



MOHOKARE
LOCAL MUNICIPALITY

Annual Report 2008/09

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Chapter 1: Introduction and Overview

1. Foreword by the Mayor

This report outlines means and efforts that the Municipality has undertaken during the 2008 / 2009 financial year.

This has been a difficult year for the Municipality, given the challenges we faced that included amongst others:

1. Poor revenue base
2. High indigence rate
3. Unemployment
4. Instability in the Council

Throughout these challenges we are still expected to execute our mandate as a municipality, considering the fact that we are indeed a grant dependent institution.

Challenges even include the key issue of the employment of section 57 Managers; we had occupied the Municipal Manager's post through an acting Corporate Services Manager, Ms. L. Ceba, who then left our employ during the month of March 2009.

Mohokare Local Municipality was, under the prevailing circumstances, in May 2008 placed under provincial administration; section 139 (b). This was then lifted in June 2009. Through the intervention process by the Free State Province, we managed to employ the Municipal Manager in April 2009, followed by the appointment of the Chief Financial Officer, Mr. S. Lekhalanyane, in May 2009.

By employing the accounting officer of the municipality we were able to ensure that processes that champion good and accountable governance will be effective; in that council will hold regular meetings with the public.

The introduction of the new Municipal Manager saw drastic improvements with in the institution with regards to the formulation of policies and the review of existing ones, this approach has ensured that all planning would be informed by the right policies in place. The commitment of council and the employees was re-stored, the council commenced to view policy making as a collective.

Through this report, we show the improvements undertaken and the challenges that are yet to be

addressed through partnership with all relevant stakeholders, the most important one being the community of Mohokare.

Regards

Councilor M. J. Sehanka

Mayor / Speaker: Mohokare Local Municipality.

2. Statement by the Municipal Manager

The year 2009 has come and gone, we are looking forward to the year 2010 with great expectations. This is a year of great opportunities for us all.

This year the entire world will be focusing on our country South Africa as we make history in hosting the forthcoming 2010 FIFA World Cup. We believe the citizens of Mohokare will display warm hospitality accompanied with outmost respect and give our visitors a great experience as we give them a preview to our way of living. We encourage peace during this time. Let the nations that will be joined together during this historical time say of us, this is the country that knows how to make even visitors feel at home.

We appreciate the fact that the National Government Cabinet has approved the turnaround strategy that will see Local Government delivering services more efficiently. The Strategy was presented to Cabinet by the Minister for Cooperative Governance and Traditional Affairs, the Honourable Sicelo Shiceka. In his address he said "Cabinet recognized that the problems in Local Government are both a result of **internal factors** within the direct control of municipalities as well as **external factors** over which municipalities do not have much control".

The twin over-arching **aims** of the Turnaround Strategy is to:

1. Restore the confidence of the majority of our people in our municipalities, as the primary delivery machinery of the developmental state at a local level.
2. Re-build and improve the basic requirements for a functional, responsive, accountable, effective, and efficient developmental local government. Though we had challenges in the year 2009 it is with great pleasure to announce the launch thereof.

We will in collaboration with our District Municipality continue in improving services and infrastructure in order to deliver best services. We appreciate the responsiveness of the National and Provincial spheres of our Government when Local Municipalities are facing challenges.

It is therefore our humble call that during the incumbent 2010 we join hands in making our Municipality a place where everyone will be truly at home and enjoy the services of developmental, participatory and sound governed municipalities. We furthermore challenge all our populace to take active role in all the decision-making process in the municipal area, so that collectively we can realize our aspirations of building a Developmental State.

We encourage all citizens of the Mohokare Local Municipality to attend our consultative meetings that we hold in various areas of the Municipality to ensure communities are involved on service delivery matters and the decisions taken thereof.

We wish you all a successful and a fabulous year in 2010.

KS Motsoeneng

Municipal Manager

3. Overview of the Municipality

The Mohokare Local Municipality is situated in the Free State province of South Africa. It was established in terms of the provincial Gazette No. 14 of 28 February 2000 issued in terms of Section 21 of the Local Government Notice and Municipal Demarcation Act No.27 of 1998. Mohokare is Local Municipality and was established on 5 December 2000.

Mohokare is made up of three former TLC Local Authorities which are Zastron Rural, Rouxville and Smithfield. The figure below shows the locality of Mohokare.

The municipality comprises of 5 wards and covers approximately 8776 km² in extent. The area is not only a tourism destination, but also make a big contribution in generating gross agricultural income for the whole of the Province and is also highly regarded for its beef and crops production. The total population amounted to ± 41 867 persons in 2007 (<http://www.demarcation.org.za>) of which 51% were female and 49% were male. There are 10 216 households within the Municipality. Two settlement types dominate the Municipality, namely urban-type settlements such as and nonurban settlements. Non-urban type settlements may be classified into two distinct settlement types, namely commercial farming areas and communally-owned land. The Municipality does not provide basic municipal services to people living in commercial farming areas, unless they can access those services at their own cost, such as library services and building control. The racial composition of the local population was as follows in 2001¹ –

¹ Source StatsSa: <http://www.demarcation.org.za>

African 93.76%
 Coloured 3.07%
 Asian/Indian 0.02%
 White 8.10%

3.1. Labour Force

Unemployment in Mohokare is quite high and 63.97% of the total population does not have sufficient income to sustain themselves.

Employed 8240 36.02%
 Unemployed 4620 20.20%
 Not Economically Active 10011 43.78%
Total 22871 100.00%

3.2. Service Delivery Backlogs

The following service delivery backlogs exist within the municipality since the 2006/07 financial year:

Water Backlogs (6KL per month)

Backlogs to be eliminated (No of Households(HH) not receiving the Minimum standard of service)

396 396 0

Backlogs to be eliminated (Percentage = HH identified as backlogs/total HH in municipality)
 3.84% 3.84% 0

Spending on new infrastructure to eliminate Backlogs

0 R 1,2 M 0

Spending on Renewal of existing infrastructure to eliminate Backlogs

0 0 0

Total spending to eliminate Backlogs 0 R 1,2 M 0

Spending on maintenance to ensure no new backlogs created

R 837 000 0 0

Sanitation Backlogs

Backlogs to be eliminated (No of Households(HH) not receiving the Minimum standard of service)

2613 2613 2613

Backlogs to be eliminated (Percentage = HH

identified as backlogs/total HH in municipality
25% 25% 25%
Spending on new infrastructure to eliminate
Backlogs
R 29 M R 29 M R 36 M
Spending on Renewal of existing infrastructure to
eliminate Backlogs
0 0 0
Source StatsSa: <http://www.demarcation.org.za>

Total spending to eliminate Backlogs R 29,7 M R 29.7 M R 36 M
Spending on maintenance to ensure no new backlogs
created
0 0 0

Electricity Backlogs (30KWH per month)

Backlogs to be eliminated (No of Households(HH) not
receiving the Minimum standard of service)
0 0 536

Backlogs to be eliminated (Percentage = HH
identified as backlogs/total HH in municipality
0 0 5%

Spending on new infrastructure to eliminate
Backlogs
0 0 R 2.9M

Spending on Renewal of existing infrastructure to
eliminate Backlogs
0 0 0

Total spending to eliminate Backlogs 0 0 R 5.4M
Spending on maintenance to ensure no new backlogs
created
0 0 0

Roads Backlogs

Backlogs to be eliminated (No of Households(HH) not
receiving the Minimum standard of service)
Not provided Not provided Not provided

Backlogs to be eliminated (Percentage = HH
identified as backlogs/total HH in municipality
Not provided Not provided Not provided

Spending on new infrastructure to eliminate
Backlogs
Not provided Not provided Not provided

Spending on Renewal of existing infrastructure to
eliminate Backlogs
Not provided Not provided Not provided

Total spending to eliminate Backlogs 0 0 0
Spending on maintenance to ensure no new backlogs
created
Not provided Not provided Not provided

4. Executive Summary

4.1. Vision

The Council's vision for the municipality is:

"We shall be a consistent Municipality with a large natural base, offering high quality of services and a harmonious quality of life for all."

4.2 Mission

The mission of the municipality is defined as follows:

"Mokohare Local Municipality strives for financial and administrative stability while constantly providing quality, affordable and sustainable services and also promoting good quality of life for our citizens."

4.3 Values

In addition to the Batho Pele principles, our municipality commits itself to upholding the following set of values:

- Good governance
- Accountability
- Public participation
- People driven development
- Teamwork & commitment
- Transparency

Chapter 2: Development Planning

1. The planning process

Faced with enormous challenges to achieve an effective and efficient Local service delivery Institution which has sufficient capacity to manage development and local governance in Mohokare, the Municipality managed to prepare its 2008 / 2009 Integrated Development Plan review.

Whilst structured in accordance with the regulatory requirements of the Systems Act, the IDP is founded on the developmental needs, priorities and strategic direction identified in a collaborative process with a representative forum of the Xhariep District and Local Stakeholders. On this basis, this document constitutes the Integrated Development Plan that will strive to guide the activities in Mohokare Local Municipality.

Because this IDP review is the last for the second five years of Service Delivery linked to the term of office of local public representatives, the Municipality has revisited and reworked some of its first generation IDP, also we have not deviated from the policy directions of the previous 2007/08 IDP review, and has substantially aligned our planning frameworks with those of the Xhariep District Municipality. Moreover, much effort has gone into ensuring the IDPs alignment with the Free State Growth and Development Plan (FSGDP) as well as applicable national strategies and political mandates.

The IDP process itself is seen as being fundamental to the realisation of the conception of *developmental local government*; that is, local government (District and Local Municipalities) that manages and facilitates effective service delivery in line with a shared vision of reconstruction and more equitable social and economic development.

The IDP is the overarching and principal strategic tool through which a municipality should guide all its planning, budgeting, management and decision making regarding resource allocation and prioritization for development.

2. Purpose of the IDP

The basic purpose of Integrated Development Planning is to achieve faster and more appropriate

delivery of services and providing a framework for economic and social development in a municipality. Integrated Development Planning creates an environment that allows for the integration and alignment of government's delivery priorities and objectives and is aimed at eliminating the development legacies of the past.

3. Role of IDP in Municipal Activities

For development to be realized and managed effectively, three essential tools are required.

These are:

1. a development plan;
2. a budget; and
3. A performance management system.

All these three tools are interrelated and no single one of these can operate effectively without the other.

In this regard, the IDP represents the forward planning and strategic decision-making tool that informs the budget, which must give effect to the strategic priorities of Mohokare, embodied in the IDP. In turn, the Performance Management System (PMS) and the Service Delivery Budget Implementation Plan (SDBIP), are the core development management, implementation and monitoring tools. Synergy between all the management tools will enable the following: -

- Monitoring the evaluation of the budget;
- Monitoring of the performance of the municipality;

4. IDP Process

The generic IDP process for preparing IDPs was developed by the Department of Provincial and Local Government as part of their guide packs to support the IDP process. The process is divided into 5 phases: Analysis, Strategies, Project Formulation, Integration and Approval and is illustrated below.

While the guide packs propose a systematic process of IDP preparation based on typical systems theories, the reality of planning in Mohokare Local Municipality is more similar to incremental planning and constant shaping of a concept, until consensus is reached. As such, even the final approved IDP document is likely to change over the subsequent years as external and internal factors impact and reshape strategic focus. Consequently, the IDP is seen as a living document that can and must respond to changes in the development environment over time.

4. Objectives for 2009/10 - 2010/11

The following objectives were identified during the review process:

- Institutional & Finance Cluster
 - To ensure functional administration at all times
 - To ensure good governance and intergovernmental relations
 - To ensure capacity for implementation of regulatory functions assigned to our municipality
 - To ensure effective public participation in our processes of decision-making and service delivery
 - To ensure continuous administrative support to our political structures and council
 - To ensure timely preparation and adoption of compliant municipal budget
 - To monitor and regularly enforce strict expenditure compliance with adopted budget
 - To ensure regular financial reporting and implementation of effective credit control systems
 - To provide for growth of revenue and improve billing systems
 - To ensure proper management of municipal assets

- To identify, assess and manage municipal risk
- To ensure compliance of our operations with legislation, policies, and set strategic objectives of the municipality
- To ensure the design and installation of suitable institutional structure and HR policies
- To update and implement WPSP
- To update and implement WPSP
- To revise and implement PMS & SDBIP
- Economic and Environment Cluster
 - To ensure proper planning, conducive for all inclusive Municipal Development
 - To ensure review and implementation of SDF
 - To secure land for economic development
 - To promote LED, improve economic growth of Mokohare and contribute to job creation
 - To promote the three town centres as economic hubs
 - To ensure food security through the promotion of agriculture
 - To promote Mokohare as tourist destination area
 - To lobby DoA for funding the fencing of commonages
 - To promote partnerships with private sector and provide support to SMME's & Cooperative development
 - To facilitate development brick making
 - To facilitate development of retail sector in our centres
 - To promote the improvement on quality of produce to meet market standards
 - To develop by-laws and policies to regulate trading
 - To organize street traders in order to regulate and formalize the hawker industry
 - To implement SDF proposals and facilitate delivery of housing by FS Province
 - To ensure the protection of natural resources through management & conservation of environment
 - To regulate building construction and compliance with safety standards
- Social Development Cluster
 - To ensure effective provision and management of waste & refuse collection service to all households
 - To maintain and clean public spaces
 - To ensure a safe place for stray animals captures on our roads and residential areas
 - To establish and maintain cemeteries in our areas
 - To ensure establishment & maintenance of parks
 - To provide means for prevention, management and response to disasters and fires
 - To facilitate the promotional of health and hygiene
 - To facilitate implementation of commitments by DoH
 - To facilitate access to Health infrastructure & contribute to the reduction of the rate of HIV/Aids infection
 - To implement special programs and support vulnerable social groups like Women, Youth and Disabled
 - To ensure provision and support for early childhood learning & Adult education
 - To facilitate implementation of commitments by DoE in the Mokohare areas
 - To support initiative aimed at supporting local skill based
 - To promote public safety and security
- To provide and maintain local amenities and community facilities
- To facilitate regulation of environmental health activities
- To ensure fencing public properties and places e.g. cemeteries pounds halls

- To facilitate and lobby resources for fencing
- Infrastructure Cluster
- To provide sustainable and quality water supply
- To provide healthy and safe sanitation services
- To facilitate provision of uniform and uninterrupted electricity service
- To provide street lights to urban and farm areas
- To provide trafficable and safe access road network
- To provide storm water infrastructure
- To facilitate implementation of road and storm water construction projects by Public Works and Roads & Transport departments in terms of their commitments for 2008/9
- To facilitate maintenance of access road network and storm water in our areas
- To facilitate provision of telecommunication network and signal coverage in all our areas
- To create municipal infrastructure using our own machinery
- To maintain public infrastructure
- To facilitate delivery of EPWP labour intensive projects in our areas

Chapter 3: Performance Management

1. Introduction

The table below sets out the basic information (baselines) against which the Municipality's performance during the reporting period must be measured:

Water Total no of households	10306
No access to municipal/piped water	
Households	396 396 396
Communal water work:	
Standpipe within 200 m	
Households	0 0 0
Communal water work:	
Water tank/tanker	
Households	0 0 0
Rain water tank in yard	Households 0 0 0
Stand-pipe in yard, unmetered	
Households	0 0 0
Stand-pipe in yard, metered	
Households	396 396 396
Sanitation No access to minimum level of sanitation (VIP)	
Households	2935 2935 750
Electricity No of households in license area	

10306

No access to minimum
level of electricity

Households 536 536 0

Solid waste No access to minimum
level of solid waste

service

Households 0 0 0

Roads and
storm

water

No access to negotiable
road/street

Households 1806 0 0

No all-weather access
roads to

settlements/villages

Km 1806 0 0

Section 26(f) of the MSA requires that the IDP must include the key performance indicators and performance targets set in terms of section 41 of the Act. Section 41(1) (a) of the MSA identifies key performance indicators (KPIs) and performance targets as key components of the Municipality's performance management system.

KPIs and performance targets must be set for the development priorities and objectives contained in the IDP. For each of the development issues and objectives in the IDP the Council must set input indicators (i.e. indicators that measure the costs, resources and time used to produce an output), output indicators (i.e. indicators that measure the results of activities, processes and strategies of a programme of the Municipality) and outcome indicators (i.e. indicators that measure the quality and/or impact of an output on achieving a particular objective).

The performance of the municipality against the set key performance indicators for 2008/2009 financial year is discussed below.

2. General Key Performance Indicators

The Municipal Planning and Performance Management Regulations (2001) in terms of the Municipal Systems Act 2000 (Act No 32 of 2000) (the MSA) set the requirements for performance management out in detail. The Regulations also contain general KPIs which all municipalities must apply. The Municipality's performance against these general KPIs is discussed in this Chapter.

2.1. National Key Performance Area: Service Delivery

The following key performance indicators were measured:

The % of households with access to basic level of water 51%

The % of households with access to basic level of sanitation 71%

The % of households with access to basic level of electricity 72%

The % of households with access to basic level of solid waste removal 66%

The % of households earning less than R1,100 per month with access to free basic services 95%

The % of a Municipality's capital budget actually spent on capital projects identified for the
2008/09

49%

2.2. National Key Performance Area: Local Economic Development

The number of jobs created through municipality's local economic development initiatives including capital projects increased during the 2008/09 financial year with 40 jobs. Creation of temporary employment opportunities brings temporary relief for unemployed people and persons with limited

skills because such employment usually is project-based and stops as soon as the relevant project is complete.

2.3. National Key Performance Area: Municipal Transformation and Institutional Development

The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan.

100%

No of posts in the 3 highest levels of management 5

The percentage of a municipality's budget actually spent on implementing its workplace skills plan

0%

2.4. National Key Performance Area: Financial Viability

2.4.1. Debt Coverage Ratio

The following formula is used to determine the ratio:

Debt coverage ratio = Total revenue received - Operating grants ÷ Debt service payments

The debt coverage ratio indicates the Municipality's ability to generate sufficient revenues to pay interest and redemption (i.e. debt service/finance charges) on loans (long term debt). A low debt coverage ratio (i.e. < 1) indicates that the Municipality might encounter difficulties meeting debt

service/finance charge obligations from own operating revenue. A high ratio (i.e. > 1) indicates relatively low expenses and a good financial position.

The ratio for the municipality is 1.66 for 2008/09 financial year. This ratio decreased from 2.50 in the 2007/08 financial year and should be closely monitored to prevent that the ratio slips below 1.

Total revenue received at 30 Jun 09 42 823 084 pg. 14

Operating grants 26 435 201 pg. 31

Debt service payments 9 879 354 pg. 13

Ratio 1.66

Total revenue received at 30 Jun 09 46 157 656 pg. 14

Operating grants 22 662 899 pg. 31

Debt service payments 9 380 073 pg. 13

Ratio 2.50

2.4.2. Outstanding service debtors to revenue ratio

The outstanding service debtors to revenue ratio indicates the average number of days debtors (property rates, water sales, electricity sales, sewage removal and refuse removal) are outstanding.

An acceptable norm is 56 days.

As general guideline debtors older than 90 - 120 days is deemed to be irrecoverable. On 30 June 2009 R 48 565 997 (97.7%) of the Municipality's debtors were older than 90 days.

The Municipality will have to introduce and enforce stricter credit control and debt collection measures to ensure the financial viability of the Municipality.

2.4.3. Cost coverage ratio

The cost coverage ratio indicates the cash flow situation of the Municipality, i.e. whether it has the cash available to cover its expenses during a specified period. If the result of the equation is > 1 it means that the Municipality has sufficient cash to cover one month's expenses. If it is <1, the

Municipality cannot cover a month's expenses, which means that it will not be able to meet its commitments. Ideally the ratio should be 3 or > 3, i.e. the Municipality should have sufficient cash to cover three month's expenses. Cost coverage is determined by using the following formula:

$$\text{Cost coverage} = \frac{\text{All available cash} + \text{Investments}}{\text{Monthly fixed operating expenditure}}$$

The following amounts were used to calculate the ratio:

All available cash at 30 Jun 09 1,534,719 pg. 13

Investments at 30 Jun 09 2,524,172 pg. 13

Monthly fixed operating expenditure 4,103,870 pg. 14

Ratio 0.99

The ratio for the municipality is 0.99. The municipality decreased this ration from 1.04 in the 2007/08 financial year. The municipality should increase the ratio to at least 1 as a minimum requirement.

2.4.4 Liquidity ratio

Liquidity is an indicator that indicates whether the Municipality will be able to meet its short term obligations and is expressed by the following formula. If the result of the equation is 1 or more, the Municipality would be able to meet its short term obligations:

$$\text{LIQUIDITY} = \frac{\text{Current assets}}{\text{Current liabilities}}$$

The following amounts were used to calculate the ratio:

Current assets 789,694 pg. 13

Current liabilities 30,770,864 pg. 13

Currently the municipality's ratio is 0.026. On the short term the municipality will be unable to meet its short term obligations. The municipality should increase the ratio to at least 2.

2.4.5 Solvency ratio

Solvency is an indicator that indicates whether the Municipality would be able to meet its long term obligations, i.e. whether the Municipality would be able to meet its long term obligations if it is dissolved (in the case of private enterprise if it is liquidated). Solvency is expressed by the following formula. If the result of the equation is 1 or more, the Municipality would be able to meet its long term obligations:

$$\text{SOLVENCY} = \frac{\text{Non-current assets}}{\text{Long term liabilities}}$$

The following amounts were used to calculate the ratio:

Non-current assets 14,286,645 pg. 13

Long term liabilities 35,533,330 pg. 13

Currently the municipality's ratio is 4.01.

3. Financial Services

3.1 Expenditure

The municipality is spending on average 49.5% (including grants received) or 129.5% (excluding grants received) on average of its total income on salaries. The norm for spending on salaries is 25% to 35% in local government. Personnel costs are way out of line and had to seriously be evaluated. An acceptable norm for spending on maintenance is 5% of the actual income (excluding grants received) received by a municipality. The municipality spent 5.3% of the budget allocated to maintenance. Care has to be taken to increase the level of spending on maintenance as the main reason for this over expenditure is that the current infrastructure is out dated and requires more and more maintenance to keep it in working order.

Salaries, Wages and Allowances 21,204,3273 19,640,348 18,693,956

General Expenses 18,098,313 20,257,582 14,207,728

Repairs & Maintenance & Fuel 2,254,546 2,116,705 2,209,833
Capital Charges 476,944 1,097,726 1,396,101
Contributions to Fixed Assets 130,833 253,147 778,201
Contributions 7,081,475 3,758,755 2,248,678
Total 49,246,438 47,124,263 39,534,497

The municipality spent more than the income the municipality received as from 2006/07, 2007/08 and 2008/09. The municipality spent in 2008/09 15% more than the income received. The income of the municipality increased with 29% from 2006/07 to 2007/08 but decrease with -7% the previous financial year. The actual income and expenditure for the financial year is shown below. ⁴

³ Councillors allowances included

⁴ AFS 2009 pg. 14

3.2 Debt Age Analysis

Currently 98% of the municipality's debt is outstanding for more than 60 days Debt outstanding for less than 60 days is 1.5%. Total debt has increased with 15.7% from 2008 to 2009. 82.4% of all debt has been provided as bad debts in the AFS

Council provided for bad debts in the Annual Financial Statements to the amount of R34,620,693, in 2007/08 and increased the amount with R6,747,773 to R40, 950,784 in 2008/09. It is clear that provision for bad debts are rising alarmingly.

3.3 Number of monthly budget statements submitted to the Mayor

Twelve budget statements were submitted to the Mayor within the timeframe required by section 71 of the Local Government: Municipal Finance Management Act 2003 (Act No 56 of 2003).

4. Corporate Services

4.1 Skills Development

The following number of employees and councillors were trained during the year under review:

Employees attending training and skills development courses Not provided 11

Councillors attending training and skills development courses Not provided 4

4.2 Effective people management

The number of employees absent without reason increased from the 2007/08 financial year as can be seen below.

No of employees absent from work without reason 8 6

No of employees on sick leave 2 8

No of disciplinary hearings successfully completed 2 2

5. Local economic development and tourism

The following local economic development projects were completed during the reporting period –

Mohokare Local Area Planning R 60 000

Mohokare Cleaning Campaign R 220 000

6. Community Services

6.1 Key Performance Area: Social and Economic Development

A significant decrease in pauper burials took place during the 2008/09 financial year. The municipality did not budget for pauper burials for the 2008/09 financial year due to financial constraints experienced by the municipality. The expenditure on pauper burials decreased with 45%.

No of pauper burials Not available Not available
Expenditure on pauper burials 16 791.99 9 089.70
R Budgeted for pauper burials 8 000 0

6.2 Housing

The municipality completed 900 new houses during the year under review. The municipality succeeded to increase housing service delivery significantly from the previous financial years.

No of units Planned 500 1010
No of Units completed 428 900

6.3 Social services

The Municipality promoted participation in the following events –

Casual Day 5 Sept 08 Persons with disabilities
Older Persons' Day 1 Oct 08 Older persons
Children's Day 15 Nov 08 Children
World Aids Day 09 Dec 08 People living with HIV and Aids
16 Days of Activism 09 Dec 08 Women and children

6.4 Public libraries

The Municipality managed and operated the following public libraries –

- Matlakeng
- Zastron
- Rouxville

- Roleleathunya and
- Smithfield Public Libraries

6.5 Traffic Services

The number of fines issued for traffic violations increased with 62 from 90 to 152 a 68% increase.

Number of summons written / Fines 90 152
Number of Safety Awareness Programs held 0 1

6.6 Fires, Disaster Management and Building Control

The following statistics with regard to the functions performed is shown below:

Number of veld fires attended to 24 17
Number of residential and business premises fires attended to 15 19
Number of building plans approved Register with auditors Register with auditors
Number of building plans rejected 0 1
Number of Fire Prevention Programs held 1 2

7. Technical Services

7.1 Electricity

The Municipality does not reticulate electricity in its area of jurisdiction. CENTLEC provides electricity

in the municipality's area of jurisdiction. No information with regard to electricity could be obtained or were available for inclusion in the report.

% Electricity Loss

Data not provided by
CENTLEC

R budgeted for maintenance

R spent on maintenance

Power failures reported

Average time taken to resolve complaints (Hours)

7.2 Water

The Municipality was unable to measure the water losses. This is important information and has a direct impact on service delivery as well as the financial resources of the municipality. Effort must be made to keep these statistics on a monthly basis.

R budgeted for maintenance R 670 000

R spent on maintenance R 128 116

The operating and capital expenditure incurred on basic assets R 5 319 766

The spending of the maintenance budget is too low. Only 19% of the amount budgeted were spent on actual maintenance of the network. The main reasons for this low expenditure are mainly due to the cash crunch experienced by the municipality. The current infrastructure is dated and requires more and more maintenance to keep it in working order. If this trend continues the Municipality will be faced with a situation where existing infrastructure will become unserviceable and the Municipality unable to deliver basic services.

7.3 Sanitation

Maintenance of the sanitation network is negligible. Only 11.5% of the budgeted amount was spent on maintenance of the sanitation network.

The municipality managed to improve the reaction time to mainline blockages from 6 hours to 4 hours. Mainline blockages increased with 23%. This is an indication that the municipality need to give urgent attention to the maintenance of the network.

Mainline blockages reported per town 53

Average time taken to resolve mainline complaints 4 hrs.

R budgeted for maintenance R 648 900

R spent on maintenance R 74 526

The following water and sanitation projects were completed during the 2008/09 financial year. Only 71% of the households in the municipal area have access to a basic sanitation service.

1 Upgrading of the sewerage network in Smithfield. 2,976,354 MIG

2 Upgrading of the water network from the Caledon river. 1,339,827 MIG

3 Construction of a water reticulation network in Sodimo Park. 382,177 MIG

4 Upgrading of sewerage treatment works in Mohokare. 366,127 MIG

5 Upgrading of oxidation ponds in Mohokare. 434,997 MIG

6 Repair and maintenance of the water networks in Mohokare. 43,827 DWAF
5,543,309

7.4 Quality of purification works

The municipality conducted 24 water quality tests and all the tests complied with the national standards.

7.5 Roads, Streets and Storm water management

The Municipality spent R 8 million on the upgrading and improvement of existing roads, streets and

storm water management systems. The table below indicates the roads that were upgraded as well as the cost of each project.

1 Mofulatshepe access road R 8 000 000

Dep. Roads and
Transport

3.8km

2 Rietpoort and Roleleathunya connecting Road Not available

Dep. Roads and
Transport

600m

7.6 Transport and Fleet Management

This increase is high and should be investigated. Employees involved in negligent use of municipal vehicles should be disciplined. The increase in diesel and petrol used were 9% and 11% respectively. The municipality decreased expenditure on the repair cost on vehicles with 26%.

The following statistics with regard to fleet management is provided:

Number of accidents involving municipal vehicles 2 1

Repair cost of vehicles damaged due to accidents R 3 722 R 28 911

Total number of municipal vehicles 74 74

Number of municipal vehicles written off 0 0

Number of new municipal vehicles bought 0 0

Litres of Diesel used 56500 61855

Litres of Petrol used 39622 44150

Amount spend on new vehicles R 0 R 0

Total repair costs on vehicles R 331 464 R 244 349

7.7 Solid waste management

The Municipality consistently maintain the following standard of service, namely –

Domestic refuse removal (1 x weekly curb side removal) 8 682 households

Business refuse (2x weekly removal) 162 businesses

The Municipality managed and operated the following landfill sites:

- Smithfield
- Rouxville
- Zastron

The landfill sites are not licensed. The municipality is in the process of applying for licenses.

Chapter 4: Human Resources

1. Organisational Structure

All together 195 employees are in the service of the municipality. At any given time however certain positions are vacant and filled on a temporary basis. Designated employees (African, Indian, Coloured and Disabled) consist of 189 employees. The municipality employs only 43 female employees. The municipality's important transformation statistics are reflected below:

Designated employees (African, Indian Coloured) 177 189

No of female employees 44 43
Total no of employees 183 195
No of employees Technical Services 83 81
No of employees Corporate Services 12 10
No of employees Financial Services 22 16
No of employees Community Services 89 87
No of employee's Municipal Managers Office 3 2
No of employees in Management (Sec 57 and Post levels
1 – 3)
1 2

The municipality's structure consists of the following organisational units:
The administration is conducted on a centralised basis with a local unit in each of Smithfield and Rouxville with the administrative headquarters in Zastron. The administrative headquarters are responsible for the higher order strategic and staff functions whilst local units are responsible for the day-to-day routine functions of the Municipality. The following organisational human resource statistics are provided:

1.1. Approved staff establishment for Section 57s employees

5 0 23 152 3 0 1 0

1.2. Employment equity distribution

41 112 4 5 0 0 4 4

The distribution reflects the racial distribution within the municipality as required by the Employment Equity⁶ legislation.

1.3. Municipal Manager and Sec 57 employees employment equity distribution

1 1 0 0 0 0 0 0

One of 7 of the national⁷ KPI's that municipalities must measure as required by National Government.

1.4. Middle management/Supervisory level staff establishment

0 0 0 0 0 0 0 0

The municipality currently does not have any middle management employees. This situation is unacceptable and will definitely hamper service delivery.

1.5. Admin personnel and general worker employment equity distribution

41 112 4 5 0 0 4 4

⁵ Local Government: Municipal Systems Act 32 Of 2000

⁶ Employment Equity Act No. 55 of 1998

⁷ Local Government: Municipal Planning and Performance Management Regulations, 2001

The distribution reflects the racial distribution within the municipality as required by the Employment Equity⁸ legislation.

1.6. Compliance with legislation: Section 57 employees

5 2 2 2

The municipality currently only has 2 of the five top management positions filled. This hampers effective service delivery. The municipality however has complied with the Municipal Systems Act, 2005 (MSA) that determines that the municipality must in accordance with section 57 of the MSA only appoint a person as a municipal manager or a manager directly accountable to a municipal manager in terms of a written employment contract complying with the provisions of section 57 of the Act.

The following additional statistics regarding human resources are also provided

Designated employees (African, Indian Coloured) 177 189

No of female employees 44 43

Total no of employees 183 195

No of employees Infrastructure 83 81

No of employees Corporate Services 12 10

No of employees Financial Services 22 16

No of employees Community Services 89 87

No of employee's Municipal Managers Office 3 2

2. Salaries and wages

The salaries and wages paid to employees of the municipality from the 2006/07 financial year to date are shown in the table below:

Salaries and wages 14,145,664 15,688,074 15,440,106

Normal 13,305,041 14,745,386 14,608,663

Overtime 840,623 942,688 831,443

Contributions 2,369,225 2,680,175 3,340,426

Pension & Medical Aid 2,369,225 2,680,175 3,340,426

Allowances 1,404,997 1,489,137 977,383

⁸ Employment Equity Act No. 55 of 1998

⁹ AFS pg. 23 item 25. Amount excludes councillor's allowances

Travel and Motor Car 1,404,997 1,489,137 977,383

Housing Benefits 54,206 68,261 83,062

Loans and Advances

Other Benefits and Allowances 1,674,352 448,832 421,121

Other 1,674,352 448,832 421,121

Arrears Owed to Municipality - - -

3. Disclosures Concerning Management¹⁰

The following table indicates the remuneration paid to the Municipal Manager and other managers directly accountable to the Municipal Manager:

Salaries and wages R 168,032 R 81,445 R 155,471 R - R -
Normal 168,032 81,445 155,471 Vacant Vacant
Overtime
Contributions R - R - R - R - R -
Pension - - - - -
Medical Aid - - - - -
Allowances R 24,963 R 11,422 R 90,691 R - R -
Travel and Motor Car 24,963 11,422 90,691 - -
Accommodation & Subsistence - - - - -
Housing Benefits & Allowances R - R - R - R - R -
Loans and Advances R - R - R - R - R -
Other Benefits & Allowances R 11,270 R 10,075 R 14,026 R - R -
Other 11,270 10,075 - - -
Bonus - - 14,026 - -
Arrears Owed to Municipality R R - R - R - R -
¹⁰ See AFS. 2009 item 25 pg. 23-24
¹¹ The MM resumed duty on 15 April 2009
¹² The CFO resumed duty on 1 May 2009

4. Disclosures Concerning Councillor Allowances

The following disclosures regarding Councillor's allowances are reflected in the annual financial statements¹³:

Speaker/Mayor 1 230 937 12 684 76 978
Councillors determined in terms
of section 20 of Act 117 of 98 9 779 409 71 280 259 983
¹³ See AFS. 2009 item 12 pg. 18

Chapter 5: Audited financial statements and other related financial information

1. Annual Financial Statements

The annual financial statements are attached as Annexure A.

2. AG Report on the Annual Financial Statements

The Auditor General report on the annual financial statements is attached as Annexure B.

3. Other related financial information

3.1 Annually information on Grants¹⁴

Information on the grants received by the municipality and the expenditure for each grant is reflected in the table below:

1 SETA Grant

Opening Balance

0

Current Year Receipts

(61,920)

Transferred to Income/Expenditure

61,920

Closing Balance 0

This grant was utilised to defray training costs incurred by the Local Municipality. The conditions of the grant have been met and no monies were withheld.

2 MIG Grant - Bucket Eradication Program

Opening Balance (2,940,820) (1,983,650) (312,200)

Adjustment Opening Balance (1,360,452) 0 (478,800)

Current Year Receipts (2,494,353) (17,067,374) (8,566,480)

Transferred to Fixed Assets 2,976,354 16,110,204 7,373,830

Closing Balance (3,819,271) (2,940,820) (1,983,650)

¹⁴See AFS 2009 and 2008. Item 24 pages 20-23

This grant was utilised for the upgrading of the sewerage network in Smithfield.

The conditions of the grant must still be met. No monies were withheld.

3 MIG Grant - Caledon River Project

Opening Balance 0 (1,764,795) 0

Adjustment Opening Balance (1,497,204) 0

Current Year Receipts 0 (168,405) (4,164,520)

Transferred to Fixed Assets 1,339,827 1,933,200 2,399,725

Closing Balance (157,377) 0 (1,764,795)

This grant was utilised for the upgrading of the water network from the Caledon river. The conditions of the grant must still be met. No monies were withheld.

4 MIG Grant - Water Reticulation Network (Sodimo Pa rk)

Opening Balance 0 0

Adjustment Opening Balance (55,530) 0

Current Year Receipts (326,647) 0

Transferred to Fixed Assets 382,177 0

Closing Balance 0 0

This grant was utilised for the construction of a water reticulation network in Sodimo Park. The conditions of the grant were met. No monies were Withheld.

5 MIG Grant - Upgrading Sewerage Treatment Works

Opening Balance 0 0

Grant allocated (5,700,000) 0

Transferred to Fixed Assets 366,127 0

Closing Balance (5,333,873) 0

This grant was utilised for the upgrading of sewerage treatment works in Mohokare. The conditions of the grant must still be met. No monies were withheld.

6 MIG Grant - Upgrading Oxidation Ponds

Opening Balance 0 0

Grant allocated (6,840,000) 0

Transferred to Fixed Assets 434,997 0

Closing Balance (6,405,003) 0

This grant was utilised for the upgrading of oxidation ponds in Mohokare. The conditions of the grant must still be met. No monies were withheld.

7 Financial Management Grant

Opening Balance (169,518) (437,855) (250,000)

Current Year Receipts (500,000) (500,000) (500,000)

Transferred to Income/Expenditure 594,297 768,337 312,145

Closing Balance (75,221) (169,518) (437,855)

This grant is for the training of interns in the Financial Department. The conditions of the grant must still be met. No monies were withheld.

8 MSIG Grant

Opening Balance (570,544) (289,289) 0

Adjustment Opening Balance

(330,868)

Current Year Receipts (735,000) (734,000) (734,000)

Transferred to Income/Expenditure 688,870 452,745 775,579

Closing Balance (616,674) (570,544) (289,289)

This grant was utilised to develop several policies. The conditions of the grant must still be met. No monies were withheld.

9 DWAF Grant

Opening Balance 0 0

Current Year Receipts (700,000) 0

Transferred to Income/Expenditure 43,827 0

Closing Balance (656,173) 0

This grant was utilised for the repair and maintenance of the water networks in Mohokare. The conditions of the grant must still be met. No monies were withheld.

10 Grant for Draught Relief

Opening Balance (2,093,221) (2,247,908) (2,378,759)

Transferred to Fixed Assets 103,070 82,067 130,851

Transferred to Income/Expenditure 0 72,620 0

Closing Balance (1,990,151) (2,093,221) (2,247,908)

This grant is for draught relief in the Mohokare Municipal area. The conditions of the grant must still be met. No monies were withheld.

11 Provincial Grant

Opening Balance 0 0

Current Year Receipts (176,085) 0

Closing Balance (176,085) 0

This grant was utilised for financial infrastructure in Mohokare. The conditions of the grant must still be met. No monies were withheld.

12 Grant for Planning and Surveying

Opening Balance

41,402 0

Current Year Receipts

(428,598)

Transferred to Income/Expenditure

(41,402) 428,598

Overspending

41,402

Closing Balance 41,402

This grant was utilised to defray planning and surveying expenses. The conditions of the grant have been met. No monies were withheld.

13 Integrated Spatial Development Grant

Opening Balance (2,220,000) 0 0

Current Year Receipts 0 (2,220,000) (2,220,000)

Closing Balance (2,220,000) (2,220,000) (2,220,000)

This grant was utilised for the development of an ISD plan. The conditions of the grant must still be met. No monies were withheld.

14 Provincial Grant - Water Demand

Opening Balance 0 (399,803) 0

Current Year Receipts

(839,000)

Transferred to Fixed Assets 0 399,803 439,197

Closing Balance 0 0 (399,803)

This grant was utilised to improve the supply of water to the disadvantaged communities. The

conditions of the grant have been met. No monies were withheld.

15 Provincial Grant - Water Purification - Rouxville

Opening Balance (92,818) (299,965) 0

Current Year Receipts

(299,965)

Transferred to Income/Expenditure 0 5,705

Transferred to Fixed Assets 0 201,442 0

Closing Balance (92,818) (92,818) (299,965)

This grant was utilised to improve the water network in Rouxville. The conditions of the grant must still be met. No monies were withheld.

16 Provincial Grant - Maintenance Electricity Network

Opening Balance (909,915) (909,915) (909,915)

Closing Balance (909,915) (909,915) (909,915)

This grant was utilised for the maintenance of the electricity network. The conditions of the

grant must still be met. No monies were withheld.

17 Provincial Grant - Salary Managers

Opening Balance 0 0

Current Year Receipts (2,380,000) 0

Transferred to Income/Expenditure 169,992 0

Closing Balance (2,210,008) 0

This grant was utilised for subsidising the salaries of the section 57 Managers. The conditions of the grant must still be met. No monies were withheld.

18 Provincial Grant - Salary Temporary Workers

Opening Balance 0 0

Current Year Receipts (1,000,000) 0

Transferred to Income/Expenditure 19,350 0

Closing Balance (980,650) 0

This grant was utilised for subsidising the salaries of temporary employed workers. The conditions of the grant must still be met. No monies were withheld.

19 Provincial Grant - Audit Fees

Opening Balance 0 0

Current Year Receipts 0 (1,574,343)

Transferred to Income/Expenditure 0 1,574,343

Closing Balance 0 0

This grant was utilised for the payment of audit fees. The conditions of the grant were met and no monies were withheld.

20 Sewerage Project - Smithfield

Opening Balance

(133,532)

Transferred to Fixed Assets

133,532

Closing Balance 0

This grant was utilised for the upgrading of the sewerage network. The conditions of the grant have been met and no monies were withheld.

21 Grants from the District Municipality

CMIP Funds

Opening Balance

1,156,725

Transferred to Fixed Assets

(1,156,725)

Closing Balance 0

This grant was utilised for the upgrading of infrastructure in the towns. The conditions of the grant have been met and no monies were withheld.

22 Equitable Share

Current Year Receipts 24,832,097 19,789,000 16,658,000

Transferred to Income/Expenditure (24,832,097) (19,789,000) (16,658,000)

Closing Balance 0 0 0

In terms of the Constitution, this grant is utilised to subsidise the provision of basic services to indigents. All indigents receive a monthly subsidy which is credited to their accounts.

Grant income increased with 16.6% from the 2007/08 to 2008/09 financial year. The municipality's

unspent the grants was R9, 801,127 in 2007/08 and R13, 397,280 in 2008/09. The municipality managed to spend 49% of the grant money received up to date. It also meant that 51% of grants received are still unspent. Care has to be taken that unspent grants are not been used for operational expenditures.

3.2 Income and Expenditure 2008/09¹⁵

The annual income and expenditure per vote is reflected below:

Income

Grants and Subsidies	18,195,943	22,662,899	26,435,201
- Central Government	16,719,920	21,010,231	26,159,239
- Provincial Government	1,476,023	1,652,668	275,962
Operating Income	17,608,069	23,494,757	16,387,883
- Assessment Rates	3,603,425	4,113,952	4,180,942
- Sale of Electricity	6,602,393	6,311,424	-
- Sale of Water	2,614,448	3,395,206	3,529,338
- Other Services and Charges	4,787,803	9,674,175	8,677,603
Total	35,804,012	46,157,656	42,823,084

Expenditure

Salaries, Wages and Allowances	18,693,956	19,640,348	21,204,327 ¹⁶
General Expenses	14,207,728	20,257,582	18,098,313
- Purchase of Electricity	4,628,906	4,791,710	114,268
- Other General Expenses	9,578,822	15,465,872	17,984,045
Repairs & Maintenance & Fuel	2,209,833	2,116,705	2,254,546
Capital Charges	1,396,101	1,097,726	476,944
Contributions to Fixed Assets	778,201	253,147	130,833
Contributions	2,248,678	3,787,000	7,081,475
Total	39,534,497	47,152,508	49,246,438

Surplus / (Deficit) (3,730,485) (994,852) (6,423,354)

¹⁵ AFS 2009 and 2008. Page 31 in AFS 2009

¹⁶ Councillor allowance included. See page 31

The MIG grant spending for the previous two financial years are reflected below. In both financial years the municipality failed to spend grant.

The following percentage of the capital budget was spent during the previous two financial years.

2007/08 98.3%

2008/09 69.9%

As with the MIG grant spending the municipality also failed to spend the capital budget. The municipality will have to increase its ability to spend the money available for infrastructure to ensure that the backlogs that exist with regard to service delivery are eradicated.

3.3 Debtors Age Analysis

More than 50% of the municipality's debt is older than 90 days and is growing. As general guideline debtors older than 90 - 120 days is deemed to be irrecoverable.

10 - Rent 9,775 7,556 1,263 235,232 263,601

11 - Property Rental 2,720 143 (1,189) 2,868 7,262

30 - Rates (356,224) (163,215) 173,098 4,268,994 3,566,428

31 - Levy 76,303 35,352 35,995 5,126,740 5,350,694
 40 - Electricity (762) 4,505 (3,814) 243,209 242,377
 41 - Water 557,125 249,156 219,325 13,140,634 14,723,364
 45 - Arrear Services (7,450) (10,853) (14,424) 3,894,904 3,854,729
 50 - Sewerage 253,196 159,727 136,596 3,347,098 4,149,812
 60 - Refuse 255,706 134,469 133,401 2,816,941 3,596,223
 70 - Service Fees (29,352) (32,284) (37,279) 14,842,232 14,713,965
 80 - Miscellaneous - - - 4,173 4,173
 Total 761,037 384,557 642,972 47,923,025 50,472,627

10 - Rent 24,454 9,322 8,531 157,227 223,988
 11 - Property Rental 2,000 120 - 17 4,137
 30 - Rates 31,559 14,960 79,650 3,128,275 3,286,003
 31 - Levy 92,645 43,632 41,701 4,679,564 4,950,187
 40 - Electricity (762) -
 259,766 258,242
 41 - Water 533,211 242,023 289,442 10,299,222 11,897,109
 45 - Arrear Services 5,716 - - 3,980,306 3,991,738
 50 - Sewerage 373,961 163,500 156,018 1,542,864 2,610,304
 60 - Refuse 316,671 142,479 139,066 1,186,927 2,101,814
 70 - Service Fees 20,816 3,194 75 14,991,283 15,036,184
 80 - Miscellaneous (796) -
 5,179 3,587
 Total 1,399,475 619,230 714,483 40,230,630 44,363,293

Stricter credit control measures will have to be implemented by the municipality. The previous financial year's debt is reflected in the table below. The municipality should take care that the current debt does not spiral out of control as there was an increase from the 2007/08 financial year of 15.7%.

3.4 Provision of free basic services

Free basic services are provided to all households within the municipal area on the following basis:

3.4.1 Electricity

3310 50Kwh 1 568 940₁₇ 0 0 0

3.4.2 Water

3310 6kl 1 286 928¹⁸ 0 0 0

3.4.3 Refuse Removal

3310 1 2 303 760¹⁹ 0 0 0

3.4.4 Sanitation

3310 1 1 469 640²⁰ 0 0 0

3.5 Report on statutory payments

The following statutory payments were made by the municipality from the 2006/07 financial year:

VAT Paid (2 791 954) (476 038) (3 443 415)²¹

LBS Paid Nil 429 777 2 113 768²²

Other taxes paid - - -

¹⁷ Calculated by staff at the assumption of current rates

¹⁸ Ditto

¹⁹ Ditto

²⁰ Ditto

²¹ See AFS 2009 item 27.3 pg. 24

²² See AFS 2009 item 27.5 pg. 25

Audit fees paid 1 743 146 3 267 760 1 635 720²³

Contributions to Medical Aid 500 118 563 906 805 421²⁴

Contributions to Pension funds 1 616 216 1 842 909 2 244 439²⁵

Total 1 067 526 5 628 314 3 355 933

²³ See AFS 2009 item 27.2 pg. 24

²⁴ See AFS working papers tab T2

²⁵ See AFS working papers tab T2

Chapter 6: Functional Analysis

1. General Overview

MOHOKARE LOCAL MUNICIPALITY

General Information

Reporting Level Detail Total

Overview: Provide a general overview of municipality: this may include a short narrative of issues peculiar to the municipality and issues specific to the financial year being reported

Information: <Provide statistical information on (as a minimum):>

Geography:

1 Geographical area in square kilometres 8776.101km²

Note: Indicate source of information: *Demarcation*

Board

Demography:

2 Total population 36144

Note: Indicate source of information: *Demarcation*

Board

3 Indigent Population 35949

Note: Indicate source of information and define basis of indigent policy including definition of indigent:

Demarcation Board

4 Total number of voters 20544

5 Aged breakdown:

- 65 years and over 2063

- between 40 and 64 years 6978

- between 15 and 39 years 15751

- 14 years and under 11522

Note: Indicate source of information: *Demarcation*

Board

6 Household income:

- over R3,499 per month N/A²⁶

- between R2,500 and R3,499 per month N/A

- between R1,100 and R2,499 per month N/A

- under R1,100 per month N/A

²⁶ N/A = data not available

2. Executive and Council

Function: Executive and Council

Sub Function: N/A

Reporting Level Detail Total

Overview: Includes all activities relating to the executive and council function of the municipality including costs associated with mayoral, councillor and committee expenses and governance. Note: remuneration of councillor information should appear in Chapter 4 on *Financial Statements and Related Financial Information*.

Description of the Activity:

The function of executive and council within the municipality is administered as follows and includes:

- Policy and law making

These services extend to include Mohokare. The municipality has a mandate to:

- *Provide democratic and accountable government for local communities;*
- *Promote the involvement of local communities in local government matters;*
- *Govern, on its own initiative, the local government affairs of local communities; and*
- *Make by-laws for the effective administration of the matters it has a right to perform*

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Councillor detail:

Total number of Councillors 10

Number of Councillors on Executive Committee 0

2 Ward detail:

Total number of Wards 5

Number of Ward Meetings 10

3 Number and type of Council and Committee meetings:

Special Council Meetings 9

Ordinary council Meetings 7

Management Meetings 2

3. Finance

Function: Finance and Administration

Sub Function: Finance

Reporting Level Detail Total

Overview: Includes all activities relating to the finance function of the municipality. Note: grants information should appear in Chapter 4 on *Financial Statements and Related Financial Information*.

Description of

the Activity:

The function of finance within the municipality is administered as follows and includes:

- *Supply Chain Management & Expenditure*
- *Budget*
- *Revenue Management*
- *Financial Management*

These services extend to include *Mohokare*. The municipality has a mandate to:

- *Levy and collect property rates*
- *Determine, levy and collect charges for the provision of municipal services*
- *Borrow money*
- *Prepare, adopt and execute an annual budget consisting of income and expenditure estimates*
- *Acquire goods and services, and dispose of assets, by means of competitive bidding*

The strategic objectives of this function are to:

- *Supply Chain Management & Expenditure*

Management

- *Budget preparation, reporting and analysis*
- *Revenue Management*
- *Financial Management*

The key issues for 2009/10 are:

- *Ensure accurate and timeously reporting and Planning*
- *To develop a compliant budget and financial statements*
- *Ensure effective capacity development and support in the financial unit*
- *Establish and maintain financial systems and policies*

Analysis of the

Function:

Provide statistical information on (as a minimum):

1 Debtor billings: number and value of monthly billings:²⁷

R

Rates & Taxes

Water

Electricity

Sewerage

Refuse

Interest on debtors

N/A

N/A

N/A

N/A

N/A

4 037 164

3 520 250

-

2 966 638

2 475 180

2 Debtor collections: value of amount received and interest:

R R

Rates & Taxes

Water

Electricity

Sewerage

Refuse

Interest on debtors

N/A²⁸

N/A

N/A

N/A

N/A

N/A

N/A

N/A

N/A

N/A

N/A

N/A

3 Debtor analysis: amount outstanding over 30, 60, 90 and 120 plus days:

R

See table below

- Total debts outstanding over 30, 60, 90 and 120 plus days across debtors by function (e.g.: water, electricity etc.)

See table below

4 Write off of debts: number and value of debts written off:

R

- Total debts written off each month across debtors by function

<number>

<value>

Rates & Taxes

Water

Electricity

Sewerage

Refuse

*None*²⁹

Not provided

5 Property rates (Residential):³⁰ *R (000's)*

- Number and value of properties rated *N/A 160 215*

- Number and value of properties not rated *N/A 57*

- Number and value of rate exemptions *N/A 44 443*

- Rates collectible for the current year

2 306

²⁷ Data supplied by staff out of Billing-R report for 2008-2009

²⁸ N/A = data not available

²⁹ Provision for bad debts was made in the AFS 2009, but none was physical written off.

³⁰ See AFS 2009 item 11 pg. 18

Reporting Level Detail Total

6 Property rates (Commercial):³¹ *R*

- Number and value of properties rated *N/A 20 225*

- Number and value of properties not rated *N/A 467 739*

- Number and value of rate exemptions *N/A -*

- Rates collectible for the current year *686*

7 Property rates (State):³² *R*

- Number and value of returns *N/A 47 143*

- Total Establishment levy -

- Total Services levy -

- Levies collected for the current year *1 187*

8 Property valuation:

- Year of last valuation *2006*

- Regularity of valuation *5 years*

9 Indigent Policy:

- Quantity (number of households affected) 3310
- Quantum (total value across municipality) 5 060 328³³
10 Creditor Payments: R
N/A N/A N/A

Note: create a suitable table to reflect the five largest creditors individually, with the amount outstanding over 30, 60, 90 and 120 plus days

11 Credit Rating: R
N/A N/A N/A

List here whether your Council has a credit rating, what it is, from whom it was provided and when it was last updated

12 External Loans: R R

- Total loans received and paid during the year <received> <paid>

**See AFS
2008/09**

**Annexure
B pg. 28**

13 Delayed and Default Payments:

<value>

None

<date>

None

List here whether Council has delayed payment on any loan, statutory payments or any other default of a material nature

³¹ See AFS 2009 item 11 pg. 18

³² See AFS 2009 item 11 pg. 18

³³ Amount calculated by staff on the assumption of current rates

Service 2008/09 ³⁴ < 30 days 60 days 90 days 91 days > Total

10 - Rent 9,775 7,556 1,263 235,232 263,601

11 - Property Rental 2,720 143 (1,189) 2,868 7,262

30 - Rates (356,224) (163,215) 173,098 4,268,994 3,566,428

31 - Levy 76,303 35,352 35,995 5,126,740 5,350,694

40 - Electricity (762) 4,505 (3,814) 243,209 242,377

41 - Water 557,125 249,156 219,325 13,140,634 14,723,364

45 - Arrear Services (7,450) (10,853) (14,424) 3,894,904 3,854,729

50 - Sewerage 253,196 159,727 136,596 3,347,098 4,149,812

60 - Refuse 255,706 134,469 133,401 2,816,941 3,596,223

70 - Service Fees (29,352) (32,284) (37,279) 14,842,232 14,713,965

80 - Miscellaneous - - - 4,173 4,173

Total 761,037 384,557 642,972 47,923,025 50,472,627

³⁴ See working papers to AFS. 2009 tab J8

4. Human Resources

Function: Finance and Administration

Sub Function: Human Resources

Reporting Level Detail Total

Overview: Includes all activities relating to the human resource management function of the municipality including recruitment, selection and induction - also performance management systems, code of conduct detail and decision making systems. Note: Read in conjunction with Chapter 3 on *Human Resource Management*.

Description of the Activity:

The function of human resource management within the municipality is administered as follows and includes:

- *Ensure proper management of available human resources*
- *Ensure effective utilization of Human Resources*
- *Compliance with all Human Resources related legislation*
- *To build sufficient capacity for effective and efficient service delivery*

These services extend to internal departments within the municipality. The municipality has a mandate to:

Employ such personnel as it may require for the effective and efficient performance of its functions, exercise of its powers and discharge of its duties

The strategic objectives of this function are to:

- *Ensure skilled employees*
- *Proper implementation of legislation*
- *Promote sound labour relations*

The key issues for 2009/10 are:

- *To staff the municipality with competent employees in order to achieve IDP objectives*
- *To capacitate employees with the necessary skills*
- *Develop an organisational structure for the municipality to achieve the IDP goals and objectives*

Analysis of the Function:

<Provide statistical information on (as a minimum):

1 Number and cost to employer of all municipal staff employed:

R

- Professional (Managerial/Specialist) *0* -
- Field (Supervisory/Foremen) *0* -
- Office (Clerical/Administrative) *3 41,238³⁵*
- Non-professional (blue collar, outside workforce)

0 -

- Temporary Staff *0* -

- Contract Staff 0 -

Note: total number to be calculated on full-time equivalent (FTE) basis, providing detail of race and gender according to the breakdown described above. Total cost to include total salary package

³⁵ Calculated out Budget 2008-2009

5. Other Administration

Function: Finance and Administration

Sub Function: Other Administration (Procurement)

Reporting Level Detail Total

Overview: Includes all activities relating to overall procurement functions of the municipality including costs associated with orders, tenders, contract management etc.

Description of the Activity:

The function of procurement within the municipality is administered as follows and includes:

- *Tender requisition*
- *Tender adjudication*
- *Contract Management*

These services extend to include Mohokare. The municipality has a mandate to:

- *Acquire goods and services*
- *Dispose of assets*

The strategic objectives of this function are to:

- *Procurement of quality goods and services at the right time from registered suppliers*
- *Proper recording of goods received and issues by the stores*

The key issues for 2009/10 are:

- *Implement an effective system of Expenditure control in compliance with MFMA requirements*
- *Ensure implementation of the Supply Chain Management regulations and approved policy*
- *Establish an effective store and inventory system*

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Details of tender / procurement activities:

- Tot no of times that tender committee met during year *<number>* Not provided
- Total number of tenders considered *<number>* Not provided
- Total number of tenders approved *<number>* Not provided
- Ave time taken from tender advertisement to award *<number>* Not provided

2 Details of tender committee:

Chief Financial Officer

corporate Service Manager

Technical Services Manager

community Services Manager

6. Economic Development

Function: Planning and Development

Sub Function: Economic Development

Reporting Level Detail Total

Overview: Includes all activities associated with economic development initiatives

Description of the Activity:

The function of economic planning / development within the municipality is administered as follows and includes:

- *Infrastructural Development*
- *Informal Trade policies and bylaws*
- *Rural Development and Exhibitions*
- *Identify, Upgrade and Establishment of tourism facilities*
- *Tourism sector plans*
- *Marketing plans, Event*

These services extend to include Mohokare. The municipality has a mandate to:

- *Promote local tourism;*
- *Regulate street trading;*
- *Control undertakings that sell liquor to the public;*
- *License and control undertakings that sell food to the public*

The strategic objectives of this function are to:

- *SSME Promotion and support*
- *Export promotion and International Trade*
- *Community Economic Development (Self Reliance)*
- *Business Retention and Expansion*
- *Industrial Recruitment and Placement*
- *Tourism*
- *Environmental Management*

The key issues for 2009/10 are:

- *Draw new investments to the area*
- *Expand Agricultural sector in the region by exploring diverse agricultural products and agro processing*
- *Strengthen the institutional capacity of SMME's*
- *Expand Tourism in the sector*

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all economic development personnel:

R

- Professional (Directors / Managers)

0 -

- Non-professional (Clerical / Administrative) 0 -

- Temporary 0 -

- Contract 0 -

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package

2 Detail and cost of incentives for business investment: R

N/A N/A

Note: list incentives by project, with total actual cost to municipality for year

3 Detail and cost of other urban renewal strategies: *R*
N/A N/A

Note: list strategies by project, with total actual cost to municipality for year

4 Detail and cost of other rural development strategies: *R*
*Spatial development 2 200 000*³⁶

Note: list strategies by project, with total actual cost to municipality for year

5 Number of people employed through job creation schemes:

- Short-term employment *0*
- Long-term employment *226*

Note: total number to be calculated on full-time equivalent (FTE) basis, and should only be based on direct employment as a result of municipal initiatives

6 Number and cost to employer of all Building Inspectors employed:

R

- Number of Building Inspectors *0* -
- Temporary *0* -
- Contract *0* -

6 Details of building plans:

- Number of building plans approved *0*
- Value of building plans approved *0*

Reporting Level Detail Total

7 Type and number of grants and subsidies received: *R*
See Chapter 8 par 3.1 above

Note: total value of specific planning and development grants actually received during year to be recorded over the five quarters - Apr to Jun last year, Jul to Sep, Oct to

³⁶See AFS. pg. 22 item 24.3.4

Dec, Jan to Mar, Apr to Jun this year.

7. Clinics

Function: Health

Function not provided

Sub Function: Clinics

Reporting Level Detail Total

Overview: Includes all activities associated with the provision of health

Description of the Activity:

The function for the provision of community health clinics within the municipality is administered as follows and includes:

<List administration of each function here: this should detail what is offered, and how it is offered to the community. List here any agency relationships and roles of provincial and national government>

These services extend to include *<function/area>*, but do not take account of *<function/area>* which resides within the jurisdiction of *<national/provincial/other private sector>* government. The municipality has a mandate to:
<List here>

The strategic objectives of this function are to:

<List here>

The key issues for 200X/0Y are:

<List here>

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all health personnel: *R*

- Professional (Doctors/Specialists) *<total> <cost>*

- Professional (Nurses/Aides) *<total> <cost>*

- Para-professional (Clinic staff qualified) *<total> <cost>*

- Non-professional (Clinic staff unqualified) *<total> <cost>*

- Temporary *<total> <cost>*

- Contract *<total> <cost>*

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package

2 Number, cost of public, private clinics servicing *R*

population:

- Public Clinics (owned by municipality) *<total> <cost>*

- Private Clinics (owned by private, fees based) *<total> <cost>*

3 Total annual patient head count for service provided by the municipality:

- 65 years and over *<total>*

- between 40 and 64 years *<total>*

- between 15 and 39 years *<total>*

- 14 years and under *<total>*

Note: if no age range available, place to other

4 Estimated backlog in number of and costs to build clinics: *R*

<list details> <total> <cost>

Note: total number should appear in IDP, and cost in

future budgeted capital works programme

5 Type and number of grants and subsidies received: *R*

<list each grant or subsidy separately> <total> <value>

Note: total value of specific health clinic grants actually received during year to be recorded over the five quarters - Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.

6 Total operating cost of health (clinic) function: *R*

8. Ambulance

Function: Health

Function not provided

Sub Function: Ambulance

Reporting Level Detail Total

Overview: Includes all activities associated with the provision of ambulance services

Description of the Activity:

The function of provision of an ambulance service within the municipality is administered as follows and includes:
<List administration of each function here: this should detail what is offered, and how it is offered to the community>

These services extend to include <function/area>, but do not take account of <function/area> which resides within the jurisdiction of <national/provincial/other private sector> government. The municipality has a mandate to:
<List here>

The strategic objectives of this function are to:
<List here>

The key issues for 200X/0Y are:
<List here>

Analysis of the Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all ambulance service personnel:

R

- Professional (Doctors/Specialists) <total> <cost>
- Professional (Nurses/Aides) <total> <cost>
- Para-professional (Ambulance officers qualified) <total> <cost>
- Non-professional (Ambulance officers unqualified) <total> <cost>
- Temporary <total> <cost>
- Contract <total> <cost>

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package

2 Number and total operating cost of ambulance vehicles servicing population:

R

- Aged less than 10 years <total> <cost>
- Aged 10 years or greater <total> <cost>

Note: this figure should be taken from the plant replacement schedule

3 Total annual patient head count:

- 65 years and over <total>
- between 40 and 64 years <total>
- between 15 and 39 years <total>
- 14 years and under <total>

Note: list total number transported

5 Type and number of grants and subsidies received: R
<list each grant or subsidy separately> <total> <value>

Note: total value of specific health ambulance grants actually received during year to be recorded over the five

quarters - Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.
6 Total operating cost of health (ambulance) function R

9. Community and Social services

Function: Community and Social Services

Sub Function: All inclusive

Reporting Level Detail Total

Overview: Includes all activities associated with the provision of community and social services

Description of

the Activity:

The function of provision of various community and social services within the municipality is administered as follows and includes:

- *To render social services*
- *Public Libraries*

These services extend to include Mohokare.

The municipality has a mandate to:

- *Establish, manage and operate public libraries on behalf of the Provincial Government*
- *Regulate child care facilities*

The strategic objectives of this function are to:

- *Conduct awareness campaigns regarding social services*
- *Provide integrated services for HIV/Aids*
- *Provide social services for the aged, children and other vulnerable groups*

The key issues for 2009/10 are:

- *Attend to social problems in the community*
- *Participate in national events to create awareness regarding social problems*
- *Maintain the current Social Welfare Services*

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Nature and extent of facilities provided: *no of facilities: no of users:*

- Library services 5 N/A
- Museums and art galleries 1 N/A
- Other community halls/facilities 3 N/A
- Cemeteries and crematoriums 5 N/A
- Child care (including crèches etc.) 10 N/A
- Aged care (including aged homes, home help) 2 N/A
- Schools 11 N/A

- Sporting facilities (specify) 9 N/A

- Parks 15 N/A

2 Number and cost to employer of all personnel associated with each community services

function:

R

- Library services 11 111,034³⁷
- Museums and art galleries 0 -
- Other community halls/facilities 0 -
- Cemeteries and crematoriums 5 22,218
- Child care 1 164 000
- Aged care 0 -
- Schools 0 -
- Sporting facilities 7 45,621³⁸
- Parks 23 91,106

Note: total number to be calculated on fulltime equivalent (FTE) basis, total cost to include total salary package

6 Total operating cost of community and social services function

2 245 200³⁹

³⁷ See Salary budget 2009

³⁸ Ditto

³⁹ AFS 2009 pg. 32

10. Housing

Function: Housing

Sub Function: N/A

Reporting Level Detail Total

Overview: Includes all activities associated with provision of housing

Description of the Activity:

The function of provision of housing within the municipality is administered as follows and includes:

- *Implement building control measures*
- *Apply national building control regulations*
- *Plan survey and transfer land*
- *Township establishment*
- *Land Use management*

These services extend to include *Mohokare*. The municipality has a mandate to:

(a) *ensure that —*

(i) *local residents have access to adequate housing on a progressive basis;*

(ii) *conditions that are not conducive to the health and safety of local residents are prevented or removed;*

(iii) *services in respect of water, sanitation, electricity, roads, storm water drainage and transport are provided in an economic and efficient manner;*

(b) *set housing delivery goals in respect of the municipality;*

(c) *identify and designate land for housing development;*

(d) create and maintain a public environment conducive to financially and socially viable housing development ;
(e) promote the resolution of conflicts arising in the housing development process:
(f) initiate, plan, co-ordinate, facilitate, promote and enable appropriate housing development in the Municipality;
(g) provide bulk engineering services and revenue generating services in so far as such services are not provided by specialist utility

suppliers;

(h) plan and manage land use and development and enforce land-use regulations;
(i) participate in a national housing program in accordance with the rules of such program; and
(j) lay-out and establish townships

The strategic objectives of this function are to:

- *Land Reform*
- *Housing*
- *Township Establishment*
- *Informal Settlement*
- *Town Lands and Commonages*
- *Property Management*
- *Enabling all communities to have access to basic services and land*

The key issues for 2009/10 are:

- *Build capacity within the section*
- *Eradication of informal settlements*
- *Upgrading of land tenure rights*
- *Land transfer*
- *Implement building control*

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost of all personnel associated with provision of municipal housing:

R

- Professional (Architects/Consultants) *0* -
- Field (Supervisors/Foremen) *1 24,377₄₀*
- Office (Clerical/Administration) *3 24,206*
- Non-professional (blue collar, outside workforce)

0 -

- Temporary *0* -

- Contract *0* -

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package. Professional includes project design, Field includes all tradespersons.

2 Number and total value of housing projects

planned and current:

R

- Current (financial year after year reported on) 500 26,000,000⁴¹

- Planned (future years) 0 -

⁴⁰ Taken out of Budget 2008-2009

⁴¹ Number supplied by staff

Note: provide total project and project value as per initial or revised budget

3 Total type, number and value of housing provided:

R

RDP Houses 500 26,000,000

Note: total number and total value of housing provided during financial year

4 Total number and value of rent received from municipal owned rental units

R

1. *Montague plots*

2. *Flats and Houses*

43

27

197,757⁴²

5 Estimated backlog in number of (and costs to build) housing:

R

Houses 396 Not provided

Note: total number should appear in IDP, and cost in future budgeted capital housing programs

6 Type of habitat breakdown:

- number of people living in a house or brick structure

Not provided

- number of people living in a traditional dwelling

Not provided

- number of people living in a flat in a block of flats

Not provided

- number of people living in a town/cluster/semi-detached group dwelling

Not provided

- number of people living in an informal dwelling or shack

Not provided

- number of people living in a room/flat let *Not provided*

Reporting Level Detail Total

7 Type and number of grants and subsidies received:

R

See Chapter 5 par 3.1 above

Note: total value of specific housing grants

actually received during year to be recorded over the five quarters - Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.

8 Total operating cost of housing function R 538,459⁴³

⁴² AFS 2009 pg. 32

⁴³ AFS 2009 pg. 32

11. Public Safety

Function: Public Safety

Sub Function: Police (Traffic)

Reporting Level Detail Total

Overview: Includes police force and traffic (and parking) control

Description of

the Activity:

The traffic control functions of the municipality are administered as follows and include:

- *Law enforcement*
- *Visible policing*
- *Road safety*

These services extend to include Mohokare. The municipality has a mandate to:

Make and adopt traffic bylaws;

Regulate traffic and enforce traffic laws, including the erection and removal of road markings, traffic signs and traffic lights;

Regulate the display of advertisements and billboards, i.e. written or visual descriptive material, signs and symbols which promotes the sale and / or encourages the use of goods and services;

Establish, regulate, manage and operate pounds for the impoundment of stray animals and objects, including vehicles, confiscated by the municipality

License dogs

Regulate and control access to, and use of, public amenities

The strategic objectives of this function are to:

Maintaining public order and protecting road users and ensuring road safety

The key issues for 2009/10 are:

- *Awareness campaigns regarding road safety and education of road users and public*

Analysis of the

Function:

<*Provide statistical information on (as a minimum):*>

1 Number and cost to employer of all personnel associated with policing and traffic control:

R

- Professional (Senior Management) 0 -
- Field (Detectives/Supervisors) 3 *Not provided*

- Office (Clerical/Administration) 1 *Not provided*

- Non-professional (visible police officers) 3 *Not provided*
- Volunteer 0 -
- Temporary 0 -
- Contract 0 -

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package. Office includes desk bound police and traffic officers, non-professional includes aides

2 Total number of call-outs attended:

- Emergency call-outs *Not provided*
- Standard call-outs *Not provided*

Note: provide total number registered, based on call classification at municipality

3 Average response time to call-outs:

- Emergency call-outs *Not provided*
- Standard call-outs *Not provided*

Note: provide average by dividing total response time by number of call-outs

4 Total number of targeted violations e.g.: traffic offences:

Total violations. (Targeted data not available) 152

5 Total number and type of emergencies leading to a loss of life or disaster:

Data not available

6 Type and number of grants and subsidies received: *R See Chapter 5 par 3.1 above*

Note: total value of specific public safety grants actually received during year to be recorded over the five quarters - Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.

7 Total operating cost of police and traffic function *R 2 690 415⁴⁴*

⁴⁴ AFS 2009 pg. 32

12. Solid Waste

Function: Waste Management

Sub Function: Solid Waste

Reporting Level Detail Total

Overview: Includes refuse removal, solid waste disposal and landfill, street cleaning and recycling

Description of the Activity:

The refuse collection functions of the municipality are administered as follows and include:

Weekly kerb-side refuse removal for residential areas and twice weekly for commercial areas

These services extend to include Zastron, Rouxville and Smithfield. The municipality has a mandate to:

Provide, manage and operate a service for the collection, conveyance and disposal of solid

waste. The Municipality does not remove or dispose of hazardous, biological and medical waste.

The strategic objectives of this function are to:
Improve waste removal service and Management of landfill site

To reduce illegal dumping

The key issues for 2009/10 are:
Improve waste removal service and management of landfill site

Awareness campaigns and educational programs

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all personnel associated with refuse removal:

R

- Professional (Engineers/Consultants) *0* -

- Field (Supervisors/Foremen) *2 27,368⁴⁵*

- Office (Clerical/Administration) *0* -

- Non-professional (blue collar, outside workforce)

33 236,123

- Temporary *8* -

⁴⁵ Taken out of Budget 2008-2009

- Contract *0* -

2 Number of households receiving regular refuse removal services, and frequency and cost of service:

R

- Removed by municipality at least once a week *10306 Not provided*

- Removed by municipality less often *0*

- Communal refuse dump used *0*

- Own refuse dump *0*

- No rubbish disposal *0*

Note: if other intervals of services are available, please provide details

3 Total and projected tonnage of all refuse disposed:

- Domestic/Commercial *4,000 tons 5.500 tons*

- Garden *0 0*

Note: provide total tonnage for current and future years activity

4 Total number, capacity and life expectancy of refuse disposal sites:

- Domestic/Commercial (number) *12 000 tons 3 years*

- Garden (number) *12 000 tons 3 years*

Note: provide the number of tip sites, their total current capacity and the expected lifespan as at end of reporting period:

Number of sites: 3 sites

Total current capacity: 120,000tons

Lifespan: 3 years

Reporting Level Detail Total

5 Anticipated expansion of refuse removal service: *R*

- Domestic/Commercial *0 0*

- Garden *0 0*

Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality

6 Free Basic Service Provision:

- Quantity (number of households affected) *See page 43 par 3.4 above*

- Quantum (value to each household)

7 Total operating cost of solid waste management function

5,178,612⁴⁶

⁴⁶AFS 2009 pg. 32

13. Sewerage

Function: Waste Water Management

Sub Function: Sewerage etc.

Reporting Level Detail Total Cost

Overview: Includes provision of sewerage services not including infrastructure and water purification, also includes toilet facilities

Description of the Activity:

The sewerage functions of the municipality are administered as follows and include:

Two services offered:

1. Full waterborne sewage system

2. Ventilated Improved Pit Latrines

These services extend to include Mohokare. The

municipality has a mandate to:

collect, remove, dispose of and treat human excreta, domestic waste-water, sewage and effluent resulting from the use of water for commercial purposes

The strategic objectives of this function are to:

Provide cost effective and efficient sewerage services

The key issues for 2009/10 are:

Provision of sewage services to all residents

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all personnel associated with sewerage functions:

R

- Professional (Engineers/Consultants) 0 -
 - Field (Supervisors/Foremen) 2 28,581
 - Office (Clerical/Administration) 0 -
 - Non-professional (blue collar, outside workforce) 24 186,304⁴⁷
 - Temporary 26 -
 - Contract
- ⁴⁷Taken out of Budget 2008-2009

2 Number of households with sewerage services, and type and cost of service:⁴⁸

R

- Flush toilet (connected to sewerage system) 8431 *Not provided*
- Flush toilet (with septic tank) 0 *Not provided*
- Chemical toilet 0 *Not provided*
- Pit latrine with ventilation 0 *Not provided*
- Pit latrine without ventilation 0 *Not provided*
- Bucket latrine 1875 *Not provided*
- No toilet provision 0 *Not provided*

Note: if other types of services are available, please provide details

3 Anticipated expansion of sewerage: *R*

- Flush/chemical toilet 0 -
- Pit latrine 0 -
- Bucket latrine 0 -
- No toilet provision 0 -

Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality

4 Free Basic Service Provision:

- Quantity (number of households affected) *See page 43 par 3.4 above*

- Quantum (value to each household)

Reporting Level Detail Total Cost

5 Total operating cost of sewerage function *R 7,493,568*⁴⁹

⁴⁸ Numbers supplied by staff

⁴⁹ AFS 2009 pg. 32

14. Roads

Function: Road Transport

Sub Function: Roads

Reporting Level Detail Total Cost

Overview: Construction and maintenance of roads within the municipality's jurisdiction

Description of the Activity:

The road maintenance and construction responsibilities of the municipality are

administered as follows and include:

1. *Construction of paved roads*
2. *Gravelling of roads with black top*
3. *Road maintenance*

These services extend to include Mohokare. The municipality has a mandate to:

Plan, construct, close and divert roads which form an integral part of the municipality's road transport system

The strategic objectives of this function are to:

Provide access roads to the municipality

The key issues for 2009/10 are:

Construction of paved roads in Mohokare

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all personnel associated with road maintenance and construction:

R

- Professional (Engineers/Consultants) *0 -*
- Field (Supervisors/Foremen) *1 538,600*
- Office (Clerical/Administration) *1 177,900*
- Non-professional (blue collar, outside workforce)
16 1,255,290⁵⁰
- Temporary *0 0*
- Contract *0 -*

Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package

⁵⁰Taken out of budget 2008-2009

2 Total number, kilometres and total value of road projects planned and current:

R

- New bituminised (number) *0 0*
- Existing re-tarred (number) *0 0*
- New paved (number) *43km 106,341,318*
- Existing re-sheeted (number) *0 0*

Note: if other types of road projects, please provide details

3 Total kilometres and maintenance cost associated with existing roads provided

R

- Tar *0 0*
- Gravel *0 0*

Note: if other types of road provided, please provide details

4 Average frequency and cost of re-tarring, resheeting roads

R

- Tar 0 0

- Gravel 0 0

Note: based on maintenance records

5 Estimated backlog in number of roads, showing kilometres and capital cost

R

- Tar 0 0

- Gravel 0 0

Reporting Level Detail Total Cost

6 Type and number of grants and subsidies received:

R

See Chapter 5 par 3.1 above

7 Total operating cost of road construction and maintenance function

R 1,033,949⁵¹

⁵¹ AFS 2009 pg. 32

15. Water Distribution

Function: Water

Sub Function: Water Distribution

Reporting Level Detail Total Cost

Overview: Includes the bulk purchase and distribution of water

Description of the Activity:

The water purchase and distribution functions of the municipality are administered as follows and include:

Provide safe drinking water , supply sanitation services , repair and maintain distribution network

These services extend to include all off Mohokare area. The municipality has a mandate to:

Abstract, convey, treat and distribute potable water, water intended to be converted to potable water or water for commercial use but not water for industrial use.

The strategic objectives of this function are to:

Provide water and sanitation services to consumers

The key issues for 2010 are:

Improving services

` <Provide statistical information on (as a minimum):>

1 Number and cost to employer of all personnel associated with the water distribution function:

R

- Professional (Engineers/Consultants) *Not provided Not provided*

- Field (Supervisors/Foremen) *Not provided Not provided*

- Office (Clerical/Administration) *Not provided Not provided*
- Non-professional (blue collar, outside workforce) *Not provided Not provided*
- Temporary *Not provided Not provided*
- Contract *Not provided Not provided*
- 2 Percentage of total water usage per month
<Insert table showing monthly water usage > Not provided Not provided

Note: this will therefore highlight percentage of total water stock used per month

3 Total volume and cost of bulk water purchases in kilolitres and rand, by category of consumer
R

Do not purchase water. Extract own water.

4 Total volume and receipts for bulk water sales in kilolitres and rand, by category of consumer:
R

- Category 1 *<insert here> (total number of households)*

Not provided Not provided

- Category 2 *<insert here> (total number of households)*

Not provided Not provided

- Category 3 *<insert here> (total number of households)*

Not provided Not provided

- Category 4 *<insert here> (total number of households)*

Not provided Not provided

5 Total year-to-date water losses in kilolitres and rand

R

<detail total> Not provided Not provided

Reporting Level Detail Total Cost

6 Number of households with water service, and type and cost of service:

R

- Piped water inside dwelling 3091 *Not provided*

- Piped water inside yard 7214 *Not provided*

- Piped water on community stand: distance < 200m from dwelling
0 Not provided

- Piped water on community stand: distance > 200m from dwelling
0 Not provided

- Borehole *0 Not provided*

- Spring *0 Not provided*

- Rain-water tank *0 Not provided*

Dam *0 Not provided*

River *0 Not provided*

Water vendor *0 Not provided*

Other *0 Not provided*

7 Number and cost of new connections: R
396 1,245,450

8 Number and cost of disconnections and
reconnections:
Not provided Not provided Not provided

9 Number and total value of water projects
planned and current:

- Current (financial year after year reported on) 396 1,245,450⁵²

- Planned (future years) 396 837,000⁵³

Note: provide total project and project value as
per initial or revised budget

10 Anticipated expansion of water service:

- Piped water inside dwelling 0 -

- Piped water inside yard 0 -

- Piped water on community stand: distance <
200m from dwelling
0 -

- Piped water on community stand: distance >
200m from dwelling
0 -

- Borehole 0 -

- Spring 0 -

- Rain-water tank 0 -

Note: provide total number of households
anticipated to benefit and total additional
operating cost per year to the municipality

11 Estimated backlog in number (and cost to
provide) water connection:

- Piped water inside dwelling 7214 *Not provided*

- Piped water inside yard 0

- Piped water on community stand: distance <
200m from dwelling
0

- Piped water on community stand: distance >
200m from dwelling
0

- Borehole 0

- Spring 0

- Rain-water tank 0

Note: total number should appear in IDP, and
cost in future budgeted capital housing
programs

12 Free Basic Service Provision:

- Quantity (number of households affected) *See page 43
par 3.4 above*

- Quantum (value to each household)

13 Type and number of grants and subsidies
received:

See Chapter 5 par 3.1 above

⁵² Supplied by staff

⁵³ Ditto

Note: total value of specific water grants actually received during year to be recorded over the five quarters - Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.

14 Total operating cost of water distribution function

R

7 117 689⁵⁴

⁵⁴ AFS 2009 pg. 32

16. Electricity Distribution

Function: Electricity Service provided by CENTLEC. No data

Sub Function: Electricity Distribution was provided

Reporting Level Detail Total Cost

Overview: Includes the bulk purchase and distribution of electricity

Description of the Activity:

The electricity purchase and distribution functions of the municipality are administered as follows and include:

Provision of electricity to each household

These services extend to include Mohokare. The municipality has a mandate to:

transmit, distribute and sell electricity for retail use; provide, regulate, control and maintain an electricity distribution network; and

determine tariffs for the sale of electricity

The strategic objectives of this function are to:

Provision of a continues electricity service to the community

The key issues for 2009/10 are:

Not provided

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and cost to employer of all personnel associated with the electricity distribution function:

- Professional (Engineers/Consultants) N/A N/A
- Field (Supervisors/Foremen) N/A N/A
- Office (Clerical/Administration) N/A N/A
- Non-professional (blue collar, outside workforce) N/A N/A >
- Temporary N/A N/A
- Contract N/A N/A

2 Total quantity and cost of bulk electricity purchases in kilowatt hours and rand, by category of consumer

- Residential N/A N/A
- Commercial N/A N/A

- Industrial N/A N/A
- Mining N/A N/A
- Agriculture N/A N/A
- Other N/A N/A

3 Total quantity and receipts for bulk electricity sales in kilowatt hours and rand, by category of consumer:

- Household N/A N/A
- Commercial N/A N/A
- Industrial N/A N/A
- Mining N/A N/A
- Agriculture N/A N/A
- Other N/A N/A

4 Total year-to-date electricity losses in kilowatt hours and rand

<detail total> <volume> <cost>

5 Number of households with electricity access, and type and cost of service:

Reporting Level Detail Total Cost

- Electrified areas
- Municipal <total> <cost>
- Eskom N/A N/A
- Alternate energy source N/A N/A
- Gas N/A N/A
- Paraffin N/A N/A
- Solar N/A N/A
- Wood N/A N/A
- Non electrified - Coal N/A N/A

Note: if other types of services are available, please provide details

6 Number and cost of new connections:

<detail total> N/A N/A

7 Number and cost of disconnections and reconnections

<detail total> N/A N/A

8 Number and total value of electrification projects planned and current:

- Current (financial year after year reported on) N/A N/A
- Planned (future years) N/A N/A

Note: provide total project and project value as per initial or revised budget

9 Anticipated expansion of electricity service:

<detail total> N/A N/A

Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality

10 Estimated backlog in number (and cost to provide) water connection:

<detail total> N/A N/A

Note: total number should appear in IDP, and cost in

future budgeted capital housing programmes
11 Free Basic Service Provision: `
- Quantity (number of households affected) *See page 43 par 3.4 above*
- Quantum (value to each household)
12 Type and number of grants and subsidies received:
See Chapter 5 par 3.1 above N/A N/A
13 Total operating cost of electricity distribution function
R
N/A

17. Street Lighting

Function: Electricity

Sub Function: Street Lighting

Reporting Level Detail Total Cost

Overview: Includes all activities associated with the provision of street lighting to the community

Description of

the Activity:

Street lighting responsibilities of the municipality are administered as follows and include:

Provision of street lights and high mast lights to the community

These services extend to include Mohokare. The municipality has a mandate to:

Provide and operate street and area lighting

The strategic objectives of this function are to:

Provision of street lights and high mast lights to the community

The key issues for 2009/10 are:

High mast lights in dark areas

Analysis of the

Function:

<Provide statistical information on (as a minimum):>

1 Number and total operating cost of streetlights servicing population:

R

<complete> N/A⁵⁵ N/A

Note: total streetlights should be available from municipal inventory

2 Total bulk kilowatt hours consumed for street lighting:

<complete> N/A

Note: total number of kilowatt hours consumed by all street lighting for year

⁵⁵ N/A = data not available

Item 3.2 wrong pg. 51

10 - Rent 9,775 7,556 1,263 235,232 253,826

11 - Property Rental 2,720 143 (1,189) 2,868 4,542
30 - Rates (356,224) (163,215) 173,098 4,268,994 3,922,652
31 - Levy 76,303 35,352 35,995 5,126,740 5,274,390
40 - Electricity (762) 4,505 (3,814) 243,209 243,138
41 - Water 557,125 249,156 219,325 13,140,634 14,166,240
45 - Arrear Services (7,450) (10,853) (14,424) 3,894,904 3,862,178
50 - Sewerage 253,196 159,727 136,596 3,347,098 3,896,616
60 - Refuse 255,706 134,469 133,401 2,816,941 3,340,517
70 - Service Fees (29,352) (32,284) (37,279) 14,842,232 14,743,317
80 - Miscellaneous - - - 4,173 4,173
Total 761,037 384,557 642,972 47,923,025 49,711,591

10 - Rent 24,454 9,322 8,531 157,227 199,534
11 - Property Rental 2,000 120 - 17 2,137
30 - Rates 31,559 14,960 79,650 3,128,275 3,254,444
31 - Levy 92,645 43,632 41,701 4,679,564 4,857,542
40 - Electricity (762) -
259,766 259,004
41 - Water 533,211 242,023 289,442 10,299,222 11,363,898
45 - Arrear Services 5,716 - - 3,980,306 3,986,022
50 - Sewerage 373,961 163,500 156,018 1,542,864 2,236,343
60 - Refuse 316,671 142,479 139,066 1,186,927 1,785,143
70 - Service Fees 20,816 3,194 75 14,991,283 15,015,368
80 - Miscellaneous (796) -
5,179 4,383
Total 1,399,475 619,230 714,483 40,230,630 42,963,818