

ANNUAL REPORT 2009/2010

MOHOKARE LOCAL MUNICIPALITY

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CHAPTER 1: INTRODUCTION AND OVERVIEW

1. FOREWORD BY THE MAYOR

The financial year 2009/10 marks a full year since the lifting of provincial administration under section 139(b) of the South African Constitution.

ADMINISTRATION

During the financial year the Municipal Manager and the Chief Financial Officer were the only senior managers appointed. The vacancies of the following section 57 managers remained vacant: Executive Manger: Community Services; Executive Manager: Corporate Service and Executive Manger: Technical Services. These posts remained vacant largely due to the Municipality's financial inability to carry employment costs for these posts.

The Municipality continued to experience financial difficulties mainly due to a huge debtor's book which is made worse by high unemployment rate and inherent the grant dependency nature of the Municipality. This predicament further prevented the filling of key administrative personnel vacancies in the Finance Department. Thus, the Finance Department was under staffed.

GOOD GOVERNANCE AND FINANCIAL MANAGEMENT

As a result of challenges mentioned above, enforcement of internal controls became illusive. The Auditor General issued the Municipality with a disclaimer of audit opinion for the 2009/10 financial year. This situation was mainly caused by irregular expenditure and an unreliable asset register. Over the years some service providers were appointed without following correct tender processes and resultant payments lead to irregular expenditure.

SERVICE DELIVERY

Amid the nature of financial challenges faced by the Municipality, service delivery has been prioritized. New yellow fleet was acquired to boost the Municipality's service delivery ability.

Regards

Councilor M. J. Sehanka
Mayor / Speaker: Mohokare Local Municipality.

2. STATEMENT BY THE MUNICIPAL MANAGER

The 2009/10 financial year presented various challenges to the Municipality. As a rural Municipality we continued to be a grant dependant Municipality. We have created internal debt collection capacity to improve our cash flow.

Our Municipal Infrastructure Grant expenditure is haunted by legacy issues that need to be addressed in order to continue our investment in infrastructure development.

All vacant posts of executive managers and other key posts in the Finance Department will be staffed during the 2011 calendar year. Actions plans have been developed to address matters raised by the Auditor General in the 2009/10 management report. The Internal Audit Department is tasked to ensure strict compliance to the target dates as stated in the Audit Implementation Plan.

Asset management remains a serious challenge due to unreliable asset records. As part of the 2009/10 action plan together with our Generally Recognised Accounting Practice (GRAP) Implementation plan detailed attention and resources will be invested in the development of a complete and GRAP compliant asset register. Establishment of a Performance Management Unit (PMU) is envisaged during the 2011 calendar year. This requires revision of our organisational structure in order to develop an ideal and cost effective PMU structure.

Central to the clean audit report vision of 2014 is well staffed and well resourced Finance and Internal Audit Departments. Review of the organisational structure and the annual budget adjustment will allocate necessary resources to this end.

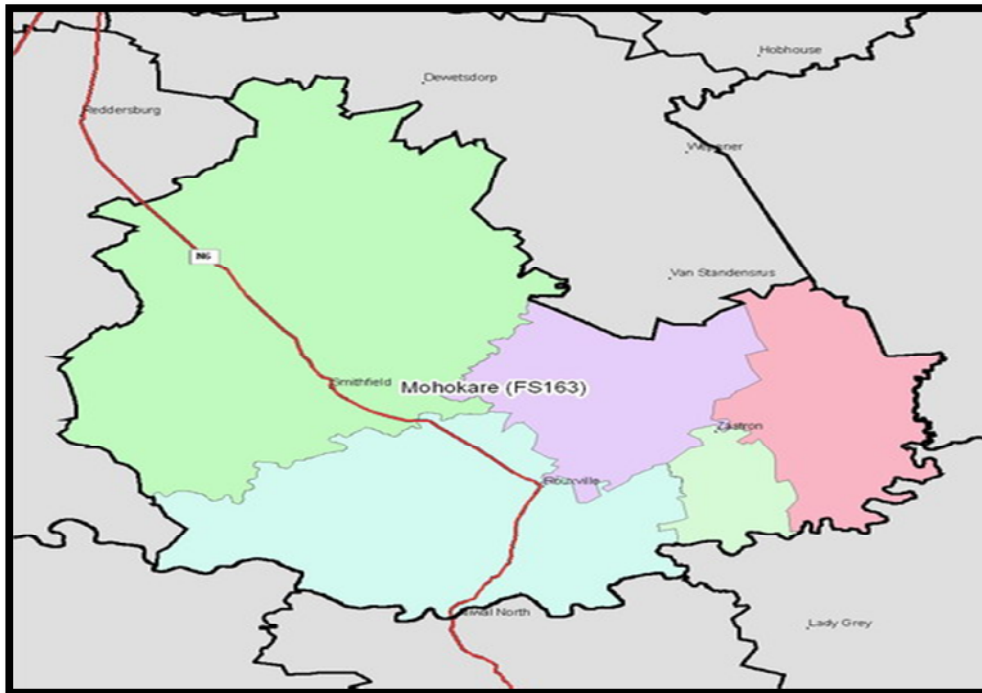
Plans are underway to review all existing policies. With a mid-year performance and budget assessment review, funds will be set aside for the development of a staff retention policy in order to ensure compliance with a Provincial Public Accounts Committee (PROPAC) resolution.

Successful implementation of Audit Implementation Plan and GRAP Implementation should lead the Municipality to an improved Auditor – General’s audit opinion in the 2010/11 financial year.

T. Panyani
Acting 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, 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 non-urban 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 –

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

Table 1: Racial composition of local area

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.

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

Description ²	2001	%
Employed	8240	36.02%
Unemployed	4620	20.20%
Not Economically Active	10011	43.78%
Total	22871	100.00%

Table 2: Employment data

3.2. Service Delivery Backlogs

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

	30-Jun-07	30-Jun-08	30-Jun-09	30 Jun 10
	Actual	Actual	Actual	Actual
Water Backlogs (6KL per month)³				
Backlogs to be eliminated (No of Households(HH) not receiving the Minimum standard of service)	396	396	-	396
Backlogs to be eliminated (Percentage = HH identified as backlogs/total HH in municipality)	3.84%	3.84%	-	3.84%
Spending on new infrastructure to eliminate Backlogs	1,082,236	2,777,426	2,091,993	1,556,238
Spending on Renewal of existing infrastructure to eliminate Backlogs	-	-	-	-
Total spending to eliminate Backlogs	1,082,236	2,777,426	2,091,993	1,556,238
Spending on maintenance to ensure no new backlogs created	837,000	0	737,824	972,837
Sanitation Backlogs⁴				
Backlogs to be eliminated (No of Households(HH) not receiving the Minimum standard of service)	2,437	2,437	2,134	1,875
Backlogs to be eliminated (Percentage = HH identified as backlogs/total HH in municipality)	23%	23%	20.4%	18%
Spending on new infrastructure to eliminate Backlogs	7,371,821	14,839,597	3,144,100	13,586,925
Spending on Renewal of existing infrastructure to eliminate Backlogs	0	0	0	7,375,723
Total spending to eliminate Backlogs	7,371,821	14,839,597	3,144,100	13,586,925
Spending on maintenance to ensure no new backlogs created	0	0	319,318	121,636
Electricity Backlogs (30KWH per month)⁵				
Backlogs to be eliminated (No of Households(HH) not receiving the Minimum standard of service)	0	0	536	536
Backlogs to be eliminated (Percentage =	0	0	5%	5%

²Source StatsSa: <http://www.demarcation.org.za>

³ Unaudited information

⁴ Unaudited information

⁵ Unaudited information

	30-Jun-07	30-Jun-08	30-Jun-09	30 Jun 10
	Actual	Actual	Actual	Actual
HH identified as backlogs/total HH in municipality				
Spending on new infrastructure to eliminate Backlogs	0	0	R 2.9M	R2.9M
Spending on Renewal of existing infrastructure to eliminate Backlogs	0	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	

Table 3: Service Delivery Backlogs

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:

"Mohokare 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

The IDP of the Municipality 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. The Integrated Development Plan 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 the IDP, also we have aligned our planning frameworks with those of Xhariep District Municipality and 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 the municipality will 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 three tools are interrelated and no single one of them can operate effectively without the other.

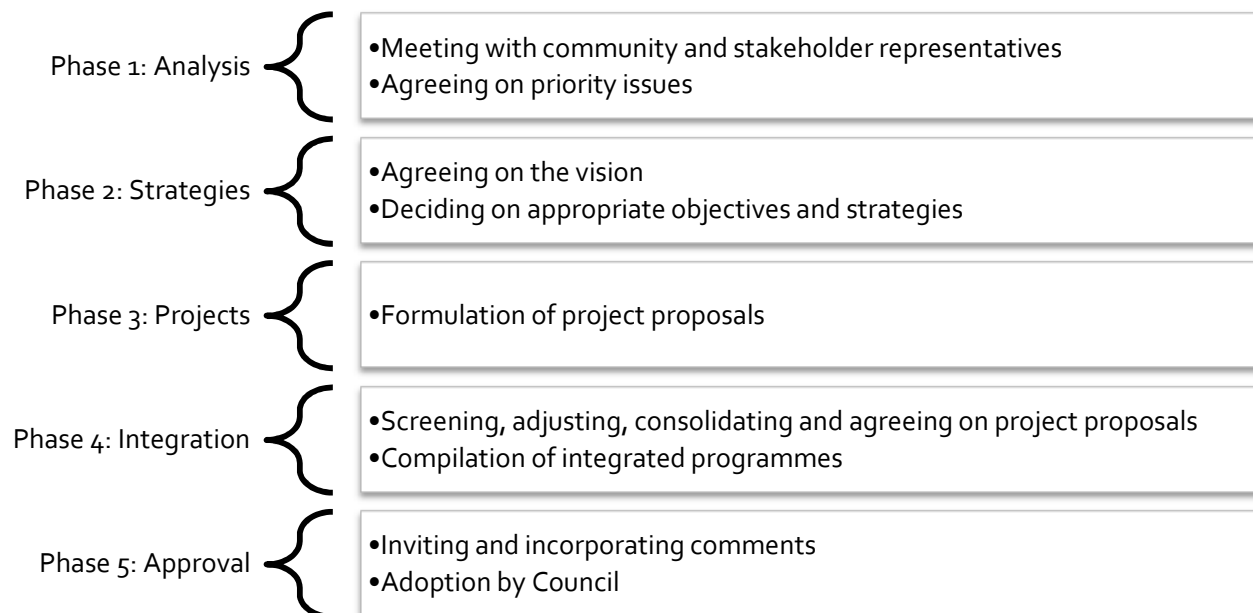
In this regard, the IDP represents the forward planning and strategic decision-making tool that informs the budget, which must give effect to the strategic priorities of Mohokare, embodied in the IDP. In turn, the Performance Management System (PMS) and the Service Delivery Budget Implementation Plan (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.



5. IDP OBJECTIVES FOR 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 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 Mohokare 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 Mohokare 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 & Co-operative 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 Mohokare 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 Municipality must develop and implement a performance management system [PMS] in terms of the *Local Government: Municipal Systems Act 2000* (Act No 32 of 2000). A PMS describes and represents how the Municipality's cycle and processes of performance planning, performance monitoring, performance measuring, performance reviewing, performance reporting and performance improvement will be conducted, organised and managed.

The purpose of the PMS is to –

- produce accurate and verifiable evidence of the extent to which the Municipality implemented its IDP; and
- to identify the causes of underperformance in order to take corrective action in a timely fashion, i.e. to serve as an early warning system of poor performance.

A key activity in the performance management process is the setting of key performance indicators [KPIs] and targets for measuring performance against the development priorities and objectives set out in the Municipality's IDP during a specific financial year. KPIs are yardsticks for measuring performance. The Municipality's KPIs must measure inputs, outputs and outcomes. *Input indicators* measure the cost, resources and time used to achieve a particular objective. *Output indicators* measure the result, in terms of goods and services produced, of the activities the Municipality undertook to achieve a particular objective, e.g. number of residences connected to the water reticulation system, or distance of streets built. *Outcome indicators* measure the quality and/or impact of a particular output on the achievement of an objective, i.e. provides answers to the question whether the planned results had been achieved?

In addition to the KPIs the Municipality must set, it must also measure its performance against the general KPIs determined by the Minister of Co-operative Government and Traditional Affairs.

The Municipality must, at least once during a year, measure and review its performance against the KPIs and performance targets set for that year and prepare an annual performance report. These measurements will indicate in what areas the Municipality performed satisfactorily and where improvements are required.

The annual performance report must reflect at least the following –

- the Municipality's performance and that of each external service provider that provided municipal services on its behalf [e.g. Centlec (Pty) Ltd] during that financial year;
- a comparison of the performance of a specific year with the performance in the previous financial year; and
- measures taken to improve performance.

2. GENERAL KEY PERFORMANCE INDICATORS

The *Local Government: Municipal Planning and Performance Management Regulations 2001* prescribe the general KPIs for municipalities. The Municipality's performance against these general KPIs is presented and discussed in this section.

2.1 Key Performance Area: Service-delivery

The following KPIs were measured in respect of the urban-type settlements in the Municipality –

Key Performance Indicator	No of households	
	2009/10	
% of households with access to basic level of water	100	10,216
% of households with access to basic level of sanitation	91.84	9,383
% of households with access to basic level of electricity	94.8	9,685
% of households with access to basic level of solid waste removal	98.1	10,022
% of households earning less than R1,100 per month accessing FBS ⁶	<i>D U</i>	<i>D U</i>

Table 4: Household access to basic services

Capital expenditure, i.e. expenditure incurred to acquire assets, is an important indicator of –

- progress towards extinguishing backlogs in service-delivery; and
- the Municipality's ability to provide goods and services in adequate volumes and at acceptable quality to a growing local population.

The Municipality's performance in this regard was as follows –

	2008/09	2009/10
Approved capital budget [R]	17 076 036	29 827 759 ⁷
Actual capital expenditure on acquiring assets [R]	5,885,268	5 994 844 ⁸
Percentage of approved capital budget spent on acquiring assets	34.5%	20.1%

Table 5: Capital expenditure

The Municipality's ability to spend money appropriated for capital purpose has increased significantly from 2008/09 to 2009/10. However, there is a need to install effective arrangements to ensure that spending of money for capital purposes increase drastically.

2.2 Key Performance Area: Local economic development

No jobs were created during 2009/10 as a result of the Municipality's local economic development [LED] initiatives; alternatively the Municipality did not keep accurate data of job creation resulting from its LED initiatives.

2.3 Key Performance Area: Municipal transformation and institutional development

The Municipality's performance during 2008/09 and 2009/10 measured against the general KPIs, was as follows –

Key Performance Indicator	2008/09	2009/10
No of posts in the 3 highest organisational levels	10	10
The number of persons from designated groups employed in the 3 highest levels	9	9
% of money appropriated for skills development actually spent on implementing the approved workplace skills plan	25	33

Table 6: Employment equity and skills development

The Municipality spent slightly more money during 2009/10 than in 2008/09 to improve the skills and knowledge of its employees and councillors.

⁶ Free Basic Services, i.e. 6 kl of potable water per household per month; and 50 kWh of electricity per household per month

⁷ Adjustments Budget 2009/10

⁸ AFS 2009/10, Note 5

2.4 Key Performance Area: Financial viability

A municipality is financially viable if it is able to generate adequate funds to perform the functions, exercise the powers and discharge the duties assigned to and conferred upon it over the long term in a manner that would progressively supply the needs and realise the development goals of the local communities residing and working in its area.

(a) Debt coverage ratio

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.

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

	2008/09	2009/10
B = Total revenue received which includes grants	42,823,084	64,674,977 ⁹
C = Expenditures	49,246,438	58,227,578
Net Income (Deficit)	(6,423,354)	6,447,399
Operating grants	26,453,200	29,465,781 ¹⁰
D = Debt service payments ¹¹	476,944	357,294 ¹²
A = (B-C)/D	-13.5	18.1

Table 7: Debt coverage ratio

The Municipality's debt coverage ratio of 18.1 is a result of its low debt servicing obligations.

(b) Outstanding service debtors to revenue ratio

The outstanding service debtors to revenue ratio indicate the average number of days debtors (property rates, water sales, electricity sales, sewage removal, refuse removal and sundry debtors) are outstanding. An acceptable norm is 56 days. As general guideline debtors older than 90 - 120 days are deemed to be irrecoverable. On 30 June 2010 72.5 % to the value of R 33,081,630 was older than 60 days.

	2008/09 ¹³	2009/10
Rand value of debtors outstanding for less than 30 days [current]	761,037	1,357,004
Rand value of debtors outstanding for less than 60 days [overdue]	387,557	1,023,121
% debtors older than 60 days	97,70%	72.5%
Amount outstanding for more than 60 days	48,565,997 ¹⁴	33,081,630 ¹⁵

Table 8: Outstanding service debtors to revenue ratio

⁹ AFS 2009/10, Statement of Financial Performance

¹⁰ AFS 2009/10, Statement of Financial Performance

¹¹ Interest and redemption due for the year

¹² AFS 2009/10, Item 20

¹³ Unaudited information

¹⁴ AFS 2009/10 working papers, Tab J8

¹⁵ AFS 2009/10 notes, Item 3

(c) 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:

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

	2008/09	2009/10
B = All available cash	1,534,719	802,396 ¹⁶
C = Investments	2,524,172	288,601 ¹⁷
D = Monthly fixed operating expenditure	4,103,870	4,852,298 ¹⁸
A = (B+C)/D	0.99	0.22

Table 9: Cost coverage ratio

The cost coverage ratio for the Municipality during 2009/10 was 0.22, which is a marked deterioration compared to 2008/10. This means that the Municipality is increasingly having difficulty to meet its obligations.

(d) Liquidity ratio

The liquidity ratio indicates whether the Municipality will be able to meet its short term obligations and is expressed by the formula indicated below. If the result of the equation is 1 or >1, the Municipality would be able to meet its short term obligations:

$$\text{Liquidity} = \text{Current assets} \div \text{Current liabilities}$$

	Financial year		Increase/(Decrease)	
	2008/09	2009/10	Rand	%
B = Current assets	11,414,073	19,656,132 ¹⁹	8,242,059	72,21
C = Current liabilities	30,846,591	27,001,632 ²⁰	(3,844,959)	(12,47)
A = (B/C)	0.37	0.73		97,3

Table 10: Liquidity ratio

The Municipality's liquidity has increased almost 100% from 2008/09 to 2009/10. This was due to a significant increase of 72% in the Municipality's current assets on 30 June 2010 and a decrease of 12½% in its current liabilities. Despite the sharp improvement of the Municipality's liquidity during 2009/10 it still has difficulty in meeting its short term obligations, due to the significant decrease in its cost coverage ratio [see Table 6].

¹⁶ AFS 2009/10, Balance sheet

¹⁷ AFS 2009/10, Balance sheet

¹⁸ AFS 2009/10, Statement of Financial Performance

¹⁹ AFS 2009/10, Balance sheet

²⁰ AFS 2009/10, Balance sheet

(e) Solvency ratio

The solvency ratio indicates whether the Municipality would be able to meet its long term obligations, should it be dissolved. Solvency is expressed by the formula indicated below. If the result of the equation is 1 or >1, the Municipality would be able to meet its long term obligations:

$$\text{Solvency} = \text{Non-current assets} \div \text{Long term liabilities}$$

	Financial year		Increase/(Decrease)	
	2008/09	2009/10	Amount	%
B = Non-current assets	3,313,866	2,887,961	(425,905)	12,85
C = Long term liabilities	3,566,661	3,196,177	(370,484)	10,39
A = (B/C)	0.93	0.90		3,23

Table 11: Solvency ratio

The Municipality is not facing a solvency crisis yet, but should –

- reverse the deterioration of its solvency from 2008/09 to 2009/10; and
- systematically improve its solvency ratio.

3. LOCAL KEY PERFORMANCE INDICATORS

3.1 Corporate Services

The Department of Corporate Services is responsible and accountable for performing the following functions –

- Corporate administrative and support services, including –
 - * Receptionist and switchboard
 - * Records management/archives
 - * Office cleaning
 - * Reprographic services
 - * Messenger services
 - * Committee services
- Corporate legal services
- Corporate human resources management and development
- Corporate communications

(a) Employment equity

The Municipality is a designated employer in terms of the *Employment Equity Act* 1999 [Act No 55 of 1998]. The Municipality is thus required to implement affirmative action measures [i.e. measures designed to ensure that suitably qualified people from designated groups, i.e. Blacks, women and persons with disabilities, have equal employment opportunities and are equitably represented in all occupational categories and levels in the Municipality's workforce] to achieve employment equity for persons from designated groups. For this purpose the Municipality must prepare, approve and implement an employment equity plan, which must state, amongst other things, where under representation of people from designated groups has been identified, numerical goals to achieve the equitable representation of suitably qualified people from designated groups within each occupational category and level in the workforce, the timetable within which this is to be achieved, and the strategies intended to achieve those goals.

(b) Employment equity – workforce gender profile

The demographic profile of the Free State indicates that 51% of the Province’s population is female and 49% male. Of the 189 employees in the Municipality’s employ on 30 June 2010, only 54, i.e. ± 29% are female. The Municipality has to address the gender imbalance in the administration by increasing female representation in the workforce.

(c) Employment equity – employment of persons from designated groups

96.30% of the Municipality’s workforce consists of persons from designated groups. The number of employees from designated groups within the Municipality decreased by 0,62% between 2008/09 and 2009/10. The Municipality is, however, maintaining the overall transformation of the Municipality with regard to race.

(d) Skills development

The Municipality must develop the capacity of its human resources to a level that enables it to perform its functions and exercise its powers in an economical, effective, efficient and accountable way. During the year under review the Municipality contributed R 190,288.46 in skills development levies in terms of the *Skills Development Levies Act 1999* (Act No 9 of 1999). 11 employees and four councillors attended and completed a variety of training programmes and short courses.

(e) Effective people management

The following table reflects the level of absenteeism in the Municipality:

Key Performance Indicator	2007/08	2008/09	2009/10
No of employees absent from work without reason	8	6	4
Total no of days employees absent without reason	5	3	3
No of employees on sick leave	2	8	3
Total no of days employees absent on sick leave	6	8	2
Total available man-days	45,750	48,750	61,500
No of man-days lost due to sick leave taken	0	0	0
No of man-days lost due to absence without reason	0	0	0
No of employees dismissed for absenteeism	2	2	0

Table 12: Absenteeism

“Absenteeism” is the term used for employees being habitually absent from work without a good reason. Absenteeism often results in –

- disruption of business operations;
- resentment amongst employees who have to do the absentee’s work;
- customers becoming disgruntled;
- the Municipality needing to pay replacement labour;
- extra overtime costs; and

The following table indicates the nature, volume and outcome of disciplinary transgressions during 2009/10 –

Nature of complaint	No received	No prosecuted	No completed	Guilty verdicts	Dismissals
Absent without leave/ permission	0	0	0	0	0
Dishonesty, theft, fraud	5	3	3	3	3
Insubordination/refusal to execute a lawful instruction	1	1	1	1	0
Under the influence of an intoxicating sustenance, incl. alcohol	0	0	0	0	0
TOTAL	6	4	4	4	3

Table 13: Disciplinary transgressions

The following table indicates the number of suspensions of employees as well as the outcome of those suspensions –

	Number
▪ Total no of suspensions pending disciplinary enquiries	1
▪ No of suspensions ended without disciplinary action taken	10
▪ No of suspensions exceeding three months	3
▪ No of suspensions extended by presiding officer of disciplinary tribunal	1

Table 14: Precautionary suspensions

The following table indicates the reasons for terminating employment and the amount of employees whose employment was terminated –

Terminations	Number
Total no of terminations	6
Dismissals	
* Dismissal due to ill-health or injury	2
* Dismissal due to the Municipality's operational requirements [retrenchment]	0
* Dismissal due to misconduct, including absconding	3
* Dismissal due to poor work performance [incompetence]	0
Resignations	
▪ Voluntary resignation	0
▪ Resignation to avoid dismissal	0
▪ Resignation claiming "constructive dismissal"	0
▪ Reaching retirement age	1

Table 15: Reasons for terminating employment

(f) Delegation of powers and functions

The Council must, in terms of section 59 of the *Local Government: Municipal Systems Act 2000*, develop a system of delegation that will maximise administrative and operational efficiency and provide for adequate checks and balances. It may, in accordance with its delegation system delegate appropriate powers, excluding the powers reserved for the Council, to any of the Municipality's other political structures, political office-bearers, councillors or staff members. A political structure, political office bearer, councillor or staff member to whom a power has been delegated or sub-delegated must report to the delegating authority at such intervals as the delegating authority may require, on decisions taken in terms of that delegated or sub- delegated power or duty since the last report. The following reports on the exercise of delegated and sub-delegated powers were submitted:

The Delegated Powers of Mohokare Local Municipality mainly rest with the Mayor and the committees established by Council. Certain powers have been assigned to the Municipal Manager however no powers have been formally cascaded down to other senior managers. All the powers of the Municipality that have not been reserved for the Council, or that have been delegated to a political structure, political office-bearers or employee of the Council (MM) are delegated to the Mayor.

Only signing powers were sub-delegated to the CFO and Manager Corporate Services in order for administration to flow without any upholds.

3.2 Community Services

The Department of Community Services is responsible and accountable for the following functions –

- Public safety and security, including traffic services, fire fighting services and building control
- Public library services
- Environmental management
- Spatial and land-use planning
- Sports facilities and recreation
- Environmental health services
- Human settlements [housing] and land reform
- Solid waste and landfill sites

(a) Solid waste management

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

- Domestic: 1 x weekly curb side removal for 8,488²¹ households
- Business: 2 x weekly removal for 212 businesses

The Municipality managed and operated the landfill sites at Smithfield, Rouxville and two at Zastron. None of the Municipality's landfill sites are licensed.

(b) Public libraries

The Municipality managed and operated the following public libraries –

- Matlakeng
- Zastron
- Rouxville
- Roleleathunya
- Smithfield

(c) Cemeteries and interments

The Municipality manages and operates the following cemeteries –

- Smithfield
- Rietpoort
- Mofulatshepe

²¹NOTE: According to Table 1, 10,022 households enjoy this level of service.

- Roleleathunya [2]
- Rouxville [2]
- Matlakeng [3]
- Zastron [3]

During the year the Municipality funded eight pauper burials at a total cost of R 17,565²² i.e. R 2,196.00 each.

(d) Traffic services

Traffic law enforcement and education services were suspended during the 2009/10 financial year.

(e) Fire fighting services

The important performance information is reflected below:

Key Performance Indicator	2007/08	2008/09	2009/10
Number of veld fires attended to	24	17	2
Number of residential and business premises fires attended to	15	9	6
Number of fire prevention programmes conducted	1	2	0

Table 16: Fire fighting services provided

(f) Building control

The important performance information is reflected below:

Key Performance Indicator	2007/08	2008/09	2009/10
Number of building plans approved	<i>Data unavailable</i>		10
Number of building plans rejected	0	1	2
No of buildings declared unsafe/unfit for human habitation	0	0	2
No of occupation certificates issued	0	0	0

Table 17: Building control services

(g) Housing

The Municipality's responsibilities with regard to housing development are enumerated in the *Housing Act* 1997 (Act No 107 of 1997) and is limited to planning for the provision of housing. The Municipality's planning responsibilities include –

- setting housing delivery goals for the Municipality;
- identifying and designating land for housing development; and
- providing bulk engineering services, and revenue generating services in so far as such services are not provided by specialist utility suppliers.

In addition, the Municipality is responsible for maintaining housing waiting lists and allocating housing to beneficiaries. Although the Municipality planned to construct and complete 400 housing units during 2009/10 no units were built.

²² AFS 2009/10 Note 29

3.3 Technical Services

The Department of Technical Services is responsible and accountable for the following functions –

- Potable water
- Sanitation [sewage]
- Corporate fleet management services, including mechanical workshops
- Roads and storm water management
- Maintenance of municipal buildings and facilities

(a) Potable water supply

The Municipality is both a water services authority and a water services provider in terms of the *Water Services Act 1997* (Act No 108 of 1997). The Municipality's water supply activities entail the abstraction, conveyance, treatment and distribution of potable water, water intended to be converted to potable water or water for commercial use but not water for industrial use.

(i) *Abstraction of water*

The Municipality abstracts water from the following sources –

Settlement/supply zone	River	Borehole
Rouxville/ Rolelaethunya/ Uitkoms	Kalkoenkrans – and Paisley Dams	3 boreholes
Zastron/ Matlakeng	Montagu Dam	1 dysfunctional
Smithfield/ Mofulatshepe/ Rietpoort	Caledon River and Smithfield Dam	1 functional; 6 dysfunctional

Table 18: Water sources

(ii) *Water purification and quality*

Water abstracted from these various sources are purified as follows:

Settlement/supply zone	Purification works
Rouxville/ Rolelaethunya/ Uitkoms	Rouxville water treatment works
Zastron/ Matlakeng	Zastron water treatment works
Smithfield/ Mofulatshepe/ Rietpoort	Smithfield water treatment works

Table 19: Water purification works

The Municipality's water services development plan must, in terms of the *Regulations Relating to Compulsory National Standards and Measures to Conserve Water 2001*, include a water quality sampling programme for sampling the quality of the water it provides to consumers. Such a sampling programme must specify the points at which potable water provided to consumers will be sampled, the frequency of sampling and for which substances and determinants the water will be tested. The Municipality must compare the results obtained from the testing of the samples with *SABS 241: Specifications for Drinking Water*, or the *South African Water Quality Guidelines* published by the Department of Water Affairs.

Samples were taken and tested as follows –

Water purification works	No of samples taken		Compliance with standards	
	2008/09	2009/10	2008/09	2009/10
Zastron (5 sample points)	36	48	36	48
Rouxville (5 sample points)	36	48	36	48
Smithfield (5 sample points)	36	48	36	48

Table 20: Water sampling and quality

Drinking Water Quality (DWQ) Management

As Sector Regulator, the Department of Water Affairs has set systems in place to ensure the steady and sustainable improvement of Drinking Water Quality Management by the responsible institutions. This is done through the implementation of the prestigious Blue Drop Certification Programme. The primary objective of this programme is to empower ordinary South Africans and international visitors to make sound decisions on tap water consumption. The Regulator's confidence in DWQ Management in the various water systems is communicated through this programme, based upon preventative systems in place at municipal level to ensure the sustainable safeness of drinking water.

The Drinking Water Quality (DWQ) Regulation Programme was initiated in 2004 and became fully operational in early 2005. During those days it was found that less than 50% of Water Services Authorities (WSA's) had drinking water quality monitoring programmes in place, even though this is a legislated requirement. In 2009, 100% of the municipal authorities have monitoring programmes in place. Even though the efficiency of these monitoring programmes can still be improved, the Department has reason to be optimistic with the progress made thus far.

The National Water Services Regulation Unit, together with the support of Regional DWQ Regulation Coordinators, has ensured the consistent growth of this programme in spite of the many challenges still to be addressed. The biggest challenge of all would be the overall improvement of the South African Waste Water Services since the waste water treatment remains one of the key barriers in the multi-barrier system ensuring the safeness of drinking water.

This is the official publishing of the, Mohokare Local Municipality's, South African National Standards 241:2006, drinking water quality analyses as per requirement of the Annual Blue Drop Assessment criteria. The frequency of sampling is determined by the total number of population served; therefore the municipality samples twice monthly a total number of 15 drinking water quality samples (5 samples per town). The laboratory analyses the following bacteriological water quality parameters as explained below:

E.coli: (Escherichia coli) is used as an indicator of faecal pollution by warm blooded animals (often interpreted as human faecal pollution). The presence of faecal pollution by warm blooded animals may indicate the presence of pathogens responsible for infectious disease such as gastroenteritis, cholera, dysentery and typhoid fever after ingestion of contaminated water.

Total Coliforms: this provides an additional indicator of disease-causing organisms, and the effectiveness of disinfection.

Feacal Coliforms: this is an indicator of the possible presence of disease causing organisms. It establishes if water is polluted with feacal matter.

Routine physical and chemical water quality parameters are analysed by the Water Quality Technician of the Mohokare Local Municipality as regularly as drinking water quality samples taken. The following are the parameters analysed and a brief explanation of each:

Turbidity: this affects the appearance, and thus the aesthetic acceptability, of the water. Turbidity is commonly high in surface water

pH: this has a marked effect on the taste of the water and also indicates the possible corrosion problems resulting from dissolutions of metals such as copper, zinc and cadmium that can be toxic.

Free Available Chlorine (Residual Chlorine): this is a measure of the effectiveness of the disinfection of the water. Residual chlorine is the chlorine concentration remaining at least 30 minutes after disinfection. There should be residual chlorine in the water, but if concentrations are too high it may impart an unpleasant taste and smell to the water.

Electrical Conductivity: conductivity is an indicator of the total dissolved salts (TDS), and also establishes if the water is drinkable and capable of slaking thirst.

Aluminium: Pure aluminium is a silvery white, soft, light metal, resistant to corrosion. Although aluminium occurs naturally, aluminium is typically used as a coagulant in water treatment processes (alum - aluminium sulphate). This can result in increased concentrations of aluminium in the final water if optimal conditions for coagulation are not maintained.

Total Hardness: this is a combination of calcium and magnesium. It is associated with scaling and inhibition of soap lathering

The sample points are as follows as per 80% coverage of each town:

Zastron:

- FXMMZN002: Water Treatment Plant
- FXMMZN004: Municipal Office
- FXMMZN008: Distribution
- FXMMZN007: Matlakeng Clinic
- FXMMZN007: Waste Water Drinking Water Tap

Rouxville:

- FXMMRX004: Role le a Thunya Library
- FXMMRX002: Water Treatment Final
- FXMMRX005: Municipal Office
- FXMMRX006: Distribution

Smithfield:

- FXMMSM004: Distribution
- FXMMSM002: Water Treatment Final
- FXMMSM003: Mofulatsepe Clinic
- FXMMSM004: Hospital
- Fxmmsm011: Municipal Office

The outcome of the 2010 Blue Drop Assessment displayed on the Score Sheet obtained from the regulator (See Annexure A):

(iii) *Water consumption measurement*

The Municipality must in terms of the *Regulations Relating to Compulsory National Standards and Measures to Conserve Water* be able to measure the quantity of water supplied to/used by every consumer. The relevant indicators for the water services provided in urban-type settlements are as follows –

Standard of service	Total consumers	Metered connections	
		2008/09	2009/10
No access to municipal/piped water	0	<i>Not applicable</i>	
Communal water supply: standpipe within 200 m	0		
Communal water supply: water tanker	0		
In-yard standpipe	10,306	8,410	8,460

Table 21: Metered water connections

(iv) *Water distribution loss*

The *Regulations Relating to Compulsory National Standards and Measures to Conserve Water* require that the Municipality must every month measure the quantity of water provided to each supply zone within the Municipality and determine the quantity of unaccounted for water [i.e. the water distribution loss] by comparing the measured quantity of water provided to each supply zone with the total measured quantity of water provided to all user connections within that supply zone. The water distribution losses for the various supply zones were as follows –

Settlement/supply zone	Quantity supplied [kl]		Unaccounted for Volume [kl]
	To supply zone	To consumers	
Rouxville/ Rolelaethunya/ Uitkoms	423,240,000	313,197,600	110,042,400
Zastron/ Matlakeng	917,630,000	614,812,100	302,817,900
Smithfield/ Mofulatshepe/ Rietpoort	465,400,000	335,088,000	130,312,000

Table 22: Volume of water unaccounted for

(v) *Water infrastructure asset management*

The Municipality's financial performance in respect of the maintenance and repair of water services infrastructure assets and acquisition of water services infrastructure assets were as follows –

Key Performance Indicator	2008/09	2009/10
Budget for maintenance of infrastructure assets ²³	702,000	670,000
Actual maintenance expenses ²⁴	737,824	972,837
Acquisition of assets [capital expenditure] ²⁵		29,828,000

Table 23: Water infrastructure asset management

The Municipality spent R 302,837 [31%] more on maintenance of water services infrastructure assets than it budgeted for during 2009/10.

²³ Unaudited information

²⁴ Unaudited information

²⁵ Unaudited information

(b) Sanitation

The sanitation services provided by the Municipality entail the collection, removal, disposal or purification [treatment] of human excreta, domestic waste-water, sewage and effluent resulting from the use of water for commercial purposes.

(i) *Service levels*

Residents in urban-type communities enjoy the following levels of sanitation services –

Service level	No of households	
	2008/09	2009/10
Below standard sanitation [bucket/bush]	1,875	777
Communal/shared toilet facilities [ablution block]	0	0
In-yard VIP	0	0
In-yard flush, connected to water borne system	8,431	9,529
In-yard flush, connected to septic/conservancy tank	0	0

Table 24: Sanitation service levels

(ii) *Quantity of effluent*

The *Regulations Relating to Compulsory National Standards and Measures to Conserve Water* require that the Municipality must every month measure the quantity of effluent received at each sewage [waste-water] treatment plant and determine the quantity of water supplied but not discharged to sewage treatment plants by comparing the measured quantity of effluent received at all sewage treatment plants with the total measured quantity of water provided to all user connections. The Municipality's performance in this regard was as follows –

Sewage treatment plant	Volume of effluent received [kl] ²⁶	
	2008/09	2009/10
Zastron waste water treatment works	± 547,500	± 547,500
Rouxville waste water treatment works	<i>Data unavailable</i>	<i>Data unavailable</i>
Smithfield oxidation ponds	± 310,250	± 486,9948

Table 25: Volume of effluent disposed in waste-water treatment works

(iii) *Service standards*

Table 25 indicates the amount of blockages the Municipality cleared in sewer mains and the average time taken to clear such blockages –

Key Performance Indicator	2008/09	2009/10
No of sewer main blockages reported	763	988
Average time taken to clear blockages	4 hrs	3 hrs

Table 26: Sanitation service levels

(iv) *Sanitation infrastructure asset management*

The Municipality's financial performance in respect of the maintenance and repair of sanitation services infrastructure assets and acquisition of sanitation services infrastructure assets were as follows –

²⁶ Unaudited information

Key Performance Indicator	2008/09	2009/10
Budget for maintenance of infrastructure assets	618,000	548,900 ²⁷
Actual maintenance expenses	319,318	121,636 ²⁸
Acquisition of assets [capital expenditure]	<i>Data unavailable</i>	19,910,137 ²⁹

Table 27: Sanitation infrastructure assets management

The Municipality under spent the appropriation for maintaining sanitation infrastructure assets by R 427,264 [77.8%] during 2009/10.

(c) Electricity

Electricity distribution is regulated by the *Electricity Regulation Act 2006* (Act No 4 of 2006). Electricity distribution may only be undertaken in terms of a license issued by the National Energy Regulator. The Municipality and Eskom are licensed to distribute electricity in Mohokare. The Municipality has entered into a service-delivery agreement in terms of section 76 of the MSA with Centlec (Pty) Ltd, a municipal entity under the sole ownership control of Mangaung Local Municipality, to distribute electricity in those parts of the Municipality where it is the licensed distributor.

Although the Municipality has entered into a service-delivery agreement with regard to electricity distribution, it remains responsible for ensuring that service is provided to the local community. For this purpose the Municipality must monitor and assess Centlec's performance. No performance data is available in respect of electricity distribution services provided on behalf of the Municipality.

(d) Roads/streets and storm water management

(i) *Maintenance and acquisition of infrastructure*

The Municipality's performance with regard to the maintenance and acquisition of roads infrastructure was as follows –

Key Performance Indicator	Total km	Distance [km]	
		2008/09	2009/10
Gravel/dirt road bladed	<i>Data unavailable</i>	± 12	± 16
Gravel roads regavelled	<i>Data unavailable</i>	± 7	± 7
Gravel/dirt road upgraded to paved road	<i>Data unavailable</i>	0	0
Access roads built	<i>Data unavailable</i>	0	0
Paved roads resealed	<i>Data unavailable</i>	0	0
Paved roads rehabilitated	<i>Data unavailable</i>	0	0
Road markings completed	<i>Data unavailable</i>	± 1,5	±1,5

Table 28: Construction, maintenance and repair of roads

(ii) *Road markings and road signs*

With regard to road markings and road signs, the Municipality performance as follows –

Key Performance Indicator	2008/09	2009/10
Km road markings completed	± 1,5	±1,5

²⁷ Unaudited information

²⁸ Unaudited information

²⁹ Unaudited information

Key Performance Indicator	2008/09	2009/10
No of road signs installed/erected	3	7
No of road signs replaced	0	0

Table 29: Road markings and signage

(iii) *Roads and storm water management infrastructure asset management*

The Municipality's financial performance in respect of the maintenance and repair of roads and storm water management infrastructure assets and acquisition of infrastructure assets were as follows –

Key Performance Indicator	2008/09	2009/10
Budget for maintenance of infrastructure assets ³⁰	760,000	409,308
Actual maintenance expenses ³¹	133,176	113,649

Table 30: Roads and storm water management infrastructure assets management

3.4 Financial Services

The Municipality's financial statements are prepared on the accrual basis. A comparison of basic financial information for 2008/09 and 2009/10 is as follows –

(a) Operating revenue

Operating revenue is raised from the Municipality's own revenue sources as well as conditional and unconditional operating grants received from the national and provincial governments and Xhariep district municipality. The most significant unconditional operating grant that the Municipality receives is its equitable share of revenue raised nationally. Conditional operating grants include the Municipal Systems Improvement Grant [MSIG] and the Local Government Finance Management Grant.

Revenue source	2008/09 Amount	2009/10 Amount	Increase/(decrease)	
			Amount	%
Property rates, incl. interest charged on overdue amounts	4,180,942	6,293,447 ³²	2,112,505	34
Service charges [water, sewage and solid waste]	10,015,263	25,294,143 ³³	15,278,880	60
Grants and subsidies	26,435,200	29,465,781 ³⁴	3,030,580	10
Fines	1,033,960	576,152	- 457,808	(79)
Other revenue sources [interest, rentals etc]	1,139,719	3,045,454 ³⁵	2,488,162	63
Sub-total ["gross" revenue]	42,823,084	64,674,977	64,674,977	34
Less income foregone [property rates discount & FBS]	1,992,535 ³⁶	-	-	-
TOTAL ["net" revenue]	40,830,549	64,674,977³⁷	64,674,977	37

Table 31: Increase/(decrease) in budgeted operating revenue by source

³⁰ Unaudited information

³¹ Unaudited information

³² AFS 2009/10, Item 15

³³ AFS 2009/10, Item 15

³⁴ AFS 2009/10, Item 16

³⁵ AFS 2009/10, Annexure E1

³⁶ Unaudited information

³⁷ AFS 2009/10, Annexure E1

The Municipality's income increased by more than 35% from 2008/09 to 2009/10. The main reason for this increase is the sharp increase of 60% in income from consumer/ service charges. The increase in income from consumer/service charges is attributed to –

- tariff increases; and
- water and sanitation services connections being made.

Table 32 below indicates that the Municipality depends heavily on operating grants to fund its operating expenses, deriving 45% of its income from this revenue source. During 2009/10 the Municipality derived less than 10% of its income from property rates and less than 40% from consumer/service charges –

Revenue source	2008/09		2009/10	
	Amount	%	Amount	%
Property rates, incl. interest charged on overdue amounts	4,180,942	10.24	6,293,447 ³⁸	9.73
Service charges [water, sewage and solid waste]	10,015,263	24.53	25,294,143 ³⁹	39.11
Grants and subsidies	26,435,200	64.74	29,465,781 ⁴⁰	45.56
Fines	1,033,960	2.5	576,152	0.89
Other revenue sources [interest, rentals etc]	1,139,719	2.7	3 045 454 ⁴¹	4.71
Sub-total ["gross" revenue]	43,861,972		64,674,977	
Less income foregone [discount on property rates and FBS]	1,992,535 ⁴²		0	
TOTAL ["net" revenue]	42,823,084		64,674,977⁴³	

Table 32: Operating revenue

Due to the bigger proportion of the Municipality's operating income for 2009/10 deriving from consumer/service charges, the proportion of income deriving from operating grants decreased sharply, although the amount of such grants increased by more than R 3 million from 2008/09.

(b) Operating expenses

The Municipality incurs operating expenses to finance recurrent expenditure. The Municipality's operating expenses increased by 41% since 2008/09 to 2009/10. This increase is largely attributed to sharp increases in "bulk purchases" of electricity [2,616%] and employee related cost [20%] –

Expenditure class	Financial year		Increase/(Decrease)	
	2008/09	2009/10	Amount	%
Employee related costs	20,262,098 ⁴⁴	23,375,356	3,885,475	13.3%
Remuneration of councillors	1,714,439	1,914,471	200,032	10.4%
Repairs and maintenance	2 254 546 ⁴⁵	1,481,896	135,621	-52.1%
Interest paid	476,943	357,294	(119,649)	-33.5%
Bulk purchases	437,765	11,891,849	11,454,084	96.3%
General expenses	24,100,647	19,206,711	1,485,699	-25.5%

³⁸ AFS 2009/10, Item 15

³⁹ AFS 2009/10, Item 15

⁴⁰ AFS 2009/10, Item 16

⁴¹ AFS 2009/10, Annexure E1

⁴² Unaudited information

⁴³ AFS 2009/10, Annexure E1

⁴⁴ Statement of Financial Performance AFS 2009/10

⁴⁵ AFS 2009/10 Statement of Financial Performance

Expenditure class	Financial year		Increase/(Decrease)	
	2008/09	2009/10	Amount	%
Finance leases	-	-	-	-
Total operating expenditure	49,246,438	58,227,577	17,041,262	15.4%
Bad debts	-	-	-	-
Transfers to provisions	-	-	-	-
TOTAL EXPENDITURE	48,265,682	58,227,577	9,961,895	15.4%
Deficit/ (Surplus) for the year	6 423 354	6,447,400		

Table 33: Increase/(decrease) in operating expenses

Despite the rise of 20% in employee related cost since 2008/09, employee related cost as a proportion of operating expenses remained at about 40% during 2008/09 and 2009/10, as shown in Table 34. However, at the end of 2009/10 bulk purchases constituted a fifth [20,42%] of the Municipality's operating expenditure, compared to less than 1% the year before. The Municipality managed to convert a deficit exceeding R 6 million at the end of 2008/09 into a surplus of almost R 6,5 million on 30 June 2010.

Expenditure class	2008/09		2009/10	
	Amount	%	Amount	%
Employee related costs	20,262,098 ⁴⁶	41.14%	23,375,356 ⁴⁷	40.14%
Remuneration of councillors	1,714,439	3.48%	1,914,471 ⁴⁸	3.29%
Repairs and maintenance	2,254,546	4.58%	1,481,896	2.55%
Interest paid	476,943	0.97%	357,294	0.61%
Bulk purchases	437,765	0.89%	11,891,849	20.42%
General expenses	24,100,647	48.94%	19,206,711	32.99%
Finance leases	-	-	-	-
Total operating expenditure	49,246,438		58,227,577	
Bad debts	-		- ⁴⁹	
Transfers to provisions	-		-	
TOTAL EXPENDITURE	49,246,438		58,227,577	
Deficit/ (Surplus) for the year	6,423,354		(6,447,399)	

Table 34: Operating expenses

(c) Funding of capital expenses by source

The Municipality's capital programme is funded exclusively from grants allocated to it by the national and provincial governments, as indicated in Table 35 below –

Funding source	2008/09	2009/10	Increase/Decrease	
	Amount	Amount	Amount	%
National government grants, including roll-overs	38,364,270	59,200,332 ⁵⁰	20,836,062	35.2
Provincial government grants, including roll-overs	4,382,733	4,193,391	189,342	-4.52

Table 35: Funding of capital expenses

Grants for capital purposes increased by more than 35% from 2008/09 to 2009/10; i.e. almost R 21 million.

⁴⁶ AFS 2009/10 Statement of Financial performance

⁴⁷ AFS 2009/10, Annexure E1

⁴⁸ AFS 2009/10, Item 19

⁴⁹ AFS 2009/10, Annexure E1

⁵⁰ AFS 2009/10, Item 16

(d) Expenditure

(i) *Payment of creditors*

Section 65(2) of the *Local Government: Municipal Finance Management Act 2003* requires that the Municipality must pay its creditors within 30 days of receiving the relevant invoice or statement. It also requires that the Municipality must promptly comply with its tax, levy, duty, pension, medical aid, audit fees and other statutory commitments. The Municipality's performance in this regard was as follows –

Creditor	Total payment overdue on	
	30 June 2009	30 June 2010
South African Revenue Service: Employee's tax	1,208,884	1,208,884 ⁵¹
South African Revenue Service: Skills development levy ⁵²	72,430	0
South African Revenue Service: Unemployment insurance	0	0
South African Revenue Service: Value-added tax	(3,443,415) ⁵³	5,135,150 ⁵⁴
Telkom ⁵⁵	37,078	74,601
S A Post Office ⁵⁶	0	0
Eskom - free basic electricity in Eskom's license area	81,517	80,945
Centlec – Municipality's electricity consumption	0	11,871,957 ⁵⁷
Employee medical aid contributions ⁵⁸	0	0
Employee retirement fund contributions ⁵⁹	0	0
Fuel supplier[s] ⁶⁰	76,742	16,607
Department of Water Affairs – bulk water purchases ⁶¹	393,701	19,892 ⁶²
Maintenance and repair – office machine suppliers ⁶³	0	0
Other trade creditors	9,430,617	7,925,216 ⁶⁴

Table 36: Overdue creditors

(ii) *Financial results*

The Municipality's expenditure compared to revenue received was as follows:

Financial year	Revenue	Expenditure	Surplus/(deficit) Amount	%
2006/07	35,804,012	39,534,497	(3,730,485) ⁶⁵	10,42

⁵¹ AFS 2009/10, Item 30

⁵² Unaudited information

⁵³ AFS 2009/10, Item 30

⁵⁴ AFS 2009/10, Item 9

⁵⁵ Unaudited information

⁵⁶ Unaudited information

⁵⁷ AFS 2009/10, Item 21

⁵⁸ Unaudited information

⁵⁹ Unaudited information

⁶⁰ Unaudited information

⁶¹ Unaudited information

⁶² AFS 2009/10, Item 21

⁶³ Unaudited information

⁶⁴ AFS 2009/10, Balance sheet

⁶⁵ AFS 2008/09, Item 1

Financial year	Revenue	Expenditure	Surplus/(deficit)	
			Amount	%
2007/08	44,922,093	47,124,263	(2,202,170) ⁶⁶	4,9
2008/09	42,823,084	49,246,438	(6,423,354) ⁶⁷	15
2009/10	64,674,977	58,227,578	6,447,399 ⁶⁸	

Table 37: Comparison of revenue and expenditure

(iii) *Expenditure trends*

Table 38 below depicts an analysis of expenditure trends during the past four years in the Municipality. Between 2006/07 and 2009/10 revenue accruing to the Municipality has increased by 80% [see Table 39 above]. During this period expenditure according to main expenditure categories has, with few exceptions, maintained the proportion of revenue consumed [See Table 40 below].

In 2008/09 expenditure on bulk purchases dropped to 1% of revenue accrued, whilst it consumed an average of 12% of income during the previous two years. Consequently, expenditure on bulk purchases as proportion of revenue accruing to the Municipality spiked at 18% during 2009/10.

A declining portion of revenue accruing to the Municipality is spent on repairs and maintenance of assets. Ideally at least 7% of the Municipality's expenses should be apportioned for maintenance of assets.

It appears that no contributions had been made to provisions, e.g. bad debt and leave, during the past two financial years.

Expenditure by class	Actual expenditure as % of actual revenue			
	2006/07 ⁶⁹	2007/08 ⁷⁰	2008/09 ⁷¹	2009/10 ⁷²
Employee related costs	52%	44%	47%	36%
Repairs and maintenance	6%	5%	5%	2%
Interest paid	4%	2%	1%	1%
Bulk purchases	13%	11%	1%	18%
General expenses	27%	34%	56%	30%
Contributions to fixed assets	2%	1%	0%	0%
Contributions	6%	8%	0%	0%

Table 38: Expenditure trends

(iv) *Compliance*

The Municipality may not incur, make or authorise fruitless and wasteful expenditure, irregular expenditure and unauthorised expenditure. An expense is *fruitless and wasteful* if it was made in vain and could have been avoided had reasonable care been exercised. An expense is *irregular* if it was incurred contrary to the *Local Government: Municipal Finance Management Act 2003*, the *Local Government: Municipal Systems Act 2000*, the *Remuneration of Public Office-Bearers Act 1998* (Act No 20 of 1998) or the Municipality's supply chain management policy. An *unauthorised* expense is an expense that was incurred otherwise than in terms of the Municipality's approved budget and includes (i) overspending of the total amount appropriated in the

⁶⁶ AFS 2008/09, Item 1

⁶⁷ AFS 2009/10, Statement of Financial Performance

⁶⁸ AFS 2009/10, Statement of Financial Performance

⁶⁹ AFS 2008/09, Attachment D

⁷⁰ AFS 2008/09, Attachment D

⁷¹ AFS 2009/10, Statement of Financial Performance

⁷² AFS 2009/10, Statement of Financial Performance

Municipality's approved budget; (ii) overspending of the total amount appropriated for a vote in the approved budget, (iii) expenditure from a vote unrelated to the department or functional area covered by the vote, (iv) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose and (v) spending of a conditional grant contrary to the conditions of the allocation.

The budget is overspent if the operating or capital expenses incurred by the Municipality during a financial year exceed the total amount appropriated in that year's budget for its operational or capital expenditure, as the case may be. A vote in the budget is overspent if the amount appropriated for that vote is exceeded.

Section 32 of the *Local Government: Municipal Finance Management Act 2003* obligates the Municipality to recover unauthorised, irregular or fruitless and wasteful expenditure from the person who is liable for that expenditure, unless the Council has found the expense to be irrecoverable and writes it off.

	2008/09 ⁷³	2009/10 ⁷⁴
Amount of irregular expenditure incurred	35,788,982	27,268,557
Amount of irregular expenditure recovered	0.00	0.00
Amount of irregular expenditure written off as irrecoverable	0.00	0.00
Amount of fruitless and wasteful expenditure incurred	941 342	834 841
Amount of fruitless and wasteful expenditure recovered	0.00	0.00
Amount of fruitless and wasteful expenditure written off as irrecoverable	0.00	0.00
Amount of unauthorised expenditure incurred	7,916,194	0.00
Amount of unauthorised appropriated in adjustments budget	0.00	0.00

Table 39: Irregular, fruitless and wasteful and unauthorised expenses

Table 39 indicates that the Municipality incurred irregular, fruitless and wasteful and unauthorised expenses of R 44,646,518 during 2008/09 [see Table 40 above] out of a total expenditure of R 49 246 438. This means that more than 90% of the expenses the Municipality incurred during 2008/09 were irregular, fruitless and wasteful or unauthorised.

(e) Revenue

(i) *Comparison of income accrued to income received*⁷⁵

The following table indicates the Municipality's performance with regard to collecting debts owing to it –

Revenue source [excl. grants]	2008/09				2009/10			
	Levied	Received	Difference	%	Levied	Received	Difference	%
Property rates	4,005,121	2,738,530	1,266,591	46,25	6,736,307	4,166,457	2,569,850	62,43
Service charges	10,212,472	2,784,260	7,428,212	72,74	13,536,529	3,403,346	10,133,183	74,86
Interest earned	659,759	66,611	593,148	90	225,318	45,186	180,132	79,95
Fines	582,442	1,033,948	451,506	43,67	188,815	576,152	387,337	67,24

Table 40: Comparison of income accrued to income received

The Municipality's accounting records are prepared on the accrual basis of accounting. Consequently, transactions and other events are recognised when they occur and not only when cash or its equivalent is

⁷³ Unaudited information

⁷⁴ Unaudited information

⁷⁵ Unaudited information

received or paid. Therefore, the transactions and events are recorded in the accounting records and recognised in the financial statements of the periods to which they relate [see *GRAP Statement No 1*: par. 6].

Except in the case of income from fines, the Municipality has during 2008/09 and 2009/10 consistently under collected revenue from property rates, services charges and interest on overdue payments. In respect of consumer/service charges the Municipality consistently collects only about a quarter of the revenue it raises.

(ii) *Debtors' age analysis*

The table below reflects the debtors' age analysis for the last four financial years. The reduction of overdue debtors older than 60 days by ± R 15 million [31%] from R 48,5 million at the end of 2008/09, during 2009/10 was due to the writing off of overdue debtors –

Debtors	Unit	30 Jun 07 ⁷⁶	30 Jun 08 ⁷⁷	30 Jun 09 ⁷⁸	30 Jun 10
Current debtors	R	0	746,526	281,140	1,011,282
Debtors overdue for 31 to 60 days	R	<i>D U</i>	1,272,179	864,454	1,023,121
Debtors overdue for 61 or more days	R	<i>D U</i>	40,945,113	48,565,997	33,427,352
Total overdue debtors	R	43,093,468	42,963,818	49,711,591	35,461,755 ⁷⁹

Table 41: Debtors' age analysis

The Municipality's management information system cannot disaggregate debtors according to categories, e.g. "households", "business" or "government".

(iii) *Revenue from grants compared to own revenue*

Table 42 shows the consistent trend of the revenue accruing from grants exceeding revenue accruing from the Municipality's own sources of revenue during the last four financial years.

	2006/07	2007/08	2008/09	2009/10
Total actual revenue – grants	34,472,483	22,662,899	26,435,201 ⁸⁰	29,465,781 ⁸¹
Total revenue levied – own sources	17,513,118 ⁸²	23,494,757 ⁸³	10,015,263 ⁸⁴	25,294,143 ⁸⁵
Difference	51,985,601	46,157,656	36,450,464	54,759,924
% of total revenue from grants	66,3%	49,1%	72,5%	53,8%

Table 42: Comparison of revenue from grant to own revenue

(iv) *Billing and consumer account enquiries*

Table 43 indicates trends in consumer enquiries regarding rates and services accounts received from the Municipality, as well as the Municipality's ability to resolve such enquiries –

	2006/07	2007/08	2008/09	2009/10
No of rates and consumer accounts sent out	7,995	8,032	8,093	8,125
No of enquiries received regarding accounts	± 8	± 8	± 8	± 8

⁷⁶ Unaudited information

⁷⁷ Unaudited information

⁷⁸ Unaudited information

⁷⁹ AFS 2009/10, Item 2.2

⁸⁰ AFS 2009/10, Item 15

⁸¹ AFS 2009/10, item 16

⁸² AFS 2006/07, Annexure D

⁸³ AFS 2006/07, Annexure D

⁸⁴ AFS 2008/09 Working papers, Tab R1

⁸⁵ AFS 2009/10, Item 15

% of enquiries resolved within 5 work days	100	100	100	100
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Table 43: Billing and account enquiries

(f) Supply chain management

	2008/09 ⁸⁶	2009/10 ⁸⁷
Total value of contracts awarded for supply of <u>goods</u>	1 375 745.42	2 228 916
Total value of contracts awarded for supply of <u>services</u>	2 683 203	10 188 508
Total value of contracts awarded for <u>construction work</u>	1 757 823	544 489
Total value of contracts awarded to black-owned/empowered suppliers	761 612	2 866 177
Total value of contracts awarded to local suppliers	896 985	1 397 142
No of contracts with value below R 30,000	243	363
No of contracts with value exceeding R 30,000 but below R 200,000	33	65
No of contracts with value exceeding R 200,000 but below R 500,000	Data unavailable	9
No of contracts with value exceeding R 500,000	Data unavailable	12

Table 44: Contracts awarded

(g) Financial reporting

The MFMA prescribes a framework of monthly, quarterly, half-yearly and annual financial reporting designed to promote accountability of the Municipality's personnel to the Council and the Council, in turn, to local communities. The prescribed financial reporting system is an essential component of the Municipality's management information system that enables it to identify emerging trends in a timely fashion so as to take corrective action to avoid financial crises from arising.

(i) *Monthly budget statements*

12 budget statements were submitted to the Mayor within 10 working days after the end of each month, as required by section 71 of the *Local Government: Municipal Finance Management Act 2003*.

(ii) *Mayor's quarterly financial report*

The Mayor's quarterly report on the implementation of the budget and the financial state of affairs of the municipality required in terms of section 52(d) of the *Local Government: Municipal Finance Management Act 2003* was not submitted to the Council as required.

(iv) *Annual financial statements for 2008/09*

The Municipal Manager submitted the annual financial statements for 2008/09 on 31 August 2009 to the Auditor-General in accordance with section 126(1) of the *Local Government: Municipal Finance Management Act 2003*.

(h) Internal audit

The Municipality appointed an Internal Auditor with effect from 1 September 2009. The Internal Auditor resigned and left the Municipality's employ on 31 December 2009. No [internal] audit reports were submitted to the Municipal Manager or the audit committee during 2009/10.

⁸⁶ Unaudited information

⁸⁷ Unaudited information

The audit committee met as follows –

Audit committee members	No of meetings	Meetings attended
M. Mohlakoana (Chairperson)	4	4
S. Majola		4
S Rapulungoane		4
A. Maphoto		1

Table 45: Audit committee

4. COMMENTARY AND ASSESSMENT OF KEY ISSUES OF THE ANNUAL PERFORMANCE REPORT

4.1 Compliance with legislation regulating performance management

Section 41(1)(a) of the *Local Government: Municipal Systems Act 2000* requires that the Municipality must set KPIs and performance targets with regard to its development priorities and development objectives set out in its IDP. According to regulation 9 of the *Local Government: Municipal Planning and Performance Management Regulations 2001* the local key performance indicators which the Municipality must set must include input, output and outcome indicators

Section 17(3)(b) of the *Local Government: Municipal Finance Management Act 2000* requires that an annual budget must, when it is tabled in the Council, be accompanied by, amongst other things, measurable performance objectives for revenue from each source and for each vote in the budget. Items 12 to 14, inclusive, of Schedule A to the *Municipal Budget and Reporting Regulations 2008* require that such measurable performance objectives and indicators must include at least –

- key financial indicators and ratios dealing with (i) borrowing management, (ii) safety of capital, (iii) liquidity, (iv) debtors' and creditors' management, the mix of expenditure type, (vi) the mix of revenue sources and (vii) unaccounted for losses in respect of services rendered; and
- measurable performance objectives for (i) revenue for each vote, (ii) revenue for each source and (iii) for operating and capital expenditure for each vote.

The measurable performance objectives for the provision of free basic services in respect of property rates, water, sanitation, waste management and electricity must give details of (i) the amount in rand value of each of the free basic services, (ii) the level of service to be provided free, (iii) the number of households to receive each of the free basic services, (iv) the total budgeted cost of providing each free basic service and (v) the total budgeted revenue foregone by providing each free basic service.

The Municipal Manager must, in terms of regulation 14(2) of the *Municipal Budget and Reporting Regulations 2008*, together with the draft budget, also submit a draft service-delivery and budget implementation plan, which must be tabled together with the budget in the Council. A service-delivery and budget implementation plan must indicate –

- projections for each month of revenue to be collected, by source and operational and capital expenditure, by vote; and
- service delivery targets and performance indicators for each quarter.

The Municipality does not yet comply fully with the relevant statutory requirements set out above. It is, however, working towards full compliance.

4.2 Continuous performance monitoring and review

The various departments had some difficulty to supply the data required to prepare this report. Mainly two factors contributed to this challenge, namely –

- unclear and lack of performance indicators and targets: Employees do not know what data to collect and store; and
- unavailable/unreliable/contested baseline data: The Municipality does not have baseline data that indicates the level of current service-delivery in order to determine improvements. Such baseline data includes basic population/demographic data, the separation of population numbers between urban-type settlements and non-urban settlements, basic socio-economic data, e.g. household income for different income levels used by the Municipality.

The scramble to collect and verify data for preparing this report indicates that virtually no systematic in-year corporate performance reviews take place. Had such reviews taken place it would have been a matter of consolidating the performance data collected during the course of the year.

4.3 Debt collection

Overdue debtors, i.e. debtors outstanding for 60 or more days, on 30 June 2010 exceeding the revenue that accrued to the Municipality from its own revenue sources during 2009/10 by more than R 10 million, despite the Municipality having written off almost R 15 million during that year. The most significant consequence of this is the continuous cash flow stress that the Municipality experiences. It cannot meet its short term commitments in terms of the relevant legislation, which holds the risk that suppliers may refuse to provide goods and services to the Municipality on credit.

4.4 Expenditure control

During 2008/09 more than 70% of the expenses that the Municipality incurred were unlawful in some manner. Despite the legal duty imposed on the Municipality to make unlawful expenses good, the process has, apparently, not commenced yet.

4.5 Grant dependency

Over the four year period since 1 July 2006 to 30 June 2010 grants allocated by the national and provincial governments to the Municipality made up an average of 65,48% of its revenue. Mainly due to the national government prioritising water provision and bucket eradication capital grants “spiked” during 2006/07 and 2007/08 and has since then dropped with about R 15 million in 2008/09 since its highest level in 2007/08. During 2009/10 the Municipality still derived more than 50% of its revenue from grants, despite its own revenue raising capacity having increased significantly.

5. PERFORMANCE IMPROVEMENT MEASURES

5.1 Management of the corporate performance management system

Management of the corporate performance management process has been allocated to the Office of the Municipal Manager. The Manager: Integrated Development Planning and Performance Management is responsible and accountable for managing corporate performance. Specifically the Manager: Integrated Development Planning and Performance Management must –

- provide guidance to the Municipality's personnel regarding the performance management system; and
- coordinate the Municipality's performance monitoring and performance reporting functions.

The Manager: Integrated Development Planning and Performance Management should be tasked with the responsibility to –

- * ensure that suitable input, output and outcome KPIs and performance targets are set in respect of each development priority and development objective in the Municipality's IDP are proposed and considered by the Council, taking into account critical statutory compliance prescripts;
- * ensure that responsibility for the collection, verification and safe-keeping of performance data is assigned to relevant personnel in the various departments and other organisation units of the Municipality;
- * together with personnel of other departments, collect, verify, maintain and regularly update baseline data;
- * ensure that quarterly departmental and a quarterly corporate performance report is prepared, submitted to the Council and published.

5.2 Debt collection and credit control

In view of its poor debt collection performance, the Municipality should review –

- its current debt collection and credit control policy and bylaws;
- its indigent support policy; and
- existing strategies and procedures for collecting current and overdue debtors, including crediting consumer accounts of qualifying consumers from the Municipality's equitable share of revenue raised nationally.

A strategy to dramatically increase collection of current debtors and reducing overdue debtors may require that the Municipality, amongst others, –

- * enlist the support of ward committees to identify household consumers and ratepayers who are able to pay and business consumers but who are in arrears with payments;
- * to specifically target business and household consumers who are able to pay but who are in arrears to pay; and
- * increase its capacity and inclination to administer agreements to pay overdue debts in instalments diligently.

5.3 Expenditure control

The Municipality should –

- establish, implement and enforce appropriate procedures and control measures to prevent incurring irregular, fruitless and wasteful and unauthorised expenditure; and
- comply with the requirements of section 32 of the *Local Government: Municipal Finance Management Act* 2003 with regard to irregular, fruitless and wasteful and unauthorised expenditure incurred during 2008/09 and 2009/10.

CHAPTER 4: HUMAN RESOURCES

1. ORGANISATIONAL STRUCTURE

All together 188 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 188 employees. The municipality employs only 46 female employees. The municipality's important transformation statistics are reflected below:

	2007/08	2008/09	2009/10
Designated employees (African, Indian Coloured)	177	189	180
No of female employees	44	43	46
Total no of employees	183	195	189
No of employees Technical Services	83	81	72
No of employees Corporate Services	12	10	8
No of employees Financial Services	22	16	16
No of employees Community Services	89	87	42
No of employee's Municipal Managers Office	3	2	3
No of employees in Management (Sec 57 and Post levels 1 – 3)	1	2	1

Table 46: Organisational Statistics

The approved staff establishment with vacant posts is shown in the table below:

Approved posts				Vacant Posts			
MM & Sec 57	Middle Man	Admin officers & clerks	General workers	MM & Sec 57	Middle Man	Admin officers & clerks	General workers
5	7	24	197	4	1	5	61

Table 47: Approved staff establishment

The employment equity distribution in the workforce is reflected below. Of the total workforce 95% is from the designated group.

African Female	African Male	Coloured Female	Coloured Male	Indian Female	Indian Male	White Female	White Male
36	132	6	6	0	0	4	5
19%	70%	3%	3%	0%	0%	2%	3%

Table 48: Employment equity distribution

The gender distribution of the municipality in comparison with the national and provincial demographics is shown in the figure below.

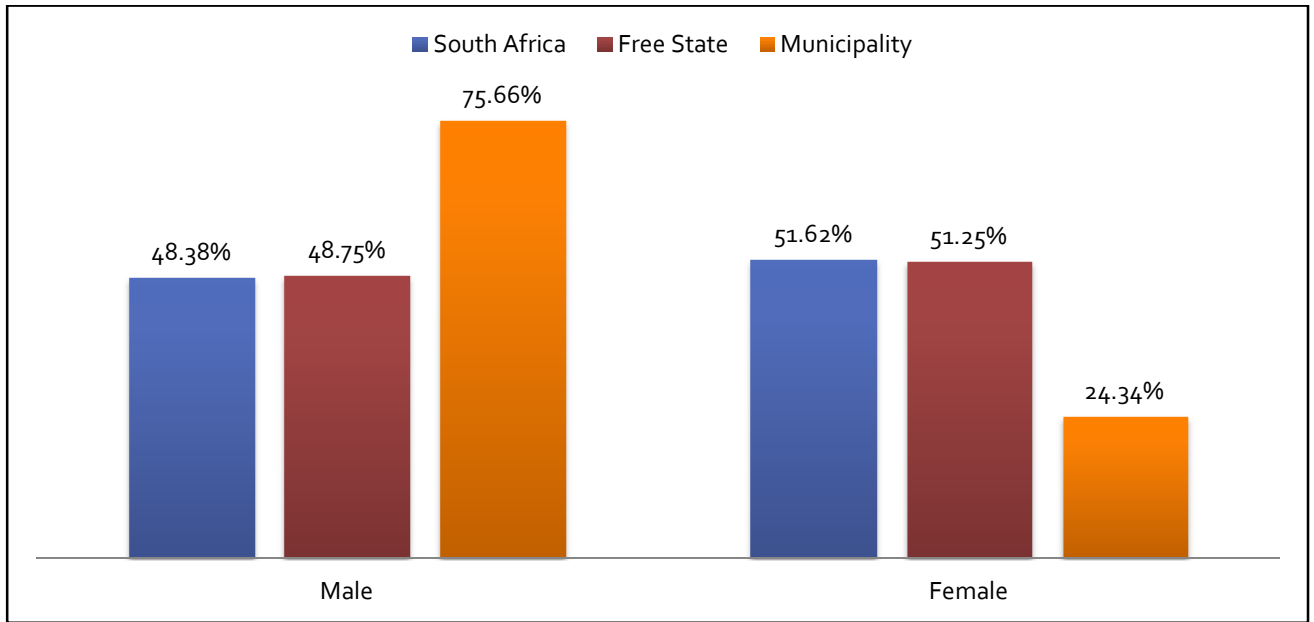
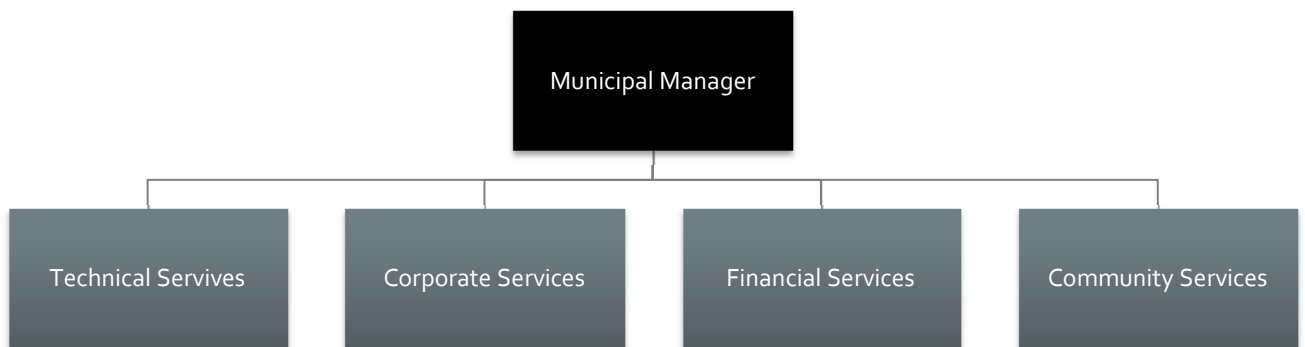


Figure 1: Gender distribution

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:

Of the five posts on the approved organogram only two are filled on a full-time basis. The vacant section 57 posts are filled with employees that carry out the duties and functions of the posts in an acting capacity. This situation is not ideal, vacant positions must be filled to ensure proper management and service delivery.

No of positions	Number filled	Employment contracts in place	Performance agreements in place
5	2	2	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:

Description	2006/07	2007/08	2008/09	2009/10 ⁸⁸
Salaries and wages	14,145,664	15,688,074	15,440,106	16,559,380 ⁸⁹
Normal	13,305,041	14,745,386	14,608,663	15,553,302
Overtime	840,623	942,688	831,443	1,006,078
Contributions	2,369,225	2,680,175	3,340,426	3,999,461
Pension & Medical Aid	2,369,225	2,680,175	3,340,426	3,999,461
Allowances	1,459,203	1,557,398	1,060,445	1,716,711
Travel and Motor Car	1,404,997	1,489,137	977,383	1,600,486
Housing Benefits	54,206	68,261	83,062	116,225
Loans and Advances	-	-	-	-
Other Benefits and Allowances	1,674,352	1,461,474	217,853	1,090,671
Other	1,674,352	1,461,474 ⁹⁰	217,853 ⁹¹	1,090,671 ⁹²
Arrears Owed to Municipality	-	-	-	-

Table 49: Employee salaries and wages

3. DISCLOSURES CONCERNING MANAGEMENT⁹³

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

Description	Municipal Manager	CFO	Corporate Services	Community Services	Technical Services
Salaries and wages					
Normal	384,653	331,624	260,940	-	151,296
Overtime	-	-	-	-	-
Contributions ⁹⁴					
Pension & Medical Aid	108,601	86,436	0	-	0
Allowances					
Travel and Motor Car	19,638	24,383	30,784	-	37,897
Accommodation & Subsistence	-	-	-	-	-
Housing Benefits & Allowances	-	-	-	-	-
Loans and Advances	-	-	-	-	-
Other Benefits & Allowances					
Other	216,006	213,331	13,177	-	9,718

⁸⁸ AFS 2010 notes 18

⁸⁹ Amounts excludes Councillor's allowances

⁹⁰ AFS 2010 notes 18

⁹¹ AFS 2010 notes 18

⁹² AFS 2010 notes 18

⁹³ See AFS. 2009 item 16

⁹⁴ No split appears in the AFS 2010 note 18. The amount include both contributions

Description	Municipal Manager	CFO	Corporate Services	Community Services	Technical Services
Bonus	26,545	18,460	21,919	-	12,709
Arrears Owed to Municipality R	-	-	-	-	-

Table 50: Disclosures concerning management

4. DISCLOSURES CONCERNING COUNCILLOR ALLOWANCES⁹⁵

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

	#	Salary	Pens	Medical Aid	Housing	Cell-Telephone	Travelling
		R	R	R	R	R	R
Speaker/Mayor	1	417405	-	-	-	-	-
Councillors determined in terms of section 20 of Act 117 of 98	9	1497067	-	-	-	-	-

Table 51: Disclosures concerning councillor allowances

⁹⁵AFS 2010 see notes item 19

CHAPTER 5: AUDITED FINANCIAL STATEMENTS AND OTHER RELATED FINANCIAL INFORMATION

1. ANNUAL FINANCIAL STATEMENTS

The annual financial statements are attached as Annexure B.

2. AG REPORT ON THE ANNUAL FINANCIAL STATEMENTS

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

3. ACTION PLAN ON CORRECTIVE ACTION TAKEN OR TO BE TAKEN IN RESPONSE TO ISSUES RAISED IN THE AUDIT REPORT 2009/10

The action plan to correct the issues identified in the 2009/10 Audit Report is attached as Annexure D. All progress made in resolving issues raised in the audit report will be reported on a quarterly basis to the Provincial Department of Cooperative Governance (COGTA) as required by Provincial Accounts Committee (PROPAC) resolution 4/2010.

4. OTHER RELATED FINANCIAL INFORMATION

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

Equitable Share	2 010	2009
Balance unspent at beginning of year	0	0
Current year receipts	(32,087,491)	(24,832,097)
Conditions met - transferred to revenue	32,087,491	24,832,097
	0	0

In terms of the Constitution of the Republic of South Africa, No. 108 of 1996, this grant is used to subsidize the provision of basic and administrative services to indigent community members and to subsidize income. No significant decrease is expected in the level of this grant.

Municipal Infrastructure Grant

Balance unspent at beginning of year	(1,423,339)	(2,940,820)
Current year receipts	(15,587,283)	(3,500,000)
Conditions met - transferred to revenue	2,818,889	382,177
Expenses incurred but assets not yet ready for use - transferred to unspent grants (note 10)	9,847,311	4,635,304
Conditions still to be met - transferred to current liabilities	(4,344,422)	(1,423,339)

The grant is used to supplement municipal capital budgets to eradicate backlogs in municipal infrastructure

utilised in providing basic services for the benefit of poor households. The grant was used to construct roads and sewerage infrastructure as part of the upgrading of informal settlement areas.

Financial Management Grant

Balance unspent at beginning of year	(75,221)	(169,518)
Current year receipts	(1,000,000)	(500,000)
Conditions met - transferred to revenue	2,916,930	594,297
Conditions still to be met - transferred to unspent grants	1,841,709	(75,221)

The purpose of the grant is to promote and support reforms to financial management and the implementation of the Municipal Finance Management Act.

Municipal Systems Improvement Grant

Balance unspent at beginning of year	(616,674)	(570,544)
Current year receipts	(735,000)	(735,000)
Conditions met - transferred to revenue	1,319,861	688,870
Conditions still to be met - transferred to unspent grants	(31,813)	(616,674)

The fund is used to assist the local municipalities to perform their functions and stabilise institutional and governance systems as required by the Municipal Systems Act of 2000.

Department of Water Affairs and Forestry

Balance unspent at beginning of year	(656,173)	0
Current year receipts	(160,000)	(700,000)
Conditions met - transferred to revenue	927,853	43,827
Conditions still to be met - transferred to unspent grants (note 10)	111,680	(656,173)

Department: Mineral & Energy Affairs: INEP GRANT - Elec- Plong & Sodimo

Balance unspent at beginning of year	2,949,000	0
Current year receipts	(2,539,994)	0
Expenses incurred but assets not yet ready for use		
Conditions still to be met - transferred to unspent grants (note 10)	409,006	0

Drought Relief

Balance unspent at beginning of year	(1,990,151)	(2,093,221)
Current year receipts	0	103,070
Conditions met - transferred to revenue	567,910	0
Conditions still to be met - transferred to unspent grants (note 10)	(1,422,241)	(1,990,151)

Integrated Spatial Development Grant

Balance unspent at beginning of year	(2,220,000)	0
Current year receipts	0	(2,220,000)
Conditions met - transferred to revenue	0	0
Conditions still to be met - transferred to unspent grants (note 10)	(2,220,000)	(2,220,000)

Provincial Grant -Water Purification - Rouxville

Balance unspent at beginning of year	(92,818)	(92,818)
Current year receipts	0	0
Conditions met - transferred to revenue	0	0
Conditions still to be met - transferred to unspent grants	(92,818)	(92,818)

Provincial grant for site establishment.

Provincial Grant -Maintenance Electricity Network

Balance unspent at beginning of year	(909,915)	(909,915)
Current year receipts	0	0
Conditions met - transferred to revenue	0	0
Conditions still to be met - transferred to unspent grants (note 10)	(909,915)	(909,915)

Grant received for the feasibility study for the wine and diamond routes and bottling plant in Jacobsdal.

Provincial Grant -Managers and Temporary workers Salary

Balance unspent at beginning of year	(3,190,658)	0
Current year receipts	0	(3,380,000)
Conditions met - transferred to revenue	0	189,342
Receivables due from Dwarf. Refer to note 3.	(3,190,658)	(3,190,658)

4. INCOME AND EXPENDITURE 2009/10

The annual income and expenditure per vote is reflected below:

	2007/08 Actual R	2008/09 Actual R	2009/10 ⁹⁶ Actual R
Income			
Grants and Subsidies	22,662,899	26,435,201	29,465,781
- Central Government	21,010,231	26,159,239	29,465,781
- Provincial Government	1,652,668	275,962	
Operating Income	23,494,757	16,387,883	31,362,272
- Assessment Rates	4,113,952	4,180,942	6,068,129

⁹⁶ AFS 2010 see Statement Fin Performance

	2007/08	2008/09	2009/10 ⁹⁶
	Actual	Actual	Actual
	R	R	R
- Sale of Electricity	6,311,424		12,001,430
- Sale of Water	3,395,206	3,529,338	5,463,228
- Sale of Refuse Removal		3,014,546	3,126,957
- Sale of sewage and sanitation charges		3,471,379	4,702,528
- Other Services and Charges	9,674,175	2,173,678	3,846,924
	46,157,656	42,823,084	64,674,977

Expenditure

Salaries, Wages and Allowances	19,640,348	20,262,098 ⁹⁷	23,375,356
Remuneration of Councillors			1,914,471
General Expenses	20,257,582	24,100,647	31,098,560
- Purchase of Electricity	4,791,710	437,766	11,891,849
- Other General Expenses	15,465,872	17,984,045	19,206,711
Repairs & Maintenance & Fuel	2,116,705	2,254,546	1,481,896
Capital Charges	1,097,726	476,944	357,294
	47,152,508	49,246,438	58,227,578
Surplus / (Deficit)	(994,852)	(6,423,354)	6,447,399

5. DEBTORS AGE ANALYSIS⁹⁸

Service 2008/09	< 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

Service 2009/10 ⁹⁹	< 30 days	60 days	90 days	91 days >	Total
10 - Rent				345,722	345,722
11 - Property Rental					
30 - Rates	52,870	149,134	127,108	4,347,321	4,676,433
31 - Levy					

⁹⁷ Councillor allowance included. See page 31

⁹⁸ Unaudited information

⁹⁹ See AFS 2010 notes item 2.2

Service 2008/09	< 30 days	60 days	90 days	91 days >	Total
40 - Electricity			100	475,606	475,706
41 - Water	495,653	476,909	474,164	17,587,036	19,033,762
45 - Arrear Services					
50 - Sewerage	290,002	247,376	223,360	5,293,448	6,054,186
60 - Refuse	172,757	149,702	142,890	4,410,597	4,875,946
70 - Service Fees					
80 - Miscellaneous					
Total	1,011,282	1,023,121	967,622	32,459,730	35,461,755

6. REPORT ON STATUTORY PAYMENTS

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

	2007/08	2008/09	2009/10 ¹⁰⁰
VAT Paid	(476 038)	(3 443 415) ¹⁰¹	Nil
LBS Paid	429 777	2 113 768 ¹⁰²	2,075,736
Audit fees paid	4,842,103	1 635 720 ¹⁰³	1,181,140
Contributions to Medical Aid ¹⁰⁴	563 906	805 421 ¹⁰⁵	1,626,558
Contributions to Pension funds ¹⁰⁶	1 842 909	2 244 439 ¹⁰⁷	2,023,691
Total	5 628 314	3 355 933	6,907,125

Table 52: Statutory payments

¹⁰⁰ See AFS 2010 notes item 30

¹⁰¹ See AFS 2009 item 27.3 pg. 24

¹⁰² See AFS 2009 item 27.5 pg. 25

¹⁰³ See AFS 2009 item 27.2 pg. 24

¹⁰⁴ Unaudited information

¹⁰⁵ See AFS working papers tab T2

¹⁰⁶ Unaudited information

¹⁰⁷ See AFS working papers tab T2

CHAPTER 7: 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):>	
1	Geography: Geographical area in square kilometres Note: Indicate source of information: <i>Demarcation Board</i>	8776.101km ²
2	Demography: Total population Note: Indicate source of information: <i>Demarcation Board</i>	36144
3	Indigent Population Note: Indicate source of information and define basis of indigent policy including definition of indigent: <i>Demarcation Board</i>	35949
4	Total number of voters	20544
5	Age breakdown: ¹⁰⁸ - 65 years and over - between 40 and 64 years - between 15 and 39 years - 14 years and under Note: Indicate source of information: <i>Demarcation Board</i>	2063 6978 15751 11522
6	Household income: - over R3,499 per month - between R2,500 and R3,499 per month - between R1,100 and R2,499 per month - under R1,100 per month	N/A N/A N/A N/A

¹⁰⁸ Unaudited information

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 <i>Financial Statements and Related Financial Information</i> .		
Description of the Activity:	<p>The function of executive and council within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - Policy and law making <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <ul style="list-style-type: none"> - 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 <i>Financial Statements and Related Financial Information</i> .		
Description of the Activity:	The function of finance within the municipality is administered as follows and includes:		
	- <i>Supply Chain Management & Expenditure</i>		
	- <i>Budget</i>		
	- <i>Revenue Management</i>		
	- <i>Financial Management</i>		
	These services extend to include <i>Mohokare</i> . The municipality has a mandate to:		
	- <i>Levy and collect property rates</i>		
- <i>Determine, levy and collect charges for the provision of municipal services</i>			
- <i>Borrow money</i>			
- <i>Prepare, adopt and execute an annual budget consisting of income and expenditure estimates</i>			
- <i>Acquire goods and services, and dispose of assets, by means of competitive bidding</i>			
The strategic objectives of this function are to:			
- <i>Supply Chain Management & Expenditure Management</i>			
- <i>Budget preparation, reporting and analysis</i>			
- <i>Revenue Management</i>			
- <i>Financial Management</i>			
The key issues for 2009/10 are:			
- <i>Ensure accurate and timeously reporting and Planning</i>			
- <i>To develop a compliant budget and financial statements</i>			
- <i>Ensure effective capacity development and support in the financial unit</i>			
- <i>Establish and maintain financial systems and policies</i>			
Analysis of the Function:	<i>Provide statistical information on (as a minimum):</i>		
	Debtor billings: number and value of monthly billings:		R
1	Rates & Taxes ¹⁰⁹	5386	6,068,129
	Water	N/A	5,463,228
	Electricity	N/A	12,001,430
	Sewerage	N/A	4,702,528
	Refuse	N/A	3,126,957
	Interest on debtors		225,318
2	Debtor collections: value of amount received and interest:	R	R
	Rates & Taxes ¹¹⁰	5195	N/A
	Water	N/A	N/A
	Electricity	N/A	N/A

¹⁰⁹ Unaudited information

¹¹⁰ Unaudited information

	Sewerage	N/A	N/A
	Refuse	N/A	N/A
	Interest on debtors	N/A	N/A
3	Debtor analysis: amount outstanding over 30, 60, 90 and 120 plus days: on page 46 - Total debts outstanding over 30, 60, 90 and 120 plus days across debtors by function (e.g.: water, electricity etc.)	R on page 46	
4	Write off of debts: number and value of debts written off: - Total debts written off each month across debtors by function Rates & Taxes Water Electricity Sewerage Refuse	<number> None	R <value> Not provided
5	Property rates (Residential): ¹¹¹ - Number and value of properties rated - Number and value of properties not rated - Number and value of rate exemptions - Rates collectible for the current year	5386 N/A N/A	R (000's) 160 215 57 44 443 2 306
Reporting Level	Detail	Total	
6	Property rates (Commercial): ¹¹² - Number and value of properties rated - Number and value of properties not rated - Number and value of rate exemptions ¹¹³ - Rates collectible for the current year	N/A N/A N/A	R 20 225 467 739 - 686
7	Property rates (State): ¹¹⁴ - Number and value of returns - Total Establishment levy - Total Services levy - Levies collected for the current year	N/A	R 47 143 - - 1 187
8	Property valuation: ¹¹⁵ - Year of last valuation - Regularity of valuation	2006 5 years	
9	Indigent Policy: ¹¹⁶ - Quantity (number of households affected) - Quantum (total value across municipality)	3310 5 060 328	
10	Creditor Payments: 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	R N/A	N/A
11	Credit Rating: N/A List here whether your Council has a credit rating, what it is,	R N/A	N/A

¹¹¹ Unaudited information

¹¹² Unaudited information

¹¹³ Unaudited information

¹¹⁴ Unaudited information

¹¹⁵ Unaudited information

¹¹⁶ Unaudited information

	from whom it was provided and when it was last updated		
12	External Loans: - Total loans received and paid during the year	<i>R</i> <received> See AFS 2008/09 Annexure B pg. 28	<i>R</i> <paid>
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		

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 <i>Human Resource Management</i> .		
Description of the Activity:	<p>The function of human resource management within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - <i>Ensure proper management of available human resources</i> - <i>Ensure effective utilization of Human Resources</i> - <i>Compliance with all Human Resources related legislation</i> - <i>To build sufficient capacity for effective and efficient service delivery</i> <p>These services extend to internal departments within the municipality. The municipality has a mandate to:</p> <ul style="list-style-type: none"> <i>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</i> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> - <i>Ensure skilled employees</i> - <i>Proper implementation of legislation</i> - <i>Promote sound labour relations</i> <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - <i>To staff the municipality with competent employees in order to achieve IDP objectives</i> - <i>To capacitate employees with the necessary skills</i> - <i>Develop an organisational structure for the municipality to achieve the IDP goals and objectives</i> 		
Analysis of the Function: ¹¹⁷	<Provide statistical information on (as a minimum):		
1	<p>Number and cost to employer of all municipal staff employed:</p> <ul style="list-style-type: none"> - Professional (Managerial/Specialist) - Field (Supervisory/Foremen) - Office (Clerical/Administrative) - Non-professional (blue collar, outside workforce) - Temporary Staff 		R
	- 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		
		0	-
		0	-
		3	41,238
		0	-
		0	-

¹¹⁷ Unaudited information

	total salary package		
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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:	<p>The function of procurement within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - <i>Tender requisition</i> - <i>Tender adjudication</i> - <i>Contract Management</i> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <ul style="list-style-type: none"> - <i>Acquire goods and services</i> - <i>Dispose of assets</i> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> - <i>Procurement of quality goods and services at the right time from registered suppliers</i> - <i>Proper recording of goods received and issues by the stores</i> <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - <i>Implement an effective system of Expenditure control in compliance with MFMA requirements</i> - <i>Ensure implementation of the Supply Chain Management regulations and approved policy</i> - <i>Establish an effective store and inventory system</i> 		
Analysis of the Function:	<Provide statistical information on (as a minimum):-> ¹¹⁸		
1	<p>Details of tender / procurement activities:</p> <ul style="list-style-type: none"> - Tot no of times that tender committee met during year - Total number of tenders considered - Total number of tenders approved - Ave time taken from tender advertisement to award 	<p>09</p> <p>09</p> <p>09</p> <p>49 days</p>	
2	<p>Details of tender committee:</p> <ul style="list-style-type: none"> <i>Chief Financial Officer</i> <i>corporate Service Manager</i> <i>Technical Services Manager</i> <i>community Services Manager</i> 		

¹¹⁸ Unaudited information

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:	<p>The function of economic planning / development within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - <i>Infrastructural Development</i> - <i>Informal Trade policies and bylaws</i> - <i>Rural Development and Exhibitions</i> - <i>Identify, Upgrade and Establishment of tourism facilities</i> - <i>Tourism sector plans</i> - <i>Marketing plans, Event</i> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <ul style="list-style-type: none"> - <i>Promote local tourism;</i> - <i>Regulate street trading;</i> - <i>Control undertakings that sell liquor to the public;</i> - <i>License and control undertakings that sell food to the public</i> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> - <i>SSME Promotion and support</i> - <i>Export promotion and International Trade</i> - <i>Community Economic Development (Self Reliance)</i> - <i>Business Retention and Expansion</i> - <i>Industrial Recruitment and Placement</i> - <i>Tourism</i> - <i>Environmental Management</i> <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - <i>Draw new investments to the area</i> - <i>Expand Agricultural sector in the region by exploring diverse agricultural products and agro processing</i> - <i>Strengthen the institutional capacity of SMME's</i> - <i>Expand Tourism in the sector</i> 		
Analysis of the Function: 1 ¹¹⁹	<p><Provide statistical information on (as a minimum):></p> <p>Number and cost to employer of all economic development personnel:</p> <ul style="list-style-type: none"> - Professional (Directors / Managers) 		R
	<ul style="list-style-type: none"> - Non-professional (Clerical / Administrative) - Temporary - Contract <p>Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package</p>	o o o	- - -
2	<p>Detail and cost of incentives for business investment:</p> <p>N/A</p>		R N/A
3	<p>Detail and cost of other urban renewal strategies:</p> <p>N/A</p>		R N/A

¹¹⁹ Unaudited information

	Note: list strategies by project, with total actual cost to municipality		
4	Detail and cost of other rural development strategies: <i>Spatial development</i> ¹²⁰		R 2 200 000
	Note: list strategies by project, with total actual cost to municipality for year		
5	Number of people employed through job creation schemes: ¹²¹ - Short-term employment - Long-term employment	o 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: ¹²² - Number of Building Inspectors - Temporary - Contract	o o o	R - - -
	Details of building plans: - Number of building plans approved - Value of building plans approved	o o	
Reporting Level	Detail		Total
7	Type and number of grants and subsidies received: <i>Error! Bookmark not defined.</i>		R
	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 Dec, Jan to Mar, Apr to Jun this year.		

¹²⁰ Unaudited information

¹²¹ Unaudited information

¹²² Unaudited information

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:	<p>The function of provision of an ambulance service within the municipality is administered as follows and includes:</p> <p><i><List administration of each function here: this should detail what is offered, and how it is offered to the community></i></p> <p>These services extend to include <i><function/area></i>, but do not take account of <i><function/area></i> which resides within the jurisdiction of <i><national/provincial/other private sector></i> government. The municipality has a mandate to:</p> <p><i><List here></i></p> <p>The strategic objectives of this function are to:</p> <p><i><List here></i></p> <p>The key issues for 200X/0Y are:</p> <p><i><List here></i></p>		
Analysis of the Function:	<i><Provide statistical information on (as a minimum):></i>		
1	<p>Number and cost to employer of all ambulance service personnel:</p> <ul style="list-style-type: none"> - Professional (Doctors/Specialists) - Professional (Nurses/Aides) - Para-professional (Ambulance officers qualified) - Non-professional (Ambulance officers unqualified) - Temporary - Contract <p>Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package</p>	<p><i><total></i></p> <p><i><total></i></p> <p><i><total></i></p> <p><i><total></i></p> <p><i><total></i></p> <p><i><total></i></p>	<p>R</p> <p><i><cost></i></p> <p><i><cost></i></p> <p><i><cost></i></p> <p><i><cost></i></p> <p><i><cost></i></p>
2	<p>Number and total operating cost of ambulance vehicles servicing population:</p> <ul style="list-style-type: none"> - Aged less than 10 years - Aged 10 years or greater <p>Note: this figure should be taken from the plant replacement schedule</p>	<p><i><total></i></p> <p><i><total></i></p>	<p>R</p> <p><i><cost></i></p> <p><i><cost></i></p>
3	<p>Total annual patient head count:</p> <ul style="list-style-type: none"> - 65 years and over 	<i><total></i>	
	<ul style="list-style-type: none"> - between 40 and 64 years - between 15 and 39 years - 14 years and under <p>Note: list total number transported</p>	<p><i><total></i></p> <p><i><total></i></p> <p><i><total></i></p>	
5	<p>Type and number of grants and subsidies received:</p> <p><i><list each grant or subsidy separately></i></p> <p>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.</p>	<i><total></i>	<p>R</p> <p><i><value></i></p>
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:	<p>The function of provision of various community and social services within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - To render social services - Public Libraries <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <ul style="list-style-type: none"> - Establish, manage and operate public libraries on behalf of the Provincial Government - Regulate child care facilities <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> - Conduct awareness campaigns regarding social services - Provide integrated services for HIV/Aids - Provide social services for the aged, children and other vulnerable groups <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - 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	<p>Nature and extent of facilities provided:</p> <ul style="list-style-type: none"> - Library services - Museums and art galleries - Other community halls/facilities 	<p><i>no of facilities:</i></p> <p>5</p> <p>1</p> <p>3</p>	<p><i>no of users:</i></p> <p>DU</p>
	<ul style="list-style-type: none"> - Cemeteries and crematoriums - Child care (including crèches etc.) - Aged care (including aged homes, home help) - Schools - Sporting facilities (specify) - Parks 	<p>5</p> <p>10</p> <p>2</p> <p>11</p> <p>9</p> <p>15</p>	
2	<p>Number and cost to employer of all personnel associated with each community services function:¹²³</p> <ul style="list-style-type: none"> - Library services - Museums and art galleries - Other community halls/facilities - Cemeteries and crematoriums 	<p>11</p> <p>0</p> <p>0</p> <p>5</p>	<p>R</p> <p>111,034</p> <p>-</p> <p>-</p> <p>22,218</p>

¹²³ Unaudited information

	- Child care	1	164 000
	- Aged care	0	-
	- Schools	0	-
	- Sporting facilities	7	45,621
	- Parks	23	91,106
	Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package		
6	Total operating cost of community and social services function ¹²⁴		2 245 200

¹²⁴ Unaudited information

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:	<p>The function of provision of housing within the municipality is administered as follows and includes:</p> <ul style="list-style-type: none"> - <i>Implement building control measures</i> - <i>Apply national building control regulations</i> - <i>Plan survey and transfer land</i> - <i>Township establishment</i> - <i>Land Use management</i> <p>These services extend to include <i>Mohokare</i>. The municipality has a mandate to:</p> <ul style="list-style-type: none"> (a) <i>ensure that —</i> <ul style="list-style-type: none"> (i) <i>local residents have access to adequate housing on a progressive basis;</i> (ii) <i>conditions that are not conducive to the health and safety of local residents are prevented or removed;</i> (iii) <i>services in respect of water, sanitation, electricity, roads, storm water drainage and transport are provided in an economic and efficient manner;</i> (b) <i>set housing delivery goals in respect of the municipality;</i> (c) <i>identify and designate land for housing development;</i> (d) <i>create and maintain a public environment conducive to financially and socially viable housing development ;</i> (e) <i>promote the resolution of conflicts arising in the housing development process:</i> (f) <i>initiate, plan, co-ordinate, facilitate, promote and enable appropriate housing development in the Municipality;</i> (g) <i>provide bulk engineering services and revenue generating services in so far as such services are not provided by specialist utility suppliers;</i> (h) <i>plan and manage land use and development and enforce land-use regulations;</i> (i) <i>participate in a national housing program in accordance with the rules of such program; and</i> (j) <i>lay-out and establish townships</i> <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> - <i>Land Reform</i> - <i>Housing</i> - <i>Township Establishment</i> - <i>Informal Settlement</i> - <i>Town Lands and Commonages</i> - <i>Property Management</i> - <i>Enabling all communities to have access to basic services and land</i> <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - <i>Build capacity within the section</i> 		

	- 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: ¹²⁵ - Professional (Architects/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract 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.		R
		0	-
		1	24,377
		3	24,206
		0	-
		0	-
		0	-
2	Number and total value of housing projects planned and current: ¹²⁶ - Current (financial year after year reported on) - Planned (future years)		R
		500	26,000,000
		0	-
	Note: provide total project and project value as per initial or revised budget		
3	Total type, number and value of housing provided: ¹²⁷ <i>RDP Houses</i>	500	26,000,000
4	Note: total number and total value of housing provided during financial year Total number and value of rent received from municipal owned rental units ¹²⁸ 1. <i>Montague plots</i> 2. <i>Flats and Houses</i>	43 27	R 197,757
5	Estimated backlog in number of (and costs to build) housing: ¹²⁹ <i>Houses</i> Note: total number should appear in IDP, and cost in future budgeted capital housing programs	396	R
6	Type of habitat breakdown: - number of people living in a house or brick structure - number of people living in a traditional dwelling - number of people living in a flat in a block of flats - number of people living in a town/cluster/semi-detached group dwelling - number of people living in an informal dwelling or shack	DU	

¹²⁵ Unaudited information

¹²⁶ Unaudited information

¹²⁷ Unaudited information

¹²⁸ Unaudited information

¹²⁹ Unaudited information

	- number of people living in a room/flat let	<i>Not provided</i>	
Reporting Level	Detail	Total	
7	Type and number of grants and subsidies received:		R
	<i>Error! Bookmark not defined.</i>		
	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 ¹³⁰		R 538,459

¹³⁰ Unaudited information

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:	<p>The traffic control functions of the municipality are administered as follows and include:</p> <ul style="list-style-type: none"> - Law enforcement - Visible policing - Road safety <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <ul style="list-style-type: none"> 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 <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> Maintaining public order and protecting road users and ensuring road safety <p>The key issues for 2009/10 are:</p> <ul style="list-style-type: none"> - 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
	<ul style="list-style-type: none"> - Professional (Senior Management) - Field (Detectives/Supervisors) - Office (Clerical/Administration) - Non-professional (visible police officers) 	0 3 1 3	DU DU DU DU
	<ul style="list-style-type: none"> - Volunteer - Temporary - Contract <p>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</p>	0 0 0	- - -
2	Total number of call-outs attended:		
	- Emergency call-outs	DU	

3	- Standard call-outs Note: provide total number registered, based on call classification at municipality	DU	
	Average response time to call-outs: - Emergency call-outs - Standard call-outs Note: provide average by dividing total response time by number of call-outs	DU DU	
4	Total number of targeted violations e.g.: traffic offences:		
	<i>Total violations. (Targeted data not available)</i>	152	
5	Total number and type of emergencies leading to a loss of life or disaster:		
	<i>Data not available</i>		
6	Type and number of grants and subsidies received:		R
	<i>Error! Bookmark not defined.</i>		
7	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.		
	Total operating cost of police and traffic function ¹³¹		R 2 690 415

¹³¹ Unaudited information

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:		
	<i>Weekly kerb-side refuse removal for residential areas and twice weekly for commercial areas</i>		
	These services extend to include Zastron, Rouxville and Smithfield. The municipality has a mandate to:		
	<i>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.</i>		
	The strategic objectives of this function are to:		
	<i>Improve waste removal service and Management of landfill site</i>		
	<i>To reduce illegal dumping</i>		
Analysis of the Function:	The key issues for 2009/10 are:		
	<i>Improve waste removal service and management of landfill site</i>		
	<i>Awareness campaigns and educational programs</i>		
	<Provide statistical information on (as a minimum):>		
1	Number and cost to employer of all personnel associated with refuse removal: ¹³²		R
	- Professional (Engineers/Consultants)	0	-
	- Field (Supervisors/Foremen)	2	27,368
	- Office (Clerical/Administration)	0	-
	- Non-professional (blue collar, outside workforce)	33	236,123
	- Temporary	8	-
	- Contract	0	-
2	Number of households receiving regular refuse removal services, and frequency and cost of service: ¹³³		R
	- Removed by municipality at least once a week	10306	DU
	- 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: ¹³⁴		
	- Domestic/Commercial	4,000 tons	5.500 tons

¹³² Unaudited information

¹³³ Unaudited information

¹³⁴ Unaudited information

	- Garden Note: provide total tonnage for current and future years	o	o
4	Total number, capacity and life expectancy of refuse disposal sites: ¹³⁵ - Domestic/Commercial (number) - Garden (number) 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	12 000 tons 12 000 tons	3 years 3 years
Reporting Level	Detail	Total	
5	Anticipated expansion of refuse removal service: - Domestic/Commercial - Garden Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality	o o	R o o
6	Free Basic Service Provision: - Quantity (number of households affected) - Quantum (value to each household)	DU	
7	Total operating cost of solid waste management function ¹³⁶		5,178,612

¹³⁵ Unaudited information

¹³⁶ Unaudited information

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:	<p>The sewerage functions of the municipality are administered as follows and include:</p> <p><i>Two services offered:</i></p> <ol style="list-style-type: none"> <i>1. Full waterborne sewage system</i> <i>2. Ventilated Improved Pit Latrines</i> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <p><i>collect, remove, dispose of and treat human excreta, domestic waste-water, sewage and effluent resulting from the use of water for commercial purposes</i></p> <p>The strategic objectives of this function are to:</p> <p><i>Provide cost effective and efficient sewerage services</i></p> <p>The key issues for 2009/10 are:</p> <p><i>Provision of sewage services to all residents</i></p>		
Analysis of the Function:	<Provide statistical information on (as a minimum):> ¹³⁷		
1	<p>Number and cost to employer of all personnel associated with sewerage functions:</p> <ul style="list-style-type: none"> - Professional (Engineers/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract 		R
		0	-
		2	28,581
		0	-
		24	186,304
		26	-
2	Number of households with sewerage services, and type and cost of service:		R
	- Flush toilet (connected to sewerage system) ¹³⁸	8431	
	- Flush toilet (with septic tank)	0	
	- Chemical toilet	0	
	- Pit latrine with ventilation	0	
	- Pit latrine without ventilation	0	
	- Bucket latrine	1875	
	- No toilet provision	0	
	Note: if other types of services are available, please provide details		
3	Anticipated expansion of sewerage:		R

¹³⁷ Unaudited information

¹³⁸ Unaudited information

	- Flush/chemical toilet	o	-
	- Pit latrine	o	-
	- Bucket latrine	o	-
	- No toilet provision	o	-
	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)	DU	
	- Quantum (value to each household)		
Reporting Level	Detail	Total	Cost
5	Total operating cost of sewerage function ¹³⁹		R7,493,568

¹³⁹ Unaudited information

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:	<p>The road maintenance and construction responsibilities of the municipality are administered as follows and include:</p> <p><i>1. Construction of paved roads</i> <i>2. Graveling of roads with black top</i> <i>3. Road maintenance</i></p> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <p><i>Plan, construct, close and divert roads which form an integral part of the municipality's road transport system</i></p> <p>The strategic objectives of this function are to:</p> <p><i>Provide access roads to the municipality</i></p> <p>The key issues for 2009/10 are:</p> <p><i>Construction of paved roads in Mohokare</i></p>		
Analysis of the Function:	<Provide statistical information on (as a minimum):> ¹⁴⁰		
1	<p>Number and cost to employer of all personnel associated with road maintenance and construction:</p> <ul style="list-style-type: none"> - Professional (Engineers/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract <p>Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package</p>		R
		0	-
		1	538,600
		1	177,900
		16	1,255,290
		0	0
		0	-
2	<p>Total number, kilometres and total value of road projects planned and current:¹⁴¹</p> <ul style="list-style-type: none"> - New bituminised (number) - Existing re-tarred (number) - New paved (number) - Existing re-sheeted (number) <p>Note: if other types of road projects, please provide details</p>		R
		0	0
		0	0
		43km	106,341,318
		0	0
3	<p>Total kilometres and maintenance cost associated with existing roads provided</p> <ul style="list-style-type: none"> - Tar - Gravel <p>Note: if other types of road provided, please provide details</p>		R
		0	0
		0	0
4	Average frequency and cost of re-tarring, re-sheeting roads		R

¹⁴⁰ Unaudited information

¹⁴¹ Unaudited information

	- 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
	<i>Error! Bookmark not defined.</i>		
7	Total operating cost of road construction and maintenance function ¹⁴²		R 1,033,949

¹⁴² Unaudited information

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:	<p>The water purchase and distribution functions of the municipality are administered as follows and include:</p> <p><i>Provide safe drinking water , supply sanitation services , repair and maintain distribution network</i></p> <p>These services extend to include all off Mohokare area. The municipality has a mandate to:</p> <p><i>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.</i></p> <p>The strategic objectives of this function are to:</p> <p><i>Provide water and sanitation services to consumers</i></p> <p>The key issues for 2010 are:</p> <p><i>Improving services</i></p>		
1	<p><i><Provide statistical information on (as a minimum):></i></p> <p>Number and cost to employer of all personnel associated with the water distribution function:</p> <ul style="list-style-type: none"> - Professional (Engineers/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract 		R
2	<p>Percentage of total water usage per month</p> <p><i><Insert table showing monthly water usage ></i></p>	DU	DU
3	<p>Note: this will therefore highlight percentage of total water stock used per month</p> <p>Total volume and cost of bulk water purchases in kilolitres and rand, by category of consumer</p> <p><i>Do not purchase water. Extract own water.</i></p>		R
4	<p>Total volume and receipts for bulk water sales in kilolitres and rand, by category of consumer:</p> <ul style="list-style-type: none"> - Category 1 <i><insert here></i> (total number of households) - Category 2 <i><insert here></i> (total number of households) - Category 3 <i><insert here></i> (total number of households) - Category 4 <i><insert here></i> (total number of households) 		R
5	Total year-to-date water losses in kilolitres and rand		R
	<i><detail total></i>		

Reporting Level	Detail	Total	Cost
6	Number of households with water service, and type and cost of service: ¹⁴³		R
	- Piped water inside dwelling	3091	
	- Piped water inside yard	7214	
	- 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	
	Dam	0	
	River	0	
	Water vendor	0	
	Other	0	
7	Number and cost of new connections: ¹⁴⁴	396	1,245,450
8	Number and cost of disconnections and reconnections:		
9	Number and total value of water projects planned and current: ¹⁴⁵		
	- Current (financial year after year reported on)	396	1,245,450
	- Planned (future years)	396	837,000
	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: ¹⁴⁶		
	- Piped water inside dwelling	7214	DU
	- Piped water inside yard	0	
	- Piped water on community stand: distance < 200m from dwelling	0	

¹⁴³ Unaudited information

¹⁴⁴ Unaudited information

¹⁴⁵ Unaudited information

¹⁴⁶ Unaudited information

	- Piped water on community stand: distance > 200m from dwelling - Borehole	o	
	- Spring - Rain-water tank	o	
	Note: total number should appear in IDP, and cost in future budgeted capital housing programs	o	
12	Free Basic Service Provision: - Quantity (number of households affected) - Quantum (value to each household)	DU	
13	Type and number of grants and subsidies received: <i>Error! Bookmark not defined.</i>		
	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 ¹⁴⁷		R7 117 689

¹⁴⁷ Unaudited information

16. ELECTRICITY DISTRIBUTION

Function:	Electricity	Service provided by CENTLEC. No data was provided
Sub Function:	Electricity Distribution	

Reporting Level	Detail	Total	Cost
Overview:	Includes the bulk purchase and distribution of electricity		
Description of the Activity:	<p>The electricity purchase and distribution functions of the municipality are administered as follows and include:</p> <p><i>Provision of electricity to each household</i></p> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <p><i>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</i></p> <p>The strategic objectives of this function are to:</p> <p><i>Provision of a continues electricity service to the community</i></p> <p>The key issues for 2009/10 are:</p> <p><i>Not provided</i></p>		
Analysis of the Function:	<Provide statistical information on (as a minimum):>		
1	<p>Number and cost to employer of all personnel associated with the electricity distribution function:</p> <ul style="list-style-type: none"> - Professional (Engineers/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract 	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A ></p> <p>N/A</p> <p>N/A</p>
2	Total quantity and cost of bulk electricity purchases in kilowatt hours and rand, by category of consumer		
	<ul style="list-style-type: none"> - Residential - Commercial - Industrial 	<p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>
3	<ul style="list-style-type: none"> - Mining - Agriculture - Other <p>Total quantity and receipts for bulk electricity sales in kilowatt hours and rand, by category of consumer:</p> <ul style="list-style-type: none"> - Household - Commercial - Industrial 	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>
	<ul style="list-style-type: none"> - Mining - Agriculture - Other 	<p>N/A</p> <p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>

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	Total	Cost
	- Electrified areas	<total>	<cost>
	- Municipal	N/A	N/A
	- 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) - Planned (future years) Note: provide total project and project value as per initial or revised budget	N/A N/A	N/A N/A
9	Anticipated expansion of electricity service: <detail total>	N/A	N/A
10	Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality 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) - Quantum (value to each household)	DU	
12	Type and number of grants and subsidies received: <i>Error! Bookmark not defined.</i>	N/A	N/A
13	Total operating cost of electricity distribution function		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:	<p>Street lighting responsibilities of the municipality are administered as follows and include:</p> <p><i>Provision of street lights and high mast lights to the community</i></p> <p>These services extend to include Mohokare. The municipality has a mandate to:</p> <p><i>Provide and operate street and area lighting</i></p> <p>The strategic objectives of this function are to:</p> <p><i>Provision of street lights and high mast lights to the community</i></p> <p>The key issues for 2009/10 are:</p> <p><i>High mast lights in dark areas</i></p>		
Analysis of the Function:	<i><Provide statistical information on (as a minimum):></i>		
1	<p>Number and total operating cost of streetlights servicing population:</p> <p><i><complete></i></p> <p>Note: total streetlights should be available from municipal inventory</p>	N/A	R N/A
2	<p>Total bulk kilowatt hours consumed for street lighting:</p> <p><i><complete></i></p> <p>Note: total number of kilowatt hours consumed by all street lighting for year</p>	N/A	