipality</u>									
A#8028 ABSA		12 month	Fixed Depos	2018/03/23	740		105 918		106 658
F#5877-FNB		6 month	Fixed Depos	2018/04/18	674		101 109		101 784
N#010- NEDBANK		12 month	Fixed Depos	2018/06/22	892		124 516		125 408
N#011 - NEDBANK		12 month	Fixed Depos	2018/09/25	702		101 450		102 152
N#012 - NEDBANK		8 month	Fixed Depos	2018/08/30	61		90 000		90 061
#400 - INVESTEC		6 months	Fixed Depos	2018/03/28	331		50 684		51 015
S#010- STANDARD BANK		1 month	Call account	2017/06/30	22		40 000		40 022
S#016- STANDARD BANK		6 month	Fixed Depos	2017/12/27	631		103 667	(104 298)	0
S#018 - STANDARD BANK		4 month	Fixed Depos	2018/03/27	397		60 103		60 500
New Republic Bank							171		171
<b>Municipality sub-total</b>					4 451		777 618	(104 298)	677 771
<u>Entities</u>									
<b>Entities sub-total</b>					-		-	-	-
<b>TOTAL INVESTMENTS AND INTEREST</b>	2				4 451		777 618	(104 298)	677 771

## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Supporting Table SC6: Monthly Budget Statement – Transfers and grant receipts**

WC024 Stellenbosch - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Q2 Second Quarter										
Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<b>RECEIPTS:</b>	1,2									
<b>Operating Transfers and Grants</b>										
<b>National Government:</b>		-	117 001	117 001	(2 169)	4 776	87 750	(82 974)	-94.6%	-
Local Government Equitable Share		-	110 631	110 631	-	-	82 974	(82 974)	-100.0%	-
Municipal Systems Improvement	3	-	-	-	-	-	-	-	-	-
EPWP Incentive		-	4 820	4 820	(2 169)	3 226	3 226	-	-	-
Local Government Financial Management Grant		-	1 550	1 550	-	1 550	1 550	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	11 341	18 998	(4 369)	16 274	16 274	-	-	-
Library Services: Conditional Grant		-	11 045	11 045	(4 369)	9 377	9 377	-	-	-
Community Development Workers Operational Support Grant		-	56	-	-	-	-	-	-	-
Human Settlements Development Grant	4	-	-	7 278	-	6 897	6 897	-	-	-
LGF financial Management Support Grant		-	-	255	-	-	-	-	-	-
Spatial Development framework		-	-	-	-	-	-	-	-	-
LG Graduate Internship Grant		-	-	60	-	-	-	-	-	-
Financial Management Capacity Building Grant		-	240	360	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	4 039	-	-	-	-	-	-
Public contribution		-	-	4 039	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Operating Transfers and Grants</b>	5	-	128 342	140 037	(6 538)	21 050	104 024	(82 974)	-79.8%	-
<b>Capital Transfers and Grants</b>										
<b>National Government:</b>		-	47 594	47 594	(17 073)	27 073	27 073	-	-	-
Municipal Infrastructure Grant (MIG)		-	36 358	36 358	(17 073)	20 073	20 073	-	-	-
Regional Bulk Infrastructure		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Municipal) Grant		-	4 000	4 000	-	4 000	4 000	-	-	-
Energy Efficiency and Demand Side Management Grant		-	7 236	7 236	-	3 000	3 000	-	-	-
		-	-	-	-	-	-	-	-	-
Other capital transfers [insert description]		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	12 543	50 086	-	800	800	-	-	-
Human Settlements Development Grant		-	7 767	42 026	-	-	-	-	-	-
RSEP/ VPUU		-	1 000	-	-	-	-	-	-	-
Maintenance and Construction of Transport Infrastructure		-	376	2 176	-	-	-	-	-	-
Library Services: Conditional Grant		-	2 000	3 664	-	-	-	-	-	-
Integrated Transport Planning		-	600	600	-	-	-	-	-	-
Public Transport Non Motorised Infrastructure		-	-	820	-	-	-	-	-	-
Fire Services Capacity Building Grant		-	800	800	-	800	800	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	415	-	-	-	-	-	-
LOTTO		-	-	415	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Capital Transfers and Grants</b>	5	-	60 137	98 095	(17 073)	27 873	27 873	-	-	-
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	5	-	188 479	238 133	(23 611)	48 923	131 897	(82 974)	-62.9%	-



## QUARTERLY BUDGET STATEMENT FOR DECEMBER 2017

**Supporting Table SC7 (1) Monthly Budget Statement – transfers and grant expenditure**

WC024 Stellenbosch - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Q2 Second Quarter

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<b>EXPENDITURE</b>										
<b>Operating expenditure of Transfers and Grants</b>										
National Government:		-	117 001	117 001	-	4 820	57 726	(52 906)	-91.7%	1 550
Local Government Equitable Share		-	110 631	110 631	-	-	55 316	(55 316)	-100.0%	-
Municipal Systems Improvement		-	-	-	-	-	-	-	-	-
EPWP Incentive		-	4 820	4 820	-	4 820	2 410	2 410	100.0%	1 550
Local Government Financial Management Grant		-	1 550	1 550	-	-	-	-	-	-
Provincial Government:		-	11 341	18 874	259	4 671	10 084	(5 413)	-53.7%	10 890
Library Services: Conditional Grant		-	11 045	11 045	-	22	5 523	(5 501)	-99.6%	-
Community Development Workers Operational Support Grant		-	56	56	-	0	28	(28)	-99.2%	-
Human Settlements Development Grant		-	-	7 278	-	4 471	3 639	832	22.9%	-
LGFinancial Management Support Grant		-	-	255	-	-	775	(775)	-100.0%	-
Spatial Development framework		-	-	-	-	-	-	-	-	-
Financial Management Capacity Building Grant		-	240	240	259	178	120	58	48.4%	10 890
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
Other grant providers:		-	-	-	-	-	-	-	-	-
Public contribution		-	-	-	-	-	-	-	-	-
<b>Total operating expenditure of Transfers and Grants:</b>		-	128 342	135 875	259	9 491	67 810	(58 319)	-86.0%	12 440
<b>Capital expenditure of Transfers and Grants</b>										
National Government:		-	47 594	47 594	7 408	18 073	23 797	(5 724)	-24.1%	6 564
Municipal Infrastructure Grant (MIG)		-	36 358	36 358	7 098	16 862	18 179	(1 317)	-7.2%	5 964
Regional Bulk Infrastructure		-	-	-	-	-	-	-	-	600
Integrated National Electrification Programme (Municipal) Grant		-	4 000	4 000	310	479	2 000	(1 521)	-	-
Energy Efficiency and Demand Side Management Grant		-	7 236	7 236	-	731	3 618	(2 887)	-	-
Provincial Government:		-	12 543	45 787	1 726	4 471	20 506	(16 034)	-78.2%	25 767
Human Settlements Development Grant		-	7 767	41 011	1 726	4 471	20 506	(16 034)	-78.2%	25 767
RSEP/ VPUU		-	1 000	1 000	-	-	-	-	-	-
Maintenance and Construction of Transport Infrastructure		-	376	376	-	-	-	-	-	-
Library Services: Conditional Grant		-	2 000	2 000	-	-	-	-	-	-
Integrated Transport Planning		-	600	600	-	-	-	-	-	-
Fire Services Capacity Building Grant		-	800	800	-	-	-	-	-	-
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
Other grant providers:		-	415	415	-	-	-	-	-	-
LOTTO		-	415	415	-	-	-	-	-	-
<b>Total capital expenditure of Transfers and Grants</b>		-	60 552	93 797	9 134	22 544	44 303	(21 759)	-49.1%	32 331
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>		-	188 894	229 671	9 393	32 035	112 113	(80 078)	-71.4%	44 770

## **12. Appendix A**

**(See part B of the Mid-Year Budget and Performance Assessment Report)**



**STELLENBOSCH**

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# **MID YEAR BUDGET AND PERFORMANCE ASSESSMENT**

## **DECEMBER 2017**



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## BUDGET & FINANCIAL PERFORMANCE OF STELLENBOSCH MUNICIPALITY AS AT 31 DECEMBER 2017

### 1. PURPOSE

The mid-year report is used as a management tool to assess the Municipality's performance and financial position against the approved budget by analyzing trends and patterns for the first six months of the 2017/2018 financial year, with a view of giving effect to the Mayor and Council's oversight role and to recommend the need for an adjustment budget as envisaged by the Municipal Finance Management Act.

### 2. LEGISLATIVE BACKGROUND

In terms of Section 72 (1) (a) of the Local Government Municipal Finance Management Act No. 56 of 2003 (MFMA) the Accounting Officer must by the 25<sup>th</sup> of January of each year assess the performance of the Municipality during the first half of the financial year. A report on such assessment must then be submitted to the Mayor, Provincial Treasury and National Treasury in terms of Section 72 (1) (b) of the Act. Once the Mayor has considered the report in terms of Section 54 (1) (f) of the MFMA, she must table the report with recommendations to Council by 31 January of each year.

### 3. BUDGET PERFORMANCE ANALYSIS

#### 3.1 Overview of Operating Revenue and Expenditure performance for the period July to December 2017.

Description	Adjusted Budget	Year-to-date Budget	Year-to-date Actual	Year-to-date Variance
<b>Revenue By Source</b>				
Property rates	313 009 130	313 009 130	191 121 064	-38.94%
Service charges - electricity revenue	496 336 960	211 550 053	210 740 437	-0.38%
Service charges - water revenue	143 043 790	62 217 524	106 797 886	71.65%
Service charges - sanitation revenue	88 677 312	88 676 812	64 129 626	-27.68%
Service charges - refuse revenue	46 351 234	46 350 734	40 353 885	-12.94%
Rental of facilities and equipment	17 993 960	7 827 373	5 037 141	-35.65%
Interest earned - external investments	37 998 780	13 832 469	22 325 649	61.40%
Interest earned - outstanding debtors	7 663 970	3 333 827	4 200 060	25.98%
Fines, penalties and forfeits	97 064 330	40 917 984	8 918 194	-78.20%
Licences and permits	9 913 460	-	1 595 030	
Agency services	2 514 110	1 093 638	195 489	-82.12%
Transfers and subsidies	140 093 217	55 828 770	85 152 430	52.52%
Other revenue	37 595 700	13 628 167	9 007 525	-33.91%
Gains on disposal of PPE	1 441 150	-	2 526	
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>1 439 697 103</b>	<b>858 266 480</b>	<b>749 576 943</b>	<b>-12.66%</b>

## MID-YEAR BUDGET AND FINANCIAL PERFORMANCE ASSESSMENT

<b>Expenditure</b>	<b>Adjusted Budget</b>	<b>Year-to-date Budget</b>	<b>Year-to-date Actual</b>	<b>Year-to-date Variance</b>
Employee costs	485 607 467	241 196 616	232 078 722	-3.78%
Remuneration of Councillors	17 292 583	8 234 563	8 019 483	-2.61%
Depreciation & asset impairment	168 339 341	84 169 671	91 863 264	9.14%
Finance charges	28 621 545	9 412 600	9 480 270	0.72%
Materials and bulk purchases	346 142 560	157 094 949	158 555 411	0.93%
Transfers and subsidies	6 250 000	6 250 000	6 261 185	0.18%
Other expenditure	446 173 275	174 317 634	101 288 939	-41.89%
<b>Total Expenditure</b>	<b>1 498 426 771</b>	<b>680 676 033</b>	<b>607 547 274</b>	<b>-10.74%</b>

**Below follows a synopsis of significant revenue and expenditure variances:**

### **Revenue**

It should be noted that property rates and service charges included above are based on the accrual accounting principle and refers to billed/levied income and not actual receipts.

### **Property Rates, service charges refuse and sanitation**

Historically property rates, service charges refuse and sanitation were billed annually during July each year. However, as from July 2017, monthly billing has been implemented due to mSCOA for all service charges and property rates. Consumer debtors must apply if they want their service charges to be billed annually. The cash flow and billing projections will be amended with the Mid-year Adjustment Budget.

### **Service Charges - Water**

An over performance is noted for water revenue due to the increase in billed revenue relating to higher tariffs being enforced in the drought stricken Western Cape. The revenue budget for this line item will have to be adjusted upwards with R67 million.

### **Service Charges - Electricity**

The service charges for electricity billed in July 2017 relate to meter readings for June 2017. In terms of accounting standard GRAP 9 (Revenue from Exchange Transactions) revenue should be recognised in the correct financial period. This accounting adjustment must still be reversed and will result in a R56.3 million decrease in electricity service charges.

### **Rental of facilities and equipment**

The year to date revenue for this line item is less than the year to date planned budget. This item will be adjusted downwards in the mid year adjustment budget.

### **Interest earned – external investments**

The performance of our investment portfolio is better than expected due to the additional surplus cash invested. The total budget item is R37.99 million whereas the year-to-date (6 month) actual is R22.33 million. This line item will be adjusted upwards with R11 million.

## Operating Expenditure

The expenditure to date reflects an under spending of R69.77 million when comparing the financial performance of the first six months to the pro-rata budget.

It should be noted that two budget items reflected an over spending when compared to the year-to-date budget and is as follows:

- Depreciation and asset impairment: Depreciation processed to date amounts to R91.86 million and reflects an over performance of R7.69 million when compared to the year-to-date budget of R84.17 million. The budget will be adjusted upwards during the Mid-year Adjustment budget process.

Materials and Bulk purchases: An over performance of R1.46 million is noted for materials and bulk purchases and relates to higher bulk water tariffs. A budget increase of R8 million will be implemented during the Mid-year Adjustment budget process.

Various other line items were also identified where additional funds are requested due to operational pressure. This will be addressed in the Mid-Year Adjustments Budget.

The following expenditure categories under spent, which affected the expenditure performance:

- Remuneration of Councilors : The upper limits for the salaries, allowance and benefits of the municipal councilors were gazetted on 15 December 2017. The upper limits will be implemented in the third quarter of the financial year and an additional R200 thousand budget increase will be provided for in the Mid-year Adjustment budget.
- Finance Charges - After considering the municipality's cash position as at 31 December 2017 and also taking into account the lower capital spending it would be in council's best interest not to take up the external loan of R160 million for the 2016/2017 financial year. This will result in a saving in finance charges.

### 3.2 Overview of Capital Budget performance for the period July to December 2017

Capital Expenditure	Approved Adjustment Budget	Planned	Actuals	Variance (Planned vs Actuals)	Variance (Planned vs Actuals)%
Municipal Manager	35 000	11 206	27 958	16 751	149.48%
Planning & Development	7 652 835	1 726 750	282 591	-1 444 159	-83.63%
Human Settlements	90 523 485	10 525 074	9 650 318	-874 756	-8.31%
Community and Protection Services	27 888 906	6 091 076	6 133 280	42 203	0.69%
Engineering Services	401 250 477	103 567 478	67 597 738	-35 969 740	-34.73%
Strategic & Corporate Services	5 836 936	2 561 469	962 776	-1 598 692	-62.41%
Financial Services	1 870 000	598 743	151 925	-446 818	-74.63%
<b>Grand Total</b>	<b>535 057 640</b>	<b>125 081 797</b>	<b>84 806 586</b>	<b>-40 275 211</b>	<b>-32.20%</b>

Expenditure on the Capital Budget for the six months ended 31 December 2017 is R84.81 million representing 16% capital spending performance measured against the

## MID-YEAR BUDGET AND FINANCIAL PERFORMANCE ASSESSMENT

total capital budget of R535.06 million which is lower than the spending performance of 18% for the same period in December 2016.

<b>Period</b>	<b>Dec-15</b>	<b>Dec-16</b>	<b>Dec-17</b>
Total Capital Budget	471 851 402	543 200 043	535 057 640
Actual Spending	105 500 961	97 913 219	84 806 586
<b>Spending Performance</b>	<b>22.36%</b>	<b>18.03%</b>	<b>15.85%</b>

This spending only represents actual payments, whilst orders for work still in progress amount to R203.08 million. Of concern is the fact that R230.99 million worth of capital projects have not yet to commenced. The capital budget will have to be adjusted to make the necessary amendments to various projects in order to accelerate progress on the priorities identified.



### **3.3 Financial performance analysis**

#### **3.3.1 Liquidity Analysis- Acid Test Ratio**

The liquidity position of the municipality was 2.03:1 at 30 June 2017 and 4.18:1 for the year to date. This indicates that funding could be made available immediately to cover short-term commitments. The latter statement is limited to the municipality's current assets minus inventory (available cash) to cover its current liabilities. The large investment portfolio and low capital spending performance for the period under review, to a limited extent, influenced the ratio positively.

#### **3.3.2 Financial Performance – Net Operating Surplus Margin**

The municipality's net operating surplus margin has increased from 14.03% at 30 June 2017 to 18.95% at 31 December 2017. This ratio which is greater than 0% will enable the municipality to generate a surplus which will assist to contribute towards its capital funding requirements and ensure sustainable service delivery.

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

## 3.3.2 Outstanding Debtors

Below is an analysis of the outstanding consumer debtors as at 31 December 2017 compared to the position as at 31 December 2016:

**Debtors' Age Analysis as at 31 December 2017:**

WC024 Stellenbosch - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2017/18									Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total			
<b>R thousands</b>													
<b>Debtors Age Analysis By Income Source</b>													
Trade and Other Receivables from Exchange Transactions - Water	1200	21 304	2 449	2 411	1 322	1 073	992	7 060	35 065	71 676	45 512	-	-
Trade and Other Receivables from Exchange Transactions - Electricity	1300	23 737	325	294	308	217	128	725	3 986	29 720	5 364	-	-
Receivables from Non-exchange Transactions - Property Rates	1400	12 002	1 808	573	554	3 235	283	1 330	15 939	35 725	21 342	-	-
Receivables from Exchange Transactions - Waste Water Management	1500	5 158	445	377	353	851	207	1 236	11 823	20 450	14 469	-	-
Receivables from Exchange Transactions - Waste Management	1600	2 867	426	391	376	1 034	235	1 406	13 739	20 474	16 790	-	-
Receivables from Exchange Transactions - Property Rental Debtors	1700	707	263	237	212	335	135	964	8 961	11 811	10 605	-	-
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	691	321	189	107	52	90	1 300	8 270	11 020	9 819	-	-
<b>Total By Income Source</b>	<b>2000</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	<b>-</b>	<b>-</b>
<b>2016/17 - totals only</b>										-	-		
<b>Debtors Age Analysis By Customer Group</b>													
Organs of State	2200	4 428	360	238	133	751	45	106	811	6 872	1 847	-	-
Commercial	2300	14 775	1 026	388	367	640	146	1 069	5 745	24 155	7 966	-	-
Households	2400	32 379	4 280	3 448	2 433	4 606	1 667	11 269	79 196	139 277	99 170	-	-
Other	2500	14 883	373	397	298	801	212	1 577	12 032	30 571	14 918	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	<b>-</b>	<b>-</b>

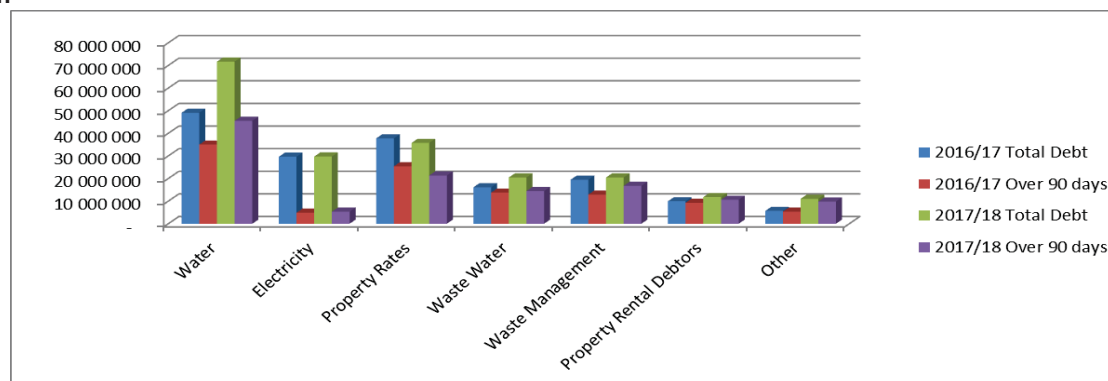
## MID-YEAR BUDGET AND FINANCIAL PERFORMANCE ASSESSMENT

**Debtors' Age Analysis as at 31 December 2016:**

WC024 Stellenbosch - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2016/17										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days		
<b>R thousands</b>													
<b>Debtors Age Analysis By Income Source</b>													
Trade and Other Receivables from Exchange Transactions - Water	1200	11 180	1 732	1 172	1 143	33 843	-	-	-	49 070	34 986	-	-
Trade and Other Receivables from Exchange Transactions - Electricity	1300	23 172	1 072	500	682	4 204	-	-	-	29 630	4 886	-	-
Receivables from Non-exchange Transactions - Property Rates	1400	9 975	1 627	756	654	24 719	-	-	-	37 731	25 373	-	-
Receivables from Exchange Transactions - Waste Water Management	1500	1 732	362	304	278	13 463	-	-	-	16 139	13 740	-	-
Receivables from Exchange Transactions - Waste Management	1600	5 669	575	353	332	12 556	-	-	-	19 485	12 888	-	-
Receivables from Exchange Transactions - Property Rental Debtors	1700	292	154	241	131	9 139	-	-	-	9 957	9 270	-	-
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	205	70	29	68	5 298	-	-	-	5 670	5 366	-	-
<b>Total By Income Source</b>	<b>2000</b>	<b>52 225</b>	<b>5 593</b>	<b>3 355</b>	<b>3 288</b>	<b>103 222</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>167 683</b>	<b>106 510</b>	<b>-</b>	<b>-</b>
<b>2015/16 - totals only</b>													
<b>Debtors Age Analysis By Customer Group</b>													
Organs of State	2200	2 554	83	13	7	953	-	-	-	3 609	960	-	-
Commercial	2300	11 727	1 167	242	243	5 706	-	-	-	19 085	5 950	-	-
Households	2400	25 431	3 836	2 580	2 436	83 093	-	-	-	117 376	85 530	-	-
Other	2500	12 514	507	521	602	13 469	-	-	-	27 612	14 071	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>52 225</b>	<b>5 593</b>	<b>3 355</b>	<b>3 288</b>	<b>103 222</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>167 683</b>	<b>106 510</b>	<b>-</b>	<b>-</b>

The abovementioned data set indicates that consumer debt increased by R33.19 million from December 2016 to December 2017. The increase is mainly due to the water debt increase of R22.61 million which is largely due to the implementation of drought levies. Council approved debt write offs, constituting R16.2 million, have not yet been processed on the financial system and is in the process of being resolved.



## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

Subsidies and Rebates:

**Number of registered indigent families 31 December 2016: 15 528**

Formal Households: 6626  
Informal Households: 8902

**Number of registered indigent families 31 December 2017: 15 420**

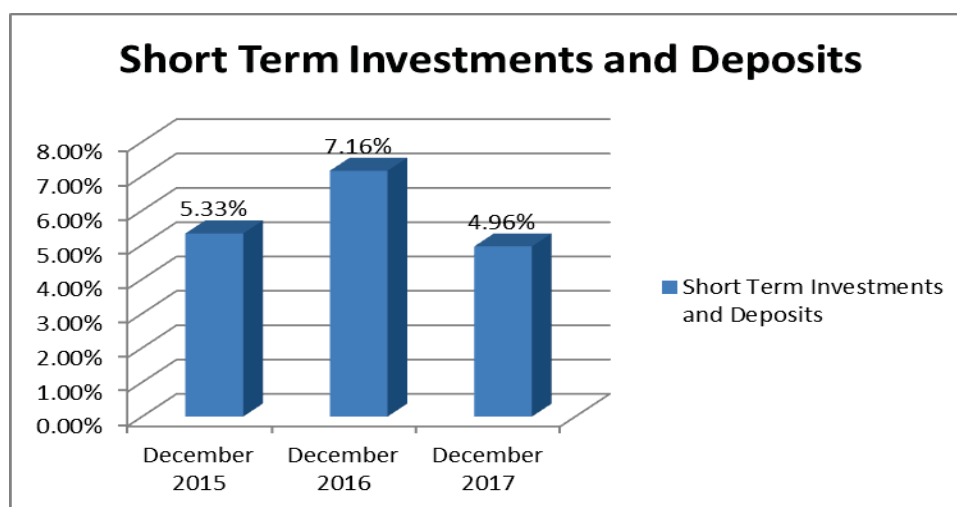
Formal Households: 6 182  
Informal Households: 9 238

The total property tax rebates have decreased by R10.66 million from 31 December 2016 (R36.36 million) to 31 December 2017 (R25.71 million). The formal indigent households have decreased by 444 households due to a decline in re-applications received. The municipality have embarked on an indigent drive which resulted in approximately 500 formal households being added to the indigent register from November 2017 to December 2017. The inclusion of formal households in the indigent register will increase as community awareness grows.

### 3.3.3 Investments

The investment portfolio increased from R 645.76 million as at 31 December 2016 to R 677.77 million at 31 December 2017.

Description	Dec-15	Dec-16	Dec-17	%Increase
Short Term Investments and Deposits	602 617 954	645 760 329	677 771 106	4.96%



The municipality's improved position resulted from more efficient cash flow management practices being put in place and other cost saving strategies amongst

other factors, but not limited to the latter as the slow capital spending performance added to the positive situation.

#### **4. PAST YEAR'S ANNUAL REPORT AND PROGRESS ON RESOLVING PROBLEMS IDENTIFIED IN THE ANNUAL REPORT**

Areas for improvement as identified during previous year's audit were encapsulated in an Audit Finding Action Plan which addresses the areas of concern. This plan and the implementation thereof will be monitored by senior management as well as the Audit Committee.

The GRAP disclosure checklist in addition to the findings raised in the previous audit will be used to mitigate the risk of recurring audit findings. Of further relevance is the fact that no material AG findings were raised during the 2016/17 regulatory audit.

#### **5. RECOMMENDATIONS FROM THE ACCOUNTING OFFICER**

After having assessed the performance of the municipality for the first half of the year (ended 31 December 2017), the following is recommended:

- a) That the Executive Mayor tables this report to Council together with the need to approve an adjustment budget.
- b) That the revised projections as contained in this report inform the adjustment budget

#### **6. RECOMMENDATIONS FROM THE EXECUTIVE MAYOR**

- a) Council take note of the report and more specifically the assessment and forecasts contained in the report,
- b) that Council take note that an Adjustments Budget will be compiled and tabled to Council as a result of the following:
  - the appropriation of additional allocations received and increased realistically anticipated revenue during the financial year.
  - the reprioritization of projects in line with being completed by the communicated cut-off dates to facilitate year- end preparation; and
  - Operational Budget detail to be adjusted to reflect realistically anticipated revenue and expenditure as envisaged by the detail contained in the report to accompany the adjustment budget; and

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

## QUALITY CERTIFICATE

I, Geraldine Mettler, the Municipal Manager of Stellenbosch Municipality, hereby **certify** that the mid-year budget and performance assessment for the period 1 July 2017 to December 2017 has been prepared in accordance with Section 72 of the Municipal Finance Management Act and Regulations made under the Act and accordingly submit the required report on the state of Stellenbosch Municipality's performance.

Name: Geraldine Mettler

Municipal Manager of Stellenbosch Municipality - WC024

Signature \_\_\_\_\_



Date \_\_\_\_\_

18/01/2018

# **MID YEAR BUDGET AND PERFORMANCE ASSESSMENT**

## **PART A**

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

## Monthly Budget Statements

Table C1: Monthly Budget Statement Summary

WC024 Stellenbosch - Table C1 Monthly Budget Statement Summary - Mid-Year Assessment

Description	2016/17	Budget Year 2017/18							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	-	313 009	313 009	20 271	191 121	313 009	(121 888)	-39%	313 009
Service charges	-	774 409	774 409	134 376	492 595	408 795	83 800	20%	774 409
Investment revenue	-	37 999	37 999	4 200	22 326	13 832	8 493	61%	37 999
Transfers and subsidies	-	128 342	140 093	40 227	85 152	55 829	29 324	53%	140 093
Other own revenue	-	174 187	174 187	3 411	28 956	66 801	(37 845)	-57%	174 187
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>-</b>	<b>1 427 946</b>	<b>1 439 697</b>	<b>202 485</b>	<b>820 151</b>	<b>858 266</b>	<b>(38 116)</b>	<b>-4%</b>	<b>1 439 697</b>
Employee costs	-	485 607	485 607	35 354	232 079	241 197	(9 118)	-4%	485 607
Remuneration of Councillors	-	17 293	17 293	1 342	8 019	8 235	(215)	-3%	17 293
Depreciation & asset impairment	-	168 339	168 339	15 353	91 863	84 170	7 694	9%	168 339
Finance charges	-	28 622	28 622	9 480	9 480	9 413	68	1%	28 622
Materials and bulk purchases	-	346 143	346 143	26 249	158 555	157 095	1 460	1%	346 143
Transfers and subsidies	-	6 250	6 250	-	6 261	6 250	11	0%	6 250
Other expenditure	-	434 422	446 173	20 855	101 289	174 318	(73 029)	-42%	446 173
<b>Total Expenditure</b>	<b>-</b>	<b>1 486 676</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-11%</b>	<b>1 498 427</b>
<b>Surplus/(Deficit)</b>	<b>-</b>	<b>(58 730)</b>	<b>(58 730)</b>	<b>93 852</b>	<b>212 603</b>	<b>177 590</b>	<b>35 013</b>	<b>20%</b>	<b>(58 730)</b>
Transfers and subsidies - capital (monetary alloc	-	60 137	97 680	17 073	36 524	36 160	365	1%	97 680
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>-</b>	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>	<b>35 377</b>	<b>17%</b>	<b>38 950</b>
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>	<b>-</b>	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>	<b>35 377</b>	<b>17%</b>	<b>38 950</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>-</b>	<b>412 557</b>	<b>491 216</b>	<b>27 096</b>	<b>84 807</b>	<b>125 082</b>	<b>(40 275)</b>	<b>-32%</b>	<b>412 557</b>
Capital transfers recognised	-	43 567	97 680	9 134	22 118	30 464	(8 346)	-27%	97 680
Public contributions & donations	-	-	4 039	-	-	-	-	-	4 039
Borrowing	-	160 000	160 000	-	-	-	-	-	160 000
Internally generated funds	-	214 490	273 339	17 961	62 689	94 617	(31 929)	-34%	273 339
<b>Total sources of capital funds</b>	<b>-</b>	<b>418 057</b>	<b>535 058</b>	<b>27 096</b>	<b>84 807</b>	<b>125 082</b>	<b>(40 275)</b>	<b>-32%</b>	<b>535 058</b>
<b>Financial position</b>									
Total current assets	-	599 478	599 478		959 313				599 478
Total non current assets	-	5 458 984	5 575 985		4 959 867				5 575 985
Total current liabilities	-	278 234	278 234		218 802				278 234
Total non current liabilities	-	576 842	576 842		465 407				576 842
<b>Community wealth/Equity</b>	<b>-</b>	<b>5 203 385</b>	<b>5 320 386</b>		<b>5 234 971</b>				<b>5 320 386</b>
<b>Cash flows</b>									
Net cash from (used) operating	-	191 451	219 795	87 963	105 063	244 050	138 987	57%	219 795
Net cash from (used) investing	-	(414 557)	(531 558)	(27 096)	(84 807)	(32)	84 774	-263701%	3 500
Net cash from (used) financing	-	145 216	145 216	(6 287)	-	(77 082)	(77 082)	100%	160 000
<b>Cash/cash equivalents at the month/year end</b>	<b>-</b>	<b>419 542</b>	<b>330 884</b>	<b>-</b>	<b>693 932</b>	<b>664 366</b>	<b>(29 566)</b>	<b>-4%</b>	<b>1 056 969</b>
<b>Debtors &amp; creditors analysis</b>	<b>0-30 Days</b>	<b>31-60 Days</b>	<b>61-90 Days</b>	<b>91-120 Days</b>	<b>121-150 Dys</b>	<b>151-180 Dys</b>	<b>181 Dys-1 Yr</b>	<b>Over 1Yr</b>	<b>Total</b>
<b>Debtors Age Analysis</b>									
Total By Income Source	66 466	6 037	4 471	3 231	6 797	2 070	14 020	97 783	200 876
<b>Creditors Age Analysis</b>									
Total Creditors	69 556	-	-	-	-	-	-	-	69 556



## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

**Table C2: Monthly Budget Statement – Financial Performance (standard classification)**

WC024 Stellenbosch - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Revenue - Functional</b>										
<b>Governance and administration</b>		-	396 822	398 921	25 116	252 343	354 936	(102 593)	-29%	397 918
Executive and council		-	(196)	(196)	193	1 192	(85)	1 277	-1500%	(196)
Finance and administration		-	397 018	399 116	24 923	251 152	355 021	(103 869)	-29%	398 114
Internal audit		-	-	-	-	-	-	-	-	-
<b>Community and public safety</b>		-	142 108	186 683	6 232	24 527	69 294	(44 768)	-65%	46 104
Community and social services		-	12 372	12 372	5 176	11 804	5 382	6 422	119%	15 731
Sport and recreation		-	6 950	6 950	216	651	3 023	(2 372)	-78%	7 491
Public safety		-	103 612	102 612	168	1 057	43 549	(42 491)	-98%	3 691
Housing		-	19 173	64 749	672	11 013	17 340	(6 327)	-36%	19 192
Health		-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>		-	25 819	28 439	1 062	14 092	11 231	2 861	25%	120 883
Planning and development		-	12 404	12 404	238	2 260	5 396	(3 136)	-58%	6 820
Road transport		-	13 415	16 035	824	11 827	5 835	5 992	103%	114 063
Environmental protection		-	-	-	-	5	-	5	#DIV/0!	-
<b>Trading services</b>		-	923 276	923 276	187 143	502 164	457 939	44 224	10%	922 984
Energy sources		-	535 427	535 427	108 997	234 744	211 416	23 328	11%	530 482
Water management		-	180 632	180 632	26 198	125 898	78 575	47 323	60%	154 554
Waste water management		-	136 553	136 553	39 447	95 756	107 590	(11 833)	-11%	143 513
Waste management		-	70 664	70 664	12 500	45 765	60 358	(14 594)	-24%	94 435
<b>Other</b>	4	-	58	58	5	29	97	(68)	-70%	194
<b>Total Revenue - Functional</b>	2	-	1 488 083	1 537 377	219 558	793 155	893 498	(100 343)	-11%	1 488 083
<b>Expenditure - Functional</b>										
<b>Governance and administration</b>		-	277 678	278 113	19 028	116 259	131 286	(15 027)	-11%	301 300
Executive and council		-	60 547	60 547	4 470	21 135	27 070	(5 935)	-22%	86 321
Finance and administration		-	204 996	205 431	14 227	89 169	98 689	(9 519)	-10%	202 874
Internal audit		-	12 134	12 134	331	5 954	5 528	427	8%	12 105
<b>Community and public safety</b>		-	177 749	189 066	13 814	83 752	79 573	4 179	5%	181 564
Community and social services		-	23 357	23 357	2 027	12 685	10 666	2 019	19%	27 626
Sport and recreation		-	41 173	41 173	3 442	19 660	18 764	897	5%	41 186
Public safety		-	78 807	78 807	5 827	37 063	35 706	1 357	4%	78 460
Housing		-	34 412	45 729	2 518	14 344	14 438	(93)	-1%	34 292
Health		-	-	-	-	-	-	-	-	-
<b>Economic and environmental services</b>		-	277 583	277 583	14 356	94 436	125 232	(30 796)	-25%	276 178
Planning and development		-	64 714	64 714	4 264	30 998	28 034	2 964	11%	63 873
Road transport		-	192 577	192 577	8 915	56 254	87 919	(31 665)	-36%	192 270
Environmental protection		-	20 293	20 293	1 177	7 184	9 279	(2 095)	-23%	20 036
<b>Trading services</b>		-	753 665	753 665	61 436	313 100	344 585	(31 486)	-9%	727 633
Energy sources		-	430 599	430 599	32 483	194 060	196 876	(2 815)	-1%	405 881
Water management		-	108 719	108 719	10 758	39 070	49 710	(10 640)	-21%	108 569
Waste water management		-	129 674	129 674	15 072	58 835	59 287	(452)	-1%	128 623
Waste management		-	84 673	84 673	3 122	21 134	38 713	(17 579)	-45%	84 559
<b>Other</b>		-	-	-	-	-	-	-	-	-
<b>Total Expenditure - Functional</b>	3	-	1 486 676	1 498 427	108 633	607 547	680 676	(73 129)	-11%	1 486 676
<b>Surplus/ (Deficit) for the year</b>		-	1 407	38 950	110 924	185 608	212 822	(27 214)	-13%	1 407

Table C2: Monthly Budget Statement – Financial Performance, reflects the operating revenue and operating expenditure in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. The main functions are Governance and Administration; Community and Public safety; Economic and Environmental services; and Trading Services.

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

**Table C3: Monthly Budget Statement – Financial Performance (revenue & expenditure by municipal vote)**

WC024 Stellenbosch - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Mid-Year

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue by Vote</b>										
Vote 1 - DIRECTORATE: MUNICIPAL MANAGER	1	-	240	240	-	-	104	(104)	-100.0%	240
Vote 2 - DIRECTORATE: PLANNING AND DEVELOPMENT		-	8 386	12 348	2 158	5 348	5 372	(24)	-0.4%	8 386
Vote 3 - DIRECTORATE: HUMAN SETTLEMENTS		-	25 143	71 503	767	11 959	20 555	(8 596)	-41.8%	25 143
Vote 4 - DIRECTORATE: COMMUNITY AND PROTECTION		-	138 549	929 551	4 496	22 381	56 292	(33 911)	-60.2%	138 549
Vote 5 - DIRECTORATE: ENGINEERING SERVICES		-	924 132	131 907	187 135	565 686	457 020	108 665	23.8%	924 132
Vote 6 - DIRECTORATE: STRATEGIC AND CORPORATE		-	143	323	194	1 198	62	1 136	1828.4%	143
Vote 7 - DIRECTORATE: FINANCIAL SERVICES		-	391 490	391 505	24 808	250 040	355 021	(104 981)	-29.6%	391 490
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
<b>Total Revenue by Vote</b>	2	-	<b>1 488 083</b>	<b>1 537 377</b>	<b>219 558</b>	<b>793 155</b>	<b>894 426</b>	<b>(37 815)</b>	<b>-4.2%</b>	<b>1 488 083</b>
<b>Expenditure by Vote</b>										
Vote 1 - DIRECTORATE: MUNICIPAL MANAGER	1	-	22 675	23 158	1 323	12 385	10 022	2 363	23.6%	22 675
Vote 2 - DIRECTORATE: PLANNING AND DEVELOPMENT		-	58 063	58 316	5 202	36 507	25 387	11 120	43.8%	58 063
Vote 3 - DIRECTORATE: HUMAN SETTLEMENTS		-	69 824	80 573	6 731	38 386	35 372	3 014	8.5%	69 824
Vote 4 - DIRECTORATE: COMMUNITY AND PROTECTION		-	320 449	810 393	15 979	100 335	146 457	(46 121)	-31.5%	320 449
Vote 5 - DIRECTORATE: ENGINEERING SERVICES		-	810 212	321 478	67 351	343 908	370 524	(26 615)	-7.2%	810 212
Vote 6 - DIRECTORATE: STRATEGIC AND CORPORATE		-	122 376	121 473	5 831	39 308	55 164	(15 856)	-28.7%	122 376
Vote 7 - DIRECTORATE: FINANCIAL SERVICES		-	82 673	83 036	6 216	36 717	37 751	(1 033)	-2.7%	82 673
Vote 8 - [NAME OF VOTE 8]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
<b>Total Expenditure by Vote</b>	2	-	<b>1 486 273</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-10.7%</b>	<b>1 486 273</b>
<b>Surplus/ (Deficit) for the year</b>	2	-	<b>1 810</b>	<b>38 950</b>	<b>110 924</b>	<b>185 608</b>	<b>213 750</b>	<b>35 314</b>	<b>16.5%</b>	<b>1 810</b>

Table C3: Monthly Budget Statement – Financial Performance, reflects the operating revenue and operating expenditure by municipal vote. The municipal directorates are Municipal Manager; Planning Development; Human Settlements; Engineering Services; Community and Protection Services; Strategic and Corporate Services; and Financial Services. The operating expenditure budget is approved by Council on the municipal vote level.

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

**Table C4: Monthly Budget Statement – Financial Performance (revenue & expenditure)****WC024 Stellenbosch - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Mid-Year Assessment**

Description	Ref	2016/17	Budget Year 2017/18							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
<b>R thousands</b>										
<b>Revenue By Source</b>										
Property rates		-	313 009	313 009	20 271	191 121	313 009	(121 888)	-39%	313 009
Service charges - electricity revenue		-	496 337	496 337	100 651	281 314	211 550	69 764	33%	496 337
Service charges - water revenue		-	143 044	143 044	20 925	106 798	62 218	44 580	72%	143 044
Service charges - sanitation revenue		-	88 677	88 677	8 417	64 130	88 677	(24 547)	-28%	88 677
Service charges - refuse revenue		-	46 351	46 351	4 382	40 354	46 351	(5 997)	-13%	46 351
Service charges - other		-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		-	17 994	17 994	773	5 037	7 827	(2 790)	-36%	17 994
Interest earned - external investments		-	37 999	37 999	4 200	22 326	13 832	8 493	61%	37 999
Interest earned - outstanding debtors		-	7 664	7 664	738	4 200	3 334	866	26%	7 664
Dividends received		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		-	97 064	97 064	757	8 918	40 918	(32 000)	-78%	97 064
Licences and permits		-	9 913	9 913	39	1 595	-	1 595	#DIV/0!	9 913
Agency services		-	2 514	2 514	-	195	1 094	(898)	-82%	2 514
Transfers and subsidies		-	128 342	140 093	40 227	85 152	55 829	29 324	53%	140 093
Other revenue		-	37 596	37 596	1 104	9 008	13 628	(4 621)	-34%	37 596
Gains on disposal of PPE		-	1 441	1 441	1	3	-	3	#DIV/0!	1 441
<b>Total Revenue (excluding capital transfers and contributions)</b>		-	<b>1 427 946</b>	<b>1 439 697</b>	<b>202 485</b>	<b>820 151</b>	<b>858 266</b>	<b>(38 116)</b>	<b>-4%</b>	<b>1 439 697</b>
<b>Expenditure By Type</b>										
Employee related costs		-	485 607	485 607	35 354	232 079	241 197	(9 118)	-4%	485 607
Remuneration of councillors		-	17 293	17 293	1 342	8 019	8 235	(215)	-3%	17 293
Debt impairment		-	65 924	65 924	-	2	17 860	(17 858)	-100%	65 924
Depreciation & asset impairment		-	168 339	168 339	15 353	91 863	84 170	7 694	9%	168 339
Finance charges		-	28 622	28 622	9 480	9 480	9 413	68	1%	28 622
Bulk purchases		-	346 143	346 143	25 454	151 239	157 095	(5 856)	-4%	346 143
Other materials		-	-	-	795	7 317	-	7 317	#DIV/0!	-
Contracted services		-	191 605	202 921	10 231	39 682	83 892	(44 210)	-53%	202 921
Transfers and subsidies		-	6 250	6 250	-	6 261	6 250	11	0%	6 250
Other expenditure		-	176 893	177 328	10 617	61 556	72 566	(11 011)	-15%	177 328
Loss on disposal of PPE		-	-	-	8	50	-	50	#DIV/0!	-
<b>Total Expenditure</b>		-	<b>1 486 676</b>	<b>1 498 427</b>	<b>108 633</b>	<b>607 547</b>	<b>680 676</b>	<b>(73 129)</b>	<b>-11%</b>	<b>1 498 427</b>
<b>Surplus/(Deficit)</b>										
Transfers and subsidies - capital (monetary donations)		-	(58 730)	(58 730)	93 852	212 603	177 590	35 013	0	(58 730)
(National / Provincial and District)		-	60 137	97 680	17 073	36 524	36 160	365	0	97 680
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		-	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>			<b>38 950</b>
Taxation		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		-	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>			<b>38 950</b>
Attributable to minorities		-	-	-	-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		-	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>			<b>38 950</b>
Share of surplus/ (deficit) of associate		-	-	-	-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>		-	<b>1 407</b>	<b>38 950</b>	<b>110 925</b>	<b>249 128</b>	<b>213 750</b>			<b>38 950</b>

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**1. Operating Revenue**

The following table shows the actual billed operating revenue per source as per the accrual basis as well as actual direct revenue per source against that planned in the SDBIP at 31 December 2017. It should be noted that the figures relate to billed revenue and not cash collected.

**Operating Revenue by Source:**

Description	Original Budget	Adjustment Budget	YTD budget	YTD actual	YTD variance	YTD variance %	Monthly budget	Monthly actual	MTD variance	MTD variance %
<b>Revenue by Source</b>										
Property rates	313 009 130	313 009 130	313 009 130	191 121 064	(121 888 065.71)	-39%	-	20 270 611	20 270 611	100%
Property rates - penalties & collection charges	-	-	-	-	-	0%	41 823 689	-	(41 823 689)	-100%
Service charges - electricity revenue	496 336 960	496 336 960	211 550 053	281 314 022	69 763 969.36	33%	12 300 476	100 651 044	88 350 568	718%
Service charges - water revenue	143 043 790	143 043 790	62 217 524	106 797 886	44 580 361.91	72%	-	20 925 278	20 925 278	100%
Service charges - sanitation revenue	88 677 312	88 677 312	88 676 812	64 129 626	(24 547 186.10)	-28%	-	8 417 448	8 417 448	100%
Service charges - refuse revenue	46 351 234	46 351 234	46 350 734	40 353 885	(5 996 849.02)	-13%	-	4 381 827	4 381 827	100%
Service charges - other	-	-	-	-	-	0%	1 547 481	-	(1 547 481)	-100%
Rental of facilities and equipment	17 993 960	17 993 960	7 827 373	5 037 141	(2 790 231.35)	-36%	2 734 695	773 191	(1 961 504)	-72%
Interest earned - external investments	37 998 780	37 998 780	13 832 469	22 325 649	8 493 179.69	61%	659 101	4 200 321	3 541 220	537%
Interest earned - outstanding debtors	7 663 970	7 663 970	3 333 827	4 200 060	866 232.88	26%	-	737 789	737 789	100%
Fines	97 064 330	97 064 330	40 917 984	8 918 194	(31 999 789.31)	-78%	8 089 532	756 872	(7 332 660)	-91%
Licences and permits	9 913 460	9 913 460	-	1 595 030	1 595 029.75	100%	-	38 851	38 851	100%
Agency services	2 514 110	2 514 110	1 093 638	195 489	(898 149.24)	-82%	216 213	-	(216 213)	-100%
Transfers recognised - operational	128 342 000	140 093 217	55 828 770	85 152 430	29 323 660.41	53%	11 037 412	40 227 385	29 189 973	264%
Other revenue	37 595 700	37 595 700	13 628 167	9 007 525	(4 620 641.75)	-34%	2 694 304	1 104 006	(1 590 298)	-59%
Gains on disposal of PPE	1 441 150	1 441 150	-	2 526	2 526.32	100%	-	632	632	100%
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>1 427 945 886</b>	<b>1 439 697 103</b>	<b>858 266 480</b>	<b>820 150 528</b>	<b>(38 115 952.16)</b>	<b>-4%</b>	<b>81 102 904</b>	<b>202 485 256</b>	<b>121 382 352</b>	<b>150%</b>

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**Operating Revenue Variance Report**

The variances between actual operating revenue and the planned operating revenue contained in the SDBIP are explained per revenue source and are as follows:

**Revenue by Source****Property Rates and Service Charges**

Historically property rates, refuse and sanitation service charges were billed annually during July each year. However, as from July 2017, all service charges and property rates will be billed on a monthly basis.

**Interest Earned- External Investments**

An over performance was noted for interest earned – external investments amounting to R8 493 180 due to improved management of the investment portfolio.

**Fines**

The municipality collected R 31 999 789 less than it had projected. The variance relates to the accounting treatment of fine revenue that is recorded in line with accounting standard GRAP 23 and iGRAP 1.

**Transfers and subsidies**

An over performance is evident for transfers and subsidies due to the following receipts recognised during December 2017;

- The equitable share receipt amounting to R 36 877 000.
- The receipt of the Library Services Grant amounting to R 4 369 356
- EPWP grant receipt amounting to R2 169 000
- Municipal Infrastructure grant amounting to R17 073 000

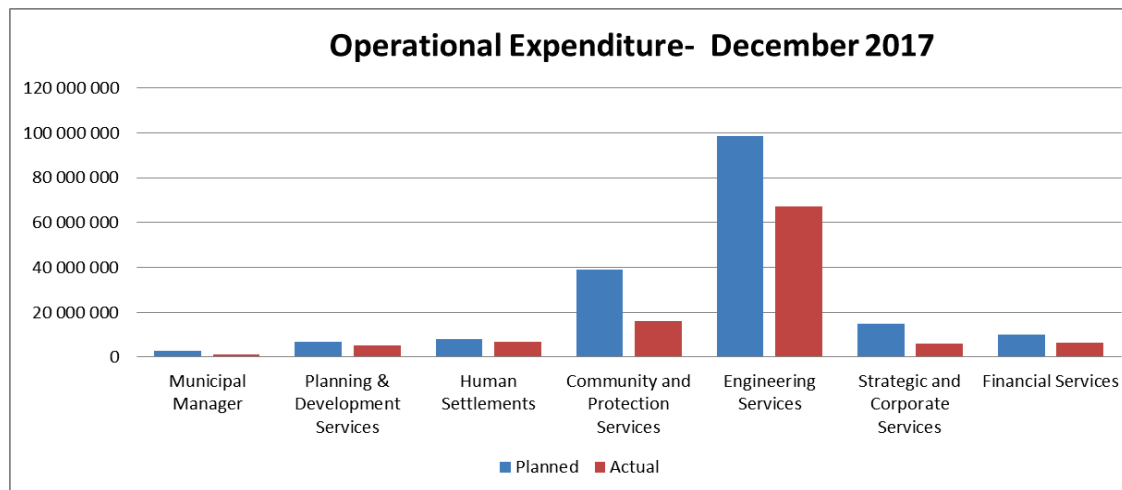
MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**2. Operating Expenditure**

The following table shows the actual operating expenditure for each Directorate against the planned in the SDBIP as at 31 December 2017.

**Operating Expenditure (Per Directorate):**

Directorate	Original Budget	Adjusted Budget	Year To Date		DECEMBER 2017		DECEMBER VARIANCE (ACTUAL - PLAN)	VARIANCE %
			Planned	Actuals	Planned	Actuals		
Municipal Manager	23 157 755	23 157 755	10 021 664	12 384 806	2 665 340	1 322 981	(1 342 359)	-50%
Planning & Development Services	58 316 204	58 316 204	25 386 849	36 507 211	6 751 831	5 201 635	(1 550 197)	-23%
Human Settlements	69 257 003	80 573 220	35 372 308	38 386 058	8 077 753	6 731 450	(1 346 303)	-17%
Community and Protection Services	321 477 649	321 477 649	146 456 677	100 335 384	38 951 299	15 979 049	(22 972 250)	-59%
Engineering Services	810 393 069	810 393 069	370 523 666	343 908 268	98 543 669	67 350 720	(31 192 949)	-32%
Strategic and Corporate Services	121 292 823	121 472 823	55 164 200	39 308 241	14 671 351	5 831 032	(8 840 318)	-60%
Financial Services	82 781 051	83 036 051	37 750 753	36 717 307	10 040 108	6 216 480	(3 823 628)	-38%
<b>TOTALS</b>	<b>1 486 675 554</b>	<b>1 498 426 771</b>	<b>680 676 117</b>	<b>607 547 274</b>	<b>179 701 351</b>	<b>108 633 347</b>	<b>(71 068 004)</b>	<b>-40%</b>



## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**Operating Expenditure Variance Report**

Due to the implementation of mSCOA various system related challenges were experienced during December 2017 which adversely affected the extracting of reports.

The variances between actual operating expenditure and planned operating expenditure contained in the SDBIP are explained per item and are as follows:

**2.1 Municipal Manager**

The Municipal Manager Directorate planned to spend R10 021 664 of the approved budget. The year-to-date actual spent amounted to R12 384 806, which resulted in an over spending of R2 363 142. The over spending is mainly attributed to audit fees for December 2017 that was more than what was projected.

**2.1.1 Audit fees**

The Auditor General communicated as part of the audit strategy that the budgeted amount for the 2016/17 audit is R5 001 402.

The audit fees are still within the budget for the financial year and the municipality will not run the risk of over spending.

**2.2 Planning and Development**

The Planning and Development Directorate planned to spend R25 386 849 of the approved budget. The year-to-date actual spent amounted to R36 50211. The directorate had an over spending of R11 120 362. The items that attribute to the under spending are as follows:

**2.2.1 External Bodies: Tourism**

This funding is allocated to organisations performing the tourism within WC024. The payment for these organisations were done in September 2017

**2.2.2 Extended Public Works Project (EPWP) Incentive Grant**

In the current financial year an amount of R4 820 000 is allocated to the municipality in the form of the EPWP incentive grant. The total grant funding was spent by the end of December 2017.

The purpose of the grant is to incentivise municipalities to expand work creation efforts through the use of labour intensive delivery methods in the identified focus areas, in compliance with the EPWP guidelines.

The grant funding is additional to the municipality's own funding for EPWP projects.

## **2.3 Human Settlements and Property Management**

The Human Settlement and Property Management Directorate planned to spend R35 372 308 of the approved budget. The year-to-date actual spent amounted to R38 386 058. The directorate had an over spending of R 3 013 750. The items that attribute to the variance are as follows:

### **2.3.1 IRDP. Ph2 Watergang**

The New Housing Department indicated that they followed a Section 32 process (MFMA), in order to appoint a service provider to construct the 20 houses in Kayamandi. The Municipality made use of the Provincial Department of Human Settlements' (PDoHS) database. Approval was granted by the Municipal Manager and site hand over already took place. Construction is in process.

### **2.3.2 IRDP.Ph2 Title Deeds**

The Title Deed Restoration Program is a program whereby the Municipality received funding from the PDoHS to assist with the transfer of outstanding title deeds. An additional amount of funds was gazetted by the PDoHS and all indications are that approximately R1million will be spent in the current financial year.

### **2.3.3 IRDP.Ph1. La Motte**

The Department had a scheduled meeting with the Housing Department Agency (HDA). The Department is currently negotiating with the National Department of Public Works pertaining to the transfer of land. The project received funding from the Provincial Department of Human Settlements to obtain the land-use rights.

### **2.3.4 Northern Extension**

The pre-feasibility study has been completed and submitted to the PDoHS for funding approval.

## **2.4 Community and Protection Services**

The Directorate planned to spend R146 456 677 of the approved budget. The year-to date actual spent amounted to R100 335 384 which resulted in an under spending of R46 121 293. The items that attributed to the over spending are as follows:

### **2.4.1 Security Services**

Funds are allocated for the appointment of security services at the various municipal properties and facilities. Payments were processed during December 2017 for the amount of R 635 565, also orders and requisitions were generated to the amount of R 7 111 243.



#### **2.4.2 Traffic Fines Management**

Funds are allocated for the appointment of a service provider for the management of traffic fines. Payments were processed during December 2017 for the amount of R760 788.

The budget for traffic fines management will be spent by 30 June 2018.

#### **2.4.3 Litter Picking and Street Cleaning (Area cleaning)**

Funds are allocated for the appointment of service providers for various area cleaning projects in WC024.

A tender is in place for the cleaning of the Stellenbosch CBD and through the formal quotation process various service providers were appointed to service the other areas within WC024.

The funds will be sufficient to service all the areas within the WC024.

### **2.5 Strategic and Corporate Services**

The Strategic and Corporate Services Directorate planned to spend R55 164 200 of the approved budget. The year-to-date actual spent amounted to R39 308 241. This resulted in an under spending of R15 855 959. The following items attributed to the over spending:

#### **2.5.1 Training**

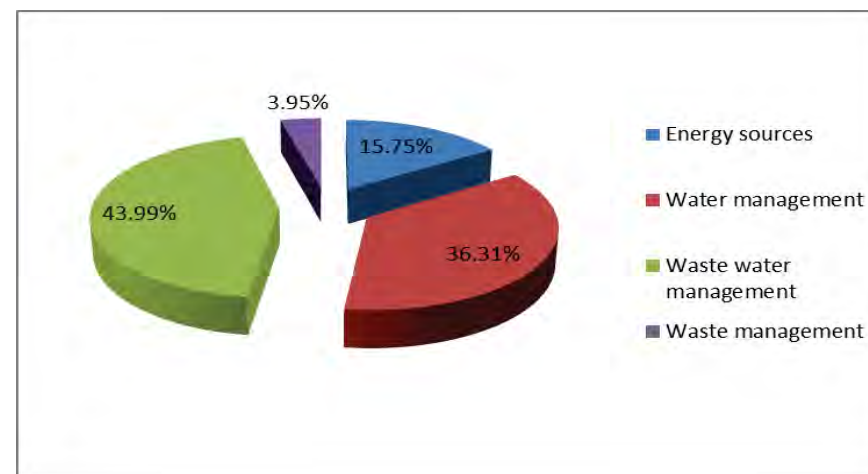
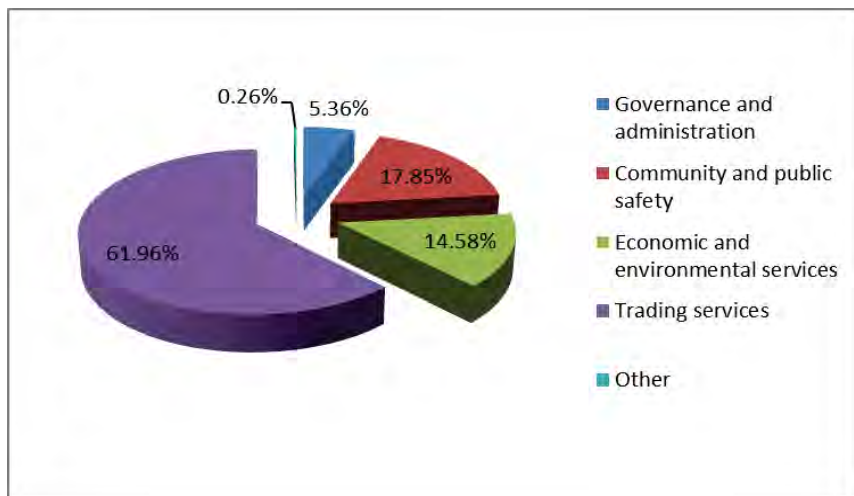
Tenders for various training programmes have been advertised on 1 November 2017 and closed on 4 December 2017. We are currently in the process of finalising the technical evaluations. Training is planned to take place from the month of February 2018.

MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

### 3 Capital Expenditure

Stellenbosch municipality vested the majority of the 2017/18 capital budget in trading services (R 331 509 335 or 61.96 per cent of the R535 057 640 capital budget) which is needed to ensure effective service delivery.

The capital budgets for trading services are largely allocated to the investments in waste water management infrastructure (R145 825 223 or 43.99 per cent of the R 331 509 335 capital budget).



MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

The following table shows the actual capital expenditure for each Directorate against that planned in the SDBIP as at 31 December 2017.

Directorate	Adjustment Budget	Actual Expenditure	Commitments	Provisional Cost	Actuals + Commitments & Provisional	YEAR TO DATE ACTUAL SPENT	YEAR TO DATE ACTUAL + COMMITMENTS	YTD ACTUAL + COMMITMENTS + PROVISIONAL
Planning & Development	7,652,835	282,591	4,879,253	-	5,161,843	4%	67%	67%
Human Settlements	90,523,485	9,650,318	35,363,339	2,048,257	47,061,914	11%	50%	52%
Community and Protection Services	27,888,906	6,133,280	12,570,735	2,547,107	21,251,122	22%	67%	76%
Engineering Services	401,250,477	67,597,738	148,769,193	10,977,509	227,344,440	17%	54%	57%
Strategic & Corporate Services	5,836,936	962,776	1,489,919	589,015	3,041,710	16%	42%	52%
Financial Services	1,870,000	151,925	1,322	8,775	162,023	8%	8%	9%
<b>TOTALS</b>	<b>535,057,640</b>	<b>84,806,586</b>	<b>203,083,561</b>	<b>16,170,664</b>	<b>304,060,812</b>	<b>16%</b>	<b>54%</b>	<b>57%</b>

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**Table C5: Monthly Budget Statement – Capital Expenditure**

Table C5: Monthly Budget Statement – Capital Expenditure consists of three sections:  
Appropriations by vote; Standard classification and funding portion.

**WC024 Stellenbosch - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Mid-Year Assessment**

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Capital Expenditure - Functional Classification</b>										
<b>Governance and administration</b>		–	26 045	28 656	1 835	4 375	9 271	(4 896)	-53%	28 656
Executive and council		–	35	35	–	7	11	(4)	-37%	35
Finance and administration		–	26 010	28 621	1 835	4 368	9 260	(4 892)	-53%	28 621
Internal audit		–	–	–	–	–	–	–		–
<b>Community and public safety</b>		–	56 241	95 499	6 336	12 398	12 876	(478)	-4%	95 499
Community and social services		–	4 865	8 437	31	735	2 487	(1 752)	-70%	8 437
Sport and recreation		–	8 689	4 888	1 502	1 762	666	1 096	165%	4 888
Public safety		–	7 845	11 239	2 715	3 389	1 977	1 412	71%	11 239
Housing		–	34 842	70 935	2 088	6 512	7 746	(1 234)	-16%	70 935
Health		–	–	–	–	–	–	–		–
<b>Economic and environmental services</b>		–	55 505	77 994	4 579	12 793	17 255	(4 462)	-26%	77 994
Planning and development		–	3 303	8 113	101	168	1 874	(1 706)	-91%	8 113
Road transport		–	50 752	68 431	4 478	12 475	14 916	(2 441)	-16%	68 431
Environmental protection		–	1 450	1 450	–	150	464	(315)	-68%	1 450
<b>Trading services</b>		–	278 866	331 509	14 324	55 201	85 232	(30 031)	-35%	331 509
Energy sources		–	49 448	52 219	1 672	11 981	15 768	(3 788)	-24%	52 219
Water management		–	77 100	120 379	8 637	17 003	23 854	(6 851)	-29%	120 379
Waste water management		–	140 483	145 825	4 015	25 414	44 820	(19 407)	-43%	145 825
Waste management		–	11 835	13 086	–	804	789	14	2%	13 086
<b>Other</b>		–	1 400	1 400	22	40	448	(408)	-91%	1 400
<b>Total Capital Expenditure - Functional Classification</b>	3	–	418 057	535 058	27 096	84 807	125 082	(40 275)	-32%	535 058
<b>Funded by:</b>										
National Government		–	17 800	47 594	7 408	17 647	9 373	8 274	88%	47 594
Provincial Government		–	25 767	50 086	1 726	4 471	21 091	(16 620)	-79%	50 086
District Municipality		–	–	–	–	–	–	–		–
Other transfers and grants		–	–	–	–	–	–	–		–
<b>Transfers recognised - capital</b>		–	43 567	97 680	9 134	22 118	30 464	(8 346)	-27%	97 680
<b>Public contributions &amp; donations</b>	5	–	–	4 039	–	–	–	–		4 039
<b>Borrowing</b>	6	–	160 000	160 000	–	–	–	–		160 000
<b>Internally generated funds</b>		–	214 490	273 339	17 961	62 689	94 617	(31 929)	-34%	273 339
<b>Total Capital Funding</b>		–	418 057	535 058	27 096	84 807	125 082	(40 275)	-32%	535 058

## Capital Expenditure Variance Report

The variances between actual capital expenditure and the planned capital expenditure contained in the SDBIP are explained per directorate and are as follows:

### 3.1 Planning and Development

The Directorate planned to spend R1 297 144. The year-to-date actual spent amounted to R53 941. This resulted in an under spending of R1 243 203. The projects that attributed to the under spending are as follows:

#### 3.1.1 Establishment of Informal Traders markets

The municipality received R4.3 million funding from the National Department of Small Business Development. The funding will be included in the mid-year adjustments budget.

Idas Valley site – The project is 50% completed. Construction will continue on 15 January and the expected completion date is March 2018.

Franschhoek site – The technical evaluation of the tender is done and submitted to the Bid Evaluation Committee. The tender is expected to be awarded in January 2018 and construction is planned to start in March 2018.

#### 3.1.2 Purchase of Land- Cemeteries:

The department is busy with the environmental impact assessment and is considering postponing the project till the end of the financial year. An amount of R 1.8 million will be spent.

Therefor the budget of R1 800 096 is to be reduced with R885 987 in the mid-year adjustments budget.

### 3.2 Human Settlements

The Directorate planned to spend an amount of R 6 715 100 of the approved budget. The year-to-date actual spent amounted to R1 370 608. This resulted in an under spending of R 5 344 492. The projects that attributed to the under spending are as follows:

#### 3.2.1 Klapmuts Community Centre

The project is 90% complete. The estimated completion date for the project is April 2018.

#### 3.2.2 Flats: Interior Upgrading

A consultant team has been appointed to compile the specifications. The tender document is due by end of February 2018, where thereafter the department will go out on tender.

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

**3.2.3 Groendal Library**

The project is 80% complete. The completion end date of the project is April 2018.

**3.2.4 Purchasing of Land**

No progress, as the department is waiting for a council resolution on the way forward.

**3.2.5 Structural Improvement: General**

Various projects has been identified and are in various stages of being planned/implemented.

**3.2.6 Upgrading of Informal Settlements**

50% of the budget for this line item has been spent and the remainder of the funds will be spent before June 2018.

**3.2.7 Basic Improvement: Langrug**

The funds will be re-allocated during the Mid-Year Adjustments process for the completion of the Jamestown reticulation project.

**3.2.8 Idas Valley Housing Projects (New Housing)**

Erf 11330, Idas Valley: The Municipal Planning Tribunal (MPT) approval for the LUPA application could only take affect after the appeal period lapsed, which was mid December 2017. An order to the amount of R8 000 000 were processed on the 20<sup>th</sup> of December 2017 for B/SM 246/09B for the appointment of a service provider.

Erf 9445, Idas Valley: A complainant submitted a formal complaint which meant that DEA&DP has stopped any further rehabilitation of the river until this matter has been resolved. A further appeal was received during December 2017 after the MPT approved the LUPA application.

**3.2.9 Klapmuts: Mandela City**

Target for the 2017/18 financial year is 190 service sites of which 119 have been completed. Payments to the amount of R1 371 800 were processed during December 2017. Year-to-date commitments loaded on the system amounts to R3 471 937.

**3.2.10 Kayamandi Watergang: Zone O**

The Contractor has been appointed to build 332 temporary housing units. The site establishment will be done during January 2018. Construction will be completed by 30 June 2018.

**3.2.11 Kayamandi Town Centre**

The feasibility report for the Town centre is complete and a new order will be generated.

### 3.3 Community and Protection Services

The Directorate planned to spend an amount of R 6 373 114. The year-to-date actual spent amounted to R 1 908 382. This resulted in an under spending of R 4 464 732. The projects that attributed to the under spending are as follows:

#### 3.3.1 Upgrade of Existing Parks (WC024)

Year-to-date payments to the amount of R149 579 and orders to the amount of 170 330 were processed on the system. The department is waiting for an order for the boot camp for Tibilitsha Park.

A Formal Quotation will be loaded for cement benches at an estimate value of R12 000.

The rest of the funding will be spent on the park in Lanquedoc.

#### 3.3.2 Upgrading Traffic Parking Area

A tender is in place for the upgrading of Traffic Building, new learner's class and upgrading driver's license testing centre.

The appointment of the architect for the redesign and extension of the Traffic Offices in Stellenbosch will be tabled at the Bid Evaluation Committee (BEC) in January 2018.

#### 3.3.3 Install CCTV and ANPR cameras in WC024

The tender was approved. Payments amounting to R2 340 064 were processed during December 2017. Year to date orders amounting to R1 001 731 were processed on the system. Additional funds will be requested during the mid-year adjustments budget process.

#### 3.3.4 Fire Services JOC

Year-to-date orders to the amount of R238 379 were processed on the system. The department submitted invoices for payment during December 2017. A formal quotation will be registered during January 2018 for the procurement of equipment for the full balance of R80 326.

#### 3.3.5 Upgrading and or Replacement of Fire Alarm System

Year-to-date electronic requisitions were loaded to the amount of R877 193. BSM 24/18 was approved by the Bid Adjudication Committee on 8 December 2017. The department is waiting for the purchase order from supply chain management amounting to R511 961.

#### 3.3.6 Upgrading of Stellenbosch Fire Station

The department submitted invoices for payment during December 2017. Orders to the amount of R158 238 were processed on the system during December 2017. The department will liaise with Facilities and Supply and Chain Management during January 2018 to discuss the appointment of the rest of the contractors (structural/ electrical engineers per formal quotation) after which the bill of quantities will be drawn up and the specifications advertised for the appointment of the contractor to do the physical upgrading work.

### 3.4 Strategic and Corporate Services

The Directorate planned to spend an amount of R 1 346 420. The year-to-date actual spent amounted to R 435 860. This resulted in an under spending of R 910 560. The projects that attributed to the variances are as follows:

#### 3.4.1 Purchase and Replacement of Computer/ software and Peripheral devices

Year-to-date orders to the amount of R382 929 were loaded on the system. Payments to the amount of R11 778 were processed during December 2017. Final invoices were submitted for approval and thereafter payment will be processed. All funds to be spent by end January 2018.

The department requested an additional R500 000 in the mid-year adjustments budget.

#### 3.4.2 Upgrade and Expansion of I.T Infrastructure Platforms

Year-to-date payments to the amount of R161 195 and year-to-date orders to the amount of R1 017 978 were processed on the system. R1.2 million was awarded for purchasing of network switches. The order for the switches was processed during December 2017. Delivery of the network switches to take place during January 2018.

The department requested an additional R2 600 000 in the mid-year adjustments budget.

### 3.5 Engineering Services

The Directorate planned to spend an amount of R 72 971 716. The year-to-date actual spent amounted to R 46 459 219. This resulted in an under spending of R 26 512 497. The variance attributes to the following projects:

#### 3.5.1 Bulk Water Supply Pipe Reservoir: Dwars Rivier (Johannesdal / Kylemore / Pniel)

The tender has been awarded and the contractor should be on site by January.

#### 3.5.2 Extension of Waste Water Treatment Works Stellenbosch

Phase 1 has been completed and Phase 2 has recently commenced. The Project is currently at it's Construction Phase.

#### 3.5.3 Water Treatment Works: Paradyskloof

The project is 95% complete. Construction commenced in September 2017. Currently awaiting final invoices for the payment of the service provider.

#### 3.5.4 Bulk Sewer Outfall: Jamestown

Consultants were appointed for the design and the environmental impact (EIA) assessment. Site investigations and designs are currently underway. The EIA application is posing problems. The department did consultation with all stakeholders to speed up the EIA process.



## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

## 4 Supporting Documentation

## Debtors Age Analysis

## Supporting Table SC3: Monthly Budget Statement - Aged Debtors

WC024 Stellenbosch - Supporting Table SC3 Monthly Budget Statement - aged debtors - Mid-Year Assessment

Description	NT Code	Budget Year 2017/18									Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.Lo Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total			
<b>R thousands</b>													
<b>Debtors Age Analysis By Income Source</b>													
Trade and Other Receivables from Exchange Transactions - Water	1200	21 304	2 449	2 411	1 322	1 073	992	7 060	35 065	71 676	45 512	-	-
Trade and Other Receivables from Exchange Transactions - Electricity	1300	23 737	325	294	308	217	128	725	3 986	29 720	5 364	-	-
Receivables from Non-exchange Transactions - Property Rates	1400	12 002	1 808	573	554	3 235	283	1 330	15 939	35 725	21 342	-	-
Receivables from Exchange Transactions - Waste Water Management	1500	5 158	445	377	353	851	207	1 236	11 823	20 450	14 469	-	-
Receivables from Exchange Transactions - Waste Management	1600	2 867	426	391	376	1 034	235	1 406	13 739	20 474	16 790	-	-
Receivables from Exchange Transactions - Property Rental Debtors	1700	707	263	237	212	335	135	964	8 961	11 811	10 605	-	-
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-
Other	1900	691	321	189	107	52	90	1 300	8 270	11 020	9 819	-	-
<b>Total By Income Source</b>	<b>2000</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	-	-
<b>2016/17 - totals only</b>													
<b>Debtors Age Analysis By Customer Group</b>													
Organs of State	2200	4 428	360	238	133	751	45	106	811	6 872	1 847	-	-
Commercial	2300	14 775	1 026	388	367	640	146	1 069	5 745	24 155	7 966	-	-
Households	2400	32 379	4 280	3 448	2 433	4 606	1 667	11 269	79 196	139 277	99 170	-	-
Other	2500	14 883	373	397	298	801	212	1 577	12 032	30 571	14 918	-	-
<b>Total By Customer Group</b>	<b>2600</b>	<b>66 466</b>	<b>6 037</b>	<b>4 471</b>	<b>3 231</b>	<b>6 797</b>	<b>2 070</b>	<b>14 020</b>	<b>97 783</b>	<b>200 876</b>	<b>123 902</b>	-	-

## Creditors Age Analysis

WC024 Stellenbosch - Supporting Table SC4 Monthly Budget Statement - aged creditors - Mid-Year Assessment

Description	NT Code	Budget Year 2017/18									Total
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year		
<b>R thousands</b>											
<b>Creditors Age Analysis By Customer Type</b>											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	5 694	-	-	-	-	-	-	-	-	5 694
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	63 862	-	-	-	-	-	-	-	-	63 862
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
<b>Total By Customer Type</b>	<b>1000</b>	<b>69 556</b>	-	-	-	-	-	-	-	-	<b>69 556</b>

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

## 5 Investments

ACC. NR	BANK	TYPE OF INVESTMENT	INTEREST RATE	MATURITY DATE	OPENING BALANCE AS AT 1 JULY 2017	DECEMBER 2017		TOTAL INVESTMENTS/ WITHDRAWALS	INTEREST CAPITALISED FOR THE MONTH UNDER REVIEW	INTEREST ACCRUED YTD	CLOSING BALANCE YTD
						INVEST	WITH DRAW				
20-7674-8028	<u>ABSA BANK</u>	FIXED DEPOSIT	8.710%	23-Mar-18	102 266 986.30			-	739 753.42	4 390 794.52	106 657 780.82
20-7693-3215	A#8028 A#3215	FIXED DEPOSIT	7.595%	27-Jul-17	50 041 616.44			(50 312 123.29)	-	270 506.85	(0.00)
					152 308 602.74			(50 312 123.29)	739 753.42	4 661 301.37	106 657 780.82
	<u>FNB</u>										
71-6186-16357	F#6357	FIXED DEPOSIT	8.250%	12-Dec-16	0.01			-	-	-	0.01
74-6862-17537	F#7537	FIXED DEPOSIT	8.208%	26-Sep-17	102 083 164.20			(104 224 130.41)	-	2 140 966.22	0.00
71-6862-05877	F#5877	FIXED DEPOSIT	7.940%	11-Apr-18				100 000 000.00	674 356.16	1 783 780.82	101 783 780.82
					102 083 164.21			(4 224 130.41)	674 356.16	3 924 747.04	101 783 780.83
	<u>NEDBANK</u>										
03/7881123974/...009	N#009	FIXED DEPOSIT	8.050%	26-Sep-17	60 489 616.44			(61 640 876.71)	-	1 151 260.27	0.00
03/7881123974/...010	N#010	FIXED DEPOSIT	8.750%	22-Jun-18	120 115 068.49			-	891 780.82	5 293 150.68	125 408 219.17
03/7881123974/...011	N#011	FIXED DEPOSIT	8.270%	25-Sep-18				100 000 000.00	702 383.56	2 152 465.75	102 152 465.75
03/7881123974/...012	N#012	FIXED DEPOSIT	8.200%	30-Aug-18		90 000 000.00		90 000 000.00	60 657.53	60 657.53	90 060 657.53
					180 604 684.93	90 000 000.00	-	128 359 123.29	1 654 821.92	8 657 534.25	317 621 342.47
	<u>INVESTEC BANK</u>										
30000059124	I#500	CALL ACCOUNT	6.900%	Call Account	8 351 490.97			(8 586 515.25)	-	235 024.28	(0.00)
1400-50039-400	I#400	FIXED DEPOSIT	7.800%	27-Mar-18				50 000 000.00	331 445.23	1 015 280.85	51 015 280.85
					8 351 490.97			41 413 484.75	331 445.23	1 250 305.13	51 015 280.85
	<u>STANDARD BANK</u>										
258489367-009.	S#009	CALL ACCOUNT	6.950%	Call Account	21 329 661.67			(21 938 608.12)	-	608 946.44	(0.01)
258489367-010	S#010	CALL ACCOUNT	6.700%	Call Account		40 000 000.00		40 000 000.00	22 027.40	22 027.40	40 022 027.40
258489367-015	S#015	FIXED DEPOSIT	8.100%	26-Sep-17	40 328 438.36			(41 100 712.33)	-	772 273.97	0.00
258489367-016	S#016	FIXED DEPOSIT	8.525%	27-Dec-17	100 093 424.66		(104 297 534.25)	(104 297 534.25)	630 616.44	4 204 109.59	(0.00)
258489367-017	S#017	FIXED DEPOSIT	7.450%	27-Oct-17	-			(326 575.34)	-	326 575.34	0.00
258489367-018	S#018	FIXED DEPOSIT	7.800%	22-Feb-18				60 000 000.00	397 479.45	500 054.79	60 500 054.79
					161 751 524.69	40 000 000.00	(104 297 534.25)	(67 663 430.04)	1 050 123.29	6 433 987.54	100 522 082.19
	<u>NEW REPUBLIC BANK</u>										
	NEW REPUBLIC BANK		0.000%		170 839.00			-	-	-	170 839.00
					170 839.00			-	-	-	170 839.00
								-	-	-	
								-	-	-	
INVESTMENT TOTAL					605 270 306.54	130 000 000.00	(104 297 534.25)	47 572 924.30	4 450 500.02	24 927 875.33	677 771 106.16

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

## WC024 Stellenbosch - Supporting Table SC5 Monthly Budget Statement - investment portfolio - Mid-Year Assessment

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
R thousands		Yrs/Months							
<b>Municipality</b>									
A#8028 ABSA		12 month	Fixed Depos	2018/03/23	740		105 918		106 658
F#5877-FNB		6 month	Fixed Depos	2018/04/18	674		101 109		101 784
N#010- NEDBANK		12 month	Fixed Depos	2018/06/22	892		124 516		125 408
N#011 - NEDBANK		12 month	Fixed Depos	2018/09/25	702		101 450		102 152
N#012 - NEDBANK		8 month	Fixed Depos	2018/08/30	61		90 000		90 061
#400 - INVESTEC		6 months	Fixed Depos	2018/03/28	331		50 684		51 015
S#010- STANDARD BANK		1 month	Call account	2017/06/30	22		40 000		40 022
S#016- STANDARD BANK		6 month	Fixed Depos	2017/12/27	631		103 667	(104 298)	0
S#018 - STANDARD BANK		4 month	Fixed Depos	2018/03/27	397		60 103		60 500
New Republic Bank							171		171
<b>Municipality sub-total</b>					4 451		777 618	(104 298)	677 771
<b>Entities</b>									
<b>Entities sub-total</b>					-		-	-	-
<b>TOTAL INVESTMENTS AND INTEREST</b>	2				4 451		777 618	(104 298)	677 771

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**6 Borrowings**

Lending Institution	Balance 1/12/2017	Received December 2017	Interest Capitalised December 2017	Capital Repayments December 2017	Balance 31/12/2017	Percentage	Sinking Funds
							(R'000)
DBSA @ 9.25%	11 334 116	-	-	(1 404 598)	9 929 518	9.25%	
DBSA@ 11.1%	22 136 590	-	-	(885 952)	21 250 638	11.10%	
DBSA@ 10.25%	60 793 797	-	-	(2 112 884)	58 680 913	10.25%	
DBSA @ 9.74%	92 121 563	-	-	(1 883 890)	90 237 673	9.74%	
	186 386 066	-	-	(6 287 325)	180 098 741		

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

**7 Allocations and grant receipts and expenditure**

	<b>EXPECTED ALLOCATION</b>	<b>ACCUMULATED RECEIPTS</b>	<b>ACCUMULATED ACTUAL EXPENDITURE</b>	<b>ACTUAL MONTHLY EXPENDITURE</b>	<b>ACTUAL MONTHLY RECEIPTS</b>	<b>UNSPENT CONDITIONAL GRANTS DECEMBER 2017</b>
<b>OPERATING &amp; CAPITAL GRANTS</b>						
EPWP Incentive Grant for Municipalities	4 820 000	3 226 018	4 820 000	232 354	(2 169 000)	(1 593 982)
Community Development Workers Operational Support Grant	56 000	-	213	-	-	(213)
Library Services	14 709 000	9 376 667	21 630	-	(4 369 356)	9 355 037
Human Settlements Development Grant	49 304 061	6 896 899	4 471 201	1 726 045	-	2 425 698
Municipal Infrastructure Grant (MIG)	36 358 000	20 073 000	15 738 725	5 974 875	(17 073 000)	4 334 275
Maintenance and Construction of Transport Infrastructure	2 176 000	-	-	-	-	-
Integrated Transport Planning	600 000	-	-	-	-	-
Financial Management Grant (FMG)	1 550 000	1 550 000	178 139	258 992	-	1 371 861
Integrated National Electrification Programme Grant	4 000 000	4 000 000	479 344	310 201	-	3 520 656
Financial Management Capacity Building Grant	360 000	-	-	-	-	-
Energy Efficiency and Demand Side Management	7 236 000	3 000 000	731 220	-	-	2 268 780
Fire Services Capacity Building Grant	800 000	800 000	-	-	-	800 000
Public Transport Non Motorised Infrastructure	820 000					
LG Graduate Internship Grant	60 000					
WC Financial Management Support Grant	255 000					
<b>TOTAL</b>	<b>123 104 061</b>	<b>48 922 584</b>	<b>26 440 472</b>	<b>8 502 467</b>	<b>(23 611 356)</b>	<b>22 482 112</b>

## MONTHLY BUDGET STATEMENT FOR DECEMBER 2017

## Supporting Table SC6: Monthly Budget Statement – Transfers and grant receipts

WC024 Stellenbosch - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Mid-Year Assessment										
Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>RECEIPTS:</b>	1,2									
<b>Operating Transfers and Grants</b>										
<b>National Government:</b>		-	117 001	117 001	(2 169)	4 776	87 750	(82 974)	-94.6%	-
Local Government Equitable Share		-	110 631	110 631	-	-	82 974	(82 974)	-100.0%	-
Municipal Systems Improvement	3	-	-	-	-	-	-	-	-	-
EPWP Incentive		-	4 820	4 820	(2 169)	3 226	3 226	-	-	-
Local Government Financial Management Grant		-	1 550	1 550	-	1 550	1 550	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	11 341	18 998	(4 369)	16 274	16 274	-	-	-
Library Services: Conditional Grant		-	11 045	11 045	(4 369)	9 377	9 377	-	-	-
Community Development Workers Operational Support Grant		-	56	-	-	-	-	-	-	-
Human Settlements Development Grant	4	-	-	7 278	-	6 897	6 897	-	-	-
LG Financial Management Support Grant		-	-	255	-	-	-	-	-	-
Spatial Development framework		-	-	-	-	-	-	-	-	-
LG Graduate Internship Grant		-	-	60	-	-	-	-	-	-
Financial Management Capacity Building Grant		-	240	360	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
<i>[insert description]</i>		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	4 039	-	-	-	-	-	-
Public contribution		-	-	4 039	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Operating Transfers and Grants</b>	5	-	128 342	140 037	(6 538)	21 050	104 024	(82 974)	-79.8%	-
<b>Capital Transfers and Grants</b>										
<b>National Government:</b>		-	47 594	47 594	(17 073)	27 073	27 073	-	-	-
Municipal Infrastructure Grant (MIG)		-	36 358	36 358	(17 073)	20 073	20 073	-	-	-
Regional Bulk Infrastructure		-	-	-	-	-	-	-	-	-
Integrated National Electrification Programme (Municipal) Grant		-	4 000	4 000	-	4 000	4 000	-	-	-
Energy Efficiency and Demand Side Management Grant		-	7 236	7 236	-	3 000	3 000	-	-	-
Other capital transfers <i>[insert description]</i>		-	-	-	-	-	-	-	-	-
<b>Provincial Government:</b>		-	12 543	50 086	-	800	800	-	-	-
Human Settlements Development Grant		-	7 767	42 026	-	-	-	-	-	-
RSEP/ VPUU		-	1 000	-	-	-	-	-	-	-
Maintenance and Construction of Transport Infrastructure		-	376	2 176	-	-	-	-	-	-
Library Services: Conditional Grant		-	2 000	3 664	-	-	-	-	-	-
Integrated Transport Planning		-	600	600	-	-	-	-	-	-
Public Transport Non Motorised Infrastructure		-	-	820	-	-	-	-	-	-
Fire Services Capacity Building Grant		-	800	800	-	800	800	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
<i>[insert description]</i>		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	415	-	-	-	-	-	-
LOTTO		-	-	415	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
<b>Total Capital Transfers and Grants</b>	5	-	60 137	98 095	(17 073)	27 873	27 873	-	-	-
<b>TOTAL RECEIPTS OF TRANSFERS &amp; GRANTS</b>	5	-	188 479	238 133	(23 611)	48 923	131 897	(82 974)	-62.9%	-

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

## Supporting Table SC7 (1) Monthly Budget Statement – transfers and grant expenditure

## WC024 Stellenbosch - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>EXPENDITURE</b>										
<b>Operating expenditure of Transfers and Grants</b>										
<b>National Government:</b>		-	117 001	117 001	-	4 820	57 726	(52 906)	-91.7%	1 550
Local Government Equitable Share		-	110 631	110 631	-	-	55 316	(55 316)	-100.0%	-
Municipal Systems Improvement		-	-	-	-	-	-	-	-	-
EPWP Incentive		-	4 820	4 820	-	4 820	2 410	2 410	100.0%	1 550
Local Government Financial Management Grant		-	1 550	1 550	-	-	-	-	-	-
<b>Provincial Government:</b>		-	11 341	18 874	259	4 671	10 084	(5 413)	-53.7%	10 890
Library Services: Conditional Grant		-	11 045	11 045	-	22	5 523	(5 501)	-99.6%	-
Community Development Workers Operational Support Grant		-	56	56	-	0	28	(28)	-99.2%	-
Human Settlements Development Grant		-	-	7 278	-	4 471	3 639	832	22.9%	-
LGFinancial Management Support Grant		-	-	255	-	-	775	(775)	-100.0%	-
Spatial Development framework		-	-	-	-	-	-	-	-	-
Financial Management Capacity Building Grant		-	240	240	259	178	120	58	48.4%	10 890
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	-	-	-	-	-	-	-	-
<b>Public contribution</b>		-	-	-	-	-	-	-	-	-
<b>Total operating expenditure of Transfers and Grants:</b>		-	128 342	135 875	259	9 491	67 810	(58 319)	-86.0%	12 440
<b>Capital expenditure of Transfers and Grants</b>										
<b>National Government:</b>		-	47 594	47 594	7 408	18 073	23 797	(5 724)	-24.1%	6 564
Municipal Infrastructure Grant (MIG)		-	36 358	36 358	7 098	16 862	18 179	(1 317)	-7.2%	5 964
Regional Bulk Infrastructure		-	-	-	-	-	-	-	-	600
Integrated National Electrification Programme (Municipal) Grant		-	4 000	4 000	310	479	2 000	(1 521)	-	-
Energy Efficiency and Demand Side Management Grant		-	7 236	7 236	-	731	3 618	(2 887)	-	-
<b>Provincial Government:</b>		-	12 543	45 787	1 726	4 471	20 506	(16 034)	-78.2%	25 767
Human Settlements Development Grant		-	7 767	41 011	1 726	4 471	20 506	(16 034)	-78.2%	25 767
RSEP/ VPUU		-	1 000	1 000	-	-	-	-	-	-
Maintenance and Construction of Transport Infrastructure		-	376	376	-	-	-	-	-	-
Library Services: Conditional Grant		-	2 000	2 000	-	-	-	-	-	-
Integrated Transport Planning		-	600	600	-	-	-	-	-	-
Fire Services Capacity Building Grant		-	800	800	-	-	-	-	-	-
<b>District Municipality:</b>		-	-	-	-	-	-	-	-	-
[insert description]		-	-	-	-	-	-	-	-	-
<b>Other grant providers:</b>		-	415	415	-	-	-	-	-	-
LOTTO		-	415	415	-	-	-	-	-	-
<b>Total capital expenditure of Transfers and Grants</b>		-	60 552	93 797	9 134	22 544	44 303	(21 759)	-49.1%	32 331
<b>TOTAL EXPENDITURE OF TRANSFERS AND GRANTS</b>		-	188 894	229 671	9 393	32 035	112 113	(80 078)	-71.4%	44 770

## MID YEAR BUDGET AND PERFORMANCE ASSESSMENT

**8 Employee related costs**

<b>Employee - Related Costs</b>	<b>Original Budget</b>	<b>Adjustments Budget</b>	<b>Year-to-date Budget</b>	<b>Year-to-date Actual</b>	<b>% Variance</b>	<b>Month-to-date Budget</b>	<b>Month-to-date Actual</b>	<b>% Variance</b>
Basic Salary and Wages	296 987 638	296 987 638	148 493 819	143 743 464	-3%	24 748 970	23 896 920	-3%
Bonus	20 131 098	20 131 098	10 065 549	18 802 405	87%	1 677 592	153 431	-91%
Acting and Post Related Allowances	1 371 136	1 371 136	685 568	437 502	-36%	114 261	59 225	-48%
Overtime	25 684 564	25 684 564	12 842 282	11 728 205	-9%	2 140 380	2 002 669	-6%
Standby Allowance	10 947 524	10 947 524	5 473 762	5 575 740	2%	912 294	953 373	5%
Travel or Motor Vehicle	10 681 576	10 681 576	5 340 788	5 095 053	-5%	890 131	813 229	-9%
Accommodation, Travel and Incidental	288 980	288 980	144 490	143 691	-1%	24 082	18 442	-23%
Bargaining Council	162 840	162 840	81 420	103 205	27%	13 570	20 931	54%
Cellular and Telephone	778 984	778 984	389 492	421 279	8%	64 915	68 251	5%
Current Service Cost	7 681 100	7 681 100	3 840 550	3 648 441	-5%	640 092	-	-100%
Essential User	866 750	866 750	433 375	459 646	6%	72 229	51 629	-29%
Fire Brigade	1 976 729	1 976 729	988 365	984 024	0%	164 727	164 640	0%
Group Life Insurance	2 934 035	2 934 035	1 467 018	1 480 590	1%	244 503	241 261	-1%
Housing Benefits	2 088 891	2 088 891	1 044 446	1 137 050	9%	174 074	189 243	9%
Interest Cost	17 440 880	17 440 880	8 720 440	-	-100%	1 453 407	-	-100%
Leave Gratuity	5 259 594	5 259 594	2 629 797	-	-100%	438 300	-	-100%
Leave Pay	4 706 888	4 706 888	2 353 444	1 831 650	-22%	392 241	61 205	-84%
Long Service Award	242 621	242 621	121 311	1 030 509	749%	20 218	169 700	739%
Long Term Service Awards	4 933 490	4 933 490	2 466 745	-	-100%	411 124	-	-100%
Medical	19 504 424	19 504 424	9 752 212	9 866 519	1%	1 625 369	1 622 925	0%
Non-pensionable	171 625	171 625	85 813	85 535	0%	14 302	14 490	1%
Pension	43 097 437	43 097 437	21 548 719	21 313 630	-1%	3 591 453	3 515 052	-2%
Scarcity Allowance	1 551 982	1 551 982	775 991	736 330	-5%	129 332	120 571	-7%
Shift Additional Remuneration	505 756	505 756	252 878	1 771 335	600%	42 146	291 109	591%
Structured	1 090 594	1 090 594	545 297	530 931	-3%	90 883	87 649	-4%
Unemployment Insurance	2 191 248	2 191 248	1 095 624	1 151 987	5%	182 604	190 327	4%
<b>Totals</b>	<b>483 278 384</b>	<b>483 278 384</b>	<b>241 639 192</b>	<b>232 078 722</b>	<b>-4%</b>	<b>40 273 199</b>	<b>34 706 273</b>	<b>-14%</b>



# **MID YEAR BUDGET AND PERFORMANCE ASSESSMENT**

## **PART B – CAPITAL EXPENDITURE**

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual Expenditure</i>	<i>Shadows (Orders)</i>	<i>Balance R</i>
<b>Municipal Manager</b>	<b>35,000</b>	<b>27,958</b>	<b>9,802</b>	<b>-2,760</b>
<b>Office of the Municipal Manager</b>	<b>35,000</b>	<b>27,958</b>	<b>9,802</b>	<b>-2,760</b>
Furniture, Tools and Equipment	35,000	27,958	9,802	-2,760
<b>Engineering Services</b>	<b>401,250,477</b>	<b>67,597,738</b>	<b>148,769,193</b>	<b>184,883,546</b>
<b>Engineering Services General</b>	<b>460,000</b>	<b>-</b>	<b>3,273</b>	<b>456,727</b>
Furniture, Tools & Equipment	110,000	-	3,273	106,727
Scanning and georeferencing of As-Built plans	150,000	-	-	150,000
Update of Engineering Infrastructure GIS Data	200,000	-	-	200,000
<b>Water</b>	<b>121,803,648</b>	<b>17,003,027</b>	<b>59,296,746</b>	<b>45,503,875</b>
106 Bulk Water Supply Pipe Reservoir: Dwars Rivier (Johannesdal / Kylemore)	19,217,839	1,162,665	17,258,823	796,352
103 Bulk Water Supply Pipeline & Reservoir - Jamestown	4,073,490	3,799,881	270,021	3,587
105 Bulk water supply Klapmuts	1,000,000	-	-	1,000,000
108 Water Treatment Works: Idasvalley	1,144,982	-	-	1,144,982
109 Water Treatment Works: Paradyskloof	21,750,000	5,970,864	9,663,449	6,115,687
112 New 5 MI Reservoir: Cloetesville	500,000	-	-	500,000
113 New 1 ML Raithby Reservoir Planning & Design	400,000	-	-	400,000
115 Storage Dam and Reservoir Upgrade	1,000,000	-	-	1,000,000
116 Chlorination Installation: Upgrade	500,000	-	-	500,000
117 Water Conservation & Demand Management	38,500,164	5,883,447	27,316,668	5,300,050
118 Reservoirs and Dam Safety	1,500,000	-	-	1,500,000
119 New Developments Bulk Water Supply WC024	2,000,000	-	-	2,000,000
120 Waterpipe Replacement	6,000,000	-	1,307,513	4,692,487
121 Water Telemetry Upgrade	500,000	-	-	500,000
122 Furniture, Tools and Equipment : Reticulation	100,000	11,025	1,739	87,237
123 Upgrade and Replace Water Meters	1,500,000	-	-	1,500,000
124 Vehicles	4,404,836	-	3,403,679	1,001,157
125 Update Water Masterplan and IMQS	250,000	175,145	74,855	-
Bulk Sewerpipe Replacement	164,180	-	-	164,180
New 5 MI Reservoir: Kayamandi	21,657	-	-	21,657
New Reservoir: Polkadraai	1,000,000	-	-	1,000,000
Provision of Services Jonkershoek: Planning	1,000,000	-	-	1,000,000
Relocation/Upgrading main water supply line	15,100,000	-	-	15,100,000
Sewer Pumpstation & Telemetry Upgrade	176,500	-	-	176,500
<b>Sanitation</b>	<b>143,200,223</b>	<b>25,413,516</b>	<b>53,377,409</b>	<b>64,409,299</b>
100 New Development Bulk Sewer Supply WC024	2,000,000	-	-	2,000,000
110 Bulk Sewer Outfall: Jamestown	13,500,000	303,014	696,986	12,500,000
112 New Plankenburg Main Outfall Sewer	24,287,493	4,604,349	17,695,651	1,987,493
113 Sewer Pumpstation & Telemetry Upgrade	500,000	-	-	500,000
114 Sewerpipe Replacement	1,500,000	-	282,871	1,217,130
115 Idas Valley Merriman Outfall Sewer	8,361,250	681,520	1,818,480	5,861,250
120 Specialized vehicle: Jet Machine	3,200,000	-	-	3,200,000
131 Update Sewer Masterplan and IMQS	250,000	-	-	250,000
150 Upgrade of WWTW: Pniel & Decommissioning Of Franschoek	1,000,000	-	-	1,000,000
152 Upgrade of WWTW Wemmershoek	4,664,177	506,683	171,813	3,985,681
Upgrade of WWTW: Klapmuts	3,164,040	932,675	537,074	1,694,292
153 Extention Of WWTW: Stellenbosch	79,323,263	18,320,627	32,130,723	28,871,912
154 Refurbish Plant & Equipment - Raithby WWTW	1,000,000	-	-	1,000,000
160 Furniture, Tools and Equipment	200,000	64,648	43,812	91,541
162 Upgrade Auto-Samplers	250,000	-	-	250,000
<b>Roads and Stormwater</b>	<b>24,920,411</b>	<b>1,831,059</b>	<b>6,694,729</b>	<b>16,394,622</b>
Furniture, Tools and Equipment : Tr&Stw	300,000	25,008	26,618	248,373
Lanquedoc Access road and Bridge	600,000	-	684,000	-84,000
Longlands Vlotenburg: Infrastructure - Roads and Bridge	-	-	-	-
Reconstruction Of Roads - WC024	3,800,000	-	605,911	3,194,089

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual</i>	<i>Shadows</i>	<i>Balance R</i>
		<i>Expenditure</i>	<i>(Orders)</i>	
Reseal Roads - Brandwacht & Surrounding	2,000,000	248,224	693,776	1,058,000
Reseal Roads - Die Boord & Surrounding	2,000,000	-	-	2,000,000
Reseal Roads - Groendal & Surrounding	2,500,000	-	-	2,500,000
Reseal Roads - Kayamandi & Surrounding	2,500,000	-	-	2,500,000
Reseal Roads- Franschoek CBD	2,000,000	1,173,063	61,019	765,918
River Rehabilitation	500,000	-	-	500,000
Sidewalk Implementation	600,000	325,584	680,849	-406,433
Upgrade Gravel Roads - Johannesburg, Pniel, Kylemore	2,500,000	-	-	2,500,000
Upgrade Gravel Roads - Klapmuts : Section 1	4,000,000	57,444	3,942,556	-
Upgrade Gravel Roads- Jamestown	521,629	1,737	-0	519,892
Upgrade Roads - Techno Park Access Road	-	-	-	-
Upgrade Stormwater	1,098,782	-	-	1,098,782
<b>Electrical Engineering Services General</b>	<b>53,366,529</b>	<b>11,959,685</b>	<b>11,091,061</b>	<b>30,315,783</b>
Ad-Hoc Provision of Streetlighting	500,000	253,841	72,782	173,377
Automatic Meter Reader	350,000	-	-	350,000
Beltana Depot	271,623	-	-	271,623
Buildings & Facilities Electrical Supply - Stellenbosch	300,000	-	-	300,000
Construction and Maintenance Of Municipal Facilities - Franschoek	1,530,628	-	-	1,530,628
Data Network	600,000	-	-	600,000
DSM Geyser Control	750,000	-	656,703	93,297
Electricity Network: Pniel	9,300,000	-	-	9,300,000
Energy Balancing Between Metering and Mini-Substations	250,000	67,106	47,355	135,539
Energy Efficiency and Demand Side Management	7,236,000	731,220	745,926	5,758,854
Franschoek - Cable Network	600,000	175,306	-0	424,694
Franschoek: New Groendal 2 Sub: Substation building and switchgear	2,000,000	296,728	-	1,703,272
General System Improvements - Franschoek	1,200,000	-	209,376	990,624
General Systems Improvements - Stellenbosch	4,600,000	5,954,670	2,924,565	-4,279,235
Infrastructure Improvement - Franschoek	1,500,000	1,497,302	783,247	-780,549
Integrated National Electrification Programme	1,500,000	169,143	-	1,330,857
Integrated National Electrification Programme (Enkanini)	2,500,000	310,201	1,321,206	868,594
Isolators	400,000	-	-	400,000
Meter Panels	350,000	4,285	-	345,715
Network Cable Replace 11 Kv	3,000,000	-	110,853	2,889,147
Replace Busbars 66 Kv	500,000	-	-	500,000
Replace Control Panels 66 Kv	1,000,000	-	-	1,000,000
Replace Ineffective Meters & Energy Balance of mini-substations	400,000	303,325	-0	96,675
Replace Switchgear - Franschoek	1,000,000	-	-	1,000,000
Replace Switchgear 66 Kv	1,500,000	-	-	1,500,000
Small Capital: Fte Electrical Engineering Services	180,000	106,883	45,859	27,258
Specialized Vehicles	1,500,000	-	1,394,086	105,914
Streetlighting: Kylemore Entrance	500,000	33,664	259,440	206,896
Streetlighting: Wemmershoek Intersection	1,000,000	401,164	579,630	19,206
System Control Centre & Upgrade Telemetry	1,500,000	12,732	1,377,715	109,553
Tenant- Switchgear (11kV)	1,681,553	1,642,116	0	39,437
Upgrade Engineering Fac feeders	200,000	-	-	200,000
Upgrade Groendal feeders	2,732,163	-	-	2,732,163
Vehicle Fleet	600,000	-	562,318	37,682
Ward 15: Upgrading of streetlights	149,000	-	-	149,000
Ward 21: Upgrading of streetlights	85,562	-	-	85,562
Ward 8: Upgrading of streetlights	100,000	-	-	100,000
<b>Solid Waste Management</b>	<b>13,086,396</b>	<b>803,571</b>	<b>3,855,517</b>	<b>8,427,307</b>
Furniture, Tools and Equipment : Solid Waste	35,000	12,318	11,647	11,035
Major Drop-Offs : Construction - Franschoek	3,164,494	-	-	3,164,494
Skips (5,5Kl)	263,000	169,580	-0	93,420
Stellenbosch WC024 (MRF/Drop Off) - Construct	3,000,000	5,995	1,500,000	1,494,005
Transfer Station: Stellenbosch Planning and Design & Construction	500,000	-	457,400	42,600
Upgrade Refuse disposal site (Existing Cell)- Rehab	1,500,000	-	20,714	1,479,286
Vehicles	3,565,062	614,108	1,865,757	1,085,197
Waste Minimization Projects	500,000	1,570	0	498,430

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual</i>	<i>Shadows</i>	<i>Balance R</i>
		<i>Expenditure</i>	<i>(Orders)</i>	
Waste to Food	400,000	-	-	400,000
Formalize skip areas in Franschoek and Kayamandi	92,760	-	-	92,760
Beltana Depot SWM: Upgrades &	66,080	-	-	66,080
<b>Traffic Engineering</b>	<b>26,393,416</b>	<b>3,187,778</b>	<b>12,263,646</b>	<b>10,941,992</b>
Asset Management - Implement Traffic Calming Management System	200,000	-	-	200,000
Asset Management - Update Roads Signs Management System	100,000	-	-	100,000
Directional Information Signage	750,000	-	-	750,000
Furniture, Tools and Equipment : Traffic Engineering	100,000	10,900	11,169	77,931
Helshoogte Road/ Cluver Road/ Rustenburg Road intersection & Rustenburg Rd	2,500,000	86,636	267,463	2,145,901
Main Road Intersection Improvements Helshooghte/Lelie St	2,827,807	34,400	2,986,204	-192,797
Main Road Intersection Improvements: Franschoek	930,000	-	-	930,000
Main Road Intersection Improvements: Franschoek - Design	700,000	-	-	700,000
Main Road Intersection Improvements: R44 / Merriman Street	2,901,171	-	354,484	2,546,687
Pedestrian Crossing Implementation	150,000	44,724	5,276	100,000
Road Transport Safety Master Plan - WC024	200,000	-	-	200,000
Signalisation implementation	225,000	-	225,000	-
Specialised Equipment: Roadmarking Machine + Trailer	300,000	-	-	300,000
Specialized Vehicle	650,000	-	-	650,000
Traffic Calming Master Plan: Design - WC024	250,000	-	-	250,000
Traffic Calming Projects: Implementation	515,625	-	-	515,625
Traffic Management Improvement Programme	5,145,208	1,679,229	3,149,347	316,632
Traffic Signal Control: Upgrading of Traffic Signals	475,000	-	417,345	57,655
Universal Access Implementation	500,000	203,312	54,777	241,911
Intersection Upgrade Banhoek & Rhyneveld	791,087	-	791,087	0
Main Road Intersection Improvements: R44 / Bird Street	4,132,524	1,128,578	3,054,136	-50,190
Main Road Intersection Improvements: Strand / Adam Tas / Alexander	46,495	-	-	46,495
Merriman & Bosman Signilisation	101,790	-	101,790	-0
Ward 1: Infrastructure Improvement Programme	270,000	-	207,000	63,000
Ward 11: Infrastructure Improvement Programme	100,000	-	-	100,000
Ward 12: Infrastructure Improvement Programme	60,000	-	60,000	-
Ward 13: Infrastructure Improvement Programme	40,000	-	-	40,000
Ward 17: Infrastructure Improvement Programme	25,000	-	25,000	-
Ward 18: Infrastructure Improvement Programme	160,000	-	80,000	80,000
Ward 19: Infrastructure Improvement Programme	120,000	-	-	120,000
Ward 6: Infrastructure Improvement Programme	127,949	-	-	127,949
Ward 3: Infrastructure Improvement Programme	23,760	-	-	23,760
Ward 4: Infrastructure Improvement Programme	200,000	-	-	200,000
Ward 9: Infrastructure Improvement Programme	200,000	-	200,000	-
Ward 10: Infrastructure Improvement Programme	50,000	-	-	50,000
Ward 15: Infrastructure Improvement Programme	-	-	-	-
Ward 20: Infrastructure Improvement Programme	50,000	-	-	50,000
Ward 21: Infrastructure Improvement Programme	-	-	-	-
Ward 22: Infrastructure Improvement Programme	215,000	-	193,569	21,432
Ward 7: Infrastructure Improvement Programme	260,000	-	80,000	180,000
<b>Transport Planning</b>	<b>18,019,854</b>	<b>7,399,102</b>	<b>2,186,811</b>	<b>8,433,941</b>
Add Bays To Bergzicht Taxi Rank and Holding Area	3,304,655	700,000	-0	2,604,655
Annual OLS Revision	-	-	-	-
Bicycle Lockup Facilities	200,000	118,761	0	81,239
Bus and Taxi Shelters	200,000	-	-	200,000
Comprehensive Intergrated Transport Master Plan	1,345,518	-	-	1,345,518
Khayamandi Pedestrian Crossing (R304, River and Railway Line)	1,000,000	-	-	1,000,000
Klapmuts Public Transport Interchange	5,548,211	5,406,597	276,724	-135,110
Pedestrian and Cycle Paths	2,820,000	583,308	1,602,502	634,190
Taxi Rank - Franschoek	1,301,470	-	-	1,301,470
Taxi Rank - Kayamandi	900,000	590,436	307,585	1,979
Tour Bus Parking Study	700,000	-	-	700,000
Update Roads Master Plan for WC024	700,000	-	-	700,000
<b>Community &amp; Protection Services</b>	<b>27,888,906</b>	<b>6,133,280</b>	<b>12,570,735</b>	<b>9,184,892</b>

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual</i>	<i>Shadows</i>	<i>Balance R</i>
		<i>Expenditure</i>	<i>(Orders)</i>	
<b>Sports Grounds and Picnic Sites</b>	<b>10,169,515</b>	<b>1,701,698</b>	<b>6,083,737</b>	<b>2,384,079</b>
Borehole: Rural Sportsgrounds	300,000	-	-	300,000
Building Ablution Facilities: Lanquedoc Sports grounds	850,000	28,875	-	821,125
Recreational Equipment Sport	30,000	-	-	30,000
Re-Surface of Netball/Tennis Courts	200,000	49,970	418,535	-268,505
Sight Screens/Pitch Covers Sports Grounds	150,000	96,400	25,877	27,723
Skate Board Park: CBD	468,000	-	-	468,000
Sport: Community Services Special Equipment	200,000	138,173	48,511	13,316
Upgrade of Caretaker House: Jamestown & Groendal Sports	37,457	-	-	37,457
Upgrading of Tennis Courts: Idas Valley & Cloetesville	415,269	-	239,400	175,869
Upgrade of Irrigation System	50,000	24,950	-	25,050
Upgrade of Sport Facilities	6,400,494	1,354,127	4,782,609	263,758
Vehicle Fleet	577,378	-	563,766	13,612
Ward 15: Upgrading of Sports Facilities	20,000	-	-	20,000
Ward 16: Upgrading of Sports Facilities	20,917	-	-	20,917
Ward 18: Upgrading of Sports Facilities	90,000	-	-	90,000
Ward 2: Upgrading of Sports Facilities	80,000	-	-	80,000
Ward 20: Upgrading of Sports Facilities	60,000	-	-	60,000
Ward 21: Upgrading of Sports Facilities	60,000	9,203	5,039	45,758
Ward 3: Upgrading of Sports Facilities	40,000	-	-	40,000
Ward 4: Upgrading of Sports Facilities	120,000	-	-	120,000
<b>Parks, Rivers &amp; Area Cleaning</b>	<b>2,256,647</b>	<b>218,955</b>	<b>914,651</b>	<b>1,123,040</b>
Furniture, Tools and Equipment	51,130	21,638	23,202	6,290
Purchase of Specialised Equipment	48,870	47,739	0	1,131
Purchase of Specialised Vehicles	700,000	-	620,523	79,477
Upgrading of Parks	761,647	149,579	170,330	441,738
Ward 11: Upgrading of Parks and Open Areas	80,000	-	47,965	32,035
Ward 13: Upgrading of Parks and Open Areas	60,000	-	-	60,000
Ward 16: Upgrading of Parks and Open Areas	100,000	-	-	100,000
Ward 17: Upgrading of Parks and Open Areas	75,000	-	-	75,000
Ward 20: Upgrading of Parks and Open Areas	60,000	-	52,632	7,368
Ward 3: Upgrading of Parks and Open Areas	40,000	-	-	40,000
Ward 5: Upgrading of Parks and Open Areas	220,000	-	-	220,000
Ward 7: Upgrading of Parks and Open Areas	60,000	-	-	60,000
<b>Urban Greening</b>	<b>240,000</b>	<b>57,405</b>	<b>114,035</b>	<b>68,560</b>
Furniture, Tools and Equipment	110,000	-	70,175	39,825
Nature Conservation and Environmental: FTE	50,000	-	43,860	6,140
Urban Greening: Beautification: Main Routes and Tourist Routes	80,000	57,405	-	22,595
<b>Nature Conservation</b>	<b>1,350,000</b>	<b>-</b>	<b>-</b>	<b>1,350,000</b>
Papegaaiberg Nature Reserve	450,000	-	-	450,000
Idas Valley Dam: Adventure Tourism	450,000	-	-	450,000
Berg River Dam: Adventure Tourism	450,000	-	-	450,000
<b>Libraries</b>	<b>913,504</b>	<b>184,539</b>	<b>212,863</b>	<b>516,102</b>
Cloetesville: Furniture, Tools and Equipment	20,000	14,761	0	5,239
Franschhoek: Furniture Tools and Equipment	80,000	6,118	1,268	72,614
Library Books	140,000	13,164	22,717	104,119
Pniel: Furniture, Tools and Equipment	53,504	36,405	20,718	-3,620
Upgrading: Cloetesville Library	60,000	37,980	14,800	7,220
Upgrading: Idas Valley Library	100,000	-	71,930	28,070
Upgrading: Kayamandi Library	60,000	30,350	-	29,650
Upgrading: Pniel Library	400,000	45,761	81,431	272,809
<b>Cemeteries</b>	<b>670,465</b>	<b>69,324</b>	<b>320,956</b>	<b>280,185</b>
Cemeteries: Purchase of Specialised Equipment	20,000	19,424	-	576
Cemeteries Beautification of Open Spaces In Graveyards	13,206	-	11,591	1,616
Extension of Cemetery Infrastructure	637,259	49,900	309,365	277,994

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual Expenditure</i>	<i>Shadows (Orders)</i>	<i>Balance R</i>
<b>Halls</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>
Ward 9: Upgrading of halls	200,000	-	-	200,000
<b>Events &amp; Fleet</b>	<b>50,000</b>	<b>39,985</b>	<b>1,989</b>	<b>8,026</b>
Events & Fleet: Furniture Tools and Equipment	50,000	39,985	1,989	8,026
<b>Traffic Services</b>	<b>2,173,000</b>	<b>535,639</b>	<b>213,204</b>	<b>1,424,157</b>
Alcohol Screeners	30,000	32,595	176,952	-179,547
Furniture, Tools & Equipment	120,000	14,237	8,344	97,419
New Learner's Class	500,000	-	-	500,000
Replacement of Patrol Vehicles	666,000	345,542	-0	320,458
Upgrading Drivers License Testing Centre	300,000	-	-	300,000
Upgrading Traffic Building	350,000	4,815	27,908	317,277
Upgrading Traffic Parking Area	207,000	138,450	-	68,550
<b>Law Enforcement and Security</b>	<b>6,375,775</b>	<b>2,712,429</b>	<b>4,198,679</b>	<b>-535,332</b>
Furniture Tools and Equipment	75,000	2,345,767	49,847	-2,320,614
Install and Upgrade CCTV Cameras In WC024	3,896,299	-	3,064,001	832,298
Install Computerized Access Security Systems and CCTV Cameras At Municipa	300,000	51,665	175,439	72,896
Pound Upgrade	100,000	-	-	100,000
Law Enforcement Tools and Equipment	500,000	94,943	177,792	227,265
Law Enforcement: Vehicle Fleet	500,000	155,606	280,463	63,931
Security Upgrades	271,425	64,448	79,748	127,229
Ward 14: Safety	60,000	-	-	60,000
Ward 12: Safety and Security Improvement Programme	30,000	-	-	30,000
Ward 11: Safety Cameras	213,745	-	211,025	2,720
Ward 13: CCTV Cameras	110,000	-	-	110,000
Ward 15: Safety and Security Improvement Programme	59,373	-	-	59,373
Ward 16: Safety and Security Improvement Programme	20,000	-	-	20,000
Ward 19: Neighborhood Watch Equipment	19,933	-	17,588	2,345
Ward 22: Safety and Security Improvement Programme	120,000	-	90,660	29,340
Ward 8: Safety and Security Improvement Programme	100,000	-	52,115	47,885
<b>Fire and Rescue Services</b>	<b>3,490,000</b>	<b>613,306</b>	<b>510,620</b>	<b>2,366,074</b>
Fire Services JoC	800,000	481,295	238,379	80,326
Replacement of Extention Ladders	250,000	-	45,030	204,970
Rescue equipment	100,000	62,611	33,024	4,365
Rescue Equipment	100,000	47,052	35,949	16,999
Safeguarding of premises	100,000	-	-	100,000
Safeguarding of Premises	100,000	-	-	100,000
Upgrading and or Replacement of Fire Alarm System	1,000,000	9,916	0	990,084
Upgrading of Stellenbosch Fire Station	1,000,000	-	158,238	841,762
Ward 12: Fire Equipment	30,000	12,432	0	17,568
Ward 13: Fire Equipment	10,000	-	-	10,000
<b>Strategic and Corporate Services</b>	<b>5,836,936</b>	<b>962,776</b>	<b>1,489,919</b>	<b>3,384,241</b>
<b>Strategic and Corporate Services General</b>	<b>531,645</b>	<b>39,276</b>	<b>23,590</b>	<b>468,780</b>
Furniture Tools and Equipment	100,000	39,276	23,590	37,135
Ward 10: Office Equipment	120,000	-	-	120,000
Ward 12: Resource Centre	21,645	-	-	21,645
Ward 14: Resource Centre	160,000	-	-	160,000
Ward 15: Computer Equipment	30,000	-	-	30,000
Ward 2: Billboards	40,000	-	-	40,000
Ward 3: Mobile container	40,000	-	-	40,000
Ward 6: Furniture, Tools and Equipment	20,000	-	-	20,000
<b>Information and Communication Technology</b>	<b>4,955,291</b>	<b>923,501</b>	<b>1,466,329</b>	<b>2,565,462</b>
Public WI-FI Network	1,355,291	379,377	-	975,914
Purchase and Replacement of Computer/software and Peripheral devices	800,000	382,929	448,351	-31,279
Upgrade and Expansion of IT Infrastructure Platforms	2,800,000	161,195	1,017,978	1,620,827

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual Expenditure</i>	<i>Shadows (Orders)</i>	<i>Balance R</i>
<b>Municipal Court</b>	<b>350,000</b>	-	-	<b>350,000</b>
Establishment of Holding Cells	300,000	-	-	300,000
Fireproofing of record room	50,000	-	-	50,000
<b>Financial Services</b>	<b>1,870,000</b>	<b>151,925</b>	<b>1,322</b>	<b>1,716,753</b>
<b>Financial Services General</b>	<b>1,870,000</b>	<b>151,925</b>	<b>1,322</b>	<b>1,716,753</b>
Furniture, Tools & Equipment	190,000	151,925	1,322	36,753
Upgrading of Municipal Stores	1,500,000	-	-	1,500,000
Vehicle Fleet	180,000	-	-	180,000
<b>Human Settlements</b>	<b>90,523,486</b>	<b>9,650,318</b>	<b>35,363,339</b>	<b>45,509,829</b>
<b>Human Settlements: General</b>	<b>45,000</b>	<b>-2,461</b>	<b>-</b>	<b>47,461</b>
Computer - Hardware/Equipment: Human Settlements & Property	25,000	-3,360	-	28,360
Furniture, Tools and Equipment: Human Settlements and Property	20,000	899	-	19,101
<b>Property Management</b>	<b>22,936,389</b>	<b>3,253,472</b>	<b>6,304,224</b>	<b>13,378,692</b>
Fire Department-Complex	318,117	218,800	-	99,317
Flats: Cloetesville Fencing	680,000	10,216	0	669,784
Flats: Interior Upgrading	2,000,000	-	-	2,000,000
Furniture Tools and Equipment: Property Management	500,000	21,094	20,545	458,361
Groendal Library	2,000,000	319,610	1,454,330	226,061
Informal Traders: Kayamandi	80,820	-	-	80,820
Kleine Libertas	200,000	-	-	200,000
La Motte Clubhouse	100,000	-	-	100,000
New Community Hall Klapmuts	9,395,528	2,460,539	3,977,606	2,957,384
Purchasing of land	4,000,000	-	-	4,000,000
Replacement of Lifts: Lapland	341,924	69,828	89,524	182,572
Revamp: Office Space Main Building	500,000	8,886	0	491,114
Structural Improvement: Beltana	500,000	-	170,500	329,500
Structural Improvement: General	1,200,000	144,500	358,663	696,837
Structural Upgrade: Heritage Building	250,000	-	-	250,000
Universal Access: Plein Street Library	100,000	-	-	100,000
Upgrading Fencing	70,000	-	-	70,000
Upgrading of Franschoek Municipal Offices	100,000	-	-	100,000
Van Der Stel Roof Replacement	600,000	-	233,057	366,943
<b>New Housing</b>	<b>58,260,785</b>	<b>5,458,565</b>	<b>27,469,795</b>	<b>25,332,425</b>
Furniture, Tools and Equipment	20,000	307	0	19,693
Housing Projects: General (NEW)	200,000	-	1,487	198,513
Idas Valley (11330)	16,000,000	-	8,000,000	8,000,000
Idas Valley (440) IRDP / FLISP	9,480,000	1,999,995	-	7,480,005
Kayamandi Town Centre	334,294	100,100	-	234,194
Kayamandi: Watergang and Zone O	20,726,491	30,100	15,996,371	4,700,020
Klapmuts: Erf 2181 (298 serviced sites)	8,500,000	3,328,063	3,471,937	1,700,000
La Motte Old Forest Station (329 Bng & 122 Bng Units) IRDP	200,000	-	-	200,000
De Novo	2,800,000	-	-	2,800,000
<b>Informal Settlements</b>	<b>9,251,312</b>	<b>932,192</b>	<b>1,570,184</b>	<b>6,748,936</b>
Access to Basic Services	228,000	-	-	228,000
Basic Improvements: Langrug	1,900,000	-	-	1,900,000
Enkanini ABS	250,000	-	-	250,000
Enkanini Planning	1,848,985	-	-	1,848,985
Enkanini subdivision, consolidation and rezoning	1,800,000	360,000	1,440,000	-
Furniture, Tools and Equipment	60,000	-	-	60,000
Klapmuts ABS	504,452	400,659	41,842	61,950
Langrug ABS	200,000	-	-	200,000
Mountainview - Installation of water and sewer services - Jamestown	2,000,000	-	-	2,000,000
Upgrading of Informal Settlements General	459,875	171,532	88,342	200,000
<b>Housing Administration</b>	<b>30,000</b>	<b>8,550</b>	<b>19,135</b>	<b>2,315</b>
Furniture, Tools and Equipment: Housing Administration	30,000	8,550	19,135	2,315

<i>Projects</i>	<i>Budget 2017/2018</i>	<i>Actual</i>	<i>Shadows</i>	<i>Balance R</i>
		<i>Expenditure</i>	<i>(Orders)</i>	
<b>Planning and Development</b>	<b>7,652,835</b>	<b>282,591</b>	<b>4,879,253</b>	<b>2,490,992</b>
<b>Planning and Development General</b>	<b>702,303</b>	<b>14,486</b>	<b>5,431</b>	<b>682,386</b>
eBikes for EDP	112,000	-	-	112,000
Furniture, Tools and Equipment	24,061	14,486	5,431	4,144
Informal Traders	500,000	-	-	500,000
Offices: Relocation Costs	66,242	-	-	66,242
<b>Local Economic Development</b>	<b>4,986,498</b>	<b>-</b>	<b>2,974,738</b>	<b>2,011,760</b>
Establishment of informal trading markets Cloetesville	700,000	-	-	700,000
Establishment of Informal Trading Sites: George Blake Street	500,000	-	-	500,000
Establishment of Informal Trading Sites: Groendal	70,000	-	-	70,000
Establishment of Informal Trading Markets	2,346,749	-	2,346,700	49
Establishment of Informal Trading Markets	496,749	-	356,117	140,632
Furniture tools and equipment	73,000	-	57,008	15,992
Local Economic Development Hubs	50,000	-	-	50,000
Upgrading of the Kayamandi Economic Tourism Corridor	500,000	-	-	500,000
Vehicles	250,000	-	214,913	35,087
<b>Spatial Planning, Heritage &amp; Environment</b>	<b>1,905,096</b>	<b>215,382</b>	<b>1,899,084</b>	<b>-209,370</b>
Purchase of Land- Cemeteries	1,800,096	114,900	1,899,084	-213,888
Sound Level Meter and Calibrator	105,000	100,482	0	4,518
<b>Community Development</b>	<b>58,938</b>	<b>52,723</b>	<b>-0</b>	<b>6,215</b>
Furniture Tools and Equipment	58,938	52,723	-0	6,215
<b>TOTAL - Capital</b>	<b>535,057,640</b>	<b>84,806,586</b>	<b>203,083,561</b>	<b>247,167,492</b>



# Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

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### 1. SERVICE DELIVERY PERFORMANCE

#### 1.1 LEGISLATIVE OVERVIEW

In terms of Section 72(1)(a) and 52(d) of the Local Government Municipal Finance Management Act No. 56 of 2003 (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 assessment must in terms of Section 72(1)(b) of the MFMA be submitted to the Mayor, Provincial Treasury and National Treasury.

Once the Mayor has considered the report, it must be submitted to Council by 31 January in terms of Section 54 of the MFMA.

The Mayor approved the Top Layer SDBIP for 2017/18 in terms of Section 53(1)(c)(ii) of the MFMA, MFMA Circular No. 13 and the Budgeting and Reporting Regulation during June 2017 which include the municipality's key performance indicators for 2017/18.

#### 1.2 PERFORMANCE OVERVIEW

##### a) PERFORMANCE FRAMEWORK

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, organized and managed, including determining the roles of the different role players." This framework, inter alia, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance. The Municipality adopted a Performance Management Framework during 2011. The framework was reviewed during the 2016/17 financial year.

##### b) MONITORING PERFORMANCE

The municipality utilizes an electronic web based system on which KPI owners update actual performance on a monthly basis. 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.
- The output/outcome of achieving the KPI.
- The calculation of the actual performance reported. (If %)
- A performance comment.
- Actions to improve the performance against the target set, if the target was not achieved.
- It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results updated.

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

#### 1.3 LINK TO THE IDP AND THE BUDGET

The municipality identified the following strategic objectives based on the inputs from the community in the 5 year Integrated Development Plan (IDP):

- 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

#### a) PERFORMANCE INDICATORS SET IN THE APPROVED TOP LAYER SDBIP FOR 2017/18 PER STRATEGIC OBJECTIVE AND COMPARED TO THE 2016/17 FINANCIAL YEAR.

##### SFA 1 Valley of Possibility

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual Target
TL 1	Number of Full Time Equivalent's created through the Expanded Public Works Programme by June 2018	Number of Full Time Equivalent's Created as a % of the possible total given the allocated budget	All	747.48	25	25	25	31	106
TL 2	Serviced erven for low cost housing development	Percentage of erven serviced	5; 6; 19	0	0%	25%	75%	100%	100%
TL 3	Construct 270 temporary units (Temporary Relocation Area - TRA)	Number of units constructed	5; 6; 12	156	0	70	70	130	270
TL 4	Process all land-use applications within the prescribed/ legislated periods and during a maximum of 120 days submitted to Municipal Planning Tribunal	Quarterly status of land-use application submitted to the Municipal Planning Tribunal	All	New KPI	1	1	1	1	4
TL 5	Provide training to entrepreneurs and SMME's and report quarterly to the director	Quarterly training events hosted with attendance registers as proof	All	4	1	1	1	1	4
TL	Finalise the SDF in	SDF Amendment	All	1	0	0	0	1	1

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

6	line with the Integrated Development Plan and submit it to Council by May annually	submitted to Council by May annually							
TL 7	Develop a brochure and review annually to link Small Medium and Micro Enterprises (SMME) to Supply Chain Management and open market opportunities by June 2018	Developed information document	All	New KPI	0	0	0	1	1
TL 8	Construct Bus and Taxi shelters by June 2018	Constructed Bus and Taxi shelters based on completion photos	All	New KPI	0	0	1	1	2
TL 9	Identify and map all current and planned social infrastructures (parks, crèches) by June 2018	Updated plan with current and planned social infrastructure	All	New KPI	0	0	0	1	1
TL 10	Develop 2 informal trading sites by June 2018	Number of developed informal trading sites	16; 17; 4	New KPI	0	0	1	1	2
TL 11	Assess of Municipal flats, „The Steps“ in consideration of future upgrades and submit it to a Committee of Council/Mayco by June 2018	Assessment submitted to a Committee of Council/Mayco	16	New KPI	0	0	0	1	1
TL 12	Plan the conversion of Kayamandi Hostels into sustainable living units to promote dignify living by June 2018	Projected feasibility study submitted to a Committee of Council/Mayco	13	New KPI	0	0	0	1	1
TL 13	Review the housing pipeline and submit it to a Committee of Council/Mayco by March 2018	Reviewed the housing pipeline and submit it to a Committee of Council/Mayco by March 2018	All	New KPI	0	0	1	0	1
TL 14	Develop and Implement the Urban Development Strategy and submit it to Council by June 2018	Strategy submitted to Council	All	1	0	0	0	2	2
TL	Implement the	Progress on the	All	New	1	1	1	1	4

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

15	Traffic Performance Monitoring System	implementation of Traffic Performance Monitoring System submitted quarterly to a Committee of Council/Mayco		KPI					
TL 16	Construction of Klappmuts Taxi rank by April 2018	Constructed taxi rank by April 2018. Photographs on Ignite	19	New KPI	1	1	1	1	4

## SFA 2 - Green and Sustainable Valley

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

TL 17	External Audits of Stellenbosch Waste Disposal Facilities (Permitted Landfill/Transfer station) by August 2017	Number of Audits completed. Reports by external consultant	All	New KPI	2	0	0	0	2
TL 18	Implementation of the 3rd Generation Integrated Waste Management Plan by December 2017	Implementation of the 3rd Generation Integrated Waste Management Plan	All	New KPI	0	1	0	0	1
TL 19	Draft the Waste Management Bylaw and submit it to a Committee of Council/Mayco by June 2018	Drafted of the Waste Management Bylaw submitted to a Committee of Council/Mayco by June 2018	All	1	0	0	0	1	1
TL 20	Process of building plan applications within the prescribed /legislated periods and submit its progress quarterly to a Committee of Council/Mayco	Number of building plan applications processed and it's status submitted to a Committee of Council/Mayco	All	3	1	1	1	1	4
TL 21	50% Weighted Average effluent quality achieved in terms of requirements as regulated by the water use license for all Waste Water Treatment Works	% effluent quality as reported on Ignite and using reports from an external laboratory	All	72%	50%	50%	50%	50%	50%

## SFA 3 – Safe Valley

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
TL 22	Review the Disaster Management Plan and submit it to a Committee of Council/Mayco by June annually	Revised Plan submitted to a Committee of Council/Mayco by June annually	All	New KPI	0	0	0	1	1
TL 23	Review the Safety and Security Strategy and submit it to a Committee of Council/Mayco by June annually	Revised Strategy submitted to a Committee of Council/Mayco by June annually	All	1	0	0	0	1	1
TL 24	Review the Sport Management Plan and submit to a Committee of Council/Mayco by June annually	Revised Plan submitted to a Committee of Council/Mayco by June annually	All	0	0	0	0	1	1
TL 25	Enforcement of municipal Bylaws and report it quarterly to a Committee of Council/Mayco	Quarterly status on the enforcement of municipal Bylaws submitted to a Committee of Council/Mayco	All	0	1	1	1	1	4
TL 26	Introduce appropriate technology and extend Close Circuit Television coverage to all wards.	Number of CCTV cameras installed within the WCO24	12; 19; 1; 6; 4; 16; 1; 7	3	2	2	4	4	12
TL 28	Improvement in the revenue collection control systems at the holiday resorts and campsites by March 2018	Implemented system for the revenue collection control systems at the holiday resorts and campsites by March 2018	All	New KPI	0	0	1	0	1
TL 29	Upgrade play parks in the Municipal Area	Quarterly report on upgrades facilitated submitted to the director	All	New KPI	1	1	1	1	1
TL 30	Review traffic management plan and submit it to a Committee of Council/Mayco by June 2018	Reviewed traffic management plan submitted to the a Committee of Council/Mayco	All	New KPI	0	0	0	1	1

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
TL 31	Identify and develop a safety network database by December 2017	Developed database by December 2017	All	New KPI	0	1	0	0	1
TL 32	Sign MOUs with SAPS to extent municipal law enforcement security cluster by December 2017	Signed MOU by December 2017	All	New KPI	0	1	0	0	1
TL 33	Perform ward based risks assessments by June 2018	Completed risk assessment result of all wards by June 2018	All	New KPI	0	0	0	1	1
TL 34	Develop, facilitate and implement youth programs in partnership with public and private institutions	Number of youth programmes implemented	All	New KPI	3	3	3	3	12

## SFA 4 - Dignified Living

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
TL 35	Provide 50 additional waterborne toilet facilities to informal settlements by 30 June 2018	Number of waterborne toilets facilities provided by 30 June 2018	2; 12; 13; 14; 15; 18; 21	58	0	10	20	20	50
TL 36	Compile and sign 200 transfer documents for ownership of low cost houses by 30 June 2018	Number of transfer documents compiled and signed by 30 June 2018	All	188	0	0	100	100	200
TL 37	Install 50 taps in informal settlements by 30 June 2018	Number of taps Installed by 30 June 2018	All	50	0	10	20	20	50
TL 38	Identify land for emergency housing and submit report with recommendations to a Committee of Council/Mayco by 30 June 2018	Report with recommendations submitted to a Committee of Council/Mayco by 30 June 2018	All	1	0	0	0	1	1
TL 39	Provide consumer accounts iro clean piped water to formal residential properties which are connected to the municipal water infrastructure network as at 30 June 2018	Number of consumer accounts iro formal residential properties receiving piped water	All	25 745	0	25,000	0	25,000	25,000
TL 40	Provide consumer accounts iro electricity to formal residential properties connected to the municipal electrical infrastructure network for both credit and prepaid electrical metering as at 30 June 2018	Number of consumer accounts iro formal residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering)	All	20 335	0	25,000	0	25,000	25,000
TL 41	Provide consumer accounts iro sanitation services to residential properties which are connected to the municipal waste water (sanitation/sewerage) network as at 30 June 2018	Number consumer accounts iro of residential properties which are billed for sewerage in accordance with the SAMRAS financial system	All	25 745	25,000	25,000	25,000	25,000	25,000
TL 42	Provide consumer accounts iro of refuse removal, refuse	Number consumer accounts iro of formal residential	All	25 745	0	25,000	0	25,000	25,000



## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
	dumps and solid waste disposal to all residential account holders once a week until 30 June 2018	properties for which refuse is removed							
TL 43	Provide free basic water in terms of the equitable share requirements to indigent account holders	Monthly provisioning of free basic water in terms of the equitable share requirements to indigent account holders (KL per account holders)	All	10	0	10	0	10	10
TL 44	Provide clean piped water to registered indigent account holders which are connected to the municipal water infrastructure network	Number of indigent account holders receiving free basic water	All	5 686	0	6,000	0	6,000	6,000
TL 45	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network as at 30 June 2018	Provide free basic electricity to indigent account holders in terms of the equitable share requirements measured in terms of quantum approved (Free kw basic electricity per indigent household)	All	60	0	100	0	100	100
TL 46	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network	Number of indigent account holders receiving free basic electricity which are connected to the municipal electrical infrastructure network	All	3 801	0	6,000	0	6,000	6,000
TL 47	Limit unaccounted for electricity to less than 10% annually {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold(incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated} ×	12 Month moving average used. Losses calculated on the total consumption and purchases of current month plus 11 preceding months as reported on Ignite and using reports from SAMRAS	All	6.1	10%	10%	10%	10%	10%

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
	100}								
TL 48	90% Weighted Average water quality achieved as per micro, chemical, operational and physical determinants in terms of the Blue Drop requirements regulated by SANS 241 for all Water Treatment Works	% Average water quality achieved as per micro, chemical, operational and physical determinants as reported on Ignite and using reports from an external laboratory	All	92.73	90%	90%	90%	90%	90%
TL 49	Limit unaccounted for water to less than 25% by June 2018	Percentage of unaccounted for water calculated in terms of standard IWA formula as reported on Ignite. (Unaccounted means unbilled water plus losses)	All	21.7	0%	0%	0%	25%	25%
TL 50	Facilitate the registration of early childhood development centres on a quarterly basis	Quarterly ECD forum/Dept of Social Development registration workshops	All	New KPI	1	1	1	1	4
TL 51	Review Grant in aid policy and submit it to Council by June annually	Policy submitted to Council	All	1	0	0	0	1	1
TL 52	Alignment of Municipal and Provincial Government housing waiting lists by December 2017	Aligned Waiting lists submitted to the Director	All	New KPI	0	2	0	0	2
TL 53	Provide free basic sanitation services to registered indigent account holders which are connected to the municipal waste water (sanitation/sewerage) network & are billed for sewerage service, irrespective of the number of water closets (toilets) as at 30 June 2018	Number of indigent account holders connected to the sanitation/sewerage network and are billed for sewerage services as at 30 June 2018	All	5 686	0	6,000	0	6,000	6,000
TL 92	Provide free basic refuse removal, refuse	Number of indigent account holders	All	5 686	0	6,000	0	6,000	6,000

Stellenbosch Municipality  
SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target					
					Q1	Q2	Q3	Q4	Annual	
	dumps and solid waste disposal to registered indigent account holders as at 30 June 2018	receiving free basic refuse removal as at 30 June 2018								

**SFA 5 - Good Governance and Compliance**

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
TL 54	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June annually ((Cash and Cash Equivalents -	Cost coverage as at 30 June 2018 ((Cash and Cash Equivalents - Unspent Conditional Grants -	All	6.53	0	0	0	6	6

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
	Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).	Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).							
TL 55	Achieve an average payment percentage of 93% by 30 June annually (Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance - Bad Debts Written Off)/Billed revenue) x 100	(Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100	All	100.44	93%	93%	93%	93%	93%
TL 56	The % of the Municipality's capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Municipality's capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	85.08	10%	30%	60%	90%	90%
TL 57	The % of the Municipal Manager's capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Municipal Manager's capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	106.21	10%	30%	60%	90%	90%
TL 58	The % of the Strategic & Corporate Services capital budget spent on capital projects by 30 June annually {(Total	% of the Strategic & Corporate Services capital budget spent by 30 June annually	All	93.05	10%	30%	60%	90%	90%

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
	Actual capital Expenditure/Approved Capital Budget) x 100}	{{Total Actual capital Expenditure/Approved Capital Budget) x 100}							
TL 59	The % of the Engineering Services capital budget spent on capital projects by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Engineering Services capital budget spent by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	91.28	10%	30%	60%	90%	90%
TL 60	The % of the Planning & Economic Development's capital budget spent on capital projects by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Planning & Economic Development's capital budget spent by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	31.77	10%	30%	60%	90%	90%
TL 61	The % of the Human Settlements & Property Management 's capital budget spent on capital projects by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Human Settlements & Property Management 's capital budget spent by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	65.15	10%	30%	60%	90%	90%
TL 62	The % of the Financial Services capital budget spent on capital projects by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Financial Services capital budget spent by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	99.69	10%	30%	60%	90%	90%
TL 63	The % of the Community Protection Services capital budget spent on capital projects by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Community Protection Services capital budget spent by 30 June annually {{Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	56.74	10%	30%	60%	90%	90%

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
		ove d Capital Budget) x 100}							
TL 64	The number of people from employment equity target groups employed (to be appointed) in the three highest levels of management in compliance with the municipality's approved employment equity plan	Number of appointments made in the three highest levels of management in compliance with the municipality's approved employment equity plan	All	4	0	0	0	2	2
TL 65	The percentage of a municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure /1% of Total annual payroll Budget )x100)	% of municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure/ 1% of Total Annual payroll Budget) x100)	All	94	0%	0%	0%	0.85%	0.85%
TL 66	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June annually (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue – Operating Conditional Grant	Debt to Revenue (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	All	6.93	0%	0%	0%	35%	35%
TL 67	Financial viability measured in terms of the outstanding service debtors as at 30 June annually (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors (Total outstanding service debtors/ revenue received for services)	All	16.9	0%	0%	0%	20%	20%
TL 68	Review the Risk based audit plan and submit to the Audit Committee by 30 June 2018	Reviewed RBAP submitted to the Audit Committee by 30 June 2018	All	1	0	0	0	1	1
TL 69	Approve an Audit Action Plan by 28 February annually to address the issues	Audit action plan developed and approved by 28 February annually	All	1	0	0	1	0	1

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
	raised in the Audit Report for the relevant financial year								
TL 70	Review the risk register and submit to the Risk Management Committee by 30 June 2018	Reviewed risk register submitted to the Risk Management Committee by 30 June 2018	All	1	0	0	0	1	1
TL 71	Review the ICT Backup Disaster Recovery Plan and submit to the ICT Steering Committee by December 2017	Reviewed ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee	All	1	0	1	0	0	1
TL 72	Backup Disaster Recovery testing before end of March annually	Certification submitted to the ICT Steering Committee by March annually	All	1	0	0	1	0	1
TL 73	Review the Communication Strategy and submit it to a Committee of Council/Mayco by June 2018	Reviewed Communication Strategy submitted to a Committee of Council/Mayco	All	1	0	0	0	1	1
TL 74	Review the Strategic ICT Plan submitted the ICT Steering Committee by 31 May annually	Reviewed Strategic ICT Plan submitted to the ICT Steering Committee by 31 May annually	All	1	0	0	0	1	1
TL 75	Compile and submit the draft IDP to council by 31 March annually	Draft IDP compiled and submitted to council by 31 March annually	All	1	0	0	1	0	1
TL 76	Submit the reviewed organisational structure to Council for approval by December 2017	Reviewed organisational structure submitted to Council	All	1	0	1	0	0	1
TL 77	Update and implement the preferential procurement policy by 30 June annually	Reviewed policy submitted to Council	All	New KPI	0	0	0	1	1
TL 78	Assessment of current Management Information systems by June 2018	Assessment of Management Information systems	All	New KPI	0	0	0	1	1
TL 79	Review the asset management policy by 30 June annually	Updated policy submitted to the Council annually	All	New KPI	0	0	0	1	1
TL	Report on the	Report submitted	All	New KPI	0	0	0	1	1

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
80	implementation of the asset management policy to a Committee of Council /Mayco by 30 June annually	to a Committee of Council /Mayco							
TL 81	Establish an asset management section as part of the organisation structure by 30 June 2018	Establish asset management section	All	New KPI	0	0	0	1	1
TL 82	Implement the Municipal Standard Chart of Accounts.	Report quarterly on the implementation of MSCOA to a Committee of Council/Mayco	All	New KPI	1	1	1	1	4
TL 83	Develop, update a policy register and display it's status on the municipal website by December 2017	Policy register from the Municipal website	All	New KPI	0	1	0	0	1
TL 84	Development of a Centralised Customer Care strategy submitted to a Committee of Council/Mayco by 28 February 2018	Developed strategy submitted to a Committee of Council/Mayco by 28 February 2018	All	New KPI	0	0	1	0	1
TL 85	Submission of IDP/Budget/SDF time schedule (process plan) to Council by 31 August annually	IDP/Budget/SDF time schedule (process plan)	All	New KPI	1	0	0	0	1
TL 86	Update ward plans for all wards by June annually	Updated ward plans by June annually	All	22	0	0	0	22	22
TL 87	Develop a public participation policy and submit it to a Committee of Council/Mayco by June 2018	Submitted public participation policy submitted to a Committee of Council/Mayco	All	New KPI	0	0	0	1	1
TL 88	Audit of all municipal leased properties (excluding rental stock) by March 2018	Audited outcome on leased properties	All	New KPI	0	0	1	0	1
TL 89	Establishment holding cells at the Municipal Court by December 2017	Established holding cells	All	New KPI	0	1	0	0	1
TL 90	Distribution of Council agendas 72 hours before Council meetings on a monthly basis	Distributed Council agendas 72 hours before the Council meetings	All	New KPI	3	2	2	3	10



Stellenbosch Municipality  
SDBIP Performance Report for the mid-year ending 31 December 2017

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Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Target				
					Q1	Q2	Q3	Q4	Annual
TL 91	Develop an Integrated Zoning Scheme and submit it to Committee of Council/Mayco by 30 June 2018	Developed Integrated Zoning Scheme submitted to a Committee of Council/Mayco	All	1	0	0	0	1	1

## Stellenbosch Municipality

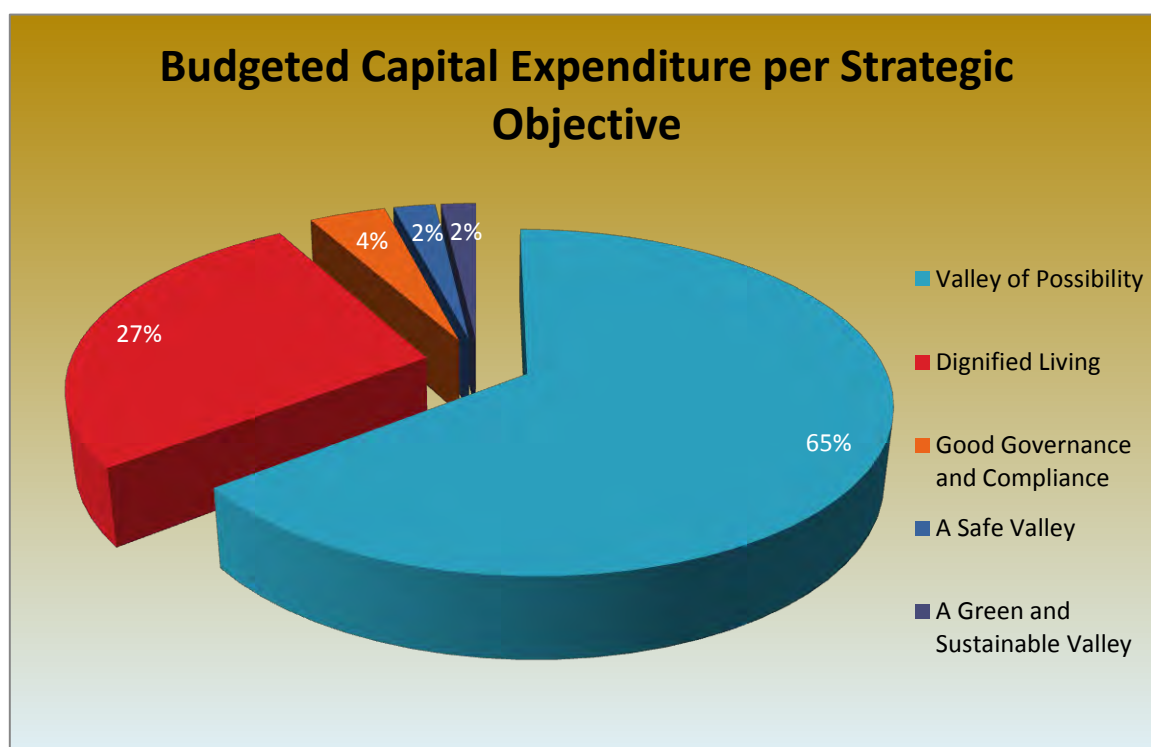
### SDBIP Performance Report for the mid-year ending 31 December 2017

#### Budget spending per IDP strategic objective

The tables below provide an analysis of the capital and operational budget allocation for the 2017/18 financial year and actual expenditure as at 31 December 2017 per Strategic Objective (Opex excludes internal transfers):

#### CAPITAL EXPENDITURE

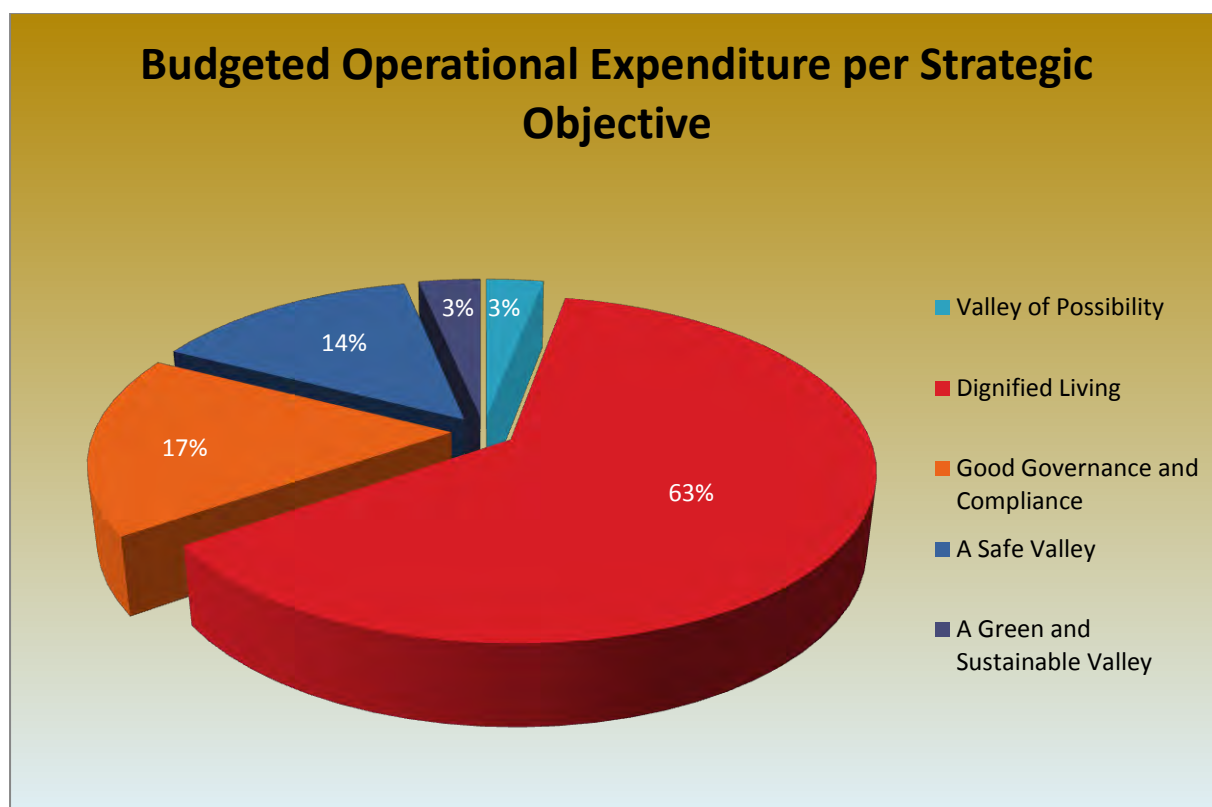
Municipal Strategic Objective	Budget	Actual Capital Expenditure as at 31 December 2017	% Spent
	R		%
<b>Capital</b>			
Valley of Possibility	345,629,256	55,552,365	16%
Dignified Living	145,571,851	20,498,656	14%
Good Governance and Compliance	21,905,111	6,232,379	28%
A Safe Valley	12,003,775	1,515,606	13%
A Green and Sustainable Valley	9,947,647	1,007,580	10%
<b>Total</b>	<b>535,057,640</b>	<b>84,806,586</b>	<b>16%</b>



#### OPERATIONAL EXPENDITURE

Stellenbosch Municipality  
SDBIP Performance Report for the mid-year ending 31 December 2017

Municipal Strategic Objective	Budget	Actual Operational Expenditure as at 31 December 2017	% Spent
	R		%
<b>Operational</b>			
Valley of Possibility	45,802,838	20,968,552	46%
Dignified Living	934,491,607	410,152,289	44%
Good Governance and Compliance	255,568,242	102,207,912	40%
A Safe Valley	213,022,724	60,385,282	28%
A Green and Sustainable Valley	49,541,360	13,833,239	28%
<b>Total</b>	<b>1,498,426,771</b>	<b>607,547,274</b>	<b>41%</b>



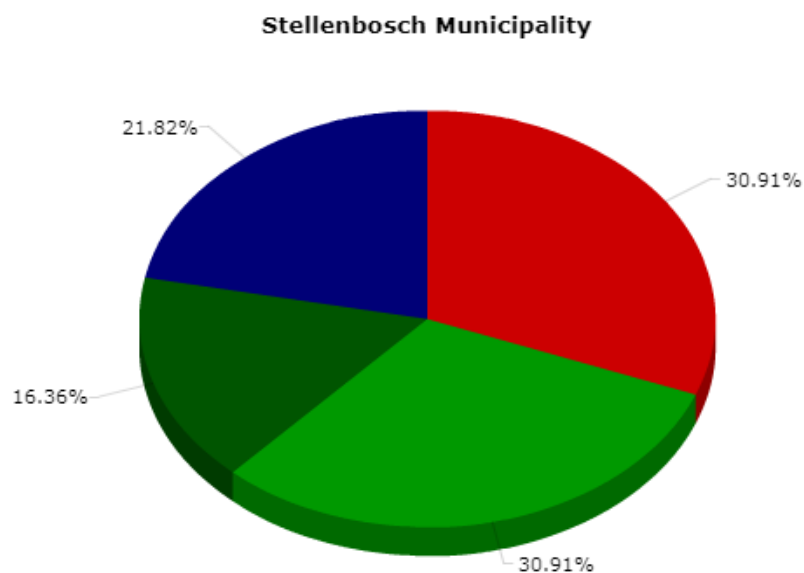
**2. MID-YEAR PERFORMANCE AGAINST THE PERFORMANCE INDICATORS SET IN THE APPROVED TOP LAYER SDBIP FOR 2017/18**

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

#### 2.1 OVERALL ACTUAL PERFORMANCE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2017

Category	Colour	Explanation
KPI Not Yet Measured		KPIs with no targets or actuals in the selected period.
KPI's Not Met	R	0% >= Actual/Target < 75%
KPI's Almost Met	O	75% >= Actual/Target < 100%
KPI's Met	G	Actual/Target = 100%
KPI's Well Met	G2	100% > Actual/Target < 150%
KPI's Extremely Well Met	B	Actual/Target >= 150%



	Stellenbosch Municipality	Strategic Objective				
		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
<span style="color: red;">■</span> KPI Not Met	<a href="#">17 (30.9%)</a>	<a href="#">2 (25%)</a>	<a href="#">2 (50%)</a>	<a href="#">2 (25%)</a>	<a href="#">3 (15.8%)</a>	<a href="#">8 (50%)</a>
<span style="color: orange;">■</span> KPI Almost Met	-	-	-	-	-	-
<span style="color: green;">■</span> KPI Met	<a href="#">17 (30.9%)</a>	<a href="#">3 (37.5%)</a>	<a href="#">1 (25%)</a>	<a href="#">3 (37.5%)</a>	<a href="#">4 (21.1%)</a>	<a href="#">6 (37.5%)</a>
<span style="color: darkgreen;">■</span> KPI Well Met	<a href="#">9 (16.4%)</a>	-	-	-	<a href="#">9 (47.4%)</a>	-
<span style="color: darkblue;">■</span> KPI Extremely Well Met	<a href="#">12 (21.8%)</a>	<a href="#">3 (37.5%)</a>	<a href="#">1 (25%)</a>	<a href="#">3 (37.5%)</a>	<a href="#">3 (15.8%)</a>	<a href="#">2 (12.5%)</a>
<b>Total:</b>	<b>55</b>	<b>8</b>	<b>4</b>	<b>8</b>	<b>19</b>	<b>16</b>

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

#### 2.2 ACTUAL PERFORMANCE PER STRATEGIC OBJECTIVE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2017

Detailed below is the unaudited actual performance on Top Layer SDBIP KPI's that were due for the first half of the financial year ending 31 December 2017 which measures the municipality's overall performance per strategic objective. The tables, furthermore, includes the performance comments and corrective measures indicated for targets not achieved.

The total of Top Layer KPI's for the 2017/18 financial year accounts to 92. The following performance statistics as at 31 December 2017 can be noted:

- KPI's not yet Measured = 37
- KPI's not met = 17 (30,9%)
- KPI's almost met = 0
- KPI's met = 17 (30,9%);
- KPI's well met = 9 (16,4%);
- KPI's extremely well met = 12 (21,8%)

Only 6 (6 of 26) KPI targets were not achieved as at **31 December 2017** of which the details are included in the tables below.

#### SFA 1 Valley of Possibility

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 1	Number of Full Time Equivalent's created through the Expanded Public Works Programme by June 2018	Number of Full Time Equivalent's Created as a % of the possible total given the allocated budget	All	747.48	22	100	50	122	B
TL 2	Serviced erven for low cost housing development	Percentage of erven serviced	5; 6; 19	0	0%	73%	25%	73%	B
TL 3	Construct 270 temporary units (Temporary Relocation Area - TRA)	Number of units constructed	5; 6; 12	156	0	0	70	0	R
Corrective measure			Construction will commence towards end of January 2017 and project will be completed by 30 June 2018						
TL 4	Process all land-use applications within the prescribed/ legislated periods and during a maximum of 120 days submitted to Municipal Planning Tribunal	Quarterly status of land-use application submitted to the Municipal Planning Tribunal	All	New KPI	1	1	2	2	G

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 5	Provide training to entrepreneurs and SMME's and report quarterly to the director	Quarterly training events hosted with attendance registers as proof	All	4	1	1	2	2	G
TL 6	Finalise the SDF in line with the Integrated Development Plan and submit it to Council by May annually	SDF Amendment submitted to Council by May annually	All	1	0	0	0	0	N/A
TL 7	Develop a brochure and review annually to link Small Medium and Micro Enterprises (SMME) to Supply Chain Management and open market opportunities by June 2018	Developed information document	All	New KPI	0	0	0	0	N/A
TL 8	Construct Bus and Taxi shelters by June 2018	Constructed Bus and Taxi shelters based on completion photos	All	New KPI	0	0	0	0	N/A
TL 9	Identify and map all current and planned social infrastructures (parks, crèches) by June 2018	Updated plan with current and planned social infrastructure	All	New KPI	0	0	0	0	N/A
TL 10	Develop 2 informal trading sites by June 2018	Number of developed informal trading sites	16; 17; 4	New KPI	0	10	0	10	B
TL 11	Assess of Municipal flats, „The Steps“ in consideration of future upgrades and submit it to a Committee of Council/Mayco by June 2018	Assessment submitted to a Committee of Council/Mayco	16	New KPI	0	0	0	0	N/A
TL 12	Plan the conversion of Kayamandi Hostels into sustainable living units to promote dignify living by June 2018	Projected feasibility study submitted to a Committee of Council/Mayco	13	New KPI	0	0	0	0	N/A
TL 13	Review the housing pipeline and submit it to a Committee of Council/Mayco by March 2018	Reviewed the housing pipeline and submit it to a Committee of Council/Mayco by March 2018	All	New KPI	0	0	0	0	N/A

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 14	Develop and Implement the Urban Development Strategy and submit it to Council by June 2018	Strategy submitted to Council	All	1	0	0	0	0	N/A
TL 15	Implement the Traffic Performance Monitoring System	Progress on the implementation of Traffic Performance Monitoring System submitted quarterly to a Committee of Council/Mayco	All	New KPI	1	1	2	2	G
TL 16	Construction of Klapmuts Taxi rank by April 2018	Constructed taxi rank by April 2018. Photographs on Ignite	19	New KPI	0	0	0	1	B

#### SFA 2 - Green and Sustainable Valley

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 17	External Audits of Stellenbosch Waste Disposal Facilities (Permitted Landfill/Transfer station) by August 2017	Number of Audits completed. Reports by external consultant	All	New KPI	0	0	2	0	R
Corrective measure			the supply chain processes to be finalised in the third quarter						
TL 18	Implementation of the 3rd Generation Integrated Waste Management Plan by December 2017	Implementation of the 3rd Generation Integrated Waste Management Plan	All	New KPI	0	0	1	0	R
Corrective measure			Input from Management is due to complete the report						
TL 19	Draft the Waste Management Bylaw and submit it to a Committee of Council/Mayco by June 2018	Drafted of the Waste Management Bylaw submitted to a Committee of Council/Mayco by June 2018	All	1	0	0	0	0	N/A
TL 20	Process of building plan applications within the prescribed /legislated periods and submit its progress quarterly to a Committee of Council/Mayco	Number of building plan applications processed and it's status submitted to a Committee of Council/Mayco	All	3	1	1	2	2	G

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

TL 21	50% Weighted Average effluent quality achieved in terms of requirements as regulated by the water use license for all Waste Water Treatment Works	% effluent quality as reported on Ignite and using reports from an external laboratory	All	72%	80%	80%	50%	80%	B
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#### SFA 3 - Safe Valley

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 22	Review the Disaster Management Plan and submit it to a Committee of Council/Mayco by June annually	Revised Plan submitted to a Committee of Council/Mayco by June annually	All	New KPI	0	1	0	1	B
TL 23	Review the Safety and Security Strategy and submit it to a Committee of Council/Mayco by June annually	Revised Strategy submitted to a Committee of Council/Mayco by June annually	All	1	0	0	0	0	N/A
TL 24	Review the Sport Management Plan and submit to a Committee of Council/Mayco by June annually	Revised Plan submitted to a Committee of Council/Mayco by June annually	All	0	0	0	0	0	N/A
TL 25	Enforcement of municipal Bylaws and report it quarterly to a Committee of Council/Mayco	Quarterly status on the enforcement of municipal Bylaws submitted to a Committee of Council/Mayco	All	0	0	0	1	0	R
Corrective measure			Item on quarterly report to be tabled at MAYCO on 17 January 2018.						
TL 26	Introduce appropriate technology and extend Close Circuit Television coverage to all wards.	Number of CCTV cameras installed within the WCO24	12; 19; 1; 6; 4; 16; 1; 7	3	0	95	4	95	B
TL 27	Safety Initiative projects undertaken and reported quarterly to a Committee of Council/Mayco	Number of Stellenbosch Safety Initiative projects undertaken reported to a Committee of Council/Mayco	All	New KPI	0	2	2	2	G



## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 28	Improvement in the revenue collection control systems at the holiday resorts and campsites by March 2018	Implemented system for the revenue collection control systems at the holiday resorts and campsites by March 2018	All	New KPI	0	0	0	0	N/A
TL 29	Upgrade play parks in the Municipal Area	Quarterly report on upgrades facilitated submitted to the director	All	New KPI	1	1	1	1	G
TL 30	Review traffic management plan and submit it to a Committee of Council/Mayco by June 2018	Reviewed traffic management plan submitted to the a Committee of Council/Mayco	All	New KPI	0	0	0	0	N/A
TL 31	Identify and develop a safety network database by December 2017	Developed database by December 2017	All	New KPI	0	1	1	1	G
TL 32	Sign MOUs with SAPS to extent municipal law enforcement security cluster by December 2017	Signed MOU by December 2017	All	New KPI	0	0	1	0	R
Corrective measure			MOU will be signed by end January 2018.						
TL 33	Perform ward based risks assessments by June 2018	Completed risk assessment result of all wards by June 2018	All	New KPI	0	0	0	0	N/A
TL 34	Develop, facilitate and implement youth programs in partnership with public and private institutions	Number of youth programmes implemented	All	New KPI	2	9	6	11	B

#### SFA 4 - Dignified Living

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 35	Provide 50 additional waterborne toilet facilities to informal	Number of waterborne toilets facilities provided by 30 June 2018	2; 12; 13;	58	0	0	10	0	R

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
	settlements by 30 June 2018		14; 15; 18; 21						
Corrective measure			The Jamestown project will commence at the end of January 2018 to meet target						
TL 36	Compile and sign 200 transfer documents for ownership of low cost houses by 30 June 2018	Number of transfer documents compiled and signed by 30 June 2018	All	188	53	0	0	53	B
TL 37	Install 50 taps in informal settlements by 30 June 2018	Number of taps Installed by 30 June 2018	All	50	0	0	10	0	R
Corrective measure			The Jamestown project will commence at the end of January 2018 to meet target						
TL 38	Identify land for emergency housing and submit report with recommendations to a Committee of Council/Mayco by 30 June 2018	Report with recommendations submitted to a Committee of Council/Mayco by 30 June 2018	All	1	0	1	0	1	B
TL 39	Provide consumer accounts iro clean piped water to formal residential properties which are connected to the municipal water infrastructure network as at 30 June 2018	Number of consumer accounts iro formal residential properties receiving piped water	All	25 745	0	26,092	25,000	26,092	G 2
TL 40	Provide consumer accounts iro electricity to formal residential properties connected to the municipal electrical infrastructure network for both credit and prepaid electrical metering as at 30 June 2018	Number of consumer accounts iro formal residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering)	All	20 335	0	26,092	25,000	26,092	G 2
TL 41	Provide consumer accounts iro sanitation services to residential properties which are connected to the municipal waste water (sanitation/sewerage) network as at 30 June 2018	Number consumer accounts iro of residential properties which are billed for sewerage in accordance with the SAMRAS financial system	All	25 745	25,849	26,092	25,000	26,092	G 2

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 42	Provide consumer accounts iro of refuse removal, refuse dumps and solid waste disposal to all residential account holders once a week until 30 June 2018	Number consumer accounts iro of formal residential properties for which refuse is removed	All	25 745	0	26,092	25,000	26,092	G 2
TL 43	Provide free basic water in terms of the equitable share requirements to indigent account holders	Monthly provisioning of free basic water in terms of the equitable share requirements to indigent account holders (KL per account holders)	All	10	0	10	10	10	G
TL 44	Provide clean piped water to registered indigent account holders which are connected to the municipal water infrastructure network	Number of indigent account holders receiving free basic water	All	5 686	0	6,182	6,000	6,182	G 2
TL 45	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network as at 30 June 2018	Provide free basic electricity to indigent account holders in terms of the equitable share requirements measured in terms of quantum approved (Free kw basic electricity per indigent household)	All	60	0	100	100	100	G
TL 46	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network	Number of indigent account holders receiving free basic electricity which are connected to the municipal electrical infrastructure network	All	3 801	0	6,182	6,000	6,182	G 2
TL 47	Limit unaccounted for electricity to less than 10% annually {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold(incl. Free basic electricity)) / Number of Electricity Units Purchased	12 Month moving average used. Losses calculated on the total consumption and purchases of current month plus 11 preceding months as reported on Ignite and using reports from SAMRAS	All	6.1	0.45%	5.92%	10%	5.92%	B

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
	and/or Generated) × 100}								
TL 48	90% Weighted Average water quality achieved as per micro, chemical, operational and physical determinants in terms of the Blue Drop requirements regulated by SANS 241 for all Water Treatment Works	% Average water quality achieved as per micro, chemical, operational and physical determinants as reported on Ignite and using reports from an external laboratory	All	92.73	98.59%	94%	90%	94%	G 2
TL 49	Limit unaccounted for water to less than 25% by June 2018	Percentage of unaccounted for water calculated in terms of standard IWA formula as reported on Ignite. (Unaccounted means unbilled water plus losses)	All	21.7	21.70%	19.90%	0%	19.90%	R
Corrective measure			Final and updated report only available in February 2018.						
TL 50	Facilitate the registration of early childhood development centres on a quarterly basis	Quarterly ECD forum/Dept of Social Development registration workshops	All	New KPI	1	1	2	2	G
TL 51	Review Grant in aid policy and submit it to Council by June annually	Policy submitted to Council	All	1	0	0	0	0	N/A
TL 52	Alignment of Municipal and Provincial Government housing waiting lists by December 2017	Aligned Waiting lists submitted to the Director	All	New KPI	0	2	2	2	G

## Stellenbosch Municipality

## SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 53	Provide free basic sanitation services to registered indigent account holders which are connected to the municipal waste water (sanitation/sewage) network & are billed for sewerage service, irrespective of the number of water closets (toilets) as at 30 June 2018	Number of indigent account holders connected to the sanitation/sewage network and are billed for sewerage services as at 30 June 2018	All	5 686	0	6,182	6,000	6,182	G 2
TL 92	Provide free basic refuse removal, refuse dumps and solid waste disposal to registered indigent account holders as at 30 June 2018	Number of indigent account holders receiving free basic refuse removal as at 30 June 2018	All	5 686	0	6,000	6000	6182	

## SFA 3 - Safe Valley

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 54	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June annually ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).	Cost coverage as at 30 June 2018 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).	All	6.53	0	0	0	0	N/A

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 55	Achieve an average payment percentage of 93% by 30 June annually (Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance - Bad Debts Written Off)/Billed revenue) x 100	(Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100	All	100.44	93.25%	144.61%	93%	144.61 %	B
TL 56	The % of the Municipality's capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Municipality's capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	85.08	3.60%	16%	30%	16%	R
Corrective measure			Various initiatives are ongoing to improve capital expenditure. Some larger projects have been approved by the Bid Adjudication Committee recently.						
TL 57	The % of the Municipal Manager's capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Municipal Manager's capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	106.21	20.17%	79.88%	30%	79.88%	B
TL 58	The % of the Strategic & Corporate Services capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Strategic & Corporate Services capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	93.05	6.31%	16.49%	30%	16.49%	R
Corrective measure			Monitor spending						

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 59	The % of the Engineering Services capital budget spent on capital projects by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	% of the Engineering Services capital budget spent by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	All	91.28	3.58%	16.98%	30%	16.98%	R
Corrective measure			Concerted effort in collaboration with SCM for implementation of projects						
TL 60	The % of the Planning & Economic Development's capital budget spent on capital projects by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	% of the Planning & Economic Development's capital budget spent by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	All	31.77	2%	30%	30%	30%	G
TL 61	The % of the Human Settlements & Property Management's capital budget spent on capital projects by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	% of the Human Settlements & Property Management's capital budget spent by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	All	65.15	1.47%	11%	30%	11%	R
Corrective measure			More fast tracked expenditure to ensure in the next 2 quarters						
TL 62	The % of the Financial Services capital budget spent on capital projects by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	% of the Financial Services capital budget spent by 30 June annually $\{(Total\ Actual\ capital\ Expenditure/Approved\ Capital\ Budget) \times 100\}$	All	99.69	5.50%	8.12%	30%	8.12%	R
Corrective measure			The major capital budget item for Finance is the upgrading of the stores. Planning is in process and the budget might be adjusted downwards.						

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 63	The % of the Community Protection Services capital budget spent on capital projects by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	% of the Community Protection Services capital budget spent by 30 June annually {(Total Actual capital Expenditure/Approved Capital Budget) x 100}	All	56.74	5.30%	21.25%	30%	21.25%	R
Corrective measure			Monitoring on spending will take place on a monthly basis						
TL 64	The number of people from employment equity target groups employed (to be appointed) in the three highest levels of management in compliance with the municipality's approved employment equity plan	Number of appointments made in the three highest levels of management in compliance with the municipality's approved employment equity plan	All	4	0	0	0	0	N/A
TL 65	The percentage of a municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure /1% of Total annual payroll Budget) x100)	% of municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure/ 1% of Total Annual payroll Budget) x100)	All	94	0%	0%	0%	0%	N/A
TL 66	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June annually (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue – Operating Conditional Grant	Debt to Revenue (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	All	6.93	0%	0%	0%	0%	N/A



## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 67	Financial viability measured in terms of the outstanding service debtors as at 30 June annually (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors (Total outstanding service debtors/ revenue received for services)	All	16.9	0%	0%	0%	0%	N/A
TL 68	Review the Risk based audit plan and submit to the Audit Committee by 30 June 2018	Reviewed RBAP submitted to the Audit Committee by 30 June 2018	All	1	0	0	0	0	N/A
TL 69	Approve an Audit Action Plan by 28 February annually to address the issues raised in the Audit Report for the relevant financial year	Audit action plan developed and approved by 28 February annually	All	1	0	0	0	0	N/A
TL 70	Review the risk register and submit to the Risk Management Committee by 30 June 2018	Reviewed risk register submitted to the Risk Management Committee by 30 June 2018	All	1	0	0	0	0	N/A
TL 71	Review the ICT Backup Disaster Recovery Plan and submit to the ICT Steering Committee by December 2017	Reviewed ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee	All	1	0	1	1	1	G
TL 72	Backup Disaster Recovery testing before end of March annually	Certification submitted to the ICT Steering Committee by March annually	All	1	0	0	0	0	N/A
TL 73	Review the Communication Strategy and submit it to a Committee of Council/Mayco by June 2018	Reviewed Communication Strategy submitted to a Committee of Council/Mayco	All	1	0	0	0	0	N/A

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
TL 74	Review the Strategic ICT Plan submitted the ICT Steering Committee by 31 May annually	Reviewed Strategic ICT Plan submitted to the ICT Steering Committee by 31 May annually	All	1	0	0	0	0	N/A
TL 75	Compile and submit the draft IDP to council by 31 March annually	Draft IDP compiled and submitted to council by 31 March annually	All	1	0	0	0	0	N/A
TL 76	Submit the reviewed organisational structure to Council for approval by December 2017	Reviewed organisational structure submitted to Council	All	1	0	1	1	1	G
TL 77	Update and implement the preferential procurement policy by 30 June annually	Reviewed policy submitted to Council	All	New KPI	0	0	0	0	N/A
TL 78	Assessment of current Management Information systems by June 2018	Assessment of Management Information systems	All	New KPI	0	0	0	0	N/A
TL 79	Review the asset management policy by 30 June annually	Updated policy submitted to the Council annually	All	New KPI	0	0	0	0	N/A
TL 80	Report on the implementation of the asset management policy to a Committee of Council /Mayco by 30 June annually	Report submitted to a Committee of Council /Mayco	All	New KPI	0	0	0	0	N/A
TL 81	Establish an asset management section as part of the organisation structure by 30 June 2018	Establish asset management section	All	New KPI	0	0	0	0	N/A
TL 82	Implement the Municipal Standard Chart of Accounts.	Report quarterly on the implementation of MSCOA to a Committee of Council/Mayco	All	New KPI	0	2	2	2	G
TL 83	Develop, update a policy register and display it's status on	Policy register from the Municipal website	All	New KPI	0	0	1	0	R

## Stellenbosch Municipality

### SDBIP Performance Report for the mid-year ending 31 December 2017

Ref	KPI	Unit of Measurement	Wards	Actual performance of 2016/17	Overall performance for the mid-year ending 31 December 2017				
					Q1	Q2	Target	Actual	R
	the municipal website by December 2017								
Corrective measure			Register will be developed before June 2018.						
TL 84	Development of a Centralised Customer Care strategy submitted to a Committee of Council/Mayco by 28 February 2018	Developed strategy submitted to a Committee of Council/Mayco by 28 February 2018	All	New KPI	0	0	0	0	N/A
TL 85	Submission of IDP/Budget/SDF time schedule (process plan) to Council by 31 August annually	IDP/Budget/SDF time schedule (process plan)	All	New KPI	1	0	1	1	G
TL 86	Update ward plans for all wards by June annually	Updated ward plans by June annually	All	22	0	0	0	0	N/A
TL 87	Develop a public participation policy and submit it to a Committee of Council/Mayco by June 2018	Submitted public participation policy submitted to a Committee of Council/Mayco	All	New KPI	0	0	0	0	N/A
TL 88	Audit of all municipal leased properties (excluding rental stock) by March 2018	Audited outcome on leased properties	All	New KPI	0	0	0	0	N/A
TL 89	Establishment holding cells at the Municipal Court by December 2017	Established holding cells	All	New KPI	0	0	1	0	R
Corrective measure			Awaiting finalization of the Zoning Application						
TL 90	Distribution of Council agendas 72 hours before Council meetings on a monthly basis	Distributed Council agendas 72 hours before the Council meetings	All	New KPI	3	2	5	5	G
TL 91	Develop an Integrated Zoning Scheme and submit it to Committee of Council/Mayco by 30 June 2018	Developed Integrated Zoning Scheme submitted to a Committee of Council/Mayco	All	1	0	0	0	0	N/A

### 2.3 ADJUSTMENT OF THE TOP LAYER SDBIP FOR 2017/18

In terms of section 27(2)(b), when submitting an adjustments budget to the National Treasury and the relevant provincial treasury in terms of section 28(7) of the MFMA read together with section 24(3) of the MFMA, the municipal manager must also submit the

Stellenbosch Municipality  
SDBIP Performance Report for the mid-year ending 31 December 2017

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amended service delivery and budget implementation plan, within ten working days after the council has approved the amended plan in terms of section 54(1)(c) of the MFMA.

Some key performance indicator targets require amendments as a result of the Adjustments Budget and/or corrections as a result of the establishment of the Portfolio Committees/Council.

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8.1.1	<b>REVIEW OF TOP LEVEL SDBIP 2017/2018 - PERFORMANCE MANAGEMENT SYSTEM</b>
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File No: 9/1/4/3/1  
 Collaborator No:  
 IDP KPA Ref No: N/A  
 Meeting Date: 24 January 2018

**1. SUBJECT: REVIEW OF TOP LEVEL SDBIP 2017/2018 - PERFORMANCE MANAGEMENT SYSTEM**

**2. PURPOSE**

To obtain Council approval for the review of the Top Level Service Delivery and Budget Implementation Plan (SDBIP).

**3. DELEGATED AUTHORITY**

Council

**4. EXECUTIVE SUMMARY**

Chapter 6 Section 41 of the Municipal Systems Act, Act 32 of 2000 focusing on Performance Management states that:

**“ 41 Core components**

*(1) A municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed-*

*(a) set appropriate key performance indicators as a yardstick for measuring performance, including outcomes and impact, with regard to the municipality's development priorities and objectives set out in its integrated development plan;*

*(b) set measurable performance targets with regard to each of those development priorities and objectives;*

*(c) with regard to each of those development priorities and objectives and against the key performance indicators and targets set in terms of paragraphs (a) and (b)-*

*(i) monitor performance; and*

*(ii) measure and review performance at least once per year;*

*(d) take steps to improve performance with regard to those development priorities and objectives where performance targets are not met; and*

*(e) establish a process of regular reporting to-*

*(i) the council, other political structures, political office bearers and staff of the municipality; and*

*(ii) the public and appropriate organs of state.*

*(2) The system applied by a municipality in compliance with subsection (1) (c)*

*must be devised in such a way that it may serve as an early warning indicator of underperformance. “*

**15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 8.1.1**

A revised list was distributed in the meeting and the Speaker called a break to allow Councillors to peruse the document.

In response to the query raised by Cllr. Nalumango concerning the correctness of the areas listed in the revised top layer SDBIP for indicator TL 3, the Municipal Manager undertook to correct the areas listed in line with the departmental project plan (see attached as an **APPENDIX** the updated list).

**RESOLVED** (majority vote with abstentions)

that the review of the Top Level SDBIP of the Municipal Manager and the Managers directly accountable to the Municipal Manager, be approved.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Shireen de Visser
<b>POSITION</b>	<i>Senior Manager : Governance</i>
<b>DIRECTORATE</b>	<i>Office of the Municipal Manager</i>
<b>CONTACT NUMBERS</b>	<i>021 808 8035</i>
<b>E-MAIL ADDRESS</b>	<i>Shireen.devisser@stellenbosch.gov.za</i>
<b>REPORT DATE</b>	<i>18 January 2018</i>

Stellenbosch Municipality  
Top Layer SDBIP 2017/18

Ref	Directorate	Strategic Objective	Municipal KPA	Original KPI's	Proposed KPI Changes	Comments	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Annual Target
TL1	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 1 Local economic Development	Number of Full Time Equivalent's created through the Expanded Public Works Programme by June 2018	Create jobs through municipality's local, economic development initiatives including capital projects	Linguistic changes	Number of Full Time Equivalent's Created as a % of the possible total given the allocated budget (Full Time Equivalent = 250 working hours)	All	All	Director: Planning & Economic Development	84	EPWP reporting system	106
TL2	Human Settlements & Property Management	SFA 1 Valley of Possibility	MFA 4 New Housing (PMU)	Serviced erven for low cost housing development	Number of serviced sites for low cost housing provided	Linguistic changes UoM Unchanged	Percentage of erven serviced	5; 6; 19	Klapmuts (Mandela City) and Idas Valley	Director: Human Settlements & Property Management	190	Completion certificate	190
TL3	Human Settlements & Property Management	SFA 1 Valley of Possibility	MFA 4 New Housing (PMU)	Construct 270 temporary units (Temporary Relocation Area - TRA)	Number of temporary housing units constructed in the Temporary Relocation Area by June 2018	Reworded for measurability UoM Unchanged	Construct 270 temporary units (Temporary Relocation Area - TRA)	12, 14, 15	Kayamandi	Director: Human Settlements & Property Management	100	Practical Completion certificate	270
TL4	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 3 Land- Use Management	Process all land-use applications within the prescribed/ legislated periods and during a maximum of 120 days submitted to Municipal Planning Tribunal	Percentage of land-use applications submitted to the Municipal Planning Tribunal withing the prescribed legislated period and within a maximum of 120 days.	Linguistic Changes	Percentage of land use- planning applications submitted to the Planning Tribunal withing the prescribed legislated period and within a maximum of 120 days in relation to the total number of land-used applications received.	All	All	Director: Planning & Economic Development	4	Minutes of meeting	4
TL5	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 1 Local economic Development	Provide training to entrepreneurs and SMME's and report quarterly to the director	Number of training opportunities provided to entrepreneurs and SMME's	Measurable	4 Training opportunities provided quarterly training events hosted with attendance registers as proof	All	All	Director: Planning & Economic Development	4	Attendance registers	4
TL6	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 8 Spatial Planning / Environmental, Heritage & Cultural Management	Finalise the SDF in line with the Integrated Development Plan and submit it to Council by May annually	Review SDF in line with the Integrated Development Plan for submission to Council by May 2018.	Linguistic Changes	SDF Amendment submitted to Council by May annually	All	All	Director: Planning & Economic Development	1	Minutes of meeting	1
TL7	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 1 Local economic Development	Develop a brochure and review annually to link Small Medium and Micro Enterprises (SMME) to Supply Chain Management and open market opportunities by June 2018		Delete from SDBIP and move to directorate SDBIP	Developed information document	All	All	Director: Planning & Economic Development	New KPI	Developed Brochures	1
TL8	Engineering Services	SFA 1 Valley of Possibility	MFA 2 Transport, Roads & Stormwater	Construct Bus and Taxi shelters by June 2018	Number of bus and taxi shelters constructed	Measurability	Constructed Bus and Taxi shelters based on completion photos	All	All	Director: Engineering Services	New KPI	Completion certificate	2
TL9	Community & Protection Services	SFA 1 Valley of Possibility	MFA 9 Community Services	Identify and map all current and planned social infrastructures (parks, crèches) by June 2018	Spatial mapping of all current and planned social infrastructure (parks, crèches), as identified by June 2018	Measurability Operational	Spatial map containing all current and planned social infrastructure (parks, crèches) as updated annually by June 2018	All	All	Director: Community and Protection Services	New KPI	Printout from system	1
TL10	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 1 Local economic Development	Develop 2 informal trading sites by June 2018	2 informal trading sites developed by June 2018	Linguistic changes	2 informal trading sites developed	16; 17; 4	Cloetesville: Cloetesville/Welgevonden; Pniel/Kylemore/Johannesdal	Director: Planning & Economic Development	New KPI	Completion certificate	2
TL11	Human Settlements & Property Management	SFA 1 Valley of Possibility	MFA 4 New Housing (PMU)	Assess of Municipal flats, 'The Steps' in consideration of future upgrades and submit it to a Committee of Council/Mayco by June 2018		Delete from TL SDBIP and move to directorate SDBIP TL Indicator should related to "number of settlements upgraded"	Assessment submitted to a Committee of Council/Mayco	16	All	Director: Human Settlements & Property Management	New KPI	Assessment report	1
TL12	Human Settlements & Property Management	SFA 1 Valley of Possibility	MFA 4 New Housing (PMU)	Plan the conversion of Kayamandi Hostels into sustainable living units to promote dignify living by June 2018	Number of settlements upgraded into sustainable living units by June 2018	Delete from TL SDBIP and move to directorate SDBIP TL Indicator should related to "number of settlements upgraded"	Projected feasibility study submitted to a Committee of Council/Mayco	13	All	Director: Human Settlements & Property Management	New KPI	Feasibility Study	1
TL13	Human Settlements & Property Management	SFA 1 Valley of Possibility	MFA 4 New Housing (PMU)	Review the housing pipeline and submit it to a Committee of Council/Mayco by March 2018	Revised housing pipeline submitted to a Committee of Council/MayCo		Revised housing pipeline submitted it to a Committee of Council/Mayco by March 2018	All	All	Director: Human Settlements & Property Management	New KPI	Revised Housing Plan as submitted to Council	1
TL14	Planning & Economic Development	SFA 1 Valley of Possibility	MFA 8 Spatial Planning / Environmental, Heritage & Cultural Management	Develop and Implement the Urban Development Strategy and submit it to Council by June 2018	Develop the Urban Development Strategy for submission to Council by June 2018		Urban Development Strategy submitted to Council by June 2018	All	All	Director: Planning & Economic Development	New KPI	Minutes of meeting	2
TL15	Engineering Services	SFA 1 Valley of Possibility	MFA 2 Transport, Roads & Stormwater	Implement the Traffic Performance Monitoring System		Delete from TL SDBIP and move to directorate SDBIP	Progress on the implementation of Traffic Performance Monitoring System submitted quarterly to a Committee of Council/Mayco	All	All	Director: Engineering Services	New KPI	Printout from system	4
TL16	Engineering Services	SFA 1 Valley of Possibility	MFA 2 Transport, Roads & Stormwater	Construction of Klapmuts Taxi rank by April 2018	Number of bus terminals and taxi ranks constructed.	Measurability	Constructed taxi rank by April 2018. Photographs on Ignite	19	All	Director: Engineering Services	New KPI	completion certificate	4
TL17	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 12 Solid Waste Management	External Audits of Stellenbosch Waste Disposal Facilities (Permitted Landfill/Transfer station) by August 2017	Unchanged		2 Audits completed. Reports by external consultant	All	All	Director: Engineering Services	1	Audit reports	2
TL18	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 12 Solid Waste Management	Implementation of the 3rd Generation Integrated Waste Management Plan by December 2017		Delete from TL SDBIP and move to directorate SDBIP	Implementation of the 3rd Generation Integrated Waste Management Plan	All	All	Director: Engineering Services	1	Implemented Plan with results	1

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Ref	Directorate	Strategic Objective	Municipal KPA	Original KPI's	Proposed KPI Changes	Comments	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Annual Target
TL19	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 12 Solid Waste Management	Draft the Waste Management By-law and submit it to a Committee of Council/Mayco by June 2018	Unchanged		Waste Management Bylaw submitted to a Committee of Council/Mayco by June 2018	All	All	Director: Engineering Services	1	Minutes of meeting	1
TL20	Planning & Economic Development	SFA 2 - Green and Sustainable Valley	MFA 10 Building Development Control	Process of building plan applications within the prescribed /legislated periods and submit its progress quarterly to a Committee of Council/Mayco	Number of building applications processed within the prescribed/legislated period and reported to a Committee of Council/Mayco		Number of quarterly reports submitted to a Committee of Council/Mayco containing updates on building plan applications	All	All	Director: Planning & Economic Development	1	Minutes of meeting	4
TL21	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 20 Basic Service Delivery	70% Weighted Average effluent quality achieved in terms of requirements as regulated by the water use license for all Waste Water Treatment Works	Unchanged		70% effluent quality achieved as reported on Ignite and using reports from an external laboratory	All	All	Director: Engineering Services	40	Report submitted by the service provider and report drawn from GDS system	50%
New	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 20 Basic Service Delivery	None	Number of sewer connections meeting minimum standards	Consult with Directorate regarding ability to report accurately. If not possible this year. Add to 2018/19 TL SDBIP	Consult	All	All	Director: Engineering Services	New KPI	Report from Engineering Services	See AR 2016/17
TL22	Community & Protection Services	SFA 3 - Safe Valley	MFA 13 Fire & Disaster Management	Review the Disaster Management Plan and submit it to a Committee of Council/Mayco by June annually	Revised Disaster Management Plan submitted to a Committee of Council/Mayco by June annually		Revised Plan submitted to a Committee of Council/Mayco by June annually	All	All	Director: Community and Protection Services	1	Minutes of Meeting	1
TL23	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Review the Safety and Security Strategy and submit it to a Committee of Council/Mayco by June annually		Delete from TL SDBIP and move to directorate SDBIP	Revised Strategy submitted to a Committee of Council/Mayco by June annually	All	All	Director: Community and Protection Services	1	Minutes of Meeting	1
TL24	Community & Protection Services	SFA 3 - Safe Valley	MFA 16 Sport and Facility Management	Review the Sport Management Plan and submit to a Committee of Council/Mayco by June annually		Delete from TL SDBIP and move to directorate SDBIP	Revised Plan submitted to a Committee of Council/Mayco by June annually	All	All	Director: Community and Protection Services	1	Minutes of Meeting	2
TL25	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Enforcement of municipal Bylaws and report it quarterly to a Committee of Council/Mayco		Delete from TL SDBIP and move to directorate SDBIP	Quarterly status on the enforcement of municipal Bylaws submitted to a Committee of Council/Mayco	All	All	Director: Community and Protection Services	4	Minutes of Meeting	4
TL26	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Introduce appropriate technology and extend Close Circuit Television coverage to targeted wards.	Extend CCTV coverage to all wards		Number of CCTV cameras installed within the WCO24 across various wards	12; 19; 1; 6; 4; 16; 1; 7	Kayamandi: Klapmuts & Omliggende Plase; Franschoek Town, Bo-hoek Farms, Groendal & Mooiwater; Idas Valley & Farms (Nootvoorbij, Timberlea, Morgenhoff/Remhoogte, Muratie/Groenhof/Delheim/Lievland/Kanonkop/Uitkyk/ Glenelly emerie/Laundry/ Peckham / Laveneer); Pniel/Kylemore/Johannesdal; Cloetesville; Franschoek Town, Bo-hoek Farms, Groendal & Mooiwater; Idas Valley & Farms (Nootvoorbij, Timberlea, Morgenhoff/Remhoogte, Muratie/Groenhof/Delheim/Lievland/Kanonkop/Uitkyk/ Glenelly emerie/Laundry/ Peckham / Laveneer)	Director: Community and Protection Services	New KPI	Invoice and Certificate of completion	12
TL27	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Safety Initiative projects undertaken and reported quarterly to a Committee of Council/Mayco	Quarterly progress reports to a Committee of Council/Mayco on Safety Initiatives in the greater Stellenbosch		Number of Stellenbosch Safety Initiative projects undertaken reported to a Committee of Council/Mayco	All	All	Director: Community and Protection Services	New KPI	Minutes of Meeting/Attendance registers	4
TL28	Community & Protection Services	SFA 3 - Safe Valley	MFA 16 Sport and Facility Management	Improvement in the revenue collection control systems at the holiday resorts and campsites by March 2018		Delete from TL SDBIP and move to directorate SDBIP	Implemented system for the revenue collection control systems at the holiday resorts and campsites by March 2018	All	All	Director: Community and Protection Services	New KPI	Approved Standard Operating Procedure	1
TL29	Community & Protection Services	SFA 3 - Safe Valley	MFA 16 Sport and Facility Management	Upgrade play parks in the Municipal Area		Delete from TL SDBIP and move to directorate SDBIP	Quarterly report on upgrades facilitated submitted to the director	All	All	Director: Community and Protection Services	New KPI	Quarterly report	1
TL30	Community & Protection Services	SFA 3 - Safe Valley	MFA 15 Traffic Services	Review traffic management plan and submit it to a Committee of Council/Mayco by June 2018		Delete from TL SDBIP and move to directorate SDBIP	Reviewed traffic management plan submitted to the a Committee of Council/Mayco	All	All	Director: Community and Protection Services	New KPI	Minutes of Meeting	2
TL31	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Identify and develop a safety network database by December 2017	Safety network database identified and developed by December 2017		Developed database by December 2017	All	All	Director: Community and Protection Services	New KPI	Report of created Database	1
TL32	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Sign MOUs with SAPS to extent municipal law enforcement security cluster by December 2017	Signed MOUs with SAPS to extent municipal law enforcement security cluster by December 2017		Signed MOU by December 2017	All	All	Director: Community and Protection Services	New KPI	Signed MOU	1
TL33	Community & Protection Services	SFA 3 - Safe Valley	MFA 14 Law Enforcement, Security Services & Land Invasion	Perform ward based risks assessments by June 2018	Ward based risk assessments by June 2018		Completed risk assessment result of all wards by June 2018	All	All	Director: Community and Protection Services	New KPI	Risk assessment report	1
TL34	Planning & Economic Development	SFA 3 - Safe Valley	MFA 21 Community Development	Develop, facilitate and implement youth programs in partnership with public and private institutions		Delete from TL SDBIP and move to directorate SDBIP	Number of youth programmes implemented	All	All	Director: Planning & Economic Development	New KPI	Attendance Registers	12
TL35	Human Settlements & Property Management	SFA 4 - Dignified Living	MFA 17 Informal Settlements	Provide 50 additional waterborne toilet facilities to informal settlements by 30 June 2018	Number of additional waterborne toilets facilities provided by 30 June 2018		Provide 50 additional waterborne toilet facilities to informal settlements by 30 June 2018	2; 12; 13; 14; 15; 18; 21	Langrug, La Motte, Dennegeur; Kayamandi; Kayamandi; Kayamandi; Klapmuts & Omliggende Plase; Jamestown/Paradyskloof/De Zalze/Techno Park/ Blaauwklippen / Omliggende Plase	Director: Human Settlements & Property Management	172	Completion certificate	50
TL36	Human Settlements & Property Management	SFA 4 - Dignified Living	MFA 18 Housing Administration	Compile and sign 200 transfer documents for ownership of low cost houses by 30 June 2018	Number of housing title deeds handed over to housing beneficiaries	Delete from TL SDBIP and move to directorate SDBIP	200 low cost homes officially transferred by 30 June 2018	All	All	Director: Human Settlements & Property Management	33	List of signed transfer documents submitted to Legal	200



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Ref	Directorate	Strategic Objective	Municipal KPA	Original KPI's	Proposed KPI Changes	Comments	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Annual Target
TL37	Human Settlements & Property Management	SFA 4 - Dignified Living	MFA 17 Informal Settlements	Install 50 taps in informal settlements by 30 June 2018	Number of new water connections meeting minimum standards		50 new taps installed by 30 June 2018	All	All	Director: Human Settlements & Property Management	40	Completion certificate	50
TL38	Planning & Economic Development	SFA 4 - Dignified Living	MFA 8 Spatial Planning / Environmental, Heritage & Cultural Management	Identify land for emergency housing and submit report with recommendations to a Committee of Council/Mayco by 30 June 2018	Land identified for emergency housing		Report submitted to a Committee of Council/Mayco by 30 June 2018 regarding land identified for emergency housing	All	All	Director: Planning & Economic Development	New KPI	Minutes of meeting	1
TL39	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide consumer accounts iro clean piped water to formal residential properties which are connected to the municipal water infrastructure network as at 30 June 2018	Unchanged		Number of consumer accounts iro formal residential properties receiving piped water	All	All	Director: Financial Services	25519	ValuProp report	24000
TL40	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide consumer accounts iro electricity to formal residential properties connected to the municipal electrical infrastructure network for both credit and prepaid electrical metering as at 30 June 2018	Unchanged		Number of consumer accounts iro formal residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering)	All	All	Director: Financial Services	25519	ValuProp report	24000
TL41	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide consumer accounts iro sanitation services to residential properties which are connected to the municipal waste water (sanitation/sewerage) network as at 30 June 2018	Unchanged		Number consumer accounts iro of residential properties which are billed for sewerage in accordance with the SAMRAS financial system	All	All	Director: Financial Services	25519	ValuProp report	24000
TL42	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide consumer accounts iro of refuse removal, refuse dumps and solid waste disposal to all residential account holders once a week until 30 June 2018	Unchanged		Number consumer accounts iro of formal residential properties for which refuse is removed	All	All	Director: Financial Services	25519	ValuProp report	24000
TL43	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide free basic water in terms of the equitable share requirements to indigent account holders	Number of households with access to basic services (water, sanitation, refuse removal)		Number of households receiving basic water, sanitation and refuse from the municipal infrastructure network	All	All	Director: Financial Services	6	Council approved indigent policy	10
TL44	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide clean piped water to registered indigent account holders which are connected to the municipal water infrastructure network	Number of indigent households with access to free basic water		Number of indigent account holders receiving free basic water, sanitation and refuse i.t.o. the indigent policy of the municipality	All	All	Director: Financial Services	6486	Iron management report	6
TL45	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network as at 30 June 2018	Number of indigent households with access to free basic electricity		Number of indigent households with access to free basic electricity i.t.o. the indigent policy of the municipality	All	All	Director: Financial Services	60	Iron management report	100
TL46	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide free basic electricity to registered indigent account holders connected to the municipal electrical infrastructure network	Unchanged		Number of indigent account holders receiving free basic electricity which are connected to the municipal electrical infrastructure network i.t.o. the indigent policy of the municipality	All	All	Director: Financial Services	7042	Iron management report	6000
TL47	Engineering Services	SFA 4 - Dignified Living	MFA 19 Electrical Services	Limit unaccounted for electricity to less than 10% annually ((Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold(incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) × 100)	Percentage of electricity losses.		Limit unaccounted for electricity to less than 10% annually ((Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold(incl. Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) × 100)  12 Month moving average used. Losses calculated on the total consumption and purchases of current month plus 11 preceding months as reported on Ignite and using reports from SAMRAS	All	All	Director: Engineering Services	6.06	Monthly Eskom Accounts and Vending Reports from service provider and Notes to the AFS and monthly and annual Consumption reports generated by the Finance Department	10%
TL48	Engineering Services	SFA 4 - Dignified Living	MFA 22 Water Services	90% Weighted Average water quality achieved as per micro, chemical, operational and physical determinants in terms of the Blue Drop requirements regulated by SANS 241 for all Water Treatment Works			% Average water quality achieved as per micro, chemical, operational and physical determinants as reported on Ignite and using reports from an external laboratory	All	All	Director: Engineering Services	91.5	Quarterly Supply System Drinking Water Quality Report - DWA Blue Drop System (BDS)	90%
TL49	Engineering Services	SFA 4 - Dignified Living	MFA 22 Water Services	Limit unaccounted for water to less than 25% by June 2018			Percentage of unaccounted for water calculated in terms of standard IWA formula as reported on Ignite. (Unaccounted means unbilled water plus losses)	All	All	Director: Engineering Services	24.98	Quarterly water balance sheet and Monthly Consumption Report	25%

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Ref	Directorate	Strategic Objective	Municipal KPA	Original KPI's	Proposed KPI Changes	Comments	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Annual Target
New	Engineering Services	SFA 2 - Green and Sustainable Valley	MFA 22 Water Services	None		Due to the nature of the water crisis it is critical to contain a water management strategy linked to the drought as a means to illustrate responsiveness to the this strategic priority	Domestic and industrial water consumption curtailed by 45%, measured in terms of the equivalent average consumption of 5 years from 2010/11 until 2014/15	All	All	Director: Engineering Services	TBC	Metering Report of Water Services	45% domestic and industrial
TL50	Planning & Economic Development	SFA 4 - Dignified Living	MFA 21 Community Development	Facilitate the registration of early childhood development centres on a quarterly basis			Quarterly ECD forum/Dept of Social Development registration workshops	All	All	Director: Planning & Economic Development	New KPI	Attendance Registers	4
TL51	Planning & Economic Development	SFA 4 - Dignified Living	MFA 21 Community Development	Review Grant in aid policy and submit it to Council by June annually			Policy submitted to Council	All	All	Director: Planning & Economic Development	1	Minutes of Meeting	1
TL52	Human Settlements & Property Management	SFA 4 - Dignified Living	MFA 18 Housing Administration	Alignment of Municipal and Provincial Government housing waiting lists by December 2017	Unchanged		Aligned Waiting lists submitted to the Director	All	All	Director: Human Settlements & Property Management	New KPI	Signed Alignment documentation	2
TL53	Financial Services	SFA 4 - Dignified Living	Unspecified	Provide free basic sanitation services to registered indigent account holders which are connected to the municipal waste water (sanitation/sewerage) network & are billed for sewerage service, irrespective of the number of water closets (toilets) as at 30 June 2018	Unchanged		Number of indigent account holders connected to the sanitation/sewerage network and are billed for sewerage services as at 30 June 2018	All	All	Director: Financial Services	7042	Iron management report	6000
TL54	Financial Services	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June annually ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).	Financial Viability measured in terms of Cost Coverage ratio	As per Regulation 2001	Cost coverage as at 30 June 2018 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)).	All	All	Director: Financial Services	7.4	Annual Financial Statements, supported by figures as per the SAMRAS financial system	6
TL55	Financial Services	SFA 5 - Good Governance And Compliance	MFA 34 Income	Achieve an average payment percentage of 93% by 30 June annually (Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance - Bad Debts Written Off)/Billed revenue) x 100	This indicator is applicable to all directorates. Grouped together and deleted the rest. Finance indicator remained separately.		(Gross Debtors Closing Balance + billed revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100	All	All	Director: Financial Services	1.0371	Debtors transaction summary: BS-Q909E extract generated from the Samras Financial System	93%
TL56	All	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Municipality's capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Consolidated 57,58,59,60, 61,63	% of the Municipality's capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Financial Services	79.74	Report from the financial system	90%
TL57	Office of the Municipal Manager	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Municipal Manager 's capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Indicator to be deleted. Refer to TL 56.	% of the Municipal Manager 's capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Municipal Manager	New KPI	Report from the financial system	90%
TL58	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Strategic & Corporate Services capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Indicator to be deleted. Refer to TL 62.	% of the Strategic & Corporate Services capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Strategic and Corporate Services	New KPI	Report from the financial system	90%
TL59	Engineering Services	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Engineering Services capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Recommended: Delete from TL SDBIP and move to directorate SDBIP CFO: Maintain	% of the Engineering Services capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Engineering Services	New KPI	Report from the financial system	90%
TL60	Planning & Economic Development	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Planning & Economic Development's capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Indicator to be deleted. Refer to TL 56.	% of the Planning & Economic Development's capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Planning & Economic Development	New KPI	Report from the financial system	90%
TL61	Human Settlements & Property Management	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Human Settlements & Property Management 's capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	Indicator to be deleted. Refer to TL 56.	% of the Human Settlements & Property Management 's capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Human Settlements & Property Management	New KPI	Report from the financial system	90%

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TL62	Financial Services	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Financial Services capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	Ensure that the percentage of the Municipality's capital budget spent on capital projects by June annually, in line with annual target	This indicator remains for CFO	% of the Financial Services capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Financial Services	New KPI	Report from the financial system	90%
TL63	Community & Protection Services	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	The % of the Community Protection Services capital budget spent on capital projects by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	The percentage of each directorates's capital budget spent on capital projects by June annually	This indicator is relevant for all Directorates	% of the Community Protection Services capital budget spent by 30 June annually ((Total Actual capital Expenditure/Approved Capital Budget) x 100)	All	All	Director: Community and Protection Services	90	Report from the financial system	90%
TL64	Office of the Municipal Manager	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	The percentage of people from employment equity target groups employed (to be appointed) in the three highest levels of management in compliance with the municipality's approved employment equity plan	The percentage of people from employment equity target groups employed (to be appointed) in the three highest levels of management in compliance with the municipality's approved employment equity plan	Unchanged	Number of appointments made in the three highest levels of management in compliance with the municipality's approved employment equity plan	All	All	Municipal Manager	75	Equity Report	75
TL65	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	The percentage of a municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure /1% of Total annual payroll Budget )x100)	The percentage of actual payroll budget spent on implementing the municipal Workplace Skills Plan	This indicator should fall under HR	% of municipality's payroll budget actually spent on implementing its workplace skills plan ((Total Actual Training Expenditure/ 1% of Total Annual payroll Budget) x100)	All	All	Director: Strategic and Corporate Services	0.8	The SAMRAS menu VS-Q03Z (looked-up online) for votes 1/7180/1071 & 1/7180/1079 & 1/9909/1071	0.85%
TL66	Financial Services	SFA 5 - Good Governance And Compliance	MFA 34 Income	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June annually (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	Financial Viability measured in terms of Service Debtors	As per Regulation 2001	Debt to Revenue (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant	All	All	Director: Financial Services	19	Annual Financial Statements, supported by figures as per the SAMRAS financial system	35%
TL67	Financial Services	SFA 5 - Good Governance And Compliance	MFA 34 Income	Financial viability measured in terms of the outstanding service debtors as at 30 June annually (Total outstanding service debtors/ revenue received for services)	Financial Viability measured in terms of Debt Coverage	As per Regulation 2001	% of outstanding service debtors (Total outstanding service debtors/ revenue received for services)	All	All	Director: Financial Services	15.7	Annual Financial Statements, supported by figures as per the SAMRAS financial system	20%
TL68	Office of the Municipal Manager	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	Review the Risk based audit plan and submit to the Audit Committee by 30 June 2018	Revised Risk based audit plan and submit to the Audit Committee by 30 June 2018		Revised RBAP submitted to the Audit Committee by 30 June 2018	All	All	Municipal Manager	1	Revised Risk Based Audit Plan	1
TL69	Office of the Municipal Manager	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	Approve an Audit Action Plan by 28 February annually to address the issues raised in the Audit Report for the relevant financial year	Approved an Audit Action Plan by 28 February annually to address the issues raised in the Audit Report for the relevant financial year		Audit action plan developed and approved by 28 February annually	All	All	Municipal Manager	1	Audit action plan & minutes of meeting	1
TL70	Office of the Municipal Manager	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	Review the risk register and submit to the Risk Management Committee by 30 June 2018	Revised risk register submitted to the Risk Management Committee by 30 June 2018		Revised risk register submitted to the Risk Management Committee by 30 June 2018	All	All	Municipal Manager	1	Revised risk register	1
TL71	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 24 Information Communication Technology	Review the ICT Backup Disaster Recovery Plan and submit to the ICT Steering Committee by December 2017	Revised ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee by December 2017		Revised ICT Backup Disaster Recovery Plan submitted to the ICT Steering Committee by December 2017	All	All	Director: Strategic and Corporate Services	1	Revised ICT backup Disaster Recover Plan	1
TL72	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 24 Information Communication Technology	Backup Disaster Recovery testing before end of March annually		Delete from TL SDBIP and move to directorate SDBIP	Certification submitted to the ICT Steering Committee by March annually	All	All	Director: Strategic and Corporate Services	1	Certificate	1
TL73	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 26 Communications	Review the Communication Strategy and submit it to a Committee of Council/Mayco by June 2018	Revised Communication Strategy submitted to a Committee of Council/Mayco by June 2018		Reviewed Communication Strategy submitted to a Committee of Council/Mayco	All	All	Director: Strategic and Corporate Services	1	Revised communication strategy	1
TL74	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 24 Information Communication Technology	Review the Strategic ICT Plan submitted the ICT Steering Committee by 31 May annually	Revised Strategic ICT Plan submitted the ICT Steering Committee by 31 May annually		Reviewed Strategic ICT Plan submitted to the ICT Steering Committee by 31 May annually	All	All	Director: Strategic and Corporate Services	1	Revised Strategic ICT Plan	1
TL75	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 27 Integrated Development Planning	Compile and submit the draft IDP to council by 31 March annually		Unchanged	Draft IDP compiled and submitted to council by 31 March annually	All	All	Director: Strategic and Corporate Services	1	Draft IDP & Meeting Minutes	1
TL76	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 23 Human Resources	Submit the reviewed organisational structure to Council for approval by December 2017	Revised organisational structure submitted to Council for approval by December 2017		Reviewed organisational structure submitted to Council	All	All	Director: Strategic and Corporate Services	New KPI	Revised organisational structure	1
TL77	Financial Services	SFA 5 - Good Governance And Compliance	MFA 7 Supply Chain Management	Update and implement the preferential procurement policy by 30 June annually		Unchanged	Reviewed policy submitted to Council	All	All	Director: Financial Services	New KPI	Updated Preferential procurement policy	1
TL78	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 24 Information Communication Technology	Assessment of current Management Information systems by June 2018		Delete from TL SDBIP and move to directorate SDBIP	Assessment of Management Information systems	All	All	Director: Strategic and Corporate Services	New KPI	Assessment report	1
TL79	Financial Services	SFA 5 - Good Governance And Compliance	MFA 30 Supply Chain Management	Review the asset management policy by 30 June annually	Revised the asset management policy by 30 June annually		Updated policy submitted to the Council annually	All	All	Director: Financial Services	New KPI	Minutes of meeting	1

Stellenbosch Municipality  
Top Layer SDBIP 2017/18

Ref	Directorate	Strategic Objective	Municipal KPA	Original KPI's	Proposed KPI Changes	Comments	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Annual Target
TL80	Financial Services	SFA 5 - Good Governance And Compliance	MFA 30 Supply Chain Management	Report on the implementation of the asset management policy to a Committee of Council /Mayco by 30 June annually		Delete from TL SDBIP and move to directorate SDBIP	Report submitted to a Committee of Council /Mayco	All	All	Director: Financial Services	New KPI	Minutes of meeting	1
TL81	Financial Services	SFA 5 - Good Governance And Compliance	MFA 30 Supply Chain Management	Establish an asset management section as part of the organisation structure by 30 June 2018		Unchanged	Establish asset management section	All	All	Director: Financial Services	New KPI	Organisation Structure	1
TL82	Financial Services	SFA 5 - Good Governance And Compliance	MFA 29 Legal Services, compliance and control environment	Implement the Municipal Standard Chart of Accounts.		Unchanged	Quarterly updates on the implementation progress of MSCOA to a Committee of Council/Mayco	All	All	Director: Financial Services	New KPI	Minutes of Meeting	4
TL83	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 23 Human Resources	Develop, update a policy register and display it's status on the municipal website by December 2017		Delete from TL SDBIP and move to directorate SDBIP	Policy register from the Municipal website	All	All	Director: Strategic and Corporate Services	New KPI	Print screen from website	1
TL84	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 34 Records, Archives & Committee Services	Development of a Centralised Customer Care strategy submitted to a Committee of Council/Mayco by 28 February 2018		Delete from TL SDBIP and move to directorate SDBIP	Developed strategy submitted to a Committee of Council/Mayco by 28 February 2018	All	All	Director: Strategic and Corporate Services	New KPI	Minutes of Meeting	1
TL85	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 27 Integrated Development Planning	Submission of IDP/Budget/SDF time schedule (process plan) to Council by 31 August annually		Delete from TL SDBIP and move to directorate SDBIP	IDP/Budget/SDF time schedule (process plan)	All	All	Director: Strategic and Corporate Services	New KPI	Minutes of Meeting	1
TL86	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 27 Integrated Development Planning	Update ward plans for all wards by June annually		Delete from TL SDBIP and move to directorate SDBIP	Updated ward plans by June annually	All	All	Director: Strategic and Corporate Services	New KPI	Updated ward plans	22
TL87	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 27 Integrated Development Planning	Develop a public participation policy and submit it to a Committee of Council/Mayco by June 2018		Unchanged	Public participation policy submitted to a Committee of Council/Mayco	All	All	Director: Strategic and Corporate Services	New KPI	Revised public participation policy and minutes of meeting	1
TL88	Human Settlements & Property Management	SFA 5 - Good Governance And Compliance	MFA 7 Property Management	Audit of all municipal leased properties (excluding rental stock) by March 2018		Unchanged	Audited outcome on leased properties	All	All	Director: Human Settlements & Property Management	New KPI	Audit report	1
TL89	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 36 Municipal Court	Establishment holding cells at the Municipal Court by December 2017			Established holding cells	All	All	Director: Strategic and Corporate Services	New KPI	Completion certificate	1
TL90	Strategic & Corporate Services	SFA 5 - Good Governance And Compliance	MFA 34 Records, Archives & Committee Services	Distribution of Council agendas 72 hours before Council meetings on a monthly basis			Distributed Council agendas 72 hours before the Council meetings	All	All	Director: Strategic and Corporate Services	New KPI	Signed distribution list	10
TL91	Planning & Economic Development	SFA 5 - Good Governance And Compliance	MFA 3 Land- Use Management	Develop an Integrated Zoning Scheme and submit it to Committee of Council/Mayco by 30 June 2018		Unchanged	Developed Integrated Zoning Scheme submitted to a Committee of Council/Mayco	All	All	Director: Planning & Economic Development	1	Minutes of Meeting	1
TL92	Financial Services	SFA 4 - Dignified Living	MFA 20 Basic Service Delivery	Provide free basic refuse removal, refuse dumps and solid waste disposal to registered indigent account holders as at 30 June 2018	Unchanged		Number of indigent account holders receiving free basic refuse removal as at 30 June 2018	All	All	Head: Revenue and Valuations		ValuProp report	6000
TL93	All	SFA 5 - Good Governance And Compliance	MFA 33 Expenditure	Percentage of bid specifications submitted (Total of draft specifications submitted/Total of bids listed on the Demand Management Plan * 100)	ALL		Minutes of the Bid Specification Committee						

<b>8.2</b>	<b>FINANCIAL SERVICES: [PC: CLLR S PETERS]</b>
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<b>8.2.1</b>	<b>MID-YEAR ADJUSTMENTS BUDGET FOR 2017/2018</b>
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File No: 5/1/1/2017/2018  
 Collaborator No: 563729  
 BUDGET KPA Ref No: Good Governance and Compliance  
 Meeting Date: 24 January 2018

### 1. PURPOSE OF REPORT

To table the adjustments budget as envisaged by section 23(1) of the Municipal Budget and Reporting Regulations, for the 2017/2018 financial year, for approval.

### 2. DELEGATED AUTHORITY

**FOR APPROVAL BY MUNICIPAL COUNCIL**

### 3. EXECUTIVE SUMMARY

As alluded to above, this adjustments budget addresses adjustments in terms of section 28 (2) a, b, d & f of the MFMA and is further explained as required by section 28 (2) (5) of the legislation.

Attached as **APPENDIX 1** is an executive summary by the Accounting Officer.

### 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 8.2.1

The Executive Mayor's Budget Speech is attached as an **APPENDIX**.

**RESOLVED** (majority vote with abstentions)

- (a) that the Adjustments Budget as prescribed by the Budgeting and Reporting Regulations, as set out in **APPENDIX 1 and 2**, be approved.
- (b) that Council takes note that the Municipality will not be taking up a finance facility (loan) due to a strong financial position and a positive projected cash flow;
- (c) that the following capital projects be adjusted over the MTREF (2017/2018) as follows:

Project Name	2018/2019	2019/2020
Major Drop-Offs : Construction - Franschoek	10,164,494	
Stellenbosch WC024 (MRF/Drop Off) - Construct	8,000,000	6,000,000
153 Extention Of WWTW: Stellenbosch	31,000,000	-
112 New Plankenburg Main Outfall Sewer	45,385,097	-
110 Bulk Sewer Outfall: Jamestown	19,000,000	5,000,000
115 Idas Valley Merriman Outfall Sewer	12,000,000	25,000,000
151 Upgrade of WWTW: Klapmuts	-	500,000
114 Sewerpipe Replacement	2,000,000	1,500,000
100 New Development Bulk Sewer Supply WC024	1,000,000	-
120 Specialized vehicle: Jet Machine	3,200,000	-
152 Upgrade of WWTW Wemmershoek	3,500,000	-
111 Sewerpipe Replacement: Dorp Straat	1,000,000	-
131 Update Sewer Masterplan and IMQS	500,000	500,000
106 Bulk Water Supply Pipe Reservoir: Dwars Rivier	14,000,000	-
103 Bulk Water Supply Pipeline & Reservoir - Jamestown	500,000	19,000,000
120 Waterpipe Replacement	7,000,000	7,000,000
109 Water Treatment Works: Paradyskloof	10,100,000	-
112 New 5 MI Reservoir: Cloetesville	500,000	-
117 Water Conservation & Demand Management	5,000,000	2,000,000
104 Bulk water supply pipe and Reservoir: Kayamandi	500,000	500,000
Relocation/Upgrading main water supply line	7,500,000	-
119 New Developments Bulk Water Supply WC024	1,000,000	-
105 Bulk water supply Klapmuts	8,000,000	-
118 Reservoirs and Dam Safety	1,500,000	-
123 Upgrade and Replace Water Meters	1,500,000	-
108 Water Treatment Works: Idasvalley	1,000,000	-
124 Vehicles	1,000,000	1,000,000
115 Storage Dam and Reservoir Upgrade	1,000,000	-
116 Chlorination Installation: Upgrade	500,000	-
121 Water Telemetry Upgrade	500,000	-
New Reservoir: Polkadraai	500,000	-
Provision of Services Jonkershoek: Planning	500,000	-
125 Update Water Masterplan and IMQS	250,000	250,000
113 New 1 ML Raithby Reservoir Planning & Design	200,000	-

- (d) that the Service Delivery and Budget Implementation Plan be adjusted accordingly, inclusive of the non-financial information (performance measurement).

*Councillor F Adams requested that it be minuted that he supports the item with reservations.*

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	M WÜST
<b>POSITION</b>	<b>CHIEF FINANCIAL OFFICER</b>
<b>DIRECTORATE</b>	<b>FINANCIAL SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021-808-8528</b>
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<b>REPORT DATE</b>	<b>2018-01-18</b>



**STELLENBOSCH**

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INNOVASIEHOOFSTAD

# **STELLENBOSCH MUNICIPALITY**

**EXECUTIVE MAYOR:  
Annual Adjustment Budget  
23 January 2018**

**Adv Gesie van Deventer**  
**Executive Mayor**

Speaker;  
Deputy Mayor;  
Chief Whip of the Ruling Party;  
Members of the Mayoral Committee;  
Members of Council;  
Municipal Manager and senior management;  
Members of the public;  
Members of the media present; and  
All protocol observed

Good Morning ladies and gentlemen.

### **Introduction**

Speaker, it is my privilege and obligation as the Executive Mayor of Stellenbosch Municipality to submit the adjustment budget for the current financial year of 2017/18 in accordance with the section 28(4) of Municipal Finance Management Act. In terms of section 28(2) of the Municipal Finance Management Act, an adjustments budget:

- a) must adjust the revenue and expenditure estimates downwards if there is material under collection of revenue during the current year;
- b) may appropriate additional revenue that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for;
- c) may authorize the utilization of projected savings in one vote towards spending in another vote;



d) may correct any errors in the annual budget.

In terms of section 23(1) of the Municipal Budget and Reporting Regulations, the above mentioned adjustments can only be done after the mid-year budget and performance assessment has been tabled to Council, but not later than 28 February.

This adjustment budget is tabled in the light of the clean audit for the 2016/17 financial year. This is our third clean audit in a row! It clearly shows that we as a municipality, the political and administrative side, are dedicated to transparent financial management.

As stated in my Budget Speech at the start of the financial year, this is a bread and butter budget. The current economic climate justifies and necessitates financial planning, focusing on our mandate of delivering services to our residents. This is the first own budget that this Council drew up and approved and the adjustment budget tabled here today is funded with realistically anticipated revenue sources and takes all the requirements of the South African Accounting Standards into consideration.

The main purpose of this adjustment budget is to adjust the material under and over budgeted figures as well as to accommodate additional revenues received from government grants. Furthermore, this adjustment budget will also address any possible unforeseen expenditure which may result in unauthorised expenditure with regards to non-cash expenditure items (off-setting depreciation, bad debt provision for fines, bad debt impairment, and leave provision etc.) Speaker, the Municipal Manager and the Chief Financial Officer, in accordance with their

mandate compiled the adjustments budget and discussed it in detail with the Executive Mayor and the Budget Steering Committee.

## **1. Challenges during the first six months**

This first six months were not without challenges.

### **Implementation of mSCOA**

The municipality has transacted on mSCOA effective from 1 July 2017. Given the magnitude of the mSCOA regulation we were also subjected to system processing difficulties.. The system had to be web-based to adhere to the mSCOA regulations and therefore the service provider utilized a hybrid system. This had the effect that our budget is being processed on a web-based platform, whereas the financial transactions are processed on a flat-file platform. As the two platforms must be integrated to each other, the occurrence of system difficulties must accordingly be attended to on both platforms and not just on one platform. This hybrid system practically lends itself for system difficulties from time to time.

This posed certain challenges that we have experienced have also been experienced by other municipalities. The system processing difficulties included the following:

### **Implementation of Supply Chain Management (SCM) Processes**

New SCM processes and procedures were implemented to improve internal controls and efficiencies within the municipality. These processes although challenging to implement will contribute to better quality of service delivery to the community. The new

processes are being institutionalized to ensure that value for money procurement be evident and also to maintain a system of responsibility and accountability that will improve the credibility and integrity in terms of our processes and procedures.

The Committee system was improved through the Bid Specification Committee which the Director Cooperate Services now chair with all directors present. Furthermore, the Bid Evaluation Committee has now a new chairperson.

The challenges experienced with the implementation of mSCOA and SCM processes impacted the capital expenditure performance for the first six months of the financial year negatively. However the municipality continued to provide quality services to its residents.

It was however of great importance to implement these as the implementation of the above will improve efficiencies within the municipality as well as reporting to the council and community.

## 2. Capital Adjustment Budget

During the mid-year budget and performance assessment process, inclusive of taking into account actual spending as at 31 December 2017 it was resolved that adjustments to the budget is required.,. According to the adjustment budget the current capital budget of R535 057 640 is reduced by R35 202 505 which represents only a 6,5% decrease of the capital budget.

The good news is that the proposed adjusted capital budget for 2017/2018 of almost R500 million is still substantially higher than the capital budget approved of R418 million in May 2017.

Speaker, it must be noted that this capital budget of almost R500 million represents still a substantial capital investment throughout the Municipality to improve service delivery and the creation of jobs through economic growth.

In the past financial year the capital expenditure of R410 million was the highest ever in the history of Stellenbosch Municipality. The adjusted budget of almost R500 million for 2017/18 is 22% more than last year's highest expenditure.

Speaker, good news is that the funding of some downward adjustments were utilised elsewhere in the capital budget to improve service delivery. Highlights of these budget increases include amongst other:

- R260 thousand for the upgrading of parks
- R3 million for the purchase of land for housing projects
- R2,87 million for the implementation for the Kayamandi Enkaneni electrification and basic service delivery pilot project
- R1,9 million for the installation of basic services at Mountain View in Jamestown
- R4,4 million for the establishment of informal trading markets at Cloetesville and George Blake Street
- R3,1 million for ICT infrastructure to improve service delivery

- R13 million for drought measures
- R2 million for the construction of roads
- R5,6 million for electrical network upgrades
- R7,8 million for the electrification of Watergang in Kayamandi
- R4,5 million for road intersection upgrades
- R2,2 million for the Klapmuts public transport interchange
- R900 thousand for pedestrian and cycle paths
- R500 thousand for the taxi rank in Kayamandi
- **Establishment of Informal Traders markets**

Some good news is that the municipality received R4.3 million funding from the National Department of Small Business Development.

Idas Valley site – The project is 50% completed. Construction will continue on 15 January and the expected completion date is March 2018.

Franschhoek site – The technical evaluation of the tender is done and submitted to the Bid Evaluation Committee. The tender is expected to be awarded in January 2018 and construction is planned to start in March 2018.

Some budget cuts to be emphasised are the following:

- **Purchase of Land- Cemeteries:**

The department is busy with the environmental impact assessment and planning processes. Unspent fund will be rolled over to the next financial year, but for this financial year the budget will be reduced from

**R1 800 096** with **R885 987**.

- **Idas Valley Housing Projects (New Housing)**

Erf 9445, Idas Valley: A complainant submitted a formal complaint which meant that DEA&DP has stopped any further rehabilitation of the river until this matter has been resolved. A further appeal was received during December 2017 after the Municipal Planning Tribunal (MPT) approved the LUPA application. The budget for this has therefore had to be decreased to R4,8 million. Once approval has been granted this project will continue as a multi-year project.

- **Kayamandi Watergang: Zone O**

Good news is that this project is well under way. The Contractor has been appointed to build 332 temporary housing units. The site establishment will be done during January 2018. Construction will be completed by 30 June 2018. The budget of R18,74 million will decrease with R2,1 million due to savings on the project.

### **3. Operational Adjustment Budget**

With the process followed during the mid-year budget and performance assessment, taking into consideration projected

spending or projected billed revenue versus what was actually processed, it was identified that the operational budget should be adjusted accordingly.

The operational income budget of 2017/2018 increases from R1 537 377 200 to the proposed budget of R 1 616 052 221.

The operational expenditure budget of 2017/2018 increases from R1 498 426 771 to the proposed budget amount of R1 561 368 737 refer to.

### 3.1 Operational Income Budget

Some revenue items are adjusted downwards, but other line items where is anticipate receiving additional revenue, over and above those already included and approved in the annual budget. The following income line items will be adjusted upwards:

- Service Charges: Water: The revenue budget for this line item will have to be adjusted upwards with R67 million. This is as a result of the over performance that is noted for water revenue due to increase in billed revenue relating to higher tariffs being enforced. The higher revenue will be utilized for additional expenditure. Associated water debt impairment was also increased. Additional provision has also been made for the higher cost of water purchases from the City of Cape Town. Council approved R36 million on drought measures which are currently being

implemented. A further R13 million is part of the adjustment budget.

- Interest on investments: The performance of our investment portfolio is better than expected and will be adjusted upwards with R11 million.

### 3.2 Operational Expenditure Budget

Various line items were adjusted due to requests received from user departments and operational pressure to increase efficiencies.

- Good news is that R5,4 million are added for the transfer of title deeds
- Non-cash expenditure of Depreciation and asset impairment is increased after the finalization and audit of the 2016/17 financial statements with an amount of R27.54 million.
- Materials and Bulk purchases relates to higher bulk water tariffs. The budget for these line items will have to be increased with an amount of R8 million.

The following expenditure categories under spend, which affected the expenditure performance:

- Remuneration of Councillors: The upper limits for the salaries, allowance and benefits of the municipal councillors were gazetted on 15 December 2017. The upper limits will be implemented in the third quarter of the financial year and an additional R169 091 budget increase will be provided for.
- Finance Charges: After considering the municipality's cash position as at 31 December 2017 it would be in council's best



interest not to take up the external loan of R160 million for the 2017/2018 financial year. This will result in a saving in finance charges.

### **3.3 Financial Implications**

The adjustments of the adjustment budget will be taken into account in the next budget cycle.

### **3.4 External Loan for 2017/2018**

After considering the municipality's cash position as at 31 December 2017 it would be in council's best interest not to take up the external loan of R160 million for the 2017/2018 financial year.

The impact of not taking up a loan in the current financial year is savings on interest expenditure and carrying over the financial ability to borrow to the next financial years.

Our target for capital spending is 90% and for operational spending is 95%.

We are well on our way with especially the major capital items, like the electrification of informal settlements, upgrading of our electrical network and the installation of bulk services for the Mountain View in Jamestown; the installation of services in Mandela City (Klapmuts) and Watergang Zone O in Kayamandi.

The CFO and Municipal Manager assure me that we will reach 90% of total budget spending.

Our actual and committed capital expenditure is 56,8% today. This percentage compares well to the previous 4 years which varied between 37% and 59% at December.

Speaker, Stellenbosch Municipality is in a secure financial position and I intend for it to stay so. It is important that we address the challenges regarding the delay of bulk infrastructure and housing projects. Some problems are not within our control to address. We will continue to work relentlessly to address the red tape that slows down progress. Many of the internal challenges we have faced during the past few years have improved and I want to thank the officials for the hard work. There are however, always room for improvement.

This municipality has all the right elements to become an example of best and we will work relentlessly to make it so. I table this adjustment budget, with great responsibility, in the hopes to better serve our communities. We continue to be one of the most popular destinations in South Africa and we and shall work tirelessly to ensure that we live up to provide the best possible opportunity for every resident.

Speaker, in the item serving before Council the recommendations are set out as recommended in the Adjustments Budget Item. I herewith formally submit recommendations 4 a, b, c and d on pages 75 and 76 in the Council Agenda, for consideration and approval of the 2017/18 Adjustment Budget.

8.3	<b>IMPLEMENTATION OF THE DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS</b>
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File ref: 5/22  
 Collaborator No: 569367  
 IDP KPA Ref No: Good Governance and Compliance  
 Meeting Date: 24 January 2018

## 1. SUBJECT

**IMPLEMENTATION OF THE DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS**

## 2. PURPOSE OF REPORT

To inform Council of the provisions of Notice 1440 dated 15 December 2017 published in Government Gazette 41335 on 15 December 2017 in regard to the determination of the upper limits of salaries allowances and benefits for different members of Municipal Councils and to request Council to resolve on the implementation of the provisions.

## 3. DELEGATED AUTHORITY

The notice is published on a yearly basis in terms of the Remuneration of Public Office Bearers Act, Act 20 of 1998. The notice requires full council to resolve on the implementation of the provisions in the Upper Limit Notice.

## 4. EXECUTIVE SUMMARY

The Minister of Local Government on a yearly basis publishes a notice that provides for the upper limits of salaries, allowances and benefits of different members of Municipal Councils. The notice that provides for the period 1 July 2017 to 30 June 2018, or until a new notice is published and implemented, was published on 15 December 2017 and is attached hereto as **APPENDIX 1**.

The provisions indicate an increase of around 5% for the full-time Councillors and a 6% increase for the part-time Councillors. The cell phone allowances indicated in the provisions is dramatically higher (R3 400.00 per month) than in the previous notice and was not budgeted for on that level. The notice also provides that the Municipality may consider providing a laptop or tablet to Councillors as a tool of the trade, as opposed to other years where it was forbidden. It is recommended that Council consider to provide laptops as it will be the easiest tool to be able to deal with the electronic agendas and documents that is intended to be used going forward. The current printing of documents especially large documents is not cost effective or environmentally friendly. Providing the agenda's in electronic format will also cut time and costs in regard to the delivery of the documentation and agendas.

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The notice requires Council to consider the provisions and by resolution of a supporting vote of the majority of its members to determine the implementation of the provisions as set out in the Notice. Stellenbosch Municipality is a category 4 municipality as indicated in the calculations under the discussion. The financial implications of the implementation are set out below and in view thereof the recommendation on the cell phone allowance does not support a full implementation of the new cell phone allowances.

In making the decision the Municipal Council must have regard to the financial situation of the municipality and the affordability of implementing the provisions set out in the Notice. The Municipality must get the concurrence of the Member for Local Government in the Province before the Council resolution can be implemented. Information was gathered from the Municipalities around us and advice from the MEC's office indicated that Municipalities must deal with the increase on cell phone allowances in a similar manner to the increase on the remuneration packages. The recommendation on the increase on the cell phone allowances are therefore based on the 6% increase.

The tools of the trade make provision that security may be provided to the Executive Mayor, Speaker, and other councillors subject to a threat and risk analysis by the South African Police Service. In deciding on whether to grant tools of the trade Council has to take into account accessibility, affordability and cost control, equity, flexibility, simplicity, transparency, accountability and value of tools of trade.

### 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 8.3

During deliberations on the matter, the Executive Mayor requested a caucus, which the Speaker allowed.

When the meeting resumed, it was

#### **RESOLVED** (nem con)

- (a) that Council note the provisions of Notice 1440 dated 15 December 2017;
- (b) that Council approves the implementation of the Upper Limits of the annual remuneration packages of full-time and part-time councillors as set out in paragraphs 5 to 8 of Government Notice 1440 dated 15 December 2017 from 1 July 2017;
- (c) that the implementation will be affected by the Administration after due process has been followed and the MEC has given his concurrence with Council's resolutions;
- (d) that Council approves a 6% increase to all councillors (including all office bearers) on their current cell phone allowance with the proviso that if they spend more the amount they may claim it the difference back to a maximum of R 3 400.00 per month, after providing the necessary proof;
- (e) that Council note that the total cost for the Municipality of all councillor salaries, allowances and reimbursement benefits will amount to R17 461 674 (if the 6% increase on cell phone allowances are approved) which expenditure is R169 091 more than the budgeted amount of R17 292 583 and the shortfall will be covered through a correction in the 2017/1018 adjustment budget from savings within the 2017/2018 operating budget;

- (f) that the tools of trade as set out in paragraph 15(1)(b),(d), and be extended to councillors as indicated in the Notice as well as business cards and diaries to all councillors;

Part-time PR Councillors to have access to multi-digital facilities including facsimile, printer, photocopier and scanner through the office of the Speaker or Chief Whip. It is noted that such facilities are available to part-time ward councillors at the ward office;

- (g) that Council approves the provision of a laptop as a tool of the trade to each councillor which will enable the councillor inter alia to work with electronic agendas and documentation;
- (h) that it be noted that Councillors are entitled to a R300 per month data allowance (paragraph 12 of the Notice) to provide for data bundles for inter alia the laptop as all cell phone contracts cater for data as part of the contract;
- (i) that Council consider the provision of security under the circumstances set out in item 15(g) in the Notice, subject to a threat and risk assessment as and when required and after the elements referred to, that has to be taken into account, is available for Council consideration; and
- (j) that the written concurrence from the Minister of Local Government in the Western Cape be obtained for the payment of the above salaries, allowances and reimbursement benefits retrospectively as from 1 July 2017 and the extension of the tools of trade as indicated above, before it be implemented.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	ANNALENE DE BEER
<b>POSITION</b>	<b><i>DIRECTOR: CORPORATE AND STRATEGIC SERVICES</i></b>
<b>DIRECTORATE</b>	<b><i>CORPORATE AND STRATEGIC SERVICES</i></b>
<b>CONTACT NUMBERS</b>	<b><i>021-808 8018</i></b>
<b>E-MAIL ADDRESS</b>	<b><i>Annalene.deBeer@stellenbosch.gov.za</i></b>
<b>REPORT DATE</b>	<b><i>17 January 2018</i></b>

9.	MATTERS FOR NOTIFICATION
9.1	REPORT BY THE EXECUTIVE MAYOR
9.1.1	REPORT ON THE DECISIONS TAKEN BY THE EXECUTIVE MAYOR FOR THE QUARTER: OCTOBER 2017 TO DECEMBER 2017

File No.: 8/1/3/3/8  
 Collaborator No: 563503  
 IDP KPA Ref No: N/A  
 Meeting Date: 2018-01-24

### 1. PURPOSE OF THE REPORT

To inform Council of the decisions taken by the Executive Mayor from October 2017 to December 2017 (see **APPENDIX 1**).

### 2. BACKGROUND

In terms of the Municipal Structures Act 117 of 1998 Section 56 (5) it is stated that:

*“An Executive Mayor must report to the municipal council on all decisions taken by the Executive Mayor.”*

According to the Municipal Systems Act 60 (1)(b)

“(1) the following powers may, within policy framework determined by the municipal council be delegated to an executive committee or executive mayor only (b) the determination or alternation of the remuneration, benefits or other conditions of service of the municipal manager or managers directly responsible to the municipal manager.

### 3. FINANCIAL IMPLICATIONS

None

### 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 9.1.1

#### NOTED

the decisions taken by the Executive Mayor for the period October to December 2017.

#### FOR FURTHER DETAILS CONTACT:

NAME	DONOVAN MULLER
POSITION	OFFICE MANAGER: EXECUTIVE MAYOR
DIRECTORATE	CORPORATE AND STRATEGIC SERVICES
CONTACT NUMBERS	021 8088314
E-MAIL ADDRESS	<a href="mailto:Donovan.Muller@stellenbosch.gov.za">Donovan.Muller@stellenbosch.gov.za</a>
REPORT DATE	11 January 2018

9.1.2	<b>DECISIONS TAKEN BY THE EXECUTIVE MAYOR DURING COUNCIL RECESS: DECEMBER 2017 TO JANUARY 2018</b>
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File No.: 4/11/11  
 Collaborator No: 5623504  
 IDP KPA Ref No: N/A  
 Meeting Date: 2018-01-24

## 1. PURPOSE OF THE REPORT

To inform Council of the decisions taken by the Executive Mayor during the Council recess during December 2017 to January 2018. (see APPENDIX 1)

## 2. BACKGROUND

In terms of the system of delegations the Executive Mayor has the duty to report to delegating authority on decisions taken in terms of that delegated power.

In terms of Council Resolution 14.4 of 29 November 2017 which Council meeting continued on 8 December 2017, all delegations of the Director: Planning and Economic Development have been withdrawn.

Due to the above, Council is required to appoint an official to give effect to the Land Use Planning By-Law (2015), as the authorized Employee. This person must have knowledge and experience of land use and spatial planning matters in order to consider and decide on Land Use applications as per Council categorization.

Therefor it is recommended that the Director: Informal Settlements, Housing and Property Management be authorised in terms of the land Use Planning By-Law (2015) to consider and decide on applications made in terms of the Section 15 of the By-law, read with Council's approved categorization of applications.

It is also recommended that the Executive Mayor add, together with resolution (d) of item 8.6 dated 27 May 2015, the inclusion of an external Municipal Planning Tribunal member from a relevant state department and that Council authorize the Municipal Manager to invite an official / employee from the Western Cape Department of Environmental Affairs and Development Planning to be appointed as an external member of the existing Stellenbosch Municipal Planning Tribunal in terms of Section 71 (1)(b) and Section 71 (3)(a).

## 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 9.1.2

### NOTED

the decision decisions taken by the Executive Mayor during Council recess for the period December 2017 to January 2018.

### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	DONOVAN MULLER
<b>POSITION</b>	<b>OFFICE MANAGER: EXECUTIVE MAYOR</b>
<b>DIRECTORATE</b>	<b>CORPORATE AND STRATEGIC SERVICES</b>
<b>CONTACT NUMBERS</b>	021 8088314
<b>E-MAIL ADDRESS</b>	<a href="mailto:Donovan.Muller@stellenbosch.gov.za">Donovan.Muller@stellenbosch.gov.za</a>
<b>REPORT DATE</b>	11 January 2018

<b>9.1.3</b>	<b>REPORT BY THE EXECUTIVE MAYOR ON THE MAYOR – RECTOR FORUM MEETING: 2 AUGUST 2017 AND 19 OCTOBER 2017</b>
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File No.: 10/5/33  
 Collaborator No: 563505  
 IDP KPA Ref No: N/A  
 Meeting Date: 2018-01-24

## 1. PURPOSE OF THE REPORT

To inform Council of the Mayor – Rector Forum meeting held on 2 August 2017 and a meeting held on 19 October 2017.

## 2. BACKGROUND

The forum was established to collaborate and share information and research on main areas of agreement regarding the challenges facing Stellenbosch and the possible solutions.

At these meetings, the following concerns were discussed:

2 August 2017

- Safety and security
- Water management
- Traffic concerns
- IT
- Private student accommodation and the effects on the town
- Co-operation with regard to sport
- Workshop between University, Municipality and large Stellenbosch employers
- Homeless People
- Communication with students.

19 October 2017

- Feedback by the Mobility sub-committee
- Feedback by the Safety and Planning Sub-committee
- Feedback by the Infrastructure and Development sub-committee
- Water management
- Cell-phone mast by-law
- Meulsloot
- Follow-up on workshop with major employers.

The meeting of 19 October 2017 was the last meeting of 2017. Dates for meeting during 2018 will be announced.



**15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 9.1.3**

Councillor F Adams requested that minutes of the Mayor-Rector Forum meetings be made available to Councillors and that a more detailed report be submitted to Council. The Executive Mayor responded that, whilst there is no obligation on her to report on these meetings, the report is submitted for the sake of transparency, and that anyone who would like further information is welcome to contact the Office of the Executive Mayor.

**NOTED**

the report on the Mayor-Rector Forum meetings on 2 August 2017 and 19 October 2017.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	DONOVAN MULLER
<b>POSITION</b>	<b>OFFICE MANAGER: EXECUTIVE MAYOR</b>
<b>DIRECTORATE</b>	<b>CORPORATE AND STRATEGIC SERVICES</b>
<b>CONTACT NUMBERS</b>	<b>021 8088314</b>
<b>E-MAIL ADDRESS</b>	<b>Donovan.Muller@stellenbosch.gov.za</b>
<b>REPORT DATE</b>	<b>11 January 2018</b>

<b>9.2</b>	<b>REPORT BY THE SPEAKER</b>
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<b>9.2.1</b>	<b>REPORT ON THE ACTIVITIES PERFORMED BY THE OFFICES OF THE SPEAKER, SINGLE WHIP AND CHAIRPERSON OF MPAC: JULY 2017 TO DECEMBER 2017</b>
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File No.: 3/3/2/4  
 Collaborator No: 563457  
 IDP KPA Ref No: N/A  
 Meeting Date: 2018-01-24

**1. SUBJECT: REPORT ON THE ACTIVITIES PERFORMED BY THE OFFICES OF THE SPEAKER, SINGLE WHIP AND CHAIRPERSON OF MPAC**

**2. PURPOSE OF REPORT**

To report to Council on activities: The Speaker, Single Whip, MPAC Chairperson, Office of the Speaker and reports by Portfolios submitted via Mayco for the period July to December 2017.

**3. DELEGATED AUTHORITY**

In terms of the functions of the Speaker outlined in the Local Government: Municipal Structures Act, 117 of 1998 read with Section 59 of the Local Government: Municipal Systems Act, 32 of 2000 and Council System of Delegations the Speaker must report to Council on activities relating to his office.

**4. EXECUTIVE SUMMARY**

It is incumbent on the Speaker to report on activities performed by himself, and other related functionaries i.e. Office of the Single Whip, Chairperson of MPAC and the Administration in his office. This puts Council in a position to gauge the extent of the work done by the different functionaries in the Office of the Speaker.

**15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 9.2.1**

The following corrections were made in the report:

**Table 2** Attendance and non-attendance of meetings: Portfolio Committee Members

Committee	Date of meeting	Absent with apology	Absent without apology	Joined meeting later	Members of Committee
Strategic & Corporate Services	2017-11-02	JG Hamilton L Maqeba	-	-	Cllrs E Groenewald* F Bangani-Menziwe MB de Wet J Hamilton L Maqeba

**Table 15:** Public/Ward Meetings held between July and December and total for 2017

Ward	Date	Total meetings for 2017 including 1 <sup>st</sup> Semester
1	23 Nov	02
2	07 Sept	02
3	19 Oct	02
4	-	01
5	19 Sept	05
6	-	0
7	-	0
8	-	0
9	-	0
10	16 Nov	01
11	-	0
12	-	0
13	-	0
14	-	0
15	31 Oct	01
16	20 Jul	02
17	-	0
18	-	01
19	-	0
20	-	0
21	-	0
22	19 Oct	2

The 2 IDP meetings for each ward have not been included in the total meetings on Table 15 above.

**NOTED**

the report by the Speaker in respect of activities performed by the Offices of the Speaker, Single Whip, Chairperson of MPAC and reports submitted to Council by the different Portfolios.

**FOR FURTHER DETAILS CONTACT:**

<b>NAME</b>	Nicky Ceasar
<b>POSITION</b>	Senior Administrative Officer: Office of the Speaker
<b>DIRECTORATE</b>	Strategic and Corporate Services
<b>CONTACT NUMBERS</b>	021 808 8618
<b>E-MAIL ADDRESS</b>	Nicky.ceasar@ Stellenbosch.gov.za
<b>REPORT DATE</b>	24 January 2018

<b>9.3</b>	<b>REPORT BY THE MUNICIPAL MANAGER</b>
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<b>9.3.1</b>	<b>DECISIONS TAKEN IN TERMS OF DELEGATED AUTHORITY: MUNICIPAL MANAGER AND SECTION 57 SENIOR MANAGERS: OCTOBER 2017 - DECEMBER 2017</b>
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File Ref: 3/5/1/2  
 Collaborator No: 563563  
 IDP KPA Ref:  
 Meeting Date: 24 January 2018

## 1. PURPOSE

To report to Council on the decisions taken by the Municipal Manager and Directors in terms of Council's System of Delegations for the period 1 October 2017 – 31 December 2017, in compliance with Section 63 of the Local Government: Municipal Systems Act read in conjunction with the System of Delegations as approved by Council.

## 2. DELEGATED AUTHORITY (FOR DECISION BY MUNICIPAL COUNCIL)

Section 63 of the Local Government Municipal Systems Act 32 of 2000 reads as follows:

*"A political structure, political office bearer, Councillor or staff member of a municipality to whom a delegating authority has delegated or sub-delegated a power or duty, must report to the delegating authority at such intervals as the delegating authority may require, on decisions taken in terms of that delegated or sub-delegated power or duty since the last report."*

## 3. EXECUTIVE SUMMARY

On a quarterly basis the Accounting Officer must submit a report on the delegated decisions taken by the Municipal Manager and the S57 Managers.

## 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 9.3.1

### NOTED

the delegated decisions taken by the Municipal Manager and the S57 Managers for the period October 2017 – December 2017.

### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	Rozanne Pietersen
<b>CONTACT NUMBERS</b>	021 808 8049
<b>E-MAIL ADDRESS</b>	<a href="mailto:Rozanne.Pietersen@stellenbosch.gov.za">Rozanne.Pietersen@stellenbosch.gov.za</a>
<b>DIRECTORATE</b>	Municipal Manager
<b>REPORT DATE</b>	08 January 2018

10.	<b>CONSIDERATION OF NOTICES OF QUESTIONS AND NOTICES OF MOTIONS RECEIVED BY THE SPEAKER</b>
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NONE

11.	<b>CONSIDERATION OF URGENT MOTIONS</b>
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NONE

12.	<b>URGENT MATTERS SUBMITTED BY THE MUNICIPAL MANAGER</b>
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12.1	<b><i>QUO VADIS</i>: MILLSTREAM CORRIDOR</b>
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Collaborator No:

IDP KPA Ref No:

Meeting Date:

Good governance and Compliance

24 January 2017

1. **SUBJECT: *QUO VADIS*: MILLSTREAM CORRIDOR**

2. **PURPOSE**

The purpose of this report is two-fold:

- a) to provide Council with some background/*status quo* report; and
- b) to decide on the future use of the millstream area.

3. **DELEGATED AUTHORITY**

**(FOR DECISION BY MUNICIPAL COUNCIL, EXECUTIVE MAYOR AND MAYORAL COMMITTEE, PORTFOLIO COMMITTEE, EXECUTIVE MANAGEMENT, ETCETERA)**

Although the Executive Mayor, Municipal Manager and the Director: HS&PM, respectively, have certain delegated powers insofar as it relates to encroachments onto Council owned land (see delegation 530) the Executive Mayor has requested that this specific matter be referred to full Council to make a decision on the future of the Millstream Corridor.

4. **EXECUTIVE SUMMARY**

Stellenbosch Municipality is the owner of Erf 1771, which include the historic Millstream, which was (in part) declared as a National Monument.

Over the past 30 plus years all the adjacent landowners (with or without permission) has started to encroach onto erf 1771 and has erected boundary walls on Council-owned land.

During 1999 Council appointed Chittenden Nicks De Villiers (CNdeV) to advise on a way forward, but none of their recommendations were ever acted upon.

Following various complaints by surrounding land owners and interested parties, notices were served on those land owners who have encroached onto Council owned land, to remove such encroachments.

This was followed up with further notices in 2016, but to date no such encroaching structured were removed.

Council is to make a final decision, or at least decide on a process that will lead to a final decision in this regard.

## 5. RECOMMENDATIONS

- (a) that Council decide on a way forward, which may entail one of the options listed in paragraph 7.2.3 (*supra*); and
- (b) depending on the decision in (a), authorise the Municipal Manager to attend to the implementation of such resolution.

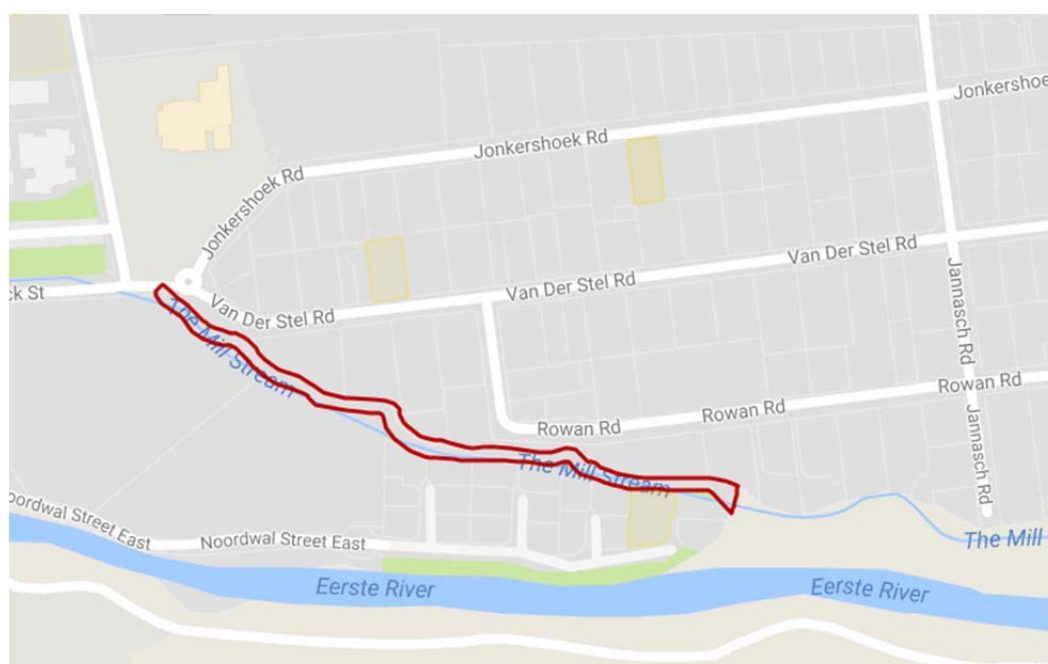
## 6. DISCUSSION / CONTENTS

### 6.1. Background

#### 6.1.1 Declaration of Meulsloot as a National Monument

On 18 November 1994 the historic Millstream in Stellenbosch was declared as a National Monument as per Government Gazette 16075 hereto attached as **APPENDIX 1**.

Part of the area covered by this proclamation includes the stream where it runs along erf 1771, as shown on Fig 1, below.



**Fig 1: Erf 1771**

**Please note** that the area covered by the proclamation includes an area of one (1) meter on both sides of the stream. The private properties included in this proclamation, boarding the millstream, where it runs along erf 1771, are shown on Fig 2, below.

**Fig 2: Private properties bordering the millstream**

### 6.1.2 Encroachments

Over the years the neighbouring property owners have encroached onto erf 1771, effectively making the millstream part of their private gardens. Some of these residents have formalised these encroachments by way of encroachment agreements. Our records show that the owners of erven 1727 and 7355 concluded such agreements and were renewed every 5 years. There are, however, no records showing agreements in relation to erven 1699, 1698; 1726 and 1629.

Similarly, most of the property owners bordering the Millstream to the East of erf 1771, where it crosses Koloniesland (Property of the University of Stellenbosch), have encroached onto the University's land, some with agreements in place, others not. The owners of erven 1725; 1723, 1731; 1730; 1624 and 1500 also concluded encroachment agreements with Stellenbosch Municipality, as it was believed (at the time) that the ownership of the Millstream itself vests with Stellenbosch Municipality.

These properties are indicated on Fig 3, below.



**Fig 3: Properties bordering Koloniesland, who have concluded agreements with Stellenbosch Municipality.**

### 6.1.3 Chittenden Nicks de Villiers report

During 1999 Chittenden Nicks de Villiers (CNdeV) was appointed by Stellenbosch Municipality to advise on the study area, including erf 1771 and Koloniesland.

A copy of the report is attached as **APPENDIX 2**.

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The report recommended, amongst others:

- Widening of the narrow, corridor section adjacent to Denneoord and Koloniesland by getting the owners of Erf number 1727,7355,16313, 1698, 1726 and 1629 to set back existing encroachments and give access to the mill stream;\*
- Select removal of dense undergrowth;
- Possible incorporation of lighting;
- Construction of a coherent, aesthetically pleasing steel palisade fencing theme; and
- Creation of pedestrian and cycle NMT links;

\*Although it was recommended that the existing encroachments be set back, the report also recognised that in many instances, residents have gone to considerable efforts in landscaping their gardens around the water course and their houses are, in some instances, so close to the watercourse that inserting a boundary fence will be **practically difficult** and **aesthetically inappropriate**. **Negotiations** will be required with each and every owner in order to establish the **most appropriate way forward**. In some instances this may entail leaving fences in their current position but replacing the current materials with good quality transparent options. (See paragraph 6.4 of report).

None of these recommendations, however, were ever acted upon, except that a moratorium was placed on the conclusion of new encroachment agreements along the Meulsloot area (In terms of a Council resolution of 2000-09-27).

Although it was **recommended** that a **public participation process** be followed, no record of such process could be found. A letter from Prof Jan Giliomee, addressed to the Municipality at the time, requested that the *status quo* be maintained. A copy of the letter is attached as **APPENDIX 3**.

#### 6.1.4 Inputs/Enquiries received from Stakeholders

On 19 April 2012 Mr James Scott, a resident of the adjacent Koloniesland development, addressed a letter to the Municipality, requesting that action be taken against illegal encroachers, i.e. that the fence be moved back. A copy of the letter is attached as **APPENDIX 4**.

This was followed by various letters received from the Stellenbosch Ratepayer's Association *inter alia* requesting the urgent rehabilitation and conservation of the Mill Stream corridor, including the erection of an aesthetically pleasing steel palisade fence. Copies of the various letters are attached as **APPENDIX 5**.

On 29 October a letter was addressed to the Ratepayer's Association, undertaking to request neighbouring land owners to remove the encroaching structures, a copy of which is attached as **APPENDIX 6**.

#### 6.1.5 Notices served on adjacent land owners

Following the above, notices were served on all the adjacent land owners, requesting them to remove encroaching structures, failing which the Municipality would remove it at their cost. Copies of the letters are attached as **APPENDIX 7**.



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Letters were also addressed to those adjacent land owners of Koloniesland who concluded Encroachment Agreements with the Municipality, informing them that the municipality had no *locus standi* to conclude such agreements, as Koloniesland was the property of the University of Stellenbosch, and that they should therefore contact the University, should they wish to continue with the encroachment onto the Koloniesland land. Copies of these letters are attached as **APPENDIX 8**.

\*See paragraph 7.2.1, below.

Following the above notices/letters served on the adjacent owners, written inputs were received from:

- a) Prof. JH Giliomee;
- b) Cluver Markotter, on behalf of various owners residing next to the Millstream;
- c) James Scott, resident from Koloniesland;
- d) Paul Meaker, on behalf the Koloniesland Home Owners Association;
- e) Stellenbosch Ratepayer's Association; and
- f) A further letter from Cluver Markotter, on behalf of its clients *inter alia* requesting further information and an extension of time to make final representation, copies of which is attached as **APPENDIX 9**.

Hereto attached as **APPENDIX 10** copies of letters addressed to:

- a) Cluver Markotter, providing them with the requested information and giving them an extension of time;
- b) James Scott;
- c) The Ratepayer's Association; and
- d) The Koloniesland Home Owners Association.

Following the above, a further letter was received from Cluver Markotter, on behalf of their clients; informing us that they are in the process of appointing specialists to **investigate and advise on ownership issues**, including the ownership of the Millstream to the South of erf 1771. They subsequently requested a further extension of time; which request was approved. See **APPENDIX 11**.

On 2 April a further letter was received from Cluver Markotter, together with a report from Damien Burger, a professional Land Surveyor, indicating, *inter alia*, that the portion of the Millstream to the South of erf 1771 indeed rests with the Municipality. They requested further extension of time. The deadline for submission was subsequently extended for an undetermined period. See correspondence attached as **APPENDIX 12**. A copy of the report was also sent to the University of Stellenbosch, requesting the input on the new situation (ownership).

#### **6.1.6 Process taken over by the Directorate: Planning and Economic Development**

During 2014 the Municipal Manager directed that this matter be taken over by the Directorate Planning & Economic Development.

One of the first steps that was undertaken by the Planning and Economic Development Department, was to appoint a Land Surveyor to, *inter alia*, determine the exact boundaries of erf 1771 and to indicate all the encroachments onto erf 1771.

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Damien Burger compiled a report and it was submitted to the Department in February 2016, a copy of which is attached as **APPENDIX 13**.

During August 2016 and February 2017 respectively, compliance notices in terms of section 87 of the Stellenbosch Land Use Planning By – Law, were issued to all the property owners encroaching onto Erf 1771, Stellenbosch. These notices informed the affected property owners to cease with their unlawful utilization of Erf 1771, Stellenbosch and furthermore to demolish and remove the unlawful structures which they have erected thereon.

The above notices further informed the property owners that they may object to the compliance notice by making written representations to the Municipality and that if they do not demolish or remove the encroaching structures within the 30 days provided to them, then:

- a) they will be **criminally prosecuted** in the Stellenbosch Municipal Court for an offence in terms of section 86 of the Stellenbosch Municipality Land Use Planning By-Law, August 2015, and; upon conviction may be liable to a fine or imprisonment not exceeding 20 years or to both a fine and such imprisonment; and that
- b) the Municipality will apply to the **High Court** for an order as follows:
  - i) **restraining** the property owners from continuing with the unlawful utilization of erf 1771, Stellenbosch; and
  - ii) direct them, without payment of compensation, to demolish and **remove the encroaching structure(s)** from Erf 1771.

The property owners did not comply with the compliance notices, which instructed them in terms of section 87(2)(a) to cease their unlawful utilization of erf 1771, Stellenbosch, and to demolish and remove their unlawful structures.

Hereto attached as **APPENDIX 14** various correspondence between Cluver Markotter, acting on behalf of a number of adjoining owners and the Municipality, following the above notices. According to Cluver Markotter the Notices that was served on his client was incorrectly done in terms of the Stellenbosch Municipal Land Use Planning By-Law; the Municipality should have considered the matter in terms of Section 123 of the Municipal Ordinance (24 of 1974), which deals with encroachments onto municipal land.

#### **6.1.7 Process taken over by the office of the Executive Mayor**

Following discussions between the Executive Mayor and the various Directorates involved in the process to date the Executive Mayor undertook to drive the matter from her office, in an effort to find an amicable solution.

Following a meeting on 20 September 2017 with all affected neighbours (those who encroached onto erf 1771 and those who encroached onto Koloniesland (U.S property), a Notice was send to all of them, agreeing on a **process** of information gathering and providing them an opportunity to make input on specific matters. A copy of the notice, as well as a summary of inputs received are attached as **APPENDIX 15**.

Hereto attached as **APPENDIX 16** various correspondence between the Office of the Executive Mayor and Cluver Markotter, on behalf of his clients.

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Council's attention is specifically drawn to paragraph 7-10 of Cluver Markotter's latest letter, which reads as follows (own emphasis):

*"To this end our clients make the following suggestions for consideration by the Municipal Council at its forthcoming meeting.*

***First**, that the Municipal Council **postpone** taking a decision on the matter until after the receipt and consideration of an **up-to-date report on the upgrading of the Millstream corridor**, like the August 1999 report by Chittenden Nicks de Villiers. Ideally, this report should cover the entire length of the corridor from Erf 1771 in the west to Erf 16519 in the east, with possible linkages to the Eerste River in the south (especially if the University of Stellenbosch is permitted to develop the land between the Millstream and the Eerste River to the east of Erf 1771). At the very least, the report should encompass Erf 1771 and deal with the interface and interactions between that part of the corridor, our clients' properties to the north and Koloniesland and the educational properties to the south. The compilation of the report **should include a proper public consultation process**, including individual consultations with the property owners adjoining the Millstream (including the properties to the east of Erf 1771 abutting the Millstream), the Koloniesland Homeowners Association and the University of Stellenbosch, as well as a public-notice-and-comment process. (In this regard we remind you that the August 1999 report said: "Negotiations will be required with each and every owner in order to establish the most appropriate way forward.")*

***Second**, when taking a decision, the Municipal Council **should take into consideration the following**: notwithstanding most of our clients' claims to ownership of the affected parts of Erf 1771 and all of our clients' significant improvements thereto, **all of them are willing to agree** to a 'give and take' solution, the details of which are to be negotiated (preferably after receipt of the report just described).*

***Generally speaking**, what our clients have in mind is the following:*

- the Municipality and our clients concluding agreements which will entail some or all of our clients **giving up parts of the disputed areas**, if such parts are necessary for the creation of a pleasant and safe pedestrian and cycle corridor along the Millstream;*
- such agreements will also regulate the use by our clients of the remainder of the disputed areas in a manner which will both secure our clients' rights and interests (e.g. in the privacy of their homes and amenities close to the Millstream) and be compatible with the creation of **the corridor**, including the matters set out below;*
- **standardising the fencing** along the boundaries of the corridor (including clear view fencing in places where that is compatible with our clients' privacy);*
- **clearing the corridor of vegetation** to create a more open 'feel';*
- establishing **proper pathways**;*
- erecting **proper signage**;*
- erecting **security cameras**;*

- *providing for and **regulating** access to the corridor, including from Koloniesland;*
- *providing for the **maintenance of the infrastructure and landscaped areas** in the corridor;*
- *patrolling the corridor and other security arrangements, possibly including the Jonkershoek SRA; and*
- *providing for the **funding of the creation** (upgrading) of the corridor and its ongoing management (the maintenance, security etc). **As part of an overall agreement, our clients are willing to contribute to the funding**".*

## 7.2 Discussion

### 7.2.1 Property description

Erf 1771, measuring 5653m<sup>2</sup> in extent is situated in the Mosterts Drift area of Stellenbosch, as indicated in Fig 1 (*supra*).

Ownership of erf 1771 vests with Stellenbosch Municipality by virtue of Title Deed STF8-21/1911.

In terms of a report compiled by Damien Burger (April 2014) the ownership of the Millstream between erf 1771 and the take - off point at the Eersterivier also vests with Stellenbosch Municipality by default, i.e. being unsurveyed state land. This, however, **needs to be confirmed** by an independent study.

In terms of the Stellenbosch Zoning Scheme Regulations the land in question is zoned as **Public Open Space**, however in terms of Land Surveyor's records it does not have the formal status of Public Open Space.

### 7.2.2 Legal Requirements

#### 7.2.2.1 Municipal Ordinance, No 20/1974

In terms of Section 127 (1) of the Municipal Ordinance, No 20 of 1974, when any immovable property owned by a municipality is encroached upon, the council may take such steps as may, in the opinion of the Council, be necessary to **remove or regularize** such encroachment.

Further, in terms of sub-section (2) , a Council may, subject to compliance with section 137, reduce the extent of a public place or public street encroached upon by the extent of the encroachment or by such greater extent as may be desirable.

The issuing of a permit under sub-regulation 2 will be deemed to be a regularisation of the encroachment referred to in such a permit.

Section 137 deals with the **process/procedures** that needs to be followed before closure of a public place or a portion thereof. A Council which desires to act in such a way **must**:-

- a) **advertise** its intention so to do;
- b) **serve copies** of such advertisement on the owners of property abutting such land; and
- c) if any **objections** are lodged, consider same before making a final decision.

In terms of sub-section (4), unless otherwise determined by Council, the **ownership** of such land being closed as a Public Open Space, **continue to vest with the Municipality.**

### 7.2.2.2 Municipal Asset Transfer Regulations

In terms of Section 36 of the Municipal Asset Transfer Regulation, when considering an application for an approval of a right to use municipal property, the following needs to be taken into account, *inter alia*:-

- a) Whether the capital asset may be required for the municipality's own use during the period for which the right is to be granted;
- b) The extend to which any compensation to be received for the right, together with the estimated value of improvements or enhancements to the asset, will result in a significant financial benefit to the municipality;
- c) The (possible) risks and rewards associated with the use in relation to the municipality's interests;
- d) Any comments received from the local community, and
- e) Compliance with the legislative regime applicable to the proposed granting of the right.

### 7.2.3 Options available to Council when making a decision

Before making a final decision, Council should consider the following options

#### 7.2.3.1 Option one (1): *Status quo*

Council could retain the *status quo*, i.e. renew Encroachment Agreements in terms whereof adjacent land owners are allowed to use the current areas. As indicated above, this would have to be subject to the successful closure of those portions of the P.O.S encroached upon, which must involve a public participation process.

#### 7.2.3.2 Option two (2): Removal of encroachments

Adjacent land-owners who encroached onto erf 1771 or other portions of the Millstream, are given a final written notice to remove such encroachments, failing which it could be removed by the Municipality, but at their cost. This may also entail obtaining a court order, ordering the removal of such encroachments.

#### 7.2.3.3 Option three (3): Compromise position

Stellenbosch Municipality and the adjoining land owners, encroaching onto municipal land, may reach a compromise by entering into an Encroachment Agreement along the lines set out in Cluver Markotter's letter dated 19 January 2018. In this regard Council's intention is specifically drawn to the proposals set out in par. 10 of their letter, which reads as follows (own emphasis):

*“Generally speaking, what our clients have in mind is the following:*

- *the Municipality and our clients concluding agreements which will entail some or all of our clients **giving up parts of the disputed areas**, if such parts are necessary for the creation of a pleasant and safe*

- 
- *such agreements will also regulate the use by our clients of the remainder of the disputed areas in a manner which will both secure our clients' rights and interests (e.g. in the privacy of their homes and amenities close to the Millstream) and be compatible with the creation of **the corridor**, including the matters set out below;*
  - ***standardising the fencing** along the boundaries of the corridor (including clear view fencing in places where that is compatible with our clients' privacy);*
  - ***clearing the corridor of vegetation** to create a more open 'feel';*
  - *establishing **proper pathways**;*
  - *erecting **proper signage**;*
  - *erecting **security cameras**;*
  - *providing for and **regulating access** to the corridor, including from Koloniesland;*
  - *providing for the **maintenance of the infrastructure and landscaped areas** in the corridor;*
  - *patrolling the corridor and other security arrangements, possibly including the Jonkershoek SRA; and*
  - *providing for the **funding of the creation** (upgrading) of the corridor and its ongoing management (the maintenance, security etc). **As part of an overall agreement, our clients are willing to contribute to the funding**".*

These proposals are very much in line with the findings/recommendations of the CNdeV report.

Should Council indeed consider option 3, it will be **subject to the prescribed public participation process** envisaged in Chapter 4 s(16) of the Municipal Systems Act.

This means that Council must first **advertise its intention** to conclude such (compromise) agreements, allowing adjacent land owners and other interested parties to make representations in this regard.

Only after considering such inputs Council could take final decision.

Should Council consider this option, it may also consider the appointment of an independent **specialist** to advise on the new (compromised) position of the fence, taking into account the **practicality** and **aesthetics** of putting up a fence to so close to the stream.

#### 7.2.3.4 Option four (4): Alternative position

The Stellenbosch municipality to commence with a public participation process requesting the public to give their input on the future use of Erf 1771 in particular what the public would like to see with regard to the use. Further to this, that the municipality obtain an legal opinion on its rights and obligations in terms of erf 1771 if and when it is deemed necessary. To this end. Authorise the municipal manager

to submit a plan on the best public use and aesthetics and if necessary to appoint a specialist(s) to assist in this regard.

### 7.3 Financial Implications

Depending on the decision Council take, there may be financial implications in the short term, but in all events it should be able to recoup such expenditure from the neighbouring land owners.

### 7.4 Legal Implications

Depending on the action Council decide to take, the legal implications may vary.

### 7.5 Staff Implications

None of the options should have any staff implications.

### 7.6 Previous / Relevant Council Resolutions:

None

### 7.7 Risk Implications

Depending on the action Council decide to take, there might be legal risks involved.

### 7.8 Comments from Senior Management:

None

## 15<sup>TH</sup> COUNCIL MEETING: 2018-01-24: ITEM 12.1

The Municipal Manager submitted an Urgent matter, Millstream Corridor to Council as provided for in Council's Rules of Order By-Law. Councillor MB De Wet disclosed an interest in the matter and requested to be recused for the duration of the discussion. The Speaker allowed the Executive Mayor to put the matter. Cllr F Adams objected to the urgency of the matter and requested that this matter stands over to allow Councillors an opportunity to peruse the document handed out in the meeting.

**RESOLVED** (nem con)

that this matter stand over until a next meeting of Council.

### FOR FURTHER DETAILS CONTACT:

<b>NAME</b>	PIET SMIT
<b>POSITION</b>	<b>MANAGER: PROPERTY MANAGEMENT</b>
<b>DIRECTORATE</b>	<b>HUMAN SETTLEMENTS &amp; PROPERTY MANAGEMENT</b>
<b>CONTACT NUMBERS</b>	<b>021-8088189</b>
<b>E-MAIL ADDRESS</b>	<b>PIET.SMIT@STELLENBOSCH.GOV.ZA</b>
<b>REPORT DATE</b>	<b>23-01-2018</b>

<b>13.</b>	<b>CONSIDERATION OF REPORTS</b>
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<b>13.1</b>	<b>REPORTS SUBMITTED BY THE SPEAKER</b>
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NONE

<b>13.2</b>	<b>REPORTS SUBMITTED BY THE EXECUTIVE MAYOR</b>
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NONE

<b>14.</b>	<b>MATTERS TO BE CONSIDERED IN-COMMITTEE</b>
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SEE PINK DOCUMENTATION

The meeting adjourned at 13:00.

**CHAIRPERSON:** .....

**DATE:** .....

**Confirmed on** ..... **with/without amendments.**