

# **West Coast District Municipality Annual Report 2010/2011**



## TABLE OF CONTENTS

|  |                                   |
|--|-----------------------------------|
| <b>Acronyms</b>  | <b>3</b>                          |
| <b>Introduction</b>  | <b>4</b>                          |
| <b>Vision and Mission of the West Coast District Municipality</b>      | <b>5</b>                          |
| <b>Preface: Executive Mayor</b>  | <b>6-7</b>                        |
| <b>Preface: Municipal Manager</b>                                      | <b>8</b>                          |
| <b>Executive and Council Structure</b>                                 | <b>9-12</b>                       |
| <b>Chapter 1: Description of the District Municipality</b>             | <b>13-21</b>                      |
| <b>Chapter 2: Services Delivered and Performance Highlights</b>        | <b>22-30</b>                      |
| <b>Chapter 3: Human Resources and Organisational Management</b>        | <b>31-39</b>                      |
| <b>Chapter 4: Audited Financial Statements and Related Information</b> | <b>40</b>                         |
| <b>Report of the Auditor-General</b>                                   | <b>(1 – 68)</b><br><b>(69-71)</b> |
| <b>Chapter 5: Functional Service Delivery</b>                          | <b>41-147</b>                     |
| <b>5.1 Introduction</b>  | <b>42</b>                         |
| <b>5.2 Executive Authority and Council</b>                             | <b>43-48</b>                      |
| <b>5.3 Office of the Municipal Manager</b>                             | <b>49-59</b>                      |
| <b>5.4 Corporate Services</b>  | <b>60-67</b>                      |
| <b>5.5 Finance</b>   | <b>68-74</b>                      |
| <b>5.6 Community Service, Social and Economic Development</b>          | <b>75-135</b>                     |
| <b>5.7 Technical Services</b>  | <b>136-147</b>                    |
| <b>Annual Performance Report 2010/2011</b>                             | <b>148-159</b>                    |
| <b>Report of the Audit Committee</b>                                   | <b>160-163</b>                    |
| <b>Conclusion</b>  | <b>164-165</b>                    |



## ACRONYMS

**ABET** Adult Basic Education and Training  
**AQMP** Air Quality Management Plan  
**BBBEE** Broad Based Black Economic Empowerment  
**BEE** Black Economic Empowerment  
**CBOs** Community Based Organizations  
**CDW** Community Development Workers  
**CFO** Chief Financial Officer  
**CRR** Capital Replacement Reserve  
**DAC** District Assessment Committee  
**DBSA** Development Bank of South Africa  
**DEAT** Department of Environment Affairs and Tourism  
**DCF** District Coordinating Forum  
**DCFTech** District Coordinating Forum Technical Committee  
**DLA** Department of Land Affairs  
**DLG&H** Department of Local Government and Housing  
**DM** District Municipality  
**DMA** District Management Area  
**DoRA** Division of Revenue Act  
**DPLG** Department of Provincial and Local Government  
**DWAF** Department of Water Affairs and Forestry  
**EHS** Environmental Health Services  
**EIA** Environmental Impact Assessment  
**EIP** Environmental Implementation Plan  
**EMP** Environmental Management Plan  
**EPWP** Expanded Public Work Programme  
**FBS** Free Basic Services  
**FMG** Finance Management Grant  
**GRAP** Generally Accepted Accounting Practices  
**GIS** Geographic Information System  
**ICT** Information and Communication Technology  
**IDP** Integrated Development Planning  
**IEM** Integrated Environmental Management  
**IGR** Intergovernmental Relations  
**IT** Information Technology  
**KPA** Key Performance Area  
**KPI** Key Performance Indicator  
**LED** Local Economic Development  
**LGSETA** Local Government Sector Education Training Authority  
**LGTAS** Local Government Turn Around Strategy  
**LM** Local Municipality  
**LRAD** Land Redistribution for Agricultural Development  
**MEC** Member of the Executive Committee  
**MFMA** Municipal Finance Management Act No 53 of 2003  
**MIG** Municipal Infrastructure Grant  
**MOU** Memorandum of Understanding  
**MPCC** Multi purpose Community Centre  
**MSIG** Municipal System Improvement Grant  
**MSA** Municipal Systems Act  
**MTREF** – Medium Term Revenue and Expenditure Framework  
**NEMA** National Environmental Management Act  
**NERSA** National Electricity Regulator of South Africa  
**NGO** Non-Governmental Organisation  
**NSDP** National Spatial Development Perspective  
**NT** – National Treasury  
**OB** Operating budget  
**PAIA** Promotion of Access to Information Act  
**PGDS** Provincial Growth and Development Strategy  
**PMS** Performance Management System  
**SABS** South African Bureau Standards  
**SALGA** South African Local Government and Administration  
**SALGBC** South African Local Government Bargaining Council  
**SAPS** South African Police Service  
**SCM** - Supply Chain Management  
**SDBIP** – Service Delivery Budget Implementation Plan  
**SDF** Spatial Development Framework  
**SETA** Sector Education Training Authority  
**SLA** Service Level Agreement  
**WSA** Water Services Authorities



# INTRODUCTION

---

The West Coast District Municipality has endeavored to deliver quality services and information and to engage in decision-making forums which allow for active participation.

Chapter one of the Annual Report provides an overview of the Municipality's geographic and demographic profile, as well as key information pertaining to the quality of life and social living within the boundaries of the West Coast District Municipality.

Chapter two highlights the Municipality's performance for the year, focusing on the service delivery departments such as water, electricity, roads, et cetera. This chapter considers the service delivery approach and identifies the performance measures and key successes, while acknowledging the challenges and opportunities inherent to service delivery.

Chapter three of the Report provides an insight into the human resources and organisational management areas. It focuses on the organisational structure and how the Municipality maintains legislative compliance by means of the programmes designed to improve employment equity, skills development and capacity building.

Chapter four of the Report provides the audited financial statements and the Auditor-General's report. This chapter reflects the Municipality's financial position, statement of financial performance, cash flow and statement of changes in net assets, and includes supporting notes to the statements. This chapter also considers the intergovernmental grants received by the Municipality.

Chapter five provides comprehensive information on the functional areas of the Municipality, including an overview, description and detailed analysis of each function.

The Annual Report 2010 / 2011 serves as a key record revealing the continuation of service delivery, progress, growth and performance of the West Coast District Municipality



## **VISION**

*“A better quality of life for all”.*

## **MISSION**

*Through participation and co-operation, the West Coast District Municipality is committed to optimally developing the people in the District.*

This will be achieved by:

- Purposefully developing the quality of life of all residents in the region;
- The pro-active and responsible stimulation of the regional economy;
- The advancement and conservation of the natural environment and the conservation of resources; and
- The promotion of pro-active cooperation between all role players in development.

### **Stemming from these, the following focus areas were identified**

- ❖ Human wellbeing;
- ❖ Human resources development;
- ❖ A growing economy;
- ❖ Co-operation;
- ❖ A safe environment;
- ❖ The natural environment;
- ❖ Infrastructure.



## Preface Executive Mayor:



**Ald HC Kitshoff**



**Cllr JH Cleophas**

The West Coast District Municipality's (WCDM) area previously included the local municipalities of Swartland, Saldanha Bay, Bergvliet, Cederberg and Matzikama as well as a District Management Area (DMA). The DMA consisted of the West Coast National Park, the Cederberg Conservation Area (Algeria) and the Northern DMA in the Bitterfontein – Nuwerus – Kliprand region.

*With the redetermination of the boundaries by the Municipal Demarcation Board, the DMA the area of the former District Management Area (WCDMA1) which has been incorporated into the superseding local municipalities from effect of the first general election of municipal councils after the publication of the West Coast District Municipality (DC1) Establishment Sixth Amendment Notice, as published in the Provincial Gazette Nr 6851, of 25 February 2011.*

The West Coast District Municipality strives to provide quality service to the community and the priorities have been captured and performance measures broadly categorised in 5 the Key Performance Areas *viz a viz* :

1. Municipal Institutional Development and Transformation
2. Local Economic Development
3. Good Governance and Public Participation
4. Basic Service Delivery, and
5. Municipal Financial Viability and Management

During the period under review, all financial policies have been reviewed, all required reports have been submitted as per MFMA regulations, the Annual Financial Statements are GRAP compliant for the year ending June 2011 and completed and submitted to the Auditor General within the specified timeframes.

In terms of the Constitution of South Africa, Act 108 of 1996, the objectives of local government are clearly defined in Chapter 7 and Section 152(1) *“to provide democratic and accountable*



*government for local communities*". The West Coast District Municipality undertakes effect to the objects of the municipality as follows:

- ✚ The WCDM strives to comply with relevant legislation and the monitoring of expenditure via sound management principles.
- ✚ Council Committees are functional and they meet as per the adopted Year-program regarding meetings and play an oversight role on all the functions of the municipality. The purpose of these meetings is not just to comply with legislation but is to get public views by publishing documents for public comments and strengthened the relationship with the community
- ✚ The Portfolio Committees recommend to the Executive Mayoral Committee which further recommends to Council on non-delegated matters such as the adoption of the Budget and the Integrated Development Plan of the Municipality, and resolve on delegated matters.
- ✚ Matters at the Council Meetings are democratically resolved. Our Council meetings are open to the public at all times and advertised on the website and the local media. Meeting dates are available on the website of the WCDM and advertised each semester in the media as per Section 19 of the Municipal Systems Act (Act No. 32 of 2000)
- ✚ To encourage transparency, Council resolutions are then communicated to the public by publishing on the website.
- ✚ The Municipal Turnaround Strategy, introduced by the National Department of Cooperative Governance and Traditional Affairs (COGTA) are included in the IDP.
- ✚ The MTREF Budget and IDP was approved unanimously by Council
- ✚ We have drafted our Annual Report, published it for comments by the community, submitted to the relevant Departments, and further subjected it to the Oversight committee, before adopting the final version.
- ✚ Information in terms of Section 75 of the Municipal Finance Management Act, Act 56 of 2003 and Section 21 of the Municipal Systems Act (Act No. 32 of 2000) are available on our website and has been used in order to inform the residents of relevant information. For those who have no access to internet, we have ensured that notices are issued and placed on the notice boards to give the community an opportunity to participate in the municipal activities.

The Annual Report further contains the highlights and entails combined efforts for which our Senior Management team together with each municipal worker can take well deserved credit.



## PREFACE MUNICIPAL MANAGER: MR HF PRINS



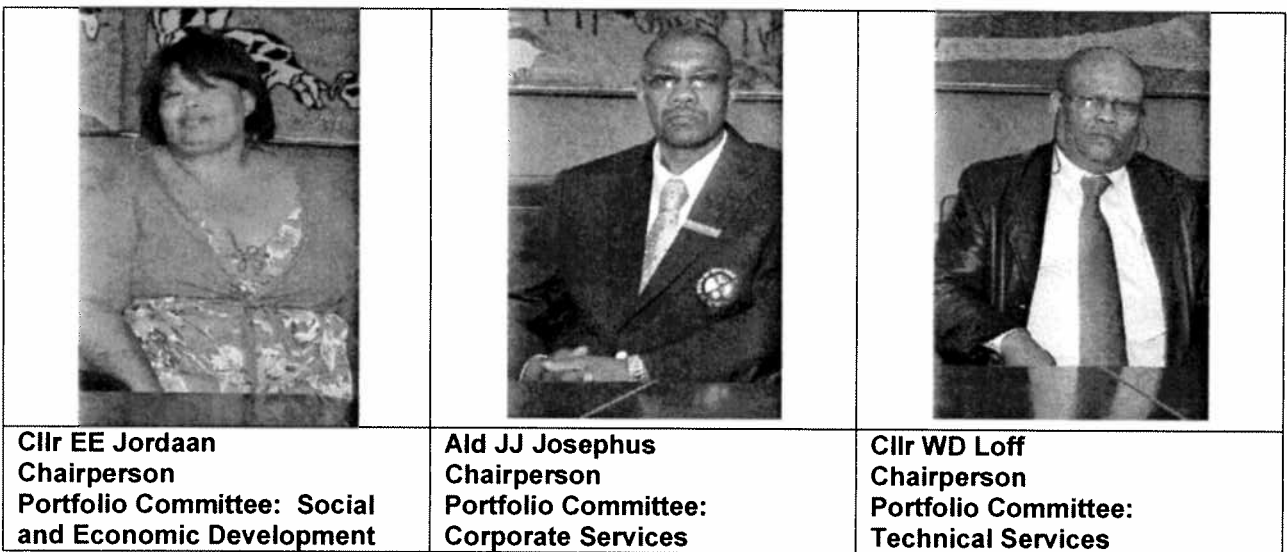
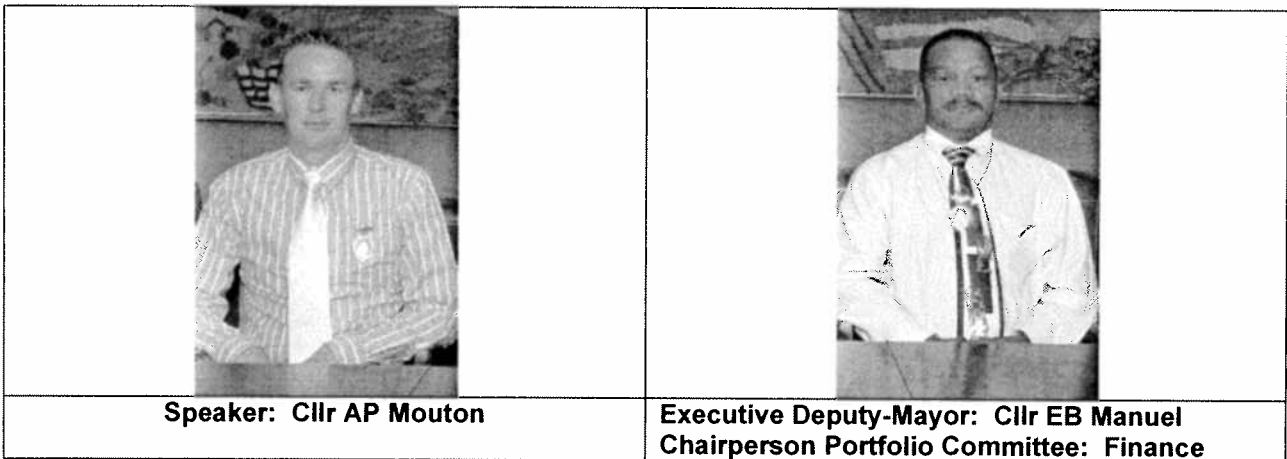
*Compiled after all information is received*

**Municipal Manager  
Henry Prins**



# EXECUTIVE AND COUNCIL STRUCTURE

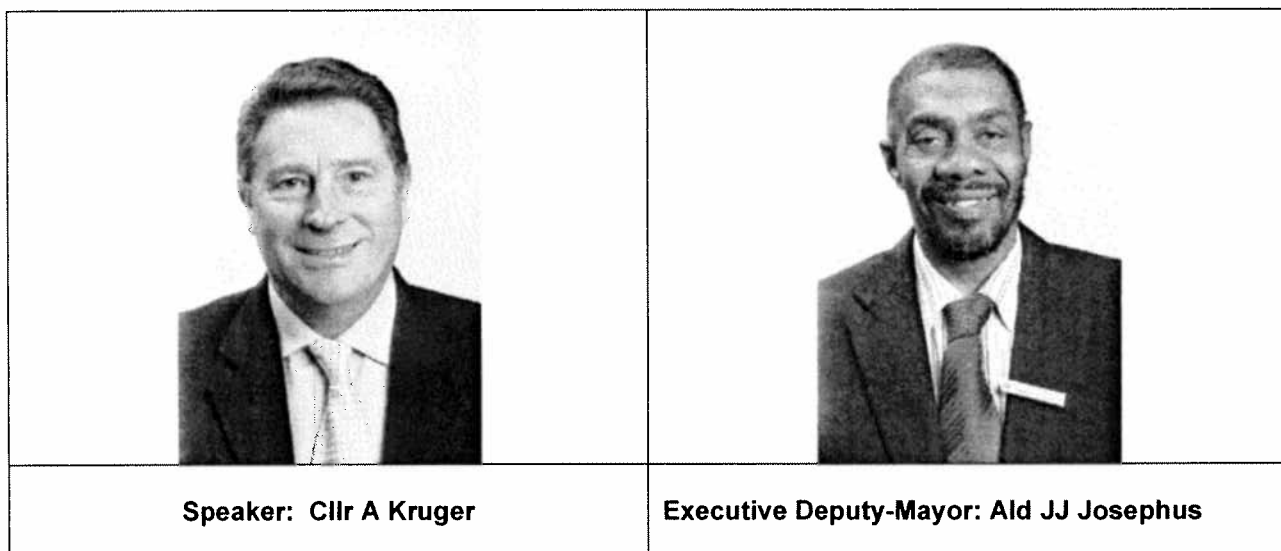
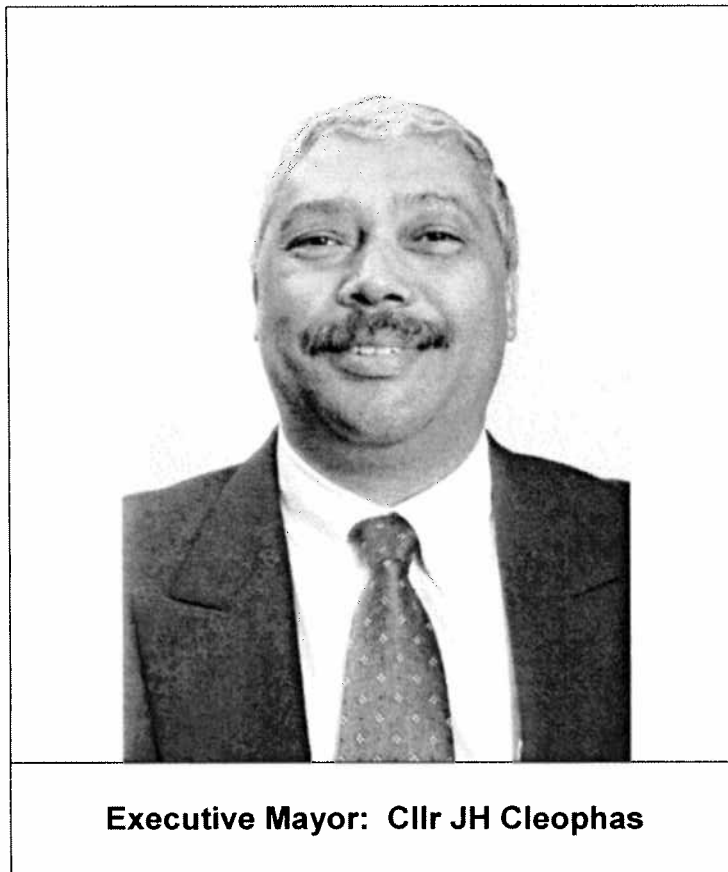
## MEMBERS OF THE EXECUTIVE MAYORAL COMMITTEE: UNTILL JUNE 2011



# EXECUTIVE AND COUNCIL STRUCTURE

---

MEMBERS OF THE EXECUTIVE MAYORAL COMMITTEE: FROM 15 JUNE 2011



## Members of the Executive Mayoral Committee



**Cllr AP Mouton**  
Chairperson  
Portfolio Committee: Finance



**Cllr M Koen**  
Chairperson  
Portfolio Committee: Corporate Services



**Cllr IF Julies**  
Chairperson  
Portfolio Committee: Social and Economic  
Development



**Cllr BJ Stanley**  
Chairperson  
Portfolio Committee: Technical Services



# OFFICE OF THE MUNICIPAL MANAGER



**MUNICIPAL MANAGER:  
MR HF PRINS**



**DIRECTOR CORPORATE SERVICES: MR W  
MARKUS**



**DIRECTOR FINANCE: MR J KOEKEMOER**



**DIRECTOR: TECHNICAL SERVICES  
MR IAB VAN DER WESTHUIZEN**



**ACTING DIRECTOR: COMMUNITY SERVICES, SOCIAL  
& ECONOMICAL DEVELOPMENT MR M BOOIS**



**CHAPTER 1**  
**DESCRIPTION OF THE WEST COAST DISTRICT**  
**MUNICIPALITY**

---



## CHAPTER 1

### DESCRIPTION OF THE WEST COAST DISTRICT MUNICIPALITY

---

#### Profile of the West Coast Region

The jurisdiction of the West Coast District Municipality comprises five local municipalities.

| Municipality              | Headquarters |
|---------------------------|--------------|
| Bergrivier Municipality   | Piketberg    |
| Cederberg Municipality    | Clanwilliam  |
| Matzikama Municipality    | Vredendal    |
| Saldanha Bay Municipality | Vredenburg   |
| Swartland Municipality    | Malmesbury   |

*With the redetermination of the boundaries by the Municipal Demarcation Board, the DMA the area of the former District Management Area (WCDMA1) which has been incorporated into the superseding local municipalities from effect of the first general election of municipal councils after the publication of the West Coast District Municipality (DC1) Establishment Sixth Amendment Notice, as published in the Provincial Gazette Nr 6851, of 25 February 2011.*

*After the Municipal Elections as held on 18 May 2011, Algeria was incorporated into the Cederberg Municipality, the West Coast National Park into Saldanhabay Municipality and Bitterfontein, Rietpoort, Kliprand, Stofkraal, Putsekloof, Nuwerus, Kleinhoek, Samsamhoek and Molsvlei into Matzikama Municipality.*

#### DEMOGRAPHICS

##### Information from Census 2001

Table 1

|  | Matzikama<br>WC011 | Cederberg<br>(WC012) | Bergrivier<br>(WC013) | Saldanha<br>Bay (WC014) | Swartland<br>(WC015) | West Coast<br>DMA |
|--|--------------------|----------------------|-----------------------|-------------------------|----------------------|-------------------|
| Population   | 50 209             | 39 327               | 46 325                | 70 441                  | 72 116               | 4 257             |
| Households   | 14 095             | 10 366               | 11 708                | 18 707                  | 17 402               |                   |
| Female-headed<br>households                                | 30%                | 27%                  | 28%                   | 29%                     | 25%                  | 34 %              |
| % of households<br>income of less than<br>R3 200 per month | 74 %               | 79.25%               | 70.68%                | 59 %                    | 62 %                 | 82.6 %            |
| <b>Provision of basic<br/>services</b>                     |                    |                      |                       |                         |                      |                   |
| No access to basic<br>toilet facilities                    | 13%                | 12.2%                | 5.2%                  | 2.26%                   | 5.12%                | 15.56%            |
| No access to refuse<br>removal                             | 1,04%              | 0.76%                | 0.36%                 | 0.33%                   | 0.78%                | 0.42%             |
| No access to<br>potable water                              | 3.48%              | 1.58%                | 2.09%                 | 1.26%                   | 1.48%                | 14%               |
| Registered informal<br>households                          | 7.39%              | 5.67%                | 4.37%                 | 15.96%                  | 5.83%                | 7.23%             |



**Table 2: Estimated population and households in Census 2001 and CS 2007**

| Municipalities                         | Persons     |           | Households    |           |
|--|-------------|-----------|---------------|-----------|
|  | Census 2001 | CS 2007   | Census 2001 * | CS 2007   |
| Western Cape                           | 4 524 335   | 5 278 585 | 1 173 304     | 1 369 180 |
| DC1: West Coast                        | 282 672     | 286 751   | 73 449        | 76 215    |
| WC011: Matzikama Local Municipality    | 50 208      | 46 362    | 14 094        | 12 881    |
| WC012: Cederberg Local Municipality    | 39 326      | 31 942    | 10 365        | 9 212     |
| WC013: Bergrivier Local Municipality   | 46 325      | 44 741    | 11 706        | 12 197    |
| WC014: Saldanha Bay Local Municipality | 70 440      | 78 982    | 18 706        | 20 786    |
| WC015: Swartland Local Municipality    | 72 115      | 77 524    | 17 403        | 19 939    |
| WCDMA01: West Coast                    | 4 258       | 7 199     | 1 175         | 1 200     |

| Municipalities                         | Persons     |         | Households    |         |
|--|-------------|---------|---------------|---------|
|  | Census 2001 | CS 2007 | Census 2001 * | CS 2007 |
| Western Cape                           |             |         |               |         |
| DC1: West Coast                        | 90,4        | 93,0    | 6,4           | 5,2     |
| WC011: Matzikama Local Municipality    | 90,0        | 94,9    | 5,5           | 4,3     |
| WC012: Cederberg Local Municipality    | 93,4        | 95,7    | 4,0           | 3,9     |
| WC013: Bergrivier Local Municipality   | 93,4        | 91,8    | 2,1           | 4,3     |
| WC014: Saldanha Bay Local Municipality | 84,6        | 91,7    | 14,0          | 7,3     |
| WC015: Swartland Local Municipality    | 93,4        | 92,4    | 3,6           | 4,9     |
| WCDMA01:                               | 88,5        | 95,0    | 1,3           | 1,1     |

Source: Community Survey 2007

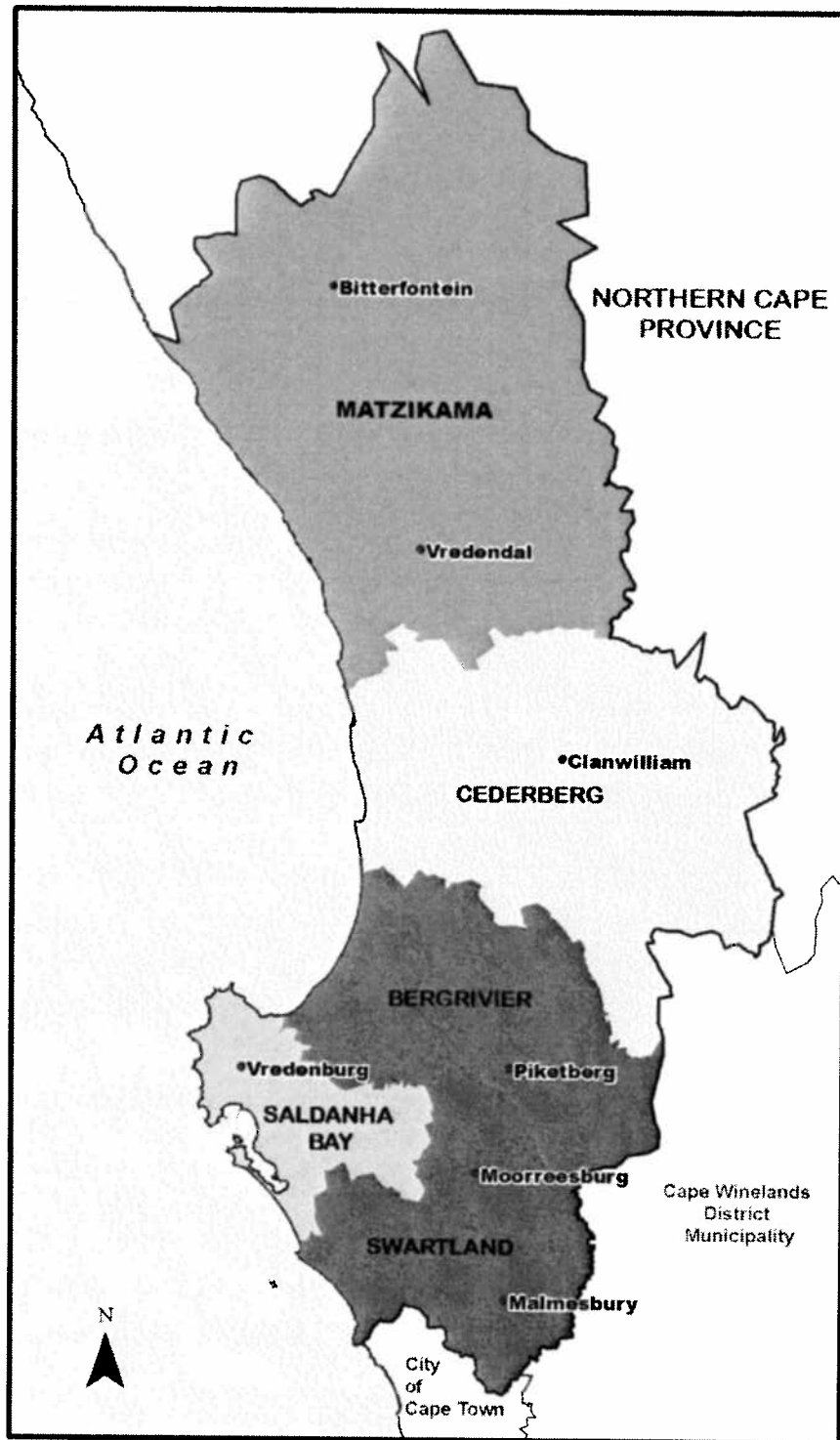


**Towns in West Coast District (including the rural areas)**

| <b>Bergrivier</b>  | <b>Cederberg</b>   | <b>Matzikama</b>   | <b>Saldanha Bay</b>   | <b>Swartland</b>   |
|--|--|--|---|--|
| Piketberg,<br>Porterville<br>Velddrif<br>Laaiplek<br>(Dwarskersbos)<br>Aurora<br>Redelinghuys<br>Eendekuil<br>Goedverwacht<br>Wittewater | Clanwilliam,<br>Citrusdal<br>Lamberts Bay<br>Eland's Bay<br>Paleisheuvel<br>Leipoldville<br>Elandskloof<br>Wuppertal<br>Graafwater<br><i>Algeria</i> | Vredendal,<br>Vanrhynsdorp<br>Klawer<br>Lutzville<br>Koekenaap<br>Strandfontein<br>Doringbaai<br>Ebenhaezer<br>Papendorp<br><i>Bitterfontein,</i><br><i>Rietpoort,</i><br><i>Kliprand,</i><br><i>Stofkraal,</i><br><i>Putsekloof and</i><br><i>Nuwerus</i><br><i>Molsvlei</i><br><i>Kleinhoek</i><br><i>Samsamhoek</i> | Vredenburg,<br>Saldanha<br>Langebaan<br>St. Helena Bay<br>Hopefield<br>Paternoster<br><i>West Coast</i><br><i>National Park</i> | Malmesbury<br>Moorreesburg<br>Riebeek West<br>Riebeek-Kasteel<br>Darling<br>Kalbaskraal<br>Abbotsdale<br>Koringberg<br>Chatsworth<br>Yzerfontein<br>Riverlands |







## **Agriculture**

The agriculture industry in the West Coast comprises:

- Wheat
- Canola
- Olives
- Grapes and wine
- Rooibos tea
- Fynbos
- Fruit farming
- Livestock
- Vegetable production

At present wheat constitutes a significant part of the total farming activities on the West Coast, and in the Swartland Region, known as the province's breadbasket, in particular. The region produces approximately 300 to 400 000 tons of wheat per annum.

Approximately 8 000 hectares of land is cultivated for canola in the West Coast. This does not meet the local demand however, with the result that canola seeds and other products are imported from international sources.

The fact that South Africa still imports many olive oil products does suggest though that opportunities exist for agro-processing and the manufacture of olive oil products. The region's winelands are as scenic and as fertile as anywhere else in the province, producing wine and table grapes for the local and export markets.

Rooibos tea is indigenous to the west coast of South Africa. Between five and six thousand tons are produce per annum, but the region has the potential to produce up to 20 000 tons per annum which, with smart marketing, could see huge potential for international growth.

Apples, peaches, pears, grapes, prunes, apricots and figs occur predominantly in the region. Opportunities in the industry exist in exporting, especially to Europe and the Far East, as well as in fruit processing projects locally.

Animal products contribute 45.3% o the agricultural income, including poultry, fresh milk and dairy products, cattle meat, sheep meat and pork and pig products. The region has excellent potential for the small scale production of vegetables for the export market to Europe. The climate and seasonal availability give the reason a great competitive advantage.

## **Fishing**

Fishing has been a part of life on the West Coast for centuries. It is perhaps more than



a part of life, it is a way of life.

Currently, the industry consists of five sub-sectors:

- Deep sea fishing • Pelagic fishing • Rock lobster fishing • Line fishing • Mariculture

Fishing is a primary sector, which relies on natural resources. But it does provide various backward and forward linkages and several opportunities arise within these backward linkages such as fishing and boating equipment, and harbour infrastructure; and forward linkages such as processing and packaging of various products.

The area with the highest growth potential in the region is in value-added processing and expansion into new fishing and mariculture activities. Traditional industry is limited, and so small scale operators must find niche products and markets to exploit.

The areas within the fishing industry with the best potential for growth include:

- Commercial abalone cultivation • Commercial abalone packaging • Commercial mussel farming • Commercial oyster farming • Partnerships for abalone, mussel and oyster packaging and processing operations

### **Mining**

Although some mining activities occur in the region, the mining sector is not one of the West Coast's dominant economic sectors. It is, however, considered to be important due to the linkages that exist between this sector and the manufacturing sector.

The following deposits are found in the West Coast:

- Limestone • Building sand/clay • Sandstone • Diamonds • Gypsum • Salt • Granite and marble • Tungsten • Kaolin • Phosphate

The major linkages between the mining sector and other sectors such as manufacturing are transport, to the ports at Saldanha and Cape Town, and in slag and coal processing plants between the mine and the point of departure at Saldanha. Apart from these processing and transport linkages, the only commercial mining opportunity with real potential for development is commercial mining for building sand and clay.

### **Manufacturing**

The manufacturing sector is the second most prominent economic sector in the municipality, contributing roughly 37% of the region GGP. Unfortunately, the sector is not very labour intensive.

- There are three major types of manufacturing activities which occur on the West Coast:
  - Agro-processing
- Fish or marine resource processing
- Mineral processing

Because manufacturing is a secondary industry, relying as it does on natural resources and other inputs, there are a number of forward linkages to the sector. These include



infrastructure development, mineral resources, tourism, construction and services and labour.

Areas in this sector that have strong prediction presently and exhibit potential for growth include:

- Food processing
- Chemical products
- Non-metallic mineral products
- Iron and basic steel industries
- Non-ferrous metal industries
- Metal products
- Machinery
- Electrical machinery
- Other manufacturing

Within these areas, the following economic development opportunities exist:

- Small scale processing of dairy products
- Small scale preservation of fruit and vegetables
- Commercial preparation of animal feeds
- Commercial and small scale processing of goods on farms
- Commercial production of fertiliser and pesticides
- Commercial production of petroleum refineries and petroleum products
- Commercial and small scale downstream activities from iron and steel basic industries
- Commercial production of other fabricated metals
- Commercial production of special industry machinery
- Commercial production of other non electrical machinery
- Commercial production of radio, television and communication
- Small scale production of jewellery

### **Retail, trade and tourism**

The relatively small population size of the region is a limiting factor on the trade and services sectors and therefore results in a low level of diversification and specialisation. This is the case in wholesale and retail, but should not also be the case for tourism. Tourism should be actively promoted, to a market based outside of the municipality, to act as a balance against the other activities occurring on the West Coast.

The attraction of the West Coast is as much a cultural thing as anything else. The region offers scenery and style that is unique. The problems standing in the way of the industry, and herein lie the opportunities for development, are in the availability and quality of transport, the nature of seasonality, and a fragmented and inconsistent set-up, with no central organisation of the industry as a whole,

### **Other sectors**

Other sectors that have traditionally not been strong in the region, but that are exhibiting exciting growth include the construction sector, the transport sector and the utilities



sector.

The construction sector is the major growth sector here, as infrastructure and residential developments move out of the metropolitan area around Cape Town to the South. While the industry does bring employment opportunities and will benefit local suppliers, the fix is often only a temporary one, and means are needed to ensure that benefits last and development is sustainable.

Source: <http://www.westerncapebusiness.co.za/>

**GDP per Sector and Local Municipality and Average Annual Growth 1995 – 2004**

|  |                |                |              |              |              |             |                |
|--|----------------|----------------|--------------|--------------|--------------|-------------|----------------|
| Agriculture, forestry and fishing              | 224.7          | 326.1          | 150.5        | 224.5        | 154.8        | 12.6        | 1,093.2        |
| Mining   | 6.8            | 5.5            | 31.1         | 7.8          | 0.4          | 1.4         | 53.0           |
| Manufacturing                                  | 556.1          | 340.5          | 107.9        | 83.1         | 69.2         | 3.1         | 1,159.8        |
| Electricity and water                          | 20.1           | 42.8           | 31.0         | 5.2          | 6.9          | -           | 105.9          |
| Construction                                   | 87.2           | 69.8           | 29.2         | 20.5         | 17.4         | 3.3         | 227.4          |
| Wholesale and retail trade; catering and accom | 277.9          | 242.3          | 146.0        | 102.4        | 128.4        | 9.2         | 906.2          |
| Transport and communication                    | 280.9          | 67.2           | 74.2         | 52.4         | 30.3         | 10.3        | 515.3          |
| Finance and business services                  | 182.7          | 330.5          | 95.9         | 75.1         | 64.9         | 1.3         | 750.3          |
| Community, social and other personal services  | 115.5          | 82.5           | 64.7         | 12.0         | 31.4         | 11.4        | 317.5          |
| General government services                    | 132.5          | 129.0          | 92.0         | 88.5         | 54.8         | 6.2         | 503.0          |
| <b>Total</b>                                   | <b>1,884.5</b> | <b>1,636.0</b> | <b>822.5</b> | <b>672.5</b> | <b>558.4</b> | <b>58.6</b> | <b>5,631.6</b> |
| <b>Average annual growth 1995-2004</b>         | <b>11.0</b>    | <b>3.7</b>     | <b>1.5</b>   | <b>0.3</b>   | <b>1.9</b>   | <b>1.5</b>  | <b>2.4</b>     |

Source: West Coast District Municipality IDP 2009-2011



## **CHAPTER 2 SERVICES DELIVERED AND PERFORMANCE HIGHLIGHTS**

---



## HOOFSTUK 2 DIENSTE VOORSIEN EN PRESTASIE HOOGTEPUNTE

---

### 2.1 Inleiding

Die doelwitte vir fisiese infrastruktuur soos vervat in die Geïntegreerde Ontwikkelingsplan (GOP) en uiteengesit in die Infrastruktuurstrategie is “Die versekering van die voorsiening en van infrastruktuur op ‘n volhoubare wyse wat bydra tot die bewaring en ontwikkeling van die Weskustreek”.

### 2.2 Begrotingstoewysing

Die Weskus Distriksmunisipaliteit se goedgekeurde bedryfsbegroting vir 2010/2011 vir **Inkomste: R241 385 080 en Uitgawe: R237 882 010** is aangewend vir die voorsiening van gemeenskaps-, gesubsidieerde-, ekonomiese, behuising- en handelsdienste.

### 2.3 Projekte Geïmplementeer

Verskeie projekte is departementeel beplan en afgehandel. Verder is daar ook deurlopend met konsultante in die vorm van raadgewende ingenieurs, argitekte, stadsbeplanners en landmeters geskakel. Die rol van die departement in die uitvoering van eksterne projekte het bestaan uit die definiëring van behoeftes, aanstelling van konsultante, projekmonitering en, na voltooiing, oorname en bedryf.

Aandag is ook geskenk aan werkskepping, armoede verligting en vaardigheidsontwikkeling deur opkomende kontrakteurs, onder andere deur middel van die Raad se Voorkeurverkrygingsbeleid en om projekte, waar moontlik, deur middel van arbeidsintensiewe konstruksiemetodes uit te voer.

Vir die 2010/2011 finansiële jaar is verskeie kapitaalprojekte in die Weskusgebied geïmplementeer. Hierdie projekte het bestaan uit WKDM se eie kapitaalprojekte wat befonds is die WKDM se eie kapitaalbegroting, MIG projekte asook paaie projekte wat befonds is deur die Wes Kaapse Provinsiale Regering se Departement van Vervoer en Openbare Werke.

| 2.3.1 Kapitaalprojekte van WKDM |                                 |                   |               |            |  |
|---------------------------------|---------------------------------|-------------------|---------------|------------|--|
| Projekbeskrywing                | Bedrag Toegewys vir 2010/2011 R | Uitgawe R         | % Spandeer    |            | Redes vir Nie-Voltooiing   |
| PURIFICATION OPTIMIZATION       | 2,000,000                       | 1,956,263         | 97.8%         |            | Afgehandel   |
| PIPELINES                       | 4,000,000                       | 3,315,245         | 82.9%         |            | Addisionele toevoer pyplyne na Glen Lily – Voltooi<br>Vergeleë F3 pyplyne afgekeur - nie volgens SABS nie en weer bestel                                 |
| <b>GLEN LILY SYSTEM</b>         | <b>12,000,000</b>               | <b>13,009,387</b> | <b>108.4%</b> | <b>WIP</b> | Afgehandel   |
| BITTERF. SEWERAGE/SPORT         | 1,150,775                       | 2,102,750         | 182.7%        |            | Afgehandel   |
| ROADS : DMA                     | 4,000,000                       | 3,335,545         | 83.4%         |            | Afgehandel   |
| PUMP STATIONS                   | 700,000                         | 1,155,920         | 165.1%        |            | Voltooi - Oorspandering a.g.v. Pomp 4 falig in Mei 2011  |
| <b>VERGELEË RES. SYSTEM</b>     | <b>23,000,000</b>               | <b>23,818,350</b> | <b>103.6%</b> | <b>WIP</b> | Meerjarige projek - 100% vir die finansiële jaar voltooi   |
| SWARTLAND PIPELINES             | 5,000,000                       | 553,076           | 11.1%         |            | Meerjarige projek - Pype op bestelling aflewering is vertraag - pyp koste R 13 306 222 - versoek om fondse oor te plaas na volgende finansiële begroting |
| NUWERUS CENTRE : DMA            | 1,354,385                       | 1,666,590         | 123.1%        |            | Afgehandel   |
| VEHICLES : WATER                | 500,000                         | 519,000           | 103.8%        |            | Afgehandel - Kraan Vragmotor is ontvang.   |
| FLOW METERS                     | 500,000                         | 415,075           | 83.0%         |            | Afgehandel - pryse het heelwat laer ingekom - geen groot vervangings   |
| VALVES                          | 2,000,000                       | 1,543,710         | 77.2%         |            | Afgehandel - Rehabilitasie van alle kleppe wat gefaal het, is gedoen.  |
| AIR-CONDITIONING : WATER        | 20,000                          | 18,195            | 91.0%         |            | Afgehandel   |
| CATHODIC PROTECTION             | 50,000                          | 47,251            | 94.5%         |            | Afgehandel   |
| IRRIGATION SYSTEM               | 150,000                         | 150,000           | 100.0%        |            | Afgehandel   |
| COMPUTERS & NETWORKS            | 70,000                          | 19,127            | 27.3%         |            | Rekenaar begroot vir vakante poste - kon poste nie vul nie a.g.v. nie suksesvolle aansoekers nie.  |
| ELECTRICAL EQUIPMENT            | 50,000                          | 9,140             | 18.3%         |            | Uitgawes is deur bedryf gedoen en geen nuwe installasie is gedoen nie  |
| LAB. EQUIPMENT : WATER          | 100,000                         | 93,844            | 93.8%         |            | Afgehandel   |
| OFFICE EQUIPMENT : WATER        | 70,000                          | 68,432            | 97.8%         |            | Afgehandel   |
| RO PLANT EQUIPMENT : DMA        | 60,000                          | 60,000            | 100.0%        |            | Afgehandel   |
| BOREHOLE EQUIPMENT :DMA         | 45,000                          | 45,000            | 100.0%        |            | Afgehandel   |
| VALVES & METERS : DMA           | 80,000                          | 100,266           | 125.3%        |            | Afgehandel - Oorspandering a.g.v. vervanging van uitgediende meter by boorgate   |
| <b>TOTAAL</b>                   | <b>56,900,160</b>               | <b>54,002,165</b> | <b>94.9%</b>  |            |  |

Detail inligting van die belangrikste van bogenoemde projekte word vervolgens gegee.





### 2.3.1.1 Glen Lily reservoir System

Reservoir 3

Konstruksieperiode : April 2010 tot Junie 2011 – 14 maande

Kapasiteit : 25 Mega liter

Befondsing: Die totale projek koste beloop R 20.0 miljoen en is befonds deur Weskus DM



Begin van konstruksie



Konstruksie fase



Binne aangesig tydens ontsmetting



Voltoeide reservoir van 25 Mega liter

Tydens konstruksie is ongeveer 300 ton staal en 3000 kubieke meter beton gebruik vir die konstruksie van Reservoir 3

Hierdie projek bring nou die die Glen Lily stelsel se totale stoor kapasiteit na 41 mega liter.

## **BLOUDRUPPEL TOEKENNINGS VIR WESKUS DISTRIKSMUNISIPALITEIT.**

Die Weskus Distriksmunisipaliteit (WKDM) is die grootmaat waterdienste verskaffer aan 22 dorpe in die suidelike Weskusgebied in die munisipale areas van Swartland-, Saldanhaabaai- en Bergrivier Munisipaliteite asook aan Hermon en Gouda in die Drakenstein Munisipaliteit, deur middel van 'n omvattende grootmaat waterverspreidingsstelsel. Water word ook voorsien aan 876 plase in die gebied deur middel van 6 landelike watervoorsieningskemas.

Die dorpe Riebeeck Kasteel, Riebeeck Wes, Malmesbury, Moorreesburg, Darling, Yzerfontein en Gouda word vanaf die Swartland Watersuiweringswerke te Voëlveidam voorsien terwyl alle dorpe in die Saldanhaabaai Munisipale area asook Velddrif en Dwarskersbos in Bergrivier Munisipaliteit, vanaf die Withoogte Watersuiweringswerke buite Mooresburg asook die ondergrondse onttrekking te Langebaanweg, voorsien word.

Die totale lengte van die grootmaat waterverspreidingsnetwerk is 964 km. met 'n huidige vervangingswaarde van ongeveer R 2100 miljoen.

In 2009/2010 is 'n totaal van 22,5 miljoen kiloliter gesuiwerde water, wat 100% van die tyd aan die toepaslike SANS 241 standaard voldoen het, aan verbruikers voorsien.

WKDM het ook tot 30 Junie 2011 water voorsien aan alle dorpe in die Bitterfontein Distriksbestuursgebied vanaf die ontsoutingsaanleg te Bitterfontein.

By die onlangse Blou druppel toekennings deur die Departement van Waterwese op 30 Junie 2011 te Kaapstad het die Weskus Distriksmunisipaliteit Blou Druppel toekennings ontvang vir al vier die bogenoemde stelsels naamlik :

- Die Withoogte stelsel
- Die Swartland stelsel
- Die Gouda stelsel
- Die Bitterfontein stelsel

WKDM het ook verder die toekennings gekry vir die vierde beste prestasie nasionaal en die derde beste prestasie in die Wes Kaap.

Die onderstaande is 'n aanhaling van die Departement Waterwese se kommentaar ten opsigte van Weskus Distriksmunisipaliteit se prestasie soos vervat in die 2011 Blou Druppel Verslag :

*“West Coast District Municipality seriously impressed with its dedicated performance as a Bulk Water Services Provider. This remarkable performance translated into a number of systems being certified with Blue Drop status. The Department wishes to salute the attitude that served as catalyst for this significant improvement since the last assessments.*

*The regaining of Blue Drop status for Bitterfontein (where West Coast DM is both authority and provider) serves as further evidence of the discussed level of dedication. The inspectors were impressed by the receptiveness of the officials to recommendations made by the regulator. E. g. amendments were swiftly made on the Blue Drop System (BDS) to ensure adherence to regulatory expectations”.*



## PAAIE AFDELING

Die afgelope jaar is die padinfrastruktuur met 'n beperkte personeelkorps en 'n begroting van R57,472,000 miljoen instand gehou en het werke gewissel van normale instandhouding, hergruis-, rehabilitasie- en herseëlwerk. Geen groot vloedskade herstelwerke is gedoen nie.

Goeie samewerking tussen Provinsiale Regering: Wes-Kaap, Weskus Distriksmunisipaliteit en gemeenskappe het dit moontlik gemaak om verskeie projekte aan te pak en suksesvol te voltooi.

### Hergruiswerk

Die Hergruisprioritiseringsmodel word met groot sukses in die Weskus area toegepas en vind evaluering van die swakste paaie jaarliks plaas. Aanbevelings ten opsigte van hergruis- en rehabilitasieprojekte word dus jaarliks aan Departement van Vervoer en Openbare Werke (Die Padowerheid) gedoen. Verskeie kontrakte is reeds aan Raadgewende Ingenieurs toegeken en is hulle tans besig met ontwerpe, gruisgroefondersoeke, opstel van tenderdokumente, ens. Die tekort aan fondse vir paaie veroorsaak egter dat beplande hergruisprojekte vir 'n paar jaar uitgestel is, maar sal verskeie projekte binne die volgende twee jaar in aanvang neem.

Paaie wat intern begruis is, is as volg:

- a) Afdelingspad 2217 Urionskraalpad naby Vanrhynsdorp, Km 11.8 tot 18.
- b) Afdelingspad 2213 Kleinrivierpad naby Vredendal, Km 0 tot 5.

'n Nuwe gruisblad het verseker dat die rygehalte van die Kleinrivierpad die afgelope oesseisoen in 'n goeie toestand was.



- c) Afdelingspad 2212 Trimoa/Karoolvlakte naby Vredendal, Km 7.48 tot 8.48.
- d) Afdelingspad 2209 Kapel naby Klawer Km 0 tot 2. en 5.2 tot 5.8.

Die Oostelike deel van die Kapelpad nadat dit van 'n nuwe gruislaag voorsien is



- e) Ondergeskiktepad 9651 Kapel naby Klawer, Km 0 tot 1.6.

Gedeelte van die pad waar erge sinkplaat voorgekom het, se rygehalte is aansienlik verbeter.



- f) Afdelingspad 1487 Cederberge naby Clanwilliam/Citrusdal, Km 19.6 tot 19.8, 21.8 tot 24.1, 30.7 tot 32.1 en 42.9 tot 43.9, 'n totaal van 4.9 Km
- g) Afdelingspad 2171 Aurora/Saamstaan, Km 0 tot 8.



Padskrapeer besig met die meng van gruis    Nuwe gruislaag word gekompakteer

### **Herseëlwerk**

Herseëlwerk word normaalweg op kontrak gedoen, maar is 'n bedrag van R5,116,000 deur Departement van Vervoer en Openbare Werke aan Weskus Distriksmunisipaliteit toegeken, vir die herseël van geïdentifiseerde paaie. Paaie wat herseël is, is as volg:

- a) Afdelingspad 1158 Riebeeck Wes , Km 0 tot 1.2.
- b) Afdelingspad 1169 Halfmanshof, Km 0 tot 0.49.
- c) Hoofpad 527 PPC Piketberg, Km 0 tot 3.01.
- d) Hoofpad 531 Matroosfontein, Km 60.3 tot 62.2.
- e) Hoofpad 532 Goedverwacht, Km 0 tot 5.53.



- f) Hoofpad 535 Velddrif/Dwarskersbos, Km 0 tot 11.96.
- g) Ondergeskiktepad 7781 Piket Bo-Berg, Km 0 tot 6.4.
- h) Ondergeskiktepad 9625 Luasanneweg Vredendal, Km 0 tot 1.49.

Bogenoemde herseëlwerke is suksesvol afgehandel en word daar 'n groter herseëltoekenning vir die komende jaar van Departement van Vervoer en Openbare Werke, verwag.

**Rehabilitasiewerk.**

Twee gedeeltes op die Warmbadpad is gerehabiliteer, deur van die swak onderlae te verwyder en die plaas van drie goedgekeurde beheerlae. Gedeeltes wat opgegradeer is, is van kilometer 0 tot 2 en 9.2 tot 9.8



Konstruksiewerk – beheerlae



Voltooide Pad

**Onderhoudswerk**

Daar is 9951 kilometer paaie in die Weskus gebied, waar van 7995 kilometer gruispaaie is. Die hoofokus van die Distriksmunisipaliteit is egter die instandhouding van veral gruispaaie.

Gruispaaie is in vyftien skraapwyke verdeel, wat elk deur 'n wykskraperspan volgens 'n voorafbepaalde skraapskedule instand gehou word. Daar is ook elf onderhoudspannetjies wat onderhoudstake op paaie uitvoer.

'n Onderhoudskraper besig met die skraap van 'n gruispad.



## **Kontrakte**

Hoofpad 531 Redelinghuys/Elandsbaai

Die versakking Noord van Matroosfontein is per kontrak herstel.



## **Betonwerke**

Die afgelope jaar is 'n betonspan in die Swartland area goedgekeur en is interne opleiding aan die span verskaf, deur hulle bloot te stel aan die verskillende aspekte van betonwerk.



Besig met die bou van 'n motorhek



Lê van stormwaterpype

## **Uitgebreide Openbare Werksprogram(UOWP)**

Verskeie instandhoudingswerke op paale is volgens die riglyne en beginsels van die UOWP met werkskepping en armoede verligting as hoofdoel uitgevoer. Hierdie werke het die skoonmaak en sny van gras in die padreserwes, herstel van grondskouers, herstel van gate in die teerblad, skoonmaak van stormwatervore en pype, lê van stormwaterpype en herseëlwerk ingesluit en is deur klein opkomende kontrakteurs uitgevoer.

In die Weskus-area het die totale waarde van hierdie kontrakte ongeveer R41 miljoen beloop en is daar 350 werksgeleenthede geskep. Hierdie werke word hanteer deur die Ceres kantoor van Departement van Vervoer en Openbare Werke: Weskusstreek en is hulle verantwoordelik vir die vra van tenders, toekenning en toesighouding.



Lê van stormwaterpype



Voltooiide struktuur



Besig met herseëlwerk



# **CHAPTER 3 HUMAN RESOURCES AND OTHER ORGANISATIONAL MANAGEMENT**

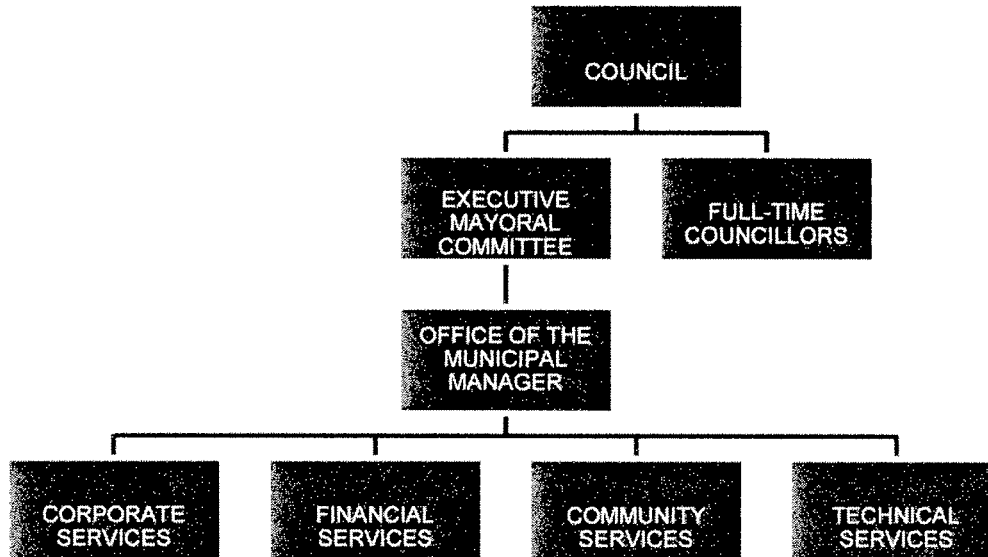
---



## Chapter 3 Human Resources and other Organisational Management

---

### 3.1 Introduction



The District Municipality's macro-organisational structure constitutes the Council's policy according to which the micro-organisational structure had been developed. The District Municipality consists of four departments with their respective division as well as the Office of the Municipal Manager. The four departments report to the Municipal Manager.

It is as follows:

1. **Office of the Municipal Manager**
  - Strategic Support Services
  - Integrated Development
  - Tourism
  - Internal Auditing
2. **Department Corporate Services**
  - Management Information & Technology
  - Human Resources
  - Administration
  - Public Relations



3. **Department Financial Services**

- Financial Management & Control
- Income
- Expenditure
- Supply Chain Management

4. **Department Community Services**

- Protection Services
- Community Development
- Municipal Health

5. **Department Technical Services**

- Water supply
- Roads Construction and Maintenance
- Mechanical
- Planning and Projects
- District Management Area

The respective departments are responsible for the following functions:

1. **Department Corporate Services**

- Administration of Council Resolutions and Secretariat function
- Human Resources Development
- Occupational Health and Safety
- Training and Development
- Employment Equity
- Employment Assistance Programme
- Archive Services
- Legal Support Services
- Management Information and Technology
- Cleaning Services
- Reprographic Services

2. **Department Financial Services**

- Financial Management and Control
- Management Information (Financial System)
- Revenue (Income)
- Expenditure Control
- Supply Chain Management

3. **Department Technical Services**

- Roads
- Water Supply & Waste Management:
- Water Distribution
- Buildings & Maintenance



- Water Purification
- Technical Support
- Planning & Projects

4. **Department Community Services**

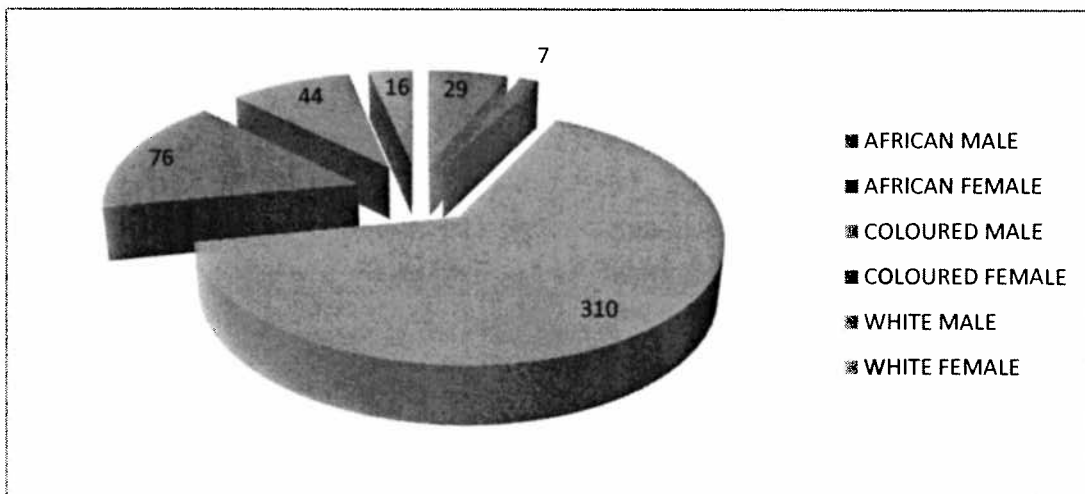
- Environmental Health
- Fire and Rescue Services
- Community Development
- Resorts
- District Management Area
- Environmental Integrity

3.2 **Employment Equity**

The West Coast District Municipality recognises the need to advance people from historically disadvantaged groups through objective recruitment. In terms of the Employment Equity Act (Act 55 of 1998), the West Coast District Municipality revises the plan annually and the Employment Equity Plan has been approved. During the 2010 / 2011 financial year, attempts have been made to make appointments in accordance with the Employment Equity Plan.

**The Employee Distribution by Race and Sex as at 2011/06/30 is as follows (Only permanent employees included in totals):**

| RACE         | SEX    | NUMBER OF EMPLOYEES | PERCENTAGE OF TOTAL |
|--------------|--------|---------------------|---------------------|
| African      | Male   | 29                  | 6.02%               |
|              | Female | 7                   | 1.45%               |
| Coloured     | Male   | 310                 | 64.32%              |
|              | Female | 76                  | 15.77%              |
| White        | Male   | 44                  | 9.13%               |
|              | Female | 12                  | 3.32%               |
| <b>TOTAL</b> |        | <b>482</b>          |                     |

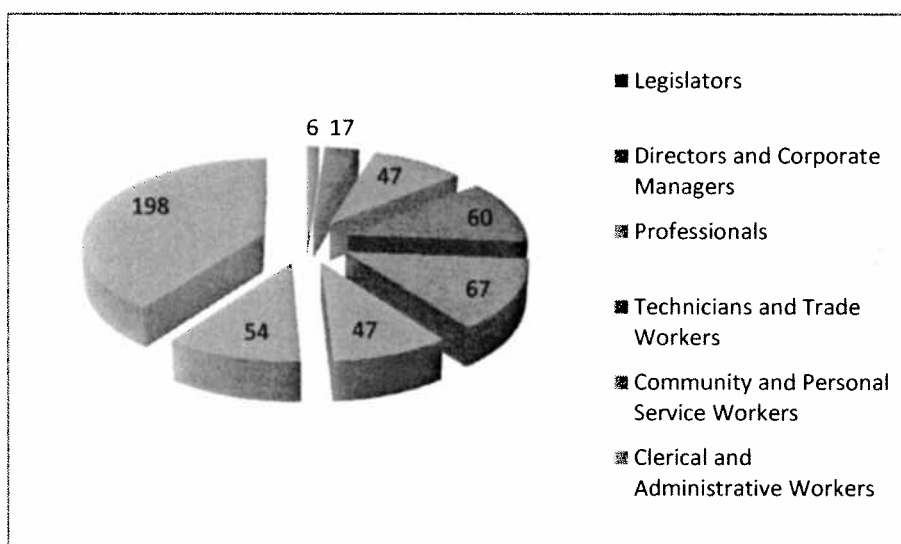


### 3.3 Skills Development

For the period 1 July 2010 to 30 June 2011 a Workplace Skills Plan has been submitted to the LGSETA.

**Total number of employees (including employees with disabilities) in each of the following occupational categories: as at 2011/06/30**

| Employment category                    | Race      |          |            |           |          |          |           |           |            |            | PWD        |          |          |          |
|--|-----------|----------|------------|-----------|----------|----------|-----------|-----------|------------|------------|------------|----------|----------|----------|
|  | African   |          | Coloured   |           | Indian   |          | White     |           | Total      |            | Total      | M        | F        | Total    |
|  | M         | F        | M          | F         | M        | F        | M         | F         | M          | F          |            |          |          |          |
| Legislators                            | 1         | 1        | 14         | 0         | 0        | 0        | 6         | 1         | 21         | 2          | 23         | 0        | 0        | 0        |
| Directors and Corporate Managers       | 1         | 0        | 4          | 2         | 0        | 0        | 8         | 2         | 13         | 4          | 17         | 0        | 0        | 0        |
| Professionals                          | 2         | 6        | 16         | 4         | 0        | 0        | 13        | 6         | 31         | 16         | 47         | 0        | 0        | 0        |
| Technicians and Trade Workers          | 4         | 0        | 39         | 4         | 0        | 0        | 13        | 0         | 56         | 4          | 60         | 0        | 0        | 0        |
| Community and Personal Service Workers | 8         | 0        | 42         | 11        | 0        | 0        | 6         | 0         | 56         | 11         | 67         | 0        | 0        | 0        |
| Clerical and Administrative Workers    | 0         | 1        | 10         | 27        | 0        | 0        | 1         | 8         | 11         | 36         | 47         | 2        | 0        | 2        |
| Machine Operators and Drivers          | 5         | 0        | 46         | 0         | 0        | 0        | 3         | 0         | 54         | 0          | 54         | 0        | 0        | 0        |
| Labourers                              | 9         | 0        | 158        | 31        | 0        | 0        | 0         | 0         | 167        | 31         | 198        | 0        | 0        | 0        |
| Apprentices                            | 0         | 0        | 0          | 0         | 0        | 0        | 0         | 0         | 0          | 0          | 0          | 0        | 0        | 0        |
| <b>TOTALS</b>                          | <b>30</b> | <b>8</b> | <b>329</b> | <b>79</b> | <b>0</b> | <b>0</b> | <b>50</b> | <b>17</b> | <b>409</b> | <b>104</b> | <b>513</b> | <b>2</b> | <b>0</b> | <b>2</b> |



A needs analysis had been conducted during the financial year and training had also been offered to personnel.

**Total number of employees (including employees with disabilities) in each of the following occupational categories who received training during 2010/2011:**

| Employment category                           | Race      |          |            |           |          |          |           |           |            |           |            | PWD      |          |          |
|---|-----------|----------|------------|-----------|----------|----------|-----------|-----------|------------|-----------|------------|----------|----------|----------|
|   | African   |          | Coloured   |           | Indian   |          | White     |           | Total      |           | Total      | M        | F        | Total    |
|   | M         | F        | M          | F         | M        | F        | M         | F         | M          | F         |            |          |          |          |
| <b>Legislators</b>                            | 0         | 0        | 0          | 0         | 0        | 0        | 0         | 0         | 0          | 0         | 0          | 0        | 0        | 0        |
| <b>Directors and Corporate Managers</b>       | 1         | 0        | 4          | 2         | 0        | 0        | 7         | 2         | 12         | 4         | 16         | 0        | 0        | 0        |
| <b>Professionals</b>                          | 2         | 6        | 13         | 4         | 0        | 0        | 12        | 6         | 27         | 16        | 43         | 0        | 0        | 0        |
| <b>Technicians and Trade Workers</b>          | 2         | 0        | 18         | 4         | 0        | 0        | 4         | 0         | 24         | 4         | 28         | 0        | 0        | 0        |
| <b>Community and Personal Service Workers</b> | 6         | 0        | 27         | 7         | 0        | 0        | 3         | 0         | 36         | 7         | 43         | 0        | 0        | 0        |
| <b>Clerical and Administrative Workers</b>    | 0         | 1        | 5          | 7         | 0        | 0        | 0         | 4         | 5          | 12        | 17         | 0        | 0        | 0        |
| <b>Machine Operators and Drivers</b>          | 2         | 0        | 14         | 0         | 0        | 0        | 2         | 0         | 18         | 0         | 18         | 0        | 0        | 0        |
| <b>Labourers</b>                              | 3         | 0        | 40         | 5         | 0        | 0        | 0         | 0         | 43         | 5         | 48         | 0        | 0        | 0        |
| <b>Apprentices</b>                            | 0         | 0        | 0          | 0         | 0        | 0        | 0         | 0         | 0          | 0         | 0          | 0        | 0        | 0        |
| <b>TOTALS</b>                                 | <b>16</b> | <b>7</b> | <b>121</b> | <b>29</b> | <b>0</b> | <b>0</b> | <b>28</b> | <b>12</b> | <b>165</b> | <b>48</b> | <b>213</b> | <b>0</b> | <b>0</b> | <b>0</b> |

### 3.4 Organisation Composition of Posts

During the 2010/2011 financial year, the posts per department have been as follows (including vacancies):

| DEPARTMENT         | NUMBER OF POSTS |
|--------------------|-----------------|
| Municipal Manager  | 16              |
| Corporate Services | 26              |
| Community Services | 135             |
| Financial Services | 37              |
| Technical Services | 411             |
| <b>TOTAL</b>       | <b>625</b>      |

### Personnel expenditure for the past four years

| FINANCIAL YEAR | ADMINISTRATIVE EXPENDITURE – SECT. 12(6)(C) (R) | PERSONNEL EXPENDITURE (R) | PERSONNEL EXPENDITURE AS % OF ADMIN |
|----------------|---|---------------------------|-------------------------------------|
| 2005/2006      | 148 863 773.00                                  | 36 519 569.00             | 25%                                 |
| 2006/2007      | 187 327 910.00                                  | 48 023 860.00             | 26%                                 |
| 2007/2008      | 193 155 239.00                                  | 60 497 350.00             | 31%                                 |
| 2008/2009      | 206 249 440.00                                  | 57 946 360.00             | 28%                                 |
| 2009/2010      | 248 850 630.00                                  | 60 362 225.00             | 24%                                 |
| 2010/2011      | 237 882 010.00                                  | 69 375 714.00             | 29%                                 |

### 3.5 Pension and Medical Aid Contributions: Statistics

| PENSION FUND         | NUMBER OF EMPLOYEES | EMPLOYEE CONTRIBUTION (R) | EMPLOYER CONTRIBUTION (R) | TOTAL (R)            |
|----------------------|---------------------|---------------------------|---------------------------|----------------------|
| Pension fund         | 5                   | 98 842.68                 | 197 685.36                | 296 528.04           |
| Retirement fund      | 477                 | 4 401 723.22              | 8 803 446.44              | 13 205 169.66        |
| <b>Total:</b>        | <b>482</b>          | <b>4 500 565.90</b>       | <b>9 001 131.80</b>       | <b>13 501 697.70</b> |
| <b>Medical Funds</b> |                     |                           |                           |                      |
| Bonitas              | 99                  | 1 345 976.80              | 2 018 965.20              | 3 364 942.00         |
| KeyHealth            | 26                  | 586 249.20                | 879 373.80                | 1 465 623.00         |
| LA Health            | 16                  | 903 899.60                | 1 355 849.40              | 2 259 749.00         |
| Samwumed             | 47                  | 339 244.40                | 508 866.60                | 848 111.00           |
| Hosmed               | 2                   | 70 143.60                 | 105 215.40                | 175 359.00           |
| <b>Total:</b>        | <b>190</b>          | <b>3 245 513.60</b>       | <b>4 868 270.40</b>       | <b>8 113 784.00</b>  |

**DISCLOSURE REGARDING COUNCILLORS : PERIOD 1 JULY 2010 TO 30 JUNE 2011**

| COUNCILLOR            | DIRECTLY ELECTED:<br>West Coast | DELEGATES  | COUNCILLOR PER YEAR (R) | BACKPAY | HOUSING SUBSIDY (R) | CAR ALLOWANCE (R) | UIF (R) | PENSION (R) | MEDICAL AID (R) | TOTAL (R) |
|-----------------------|---------------------------------|------------|-------------------------|---------|---------------------|-------------------|---------|-------------|-----------------|-----------|
|                       |                                 |            |                         |         |                     |                   |         |             |                 |           |
| JOSEPHUS JJ           | EMC                             | WCDM       | 353,292                 |         |                     | 46,033            | 1,497   | 52,994      |                 | 453,8166  |
| RUST NJ               | C                               | SWARTLAND  | 6,699                   |         |                     |                   |         |             |                 | 6,699     |
| PLAATJIES E           | C                               | WCDM       | 138,384                 |         |                     | 20,999            | 1,384   | 20,758      |                 | 181,525   |
| MOUTON AP             | S                               | WCDM       | 370,272                 |         |                     | 51,766            | 1,497   | 55,541      | 4,995           | 484,071   |
| KITSHOFF HC           | EM                              | WCDM       | 478,884                 |         |                     | 52,875            | 1,497   | 71,933      |                 | 605,089   |
| SKEI R                | C                               | WCDM       | 123,600                 |         |                     | 14,975            | 1,236   | 18,540      | 23,174          | 181,525   |
| SWARTZ S              | C                               | WCDM       | 122,400                 |         |                     | 15,076            | 1,224   | 18,360      | 24,465          | 181,525   |
| SMIT MR               | C                               | WCDM       | 138,384                 |         |                     | 20,999            | 1,384   | 20,758      |                 | 181,525   |
| MANUEL EB             | DM                              | WCDM       | 399,600                 |         |                     | 69,858            | 1,497   |             | 13,116          | 484,071   |
| OVIES C               | C                               | WCDM       | 138,384                 |         |                     | 20,999            | 1,384   | 20,758      |                 | 181,525   |
| MULLER JJ             | C                               | CEDERBERG  | 17,827                  |         |                     |                   |         |             |                 | 17,827    |
| VAN DER WESTHUIZEN JP | C                               | CEDERBERG  |                         |         |                     |                   |         |             |                 |           |
| ZASS R                | C                               | MATZIKAMA  |                         |         |                     |                   |         |             |                 |           |
| CORNELIUS M           | C                               | MATZIKAMA  | 6,699                   |         |                     |                   |         |             |                 | 6,699     |
| NACKERDIENE           | C                               | WCDM       | 138,384                 |         |                     | 20,999            | 1,384   | 20,758      |                 | 181,525   |
| STEMELE MO            | C                               | SWARTLAND  | 6,699                   |         |                     |                   |         |             |                 | 6,699     |
| STANLEY BJ            | C                               | SWARTLAND  | 6,699                   |         |                     |                   |         |             |                 | 6,699     |
| KAROOLS C             | C                               | BERGRIVIER | 17,827                  |         |                     |                   |         |             |                 | 17,827    |
| SNYDERS RR            | C                               | SALDANHA   | 6,699                   |         |                     |                   |         |             |                 | 6,699     |
| LOFF WD               | EMC                             | MATZIKAMA  | 194,664                 |         |                     | 53,629            | 1,497   | 29,200      |                 | 278,990   |
| JORDAAN EE            | C / EMC                         | SALDANHA   | 194,664                 |         |                     | 53,629            | 1,497   | 26,200      |                 | 278,990   |
| PAPERS CH             | C                               | WCDM       | 164,640                 |         |                     | 15,388            | 1,497   |             |                 | 181,525   |
| VAN TURA SL           | C                               | WCDM       |                         |         |                     |                   |         |             |                 |           |
| SCREUDER E            | C                               | BERGRIVIER | 17,827                  |         |                     |                   |         |             |                 | 17,827    |
| ABELS W               | C                               | CEDERBERG  | 17,827                  |         |                     |                   |         |             |                 | 17,827    |

Onderstaande tabel toon die kapasiteitsbou ten opsigte van prioriteitsopleiding van studente in die verskillende velde vir die 2010/2011 finansiële jaar aan.

| ITEM | VOORLETTERS<br>EN VAN | DATUM<br>BEGIN | DATUM<br>EINDIG | DEPARTEMENT                    |
|------|-----------------------|----------------|-----------------|--------------------------------|
| 1.   | GM van Wyk            | 23.08.2010     | 2.02.2011       | Gemeenskapsdienste<br>- OGP    |
| 2.   | QD Kotze              | 07.06.2010     | 09.07.2010      | Tegniese Dienste -<br>Water    |
| 3.   | A Meyerdricks         | 23.03.2010     | 12.07.2010      | Kantoor van MB -<br>Toerisme   |
| 4.   | J van Maaswinkel      | 01.02.2010     | 31.12.2010      | Gemeenskapsdienste<br>- OGP    |
| 5.   | M Farmer              | 01.02.2010     | 31.12.2010      | Gemeenskapsdienste<br>- OGP    |
| 6.   | J Coetzee             | 14.01.2010     | 31.12.2010      | Tegniese Dienste -<br>Water    |
| 7.   | RL Oktober            | 01.10.2009     | 30.09.2011      | Finansiële Dienste -<br>Intern |
| 8.   | E v/d Westhuizen      | 01.10.2009     | 30.09.2011      | Finansiële Dienste -<br>Intern |
| 9.   | Y Meyer               | 01.10.2009     | 31.08.2010      | Finansiële Dienste -<br>Intern |
| 10.  | HR Ontong             | 01.06.2009     | 31.05.2011      | Finansiële Dienste -<br>Intern |
| 11.  | GG Stoffberg          | 01.07.2009     | 30.06.2011      | Finansiële Dienste -<br>Intern |
| 12.  | LW Isaacs             | 01.10.2010     | 30.09.2011      | Finansiële Dienste -<br>Intern |
| 13.  | B Carolus             | 01.02.2011     | 31.01.2012      | Gemeenskapsdienste<br>- OGP    |
| 14.  | L Du Plooy            | 01.02.2011     | 31.01.2012      | Gemeenskapsdienste<br>- OGP    |
| 15.  | F Baartman            | 01.04.2011     | 30.09.2011      | Tegniese Dienste -<br>Water    |

# **CHAPTER 4**

## **AUDITED FINANCIAL STATEMENTS**

---







**WEST COAST DISTRICT MUNICIPALITY  
ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2011**

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## General Information

---

|                                   |  |
|-----------------------------------|--|
| <b>Mayoral committee</b>          |  |
| Executive Mayor                   | Cllr. J H Cleophas   |
| Deputy Executive Mayor            | Cllr. J J Josephus   |
| Speaker                           | Cllr. A Kruger   |
|                                   | Cllr. A P Mouton   |
|                                   | Cllr. I F Julies   |
|                                   | Cllr. M Koen   |
|                                   | Cllr. B J Stanely  |
| Other Councillors                 | Cllr. J Swart  |
|                                   | Cllr. R Skei   |
|                                   | Cllr. I E Jenner   |
|                                   | Cllr. N G Delport  |
|                                   | Cllr. C H Heyns  |
|                                   | Cllr. W D Loff   |
|                                   | Cllr. M Smit   |
|                                   | Cllr. C J Snyders  |
|                                   | Cllr. S R Claassen   |
|                                   | Cllr. W Abels  |
|                                   | Cllr. J J Fransman   |
|                                   | Cllr. S R Claassen   |
|                                   | Cllr. W H Nell   |
|                                   | Cllr. J J Fransman   |
|                                   | Cllr. J J Cillie   |
|                                   | Cllr. S T Vries  |
|                                   | Cllr. G N de Bruyn   |
|                                   | Cllr. N J A Rust   |
|                                   | Cllr. N S Zatu   |
| <b>Grading of local authority</b> | Grade 4  |
| <b>Auditors</b>                   | AUDITOR GENERAL  |
| <b>Bankers</b>                    | FIRST NATIONAL BANK<br>62001436014<br>FIRST NATIONAL BANK<br>53060007920 |
| <b>Credit rating</b>              | LONG TERM : A-<br>SHORT TERM : A1-                                       |
| <b>Registered office</b>          | 58 LONG STREET<br>MOORREESBURG<br>7310                                   |
| <b>Postal address</b>             | P O BOX 242<br>MOORREESBURG<br>7310                                      |
| <b>Telephone</b>                  | 022 - 433 8400   |
| <b>Fax</b>                        | 086 692 6113   |
| <b>Accounting Officers</b>        | H F Prins  |

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

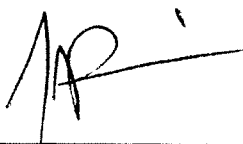
**Index**

---

| <b>Annual Financial Statement Index</b>   | <b>Page</b> |
|---|-------------|
| Statement of Financial Position   | 3           |
| Statement of Financial Performance  | 4           |
| Statement of Changes in Net Assets  | 5           |
| Cash flow statement   | 6           |
| Accounting Policies   | 7 - 20      |
| Notes to the Annual Financial Statements  | 21 - 58     |
| Appendixes: (Unaudited Supplementaries)   |             |
| Appendix A: Schedule of External loans  |             |
| Appendix B: Analysis of Property, Plant and Equipment 2011 and 2010                             |             |
| Appendix C: Segmental analysis of Property, Plant and Equipment                                 |             |
| Appendix D: Segmental Statement of Financial Performance  |             |
| Appendix E(1): Actual versus Budget (Revenue and Expenditure)                                   |             |
| Appendix E(2): Actual versus Budget (Acquisition of Property, Plant and Equipment)              |             |
| Appendix F: Disclosure of Grants and Subsidies in terms of the Municipal Finance Management Act |             |

I am responsible for the preparation of these annual financial statements, which are set out on pages 3 to 58, in terms of Section 126(1) of the Municipal Finance Management Act and which I have signed on behalf of the Municipality.

I certify that the salaries, allowances and benefits of Councillors as disclosed in note 21 of these annual financial statements are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Office Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.



---

**H F Prins**  
Municipal Manager - 31 August 2011



---

**J Koekemoer**  
Chief Financial Officer - 31 August 2011

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Statement of Financial Position

| Figures in Rand                          | Note(s) | 2011               | 2010               |
|--|---------|--------------------|--------------------|
| <b>Assets</b>                            |         |                    |                    |
| <b>Current Assets</b>                    |         |                    |                    |
| Inventories                              | 12      | 1 193 926          | 1 135 632          |
| Other trade receivables                  | 14      | 4 798 469          | 1 797 704          |
| VAT receivable                           | 15      | 2 811 102          | 4 581 508          |
| Trade receivables                        | 13      | 6 291 647          | 2 346 611          |
| Current portion of long-term receivable  |         | -                  | -                  |
| Cash and cash equivalents                | 16      | 151 324 852        | 155 554 899        |
|  |         | <b>166 419 996</b> | <b>165 416 354</b> |
| <b>Non-Current Assets</b>                |         |                    |                    |
| Investment property                      | 10      | 5 033 409          | 5 125 003          |
| Property, plant and equipment            | 9       | 334 012 578        | 289 101 073        |
| Intangible assets                        | 11      | 657 537            | 872 754            |
|  |         | <b>339 703 524</b> | <b>295 098 830</b> |
| <b>Total Assets</b>                      |         | <b>506 123 520</b> | <b>460 515 184</b> |
| <b>Liabilities</b>                       |         |                    |                    |
| <b>Current Liabilities</b>               |         |                    |                    |
| Trade payables                           | 7       | 32 713 895         | 25 548 432         |
| Other payables                           | 46      | 2 320 024          | 8 913 385          |
| Employee benefits accrual                | 4       | 248 448            | 229 027            |
| Current portion of long-term liabilities | 3       | 7 049 641          | 5 593 566          |
|  |         | <b>42 332 008</b>  | <b>40 284 410</b>  |
| <b>Non-Current Liabilities</b>           |         |                    |                    |
| Employee benefit accrual                 | 5       | 50 098 553         | 38 518 159         |
| Provisions                               | 4       | 158 042            | 149 237            |
| Long-term liabilities                    | 3       | 91 115 816         | 63 165 458         |
|  |         | <b>141 372 411</b> | <b>101 832 854</b> |
| <b>Total Liabilities</b>                 |         | <b>183 704 419</b> | <b>142 117 264</b> |
| <b>Net Assets</b>                        |         | <b>322 419 101</b> | <b>318 397 920</b> |
| <b>Net Assets</b>                        |         |                    |                    |
| Accumulated surplus                      | 28      | 322 419 101        | 318 397 920        |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Statement of Financial Performance

| Figures in Rand                                   | Note(s) | 2011                 | 2010                 |
|---|---------|----------------------|----------------------|
| <b>Revenue</b>                                    |         |                      |                      |
| Property rates                                    | 17      | 867 789              | 801 368              |
| Service charges                                   | 18      | 74 341 062           | 64 414 888           |
| Income for agency commission                      |         | 5 618 203            | 4 847 824            |
| Government grants & subsidies                     | 8       | 81 516 905           | 95 808 789           |
| Other revenue                                     |         | 8 951 856            | 3 793 478            |
| Other revenue                                     | 19      | 3 782 466            | 611 805              |
| Infrastructure grants                             |         | 64 699 203           | 34 450 858           |
| Interest received - investment                    |         | 9 549 126            | 11 172 451           |
| <b>Total Revenue</b>                              |         | <b>249 326 610</b>   | <b>215 901 461</b>   |
| <b>Expenditure</b>                                |         |                      |                      |
| Employee related costs                            | 20      | (64 817 894)         | (55 866 864)         |
| Remuneration of councillors                       | 21      | (4 699 812)          | (4 550 083)          |
| Depreciation and amortisation                     |         | (18 350 515)         | (15 011 897)         |
| Finance costs                                     | 23      | (8 173 633)          | (4 013 132)          |
| Repairs and maintenance                           | 22      | (65 431 059)         | (57 271 878)         |
| Bulk purchases                                    | 24      | (7 332 445)          | (5 627 525)          |
| General Expenses                                  | 25      | (81 239 805)         | (54 744 052)         |
| <b>Total Expenditure</b>                          |         | <b>(250 045 163)</b> | <b>(197 085 431)</b> |
| Gain (loss) on disposal of assets and liabilities |         | 124 736              | (180 751)            |
| <b>(Deficit) surplus for the year</b>             |         | <b>(593 817)</b>     | <b>18 635 279</b>    |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Statement of Changes in Net Assets

| Figures in Rand   | Accumulated surplus | Total net assets   |
|---|---------------------|--------------------|
| Opening balance as previously reported                    | 292 772 708         | 292 772 708        |
| Adjustments   |                     |                    |
| Correction of error                                       | 3 150 700           | 3 150 700          |
| <b>Balance at 01 July 2009 as restated</b>                | <b>295 923 408</b>  | <b>295 923 408</b> |
| Changes in net assets                                     |                     |                    |
| Changes in accounting estimate due to adoption of GRAP 17 | 3 839 233           | 3 839 233          |
| Net income (losses) recognised directly in net assets     | 3 839 233           | 3 839 233          |
| Surplus for the year                                      | 18 635 279          | 18 635 279         |
| Total recognised income and expenses for the year         | 22 474 512          | 22 474 512         |
| Total changes   | 22 474 512          | 22 474 512         |
| Opening balance as previously reported                    | 317 693 487         | 317 693 487        |
| Adjustments   |                     |                    |
| Correction of error                                       | 704 433             | 704 433            |
| <b>Balance at 01 July 2010 as restated</b>                | <b>318 397 920</b>  | <b>318 397 920</b> |
| Changes in net assets                                     |                     |                    |
| Fair value gains, net of tax: Land and buildings          | 4 560 276           | 4 560 276          |
| Prior period adjustment                                   | 54 722              | 54 722             |
| Net income (losses) recognised directly in net assets     | 4 614 998           | 4 614 998          |
| Surplus for the year                                      | (593 817)           | (593 817)          |
| Total recognised income and expenses for the year         | 4 021 181           | 4 021 181          |
| Total changes   | 4 021 181           | 4 021 181          |
| <b>Balance at 30 June 2011</b>                            | <b>322 419 101</b>  | <b>322 419 101</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Cash flow statement

| Figures in Rand   | Note(s) | 2011                      | 2010                      |
|---|---------|---------------------------|---------------------------|
| <b>Cash flows from operating activities</b>                 |         |                           |                           |
| <b>Receipts</b>   |         |                           |                           |
| Cash receipts from rate payers, government and other        |         | 227 395 200               | 229 149 915               |
| Interest income   |         | 9 549 126                 | 11 172 451                |
|   |         | <u>236 944 326</u>        | <u>240 322 366</u>        |
| <b>Payments</b>   |         |                           |                           |
| Cash paid to suppliers and employees                        |         | (199 624 731)             | (199 877 423)             |
| Finance costs   |         | (8 173 633)               | (4 013 132)               |
|   |         | <u>(207 798 364)</u>      | <u>(203 890 555)</u>      |
| <b>Net cash flows from operating activities</b>             | 29      | <b><u>29 145 962</u></b>  | <b><u>36 431 811</u></b>  |
| <b>Cash flows from investing activities</b>                 |         |                           |                           |
| Purchase of property, plant and equipment                   | 9       | (62 951 585)              | (66 670 256)              |
| Proceeds from sale of property, plant and equipment         | 9       | 134 398                   | 377 007                   |
| Purchase of other intangible assets                         | 11      | (13 288)                  | (260 786)                 |
|   |         | <u>(62 830 475)</u>       | <u>(66 554 035)</u>       |
| <b>Cash flows from financing activities</b>                 |         |                           |                           |
| New loan raised   |         | 29 454 466                | 37 686 161                |
|   |         | <u>29 454 466</u>         | <u>37 686 161</u>         |
| <b>Net increase/(decrease) in cash and cash equivalents</b> |         | <b><u>(4 230 047)</u></b> | <b><u>7 563 937</u></b>   |
| Cash and cash equivalents at the beginning of the year      |         | 155 554 899               | 147 990 962               |
| <b>Cash and cash equivalents at the end of the year</b>     | 16      | <b><u>151 324 852</u></b> | <b><u>155 554 899</u></b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1. Basis of Preparation

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practices (GRAP) prescribed by the Minister of Finance in terms of Section 91 of the Public Finance Management Act, 1999 (Act number 1 of 1999) and the Accounting Standards Board in terms of Section 89 where applicable.

#### Standard of GRAP

|          |   |
|----------|---|
| GRAP 1   | Presentation of financial statements                            |
| GRAP 2   | Cash flow statements  |
| GRAP 3   | Accounting policies, changes in accounting estimates and errors |
| GRAP 4   | The Effects of Changes in Foreign Exchange Rates                |
| GRAP 5   | Borrowing Costs   |
| GRAP 6   | Consolidated and Separate Financial Statements                  |
| GRAP 7   | Investment in Associates  |
| GRAP 8   | Investment in Joint Ventures                                    |
| GRAP 9   | Revenue from Exchange Transactions                              |
| GRAP 10  | Financial Reporting in Hyperinflationary Economies              |
| GRAP 11  | Construction Contracts  |
| GRAP 12  | Inventories   |
| GRAP 13  | Leases  |
| GRAP 14  | Events After the Reporting Date                                 |
| GRAP 16  | Investment Property   |
| GRAP 17  | Property, Plant and Equipment                                   |
| GRAP 19  | Provisions, Contingent Liabilities and Contingent Assets        |
| GRAP 100 | Non-current Assets Held for Sale and Discontinued Operations    |
| GRAP 101 | Agriculture   |
| GRAP 102 | Intangible Assets   |

The accounting policies for transactions and events that are not specifically covered by the GRAP standards listed above have been developed in accordance with the requirements of paragraphs 7, 11 and 12 of GRAP 3 and the guidance as set out in Directive 5.

Accounting policies for material transactions, events or conditions not covered by the above GRAP standards have been developed in accordance with paragraphs 7, 11 and 12 of GRAP 3. These accounting policies and the applicable disclosures have been based on the South African Statements of Generally Accepted Accounting Practices (SA GAAP) including any interpretations of such Statements issued by the Accounting Practices Board.

The standards are summarised as follows:

|                 |  |
|-----------------|--|
| IAS 19 (AC 116) | Employee benefits - Defined benefit accounting as far as it relates to defined benefit plans accounted for as defined contribution plans and the defined benefit obligation disclosed by narrative information. (IAS 19.29, 48-119 and 120A (c) - (q)) |
| IFRS 7 / AC 144 | Financial Instruments: Disclosures - Entire standard to be replaced by IAS 32 (AC 125) issued August 2006 and effective for financial statements covering periods beginning on or after 1 January 1998.  |
| IAS 32 (AC 125) | Financial Instruments : Presentation   |
| IAS 39 (AC 129) | Financial Instruments: Recognition and measurement - Initially measuring financial assets and liabilities at fair value. (IAS 39.43, AG 79, AG 64-AG 65 and SAICA circular 9/06)   |

#### 1.1 Presentation currency

These annual financial statements are presented in South African Rand which is the municipality's functional currency. All financial information has been rounded to the nearest Rand.



# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.2 Going concern assumption

These annual financial statements are prepared on the going concern basis.

### 1.3 Property, plant and equipment

Items of Property, plant and equipment are measured at cost less accumulated depreciation and accumulated impairment losses.

Where an asset is acquired at no cost, or for a nominal cost, its cost is its fair value as at date of acquisition.

Cost includes expenditure that is directly attributable to the acquisition of the asset. The cost of self-constructed assets includes the cost of materials and direct labour, any other costs directly attributable to bringing the assets to a working condition for their intended use, the costs of dismantling and removing the items and restoring the site on which they are located, and capitalised borrowing costs.

Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

When parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment.

Subsequent expenditure relating to property, plant and equipment is capitalised if it is probable that future economic benefits or potential service delivery of the asset are enhanced in excess of the originally assessed standard of performance. If expenditure only restores the originally assessed standard of performance, it is regarded as repairs and maintenance and are expensed. The enhancement of an existing asset so that its use is expanded or the further development of an asset so that its original life is extended are examples of subsequent expenditure which should be capitalised.

The cost of an item of property, plant and equipment acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets was measured at fair value. If the acquired item could not be measured at its fair value, its cost is the measured at the carrying amount of the asset(s) given up.

#### Assets under construction

The cost of assets under construction includes all expenditure related directly to specific projects still in progress at period end.

Incomplete construction work is stated as historic cost.

#### Depreciation and impairment losses

Depreciation is recognised in surplus or deficit, using the straight line method, over the estimated useful lives of the assets. Assessment of residual values are performed at acquisition date. Assets under construction are only depreciated once fully completed. The depreciation rates are based on the following:

| <b>ASSETS</b>                     | <b>ESTIMATED USEFUL LIFE</b> |
|-----------------------------------|------------------------------|
| Land                              | 0                            |
| Buildings                         | 25 to 30                     |
| Other Structures (Infrastructure) | 0 to 100                     |
| Investment property               | 0                            |
| Intangible Assets                 | 5                            |
| Heritage                          | 0                            |
| Other                             | 2 to 22                      |

#### Disposal and retirement of assets

Assets are written off on disposal or retirement or when no future economic benefits or service potential is expected from its continued use or disposal.

The difference between the net book value of assets (cost less accumulated depreciation and impairment losses) and the sales proceeds is reflected as a gain or loss in the surplus or deficit.

#### Borrowing costs

Borrowing costs are treated in accordance with the provisions of GRAP 5. In accordance with these provisions borrowing costs are interest and other costs incurred in connection with the borrowing of money. Borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset can be capitalised. Borrowing costs incurred other than on qualifying assets must be recognised as an expense in surplus or deficit when incurred.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.3 Property, plant and equipment (continued)

The amount of borrowing costs capitalised is limited to the actual borrowing costs incurred on the borrowing less any investment income on the temporary investment of those borrowings.

#### Residual value and useful lives

Residual value is the estimated amount that is obtained from the disposal of an asset, after deducting the estimated cost of disposal. Useful life is the period over which an asset is expected to be available for use. Residual values, useful lives and depreciation methods are reviewed annually in accordance with the provisions provided in GRAP 17. If the expectations differ from previous estimates the change is accounted for as a change in accounting estimate.

### 1.4 Investment property

Investment property is property held either to earn rental income or for capital appreciation or for both, but not for sale in the ordinary course of business, use in the production or supply of goods and services or for administrative purposes. Investment property is measured at cost less accumulated depreciation and accumulated impairment losses.

Where investment property is acquired at no cost or for a nominal cost, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

Depreciation is calculated using the depreciable amount, which is the cost of the asset less its residual value.

#### Cost model

The estimated useful lives for the current and comparative periods are as follows:

| Item                         | Useful life |
|------------------------------|-------------|
| Property - beach development | 25 to 30    |

Investment property is derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal.

Gains or losses arising from the retirement or disposal of investment property is the difference between the net disposal proceeds and the carrying amount of the asset and is recognised in surplus or deficit in the period of retirement or disposal.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.5 Intangible assets

An intangible asset is defined as an identifiable non - monetary asset without physical substance held for use in the production or supply of goods or services, for rental to others, or for administrative purposes. Intangible assets are treated in accordance with the provisions of GRAP 102. In accordance with these provisions intangible assets are initially recorded at their cost price and are subsequently amortised over their expected useful lives. The intangible assets under the control of the Municipality, such as computer software (5 years), are amortised according to the straight line method.

After the initial measurement of intangible assets subsequent expenditure is only capitalised if future economic benefits or service potential over the total life of the intangible assets, in excess of the most recently assessed standard of performance of the existing intangible assets, will flow to the Municipality. Identifiable non-monetary assets without physical substance held for use in the production or supply of goods or services, for rental to others, or for administrative purposes are classified and recognised as intangible assets in accordance with the policies below.

Other intangible assets that are acquired by the municipality and have finite useful lives are initially recognised at cost and subsequently measured at cost less accumulated amortisation and accumulated impairment losses. Where an intangible asset is acquired at no cost, or for a nominal cost, the cost is deemed to be its fair value as at the date of acquisition. Servitudes created through the exercise of legislation are not recognised as intangible assets and any costs incurred to register these servitudes are expensed. Servitudes, however, that a created through an agreement (contract) are recognised as intangible assets.

Amortisation is calculated over the cost of the asset, or other amount substituted for cost, less its residual value. Amortisation is recognised in surplus or deficit on a straight-line basis over the estimated useful lives of intangible assets, from the date that they are available for use, since this most closely reflects the expected pattern of consumption of the future economic benefits embodied in the asset. The estimated useful lives for the current and comparative periods are as follows:

| Item                    | Useful life |
|-------------------------|-------------|
| Other intangible assets | 5           |

Amortisation methods, useful lives and residual values are reviewed at each financial year-end and adjusted if appropriate.

The estimated useful life of an intangible asset in a service concession arrangement is the period from when the municipality is able to charge the public for the use of the infrastructure to the end of the concession period.

### 1.6 Financial instruments

#### Classification

The municipality classifies financial instruments , or their component parts, on initial recognition as financial assets, a financial liabilities or equity instruments in accordance with the substance of the contractual arrangement.

#### Non - derivative financial assets

The municipality initially recognises loans and receivables on the date that they are originated. All other financial assets (including assets designated at fair value through surplus or deficit) are recognised initially on the trade date at which the economic entity becomes a party to the contractual provisions of the instrument.

The municipality derecognises a financial asset when the contractual rights to the cash flows from the asset expire, or it transfers the rights to receive the contractual cash flows on the financial asset in a transaction in which substantially all the risks and rewards of ownership of the financial asset are transferred. Any interest in transferred financial assets that is created or retained by the economic entity is recognised as a separate asset or liability..

The municipality has the following classes and categories of financial assets as reflected on the face of the statement of financial position or in the notes thereto:

Class of financial asset IAS 39 category

Investments in fixed deposits (banking institutions, etc) Held-to-maturity

Trade and other receivables from exchange transactions (consumer debtors) Loans and receivables

Short-term investment deposits Held-to-maturity

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.6 Financial instruments (continued)

Cash and cash equivalents Loans and receivables

#### Loans and receivables

Loans and receivables are financial assets with fixed or determinable payments that are not quoted in an active market. Such assets are recognised initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, loans and receivables are recognised initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, loans and receivables are

Cash includes cash-on-hand and cash with banks. Cash equivalents are short-term highly liquid investments that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. Bank overdrafts that are repayable on demand and form an integral part of the municipality's cash management are included as a component of cash and cash equivalents for the purpose of the statement of cash flows.

#### Non - derivative financial liabilities

The municipality initially recognises financial liabilities, including liabilities designated at fair value through surplus or deficit, on the trade date at which the municipality becomes a party to the contractual provisions of the instrument.

The municipality derecognises a financial liability when its contractual obligations are discharged, cancelled or expire. Where an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognised in surplus or deficit.

The municipality has the following classes of financial liabilities as reflected on the face of the statement of financial position or in the notes thereto:

Loans and borrowings  
Trade and other payables from exchange transactions  
Current portion of loans and borrowings

The above financial liabilities form part of the "other financial liabilities carried at amortised cost" category per IAS 39 and are recognised initially at fair value plus any directly attributable transaction costs.

Subsequent to initial recognition these financial liabilities are measured at amortised cost using the effective interest method.

#### Finance income and expenses

Finance income comprises interest income on funds invested and dividend income. Interest income is recognised as it accrues in surplus or deficit, using the effective interest method. Dividend income is recognised in surplus or deficit on the date that the economic entity's right to receive payment is established, which in the case of quoted securities is the ex-dividend date.

Finance costs comprise interest expense on borrowings, unwinding of the discount on provisions, impairment losses recognised on financial assets (other than trade receivables). Borrowing costs that are not directly attributable to the acquisition, construction or production of a qualifying asset are recognised in surplus or deficit using the effective interest method.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.6 Financial instruments (continued)

#### Cash and cash equivalents

Cash includes cash on hand and cash with banks. Cash equivalents are short-term highly liquid investments that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks and investments in financial instruments, net of bank overdrafts.

Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred.

#### Financial Assets

##### Trade receivables

Trade receivables are recognised initially at fair value and measured at amortised cost using the effective interest rate method, less a provision for impairment. This provision is based on a review of all outstanding amounts at year end and is established when there is objective evidence that the municipality will not be able to collect all amounts due according to the original terms. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. Bad debts are written off during the year in which they are identified. Subsequent recoveries of amounts previously written off are credited against the relevant revenue stream in the statement of financial performance.

##### Financial Liabilities

##### Trade payables

Trade payables are recognised initially at fair value and subsequently measured at amortised cost using effective interest method.

##### Long-term liabilities

Long term financial liabilities are classified as financial liabilities that are measured at amortised cost.

#### Impairment of financial assets

Financial assets, other than those at fair value through profit or loss, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence of impairment of Financial assets. If there is such evidence the recoverable amount is estimated and an impairment loss is recognised in accordance with IAS 39.

Initially, accounts receivable are measured at fair value and subsequently carried at amortised cost using the effective interest method. An estimate is made for doubtful debt using the amount outstanding at year end as a percentage of the total amount charged for the year and applying this to the accounts receivable balance at year end. Bad debts are written off the year in which they are identified as irrecoverable. Amounts receivable within 12 months from the date of reporting are classified as current.

A provision for impairment of trade receivables is established when there is objective evidence that the municipality will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. An impairment loss is recognised in surplus or deficit and reflected in an allowance account against receivables. Interest on the impaired asset continues to be recognised through the unwinding of the discount.

Consumer Debtors are measured at amortised cost less provision for bad debts. The provision is made in accordance with IAS 39.64 whereby the recoverability of Consumer Debtors is assessed collectively after grouping the assets in financial assets with similar credit risks characteristics. Government accounts are not provided for as such accounts are regarded as payable.

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables, where the carrying amount is reduced through the use of an allowance account. When a trade receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in the surplus or deficit.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.6 Financial instruments (continued)

In a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through the surplus or deficit to the extent that the carrying amount of the investment at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

#### Impairment of non-financial assets

The carrying amounts of non-financial assets, other than investment property and inventories, are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated.

The recoverable amount of an asset or cash-generating unit is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. For the purpose of impairment testing, assets that cannot be tested individually are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or groups of assets.

An impairment loss is recognised if the carrying amount of an asset or cash-generating unit exceeds its estimated recoverable amount. Impairment losses are recognised in profit and loss.

Impairment losses recognised in prior periods are assessed at each reporting date for any indications that the loss has decreased or no longer exists. An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised.

### 1.7 Inventories

#### Cost

The cost of inventories comprises all costs of purchase, cost of conversion and other cost incurred in bringing the inventory to its present location and condition. Where inventories are acquired at no cost, or for nominal consideration, the cost is deemed to be the fair value as at the date of acquisition. Cost is generally determined using the weighted-average principle except where stated otherwise.

The cost of agricultural produce harvested from biological assets is initially measured at fair value less estimated point of sale costs.

#### Subsequently measurements

Consumable stores, raw materials, work-in-progress and finished goods are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories are measured at the lower of cost and current replacement cost where they are held for: distribution at no charge or for a nominal charge; or consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Current replacement cost is the cost the economic entity incurs to acquire the asset on the reporting date.

The amount of any write-down of inventories to net realisable value and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

#### Water inventory

Water inventory represents water housed in dams within the municipal area and is measured at the lower of cost, which is deemed to be fair value, and net realisable value. In the absence of a market that trades in water outside of local government, the fair value utilised to quantify water inventory is based on the unit reference value. The unit reference value is determined by a formula that is utilised in the engineering department to calculate the development cost of

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.7 Inventories (continued)

new water resources.

The water levels in the dams are based on cubic meter capacity taking into account the capacity of the dam, based on land surveying reports and the curve of the dam.

Readings of water levels are taken at year-end, which is quantified at the above fair value.

Water and purified effluent are measured at the lowest of purified cost and net realisable value insofar as it is stored and controlled in reservoirs at year-end.

### 1.8 Unutilised conditional grants

Revenue from conditional grants is recognised when it is probable that the economic benefits or service potential will flow to the municipality, the amount of the revenue can be measured reliably and to the extent that there has been compliance with any restrictions associated with the grant.

- Interest earned on the investment is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor. If it is the Municipality's interest it is recognised as interest earned in the Statement of Financial Performance.

Unutilised conditional grants are reflected on the Statement of Financial Position as a creditor – Unspent Conditional Grants. They represent unspent government grants, subsidies and contributions from the public. This creditor always has to be backed by cash. The following provisions are set for the creation and utilisation of this creditor:

- The cash which backs up the creditor is invested until it is utilised.
- Whenever an asset is purchased out of the unutilised conditional grant an amount equal to the cost price of the asset purchased is transferred from the Unutilised Conditional Grant into the statement of financial performance as revenue.

### 1.9 Value added tax

The municipality accounts for Value Added Tax on the cash basis. The Municipality is liable to account for Value Added Tax at the standard rate (14%) in terms of section 7 (1) (a) of the VAT Act, in respect of the supply of goods or services except where the supplies are specifically zero-rated in terms of section 11, exempted in terms of section 12 of the VAT Act or out of scope for VAT purposes. The timing of payments to / from the South African Revenue Service is the last day of each of the twelve months of the financial year.

### 1.10 Revenue recognition

Revenue

Revenue from exchange transactions includes revenue from trading activities and other services provided while revenue from non-exchange transactions includes rates levied, fines, donations and grants from other spheres of government.

#### Revenue from exchange transactions

Revenue is generally recognised when it is probable that future economic benefits or service potential will flow to the municipality and these benefits or service potential can be measured reliably, except when specifically stated otherwise. Revenue from the rendering of services is recognised in surplus or deficit in proportion to the stage of completion of the transaction at the reporting date.

Revenue is measured at the fair value of the consideration received or receivable, net of value added tax, estimated returns, rebates and discounts.

Service charges

Service charges relating to distribution of electricity and water are based on consumption. Meters are read on a monthly basis and are recognised as revenue when invoiced. Provisional estimates of consumption, based on the consumption history, are made on a monthly basis when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced, except at year-end when estimates of consumption up to year-end are recorded as revenue without it being invoiced. In respect of estimates of consumption between the last reading date and the reporting date, an accrual is raised based on the average monthly consumption. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters are read. These adjustments are recognised as revenue in the invoicing period.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.10 Revenue recognition (continued)

Service charges relating to refuse removal are recognised on a monthly basis by applying the approved tariff to each property receiving services. Tariffs are determined per category of property and are levied monthly based on the number of refuse containers on each property, regardless of whether or not all containers are emptied during the month.

Service charges from sewerage and sanitation services are based on the type of service and the number of sewer connections on all developed property, using the tariffs approved by Council. Revenue is recognised on a monthly basis.

#### Services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality;
- the stage of completion of the transaction at the reporting date can be measured reliably; and
- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

#### Pre-paid electricity

Revenue is recognised at the point-of-sale. Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

#### Interest, royalties and dividends

#### Interest earned and rentals received

Interest is recognised, in surplus or deficit as it accrues, using the effective interest method.

Rental income from operating leases is recognised on a straight line basis over the lease term.

#### Other

#### Tariff charges

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant authorised tariff. This includes the issuing of licences and permits.

#### Agency commission

Commission for agency services is recognised on a monthly basis once the income collected on behalf of principals has been quantified.

The income recognised is in terms of the agency agreement.

#### Revenue from non-exchange transactions

Revenue from non-exchange transactions is recognised when it is probable that the economic benefits or service potential associated with the transaction will flow to the municipality, the amount of the revenue can be measured reliably and, if applicable, there has been compliance with the relevant legal requirements or restrictions.

#### Rates and taxes

Revenue from rates, including collection charges and penalty interest, is recognised on a monthly basis when the taxes are levied as this is regarded to be the date when it is probable that the economic benefits or service potential will flow to the municipality, the amount of the revenue can be measured reliably and there has been compliance with the relevant legal requirements.

#### Donations and contributions

Revenue from donations is recognised when it is probable that the economic benefits or service potential will flow to the municipality, the amount of the revenue can be measured reliably and any restrictions associated with the donation



# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.10 Revenue recognition (continued)

have been met.

Revenue from recovery of unauthorised, irregular, fruitless and wasteful expenditure

Revenue from the recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the Municipal Finance Management Act (Act No.56 of 2003) and is recognised when the recovery thereof from the responsible councillors or officials is virtually certain.

Unconditional grants and receipts

Revenue from unconditional grants is recognised when it is probable that the economic benefits or service potential will flow to the municipality the amount of the revenue can be measured reliably. Since these grants are unconditional and there are no attached stipulations, the grants are recognised as revenue or, if the recognition criteria had been met, as assets in the reporting period in which they are received or receivable.

Conditional grants and receipts

Revenue from conditional grants is recognised when it is probable that the economic benefits or service potential will flow to the municipality the amount of the revenue can be measured reliably and to the extent that there has been compliance with any restrictions associated with the grant.

Interest earned is recognised as interest earned in the statement of financial performance.

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability.

Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Taxes

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.

Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources. Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured. The degree of probability attached to the inflow of resources is determined on the basis of evidence available at the time of initial recognition, which includes, but is not limited to, disclosure of the taxable event by the taxpayer.

The taxable event for property tax is the passing of the date on which the tax is levied or, if the tax is levied on a periodic basis, the period for which the tax is levied.

Transfers

Apart from services in kind, which are not recognised, the municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.10 Revenue recognition (continued)

Gifts and donations, including goods in-kind

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Services in-kind

Services in-kind are recognised as revenue and as assets. Revenue from unconditional grants is recognised when it is probable that the economic benefits or service potential will flow to the municipality the amount of the revenue can be measured reliably. Since these grants are unconditional and there are no attached stipulations, the grants are recognised as revenue or, if the recognition criteria had been met, as assets in the reporting period in which they are received or receivable.

### 1.11 Provisions

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The unwinding of the discount is recognised as a finance cost.

Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

#### Site restoration

In accordance with applicable legal requirements, a provision for site restoration in respect of landfill sites is recognised when the land is contaminated. The related expense is capitalised against the cost of the landfill sites.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate.

- changes in the liability alter the revaluation surplus or deficit previously recognised on that asset, so that:
  - a decrease in the liability is credited directly to revaluation surplus in net assets, except that it is recognised in surplus or deficit to the extent that it reverses a revaluation deficit on the asset that was previously recognised in surplus or deficit; and
  - an increase in the liability is recognised in surplus or deficit, except that it is debited directly to revaluation surplus in net assets to the extent of any credit balance existing in the revaluation surplus in respect of that asset;

### 1.12 Employee benefits

#### Short-term employee benefits

The cost of all short-term employee benefits are recognised during the period in which the employee renders the related service.

The provisions for employee entitlements to salaries, performance bonuses and annual leave represents the amounts which the Municipality has a present obligation to pay as a result of employees' services provided to the balance sheet date. The provisions have been calculated at undiscounted amounts based on current salary levels at the reporting date

#### Pension / Retirement Fund

The municipality and its employees contribute to various Pension and Retirement Funds and its councillors contribute to the Pension Fund for Municipal Councillors. These funds provide retirement benefits to such employees and councillors.

The retirement benefits are calculated in accordance with the rules of the funds. Full actuarial valuations are performed on a regular basis.

Current contributions are charged against the operating account of the municipality at a percentage of the pensionable remuneration paid to employees or councillors.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### 1.12 Employee benefits (continued)

#### Defined benefit plans - Medical Aid: Continued Members

The municipality provides certain post retirement medical benefits by funding the medical aid contributions of certain retired members. According to the rules of the medical aid funds, with which municipality is associated, a member (who is on the current condition of service), on retirement, is entitled to remain a continued member of such medical aid fund, in which case the member is liable for 30% or 40% of the medical aid membership fee, and the municipality for the remaining 70% or 60%. The municipality adopted a policy whereby the age of staff appointed under the new conditions of service would determine their portion of contribution to the medical aid on retirement.

An Actuarial valuation was performed and a liability was determined as a result of the actuarial valuation. The actuarial valuation will be revised on an annual basis.

The actuarial valuation was calculated based on the following assumptions:

Discount rate of 9.06%, Health care cost inflation rate 7.09% and a net effective discount of 1.83%.

The Council's obligation to provide post-retirement medical aid benefits are defined benefit obligations. The obligation is calculated by estimating the amounts of the future benefit that qualifying employees have earned in return for their service in the current and prior periods. This benefit is discounted to determine its present value, using a discount rate based on market yields, at the balance sheet date, on high quality bonds with maturity dates that most closely match the terms of maturity of the municipality's obligation. The calculation is performed by a qualified actuary using the projected unit credit method. The portion of benefits relating to past service by employees is recognised as an expense on a straight-line basis over the average vesting period. To the extent that the benefits are already vested, past service costs are recognised immediately.

The municipality recognises actuarial gains or losses from defined benefit plans immediately in profit or loss.

Past service costs are recognised as an expense on a straight-line basis over the average period until the benefits become vested. To the extent that the benefits are already vested past service costs are recognised immediately.

The amount recognised is the excess determined above divided by the expected average remaining working lives of the employees participating in the that plan.

#### Accrued Leave Pay

Liabilities for annual leave are recognised as they accrue to employees. Accrual is based on the total amount of leave days due to employees at year end and also on the total remuneration package of the employee.

#### Provision for Performance Bonuses

The Municipality makes provision for bonuses payable owing to officials in terms of performance agreements.

### 1.13 Unauthorised expenditure

Unauthorised expenditure is expenditure that has not been budgeted, expenditure that is not in terms of the conditions of an allocation received from another sphere of government, municipality or organ of state and expenditure in the form of a grant that is not permitted in terms of the Municipal Finance Management Act (Act No.56 of 2003). Unauthorised expenditure is accounted for as an expense in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

### 1.14 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the Municipality's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance. If the expenditure is not condoned by the relevant authority, it is treated as a receivable until it is recovered or written off as irrecoverable.

### 1.15 Fruitless and wasteful expenditure

In terms of the MFMA, fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. Fruitless and wasteful expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

### 1.16 Leases

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

## **Accounting Policies**

---

### **1.16 Leases (continued)**

#### **Operating leases - municipality as lessor**

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

Initial direct costs incurred in negotiating and arranging operating leases are added to the carrying amount of the leased asset and recognised as an expense over the lease term on the same basis as the lease revenue.

The aggregate cost of incentives is recognised as a reduction of rental revenue over the lease term on a straight-line basis.

#### **Operating leases - municipality as lessee**

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

Lease incentives received are recognised as an integral part of the total lease expense, over the term of the lease.

### **1.17 Critical accounting estimates and judgements**

#### **Impairment of trade and other receivables**

The impairment of the municipality's trade and other receivables is based on incurred losses in accordance with the requirements of IAS 39. The historical loss experience of the economic entity, based on observable data through the passage of time, is used to estimate the impairment of trade and other receivables. Any changes in the payment status of customers in a specific group or national or local economic conditions that correlate with defaults on the assets in the group will have an impact on the impairment of trade and other receivables.

#### **Provisions**

The provisions raised by the municipality are detailed in note 2. These provisions represent management's best estimate of the municipality's exposure. The probability that an outflow of economic resources will be required to settle the obligation must be assessed and a reliable estimate must be made of the amount of the obligation. Actual results may, however, differ from these estimates.

#### **Allowance for slow moving, damaged and obsolete stock**

Management has made estimates of the selling price and direct cost to sell of certain inventory items to calculate the allowance to write stock down to the lower of cost or net realisable value. The write down is zero.

#### **Post retirement benefits**

The present value of the post retirement obligation depends on a number of factors that are determined on an actuarial basis using a number of assumptions, which include the discount rate. Any changes in these assumptions will impact on the carrying amount of post retirement obligations.

#### **Depreciation and the carrying value of items of property, plant and equipment**

The estimation of the useful lives of assets is based on management's judgement. Any material adjustment to the estimated remaining useful lives of items of property, plant and equipment will have an impact on the carrying value of these items.

#### **Determination of the recoverable amount of cash-generating assets**

Where impairment indicators exist, the determination of the recoverable amount of assets or cash generating units require management to make assumptions to determine the fair value less costs to sell. Key assumptions on which management has based its determination of fair values less costs to sell include projected revenues, earnings multiple, capital expenditure and market share. The judgements, assumptions and methodologies used can have a material impact on the fair value and ultimately the amount of the impairment.

#### **Determination of the recoverable service amount of non-cash generating assets**

Where impairment indicators exist, the determination of the recoverable service amount of a non-cash generating asset requires management to make assumptions to determine the fair value less costs to sell and the value in use based on

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Accounting Policies

---

### **1.17 Critical accounting estimates and judgements (continued)**

the depreciated replacement cost model. Key assumptions include the current replacement cost of non-cash generating assets and in certain instances an assumption about the commissioning date which determines the depreciated replacement cost of the non-cash generating asset.

#### Provision for impairment of receivables

An estimate for the impairment of receivables is made when collection of the full amount is no longer probable. The provision for doubtful debt shall be calculated on trade receivables only, i.e. service debtors, levy debtors and housing rentals. The total impairment provision of the municipality shall be calculated per risk category.

### **1.18 Comparative figures and prior period errors**

#### Comparative figures

Comparative figures have been restated to disclose the effect of the changes in accounting policies.

#### Prior period errors

Prior period errors have been corrected in terms of GRAP 3, Accounting policies changes in accounting estimates and errors, in the period in which they occurred, or the earliest period reported.

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

## **Notes to the Annual Financial Statements**

---

### **2. NEW STANDARDS AND INTERPRETATIONS**

#### **2.1 Standards and interpretations issued, but not yet effective**

The following standards expected to be applicable to the municipality have been issued, but are not yet effective:

The GRAP standards below will be applied by the municipality from the effective date determined by the Minister of Finance. The effective dates are currently unknown. International Financial Reporting Standards will be applied from the effective date of the Standard as indicated below.

#### **GRAP 18: Segment Reporting**

Segments are identified by the way in which information is reported to management, both for purposes of assessing performance and making decisions about how future resources will be allocated to the various activities undertaken by the municipality. The major classifications of activities identified in budget documentation will usually reflect the segments for which an entity reports information to management.

Segment information is either presented based on service or geographical segments. Service segments relate to a distinguishable component of an entity that provides specific outputs or achieves particular operating objectives that are in line with the municipality's overall mission. Geographical segments relate to specific outputs generated, or particular objectives achieved, by an entity within a particular region.

#### Anticipated impact on annual financial statements

Additional disclosure is required, which includes segment revenue and expenses as well as the carrying amount of segment assets and liabilities.

#### **GRAP 23: Revenue from Non-exchange Transactions**

Revenue from non-exchange transactions arises when an entity receives value from another entity without directly giving approximately equal value in exchange. An asset acquired through a non-exchange transaction shall initially be measured at its fair value as at the date of acquisition.

This revenue will be measured at the amount of increase in net assets recognised by the economic entity.

An inflow of resources from a non-exchange transaction recognised as an asset shall be recognised as revenue, except to the extent that a liability is recognised for the same inflow. As an entity satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it will reduce the carrying amount of the liability recognised as recognise an amount equal to that reduction as revenue.

The impact of the standard is set out in note Changes in Accounting Policy.

#### **GRAP 24: Presentation of Budget Information in the Financial Statements**

The municipality is required to present a comparison of the budget amounts for which it is held publicly accountable and actual amounts either as a separate additional financial statement or as additional budget columns in the financial statements currently presented in accordance with Standards of GRAP.

The comparison of budget and actual amounts shall present separately for each level of legislative oversight:

- the approved and final budget amounts;
- the actual amounts on a comparable basis; and
- by way of note disclosure, an explanation of material differences between the budget for which the municipality is held publicly accountable and actual amounts, unless such explanation is included in other public documents issued in conjunction with the financial statements, and a cross reference to those documents is made in the notes.

Where the municipality prepares its budget and annual financial statements on a comparable basis, it includes the comparison as an additional column in the primary annual financial statements.

Where the budget and annual financial statements are not prepared on a comparable basis, a separate statement is prepared called the 'Statement of Comparison of Budget and Actual Amounts'. The statement compares the budget amounts with the amounts in the annual financial statements adjusted to be comparable to the budget.

The impact of the standard is set out in note Changes in Accounting Policy.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

---

### 2. NEW STANDARDS AND INTERPRETATIONS (continued)

#### GRAP 103: Heritage Assets

Heritage assets are assets which have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

Certain heritage assets are described as inalienable items thus assets which are retained indefinitely and cannot be disposed of without consent as required by law or otherwise.

A heritage asset should be recognised as an asset only if:

- it is probable that future economic benefits or service potential associated with the asset will to the municipality; and
- the cost of fair value of the asset can be measured reliably.

Heritage asset are recognised at cost unless it is acquired through a non-exchange transaction, in which case they are recognised their fair value as at the date of acquisition.

The municipality has a choice between the cost and revaluation model as accounting policy for subsequent recognition and should apply the chosen policy to an entire class of heritage assets.

Heritage assets are subsequently carried at their cost or revalued amount less accumulated impairment. These assets are not depreciated.

The impact of the standard is set out in note Changes in Accounting Policy.

#### GRAP 21: Impairment of non-cash-generating assets

Non-cash-generating assets are assets other than cash-generating assets.

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The economic entity assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, an entity estimates the recoverable service amount of the asset.

The present value of the remaining service potential of a non-cash-generating asset is determined using one of the following approaches:

- Depreciated replacement cost approach
- Restoration cost approach
- Service units approach

If the recoverable service amount of a non-cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss. An impairment loss is recognised immediately in surplus or deficit. Any impairment loss of a revalued non-cash-generating asset is treated as a revaluation decrease.

The impact of the standard is set out in note Changes in Accounting Policy.

#### GRAP 25: Employee benefits

The objective of GRAP25 is to prescribe the accounting and disclosure for employee benefits. The Standard requires an municipality to recognise:

- a liability when an employee has provided service in exchange for employee benefits to be paid in the future; and
- an expense when an municipality consumes the economic benefits or service potential arising from service provided by an employee in exchange for employee benefits.

GRAP25 must be applied by an employer in accounting for all employee benefits, except share based payment transactions.

The standard also includes detailed requirements to be applied in the accounting for:

- Post-employment benefits;
- Other long-term employee benefits;
- Termination benefits.

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

## **Notes to the Annual Financial Statements**

---

### **2. NEW STANDARDS AND INTERPRETATIONS (continued)**

#### Anticipated impact on annual financial statements

Requirements of GRAP 25 are similar to the requirements of IAS 19 Employee Benefits applied by the municipality during the 2008/09 financial year except for the fact that GRAP 25 requires actuarial gains and losses to be recognised in full in the year that they occur and past service costs to be recognised as an expense in the reporting period in which the plan is amended. No material impact is expected from these changes.

#### **GRAP 104: Financial Instruments**

The standard prescribes recognition, measurement, presentation and disclosure requirements for financial instruments. Financial instruments are defined as those contracts that results in a financial asset in one municipality and a financial liability or residual interest in another municipality. A key distinguishing factor between financial assets and financial liabilities and other assets and liabilities, is that they are settled in cash or by exchanging financial instruments rather than through the provision of goods or services.

One of the key considerations in initially recognising financial instruments is the distinction, by the issuers of those instruments, between financial assets, financial liabilities and residual interests.

Financial assets and financial liabilities are distinguished from residual interests because they involve a contractual right or obligation to receive or pay cash or another financial instrument.

Residual interests entitle an municipality to a portion of another municipality's net assets in the event of liquidation and, to dividends or similar distributions paid at management's discretion.

The standard contains further detailed guidance on the initial recognition, measurement and subsequent measurement of financial instruments and mainly distinguished between those financial instruments carried at fair value and those at amortised cost.

#### Anticipated impact on the annual financial statements

No material impact is expected on the measurement of financial instruments as the measurement basis of the economic entity's financial instruments is expected to remain unchanged (ie, at amortised cost and at fair value).

#### **IFRIC 14: IAS 19 - The Limit on Defined Benefit Asset, Minimum Funding Requirements - Amendment - Prepayments of minimum funding requirements**

The amendments to IFRIC 14 (AC 447) address the accounting treatment for prepayments made when there is a minimum funding requirement.

The amendment is effective for annual periods beginning on or after 1 January 2011.

The amendments will be adopted by the municipality for the first time for its financial reporting period ending 30 June 2012.

#### **IAS 39: Financial Instruments: Recognition and Measurement - Amendment - Treating loan prepayment facilities as closely related embedded derivatives**

The amendments provide additional guidance on determining whether loan prepayment penalties result in an embedded derivative that needs to be separated. If an exercise price of an embedded prepayment option reimburses the lender for an amount not exceeding the approximate present value of the lost interest for the remaining term of the host contract, then the economic characteristics and risks of the prepayment option embedded in a host debt or host insurance contract are closely related to the host contract and the embedded derivative is not separated from the host contract.

The amendments are to be applied prospectively to all unexpired contracts for annual periods beginning on or after 1 January 2010.

The amendments will be adopted by the municipality for the first time for its financial reporting period ending 30 June 2011.

#### **IFRS 7: Financial Instruments: Disclosures - Amendments to disclosures**

IFRS 7 is amended to add an explicit statement that the qualitative disclosure should be made in the context of the quantitative disclosures to better enable users to evaluate an entity's exposure to risks arising from financial instruments.

The existing disclosure requirements of IFRS 7 are amended as follows:



**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

## **Notes to the Annual Financial Statements**

---

### **2. NEW STANDARDS AND INTERPRETATIONS (continued)**

IFRS 7 is amended to state that clarification that disclosure of the amount that best represents an entity's maximum exposure to credit risk is required only if the carrying amount of a financial asset does not reflect such exposure already.

Additional requirement to disclose the financial effect of collateral held as security and other credit enhancements in respect of a financial instrument. An example of such disclosure is quantification of the extent to which credit risk is mitigated by the collateral and other credit enhancements obtained. This disclosure is in addition to the existing requirement to describe the existence and nature of such collateral.

IFRS 7 is amended to state that clarification that disclosure in respect of collateral taken possession off by the entity is required only in respect of such collateral held at the end of the reporting period.

The following requirements have been removed from IFRS 7:

Disclosure of the carrying amount of financial assets that would have been past due or impaired if their terms had not been renegotiated.

Disclosure of a the description and fair value of collateral held as security and other credit enhancements in respect of financial assets that are past due but not impaired and in respect of financial assets that are individually determined to be impaired.

Additionally, the clause stating that quantitative disclosures are not required when a risk is not material has been removed from IFRS 7.

The general materiality considerations continue to apply to all disclosures required by IFRS 7 in the same way as they apply to other IFRSs.

The amended is effective for annual periods beginning on or after 1 January 2011.

The amendments will be adopted by the municipality for the first time for its financial reporting period ending 30 June 2012.

The municipality expects to adopt the for the first time in the 2012 annual financial statements.

#### Anticipated impact on annual financial statements

The amendments will mainly impact the municipality's qualitative disclosures with regards to financial instruments. There will be no impact of the figures reported by the municipality.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

|  | 2011 | 2010 |
|--|------|------|
|--|------|------|

### 3. LONG TERM LIABILITIES

|   |                   |                   |
|---|-------------------|-------------------|
| Local Registered Stock Loans                              | 98 165 457        | 68 759 024        |
| Less : Current portion transferred to current liabilities | (7 049 641)       | (5 593 566)       |
| <b>Total External Loans</b>                               | <b>91 115 816</b> | <b>63 165 458</b> |

The Municipality has an unsecured external loan with The Department of Water Affairs at a fixed rate of 15.58%. The redeemable date for the loan is 30 June 2011. The loan is redeemed on a yearly basis as at 30 June of each financial year. The amount borrowed in terms of the loan was to provide finance for capital projects within the Water Provisions Department.

The Municipality has an unsecured external loan at The Infrastructure Finance Corporation Ltd at a fixed rate of 12.54%. The redeemable date for the loan is 29 June 2018. The loan is redeemed on a half-yearly basis as at 31 December and 30 June of each financial year. The amount borrowed in terms of the loan was to provide finance for capital projects within the Water Provisions Department.

The Municipality has an unsecured external loan at The Development Bank of South Africa at a fixed rate of 11.73%. The redeemable date for the loan is 30 June 2020. The loan is redeemed on a half-yearly basis as at 31 December and 30 June of each financial year. The amount borrowed in terms of the loan was to provide finance for capital projects within the Water Provisions Department.

The Municipality has an unsecured external loan at ABSA at a fixed rate of 11.73%. The redeemable date for the loan is 31 January 2021. The loan is redeemed on a half-yearly basis as at 31 January and 31 July of each financial year. The amount borrowed in terms of the loan was to provide finance for capital projects within the Water Provisions Department. Refer to Appendix A for more detail on long - term liabilities

### 4. PROVISIONS

|                                     |         |         |
|-------------------------------------|---------|---------|
| Reclamation of refuse landfill site | 158 042 | 149 237 |
|-------------------------------------|---------|---------|

#### Reclamation of refuse landfill site

In terms of the licencing of the landfill refuse site, the Municipality will incur rehabilitation costs of R250 000 to restore the site at the end of its economic life, estimated to be in 2019. Provision has been made for the net present value of this cost. The discount rate includes risk associated with cash flow is estimated at 5.90%.

#### Reconciliation of provisions

|                              |                |                |
|------------------------------|----------------|----------------|
| Opening balance              | 149 237        | 140 923        |
| Additions                    | 8 805          | 8 314          |
| Utilised during the year     | -              | -              |
| Reversed during the year     | -              | -              |
| Unwinding of discount factor | -              | -              |
| <b>Closing balance</b>       | <b>158 042</b> | <b>149 237</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand   | 2011              | 2010              |
|---|-------------------|-------------------|
| <b>5. EMPLOYEE BENEFITS</b>   |                   |                   |
| <b>Defined benefit plan</b>   | 49 009 950        | 37 520 762        |
| <b>Change in Liability</b>  |                   |                   |
| Opening balance   | 37 167 381        | 33 648 685        |
| Service Cost  | 1 329 131         | 1 034 710         |
| Interest Cost   | 3 278 394         | 3 020 041         |
| Recognised actuarial gains  | 9 229 024         | 1 262 469         |
| Benefits Paid   | (1 993 980)       | (1 798 524)       |
| <b>Closing balance</b>  | <b>49 009 950</b> | <b>37 167 381</b> |
| Opening balance   | 353 380           | 1 615 849         |
| Amount recognised   | -                 | -                 |
| Corridor Maximum  | 8 875 644         | 3 716 738         |
| Amortisation period   | -                 | 19                |
| New gains/(losses)  | (9 229 024)       | (1 262 469)       |
| <b>Unrecognised actuarial gains / (losses)</b>                          | <b>-</b>          | <b>353 380</b>    |
| <b>Statement of Financial Position</b>                                  |                   |                   |
| Projected Benefit Obligation  | 49 009 950        | 37 520 762        |
| Plan Assets   | -                 | -                 |
| Net Obligation/(Asset)  | 49 009 950        | 37 167 381        |
| Unrecognised actuarial gains/(losses)                                   | -                 | 353 381           |
| Unrecognised past service cost  | -                 | -                 |
| Unrecognised transitional obligation                                    | -                 | -                 |
| <b>Net Obligation/(Asset) in Statement of Financial Position</b>        | <b>49 009 950</b> | <b>37 520 762</b> |
| <b>Net expense recognised in the statement of financial performance</b> |                   |                   |
| Service cost  | 1 329 131         | 1 034 710         |
| Interest cost   | 3 278 394         | 3 020 041         |
| Recognised actuarial losses/(gains)                                     | 8 875 644         | 1 262 469         |
|   | <b>13 483 169</b> | <b>5 317 220</b>  |
| <b>Carrying value</b>   |                   |                   |
| Opening value   | -                 | -                 |
| Employer contribution   | 38 783 230        | 35 264 534        |
| Amount recognised in Statement of Financial Performance                 | (1 993 980)       | (1 798 524)       |
| <b>Closing value</b>  | <b>13 483 169</b> | <b>5 317 220</b>  |
| <b>Key assumptions used</b>   |                   |                   |
| Discount rates used   | 8,55 %            | 9,06 %            |
| Medical inflation rate  | 7,29 %            | 7,09 %            |
| <b>Sensitivity of results</b>   |                   |                   |
| 1% increase in inflation assumption                                     |                   | -                 |
| 1% increase in accrued liability  | 5 260 000         | 4 505 000         |
| 1% increase in service cost and interest cost                           | 16 %              | 14 %              |
|   | 727 000           | 630 000           |
| 1% decrease in inflation assumption                                     | 16 %              | 16 %              |
|   |                   | -                 |
| 1% decrease in accrued liability  | (8 358 000)       | (4 432 000)       |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011                       | 2010                        |
|--|----------------------------|-----------------------------|
| <b>5. EMPLOYEE BENEFITS (continued)</b>  |                            |                             |
| 1% decrease in service cost and interest cost  | (11)%<br>(590 900)<br>13 % | (11)%<br>(513 300)<br>(13)% |
| <b>History of experience adjustments: Gains and (Losses) (R millions)</b>  |                            |                             |
| <b>Experience adjustment</b>   |                            |                             |
| (A) Plan liabilities   | 8,000                      | 2,625                       |
| (B) Plan assets  | -                          | -                           |
| <b>Defined contribution plan</b>   |                            |                             |
| The Cape Joint Pension fund is a defined benefit multi-employer plan which is accounted for as a defined contribution plan. Consequently, any deficit identified is required to be recognised as a liability in the period in which it arises. The portion of the deficit relating to West Coast District municipality needs to be recognised when identified by The Cape Joint Pension fund. At the 30 June 2011, the shortfall relating to the portion allotted to West Coast District Municipality totalled R942 672. | 942 672                    | 942 672                     |
| The interest on the allotted portion are for the period February 2010 to August 2011,  | 145 930                    | 54 723                      |
| <b>The amount was calculated using the following variables.</b>  |                            |                             |
| Market value of DB Section net assets at 30 June 2008  |                            | - 3 251 953 564             |
| Market value of DB Section net assets at 30 June 2009  |                            | - 2 957 536 037             |
| Investment income of the DB Section  |                            | (30)                        |
| Rule 17(5) of the fund   |                            | 5                           |
| <b>6. EMPLOYEE BENEFITS ACCRUAL</b>  |                            |                             |
| Performance bonus  | 248 448                    | 229 027                     |
| Performance bonuses accrue to employees on a yearly basis , subject to certain conditions. The provision is 14% of the actual salary package of the employees.   |                            |                             |
| <b>Reconciliation of provisions</b>  |                            |                             |
| Balance at beginning of year   | 229 027                    | 458 506                     |
| Transfers  | -                          | -                           |
| Contributions to provision   | 194 804                    | 25 319                      |
| Interest on Investments  | -                          | -                           |
| Expenditure incurred   | (175 383)                  | (254 798)                   |
| <b>Balance at end of year</b>  | <b>248 448</b>             | <b>229 027</b>              |
| <b>7. TRADE PAYABLES</b>   |                            |                             |
| Trade payables   | 4 247 668                  | 16 832 014                  |
| Payments received in advanced - contract in process  | 46 719                     | 79 233                      |
| Accrued leave pay  | 3 563 528                  | 3 181 902                   |
| Retentions   | 5 397 875                  | 3 902 432                   |
| Sundry creditors   | 16 770 550                 | 1 529 290                   |
| Deferred operating lease payments  | 2 687 555                  | 23 561                      |
| <b>Trade creditors</b>   | <b>32 713 895</b>          | <b>25 548 432</b>           |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011              | 2010              |
|--|-------------------|-------------------|
| <b>8. GOVERNMENT GRANTS AND SUBSIDIES</b>                      |                   |                   |
| Equitable share  | 6 291 637         | 6 353 736         |
| MIG  | 3 788 000         | 7 117 000         |
| Kliprand Electricity   | 696 888           | 1 125 725         |
| Moorreesburg Regional Craft Centre                             | -                 | 201 635           |
| Main Street Program Goedverwacht                               | -                 | 7 290             |
| Vuna Awards  | 953 845           | 327 997           |
| Global Fund  | -                 | 1 895 337         |
| Wupperthal - RDP Water   | 88 092            | 313 673           |
| MSIG   | 775 220           | 1 374 376         |
| Finance Management Grant                                       | 1 192 953         | 1 307 858         |
| Development Unit   | 69 560            | 111 131           |
| Capacity Building: Global Fund                                 | 705 715           | 16 887            |
| WCDM Economic Development (Cederberg Gateway)                  | -                 | 407 236           |
| Western Gateway  | 5 853             | -                 |
| WCDM Tourism Road Signage                                      | 4 043             | 162 922           |
| LEGSETA  | 161 373           | 933 141           |
| Drought Relief Programme                                       | 976 873           | 360 617           |
| Gateway Vanrhynsdorp   | 221 135           | 1 126 810         |
| Drought Relief Programme Kliprand                              | 128 435           | 105 580           |
| Paternoster Archeo - Tourism trail                             | -                 | 6 552             |
| Training of Housing Officials                                  | 175 682           | 6 147             |
| Bulk Water Master Plan   | 500 000           | 1 500 000         |
| Social Development Projects                                    | 49 175            | 237 753           |
| Alternative Water Reserve Study                                | 213 584           | 307 966           |
| Asset Management Bulk Water                                    | 35 912            | -                 |
| Rural Area Water   | 308 186           | 945 776           |
| DMA Multi Purpose Centres                                      | -                 | 2 959 523         |
| Bucket Eradication Chatsworth                                  | 63 682            | 116 317           |
| Ebenhaeser New Farmers Projects                                | -                 | 270 535           |
| "Pakhuis" Pass Farmers   | -                 | 3 419 202         |
| Committee Summit   | -                 | 100 972           |
| Ignite Assist  | 208 532           | 84 137            |
| Sportsgrounds DMA  | 739 454           | 276 824           |
| GIS DBSA   | -                 | 911 781           |
| Spatial Development Framework                                  | -                 | 11 018            |
| Thuson Centre  | 61 723            | -                 |
| Cederberg Biosphere  | 9 051             | -                 |
| Other Government Grants and Subsidies                          | 63 092 302        | 61 405 336        |
|  | <b>81 516 905</b> | <b>95 808 790</b> |
| <b>8.1) Equitable share</b>                                    |                   |                   |
| Balance unspent at the beginning of the year                   | 1 658 995         | 4 634 398         |
| Current year receipts  | 4 540 103         | 3 285 660         |
| Current year interest  | 92 539            | 92 673            |
| Conditions met - transferred to revenue                        | (6 291 637)       | (6 353 736)       |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>          | <b>1 658 995</b>  |
| <b>8.2) MIG</b>  |                   |                   |
| Balance unspent at the beginning of the year                   | -                 | -                 |
| Current year receipts  | 3 788 000         | 7 117 000         |
| Current year interest  | -                 | -                 |
| Conditions met - transferred to revenue                        | (3 788 000)       | (7 117 000)       |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>          | <b>-</b>          |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011           | 2010           |
|--|----------------|----------------|
| <b>8. GOVERNMENT GRANTS AND SUBSIDIES (continued)</b>          |                |                |
| <b>8.3) DMA Electricity</b>                                    |                |                |
| Balance unspent at the beginning of the year                   | 797 641        | 1 915 652      |
| Current year receipts  | 600            | -              |
| Current year interest  | -              | 7 715          |
| Conditions met - transferred to revenue                        | (696 888)      | (1 125 725)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>101 353</b> | <b>797 642</b> |
| <b>8.4) Moorreesburg Regional Craft Centre</b>                 |                |                |
| Balance unspent at the beginning of the year                   | -              | 201 635        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (201 635)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.5) Main Street Program Goedverwacht</b>                   |                |                |
| Balance unspent at the beginning of the year                   | -              | 7 290          |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (7 290)        |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.6) Vuna Award</b>   |                |                |
| Balance unspent at the beginning of the year                   | 953 845        | 1 281 842      |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (953 845)      | (327 997)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>953 845</b> |
| <b>8.7) Global Fund</b>  |                |                |
| Balance unspent at the beginning of the year                   | -              | 39 093         |
| Current year receipts  | -              | 1 856 244      |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (1 895 338)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>(1)</b>     |
| <b>8.8) Wupperthal - RDP Water</b>                             |                |                |
| Balance unspent at the beginning of the year                   | 88 092         | 401 765        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (88 092)       | (313 673)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>88 092</b>  |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 8. GOVERNMENT GRANTS AND SUBSIDIES (continued)

#### 8.9) MSIG

|  |           |               |
|--|-----------|---------------|
| Balance unspent at the beginning of the year                   | 25 220    | 664 596       |
| Current year receipts  | 750 000   | 735 000       |
| Current year interest  | -         | -             |
| Conditions met - transferred to revenue                        | (775 220) | (1 374 376)   |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>  | <b>25 220</b> |

#### 8.10) Finance Management Grant

|  |                |                |
|--|----------------|----------------|
| Balance unspent at the beginning of the year                   | 522 313        | 1 080 171      |
| Current year receipts  | 1 000 000      | 750 000        |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (1 192 953)    | (1 307 858)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>329 360</b> | <b>522 313</b> |

#### 8.11) Development Unit

|  |          |               |
|--|----------|---------------|
| Balance unspent at the beginning of the year                   | 69 560   | 180 691       |
| Current year receipts  | -        | -             |
| Current year interest  | -        | -             |
| Conditions met - transferred to revenue                        | (69 560) | (111 131)     |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b> | <b>69 560</b> |

#### 8.12) Capacity Building: Global Fund

|  |           |                |
|--|-----------|----------------|
| Balance unspent at the beginning of the year                   | 705 715   | -              |
| Current year receipts  | -         | 722 602        |
| Current year interest  | -         | -              |
| Conditions met - transferred to revenue                        | (705 715) | (16 887)       |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>  | <b>705 715</b> |

#### 8.13) WCDM Econ Development ( Cederberg Gateway )

|  |          |                  |
|--|----------|------------------|
| Balance unspent at the beginning of the year                   | -        | 407 236          |
| Current year receipts  | -        | -                |
| Current year interest  | -        | -                |
| Conditions met - transferred to revenue                        | -        | -                |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b> | <b>(407 236)</b> |

#### 8.14) Western Gateway

|  |          |              |
|--|----------|--------------|
| Balance unspent at the beginning of the year                   | 5 853    | 5 853        |
| Current year receipts  | -        | -            |
| Current year interest  | -        | -            |
| Conditions met - transferred to revenue                        | (5 853)  | -            |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b> | <b>5 853</b> |

#### 8.15) WCDM Tourism Road Signage

|  |          |              |
|--|----------|--------------|
| Balance unspent at the beginning of the year                   | 4 043    | 166 965      |
| Current year receipts  | -        | -            |
| Current year interest  | -        | -            |
| Conditions met - transferred to revenue                        | (4 043)  | (162 923)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b> | <b>4 042</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011          | 2010           |
|--|---------------|----------------|
| <b>8. GOVERNMENT GRANTS AND SUBSIDIES (continued)</b>          |               |                |
| <b>8.16) LEGSETA</b>   |               |                |
| Balance unspent at the beginning of the year                   | 161 373       | 805 082        |
| Current year receipts  | -             | 289 432        |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (161 373)     | (933 141)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>161 373</b> |
| <b>8.17) Drought Relief Programme</b>                          |               |                |
| Balance unspent at the beginning of the year                   | 992 578       | 1 353 195      |
| Current year receipts  | -             | -              |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (976 873)     | (360 617)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>15 705</b> | <b>992 578</b> |
| <b>8.18) Gateway Vanrhynsdorp</b>                              |               |                |
| Balance unspent at the beginning of the year                   | 221 134       | 739 073        |
| Current year receipts  | -             | 608 871        |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (221 134)     | (1 126 810)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>221 134</b> |
| <b>8.19) Drought Relief Kliprand</b>                           |               |                |
| Balance unspent at the beginning of the year                   | 128 435       | 234 015        |
| Current year receipts  | -             | -              |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (128 435)     | (105 580)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>128 435</b> |
| <b>8.20) Paternoster Archeo - Tourism trail</b>                |               |                |
| Balance unspent at the beginning of the year                   | -             | 6 552          |
| Current year receipts  | -             | -              |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | -             | (6 552)        |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>-</b>       |
| <b>8.21) Training of Housing Officials</b>                     |               |                |
| Balance unspent at the beginning of the year                   | 184 246       | 190 393        |
| Current year receipts  | -             | -              |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (175 682)     | (6 147)        |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>8 564</b>  | <b>184 246</b> |
| <b>8.22) Bulk Water Master Plan</b>                            |               |                |
| Balance unspent at the beginning of the year                   | -             | -              |
| Current year receipts  | 500 000       | 1 500 000      |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (500 000)     | (1 500 000)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>-</b>       |
| <b>8.23) Social Development Projects</b>                       |               |                |
| Balance unspent at the beginning of the year                   | 49 175        | 286 929        |
| Current year receipts  | -             | -              |
| Current year interest  | -             | -              |
| Conditions met - transferred to revenue                        | (49 175)      | (237 754)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>      | <b>49 175</b>  |



# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011           | 2010           |
|--|----------------|----------------|
| <b>8. GOVERNMENT GRANTS AND SUBSIDIES (continued)</b>          |                |                |
| <b>8.24) Alternative Water Reserve Study</b>                   |                |                |
| Balance unspent at the beginning of the year                   | 213 584        | 521 550        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (213 584)      | (307 966)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>213 584</b> |
| <b>8.25) Asset Management Bulk Water</b>                       |                |                |
| Balance unspent at the beginning of the year                   | 158 121        | 58 121         |
| Current year receipts  | -              | 100 000        |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (35 912)       | -              |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>122 209</b> | <b>158 121</b> |
| <b>8.26) Ebenhaeser New Farmers Projects</b>                   |                |                |
| Balance unspent at the beginning of the year                   | -              | 270 535        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (270 535)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.27) "Pakhuis" Pass Farmers</b>                            |                |                |
| Balance unspent at the beginning of the year                   | -              | 3 312 743      |
| Current year receipts  | -              | -              |
| Current year interest  | -              | 106 459        |
| Conditions met - transferred to revenue                        | -              | (3 419 202)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.28) Bucket Eradication Chatsworth</b>                     |                |                |
| Balance unspent at the beginning of the year                   | 63 683         | -              |
| Current year receipts  | -              | 180 000        |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (63 683)       | (116 317)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>63 683</b>  |
| <b>8.29) Rural Area Water</b>                                  |                |                |
| Balance unspent at the beginning of the year                   | 308 186        | 1 253 962      |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (308 186)      | (945 776)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>308 186</b> |
| <b>8.30) Ignite Assist</b>                                     |                |                |
| Balance unspent at the beginning of the year                   | 677 099        | -              |
| Current year receipts  | -              | 550 000        |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (208 533)      | 127 099        |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>468 566</b> | <b>677 099</b> |
| <b>8.31) DMA Multi Purpose Centres</b>                         |                |                |
| Balance unspent at the beginning of the year                   | -              | 2 959 523      |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (2 959 523)    |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011           | 2010           |
|--|----------------|----------------|
| <b>8. GOVERNMENT GRANTS AND SUBSIDIES (continued)</b>          |                |                |
| <b>8.32) Cederberg Biosphere</b>                               |                |                |
| Balance unspent at the beginning of the year                   | 36 982         | 36 982         |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (9 051)        | -              |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>27 931</b>  | <b>36 982</b>  |
| <b>8.33) Knersvlakte Biosphere</b>                             |                |                |
| Balance unspent at the beginning of the year                   | 148 058        | 148 058        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | -              |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>148 058</b> | <b>148 058</b> |
| <b>8.34) Spatial Development Framework</b>                     |                |                |
| Balance unspent at the beginning of the year                   | -              | 11 019         |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (11 019)       |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.35) Committee Summit</b>                                  |                |                |
| Balance unspent at the beginning of the year                   | -              | 100 972        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (100 972)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.36) Sportgrounds DMA</b>                                  |                |                |
| Balance unspent at the beginning of the year                   | 739 454        | 1 016 278      |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | (739 454)      | (276 824)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>739 454</b> |
| <b>8.37) GIS DBSA</b>  |                |                |
| Balance unspent at the beginning of the year                   | -              | 911 781        |
| Current year receipts  | -              | -              |
| Current year interest  | -              | -              |
| Conditions met - transferred to revenue                        | -              | (911 781)      |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>-</b>       | <b>-</b>       |
| <b>8.37) Provincial Management Support Grant</b>               |                |                |
| Current year receipts  | 1 000 000      | -              |
| <b>8.38) Thusong Centre</b>                                    |                |                |
| Current year receipts  | 160 000        | -              |
| Conditions met - transferred to revenue                        | (61 723)       | -              |
| <b>Conditions still to be met - transferred to liabilities</b> | <b>98 277</b>  | <b>-</b>       |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 8. GOVERNMENT GRANTS AND SUBSIDIES (continued)

#### Summary of Government Grants and Subsidies

|   |           |           |
|---|-----------|-----------|
| PAWC and State Funds: Various Projects (See note 46)              | 2 218 671 | 7 410 030 |
| Other balances not included in Developers or Public Contributions | 2 218 671 | 7 410 030 |
| Developers Contributions - Electricity (See note 46)              | 101 353   | 797 641   |
| Public Contributions (See note 46)                                | -         | -         |
| Pakhuis Pass Farmers  | -         | 705 715   |
| Other   | -         | 705 715   |
|   | 2 320 024 | 8 913 386 |

### 9. PROPERTY, PLANT AND EQUIPMENT

|                | 2011               |                          |                    | 2010               |                          |                    |
|----------------|--------------------|--------------------------|--------------------|--------------------|--------------------------|--------------------|
|                | Cost / Valuation   | Accumulated depreciation | Carrying value     | Cost / Valuation   | Accumulated depreciation | Carrying value     |
| Land           | 17 388 231         | -                        | 17 388 231         | 13 062 593         | -                        | 13 062 593         |
| Buildings      | 71 187 431         | (12 043 536)             | 59 143 895         | 69 520 840         | (9 043 486)              | 60 477 354         |
| Infrastructure | 276 569 002        | (45 146 164)             | 231 422 838        | 224 633 881        | (38 498 863)             | 186 135 018        |
| Other          | 53 167 201         | (27 109 587)             | 26 057 614         | 48 152 628         | (18 726 520)             | 29 426 108         |
| <b>Total</b>   | <b>418 311 865</b> | <b>(84 299 287)</b>      | <b>334 012 578</b> | <b>355 369 942</b> | <b>(66 268 869)</b>      | <b>289 101 073</b> |

Please refer to the detailed schedule B of Property, Plant and Equipment.

### 10. INVESTMENT PROPERTY

|                              | 2011             |                          |                | 2010             |                          |                |
|------------------------------|------------------|--------------------------|----------------|------------------|--------------------------|----------------|
|                              | Cost / Valuation | Accumulated depreciation | Carrying value | Cost / Valuation | Accumulated depreciation | Carrying value |
| Ganzekraal beach development | 5 474 271        | (440 862)                | 5 033 409      | 5 474 271        | (349 268)                | 5 125 003      |

#### Reconciliation of investment property - 2011

|           | Opening balance  | Depreciation    | Total            |
|-----------|------------------|-----------------|------------------|
| Land      | 3 841 651        | -               | 3 841 651        |
| Buildings | 1 283 352        | (91 594)        | 1 191 758        |
|           | <b>5 125 003</b> | <b>(91 594)</b> | <b>5 033 409</b> |

#### Reconciliation of investment property - 2010

|           | Opening balance  | Depreciation     | Total            |
|-----------|------------------|------------------|------------------|
| Land      | 3 841 651        | -                | 3 841 651        |
| Buildings | 1 632 620        | (349 268)        | 1 283 352        |
|           | <b>5 474 271</b> | <b>(349 268)</b> | <b>5 125 003</b> |

|                                     |           |           |
|-------------------------------------|-----------|-----------|
| Fair value of investment properties | 8 881 850 | 8 881 850 |
|-------------------------------------|-----------|-----------|

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

|                 |      |      |
|-----------------|------|------|
| Figures in Rand | 2011 | 2010 |
|-----------------|------|------|

### 10. INVESTMENT PROPERTY (continued)

#### Details of property

The municipality owns a beach development (Ganzekraal). The property is 2332.6578 hectares and the municipality receives rental income (camping fees).

### 11. INTANGIBLE ASSETS

|                   | 2011                |                             |                | 2010                |                             |                |
|-------------------|---------------------|-----------------------------|----------------|---------------------|-----------------------------|----------------|
|                   | Cost /<br>Valuation | Accumulated<br>amortisation | Carrying value | Cost /<br>Valuation | Accumulated<br>amortisation | Carrying value |
| Intangible assets | 1 151 300           | (493 763)                   | 657 537        | 1 138 013           | (265 259)                   | 872 754        |

#### Reconciliation of intangible assets - 2011

|  |                |                |
|--|----------------|----------------|
| Carrying values at 1 July  | -              | -              |
| Cost at the beginning of the period                              | 1 152 312      | 877 226        |
| First time recognition on implementation of GRAP 102             | -              | 14 300         |
| Correction of Error  | (14 300)       | -              |
| Additions for the period:  | 13 288         | 246 487        |
| Cost at the end of the period                                    | 1 151 300      | 1 138 013      |
| Accumulated amortisation at the beginning of the period          | 266 659        | 86 172         |
| First time recognition on implementation of GRAP 102             | (1 400)        | 1 400          |
| Correction of Error  | -              | -              |
| Current amortisation   | 228 504        | 177 687        |
| Less: Accumulated amortisation at the end of the period          | 493 763        | 265 259        |
| Impairment losses recognised in profit or loss during the period | -              | -              |
| Impairment losses reversed in profit or loss during the period   | -              | -              |
| Assets classified as held for sale                               | -              | -              |
| Disposals  | -              | -              |
| <b>Carrying values at 30 June</b>                                | <b>657 537</b> | <b>872 754</b> |

#### Other information

The municipality acquired intangible assets with finite useful lives of five years. The straight-line method of amortisation will be used to allocate the depreciable amount of an asset on a systematic basis over its useful life.

### 12. INVENTORIES

|                             |                  |                  |
|-----------------------------|------------------|------------------|
| Consumable stores - at cost | 638 687          | 682 036          |
| Water - at cost             | 555 239          | 453 596          |
|                             | <b>1 193 926</b> | <b>1 135 632</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand                                      | 2011             | 2010             |
|--|------------------|------------------|
| <b>13. TRADE RECEIVABLES</b>                         |                  |                  |
| <b>Gross balances</b>                                |                  |                  |
| Rates  | 47 557           | 60 059           |
| Electricity  | 45 170           | 38 230           |
| Water  | 6 323 502        | 2 480 567        |
| Sewerage   | 29 912           | 38 724           |
| Housing rental                                       | 88 966           | 76 039           |
| Other  | 11 972           | 74 045           |
|  | <b>6 547 079</b> | <b>2 767 664</b> |
| <b>Provision for debt impairment</b>                 |                  |                  |
| Provision for bad debts                              | (255 432)        | (421 053)        |
| <b>Net balance</b>                                   |                  |                  |
| Rates  | 47 557           | 60 059           |
| Electricity  | 45 170           | 38 230           |
| Water  | 6 323 502        | 2 480 567        |
| Sewerage   | 29 912           | 38 724           |
| Housing rental                                       | 88 966           | 76 039           |
| Other (specify)                                      | 11 972           | 74 045           |
| Provision for bad debts                              | (255 432)        | (421 053)        |
|  | <b>6 291 647</b> | <b>2 346 611</b> |
| <b>Service debtors</b>                               |                  |                  |
| Current (0 -30 days)                                 | 6 110 984        | 2 152 359        |
| 31 - 60 days   | 241 970          | 153 018          |
| 61 - 90 days   | 90 055           | 112 252          |
| 91 - 120 days  | 23 431           | 48 434           |
| 121 - 365 days                                       | 80 639           | 225 562          |
|  | <b>6 547 079</b> | <b>2 691 625</b> |
| <b>Housing rental</b>                                |                  |                  |
| Current (0 -30 days)                                 | 76 707           | 51 475           |
| 31 - 60 days   | 11 011           | 12 092           |
| 61 - 90 days   | 1 146            | 4 176            |
| 91 - 120 days  | 102              | 3 362            |
| 121 - 365 days                                       | -                | 4 934            |
|  | <b>88 966</b>    | <b>76 039</b>    |
| <b>Summary of debtors by customer classification</b> |                  |                  |
| <b>Consumers</b>                                     |                  |                  |
| Current (0 -30 days)                                 | 6 110 984        | 2 203 834        |
| 31 - 60 days   | 241 970          | 165 110          |
| 61 - 90 days   | 90 055           | 116 428          |
| 91 - 120 days  | 23 431           | 51 796           |
| 121 - 365 days                                       | 80 639           | 230 496          |
| > 365 days   | -                | -                |
|  | <b>6 547 079</b> | <b>2 767 664</b> |
| Less: Provision for debt impairment                  | (255 432)        | (421 053)        |
|  | <b>6 291 647</b> | <b>2 346 611</b> |

The maximum exposure to credit risk at the reporting date is the fair value of each class of loan mentioned above.

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand 2011                      2010

**14. OTHER TRADE RECEIVABLES**

|                            |                  |                  |
|----------------------------|------------------|------------------|
| Other                      | 4 776 579        | 1 714 707        |
| Insurance claim            | 21 890           | 82 997           |
| <b>Total other debtors</b> | <b>4 798 469</b> | <b>1 797 704</b> |

**15. VAT RECEIVABLE**

|     |           |           |
|-----|-----------|-----------|
| VAT | 2 811 102 | 4 581 508 |
|-----|-----------|-----------|

VAT is payable on the receipts basis. Only once payments is received from debtors is VAT paid over to SARS.

**Reconciliation of VAT accounts**

|                                   |                  |                  |
|-----------------------------------|------------------|------------------|
| VAT 201 returns as at 30 June     | 3 591 798        | 4 275 878        |
| VAT not paid on VAT 201 return    | (28 132)         | -                |
| VAT not claimed on VAT 201 return | 45 623           | 633 382          |
| VAT Output                        | (798 187)        | (327 752)        |
|                                   | <b>2 811 102</b> | <b>4 581 508</b> |

**16. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents included in the cash flow statement comprise the following statement of amounts indicating financial position:

|  |                    |                    |
|--|--------------------|--------------------|
| Cash book balances                     | 26 318 782         | 19 189 307         |
| Short-term investments                 | 125 005 620        | 136 364 492        |
| Floats                                 | 450                | 1 100              |
| <b>Total cash and cash equivalents</b> | <b>151 324 852</b> | <b>155 554 899</b> |

**The municipality had the following bank accounts**

| Account number / description  | Bank statement balances |                   | Cash book balances |                    |
|---|-------------------------|-------------------|--------------------|--------------------|
|   | 30 June 2011            | 30 June 2010      | 30 June 2011       | 30 June 2010       |
| First National Bank - Current Account -<br>Account Number 62001436014 | 23 443 148              | 24 641 077        | 26 318 782         | 19 189 307         |
| First National Bank - Current Account -<br>Account Number 53060007920 | 2 899 929               | 54 047            | -                  | -                  |
| Floats  | -                       | -                 | 450                | 1 100              |
| Short-term investments  | -                       | -                 | 125 005 620        | 136 364 492        |
| <b>Total</b>  | <b>26 343 077</b>       | <b>24 695 124</b> | <b>151 324 852</b> | <b>155 554 899</b> |

**The short-term investments included are as follows:**

|  |                    |                    |
|--|--------------------|--------------------|
| First National Bank ( Account no : 61306816905 ) | 2 129 653          | 6 364 492          |
| Investec ( Account no: 1100459205620 )           | 10 591 825         | -                  |
| Absa Bank ( Account no : 2069279971 )            | 53 148 602         | 50 000 000         |
| Nedcor ( Account no : 03 / 7881714522 / 62 )     | 31 880 975         | 30 000 000         |
| Absa Bank ( Account no : 2069279939 )            | 27 254 565         | 50 000 000         |
| <b>Total Investment Deposits</b>                 | <b>125 005 620</b> | <b>136 364 492</b> |

Average Rate of Return on Investments 7.33%

Fixed deposits amounting to R7 049 641 (2010 : R5 593 56 ) has been ring - fenced for the purpose of repaying long - term liabilities as set out in Note 30.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand 2011                      2010

### 17. PROPERTY RATES

#### Actual

|                               |                |                |
|-------------------------------|----------------|----------------|
| Residential                   | 867 789        | 801 368        |
| Commercial                    | -              | -              |
| State                         | -              | -              |
| <b>Total assessment rates</b> | <b>867 789</b> | <b>801 368</b> |

#### Valuations

|                                 |                    |                    |
|---------------------------------|--------------------|--------------------|
| Residential                     | 853 999 650        | 854 085 650        |
| Commercial                      | -                  | -                  |
| State                           | -                  | -                  |
| <b>Total property valuation</b> | <b>853 999 650</b> | <b>854 085 650</b> |

Valuations on land and buildings are performed every four years.  
The last valuation came into effect on 1 July 2007.

### 18. SERVICE CHARGES

|                                 |                   |                   |
|---------------------------------|-------------------|-------------------|
| Sale of electricity             | 1 185 564         | 1 001 786         |
| Sale of water                   | 72 570 504        | 62 874 596        |
| Sewerage and sanitation charges | 584 994           | 538 506           |
| Fire fighting services          | -                 | -                 |
|                                 | <b>74 341 062</b> | <b>64 414 888</b> |

### 19. OTHER REVENUE

#### Non - exchange transactions

|                            |                  |                |
|----------------------------|------------------|----------------|
| Sundry overpayments        | 25 727           | 2 128          |
| Permit fees (inland water) | 114 400          | 87 450         |
| Liquidated damages         | 2 240            | 2 072          |
| Interest on debtors        | 14 084           | 24 479         |
| Fines                      | -                | 3 250          |
| Cemetary fees              | 240              | 225            |
| Building plan fees         | 1 591            | 2 189          |
| Search fees                | 1 415            | 1 123          |
| Sundry income              | 3 622 769        | 386 014        |
| Sale of inventory          | -                | 102 875        |
|                            | <b>3 782 466</b> | <b>611 805</b> |

#### Exchange transactions

|                |                  |                  |
|----------------|------------------|------------------|
| Resort income  | 2 443 719        | 2 058 559        |
| Rent           | 1 246 279        | 1 019 411        |
| Water services | 5 261 858        | 715 508          |
|                | <b>8 951 856</b> | <b>3 793 478</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 20. EMPLOYEE RELATED COSTS

#### EMPLOYEE RELATED COSTS

|   |                   |                   |
|---|-------------------|-------------------|
| Employee related costs - Salaries and Wages                               | 44 034 597        | 37 134 514        |
| Employee related costs - Contributions for UIF, pensions and medical aids | 8 656 811         | 7 504 278         |
| Bonus   | 2 947 489         | 2 201 737         |
| Employee related costs - Shortfall contributions to pension fund          | -                 | 942 672           |
| Travel, motor car, accommodation, subsistence and other allowances        | 8 298 957         | 7 322 240         |
| Overtime payments   | 4 712 840         | 3 220 104         |
| Long-service awards   | 157 561           | 194 471           |
| Housing benefits and allowances   | 320 911           | 1 060 619         |
| Less: Employee costs included in other expenses                           | (4 311 272)       | (3 713 771)       |
|   | <b>64 817 894</b> | <b>55 866 864</b> |

#### Remuneration of municipal manager

|   |                  |                  |
|---|------------------|------------------|
| Annual Remuneration                             | 1 080 648        | 980 160          |
| Car Allowance                                   | 195 273          | 190 753          |
| Performance Bonuses                             | 48 216           | -                |
| Contributions to UIF, Medical and Pension Funds | 31 701           | 34 490           |
|   | <b>1 355 838</b> | <b>1 205 403</b> |

#### Remuneration of deputy municipal manager

|   |                |                |
|---|----------------|----------------|
| Annual Remuneration                             | 130 816        | 344 767        |
| Car Allowance                                   | 4 153          | 24 765         |
| Performance Bonuses                             | -              | -              |
| Contributions to UIF, Medical and Pension Funds | 850 578        | 57 660         |
|   | <b>985 547</b> | <b>427 192</b> |

#### Remuneration of chief financial officer

|   |                |                |
|---|----------------|----------------|
| Annual Remuneration                             | 728 400        | 667 574        |
| Car Allowance                                   | 26 448         | 30 310         |
| Performance Bonuses                             | 33 951         | 87 116         |
| Contributions to UIF, Medical and Pension Funds | 160 487        | 145 898        |
|   | <b>949 286</b> | <b>930 898</b> |

#### Remuneration of individual executive directors - Technical Services

|   |                  |                  |
|---|------------------|------------------|
| Annual Remuneration                             | 763 200          | 819 324          |
| Car Allowance                                   | 13 212           | 10 373           |
| Performance Bonuses                             | 33 951           | 83 841           |
| Contributions to UIF, Medical and Pension Funds | 253 403          | 116 921          |
|   | <b>1 063 766</b> | <b>1 030 459</b> |

#### Remuneration of individual executive directors - Corporate Services

|   |                |                |
|---|----------------|----------------|
| Annual Remuneration                             | 753 600        | 669 974        |
| Car Allowance                                   | 24 540         | 51 670         |
| Performance Bonuses                             | 33 951         | 83 841         |
| Contributions to UIF, Medical and Pension Funds | 137 195        | 122 138        |
|   | <b>949 286</b> | <b>927 623</b> |



# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 20. EMPLOYEE RELATED COSTS (continued)

#### Remuneration of individual executive directors - Community Services

|   |                |                |
|---|----------------|----------------|
| Annual Remuneration                             | 888 000        | 685 574        |
| Car Allowance                                   | 12 065         | 33 262         |
| Performance Bonuses                             | 25 313         | -              |
| Contributions to UIF, Medical and Pension Funds | 15 270         | 124 946        |
|   | <b>940 648</b> | <b>843 782</b> |

### 21. REMUNERATION OF COUNCILLORS

|                                     |                  |                  |
|-------------------------------------|------------------|------------------|
| Executive Major                     | 605 088          | 576 275          |
| Deputy Executive Mayor              | 484 071          | 336 810          |
| Speaker                             | 484 071          | 461 019          |
| Councillors and Secretarial support | 1 787 213        | 1 840 220        |
| Councillors' pension contribution   | 327 575          | 371 700          |
| Executive Committee Members         | 1 011 794        | 964 059          |
|                                     | <b>4 699 812</b> | <b>4 550 083</b> |

#### In-kind benefits

The Executive Mayor, Deputy Executive Mayor, Speaker and Mayoral Committee Members are full-time. Each is provided with an office and secretarial support at the cost of the Council.

### 22. REPAIRS AND MAINTENANCE

#### Repairs and Maintenance consist of the following:

|                               |                   |                   |
|-------------------------------|-------------------|-------------------|
| Executive and Council         | 1 301             | 9 848             |
| Finance and Administration    | 551 278           | 1 484 167         |
| Health                        | 9 020             | 2 272             |
| Community and Social Services | 375 706           | 1 409 860         |
| Housing                       | 147 849           | 111 380           |
| Public Safety                 | 552 258           | 471 555           |
| Road Transport                | 60 774 657        | 48 490 455        |
| Water Services                | 2 897 192         | 5 092 772         |
| Electricity Services          | 121 798           | 199 570           |
|                               | <b>65 431 059</b> | <b>57 271 879</b> |

### 23. FINANCE COSTS

|                       |           |           |
|-----------------------|-----------|-----------|
| Long term liabilities | 8 173 633 | 4 013 132 |
|-----------------------|-----------|-----------|

### 24. BULK PURCHASES

|             |                  |                  |
|-------------|------------------|------------------|
| Electricity | 1 277 673        | 700 367          |
| Water       | 6 054 772        | 4 927 158        |
|             | <b>7 332 445</b> | <b>5 627 525</b> |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 25. GENERAL EXPENSES

|  |                   |                   |
|--|-------------------|-------------------|
| Advertising                            | 522 367           | 400 756           |
| Assessment rates & municipal charges   | 407 819           | 358 007           |
| Auditors remuneration                  | 1 456 023         | 1 044 496         |
| Computer expenses                      | 587 949           | 426 971           |
| Insurance                              | 174 285           | 192 794           |
| Rental offices                         | 192 074           | 263 197           |
| Water demand management                | 85 880            | 308 535           |
| Lease rentals on operating lease       | 10 679 356        | 6 673 588         |
| Medical aid fund                       | 6 011 172         | 4 922 618         |
| Vehicle: petrol & oil                  | 199 129           | 203 433           |
| Leave fund                             | 447 857           | 1 083 181         |
| Contribution to free municipal service | 1 471 953         | 2 789 294         |
| Fuel and oil                           | 1 923 425         | 1 486 896         |
| Infrastructure C.MIP                   | -                 | 7 117 000         |
| Printing and stationery                | 695 844           | 906 472           |
| Project maintenance costs              | 1 442 035         | 1 477 338         |
| Security officers                      | 423 144           | 416 035           |
| Telephone and fax                      | 1 757 284         | 1 756 743         |
| Transport and freight                  | 2 039 280         | 1 573 960         |
| Subsistence allowances                 | 857 287           | 763 813           |
| Electricity                            | 10 660 889        | 8 516 461         |
| Water and milk samples                 | 251 033           | 260 972           |
| Chemicals                              | 4 892 799         | 5 019 616         |
| Skills development levy                | 542 858           | 466 971           |
| Exhibitions                            | 648 680           | 501 633           |
| Contributions and grants               | 787 633           | 432 539           |
| Professional service                   | 1 954 479         | 855 615           |
| Interest transfer                      | 214 814           | 235 420           |
| Housing operators                      | 376 854           | 347 259           |
| Other operating expenses               | 29 535 603        | 3 942 439         |
|  | <b>81 239 805</b> | <b>54 744 052</b> |

### 26. CORRECTION OF ERROR

#### 26.1) PROPERTY, PLANT AND EQUIPMENT

|   | Opening balance<br>before<br>reclassification | Adjustment    | Balance after<br>adjustments |
|---|---|---------------|------------------------------|
| Other asset   |   |               | -                            |
| During the current financial year the municipality corrected an error. A cost of R18 120 was incorrectly deducted in the annual financial statements as first time adoption of GRAP 17. | 289 082 952                                   | 18 120        | 289 101 072                  |
| Net effect on property, plant and equipment   | <b>289 082 952</b>                            | <b>18 120</b> | <b>289 101 072</b>           |

#### 26.2) VAT

|  |                  |                |                  |
|--|------------------|----------------|------------------|
| During the current financial year the municipality corrected a error. Amount of R632 947 relating to Input VAT was not claimed from the South African Revenue Service in the financial statements for the year ended 30 June 2010. | 3 948 561        | 632 947        | 4 613 143        |
| Input Vat not claimed  |                  |                | -                |
|  | <b>3 948 561</b> | <b>632 947</b> | <b>4 613 143</b> |

#### 26.3) Retaining fees

During the current financial year the municipality corrected a error. An amount of R66 265 was reversed as unspent funds in the financial statements

|  |          |               |          |
|--|----------|---------------|----------|
|  | -        | 66 265        | -        |
|  | <b>-</b> | <b>66 265</b> | <b>-</b> |

#### 26.4) Intangible assets

|  |          |          |          |
|--|----------|----------|----------|
|  | -        | -        | -        |
|  | <b>-</b> | <b>-</b> | <b>-</b> |

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

|  | 2011           | 2010            |                |
|--|----------------|-----------------|----------------|
| <b>26. CORRECTION OF ERROR (continued)</b>   |                |                 |                |
| Intangible assets incorrectly classified as first time recognition on implementation of GRAP 102 | 885 653        | (14 300)        | 872 753        |
| Intangible assets - reclass to amortisation  | -              | 1 400           | -              |
|  | <u>885 653</u> | <u>(12 900)</u> | <u>872 753</u> |

**CORRECTION OF ERROR - 30 June 2011**

|  |                           |
|--|---------------------------|
| Opening accumulated surpluses as previously reported           | 317 748 210               |
| Surplus  | <u>704 432</u>            |
| Correction of error Other Assets                               | 18 120                    |
| Correction of error previously deducted from Intangible Assets | (14 300)                  |
| Correction of Intangible amortisation                          | 1 400                     |
| Correction of retaining fee income                             | 66 265                    |
| Correction of VAT expense                                      | <u>632 947</u>            |
|  | <b><u>318 452 642</u></b> |

**27. CHANGE IN ACCOUNTING ESTIMATE**

**Property, plant and equipment**

**Cost**

The following change in estimate amounting to R 224 976 (2009: R 0) was made to cost reported in the financial statements of this Municipality and is applied prospectively.

The change in accounting estimate is due to the efforts of this Municipality to comply with GRAP 17 (Property, plant and equipment) within the transitional provisions provided by the Accounting Standards Board. The municipality had noted that these assets had a zero book value at year end and then had re-assessed the value and useful life of these assets.

Cost Adjustment

|         |   |
|---------|---|
| 224 976 | - |
|---------|---|

The following change in accounting policy amounting to R 4 335 300 (2009: R 0) was made to cost reported in the financial statements of this Municipality and is applied retrospectively.

The change in accounting policy is due to the efforts of this Municipality to comply with GRAP 17 (Property, plant and equipment) within the transitional provisions provided by the Accounting Standards Board. Previously these assets had a cost of zero or depreciated to zero. These assets have now had their useful lives re-evaluated and been revalued based on the condition of the asset and the depreciable replacement cost.

Cost Adjustment

|           |   |
|-----------|---|
| 4 335 300 | - |
|-----------|---|

**Net effect on the Accumulated Surplus**

|                  |   |
|------------------|---|
| <u>4 560 276</u> | - |
|------------------|---|

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**28. ACCUMULATED SURPLUS**

|  |  |                           |
|--|--|---------------------------|
| Balance as at 1 July 2008  |  | 265 163 890               |
| Initial adoption of GRAP 17  |  | 5 634 389                 |
| Net surplus for the year   |  | 21 974 429                |
| Balance as at 1 July 2009 previously reported                              |  | <u>292 772 708</u>        |
| Correction of Error  |  | 3 150 701                 |
| Restated Balance as at 1 July 2009   |  | <u>295 923 409</u>        |
| Change in accounting estimate due to adoption of GRAP 17                   |  | 3 839 232                 |
| Net surplus for the year   |  | 18 635 279                |
| Balance as at 30 June 2010   |  | <u>317 693 487</u>        |
| Correction of error  |  | 704 433                   |
| Restated Balance as at 1 July 2010   |  | <u>318 397 920</u>        |
| Change in accounting estimate due to adoption of GRAP 17 and PY Adjustment |  | 4 614 998                 |
| Net income/loss for the period   |  | (593 817)                 |
| <b>Balance at 30 June 2011</b>   |  | <b><u>322 419 101</u></b> |

**29. CASH GENERATED FROM OPERATIONS**

|   |                   |                   |
|---|-------------------|-------------------|
| (Deficit) surplus                       |                   |                   |
| <b>Adjustments for:</b>                 | (593 817)         | 18 635 279        |
| Depreciation and amortisation           | 18 350 515        | 15 011 897        |
| Loss on PPE                             | (124 736)         | 180 751           |
| Error note                              | 5 291 120         | -                 |
| First time recognition of intangible    | -                 | (12 900)          |
| <b>Changes in working capital:</b>      |                   |                   |
| Inventories                             | (58 294)          | (116 112)         |
| Other debtors                           | (3 000 766)       | (118 637)         |
| Debtors                                 | (3 945 035)       | 2 278 826         |
| Current portion of long-term receivable | -                 | 263 448           |
| Trade payables                          | 7 165 463         | 11 100 117        |
| VAT                                     | 1 137 459         | 2 521 972         |
| Benefits accrual                        | 19 421            | (229 479)         |
| Other payables                          | (6 593 361)       | (16 290 566)      |
| Provisions                              | 8 805             | 8 314             |
| Employee benefit                        | 11 489 188        | 3 198 901         |
|   | <u>29 145 962</u> | <u>36 431 811</u> |

**30. UTILISATION OF LONG-TERM LIABILITIES RECONCILIATION**

|   |                         |                         |
|---|-------------------------|-------------------------|
| Long - term liabilities ( see Note 3)                         |                         |                         |
| Used to finance property, plant and equipment                 | 98 165 457              | 68 759 024              |
| Cash set aside for the repayment of long-term liabilities     | (98 165 457)            | (68 759 024)            |
|   | 7 049 641               | 5 593 566               |
| <b>Cash invested for repayment of long - term liabilities</b> | <b><u>7 049 641</u></b> | <b><u>5 593 566</u></b> |

Long-term liabilities have been utilized in accordance with the Municipal Finance Management Act. Sufficient cash has been set aside to ensure that long-term liabilities can be repaid on redemption date.

**31. UNAUTHORISED EXPENDITURE**

|  |                 |                 |
|--|-----------------|-----------------|
| Reconciliation of Unauthorised expenditure             |                 |                 |
| Opening balance  | -               | -               |
| Unauthorised expenditure current year                  | -               | -               |
| Approved by Council or condoned                        | -               | -               |
| <b>Unauthorised expenditure awaiting authorisation</b> | <b><u>-</u></b> | <b><u>-</u></b> |

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**32. FRUITLESS AND WASTEFUL EXPENDITURE**

Reconciliation of Fruitless and wasteful expenditure

Opening balance

Unauthorised expenditure current year

Condoned or written off by Council

-                      -

-                      -

-                      -

**Fruitless and wasteful expenditure awaiting condonement**

**-                      -**

**33. IRREGULAR EXPENDITURE**

Opening balance

Add: Irregular Expenditure - current year

Awards to persons in service of state

Irregular expenditure current year

Less: Condoned or written off by Council

2 622 741                      520 252

-                      2 174 489

-                      86 250

-                      2 088 239

(2 622 741)                      (72 000)

**Irregular expenditure awaiting condonement**

**-                      2 622 741**

The irregular expenditure will be submitted to council for condonement

**34. ADDITIONAL DISCLOSURE IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT**

**34.1) Contributions to organised local government**

Opening balance

Council subscriptions

Amount paid - current year

Amount paid - previous years

-                      -

203 573                      -

(203 573)                      -

-                      -

**Balance unpaid (included in creditors)**

**-                      -**

**34.2) Audit fees**

Opening balance

Current year audit fee

Amount paid - current year

Amount paid - previous years

-                      -

1 456 022                      1 044 496

(1 456 022)                      (1 044 496)

-                      -

**Balance unpaid (included in creditors)**

**-                      -**

**34.3) PAYE and UIF**

Opening balance

Current year payroll deductions

Amount paid - current year

Amount paid - previous years

-                      -

11 892 435                      9 069 611

(11 892 435)                      (9 069 611)

-                      -

**Balance unpaid (included in creditors)**

**-                      -**

**34.4) Pension and Medical Aid Deductions**

Opening balance

Current year payroll deductions and Council Contributions

Amount paid - current year

Amount paid - previous years

-                      -

8 645 425                      7 197 127

(8 645 425)                      (7 197 127)

-                      -

**Balance unpaid (Included in creditors)**

**-                      -**

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**34. ADDITIONAL DISCLOSURE IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT (continued)**

**34.5) VAT**

|                |           |           |
|----------------|-----------|-----------|
| VAT receivable | 2 811 102 | 4 581 508 |
|----------------|-----------|-----------|

VAT inputs receivables and VAT output receivables are shown in note 15.

All VAT returns have been submitted by the due date throughout the year.

**34.6) Councillors' arrear consumer accounts**

The following Councillors had arrear accounts outstanding for more than 90 days at 30 June 2011:

|                     | Outstanding<br>less than 90<br>days<br>R | Outstanding<br>more than 90<br>days<br>R | Total<br>R |
|---------------------|--|--|------------|
| <b>30 June 2011</b> |  |  |            |
| Cllr. C Ovies       | 98                                       | -  | 98         |
| <hr/>               |  |  |            |
| <b>30 June 2010</b> |  |  |            |
| Cllr. C Ovies       | 45                                       | -  | 45         |

During the year the following Councillors' had arrear accounts outstanding for more than 90 days.

|                     | Highest<br>outstanding<br>amount | Aging<br>(in days) |
|---------------------|----------------------------------|--------------------|
| <b>30 June 2011</b> |                                  |                    |
| Cllr. C Ovies       | -                                | 98                 |
| <hr/>               |                                  |                    |
| <b>30 June 2010</b> |                                  |                    |
| Cllr. C Ovies       | -                                | 45                 |

**35. CAPITAL COMMITMENTS**

**Authorised capital expenditure**

**Commitments in respect of capital expenditure**

|                                   |                   |                   |
|-----------------------------------|-------------------|-------------------|
| Approved and contracted for       | 12 700 570        | 25 447 250        |
| Other Structures (Infrastructure) | 12 700 570        | 25 447 250        |
| Other                             | -                 | -                 |
|                                   | <b>12 700 570</b> | <b>25 447 250</b> |

This expenditure will be funded from the External Loan and Accumulated Surplus. Capital commitments are specific capital projects approved per tender and budget but still in progress at period end.

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

2011                      2010

### 36. RETIREMENT BENEFIT INFORMATION

The Municipality provides retirement benefits for all its permanent employees through a defined contribution plan, which is subject to the Pension Fund Act, 1956 as amended. The Municipality's contributions to the plan during the year were:

|                                   |                   |                   |
|-----------------------------------|-------------------|-------------------|
| Cape Joint Pension Fund           | 296 528           | 273 231           |
| Cape Joint Pension Fund shortfall | 942 672           | 942 672           |
| Cape Joint Retirement Fund        | 13 205 169        | 8 912 451         |
| Councillors Pension Fund          | 627 852           | 670 494           |
| <b>Defined contribution plan</b>  | <b>15 072 221</b> | <b>10 798 848</b> |

Cape Joint Pension fund, which is a defined multi - employer contribution fund. Contribution ratio employees 9% and Council 18%.

Cape Joint Retirement Fund, which is a defined multi - employer contribution fund. Contribution ratio employees 9% and Council 18 %.

Councillors of the West Coast District Municipality are members of the Municipal Councillors Pension Fund, which is a defined contribution plan. Contribution ratio Councillors 13.75% and Council 15%.

Multi employer funds are treated as defined contribution funds.

#### Shortfall

Amount outstanding from the Cape Joint Pension Fund.

**The amount was calculated using the following variables.**

|   |   |               |
|---|---|---------------|
| Market value of DB Section net assets at 30 June 2008 | - | 3 251 953 564 |
| Market value of DB Section net assets at 30 June 2009 | - | 2 957 536 037 |
| Investment income of the DB Section                   | - | (29 770 006)  |
| Rule 17(5) of the fund                                |   | 5             |
|   |   | 942 672       |

### 37. RELATED PARTIES

The following related parties exist:

National Treasury  
 Provincial Treasury  
 Department of Water Affairs and Forestry  
 Infrastructure Finance Corporation Ltd (INCA)  
 Development Bank of South Africa (DBSA)  
 ABSA Bank  
 H F Prins (Municipal Manager)  
 C January (Deputy Municipal Manager)  
 J Koekemoer (Chief Financial Officer)  
 W Markus (Director: Corporate Services)  
 I A B van der Westhuizen (Director: Technical Services)  
 M Boois (Director: Community Services)

#### Related party balances

##### Grants received from related parties

|  |           |            |
|--|-----------|------------|
| National Treasury                        | 6 037 999 | 11 577 939 |
| Provincial Treasury                      | 2 703 499 | 5 505 655  |
| Department of Water Affairs and Forestry | 600 000   | 1 360 000  |
| Private donations                        | 600       | -          |

##### Loan from related parties

|   |            |            |
|---|------------|------------|
| Department of Water Affairs and Forestry      | -          | 1 138 809  |
| Infrastructure Finance Corporation Ltd (INCA) | 24 988 271 | 27 120 215 |
| Development Bank of South Africa (DBSA)       | 38 177 185 | 40 500 000 |
| ABSA Bank                                     | 35 000 000 | -          |

##### Purchases of goods and services from related parties

|  |           |           |
|--|-----------|-----------|
| Department of Water Affairs and Forestry | 6 054 772 | 4 927 158 |
| Eskom                                    | 1 278 422 | 700 367   |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand | 2011 | 2010 |
|-----------------|------|------|
|-----------------|------|------|

### 38. LEASES

The total future minimum operating lease payments payable under existing operating lease arrangements are categorised as follows:

|   |                   |                  |
|---|-------------------|------------------|
| a) Within one year of the reporting date                                  | 5 347 866         | 3 639 598        |
| b) More than one year but less than five years of the reporting date, and | 37 027 570        | 249 016          |
| c) More than five years of the reporting date                             | 26 286 700        | -                |
| <b>Total future minimum operating lease payments</b>                      | <b>68 662 136</b> | <b>3 888 614</b> |

The Accounting Standards Board has, in terms of directive 4 issued Transitional provisions paragraph .53 - .60 to medium and low capacity municipalities where the requirements of the Standard of GRAP on Leases will not apply to an item until the transitional provisions in the relevant Standards of GRAP expire.

The municipality entered into an operating lease for the rental of two photocopiers and 2 fax machines for five years with Mdluli Sharp. The date of inception was December 2007 with no escalation clause. The equipment numbers of the photocopiers are AR 1161

The municipality entered into an operating lease for the rental of five photocopiers for a five year period with Minolta. The serial numbers of the photocopiers are 21765659, 21765661, 21718750, 21718734 and 21765621. There are no escalation clause.

The municipality entered into an operating lease for the rental of photo-copiers with Cape Office Machines. The serial numbers of the photo-copiers are 3639688703 and 3639688720. There are no escalation clause.

An operating lease transaction exists between the Council and the West Coast Financing Partnership for a ten year period. The payments are payable every six months. The properties is section 36 of the farm Yzervarkensrug number 125 and section 3 of division Malmesbury farm number 91.

The municipality entered into an operating lease for the rental of a emergency and disaster management information system. The lease is between Africon and the municipality. The contract is for a 3 year period.

The municipality entered into an operating lease for the rental of two offices. The lease is between Frank Family Trust and the Municipality. The contract is for a 1 year period. The property involved is Voortrekker Road 47 Malmesbury

The municipality entered into an operating lease for the rental of offices. The lease is between Zandbou Constructions and the Municipality. The contract is for a 1 year period. The property involved is erf 859 Riebeek-West.

The municipality entered into an operating lease for the rental of offices. The lease is between Jan & Marcelle Ellis and the Municipality. The contract is for a 3 year period. The property involved is "Soetkysie Centre 28 Piketberg".

The municipality entered into an operating lease for the rental of offices. The lease is between Carit Estate and the Municipality. The contract is for a 3 year period. The property involved is erf 6429 Vredenburg.

The municipality entered into an operating lease for the rental of offices. The lease is between J F J Swart and the Municipality. The contract is for a 3 year period. The property involved is erf 1472 Clanwilliam.

The municipality entered into a new operating lease for the rental of offices. The lease is between Carit Estate and the Municipality. The contract is for a 1 year period. The property involved is erf 6429 Vredenburg.

The municipality entered into an operating lease for the rental of offices. The lease is between Pelican Harbour and the Municipality. The contract is for a 2 year period. The property involved is site number 4.

The municipality entered into an operating lease for the rental of offices. The lease is between Pelican Harbour and the Municipality. The contract is for a 3 year period. The property involved is site West Coast Farmstal corner of R27 and R315, Yzerfontein.

The municipality entered into two operating leases agreements with Telkom SA which will take effect as soon as the services are delivered. The contract is for a 5 year period with no escalation clause.



**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011

2010

**39. FINANCIAL RISK MANAGEMENT**

**Overview**

The Municipality has exposure to the following risks from its use of financial instruments:

Credit risk  
Liquidity risk  
Market risk

The council has overall responsibility for the establishment and monitoring of the Municipality's risk management policies and procedures which have been established to identify and analyse the risks faced by the municipality to set appropriate risk limits and controls and to monitor risks and adherence to the limits. Risk management policies and procedures are reviewed regularly to reflect changes in market conditions and the municipality's activities.

**Liquidity risk**

Liquidity risk is the risk that the Municipality will not be able to meet its financial obligations as they fall due. The Municipality's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due.

The Municipality monitors cash flow requirements and has arranged credit facilities with its suppliers.

**Interest rate risk**

The Municipality finances its operations through a combination of credit from suppliers, and retained reserves and generally adopts a policy of ensuring that its exposure to changes in interest rates is on a fixed rate basis. The Municipality does not utilise derivative financial instruments to hedge its interest rate risk exposures.

**Credit risk**

Credit risk is the risk of financial loss to the Municipality if a consumer or counterparty to a financial instrument fails to meet its contractual obligations, and arises principally from the Municipality's receivables from consumers.

The municipality's exposure to credit risk is influenced mainly by the individual characteristics of consumer. There is no significant concentration of unsecured credit risk.

An allowance for bad debt is established based on managements' estimate of identified incurred losses in respect of specific trade and other receivables. Bad debts identified are written off on a yearly basis.

Reputable financial institutions are used for investing and cash handling purposes.

**Market risk**

Market risk is the risk that changes in market prices, such as foreign exchange rates and interest rate will affect the Municipality's income. The objective of market risk management is to manage and rate will affect the Municipality's income. The objective of market risk management is to manage and control market risk exposure within acceptable parameters, while optimising the return.

The policy of the Council is to maintain a strong capital base so as to maintain market confidence and to sustain future development of the business. There were no changes in the Municipality's approach to capital management during the year.

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**40. FINANCIAL INSTRUMENTS**

40.1) Credit risk

The carrying amount of receivables and loans represents the maximum credit exposure. The maximum exposure to credit risk at the reporting date was:

|                             |                   |                  |
|-----------------------------|-------------------|------------------|
| Trade and other receivables | 10 690 363        | 4 144 316        |
|                             | -                 | -                |
|                             | <b>10 690 363</b> | <b>4 144 316</b> |

**The ageing of trade and other receivables at the reporting date was:**

|                        |                   |                  |
|------------------------|-------------------|------------------|
| Current                | 10 509 700        | 4 001 539        |
| 30 Days                | 241 970           | 165 110          |
| 60 Days                | 90 055            | 116 428          |
| 90 Days                | 23 431            | 51 796           |
| 120 Days plus          | 80 639            | 230 496          |
|                        | <b>10 945 795</b> | <b>4 565 369</b> |
| Provision for bad debt | (255 432)         | (421 053)        |
|                        | <b>10 690 363</b> | <b>4 144 316</b> |

**The movement in the allowance for bad debt in respect of trade receivables over the year was:**

|                                       |                |                |
|---------------------------------------|----------------|----------------|
| Balance at the beginning of the year  | 421 043        | 276 519        |
| Contributions to provision            | 214 247        | 276 607        |
| Interest on Investment                | 31 577         | 30 887         |
| Expenditure incurred                  | (411 445)      | (162 960)      |
| <b>Balance at the end of the year</b> | <b>255 422</b> | <b>421 053</b> |

The allowance for bad debts in respect of trade receivables is used to record impairment losses until the Municipality is satisfied that no recovery of the amount owing is possible. At that point the amount is considered irrecoverable and written off directly against the financial assets.

40.2) Liquidity risk

The following are contractual maturities of financial liabilities, including interest payments and excludes the impact of netting agreements:

| Non-derivative financial assets             | Carrying Amount    | Contractual Cash Flows | Within 1 Year      | 2 - 5 Years       | More than 5 Years |
|---|--------------------|------------------------|--------------------|-------------------|-------------------|
| 2011  |                    |                        |                    |                   |                   |
| Trade and other receivables                 | 10 690 363         | 10 690 363             | 10 690 363         | -                 | -                 |
| Cash and cash equivalents                   | 151 324 852        | 151 324 852            | 151 324 852        | -                 | -                 |
|   | <b>162 015 215</b> | <b>162 015 215</b>     | <b>162 015 215</b> | <b>-</b>          | <b>-</b>          |
| <b>Non-derivative financial liabilities</b> |                    |                        |                    |                   |                   |
| 2011  |                    |                        |                    |                   |                   |
| Trade and other payables                    | 29 150 365         | 29 150 365             | 29 150 365         | -                 | -                 |
| Deferred Grants                             | 2 320 024          | 2 320 024              | 2 320 024          | -                 | -                 |
| Long term liabilities                       | 98 165 457         | 98 165 457             | 7 049 641          | 22 398 451        | 68 717 365        |
|   | <b>129 635 846</b> | <b>129 635 846</b>     | <b>38 520 030</b>  | <b>22 398 451</b> | <b>68 717 365</b> |

40.3) Interest rates risks

The Municipality's exposure to interest rate risk and the effective interest rates on financial instruments at balance sheet date are as follows:

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

| Non-derivative financial assets                    | Interest rate                   | Within 1 Year      | 2 - 5 Years       | More than 5<br>Years |
|--|---------------------------------|--------------------|-------------------|----------------------|
| 2011   |                                 |                    |                   |                      |
| Assets   |                                 |                    |                   |                      |
| Trade and other receivables                        | 11.5%                           | 10 690 363         | -                 | -                    |
| Cash and cash equivalents - Short term investments | 8.43%                           | 125 005 620        | -                 | -                    |
| Cash and cash equivalents - Cash book balances     | 5 floating                      | 26 318 782         | -                 | -                    |
| -  |                                 | <u>162 014 765</u> | -                 | -                    |
|  |                                 |                    |                   |                      |
| Non-derivative financial liabilities               | Interest rate                   | Within 1 Year      | 2 - 5 Years       | More than 5<br>Years |
| 2011   |                                 |                    |                   |                      |
| Liabilities  |                                 |                    |                   |                      |
| Trade and other payables                           | interest free                   | 29 150 365         | -                 | -                    |
| Deferred Grants                                    | interest free                   | 2 320 024          | -                 | -                    |
| Long term liabilities                              | 15.58%,<br>12.54% and<br>11.73% | 7 049 641          | 22 398 451        | 68 717 365           |
| -  |                                 | <u>38 520 030</u>  | <u>22 398 451</u> | <u>68 717 365</u>    |

Sensitivity analysis

An increase of 1% in interest rates at 30 June would have increased/(decreased) financial assets and profit or loss by the amounts shown below. A decrease of 1% in interest rates at 30 June would have had the equal but opposite effect on the above financial instruments, on the basis that all other variables remain constant.

| Non-derivative financial liabilities               | Statement of<br>Financial<br>Position | Profit or loss   | - |
|--|---------------------------------------|------------------|---|
| 2011   |                                       |                  |   |
| Trade and other receivables                        | 10 690 363                            | 106 904          | - |
| Cash and cash equivalents - Short term investments | 125 005 620                           | 1 250 056        | - |
| Cash and cash equivalents - Cash book balances     | 26 318 782                            | 263 188          | - |
| -  | <u>162 014 765</u>                    | <u>1 620 148</u> | - |

4) Fair values

Due to their short maturities the fair values of all financial instruments are substantially identical to the values reflected in the balance sheet.

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**41. ACCOUNTING POLICY DEVELOPMENTS**

The Minister of Finance has, in terms of Section 91 of the Public Finance Management Act, 1999 (Act number 1 of 1999), prescribed the following Standards set by the Accounting Standards Board in terms of Section 89:

At the date of authorization of these financial statements, the following Standards were in issue but not yet effective.

- GRAP 18 - Segment Reporting
- GRAP 21 - Impairment of non-cash-generating assets
- GRAP 23 - Revenue from non-exchange transactions (taxes and transfers)
- GRAP 24 - Presentation of budget information in financial statements
- GRAP 26 - Impairment of cash generating assets
- GRAP 103 - Heritage assets
- GRAP 104 - Financial Instruments

The effective date of these Standards are for periods beginning on or after a date to be determined by the Minister of Finance in a regulation to be published in accordance with section 91 (1)(a) of the Public Finance Management Act, Act No.1 of 1999 as amended if applicable.

Management began with a programme to establish the fair value of assets initially recognised at a nominal value during first time adoption of Generally Recognised Accounting Practice. This programme has been in progress for two years and management should ensure that this is completed by 30 June 2011.

Management has evaluated all of these Standards and the impact on future financial statements and has come to the conclusion that the impact of implementation of the above Standards are not significant.

**42. CONTINGENT LIABILITIES**

|   |           |           |
|---|-----------|-----------|
| The municipality is being sued by Blaauw for injuries sustained in an accident in 2004. Council is contesting the claim based on legal advice. This is a High Court matter. The legal experts believe that the trial will be in 2009/2010 and that the Municipality has a reasonable chance of success. The case number is 385/07. The amount includes estimated legal fees and possible losses.                              | -         | 725 000   |
| The Municipality is being sued by Bovidae (Pty) Ltd for breach of contract. Council is contesting the claim based on legal advice. The legal experts believe the Municipality has a reasonable chance of success. The case number is 642/05. The amount includes estimated legal fees and possible losses.  | -         | 400 000   |
| The municipality is being sued by Jicama 17 (Pty) Ltd for the loss of income from collecting Regional Services Council Levies. Council is contesting the claim based on legal advice. This is a High Court matter. The case number is 5464/06. The amount includes estimated legal fees and possible losses.  | -         | 2 772 537 |
| The municipality is being sued by Tredoux, wife and on behalf of her minor (child) for injuries sustained in an accident within the boundaries of the WCDM. Council is contesting the claim based on legal advice. The legal experts believe that the municipality has a reasonable chance of success. The case number is 6660/08. This is a High Court matter. The amount includes estimated legal fees and possible losses. | 1 263 161 | 1 263 161 |
| The municipality is being sued by Mr J A Kock an ex-worker for injuries contained while in the service of the municipality. Council is contesting the claim based on legal advice. The legal experts believe the municipality has a strong chance of success. The amount includes estimated legal fees and possible losses.   | 850 000   | 850 000   |

|                  |                  |
|------------------|------------------|
| <b>2 113 161</b> | <b>6 010 698</b> |
|------------------|------------------|

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**43. ADDITIONAL DISCLOSURES IN TERMS OF SUPPLY CHAIN MANAGEMENT REGULATION**

1. In terms of the Supply Chain Regulations No. 27636 - 30 May 2005 section 36 (1 - 3) a municipality is allowed to deviate from, and ratification of minor breaches of, the supply chain management processes. As per the reporting period the municipality had the following deviations from, and ratification of the supply chain management processes:

|                                     |   |         |
|-------------------------------------|---|---------|
| JJJ Elektries                       | - | 6 202   |
| Ultra Hersteldienste                | - | 6 983   |
| Battery Centre Vredendal            | - | 2 294   |
| Stephan Du Plessis Grondverskuiwing | - | 21 443  |
| PPC Cement                          | - | 114 000 |
| Infrasret                           | - | 5 309   |
| Makro Milnerton                     | - | 2 238   |
| Spannies                            | - | 4 577   |
| Bester Tegnieste Dienste BK         | - | 14 250  |
| Chevron SA PTY (Ltd)                | - | 7 766   |
| Ferobrake                           | - | 4 403   |
| Sandveld Ingenieurswerke            | - | 50 160  |
| Paradigm Projects                   | - | 3 976   |
| Steve's Electrical                  | - | 4 004   |
| Claudes Atlantis                    | - | 1 314   |
| Sulzer Pumps SA                     | - | 8 778   |
| Swartland Décor                     | - | 195     |
| Isuzu Truck Centre                  | - | 1 682   |
| Electro Diesel Motolek              | - | 1 068   |
| J&E Motor Elektriese Dienste        | - | 3 169   |
| Deloitte Consulting                 | - | 55 290  |
| Bell Equipment Co                   | - | 11 306  |
| Maxiprest Vredendal                 | - | 560     |
| MCBRI Marketing Enterprises         | - | 2 159   |
| AUMA South Africa                   | - | 4 104   |
| Clanwilliam Exhaust & Tyre          | - | 1 500   |
| Clanwilliam Exhaust & Tyre          | - | 3 420   |
| Wear Check Africa                   | - | 2 599   |
| Sarlene Gordyne                     | - | 2 177   |
| Ultra Hersteldienste                | - | 4 209   |
| Hitachi                             | - | 5 025   |
| Precision Diesel                    | - | 9 305   |
| Andrag                              | - | 2 609   |
| Flex it Engineering                 | - | 12 500  |
| DIMD Services                       | - | 44 329  |
| Babcock                             | - | 5 270   |
| Flex it Engineering                 | - | 9 558   |
| Babcock                             | - | 5 270   |
| Allweld Marine&Industrial           | - | 33 413  |
| ACTOM                               | - | 7 605   |
| ACTOM                               | - | 9 268   |
| Pro Adz                             | - | 10 254  |
| Equipment Spare Parts Africa        | - | 2 980   |
| Equipment Spare Parts Africa        | - | 2 152   |
| Equipment Spare Parts Africa        | - | 63      |
| Steve's Electrical                  | - | 5 010   |
| Combined Systems Group              | - | 10 260  |
| Daniel Brink Motors                 | - | 7 817   |
| Diesel Repair Centre                | - | 16 591  |
| Universal Steel Enterprises         | - | 1 322   |
| Makwa Groothandel                   | - | 2 661   |
| Wear Check Africa                   | - | 2 599   |
| Jowells Garage/Toyota               | - | 2 073   |
| Silver Solutions                    | - | 518     |
| Hitachi Construction Machinery      | - | 6 891   |
| Bell Equipment Co                   | - | 3 459   |
| Bell Equipment Co                   | - | 9 102   |
| Spannies                            | - | 3 460   |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

Figures in Rand

|  | 2011  | 2010    |
|--|-------|---------|
| <b>43. ADDITIONAL DISCLOSURES IN TERMS OF SUPPLY CHAIN MANAGEMENT REGULATION (continued)</b> |       |         |
| Flip v/d Merwe Elektries   | -     | 166 360 |
| Allweld Marine&Industrial  | -     | 9 834   |
| JJJ Elektries  | -     | 6 462   |
| Vredendal Agrimark   | -     | 378     |
| JB's Nissan  | -     | 10 148  |
| Moorreesburg Velddienste   | -     | 6 874   |
| Universal Steel Enterprises  | -     | 6 726   |
| Steyn's Elektries  | -     | 758     |
| DC Engineering   | -     | 19 699  |
| Rocktech Earthmoving Wearparts Cape  | -     | 6 840   |
| Token Bros   | -     | 10 973  |
| Creative Designs   | -     | 540     |
| Imperial Toyota Parow  | -     | 8 127   |
| Allweld Marine&Industrial  | -     | 57 535  |
| Sulzer Pumps SA  | -     | 6 270   |
| Lizmar Elektriese Dienste  | -     | 6 259   |
| De Kock Breakdown  | -     | 8 900   |
| Steve's Electrical   | -     | 2 180   |
| Diesel Repair Centre   | -     | 30 079  |
| FFA Aviation   | -     | 6 363   |
| MC Bakwerke  | -     | 3 380   |
| Steyns 4x4   | -     | 14 175  |
| Silverton Radiators  | -     | 7 250   |
| HPA Onderdele  | -     | 6 042   |
| FFA Aviation   | -     | 370 021 |
| JJJ Elektries  | -     | 3 555   |
| CSIRIWNNR  | -     | 7 644   |
| Steyns 4x4   | -     | 15 608  |
| Erasmus Tyre Services  | -     | 684     |
| Moorreesburg Ingenieurs  | -     | 1 096   |
| Flex-it Engineering  | -     | 24 361  |
| Sizisa Ukhanyo Trading   | -     | 19 380  |
| Water & Drain  | -     | 2 383   |
| CAPMAN   | -     | 108 840 |
| Engine & Gearbox Master  | -     | 28 500  |
| Saayman Springworks  | -     | 8 451   |
| Allweld Marine&Industrial  | -     | 5 385   |
| DC Engineering   | -     | 20 550  |
| DC Engineering   | -     | 28 092  |
| Moorreesburg Verkoeling  | -     | 6 361   |
| Flex-it Engineering  | -     | 28 965  |
| Porterville Distribution   | -     | 3 989   |
| VIC Nelson   | -     | 2 192   |
| Stepahn Du Plessis Grondverskuiwing  | -     | 66 476  |
| AUMA South Africa  | -     | 45 345  |
| Indecon Instrumentation  | -     | 2 907   |
| Hydromatic   | -     | 26 933  |
| Jurgens Kotze  | -     | 2 043   |
| DC Engineering   | -     | 13 195  |
| Hydromatic   | -     | 4 798   |
| Flex-it Engineering  | -     | 6 600   |
| Allweld Marine&Industrial  | -     | 72 405  |
| Graham Tech Systems  | -     | 79 800  |
| Peninsula Water Treatment  | -     | 2 850   |
| DEMCA MCP  | -     | 7 790   |
| Afrimat  | -     | 30 097  |
| Universal Steel Enterprises  | -     | 6 348   |
| HPCSA  | -     | 2 640   |
| Jan & Marcelle Ellis   | -     | 4 140   |
| Carit Eiendomme  | -     | 9 966   |
| Mubesko Africa   | -     | 18 947  |
| Portao investment  | -     | 14 250  |
| Porterville Distribution   | -     | -       |
|  | 6 000 | -       |

# WEST COAST DISTRICT MUNICIPALITY

Annual Financial Statements for the year ended 30 June 2011

## Notes to the Annual Financial Statements

| Figures in Rand  | 2011      | 2010 |
|--|-----------|------|
| <b>43. ADDITIONAL DISCLOSURES IN TERMS OF SUPPLY CHAIN MANAGEMENT REGULATION (continued)</b> |           |      |
| MCB Marketing and Engineering  | 5 000     | -    |
| J & E Electrical   | 2 110     | -    |
| Emil's Place   | 2 160     | -    |
| Lambertsbay Hotel  | 6 250     | -    |
| West Coast Safari's and Quads  | 3 900     | -    |
| JB's Nissan  | 4 638     | -    |
| ELB  | 2 253     | -    |
| Gourmet Coffee Roasters  | 2 301     | -    |
| Daniel Brink Motors  | 7 576     | -    |
| Malmesbury Motors  | 2 873     | -    |
| Quantec  | 22 252    | -    |
| Excelcom   | 2 838     | -    |
| Steve's Electrical   | 1 020     | -    |
| AAD Truck and Bus  | 3 775     | -    |
| J J J Electrical   | 1 871     | -    |
| Oasys Innovations  | 11 192    | -    |
| K Coetzee  | 8 550     | -    |
| West Coast Escape Magazine   | 6 000     | -    |
| Business Engineering   | 107 559   | -    |
| Enviroserv (Waste Tech)  | 5 328     | -    |
| Reflect All Compressors  | 4 332     | -    |
| Centeq Networking  | 513       | -    |
| J J J Electrical   | 829       | -    |
| Ons Kontrei  | 2 261     | -    |
| Fire Raiders   | 39 959    | -    |
| Hidro-Tech Systems   | 2 236     | -    |
| Auma   | 6 240     | -    |
| Weskus Media   | 12 027    | -    |
| Weskus Media   | 3 006     | -    |
| Motolec  | 2 849     | -    |
| Flexit   | 1 995     | -    |
| Daniel Brink Motors  | 3 203     | -    |
| Water and Drain  | 1 200     | -    |
| B P Atlantic   | 5 387     | -    |
| Samras   | 6 612     | -    |
| Brubin Pumps   | 15 335    | -    |
| Syntell  | 6 840     | -    |
| Dillion Welding  | 13 680    | -    |
| Auma   | 42 919    | -    |
| FFA Group of Companies   | 3 149 869 | -    |
| West Coast Petroleum   | 2 648     | -    |
| Trentyre   | 4 047     | -    |
| Marine and General Cleaning Services   | 2 821     | -    |
| Sizonke Trading  | 78 811    | -    |
| Smit Engineerswerke  | 4 104     | -    |
| ELB  | 4 009     | -    |
| SSE  | 3 933     | -    |
| Brand Nissan Vredendal   | 2 389     | -    |
| ELB  | 2 253     | -    |
| FFA Group of Companies   | 223 309   | -    |
| Gemtronics   | 3 904     | -    |
| DC Engineering   | 11 040    | -    |
| Malmesbury Toyota  | 6 640     | -    |
| Greater Cederberg FPA Ground Team  | 19 913    | -    |
| Engine & Gearbox Master  | 61 145    | -    |
| Waste Tech   | 5 328     | -    |
| Maxal Projects   | 3 214     | -    |
| National Laboratory Association  | 12 312    | -    |
| Selectech  | 8 873     | -    |
| LH Marthinusen   | 85 000    | -    |
| Endress and Hauser   | 19 972    | -    |
| Kelcom (Pty) Ltd   | 3 500     | -    |
| 3-2-1 Design   | 3 000     | -    |

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

| Figures in Rand  | 2011    | 2010 |
|--|---------|------|
| <b>43. ADDITIONAL DISCLOSURES IN TERMS OF SUPPLY CHAIN MANAGEMENT REGULATION (continued)</b> |         |      |
| Tjeka Training   | 15 900  | -    |
| Ferobrake  | 4 554   | -    |
| Capman (Pty) Ltd   | 120 000 | -    |
| Precision Diesel   | 2 506   | -    |
| Malmesbury Toyota  | 7 262   | -    |
| MKB Hyundai  | 2 769   | -    |
| Palama   | 11 524  | -    |
| Witch and Wizard Creative  | 157 828 | -    |
| EuroSA Tourism - France  | 5 000   | -    |
| DEHTEQ   | 17 403  | -    |
| Maxal Projects   | 2 331   | -    |
| Boland Diesel  | 4 745   | -    |
| Saayman's Springworks  | 5 643   | -    |
| PAWC   | 14 116  | -    |
| Gholf Club Moorreesburg  | 5 000   | -    |
| Nortern Hydraulic Centre   | 2 984   | -    |
| ELB  | 9 246   | -    |
| Swartland Garage Doors   | 2 000   | -    |
| Water and Drain  | 2 640   | -    |
| Moorreesburg Spar  | 270     | -    |
| Brand Nissan   | 3 617   | -    |
| LJH Rix  | 19 200  | -    |
| West Coast Plant Hire  | 4 339   | -    |
| Engine and Gearbox Master  | 9 952   | -    |
| Moorreesburg Spar  | 320     | -    |
| D E Smit Verkoelingsdienste  | 1 003   | -    |
| J J Verkoeling   | 900     | -    |
| PMR Africa   | 2 800   | -    |
| F.E.S  | 2 241   | -    |
| Perdeberg Motors   | 2 822   | -    |
| Malmesbury Toyota  | 3 002   | -    |
| Trentyre   | 7 433   | -    |
| Saayman's Springworks  | 4 292   | -    |
| Paradigm   | 11 029  | -    |
| ELB  | 2 253   | -    |
| Hino Parow   | 2 679   | -    |
| Moorreesburg Verkoeling  | 2 500   | -    |
| Cummins  | 2 517   | -    |
| Vredendal Volkswagen   | 2 578   | -    |
| ELB  | 2 253   | -    |
| Duma   | 5 760   | -    |
| I Like   | 8 925   | -    |
| Man Cape Town  | 15 500  | -    |
| SABS Commercial  | 1 185   | -    |
| SABS Commercial  | 5 216   | -    |
| Witch and Wizard   | 2 240   | -    |
| Malmesbury Toyota  | 3 062   | -    |
| Bell Equipment   | 2 529   | -    |
| SSE Cape   | 21 856  | -    |
| Endress + Hauser   | 8 816   | -    |
| FFA Aviation   | 536 837 | -    |
| ELB Equipment  | 2 934   | -    |
| Moorreesburg Verkoeling  | 3 000   | -    |
| JB's Nissan  | 2 058   | -    |
| Tour & Safari  | 4 293   | -    |
| Sustainable Living Projects  | 2 000   | -    |
| 99FM   | 2 000   | -    |
| Malmesbury Toyota  | 3 435   | -    |
| Man Truck and Bus SA   | 14 120  | -    |
| Atlas Copco Compressor   | 51 314  | -    |
| Perdeberg Motors   | 1 375   | -    |
| Komatsu  | 2 856   | -    |
| Tour and Safari  | 715     | -    |



**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

|  | 2011             | 2010             |
|--|------------------|------------------|
| <b>43. ADDITIONAL DISCLOSURES IN TERMS OF SUPPLY CHAIN MANAGEMENT REGULATION (continued)</b> |                  |                  |
| Bytes System Intergration  |                  |                  |
| Hitachi  | 29 184           | -                |
| Komatsu  | 8 666            | -                |
| IMPSA Conference   | 3 380            | -                |
| Protea Hotel   | 18 000           | -                |
| Capman   | 14 925           | -                |
| Imperial Group   | 8 550            | -                |
| The Badge Company  | 5 454            | -                |
| J J J Elektries  | 5 696            | -                |
| J Dreyer BK  | 3 487            | -                |
| Hitachi  | 825              | -                |
| Blue Fame  | 3 113            | -                |
| Boland Diesel  | 2 352            | -                |
| J J J Elektries  | 6 966            | -                |
| GIST   | 3 000            | -                |
| PG Glass   | 2 315            | -                |
| Citrusdal Bande  | 518              | -                |
| Supa Quick   | 744              | -                |
| Engine & gearbox Master  | 3 226            | -                |
| FFA Group of Companies   | 12 982           | -                |
| SLP  | 232 460          | -                |
| Spannies   | 6 430            | -                |
|  | 759              | -                |
|  | <b>5 665 412</b> | <b>2 088 238</b> |

2. In terms of the Supply Chain Regulations No. 27636 - 30 May 2005 section 45 a municipality is allowed to make awards to close family members of persons in the service of the state, or who have been in the service of the state in the previous twelve months. As per the reporting period the municipality made the following awards:

The transactions were concluded in full compliance with the municipality's Supply Chain Management Policy and the transactions are considered to be at arm's length.

|  |                |          |
|--|----------------|----------|
| Cummins South Africa (Pty) Ltd - Mr Xavier Borel - MPU Parks and Tourism             | 3 692          | -        |
| Baievlei Diesel - Mr Lourens Smith - South African Police Services                   | 288 189        | -        |
| Anka Spyseniering - Mr Andre Frans - West Coast District Municipality                | 41 299         | -        |
| Blackbird Trading CC - Mrs Marlene Smit - Swartland Municipality                     | 379 503        | -        |
| MACW Catering Services - Mr Willem de Vries - West Coast District Municipality       | 11 730         | -        |
| KM Pest & Hygiene Control - Mr Kobus Marias - Swartland Municipality                 | 1 980          | -        |
| Liplekker Take Aways - Mr Elvin Pedro - Emergency Services                           | 28 462         | -        |
| Golden Rewards 1873 CC - Mr Raynard De Jager - WC: Department of Education           | 27 550         | -        |
| Elaine's Take Aways & Catering - Mr Edward Marais - West Coast District Municipality | 38 410         | -        |
|  | <b>820 815</b> | <b>-</b> |

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

2011                      2010

**44. RETICULATION LOSSES**

**1 Water**

Kilolitres purchased - after purification  
Kilolitres sold

24 433 665      22 804 583  
(21 581 012)    (21 037 444)

**Reticulation loss**

**2 852 653      1 767 139**

Percentage

11.68%                      7.75%

The norm for water losses is 10%. The losses occurred due to burst pipes and leaks from the reservoirs to consumers.

**2 Electricity**

No reticulation losses were incurred.

The services provided by the municipality relating to electricity are limited to the installation of electricity points in the area.

**45. RECONCILIATION BETWEEN BUDGET AND STATEMENT OF FINANCIAL PERFORMANCE**

Reconciliation of budget surplus/deficit with the surplus/deficit in the statement of financial performance:

Net (deficit) surplus per the statement of financial performance

(593 817)      18 635 279

**Adjusted for:**

Property rates

14 861                      (31 368)

Services charges

1 654 566                      3 721 502

Investment revenue

3 950 874                      4 114 169

Transfers recognised - operational

2 700 255                      16 919 714

Other own revenue

(15 983 517)                      (3 608 136)

Employee cost

(1 016 297)                      (7 117 360)

Remuneration of councillors

(988 938)                      (2 261 587)

Depreciation & asset impairment

(4 621 055)                      (7 121 173)

Finance charges

142 653                      (2 645 269)

Materials and bulk purchases

(67 555)                      (1 522 475)

Transfers and grants

Other expenditure

18 568 414                      (19 138 020)

**Net surplus (deficit) per approved budget**

**3 760 444                      (54 724)**

**46. OTHER PAYABLES**

Unspent conditional grants and receipts comprises of:

**Unspent conditional grants and receipts**

Equitable share

-                      1 658 995

Kliprand Electricity

101 353                      797 641

Vuna Award

-                      953 845

Wupperthal - RDP Water

-                      88 092

MSIG

-                      25 220

Finance Management Grant

329 360                      522 313

Development Unit

-                      69 560

Capacity Building: Global Fund

-                      705 715

Western Gateway

-                      5 853

WCDM Tourism Road Signage

-                      4 043

LEGSETA

-                      161 373

Drought Relief Programme

15 705                      992 578

Thusong Centre

98 277                      -

Gateway Vanrhynsdorp

-                      221 134

Drought Relief Kliprand

-                      128 435

Training of Housing Officials

8 565                      184 246

Social Development Projects

-                      49 175

Alternative Water Reserve Study

-                      213 584

Provincial Management Support Grant

1 000 000                      -

Asset Management Bulk Water

122 209                      158 121

**WEST COAST DISTRICT MUNICIPALITY**  
Annual Financial Statements for the year ended 30 June 2011

**Notes to the Annual Financial Statements**

Figures in Rand

|                                       | 2011             | 2010             |
|---------------------------------------|------------------|------------------|
| <b>46. OTHER PAYABLES (continued)</b> |                  |                  |
| Bucket Eradication Chatsworth         | -                | 63 683           |
| Rural Area Water                      | -                | 308 186          |
| Ignite Assist                         | 468 566          | 677 099          |
| Cederberg Biosphere                   | 27 931           | 36 982           |
| Knersvlakte Biosphere                 | 148 058          | 148 058          |
| Sportgrounds DMA                      | -                | 739 454          |
|                                       | <b>2 320 024</b> | <b>8 913 385</b> |

See note 8 for reconciliation of grants from other spheres of government.

These amounts are invested in a ring-fenced investment until utilised.

**47. DISCONTINUED OPERATIONS OR DISESTABLISHMENT OF THE DISTRICT MANAGEMENT AREAS (DMA)**

The Provincial Minister of Local Government, Environmental Affairs and Development Planning Mr A W Bredell issued the West Coast District Municipality (DC1) establishment sixth amendment in Provincial Notice 6851 (25 February 2011). This notice gives transitional measures to facilitate the disestablishment of the District Management Area and the incorporation of the areas concerned in superseding municipalities. Provincial Treasury recommended in Treasury Circular Mun No 24/2011 (3.3 and 4) that the transfer date of the District Management Area be set at 1 July 2011. This includes assets, liabilities, expenditure and income. The relevant municipalities will only have to include a note of disclosure within the 2010/11 annual financial statements.

The financial implications related to assets, liabilities, expenditure and income are as follows:

**Surplus / Deficit**

|                                |                  |          |
|--------------------------------|------------------|----------|
| Revenue                        | 5 523 414        | -        |
| Expenses                       | (5 988 558)      | -        |
| <b>net surplus / (deficit)</b> | <b>(465 144)</b> | <b>-</b> |

**Assets and liabilities**

**Non-current assets**

|                               |            |   |
|-------------------------------|------------|---|
| Property, plant and equipment | 29 462 103 | - |
|-------------------------------|------------|---|

**Non - current liabilities**

|                                     |         |   |
|-------------------------------------|---------|---|
| Reclamation of refuse landfill site | 158 042 | - |
|-------------------------------------|---------|---|

West Coast District Municipality  
Appendix A

Schedule of external loans as at 30 June 2011

| Loan Number                 | Redeemable | Balance at 30 June 2010 | Received during the period | Redeemed written off during the period | Balance at 30 June 2011 | Carrying Value of Property, Plant & Equip Rand | Other Costs in accordance with the MFMA Rand |
|-----------------------------|------------|-------------------------|----------------------------|--|-------------------------|--|--|
|                             |            | Rand                    | Rand                       | Rand                                   | Rand                    | Rand   | Rand   |
| 890                         | 30/06/2011 | 1 138 809               | -                          | 1 138 809                              | -                       | -  | -  |
| 1                           | 30/06/2018 | 27 120 214              | -                          | 2 131 942                              | 24 988 272              | -  | -  |
| 1                           | 31/12/2020 | 40 500 000              | -                          | 2 322 814                              | 38 177 186              | -  | -  |
| 2                           | 31/01/2021 | -                       | 35 000 000                 | -                                      | 35 000 000              | -  | -  |
|                             |            | <b>68 759 023</b>       | <b>35 000 000</b>          | <b>5 593 565</b>                       | <b>98 165 458</b>       | -  | -  |
| <b>Total external loans</b> |            |                         |                            |  |                         |  |  |
| External Loans              |            |                         |                            |  |                         |  |  |
|                             |            | 68 759 023              | 35 000 000                 | 5 593 565                              | 98 165 458              | -  | -  |
|                             |            | <b>68 759 023</b>       | <b>35 000 000</b>          | <b>5 593 565</b>                       | <b>98 165 458</b>       | -  | -  |

**West Coast District Municipality  
West Coast District Municipality  
Appendix B**

**Analysis of property, plant and equipment as at 30 June 2011  
Cost/Revaluation Accumulated depreciation**

|                                       | Opening Balance Rand | Additions Rand    | Disposals Rand | Transfers Rand | Revaluations Rand | Other changes, movements Rand | Closing Balance Rand | Opening Balance Rand | Disposals Rand | Transfers Rand | Depreciation Rand  | Impairment loss Rand | Closing Balance Rand | Carrying value Rand |
|---------------------------------------|----------------------|-------------------|----------------|----------------|-------------------|-------------------------------|----------------------|----------------------|----------------|----------------|--------------------|----------------------|----------------------|---------------------|
| <b>Land and buildings</b>             |                      |                   |                |                |                   |                               |                      |                      |                |                |                    |                      |                      |                     |
| Land                                  | 13 009 883           | -                 | (9 662)        | -              | 4 335 300         | -                             | 13 000 221           | -                    | -              | -              | -                  | -                    | -                    | 13 000 221          |
| Undeveloped land                      | 52 710               | -                 | -              | -              | -                 | -                             | 4 388 010            | -                    | -              | -              | -                  | -                    | -                    | 4 388 010           |
| <b>Infrastructure</b>                 | <b>13 062 593</b>    |                   | <b>(9 662)</b> |                | <b>4 335 300</b>  |                               | <b>17 388 231</b>    |                      |                |                |                    |                      |                      | <b>17 388 231</b>   |
| Roads, Pavements & Bridges            | 4 144 695            | 3 335 545         | -              | -              | -                 | -                             | 7 480 240            | (8 363)              | -              | -              | (42 415)           | -                    | (50 778)             | 7 429 461           |
| Electricity supply / Reticulation     | 21 521               | -                 | -              | -              | -                 | -                             | 21 521               | (5 363)              | -              | -              | (1 075)            | -                    | (6 438)              | 15 083              |
| Transformers                          | 275 667              | -                 | -              | -              | -                 | -                             | 275 667              | (49 822)             | -              | -              | (9 073)            | -                    | (58 895)             | 216 772             |
| Lines overhead                        | 5 180 903            | -                 | -              | -              | -                 | -                             | 5 180 903            | (1 618 572)          | -              | -              | (308 514)          | -                    | (1 928 086)          | 3 252 817           |
| Cables                                | 181 753              | -                 | -              | -              | -                 | -                             | 181 753              | (5 575)              | -              | -              | (4 036)            | -                    | (9 611)              | 172 142             |
| Mini sub stations                     | 243 615              | -                 | -              | -              | -                 | -                             | 243 615              | (96 402)             | -              | -              | (9 703)            | -                    | (176 105)            | 167 510             |
| Water Purification                    | 23 170 100           | 45 000            | -              | -              | -                 | -                             | 22 215 100           | (6 613 441)          | -              | -              | (1 180 843)        | -                    | (7 774 284)          | 14 440 816          |
| Water Reticulation                    | 103 891 388          | 4 593 662         | -              | -              | -                 | -                             | 108 485 050          | (12 820 801)         | -              | -              | (2 828 291)        | -                    | (16 660 092)         | 92 634 958          |
| Dams                                  | 4 061 733            | 1 590 961         | -              | -              | -                 | -                             | 5 652 694            | (962 061)            | -              | -              | (83 135)           | -                    | (1 045 196)          | 4 607 498           |
| Pump Stations                         | 6 290 846            | 1 155 920         | -              | -              | -                 | -                             | 7 446 766            | (954 299)            | -              | -              | (251 132)          | -                    | (1 205 431)          | 6 241 335           |
| Reservoirs                            | 65 856 215           | 36 827 737        | -              | -              | -                 | -                             | 102 683 952          | (13 704 595)         | -              | -              | (1 780 128)        | -                    | (15 484 723)         | 87 199 229          |
| Sewer / Reticulation                  | 3 794 296            | 2 430 033         | -              | -              | -                 | -                             | 6 224 329            | -                    | -              | -              | -                  | -                    | -                    | 6 224 329           |
| Waste Purification                    | 7 099 452            | 1 956 262         | -              | -              | -                 | -                             | 9 055 714            | (1 689 548)          | -              | -              | (166 956)          | -                    | (1 856 504)          | 7 199 210           |
| Landfill Sites                        | 1 421 698            | -                 | -              | -              | -                 | -                             | 1 421 698            | -                    | -              | -              | -                  | -                    | -                    | 1 421 698           |
| <b>Buildings</b>                      | <b>224 633 882</b>   | <b>51 935 120</b> |                |                |                   |                               | <b>276 569 002</b>   | <b>(38 498 862)</b>  |                |                | <b>(6 647 302)</b> |                      | <b>(45 146 164)</b>  | <b>231 422 838</b>  |
| Residences (Personnel)                | 5 427 659            | -                 | -              | -              | -                 | -                             | 5 427 659            | (1 184 028)          | -              | -              | (315 947)          | -                    | (1 499 975)          | 3 927 684           |
| Sportfields and Stadiums              | 11 998               | -                 | -              | -              | -                 | -                             | 11 998               | (3 179)              | -              | -              | (979)              | -                    | (4 158)              | 7 840               |
| Clinics and community health          | 2 633 125            | -                 | -              | -              | -                 | -                             | 2 633 125            | (482 278)            | -              | -              | (111 615)          | -                    | (603 893)            | 2 029 232           |
| Community halls                       | 8 516 237            | 1 666 592         | -              | -              | -                 | -                             | 10 182 829           | (582 172)            | -              | -              | (332 034)          | -                    | (914 206)            | 9 268 623           |
| Fire stations                         | 37 328 032           | -                 | -              | -              | -                 | -                             | 37 328 032           | (4 363 383)          | -              | -              | (1 462 513)        | -                    | (9 825 896)          | 31 502 136          |
| Recreational facilities               | 1 351 102            | -                 | -              | -              | -                 | -                             | 1 351 102            | (53 604)             | -              | -              | (45 030)           | -                    | (98 634)             | 1 252 468           |
| Hospitals and ambulance stations      | 657 487              | -                 | -              | -              | -                 | -                             | 657 487              | (18 962)             | -              | -              | (17 521)           | -                    | (36 483)             | 621 004             |
| Laboratories                          | 11 222               | -                 | -              | -              | -                 | -                             | 11 222               | (2 401)              | -              | -              | (630)              | -                    | (3 031)              | 8 191               |
| Office buildings                      | 8 265 000            | -                 | -              | -              | -                 | -                             | 8 265 000            | (1 468 877)          | -              | -              | (429 898)          | -                    | (1 898 775)          | 6 366 225           |
| Warehouses                            | 588 690              | -                 | -              | -              | -                 | -                             | 588 690              | (126 083)            | -              | -              | (33 099)           | -                    | (159 182)            | 429 508             |
| Public parking                        | 1 067 041            | -                 | -              | -              | -                 | -                             | 1 067 041            | (244 926)            | -              | -              | (304 996)          | -                    | (295 496)            | 771 545             |
| None residential perimeter protection | 821 721              | -                 | -              | -              | -                 | -                             | 821 721              | (212 479)            | -              | -              | (92 300)           | -                    | (304 779)            | 516 942             |
| Ablution / public facilities          | 421 045              | -                 | -              | -              | -                 | -                             | 421 045              | (37 865)             | -              | -              | (16 096)           | -                    | (53 961)             | 367 084             |
| Other                                 | 2 420 480            | -                 | -              | -              | -                 | -                             | 2 420 480            | (253 251)            | -              | -              | (91 816)           | -                    | (345 067)            | 2 075 413           |
|                                       | <b>69 620 839</b>    | <b>1 666 592</b>  |                |                |                   |                               | <b>71 187 431</b>    | <b>(9 043 488)</b>   |                |                | <b>(3 900 048)</b> |                      | <b>(12 043 636)</b>  | <b>59 143 895</b>   |

## Analysis of property, plant and equipment as at 30 June 2011 Cost/Revaluation Accumulated depreciation

|  | Opening Balance   |      | Additions         |      | Disposals |      | Transfers |      | Revaluations     |      | Other changes, movements |                   | Closing Balance     |                     | Opening Balance |      | Disposals |      | Transfers |      | Depreciation       |                     | Impairment loss |      | Closing Balance     |                  | Carrying value |                   |                    |            |
|--|-------------------|------|-------------------|------|-----------|------|-----------|------|------------------|------|--------------------------|-------------------|---------------------|---------------------|-----------------|------|-----------|------|-----------|------|--------------------|---------------------|-----------------|------|---------------------|------------------|----------------|-------------------|--------------------|------------|
|  | Rand              | Rand | Rand              | Rand | Rand      | Rand | Rand      | Rand | Rand             | Rand | Rand                     | Rand              | Rand                | Rand                | Rand            | Rand | Rand      | Rand | Rand      | Rand | Rand               | Rand                | Rand            | Rand | Rand                | Rand             | Rand           | Rand              | Rand               |            |
| <b>Other assets</b>                    |                   |      |                   |      |           |      |           |      |                  |      |                          |                   |                     |                     |                 |      |           |      |           |      |                    |                     |                 |      |                     |                  |                |                   |                    |            |
| General vehicles                       | 29 324 324        |      | 2 949 920         |      |           |      |           |      |                  |      |                          |                   |                     | 32 282 966          | (10 579 424)    |      |           |      |           |      |                    | (5 014 611)         |                 |      |                     | (16 594 035)     |                |                   | 16 688 951         |            |
| Audiovisual equipment                  | 315 896           |      | 56 179            |      |           |      |           |      | 8 722            |      |                          |                   |                     | 385 384             | (1 151 235)     |      |           |      |           |      |                    | (51 928)            |                 |      |                     | (703 163)        |                |                   | 182 221            |            |
| Computer equipment                     | 3 328 025         |      | 187 980           |      |           |      |           |      | 42 674           |      |                          |                   |                     | 3 688 879           | (1 543 168)     |      |           |      |           |      |                    | (670 190)           |                 |      |                     | (2 113 358)      |                |                   | 1 345 321          |            |
| Domestic equipment                     | 46 759            |      | 1 384             |      |           |      |           |      | 151              |      |                          |                   |                     | 48 294              | (10 731)        |      |           |      |           |      |                    | (11 042)            |                 |      |                     | (21 773)         |                |                   | 26 521             |            |
| Electrical wire and power distribution | 3 144 421         |      |                   |      |           |      |           |      | 5 760            |      |                          |                   | 3 150 181           | (1 953 394)         |                 |      |           |      |           |      |                    | (628 158)           |                 |      |                     | (2 581 552)      |                |                   | 568 629            |            |
| Office Equipment                       | 746 771           |      | 21 531            |      |           |      |           |      | 59               |      |                          |                   | 768 361             | (335 006)           |                 |      |           |      |           |      |                    | (94 625)            |                 |      |                     | (429 631)        |                |                   | 338 730            |            |
| Emergency / rescue equipment           | 184 363           |      | 12 072            |      |           |      |           |      | 696              |      |                          |                   | 197 131             | (2 090)             |                 |      |           |      |           |      |                    | (20 433)            |                 |      |                     | (5 598)          |                |                   | 174 608            |            |
| Elevator systems                       | 6 398             |      | 482 975           |      |           |      |           |      |                  |      |                          |                   | 489 373             | (4 799)             |                 |      |           |      |           |      |                    | (799)               |                 |      |                     | (372 945)        |                |                   | 800                |            |
| Fire fighting equipment                | 1 484 924         |      |                   |      |           |      |           |      | 6 398            |      |                          |                   | 1 491 322           | (69 515)            |                 |      |           |      |           |      |                    | (313 430)           |                 |      |                     | (47 673)         |                |                   | 1 594 954          |            |
| Gardening equipment                    | 69 697            |      |                   |      |           |      |           |      | 6 577            |      |                          |                   | 76 274              | (29 185)            |                 |      |           |      |           |      |                    | (18 488)            |                 |      |                     | (22 988)         |                |                   | 30 601             |            |
| Security equipment and systems         | 93 294            |      | 9 428             |      |           |      |           |      |                  |      |                          |                   | 102 722             | (4 156)             |                 |      |           |      |           |      |                    | (18 832)            |                 |      |                     | (47 673)         |                |                   | 79 734             |            |
| Kitchen appliances                     | 453 783           |      | 18 280            |      |           |      |           |      | 11 576           |      |                          |                   | 483 639             | (142 584)           |                 |      |           |      |           |      |                    | (87 258)            |                 |      |                     | (228 842)        |                |                   | 253 797            |            |
| Laboratory equipment                   | 164 554           |      | 94 024            |      |           |      |           |      | 1 728            |      |                          |                   | 260 306             | (63 574)            |                 |      |           |      |           |      |                    | (41 745)            |                 |      |                     | (96 319)         |                |                   | 164 987            |            |
| Medical and allied equipment           | 153 795           |      |                   |      |           |      |           |      |                  |      |                          |                   | 153 795             | (96 773)            |                 |      |           |      |           |      |                    | (16 704)            |                 |      |                     | (113 477)        |                |                   | 40 318             |            |
| Pumps / plumbing                       | 175 101           |      |                   |      |           |      |           |      |                  |      |                          |                   | 175 101             | (58 776)            |                 |      |           |      |           |      |                    | (226 440)           |                 |      |                     | (416 667)        |                |                   | 959 003            |            |
| Radio equipment                        | 1 157 342         |      | 217 156           |      |           |      |           |      | 1 062            |      |                          |                   | 1 375 500           | (190 117)           |                 |      |           |      |           |      |                    | (4 378)             |                 |      |                     | (3 828 066)      |                |                   | 2 439 810          |            |
| Road construction and maintenance      | 24 877            |      |                   |      |           |      |           |      |                  |      |                          |                   | 24 877              | (5 009)             |                 |      |           |      |           |      |                    | (859 267)           |                 |      |                     | (654 423)        |                |                   | 298 260            |            |
| Office furniture                       | 5 789 455         |      | 92 307            |      |           |      |           |      | 86 114           |      |                          |                   | 5 967 876           | (2 668 809)         |                 |      |           |      |           |      |                    | (127 093)           |                 |      |                     | (220 063)        |                |                   | 615 619            |            |
| Workshop equipment and loose tools     | 772 716           |      | 6 478             |      |           |      |           |      | 39 394           |      |                          |                   | 818 588             | (535 497)           |                 |      |           |      |           |      |                    | (118 525)           |                 |      |                     | (493 763)        |                |                   | 657 537            |            |
| Air conditioners                       | 467 455           |      | 52 879            |      |           |      |           |      | 5 154            |      |                          |                   | 525 488             | (100 129)           |                 |      |           |      |           |      |                    | (127 093)           |                 |      |                     | (440 862)        |                |                   | 5 033 409          |            |
| Other                                  | 248 678           |      | 587 004           |      |           |      |           |      |                  |      |                          |                   | 835 682             | (202 548)           |                 |      |           |      |           |      |                    | (17 513)            |                 |      |                     | (440 862)        |                |                   | 5 033 409          |            |
|  | <b>48 162 628</b> |      | <b>4 788 897</b>  |      |           |      |           |      | <b>224 976</b>   |      |                          |                   | <b>53 167 201</b>   | <b>(18 726 519)</b> |                 |      |           |      |           |      | <b>(8 383 068)</b> |                     |                 |      | <b>(27 109 887)</b> |                  |                | <b>26 057 614</b> |                    |            |
| <b>Intangible assets</b>               |                   |      |                   |      |           |      |           |      |                  |      |                          |                   |                     |                     |                 |      |           |      |           |      |                    |                     |                 |      |                     |                  |                |                   |                    |            |
| Computer software                      | 1 138 012         |      | 13 288            |      |           |      |           |      |                  |      |                          |                   | 1 151 300           | (265 259)           |                 |      |           |      |           |      |                    | (228 504)           |                 |      |                     | (493 763)        |                |                   | 657 537            |            |
|  | <b>1 138 012</b>  |      | <b>13 288</b>     |      |           |      |           |      |                  |      |                          | <b>1 151 300</b>  | <b>(265 259)</b>    |                     |                 |      |           |      |           |      |                    | <b>(228 504)</b>    |                 |      |                     | <b>(493 763)</b> |                |                   | <b>657 537</b>     |            |
| <b>Investment properties</b>           |                   |      |                   |      |           |      |           |      |                  |      |                          |                   |                     |                     |                 |      |           |      |           |      |                    |                     |                 |      |                     |                  |                |                   |                    |            |
| Investment property (Ganzekraal)       | 5 474 271         |      |                   |      |           |      |           |      |                  |      |                          |                   | 5 474 271           | (349 267)           |                 |      |           |      |           |      |                    | (91 595)            |                 |      |                     | (440 862)        |                |                   | 5 033 409          |            |
|  | <b>5 474 271</b>  |      |                   |      |           |      |           |      |                  |      |                          | <b>5 474 271</b>  | <b>(349 267)</b>    |                     |                 |      |           |      |           |      |                    | <b>(91 595)</b>     |                 |      |                     | <b>(440 862)</b> |                |                   | <b>5 033 409</b>   |            |
| <b>Total</b>                           |                   |      |                   |      |           |      |           |      |                  |      |                          |                   |                     |                     |                 |      |           |      |           |      |                    |                     |                 |      |                     |                  |                |                   |                    |            |
| Land and buildings                     | 13 062 593        |      |                   |      |           |      |           |      |                  |      |                          |                   | 17 388 231          |                     |                 |      |           |      |           |      |                    |                     |                 |      |                     |                  |                |                   |                    | 17 388 231 |
| Infrastructure                         | 224 633 862       |      |                   |      |           |      |           |      | 4 335 300        |      |                          |                   | 276 569 002         | (38 498 862)        |                 |      |           |      |           |      |                    | (6 647 302)         |                 |      |                     | (45 146 164)     |                |                   | 231 422 838        |            |
| Buildings                              | 69 520 839        |      | 51 935 120        |      |           |      |           |      |                  |      |                          | 71 187 431        | (9 043 488)         |                     |                 |      |           |      |           |      |                    | (3 000 048)         |                 |      |                     | (12 043 536)     |                |                   | 59 143 895         |            |
| Other assets                           | 48 152 628        |      | 4 789 597         |      |           |      |           |      | 224 976          |      |                          |                   | 53 167 201          | (18 726 519)        |                 |      |           |      |           |      |                    | (6 383 068)         |                 |      |                     | (27 109 587)     |                |                   | 26 057 614         |            |
| Intangible assets                      | 1 138 012         |      | 13 288            |      |           |      |           |      |                  |      |                          | 1 151 300         | (265 259)           |                     |                 |      |           |      |           |      |                    | (118 525)           |                 |      |                     | (493 763)        |                |                   | 657 537            |            |
| Investment properties                  | 5 474 271         |      |                   |      |           |      |           |      |                  |      |                          |                   | 5 474 271           | (349 267)           |                 |      |           |      |           |      |                    | (91 595)            |                 |      |                     | (440 862)        |                |                   | 5 033 409          |            |
|  | <b>5 474 271</b>  |      | <b>58 404 597</b> |      |           |      |           |      | <b>4 560 276</b> |      |                          | <b>66 883 395</b> | <b>(18 360 517)</b> |                     |                 |      |           |      |           |      |                    | <b>(85 233 912)</b> |                 |      |                     | <b>(440 862)</b> |                |                   | <b>339 703 524</b> |            |

West Coast District Municipality  
Appendix B

Analysis of property, plant and equipment as at 30 June 2010  
Cost/Revaluation Accumulated depreciation

|  | Opening Balance    | Additions         | Disposals | Transfers | Revaluations | Other changes, movements | Closing Balance    | Opening Balance     | Disposals          | Transfers | Depreciation | Impairment less | Closing Balance     | Carrying value     |
|--|--------------------|-------------------|-----------|-----------|--------------|--------------------------|--------------------|---------------------|--------------------|-----------|--------------|-----------------|---------------------|--------------------|
|  | Rand               | Rand              | Rand      | Rand      | Rand         | Rand                     | Rand               | Rand                | Rand               | Rand      | Rand         | Rand            | Rand                | Rand               |
| <b>Land</b>                                |                    |                   |           |           |              |                          |                    |                     |                    |           |              |                 |                     |                    |
| Land (Separate for AFS purposes)           | 13 009 883         | -                 | -         | -         | -            | -                        | 13 009 883         | -                   | -                  | -         | -            | -               | -                   | 13 009 883         |
| Landfill Sites (Separate for AFS purposes) | 882 265            | 539 432           | -         | -         | -            | -                        | 1 421 697          | -                   | -                  | -         | -            | -               | -                   | 1 421 697          |
| Undeveloped Land                           | -                  | 52 710            | -         | -         | -            | -                        | 52 710             | -                   | -                  | -         | -            | -               | -                   | -                  |
|  | <b>13 892 148</b>  | <b>592 142</b>    | -         | -         | -            | -                        | <b>14 484 290</b>  | -                   | -                  | -         | -            | -               | -                   | <b>52 710</b>      |
| <b>Infrastructure</b>                      |                    |                   |           |           |              |                          |                    |                     |                    |           |              |                 |                     |                    |
| Roads, Pavements & Bridges                 | 43 109             | 4 101 586         | -         | -         | -            | -                        | 4 144 695          | (5 873)             | (2 490)            | -         | -            | -               | (8 363)             | 4 136 332          |
| Electricity Supply / Reticulation          | 21 521             | -                 | -         | -         | -            | -                        | 21 521             | (4 307)             | (1 075)            | -         | -            | -               | (5 382)             | 16 139             |
| Transformers                               | 275 667            | -                 | -         | -         | -            | -                        | 275 667            | (40 750)            | (9 073)            | -         | -            | -               | (49 823)            | 225 844            |
| Lines Overhead                             | 5 160 903          | -                 | -         | -         | -            | -                        | 5 160 903          | (1 309 076)         | (309 495)          | -         | -            | -               | (1 618 571)         | 3 562 332          |
| Cables                                     | 142 384            | 39 369            | -         | -         | -            | -                        | 181 753            | (2 110)             | (3 466)            | -         | -            | -               | (6 576)             | 176 177            |
| Mini Sub Stations                          | 243 615            | 31 543            | -         | -         | -            | -                        | 275 158            | (56 699)            | (9 702)            | -         | -            | -               | (66 401)            | 218 757            |
| Water purification                         | 22 138 568         | -                 | -         | -         | -            | -                        | 22 138 568         | (10 448 895)        | (2 371 755)        | -         | -            | -               | (12 820 660)        | 9 317 908          |
| Water Reticulation                         | 73 732 589         | 30 159 275        | -         | -         | -            | -                        | 103 891 864        | (879 036)           | (63 029)           | -         | -            | -               | (884 065)           | 103 007 799        |
| Dams                                       | 4 061 732          | -                 | -         | -         | -            | -                        | 4 061 732          | (716 526)           | (237 915)          | -         | -            | -               | (954 441)           | 3 099 671          |
| Pump Stations                              | 6 015 049          | 276 321           | -         | -         | -            | -                        | 6 291 370          | (11 926 069)        | (1 778 507)        | -         | -            | -               | (13 704 596)        | 5 336 929          |
| Reservoirs                                 | 57 308 923         | 8 547 292         | -         | -         | -            | -                        | 65 856 215         | (1 522 732)         | (166 817)          | -         | -            | -               | (1 689 549)         | 64 173 859         |
| Sewers / Reticulation                      | 159 943            | 3 634 363         | -         | -         | -            | -                        | 3 794 306          | -                   | -                  | -         | -            | -               | -                   | 3 794 306          |
| Waste Purification                         | 7 099 452          | -                 | -         | -         | -            | -                        | 7 099 452          | (1 522 732)         | (166 817)          | -         | -            | -               | (1 689 549)         | 5 409 903          |
|  | <b>176 423 445</b> | <b>46 783 739</b> | -         | -         | -            | -                        | <b>223 212 184</b> | <b>(32 358 792)</b> | <b>(6 140 071)</b> | -         | -            | -               | <b>(38 498 863)</b> | <b>184 713 321</b> |
| <b>Buildings</b>                           |                    |                   |           |           |              |                          |                    |                     |                    |           |              |                 |                     |                    |
| Residences (Personnel)                     | 4 751 893          | -                 | -         | -         | -            | -                        | 4 751 893          | (761 443)           | (278 019)          | -         | -            | -               | (1 039 462)         | 3 712 431          |
| Sportsfields and stadium                   | 11 998             | -                 | -         | -         | -            | -                        | 11 998             | (2 200)             | (979)              | -         | -            | -               | (3 179)             | 8 819              |
| Clinics and Community Health               | 2 633 125          | -                 | -         | -         | -            | -                        | 2 633 125          | (380 667)           | (111 610)          | -         | -            | -               | (482 277)           | 2 140 848          |
| Community halls                            | 5 066 521          | 4 032 339         | -         | -         | -            | -                        | 9 098 860          | (510 307)           | (196 505)          | -         | -            | -               | (706 812)           | 8 392 048          |
| Fire Stations                              | 32 048 604         | 5 279 428         | -         | -         | -            | -                        | 37 328 032         | (3 146 359)         | (1 217 023)        | -         | -            | -               | (4 363 382)         | 32 964 650         |
| Recreational facilities                    | 1 351 102          | -                 | -         | -         | -            | -                        | 1 351 102          | (18 052)            | (35 552)           | -         | -            | -               | (53 604)            | 1 297 498          |
| Hospitals and Ambulance Stations           | 657 487            | -                 | -         | -         | -            | -                        | 657 487            | (1 441)             | (17 521)           | -         | -            | -               | (18 962)            | 638 526            |
| Laboratories                               | 11 222             | -                 | -         | -         | -            | -                        | 11 222             | (1 771)             | (630)              | -         | -            | -               | (2 401)             | 8 821              |
| Office Buildings                           | 7 015 000          | 1 250 000         | -         | -         | -            | -                        | 8 265 000          | (1 079 153)         | (389 724)          | -         | -            | -               | (1 468 877)         | 6 796 123          |
| Public Parking                             | 588 690            | -                 | -         | -         | -            | -                        | 588 690            | (92 965)            | (33 098)           | -         | -            | -               | (126 083)           | 462 607            |
| Warehouses                                 | 1 067 041          | -                 | -         | -         | -            | -                        | 1 067 041          | (184 359)           | (50 568)           | -         | -            | -               | (244 927)           | 822 114            |
| Non Residential Perimeter Protection       | 671 721            | 150 000           | -         | -         | -            | -                        | 821 721            | (126 095)           | (86 384)           | -         | -            | -               | (212 479)           | 609 242            |
| Abulion / Public Facilities                | 250 886            | 263 303           | -         | -         | -            | -                        | 514 189            | (45 217)            | (12 574)           | -         | -            | -               | (57 791)            | 456 398            |
| Other                                      | 2 135 177          | 285 303           | -         | -         | -            | -                        | 2 420 480          | (161 456)           | (91 815)           | -         | -            | -               | (253 251)           | 2 167 229          |
|  | <b>58 260 467</b>  | <b>11 260 373</b> | -         | -         | -            | -                        | <b>69 520 840</b>  | <b>(6 521 485)</b>  | <b>(2 522 002)</b> | -         | -            | -               | <b>(9 043 487)</b>  | <b>60 477 353</b>  |





West Coast District Municipality  
Appendix C

Segmental analysis of property, plant and equipment as at 30 June 2011  
Accumulated Depreciation  
Cost/Revaluation

|   | Opening Balance    | Additions         | Disposals      | Transfers | Revaluations | Other changes, movements | Closing Balance    | Opening Balance     | Disposals | Transfers | Depreciation        | Impairment deficit | Closing Balance     | Carrying value     |
|---|--------------------|-------------------|----------------|-----------|--------------|--------------------------|--------------------|---------------------|-----------|-----------|---------------------|--------------------|---------------------|--------------------|
|   | Rand               | Rand              | Rand           | Rand      | Rand         | Rand                     | Rand               | Rand                | Rand      | Rand      | Rand                | Rand               | Rand                | Rand               |
| <b>Municipality</b>                         |                    |                   |                |           |              |                          |                    |                     |           |           |                     |                    |                     |                    |
| Executive and Council                       | 548 633            | 34 904            | -              | -         | -            | -                        | 583 537            | (229 766)           | -         | -         | (103 030)           | -                  | (332 796)           | 250 741            |
| Finance and Administration                  | 74 744 389         | 6 363 903         | (9 662)        | -         | -            | -                        | 81 098 630         | (14 889 625)        | -         | -         | (4 925 974)         | -                  | (19 816 599)        | 61 283 031         |
| Health / Clinics                            | 2 787 637          | 39 034            | -              | -         | -            | -                        | 2 826 671          | (597 657)           | -         | -         | (230 176)           | -                  | (827 833)           | 1 998 838          |
| Community & Social / Libraries and archives | 10 156 785         | 49 076            | -              | -         | -            | -                        | 10 205 861         | (1 306 678)         | -         | -         | (947 947)           | -                  | (2 254 825)         | 7 951 236          |
| Public safety / Police                      | 35 746 945         | 4 286 120         | -              | -         | -            | -                        | 40 033 065         | (5 700 216)         | -         | -         | (3 861 278)         | -                  | (9 361 494)         | 30 671 571         |
| Sport and recreation                        | 1 440 838          | -                 | -              | -         | -            | -                        | 1 440 838          | (32 604)            | -         | -         | (48 352)            | -                  | (80 966)            | 1 359 882          |
| Waste water management / Sewerage           | 2 458 622          | -                 | -              | -         | -            | -                        | 2 458 622          | (600 389)           | -         | -         | (148 942)           | -                  | (749 331)           | 1 709 291          |
| Road transport / Roads                      | 4 300 916          | 3 335 545         | -              | -         | -            | -                        | 7 636 461          | (123 649)           | -         | -         | (65 565)            | -                  | (189 214)           | 7 447 247          |
| Water / Water distribution                  | 223 400 606        | 48 844 971        | -              | -         | -            | -                        | 272 245 577        | (41 500 371)        | -         | -         | (7 789 620)         | -                  | (49 289 991)        | 222 955 586        |
| Electricity distribution                    | 6 361 950          | 10 870            | -              | -         | -            | -                        | 6 372 820          | (1 894 543)         | -         | -         | (42 1046)           | -                  | (2 316 589)         | 4 057 231          |
| Other                                       | 34 903             | 450               | -              | -         | -            | -                        | 35 353             | (7 899)             | -         | -         | (8 584)             | -                  | (16 483)            | 18 870             |
| <b>Total</b>                                | <b>361 982 224</b> | <b>62 964 873</b> | <b>(9 662)</b> | <b>-</b>  | <b>-</b>     | <b>-</b>                 | <b>424 937 435</b> | <b>(66 883 397)</b> | <b>-</b>  | <b>-</b>  | <b>(18 350 514)</b> | <b>-</b>           | <b>(85 233 911)</b> | <b>339 703 524</b> |
| <b>Municipality</b>                         |                    |                   |                |           |              |                          |                    |                     |           |           |                     |                    |                     |                    |
| Executive and Council                       | 361 982 224        | 62 964 873        | (9 662)        | -         | -            | -                        | 424 937 435        | (66 883 397)        | -         | -         | (18 350 514)        | -                  | (85 233 911)        | 339 703 524        |
| <b>Total</b>                                | <b>361 982 224</b> | <b>62 964 873</b> | <b>(9 662)</b> | <b>-</b>  | <b>-</b>     | <b>-</b>                 | <b>424 937 435</b> | <b>(66 883 397)</b> | <b>-</b>  | <b>-</b>  | <b>(18 350 514)</b> | <b>-</b>           | <b>(85 233 911)</b> | <b>339 703 524</b> |

West Coast District Municipality  
Appendix D

Segmental Statement of Financial Performance for the year ended  
Current Year

| Actual Income<br>Rand           | Actual<br>Expenditure<br>Rand | Surplus<br>(/Deficit)<br>Rand | Actual Income<br>Rand | Actual<br>Expenditure<br>Rand | Surplus<br>(/Deficit)<br>Rand |
|---------------------------------|-------------------------------|-------------------------------|-----------------------|-------------------------------|-------------------------------|
| 2 318 616                       | 12 902 156                    | (10 583 540)                  | 219 932               | 14 689 410                    | (14 469 478)                  |
| 97 175 030                      | 48 107 639                    | 49 067 391                    | 89 909 445            | 49 184 719                    | 40 724 726                    |
| 159 453                         | 4 089 947                     | (3 930 494)                   | 653 456               | 4 780 151                     | (4 126 695)                   |
| 3 122 942                       | 11 606 572                    | (8 483 630)                   | 4 434 767             | 13 877 360                    | (9 442 593)                   |
| 93 827                          | 545 966                       | (452 139)                     | 106 084               | 572 760                       | (466 676)                     |
| 926 313                         | 411 401                       | 514 912                       | 1 464 786             | 481 811                       | 982 975                       |
| 3 528 000                       | 18 814 497                    | (15 286 497)                  | 3 398 648             | 27 947 134                    | (24 548 486)                  |
| 2 076 377                       | 4 465 907                     | (2 389 530)                   | 2 465 169             | 3 752 944                     | (1 287 775)                   |
| 1 298 463                       | 542 357                       | 756 106                       | 1 488 130             | 723 054                       | 765 076                       |
| 39 298 682                      | 39 675 894                    | (377 212)                     | 64 699 204            | 65 169 703                    | (470 499)                     |
| 64 383 457                      | 53 772 814                    | 10 610 643                    | 78 595 177            | 65 167 312                    | 13 427 865                    |
| 1 520 299                       | 1 450 020                     | 70 279                        | 2 015 748             | 2 014 497                     | 1 251                         |
| -                               | 825 286                       | (825 286)                     | 800                   | 1 538 377                     | (1 537 577)                   |
| <b>215 901 459</b>              | <b>197 210 456</b>            | <b>18 691 003</b>             | <b>249 451 346</b>    | <b>249 899 232</b>            | <b>(447 886)</b>              |
| <b>Municipality</b>             |                               |                               |                       |                               |                               |
| <b>Municipal Owned Entities</b> |                               |                               |                       |                               |                               |
| <b>Other charges</b>            |                               |                               |                       |                               |                               |
| 215 901 459                     | 197 210 456                   | 18 691 003                    | 249 451 346           | 249 899 232                   | (447 886)                     |
| <b>215 901 459</b>              | <b>197 210 456</b>            | <b>18 691 003</b>             | <b>249 451 346</b>    | <b>249 899 232</b>            | <b>(447 886)</b>              |

West Coast District Municipality  
Appendix E(1)

Actual versus Budget(Revenue and Expenditure) for the year ended 30 June 2011

|  | Act. Bal.     |  | Bud. Amt      |  | Variance     |           | Explanation of Significant Variances greater than 10% versus Budget                          |
|--|---------------|--|---------------|--|--------------|-----------|--|
|  | Rand          |  | Rand          |  | Rand         | Var       |  |
| <b>Revenue</b>                                     |               |  |               |  |              |           |  |
| Property rates                                     | 867 789       |  | 882 650       |  | (14 861)     | (1,7)     |  |
| Service charges                                    | 79 606 712    |  | 75 539 910    |  | 4 066 802    | 5,4       |  |
| Interest earned - external investments             | 9 549 126     |  | 13 500 000    |  | (3 950 874)  | (29,3)    | External market conditions   |
| Income for agency commission                       | 5 617 604     |  | 9 062 660     |  | (3 445 056)  | (38,0)    | Implementation of GRAP   |
| Government grants & subsidies                      | 81 516 905    |  | 84 217 160    |  | (2 700 255)  | (3,2)     |  |
| Other revenue                                      | 7 469 271     |  | 10 586 340    |  | (3 117 069)  | (29,4)    | Less income than expected  |
| Government grants                                  | 64 699 203    |  | 47 596 360    |  | 17 102 843   | 35,9      |  |
|  | 249 326 610   |  | 241 385 080   |  | 7 941 530    | 3,3       |  |
| <b>Expenses</b>                                    |               |  |               |  |              |           |  |
| Personnel  | (64 671 963)  |  | (65 688 260)  |  | 1 016 297    | (1,5)     |  |
| Remuneration of councillors                        | (4 699 812)   |  | (5 688 750)   |  | 988 938      | (17,4)    | Vacant position  |
| Depreciation                                       | (18 350 515)  |  | (22 971 570)  |  | 4 621 055    | (20,1)    | Implementation of GRAP   |
| Finance costs                                      | (8 173 633)   |  | (8 030 980)   |  | (142 653)    | 1,8       |  |
| Repairs and maintenance - General                  | (65 431 059)  |  | (55 760 050)  |  | (9 671 009)  | 17,3      | Increase in agency expenditure   |
| Bulk purchases                                     | (7 332 445)   |  | (7 400 000)   |  | 67 555       | (0,9)     |  |
| Cost of housing sold                               | -             |  | (3 154 480)   |  | 3 154 480    | (100,0)   |  |
| General Expenses                                   | (81 239 805)  |  | (69 187 920)  |  | (12 051 885) | 17,4      | Due to water and an increase in contributions made to medical aid provision. Refer to note 5 |
|  | (249 899 232) |  | (237 882 010) |  | (12 017 222) | 5,1       |  |
| Other revenue and costs                            | 124 736       |  | 50            |  | 124 686      | 249 372,0 | Land sold  |
| Gain or loss on disposal of assets and liabilities | (447 886)     |  | 3 503 120     |  | (3 951 006)  | (112,8)   |  |
| <b>Net surplus/ (deficit) for the year</b>         |               |  |               |  |              |           |  |

West Coast District Municipality  
Appendix E(2)

Budget Analysis of Capital Expenditure as at 30 June  
2011

|                                       | Yearly            |                   | Yearly             |          | Explanation of significant variances from budget |
|---------------------------------------|-------------------|-------------------|--------------------|----------|--|
|                                       | Additions         | Revised Budget    | Variance           | Variance |  |
|                                       | Rand              | Rand              | Rand               | %        |  |
| <b>Municipality</b>                   |                   |                   |                    |          |  |
| Executive & Council/Mayor and Council | 29 451            | 45 000            | 15 549             |          | 35 Saving on project                             |
| Finance & Admin/Finance               | 6 418 882         | 1 606 225         | (4 812 657)        |          | (300) GRAP implementation                        |
| Health/Clinics                        | 39 034            | 76 160            | 37 126             |          | 49 Saving on project                             |
| Public Safety/Police                  | 4 286 120         | 4 661 970         | 375 850            |          | 8 Saving on project                              |
| Road Transport/Roads                  | 3 335 545         | 4 000 000         | 664 455            |          | 17 Saving on project                             |
| Water/Water Distribution              | 48 855 841        | 51 545 775        | 2 689 934          |          | 5  |
| <b>Total</b>                          | <b>62 964 873</b> | <b>61 935 130</b> | <b>(1 029 743)</b> |          | <b>(2)</b>                                       |

West Coast District Municipality  
West Coast District Municipality  
Appendix F

Disclosures of Grants and Subsidies in terms of Section 123 MFMA, 56 of 2003

| Name of Grants  | Quarterly Receipts |     |           | Quarterly Expenditure |           |     | Mar       |           |           |           |
|---|--------------------|-----|-----------|-----------------------|-----------|-----|-----------|-----------|-----------|-----------|
|   | Mar                | Jun | Sep       | Dec                   | Mar       | Jun |           | Sep       | Dec       | Mar       |
| Cederberg Biosfeer                                      | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | 9 051     |
| Prov management grant                                   | 1 038 249          | -   | -         | -                     | 1 000 000 | -   | -         | -         | -         | -         |
| Global Fund WCD Community Training of Housing Officials | -                  | -   | -         | -                     | -         | -   | 1 069 699 | -         | -         | -         |
| MSIG  | -                  | -   | 750 000   | -                     | -         | -   | -         | 6 132     | -         | -         |
| Ebenheiser New Farmers project                          | -                  | -   | -         | -                     | -         | -   | 71 640    | 792 463   | 47 111    | 6 300     |
| Gateway Vanrhynsdorp                                    | 407 236            | -   | -         | -                     | -         | -   | -         | 68 517    | -         | 372 329   |
| Palermaster Archeo - Tourism trail                      | -                  | -   | -         | -                     | -         | -   | 398 258   | 213 282   | 168 685   | -         |
| Moorreesburg Regional Craft Centre                      | -                  | -   | -         | -                     | -         | -   | 5 689     | -         | -         | -         |
| Main Street Program -                                   | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | -         |
| Goedverwacht  | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | -         |
| C MIP Control Account                                   | 500 000            | -   | 3 500 000 | -                     | 288 000   | -   | 500 000   | 1 463 973 | 2 129 221 | 194 806   |
| Financial Management Grant                              | -                  | -   | 1 000 000 | -                     | -         | -   | 248 645   | 310 952   | 210 860   | 200 838   |
| Vuna Rewards  | -                  | -   | -         | -                     | -         | -   | -         | 327 997   | 846 220   | 107 625   |
| Rural Area - Water                                      | -                  | -   | -         | -                     | -         | -   | 117 937   | 236 790   | 137 017   | 171 169   |
| Wuppenthal - HOP Water                                  | -                  | -   | -         | -                     | -         | -   | 139 667   | 121 506   | 69 195    | 18 897    |
| Development Unit  | -                  | -   | -         | -                     | -         | -   | 407 236   | 111 131   | -         | 47 250    |
| WCDM ECO.DEV (Cederberg Gateway)                        | -                  | -   | -         | -                     | -         | -   | 564 285   | 606 230   | -         | -         |
| DMA - Halls   | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | -         |
| Wester Gateway  | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | -         |
| WCDM - Tourism Road Signage                             | -                  | -   | -         | -                     | -         | -   | 55 229    | 4 970     | 5 863     | -         |
| Committee Summit  | 258 014            | -   | -         | -                     | -         | -   | -         | -         | 4 043     | -         |
| LEGSETA   | -                  | -   | -         | -                     | -         | -   | -         | -         | -         | -         |
| Ignite Assist   | -                  | -   | -         | -                     | -         | -   | -         | 305 903   | 161 373   | -         |
| Drought Relief Programme                                | -                  | -   | -         | -                     | -         | -   | -         | (127 099) | 28 663    | -         |
| Drought Relief Kijprand                                 | -                  | -   | -         | -                     | -         | -   | 154 019   | 69 783    | -         | 16 690    |
| Alternative Water Reserve Study                         | -                  | -   | -         | -                     | -         | -   | -         | 105 580   | 35 650    | 22 712    |
| Social Development Projects                             | -                  | -   | -         | -                     | -         | -   | -         | 20 844    | -         | 92 786    |
| Bucket Eradication Chatsworth                           | -                  | -   | -         | -                     | -         | -   | 236 916   | 565       | -         | 49 175    |
| Sportgrounds DMA  | -                  | -   | -         | -                     | -         | -   | -         | 276       | -         | -         |
| Bulk Water Master Plan                                  | -                  | -   | 500 000   | -                     | -         | -   | 152 011   | (403 197) | 376 410   | 363 044   |
| Asset Management Bulk Water                             | 100 000            | -   | -         | -                     | -         | -   | 946 936   | 553 064   | 209 784   | 248 325   |
| Kijprand Electricity                                    | -                  | -   | -         | -                     | -         | -   | -         | -         | 4 780     | 29 786    |
| Pakhuispas Farmers                                      | -                  | -   | -         | -                     | 600       | -   | -         | 1 125 725 | -         | -         |
| Gis DBSA  | -                  | -   | -         | -                     | -         | -   | 3 262 426 | 171 682   | -         | -         |
| Capacity Building Globang Fund                          | -                  | -   | -         | -                     | -         | -   | 132 403   | 35 311    | -         | -         |
|   | -                  | -   | -         | -                     | -         | -   | 16 887    | 185 513   | 44 521    | 34 596    |
|   | 2 303 499          | -   | 5 750 000 | -                     | 1 288 600 | -   | 8 462 996 | 7 499 282 | 3 955 130 | 3 973 117 |
|   |                    |     |           |                       |           |     |           |           |           | 1 023 835 |

# REPORT OF THE AUDITOR-GENERAL TO THE WESTERN CAPE PROVINCIAL PARLIAMENT AND THE COUNCIL ON WEST COAST DISTRICT MUNICIPALITY

## REPORT ON THE FINANCIAL STATEMENTS

### Introduction

1. I have audited the accompanying financial statements of the West Coast District Municipality, which comprise the statement of financial position as at 30 June 2011 and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information, as set out on pages 3 to 58.

### Accounting officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Local Government: Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA), and the Division of Revenue Act of South Africa, 2010 (Act No. 1 of 2010) (DoRA), and for such internal control as management determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor-General's responsibility

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 and section 4 of the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with International Standards on Auditing and *General Notice 1111 of 2010* issued in *Government Gazette 33872 of 15 December 2010*. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
6. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.



## **Opinion**

7. In my opinion, the financial statements present fairly, in all material respects, the financial position of the West Coast District Municipality as at 30 June 2011, and its financial performance and cash flows for the year then ended in accordance with SA Standards of GRAP and the requirements of the MFMA and DoRA.

## **Emphasis of matters**

8. I draw attention to the matters below. My opinion is not modified in respect of these matters:

## **Restatement of corresponding figures**

9. As disclosed in note 26 to the financial statements, the corresponding figures for 30 June 2010 have been restated as a result of errors discovered during the 2010-11 financial year in the financial statements of the West Coast District Municipality at, and for the year ended, 30 June 2010.

## **Material losses**

10. As disclosed in note 44 to the financial statements the municipality incurred water losses amounting to R2 852 653 (11,68%) during the year under review (2009-10: R1 767 139 (7,75%)).

## **Disestablishment of the district management areas (DMA)**

11. As disclosed in note 47 to the financial statements, the DMAs are being disestablished and are to be incorporated in superseding municipalities with effect from 1 July 2011.

## **Additional matter**

12. I draw attention to the matter below. My opinion is not modified in respect of this matter:

## **Material inconsistencies in other information included in the annual report**

13. No material inconsistencies between the draft annual report and financial statements were identified. The final printer's proof of the annual report will be reviewed and any material inconsistencies then identified will be communicated to management. Should the inconsistencies not be corrected, it may result in the matter being included in the audit report.

## **REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

14. In accordance with the PAA and in terms of *General notice 1111 of 2010*, issued in *Government Gazette 33872 of 15 December 2010*, I include below my findings on the annual performance report as set out on pages xx to xx and material non-compliance with laws and regulations applicable to the municipality.

## **Predetermined objectives**

15. There are no material findings on the annual performance report.

## **Compliance with laws and regulations**

16. There are no findings concerning material non-compliance with laws and regulations applicable to the municipality.



## INTERNAL CONTROL

17. In accordance with the PAA and in terms of *General notice 1111 of 2010*, issued in *Government Gazette 33872 of 15 December 2010*, I considered internal control relevant to my audit, but not for the purpose of expressing an opinion on the effectiveness of internal control. There are no significant deficiencies in internal control that could have resulted in a qualification of the auditor's opinion on the financial statements, findings on predetermined objectives and material non-compliance with laws and regulations.

*Auditor - General*

Cape Town

30 November 2011



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*





# CHAPTER 5

## FUNCTIONAL SERVICE DELIVERY

---

## CHAPTER 5 FUNCTIONAL SERVICE DELIVERY

### 5.1 INTRODUCTION

This chapter deals with functional service delivery with inclusion of the Executive Authority and Council, Office of the Municipal Manager, Financial and Corporate Services, Technical Services and Social and Economic Development.

The following table indicates the key performance areas as well as the actions that are planned to address deviations.

| <b>Table 5.1 West Coast District Municipality: Service Delivery Key Performance Areas 2010/11</b> |  |
|---|--|
| Integrated Development Plan (IDP) service delivery  | The District Municipality has revised the IDP within the timeframe as indicated in the Process Plan.   |
| Financial viability   | The Council's budget was compiled in accordance with the IDP. The Council's credit rating was determined and the results were positive (see item 5.5.4).<br>Short-term A1-<br><br>Long-term A- |
| Community participation   | Community Participation took place with the category B-municipalities as well as within the District Management Area.<br><br>Community participation also took place by way of IDP forums.     |
| Infrastructure development  | During the 2010/2011 financial year, several infrastructure projects were planned and completed in order to improve service delivery.<br><br>For these projects, see Chapter 2.                |

Die Weskus Distriksmunisipaliteit as kategorie C-munisipaliteit het nie wyke nie en gemeenskapsdeelname vind plaas deur middel van GOP-koördineringskomiteevergaderings.

## 5.2 FUNKSIE: UITVOERENDE GESAG EN RAAD

### 5.2.1 RAAD

Die Weskus Distriksmunisipaliteit het bestaan uit 23 Raadslede tot en met die afkondiging van Provinsiale Koerant, 6851 en die Munisipale verkiesing soos gehou op 18 Mei 2011 en die samestelling van die Raad op 15 Junie 2011 na waarvan 40% direk verkies is (proporsioneel), ingesluit 1 verteenwoordiger vanuit die Distriksbestuursgebied. 60% van die ander verteenwoordiging is lede verkies vanuit die Munisipaliteite binne die Distriksmunisipale jurisdiksiegebied.

**Die 60% is verteenwoordigers vanuit die volgende munisipaliteite:**

|                              |                     |
|------------------------------|---------------------|
| Swartland Munisipaliteit     | 3 verteenwoordigers |
| Cederberg Munisipaliteit     | 2 verteenwoordigers |
| Bergrivier Munisipaliteit    | 2 verteenwoordigers |
| Saldanhaabaai Munisipaliteit | 3 verteenwoordigers |
| Matzikama Munisipaliteit     | 2 verteenwoordigers |

Die Burgemeesterskomiteelede is die Voorsitters van die onderskeie Portefeuljekomitees, gestig ingevolge artikel 80 van die Wet op Plaaslike Regering: Munisipale Strukture Wet 117 van 1998.

|                   |                 |
|-------------------|-----------------|
| Burgemeester      | Rdh HC Kitshoff |
| Onderburgemeester | Rdl E Manuel    |
| Speaker           | Rdl AP Mouton   |

Die Artikel 80 komitees adviseer en maak aanbevelings aan die Uitvoerende Burgemeesterskomitee en Raad.

Die volgende Artikel 80 komitees is ingestel en die Voorsitters van die komitees is as volg:

|   |                 |
|---|-----------------|
| Portefeuljekomitee Korporatiewe Dienste                                   | Rdh JJ Josephus |
| Portefeuljekomitee Finansies  | Rdl EE Jordaan  |
| Portefeuljekomitee Gemeenskapsdienste, Sosiale en Ekonomiese ontwikkeling | Rdl EB Manuel   |
| Portefeuljekomitee Tegniese Dienste                                       | Rdl WD Loff     |

Die Raad vergader een keer per kwartaal en die Raad het ook alle magte en funksies (behalwe die funksies wat ingevolge wetgewing nie gedeleger mag word nie) aan die Uitvoerende Burgemeester gedeleger en hierdeur word doeltreffende dienslewering bespoedig.

Die Sleutelgebiede wat vir die finansiële jaar hersien is, is as volg:

- (i) GOP-hersiening
- (ii) Voorkeurverkrygingsbeleid
- (iii) Dienslewering en Infrastruktuurontwikkeling

**Die lede van die Raad is as volg tot en met 18 Mei 2011 (Munisipale Verkiesing):**

|   |                 |     |                                  |
|---|-----------------|-----|----------------------------------|
| Speaker   | Rdl Moution     | DA  | Weskus<br>Distriksmunisipaliteit |
| Uitvoerende<br>Burgemeester                     | Rdh HC Kitshoff | DA  | Weskus<br>Distriksmunisipaliteit |
| Lid van die Uitvoerende<br>Burgemeesterskomitee | Rdl EB Manuel   | OD  | Weskus<br>Distriksmunisipaliteit |
| Lid van die Uitvoerende<br>Burgemeesterskomitee | Rdh JJ Josephus | DA  | Weskus<br>Distriksmunisipaliteit |
| Lid van die Uitvoerende<br>Burgemeesterskomitee | Rdl WD Loff     | OD  | Matzikama munisipaliteit         |
| Lid van die Uitvoerende<br>Burgemeesterskomitee | Rdl EE Jordaan  | OD  | Saldanhaabai<br>munisipaliteit   |
| <b>RAADSLEDE</b>                                |                 |     |                                  |
| Rdh E Nackerdien                                |                 | ANC | Weskus<br>Distriksmunisipaliteit |
| Rdl R Skei                                      |                 | ANC | Weskus<br>Distriksmunisipaliteit |
| Rdh E Plaatjies                                 |                 | ANC | Weskus<br>Distriksmunisipaliteit |
| Rdl S Swartz                                    |                 | ANC | Weskus<br>Distriksmunisipaliteit |
| Rdl M Smit                                      |                 | DA  | Weskus<br>Distriksmunisipaliteit |
| Rdl CH Papers                                   |                 | OD  | Weskus<br>Distriksmunisipaliteit |
| Rdl C Ovies                                     |                 | ANC | Weskus<br>Distriksmunisipaliteit |
| Rdl C Karools                                   |                 | ANC | Bergrivier Munisipaliteit        |
| Rdl E Schreuder                                 |                 | DA  | Bergrivier Munisipaliteit        |
| Rdl JJ Muller                                   |                 | ANC | Cederberg Munisipaliteit         |
| Rdl W Abels                                     |                 | DA  | Cederberg Munisipaliteit         |
| Rdl M Cornelius                                 |                 | ANC | Matzikama Munisipaliteit         |
| Rdl RR Snyders                                  |                 | ANC | Saldanhaabai<br>Munisipaliteit   |
| Vakant  |                 |     | Saldanhaabai<br>Munisipaliteit   |
| Rdl MO Stemele                                  |                 | ANC | Swartland Munisipaliteit         |
| Rdh NJA Rust                                    |                 | DA  | Swartland Munisipaliteit         |
| Rdl BJ Stanley                                  |                 | DA  | Swartland Munisipaliteit         |

Municipal Elections was held on the 18<sup>th</sup> May 2011. The 1<sup>st</sup> meeting of the 3<sup>rd</sup> Municipal Council of the West Coast DM was held on 15 June 2011 after all the members of the local councils to be appointed have been appointed.

*“The municipal Council of the District Municipality has 24 (twenty-four) councillors, as determined by the sixth Amendment notice as published in Provincial Gazette Nr 6851, dated 25 February 2011*

*Ten councillors proportionally represent the parties contesting the election in the District Municipality in terms of section 23(1) (a) of the Municipal Structures Act;*

*Fourteen councillors are directly representing the Local Municipalities in terms of section 23(1)(b) of the Municipal Structures Act, which:–*

**60 % is from the following municipalities**

|                                   |                   |
|-----------------------------------|-------------------|
| Matzikama Municipality (WCO11)    | 2 representatives |
| Cederberg Municipality (WCO12)    | 2 representatives |
| Bergrivier Municipality (WCO13);  | 2 representatives |
| Saldanha Bay Municipality (WCO14) | 4 representatives |
| Swartland Municipality            | 4 representatives |

The Executive Mayoral Committee Members are the Chairpersons of the respective Portfolio Committee in terms of section 80 of the Local Government: Municipal Structures Act, Act 117 of 1998.

|                        |                  |
|------------------------|------------------|
| Executive Mayor        | Cllr JH Cleophas |
| Deputy Executive Mayor | Ald JJ Josephus  |
| Speaker                | Cllr AP Kruger   |

**Section 80 Committee and the Chairpersons:**

|  |                 |
|--|-----------------|
| Portfolio Committee: Corporate Services              | Cllr M Koen     |
| Portfolio Committee: Finance                         | Cllr AP Mouton  |
| Portfolio Committee: Social and Economic Development | Cllr I Julies   |
| Portfolio Committee: Technical Services              | Cllr BJ Stanley |

**Die lede van die Raad is as volg vanaf 15 Junie 2011:**

|  |                 |    |                               |
|--|-----------------|----|-------------------------------|
| Speaker                                      | Rdl A Kruger    | DA | Saldanhaabai Munisipaliteit   |
| Uitvoerende Burgemeester                     | Rdl JH Cleophas | DA | Swartland Munisipaliteit      |
| Lid van die Uitvoerende Burgemeesterskomitee | Rdh JJ Josephus | DA | Weskus Distriksmunisipaliteit |
| Lid van die Uitvoerende Burgemeesterskomitee | Rdl M Koen      | DA | Weskus Distriksmunisipaliteit |
| Lid van die Uitvoerende Burgemeesterskomitee | Rdl AP Mouton   | DA | Weskus Distriksmunisipaliteit |
| Lid van die Uitvoerende Burgemeesterskomitee | Rdl IF Julies   | DA | Matzikama munisipaliteit      |
| Lid van die Uitvoerende Burgemeesterskomitee | Rdl BJ Stanley  | DA | Swartland munisipaliteit      |

**RAADSLEDE**

|                 |     |                               |
|-----------------|-----|-------------------------------|
| Rdl J Swart     | ANC | Weskus Distriksmunisipaliteit |
| Rdl R Skei      | ANC | Weskus Distriksmunisipaliteit |
| Rdl IE Jenner   | ANC | Weskus Distriksmunisipaliteit |
| Rdl NG Delport  | ANC | Weskus Distriksmunisipaliteit |
| Rdl CH Heyns    | DA  | Weskus Distriksmunisipaliteit |
| Rdl WD Loff     | DA  | Weskus Distriksmunisipaliteit |
| Rdl MR Smit     | DA  | Weskus Distriksmunisipaliteit |
| Rdl CJ Snyders  | DA  | Bergrivier Munisipaliteit     |
| Rdl SR Claasen  | ANC | Bergrivier Munisipaliteit     |
| Rdl W Abels     | DA  | Cederberg Munisipaliteit      |
| Rdl JJ Fransman | ANC | Cederberg Munisipaliteit      |
| Vakant          | ANC | Matzikama Munisipaliteit      |
| Rdl JJ Cillie   | DA  | Saldanhaabai Munisipaliteit   |
| Rdl ST Vries    | DA  | Saldanhaabai Munisipaliteit   |
| Vakant          | ANC | Saldanhaabai Munisipaliteit   |
| Rdh NJA Rust    | DA  | Swartland Munisipaliteit      |
| Rdl NS Zatu     | ANC | Swartland Munisipaliteit      |

Die aantal en tipe Raad- en Komiteevergaderings gehou gedurende die 2010/2011 finansiële jaar was soos volg:

| <b>Raadsvergaderings</b>                              |    |
|---|----|
| Gewoon  | 3  |
| Spesiaal  | 5  |
| <b>Komiteevergaderings</b>                            |    |
| Uitvoerende Burgemeesterskomitee                      | 10 |
| Spesiale Uitvoerende Burgemeesterskomitee             | 0  |
| <b>Artikel 80 Komiteevergaderings</b>                 |    |
| Finansies   | 9  |
| Korporatiewe Dienste                                  | 9  |
| Tegniese Dienste                                      | 9  |
| Gemeenskapsdienste, Sosiale & Ekonomiese Ontwikkeling | 9  |

Die funksies van die Raad is as volg:

Bouregulasies (Slegs DBG), Brandbestrydingsdienste, Elektrisiteitsvoorsiening- en gasvoorsieningstelsels (DBG), Handelsregulasies, Lugbesoedeling, Munisipale beplanning, Munisipale gesondheidsdienste, Munisipale openbare vervoer, Plaaslike toerisme, Vloedwaterbestuurstelsels in beboude gebiede, Water- en sanitasiedienste, beperk tot stelsels vir die voorsiening van drinkbare water en die wegdoen van huishoudelike afvalwater en rioolvuil, Begrafpase, Beheer oor openbare steurnisse, Geraasbesoedeling, Lisensiëring van en beheer oor ondernemings wat voedsel aan die publiek verkoop, Munisipale paaie, Munisipale parke en ontspanning, Omheinings en heinings

## CONFERRAL OF ALDERMANSHIP ON COUNCILLORS

Conferral of Aldermanship on Councillors is to acknowledge long-serving members of the Council who have made a significant contribution to the communities within the West Coast District Municipality. The criteria was on Councillors who prior to 1 February 1995 serve on the council of municipalities and include concurrent service to municipalities (and disestablished municipalities) within the jurisdiction of the West Coast District Municipality (DC01).

This honour was bestowed upon five of the members of the Council.



**From left to right:  
Ald E Nackerdien, E Plaatjies, JJ Josephus, Executive Mayor, HC Kitshoff and NJ Rust.**



## **5.3 OFFICE OF THE MUNICIPAL MANAGER**

### **5.3.1 INTERNAL AUDIT**

#### **INTRODUCTION**

The Internal audit Department is pleased to present a summary of its activity's for the financial year ended 30 June 2011.

2010/2011 was again another year where the Internal audit unit moved a step closer to achieving its objectives as outlined in the definition of Internal audit, that is, Internal Audit as an independent and objective, assurance and advisory function, is designed to add value to the West Coast District Municipality by improving the operations of the municipality as a whole. With the pace of change that Local Government experiences, it is our mission to continually support management to ensure that risks to the municipality are appropriately identified, managed and monitored.

#### **OVERVIEW 2010/2011**

In 2012/2011 we continued to build on the foundations set in the 2010 year end. We focused on solidifying the foundations of the unit as well as be more visible in our actions. Below is a summary of progress made under the three functional areas of internal audit; Risk, Control & Governance.

#### **Risk Management**

Whereas in 2010, we developed the risk management process and policies. 2011 was the year of implementation. We embarked on conducting quarterly risk assessment workshops with the executive management, middle management and section heads. Although the process was a bit slow at first, we managed to conduct risk assessment workshops during each quarter, with the September 2010 quarter used as a test run. By the end of the financial year end, we, together with management managed to produce a risk register that outlines the organization's risks identified, the controls in place and risk owners. We also paid closer attention to fraud related risks as part of our workshops. Together with the Risk Committee, our drive was to ensure that risk management was appropriately prioritised.

#### **Internal Controls**

The audits conducted during the year assist the internal audit unit determine the level of adequacy and effectiveness of internal controls. During the current year end the following audits were conducted:

- Follow-up Audits (2009/2011)
- Leave Applications review
- Performance Management Audit 2009/2010
- Performance Management
- Analytical review of 2009/2010 Financial Statements
- Assessment of 2011/2012 KPI's

#### **Governance**

During the year we continued with the quarterly fraud declarations per directorate. During the year, fraud declarations were performed for all the quarters for the year ended 30 June 2011.

We also assisted the Municipality establish a platform for the reporting of fraud, via our internal newsletter in conjunction with the Public services Commission, utilising the National Anti-corruption hotline. We also assisted in designing posters and distributing the posters to our administrative buildings, advertising the number for reporting fraudulent activities. Together with fraud risks that are identified during the risk assessment workshops; we are currently developing awareness workshops that will focus on communicating the municipality's goals on Integrity, fraud and governance process to all administrative staff.

## **2011/2012**

2011/2012 is expected to be yet another busy year, for the internal audit unit as we look to build on. Our key focus areas for 2011/2012 will be:

- To achieve our targeted percentage for completion of our Risk based audit plan;
- Perform self-assessments in line with our Quality Improvement programme and;
- Finalise and enhance our internal audit methodology.



## 5.3.2 STRATEGIC SERVICES

The Strategic Services division has the following scope of **functional responsibility**:

- Managing the Performance Management System (PMS) and Service Delivery Budget implementation Plan (SDBIP)
- Facilitating Inter-Governmental Relations (IGR) processes
- Providing strategic management and planning support to the West Coast District Municipality and Local municipalities within the region
- Managing and implementing the Municipal Systems Improvement Grant (MSIG) administered by the West Coast District Municipality
- Providing Monitoring and Reporting services for the District Municipality

In addition hereto, the function of Regional Economic Development co-ordination from the side of local government, for West Coast District Municipality, was added to the fold over the reporting period. This includes aspects of resource mobilization as well as strategic communications, in this regard.

Furthermore, as the Municipal Manager is the responsible Project Champion for shared services in the region, the project facilitation in this regard was also added to the portfolio.

### OBJECTIVE

The main objective of Strategic Services Division is to play a strategy management and planning role in the West Coast District Municipality and similarly supporting local municipalities in the West Coast Region.

There were several result areas against which performance will be reported for the course of the reporting period. These will be described below.

### RESULT AREAS

#### Strategy management and planning

##### *Still From Strategy to Action*

Picking up on the theme of “from Strategy to Action” from the last reporting period, this process was continued and worked through in great detail, zooming in on what has been achieved, what have been the challenges for implementation, where do we need to support, and are there significant new objectives that have to be incorporated into the planning for the new financial year.

It provided the opportunity to pause and rethink strategy taking into account the lessons over the past year, and how do we need to adjust our planning to achieve better results.

This also informed the compilation of the Top Level SDBIP in March as well as the formulation of the Departmental SDBIP. Both these processes took the form of in-depth departmental work sessions to formulate and refine key performance indicators (KPIs) and set and review performance targets.

The District Municipality during this reporting period also developed the SDBIP content internally



during this round, ensuring rigorous participation and ownership by internal departments.

### **Inter-Governmental Relations(IGR) facilitation, Shared services and -support and Municipal Systems Improvement Grant (MSIG)**

Over the reporting period through Strategic Services, continued support and facilitation regarding Inter-Governmental Relations within the region and beyond within the Province was provided through the following key engagements:

- On-going policy and strategic management support to the District Co-ordinating Forum (DCF) and the DCF technical committee (DCFTECH)
- Performance Management support to B municipalities in the region, particularly Saldanha Bay municipality
- The engagements through the IDP/ LED Managers forum
- In addition to the regular meetings and engagement of the DCFTECH committee, bi-laterals between the municipalities also served to identify and strengthen areas of shared support between the District Municipality and other municipalities.
- Through the policy support provided agenda setting and cascading of agenda items ensured that a number of issues on the regional agenda were elevated to the new Premiers Co-ordinating Forum (PCF) to be addressed as a matter of provincial importance.
- Drawing up a terms of reference to conduct a readiness audit for shared services in the region
- Engagement at a briefing by a number of District Municipalities regarding the progress with respect to their shared services processes as well as a provincial wide de-brief of all the District Municipalities regarding shared services and support as well as starting a formalized discussion on the future role of and redefining District Municipalities
- The Office of the Municipal Manager facilitating a partnership between the District Municipality and the German International Co-operation (GIZ) to partner on conducting the readiness audit for shared services in the region. This partnership has since grown into a very strong “Intergovernmental relationship” and has developed into other partnership and support areas as well.
- Following the conclusion of the readiness audit of shared services which was presented to a meeting of the DCFTECH, specific business plans were to be drawn up and Memorandums of Understanding was to be concluded between the participating municipalities.
- As part of Governance and Strategic Management support which is provided with the region to amongst others the West Coast Community Foundation, the Office of the Municipal Manager participated in an international conference on governance and philanthropy in Como, Italy as well as presenting South African leadership and governance case studies during the launch of the Mirafiori Community Foundation in Turin and business meetings with the Bergamo foundation amongst others. This further strengthens building intergovernmental- and international relations.

Through implementing the Municipal Systems Improvement Grant (MSIG), the following outputs were achieved under:

- *Implementation of Municipal Turn around Strategies:* Planning support for performance management: - KPI formulation-breakdown of TAS into implementable targets and indicators



- *Ward Participation System:* - District Management Area - Public Participation processes and IDP
- *Municipal Viability & improvement of Municipal Audit Outcomes:* Municipal valuations – Collection of property taxes and valuations
- *Implementation of by-laws,policies and systems that support local government legislation:* Contract management, leave system and labour relations system

## **Regional Economic Development (REDS) operationalisation**

With Regional Economic Development co-ordination now being driven in the Office of the Municipal Manager, the programme focuses on the following two areas:

- Technical/ capacity support to the B municipalities, especially around potential mega projects within the municipal areas or across the region
- Support to regional investment promotion within the region

Following on the REDS operationalization process, some concrete results were achieved over the reporting period.

These are the:

- Facilitation support by the WCDM to the Saldanha Bay Communications forum to amongst others, craft a terms of reference and conduct priority planning for the forum
- A facilitation process that expedites Local and Regional Economic Development through workshopping key economic drivers and sectors at municipal level, and engaging on development partners and key stakeholders. This was conducted through a structured workshop process for all municipalities as well as follow-up discussion sessions that dealt with the sectoral information in detail.
- Technical capacity support within the Matzikama Municipality through facilitating the compilation of a high-level business plan for the Doring Bay Atlantic Pebble project with the aim of attracting investment and securing funding applications.

A select number of regional investment promotion and facilitation initiatives were driven concentrating on electronic investment destination attraction as well as Regional and National business investment and promotion print publications. A planned trade and investment summit engagement had to be deferred due to its cancellation at short notice. Further work is in process on documenting and articulating the investment promotion strategy that is being followed.

## **Performance Management System (PMS), SDBIP (Service delivery budget implementation plan) and Monitoring and Reporting**

The following reporting instruments' input was co-ordinated throughout the year:

- The annual performance report
- The mid-year performance assessment report
- Quarterly performance reports
- Section 47 municipal performance report

The District Municipality has over the reporting period continued to make use of a fully electronic

## Performance Management System.

During the reporting period the process of cascading performance management was continued and consolidated to include Managers reporting directly to Section 57 appointees and training sessions were conducted, performance agreements drafted and concluded for most of these managers.

The key planning instruments such as the SDBIP, Performance Contracts for Section 57 appointees and Mid-Year Performance Assessment report were all compiled and submitted on or before its submission deadline due to the submissions and input of the respective staff. The SDBIP content as well as drawing up Performance Contracts were also internally driven with the aid of best practice templates.

Performance Management System support was also continued to B-Municipalities in the West Coast region, especially Saldanha Bay municipality in the management of the funding support.



**Mirafiori Community Foundation Turin**

**International Conference Worksession – November 2010**



**Strategic Service Session – November 2010**

### 5.3.3 TOURISM

**The Division: Tourism has the following scope of functional responsibility:**  
**“Promotion of local tourism for the area of the district municipality” through**

- Sustainable Tourism Growth and Development
- Promotion of Regional Tourism on the West Coast in a Responsible and Sustainable way.
- Tourism Service Excellence
- Tourism Education, Awareness and Outreach to the Public and Communities
- Tourism Sector Transformation
- Tourism Sector Knowledge and Policy Leadership
- People Empowerment and Job Creation
- Integrated Tourism Governance

**Objectives of the Tourism Division:**

- To grow the levels of local, domestic and international tourism to and within the West Coast;
- To market the West Coast tourism products to identified target markets;
- To complement and co-operate with tourism marketing and development initiatives at national, provincial, and regional levels;
- To ensure the alignment and integration of tourism at all levels with the other planning, development, conservation, infrastructure and service departments and authorities;
- To create employment and facilitate human resource development;
- To integrate previously disadvantaged communities into the tourism industry;
- To facilitate the identification and development of tourism products which are in line with tourism demand;
- To stimulate and facilitate investment into the tourism industry;
- To maximise the economic impact of benefits flowing from tourism within the West Coast and minimise leakages; and
- To ensure the sustainability of all tourism resources.

## Overview

The past year represented positive changes in that a new tourism marketing officer was appointed. The tourism strategy was reviewed to form part of the Regional Economic Development Plan of the West Coast District Municipality and Agreements were also signed with the following important tourism role players to improve tourism services for the West Coast:

- CTRU (to be signed August 2011)
- The West Coast RTO, (MOA signed in August 2010)
- The West Coast Biosphere re the R27 Information HUB (MOA signed in Aug. 2010)
- Cape Town Tourism (JMA signed in August 2010)

At national level, we participated in the development of the National Tourism Sector Strategy (launched on 24 March 2011 in Durban) and will engage further to make its implementation a success.

Dynamic promotion of the West Coast region was done in collaboration with the other local municipalities as well as the local tourism organisations and the following **awards** were won by West Coast Tourism:

### **Cape Outdoor Expo (Oct. 2010)**

Gold award for Stand Design and Presentation as well as the trophy for Service Excellence.

### **Beeld Expo (Feb. 2011)**

Silver award for Best Stand

### **PMR Awards (April 2011)**

Diamond Arrow award for organisations who have done the most to enhance tourism and conservation regarding economic growth and the development of the Cape West Coast region.

### **Film, Art & Tourism Festival, Warsaw, Poland (June 2011)**

The SA Embassy and entered in the VI Film, Art & Tourism Festival. It received a Special Award at the Festival which was held from 17-18<sup>th</sup> June. The VI FilmAT -Film, Art & Tourism Festival took place in Warsaw and its main objective is selecting the best tourfilm productions produced in every part of the world. The entrants are judged by an international jury comcomposed of the best specialists in the film making industry, advertising and tourism.



## 1. DEVELOPMENT

| 1.1 Assisting SMME's and communities to grow tourism |  |  |
|--|--|--|
| R27 HUB  | With the financial aid from DEDAT, and agreements with CTRU and CWCBR a visitor information centre was established at the R27/Yzerfontein crossing.  | September 2010   |
| Assisting BEE Products:<br>Algeria                   | Algeria - upgrade the current Road stall, developing a camping site with splash pool. Meetings were held with the community and funding was allocated by TMF. 13 Other small projects in the West Coast also received funding for Hiking trails (Swartland), "Kookskerms' (Matzikama) and other environmental projects. (Saldanha Bay and Bergrivier)  | February 2011  |
| BEE SMME Training                                    | <p>Tourism Awareness workshops were hosted in Velddrif, Riebeek-Kasteel and Wesbank, Malmesbury.(49 emerging tourism entrepreneurs attended) Wupperthal, Langbome, Heuningvlei and Elandskloof. (79 emerging tourism entrepreneurs attended) Kleinvlei, Suurrug, Wupperthal, Langbome. Heuning-vlei (229 entrepreneurs attended), Kliprand (12)</p> <p>As part of the DEDAT's tiered support system, 17 emerging tourism entrepreneurs were trained as Tourist Guides and 16 qualified and are now registered guides.</p> <p>11 SMME's were awarded in different categories to encourage excellent service delivery in tourism.</p> <p>27 Tourism Officials from the B-mun and C-mun were educated on the tourism activities in the Cederberg Region. Each year another region is visited.</p> <p>5 Guides &amp; Marshalls were trained and guided 120 learners from the West Coast, England &amp; Germany on a township tour in IlengeLethu.</p> <p>Buddy programme with NDT assist 20 students to work in established businesses (internships) in the West Coast Regions.</p> <p>Exhibition training was done with 21 tourism officials and SMMEs to prepare them for Indaba</p> | <p>July 2010<br/>August 2010</p> <p>February 2011<br/>May 2011</p> <p>September 2010</p> <p>September 2010</p> <p>November 2010</p> <p>Desember 2010</p> <p>April 2011</p> <p>April 2011</p> |
| Road signage   | In partnership with CTRU the N7 Route was developed and signage was erected on the N7.   | December 2010  |
| West Coast Decoded                                   | This set of itineraries was updated (to give greater exposure to the northern regions) redesigned and reprinted for INDABA 2011.   | February 2011  |
| Cultural/Historic Route                              | West Coast Tourism is in the process to develop a cultural/heritage route in collaboration with DEDAT.   | Ongoing  |

## 2. MARKETING

The following marketing tools were used to promote tourism on the West Coast

|   |  |  |
|---|--|--|
| <b>Expos attended:</b>                            | Outdoor Expo Franschoek: Oct. 2010<br>Beeld Holiday Expo Johannesburg: Feb. 2011<br>Tourism Indaba Durban: May 2011<br>Namibia Expo Windhoek: June 2011  | <u>Visitor numbers</u><br>16 500 SA<br>24 368 SA<br>11 205 -89 Countries<br>18 798 - International       |
| <b>Brochures</b>                                  | West Coast Decoded Maps (20 000)<br>Travel Mosaic Brochures (20 000)<br>Reis Mosaiek Brosjures (10 000)  | <u>Printed</u><br>February 2011<br>February 2011<br>February 2011  |
| <b>Promotional Material</b>                       | Promotional Bags (1 000)<br>Branded Lipbalm (200)<br>Sharkfin Banner (1)<br>West Coast DVDs copied and distributed (450)<br>Branded Pens (500) & Branded Lip Balm (500)<br>Logos for WC Tourism (8)<br>Photos for Photographic Library | October 2010<br>Desember 2010<br>January 2011<br>February 2011<br>April 2011<br>March 2011<br>April 2011 |
| <b>Advertisements in Magazines and Newspapers</b> | Die Burger Blombylaag<br>Smart Holidays<br>Weg/Go<br>Country Life<br>Your Travel Companion<br>West Coast Escape Magazine<br>Watchman Regional newspaper  | Julie 2010<br>August 2010<br>August 2010<br>September 2010<br>October 2010<br>December 2010 April 2011   |
| <b>Television &amp; Radio</b>                     | Passport to the World –<br>Radio Helderberg 93,6 FM<br>Weskus Radio – 92.3 FM<br>Namibian Radio - 99 FM  | April 2011<br>Junie 2010<br>June 2011  |
| <b>Educationals for tour operators and media</b>  | Educational were organized in collaboration with regions to show case the West Coast region.<br>Chinese Touoperators (10)<br>Tour Operators & - guides from Cape Town (28)   | November 2010<br>November 2010<br>January 2011   |



## CLOSURE

Tourism is one of the fastest growing sectors of South Africa's economy with its contribution to the country's gross domestic product (GDP) reached almost 12% by the December of 2010. The tourism industry in the Western Cape contributes 14% to the total (GDP) of the province and makes a significant contribution to economic development and jobs, thus being the most important growth force in the province.

Although it is rather difficult to compile absolute correct statistics on visitor numbers and money spent, our numbers show that we have reached the target of a 2,5% increase towards the GDP of the West Coast region.

### Visitor Statistics for the year ; 1 July 2010 – 30 June 2011

| FESTIVALS | ICONS & ATTRACTIONS | ACCOMMODATION | RESTAURANTS | INTERNATIONAL VISITORS TO TOURISM OFFICES | NATIONAL VISITORS TO INFORMATION OFFICES |
|-----------|---------------------|---------------|-------------|---|--|
| 137 781   | 307 810             | 336 866       | 429 599     | 18 127                                    | 78 705                                   |

## 5.4

## DEPARTMENT CORPORATE SERVICES

| Focus Area                  | Objectives   | Achievement  |
|-----------------------------|--|--|
| <b>Human Resources</b>      | The control and management of an effective human resources system.   | *Human resources policy implemented;<br>*Personnel are being recruited and selected;<br>*Training is being offered;<br>*Personnel database is being maintained.  |
| <b>Skills Development</b>   | The compilation and implementation of a skills development plan.   | Skills development plan has been approved.   |
| <b>Employment Equity</b>    | The compilation and implementation of an employment equity plan.   | Employment equity plan has been approved.  |
| <b>Financial Management</b> | Efficient management of Corporate Services/budget.   | Efficient management of allocated budget.  |
| <b>Administration</b>       | The management of an effective administrative system in the organisation.  | Providing office, administrative and telecommunication support.  |
| <b>Council Meetings</b>     | As the administrative arm of the municipality, this section renders an administrative support service to Council and its political structures. | *Council meetings took place according to the Council's Order of Proceedings;<br>*Distributing of council resolution to various departments within the organisation;<br>*Council resolutions have been implemented.  |
| <b>Records Management</b>   | Operates with the maintenance and distribution of records and archives in compliance with legislation.   | The core responsibility is the management of the municipality's incoming and outgoing mail and to enable the Municipality to find the right information easily and comprehensively.<br><br>Furthermore this section manages access to records and serves as a centre for the receipt, distribution and dispatch of correspondence. |
| <b>Annual Report</b>        | Compilation and distribution of the Annual Report in compliance with the relevant legislation.   | The Annual Report is a true reflection of the activities that occurred within the organisation.  |
| <b>Policies</b>             | Drafting of policies as requested  | Policies are drafted according relevant legislation.   |

The Department Corporate Services consists of the following divisions:

**1. DIVISION CORPORATE SUPPORT SERVICES**

As the administrative arm of the municipality, this section renders an administrative support service to Council and its political structures and is responsible for the effective management of administration in the organisation.

**The Division Corporate Support Services consists of the following sections:**

- i) Secretariat Services
- ii) Office Support Services:
  - Records Management (Electronic Document Management System)
  - Switchboard and Reception
  - Caretaker and Cleaning Service
  - Reprographer
- iii) Policies, by-laws and procedures

**2. DIVISION HUMAN RESOURCE DEVELOPMENT**

*(Chapter 3 provides a thorough outline of the Human Resource Development function)*

- (i) Compilation of skills development plans;
- (ii) Implementation of skills development plans;
- (iii) Recruitment and selection of personnel;
- (iv) Compilation and implementation of employment equity plan;
- (v) Administration and personnel appointments.

**3. DIVISION INFORMATION AND TECHNOLOGY MANAGEMENT**

This section is responsible for the following:

- (i) Establishment of a functional computer network
- (ii) Updating of computer licences
- (iii) Computer support services
- (iv) Establishment of a Geographic Information System for the Council

**4. DIVISION PUBLIC RELATIONS**

Drafting and using the printed media (the newspapers) to improve the image of the West Coast District Municipality externally.

The Department Corporate Services renders support services to the Council, Department Finance, Technical Services and Community Services, Social and Economic Development.

## **CORPORATE SUPPORT SERVICES**

As the administrative arm of the municipality, this section renders and is responsible for the effective management of administration in the organisation.

Monthly lists of all requisitions approved by the Manager Administration are submitted to the Head of Department for information purposes. Since certain delegation powers are set according the Supply Chain Management Policies, the list is submitted to the Director to ensure that requisitions sign are within the delegation of the Head of this Division Corporate Support Services.

Control and management of the department's budget are exercised.

### **SECTION: SECRETARIAT FUNCTION**

As the administrative arm of the municipality, this section renders an administrative support service to Council and its political structures.

- This section is responsible for the drafting, preparation, compiling and distribution of council agendas and minutes;
- Enhance communication between council and the various departments regarding the implementation of council decisions;
- Covers the whole spectrum from when items are submitted to council or its Standing Committees until the resolution has been taken and implemented;
- Review and Editing of Council agenda and minutes;
- Render a secretariat function to the various committees of the West Coast DM;
- Receives reports from the various departments on all matters that must be handled by the respective committees of the Council in terms of the delegations;
- Submit those matters referred for consideration by the respective committees;
- Distribution of Council Resolution for Implementation
- Distributing of council resolution to various departments within the organisation
- Updating of Council Resolution and Executive Mayoral Committee resolution on Ignite.
- Distribution of Council agenda timeously;
- Resolutions of the meeting are available five working days after the meetings were held;
- Handle enquiries regarding Council resolutions of previous years;
- Ensuring that council minutes are available on the Website of the municipality;
- Advertising of Council meeting dates in terms of Section 19 of the Municipal System Act, Act 32 of 2000.
- Updating of Council Resolutions on the "Ignite" System;

After completion of the Council meeting, this section is also responsible for the distribution of Council resolutions to the various departmental heads to ensure that Council's resolutions are adhered to.

Meetings held from 1 July 2010 – 30 June 2011

|     | KOMITEE   | PERIODE                                 | TOTALE VERGADERINGS |
|-----|---|---|---------------------|
| 1   | Raad  | Kwartaalliks                            | 3                   |
| 2   | Spesiale Raad   | Op spesiale versoek / kort kennisgewing | 5                   |
| 3   | Uitvoerende Burgemeesterskomitee                                | Maandeliks                              | 10                  |
| 4   | Spesiale Uitvoerende Burgemeesterskomitee                       | Op spesiale versoek / kort kennisgewing | 0                   |
| 5   | Portefeuljekomitee Finansies                                    | Maandeliks                              | 9                   |
| 6   | Portefeuljekomitee Tegniese Dienste                             | Maandeliks                              | 9                   |
| 7   | Portefeuljekomitee Gemeenskapsdienste                           | Maandeliks                              | 9                   |
| 8   | Portefeuljekomitee Korporatiewe Dienste                         | Maandeliks                              | 9                   |
| 9   | Spesifikasie-, Evalueringskomitee                               | Maandeliks                              | 12                  |
| 10  | Bod Toekenningskomitee  | Maandeliks                              | 13                  |
| 11  | Ouditkomitee  | Kwartaalliks                            | 4                   |
| 12  | District Coordinating Committee (DCF)                           | Kwartaalliks                            | 3                   |
| 13  | District Coordinating Committee - Technical Committee (DCFTECH) | Kwartaalliks                            | 2                   |
| 14  | Watermoniteringskomitee   | Kwartaalliks                            | 4                   |
| 15  | Watermoniteringskomitee TECH (Tegniese Komitee)                 | Kwartaalliks                            | 1                   |
| 15. | Oorsigkomitee   | Op versoek                              | 1                   |
| 16  | Weskus Distrik Evalueringskomitee (DEK)                         | Maandeliks                              | 7                   |
| 17  | Risiko Bestuurskomitee  | Kwartaalliks                            | 4                   |

## **SUPPORT SERVICES FUNCTION**

This section is responsible for providing office, administrative and telecommunication support and is as follows:

- Maintenance and distribution of records and archives as well as document management in compliance with relevant legislation and regulations;
- Collaborator - Uniform and integrated electronic record-keeping system
- Provision of effective office support service
- Co-ordination, administering and provision of telecommunication support
- Provision of office cleaning services
- Provision of printing / reproduction services
- Provision of messaging service

### **Records Management**

Archive Services complied to requirements according to the National Archives and Record Service of South Africa Act, 1996 with amendments in 2001, the National Archives and Records Service of South Africa Regulations as well as the Records Management Policy of the West Coast DM as approved by Council on 27 August 2008, Council Resolution 08/08/27/10.1.1.

The file plan of the Council has been approved by the Western Cape Provincial Archives and Records Service.

This section operates with the maintenance and distribution of records and archives in compliance with legislation. Managing records retrieval, retention and Disposal of records as stipulated in the Records Management Policy.

*There core responsibility is the management of the municipality's incoming and outgoing mail and to enable the Municipality to find the right information easily and comprehensively.*

The section manages access to records and serves as a centre for the receipt, distribution and dispatch of correspondence.

### **Electronic Document Management System (Collaborator)**

The Electronic Document Management system was obtained to address records management in a comprehensive manner within the guidelines of both the Provincial Archives of the Western Cape and the National Archives. Officials and new appointees that are registered as users are trained to ensure they know how to use the system.

The electronic work flow processes therefore complies with all legislative requirements.

### **Fleet Management**

The Records Section is responsible for the booking of council vehicles and arranging for vehicle services. Vehicle logbooks are kept updated and a list are distributed to the Managers Expenditure.



No written complaints regarding the availability of vehicles were received for the abovementioned months.

### **Switchboard and Reception**

As the head-office of the West Coast District Municipality public relations is an integral part of the organisation. Liaison with the public and the promotion of the Batho Pele principles and deliver and promote service delivery to the public.

Ensure client service which includes reception and telecommunication services at Council's various offices.

The implementation of appropriate telecommunications systems and ensure cost effective and service delivery orientated telephone and cellular communication within the Council.

### **Reprographer**

Rendering an effective reprographer service to ensure an effective and timely reprographer function regarding the fabrication of photocopies to the Administrative offices of the Council as serve as a support service delivery function to the Council.

### **Caretaker and Cleaning Service**

This section delivers an effective cleaning and caretaking service to the Administration buildings of the municipality.

This section is responsible for the Controlled access of WCDM I and WCDM II. All entrances of the buildings are controlled by Controlled access mechanism during and after office hours.

With regard to Cleaning Services no complaints were received.

## **LEGAL ADMINISTRATION**

This section strives towards compliance with relevant legislation in this department.

- Assist in the formulation of by-laws, policies and procedures to ensure that the municipality complies with all relevant legislation.
- Reviewing and assisting in the drafting of by-laws to ensure compliance with constitutional and other legislative requirements
- Processing and preparation of by-laws for publication

Legislation regarding Local Government is updated on the intranet.

## Verlag van die Openbare Skakelbeampte / Report from the Public Relations Officer vir die tydperk/ for the period June 2010 – June 2011

### Inleiding

Die afgelope jaar het weer sy normale “ups and downs” gehad t.o.v die plaaslike media. Van hulle het verdwyn en is vervang met ander uitgawes. Een nuwe ligpunt in die kommunikasie arena, is die tot standkoming van die provinsiale kantoor vir kommunikasie onder leiding van mnr. Craig Mitchell and Caitlin Nash. Die nuwe departement is 'n stap in die regte rigting en behoort kommunikasie in die Wes-Kaap 'n groot hupstoot te gee, veral in die Weskus waar kommunikasie behoorlik aan die agterste speen suig .

Later vande week (Donderdag 7 Julie 2011), word 'n werkswinkel in verband met kommunikasie hier by WKDM beplan. Na afloop van die projek behoort daar meer duidelikheid oor die rol van die skakelbeampte binne die verskillende munisipaliteite in die distrik en nuwe riglyne uitgestippel te wees oor die pad vorentoe. Dit beteken dat kommunikasie 'n nuwe en baie opwindende tydvak binnegaan. Dat die gebrek aan behoorlike kommunikasie een van die groot leemtes in ons verskillende rade is, is 'n punt waaroor daar heelwat debat gevoer kan word.

Vroëer van jaar is 'n vergadering vir skakelbeamptes in die Wes Kaap deur Toerisme gehou . Daar was dit opvallend hoe ongelukkig baie van die beamptes was oor die miskenning van hulle rolle by hulle onderskeie instansies.

### Die doel

Die doel van die kommunikasie afdeling is om die beeld en die werksaamhede van die raad aan die gemeenskap bekend te stel. Om die gemeenskap in te lig oor verwickelinge en om insette vanaf laasgenoemde te ontvang en dit onder die aandag van die raad te bring. Die afgelope tyd het ons heelwat gevorder in die bekendmaking van die raad se werksaamhede.

Hier volg 'n opname van die publikasies wat in die tyd in die plaaslike media verskyn het.

| <b>Koerant</b>  | <b>Aantal publikasies</b>                          |
|---|--|
| Weslander – verspreiding in die Weskus:                       | 16 publikasies                                     |
| Swartland/ Monitor ( is later deur) Swartland Gazette vervang | 12 publikasies                                     |
| Die Courant   | 5 publikasies (wat 'n volblad advertensie insluit) |
| Die Plattelander - Noordelike gebied van die Weskus           | 3 publikasies                                      |
| Ons Kontrei   | 2 publikasies. (Dit mag meer wees)                 |
| Nasionaal - Die Burger  | 1 publikasie                                       |

### Interne nuusbrieff

Saam met bogenoemde het die raad ook sy eie interne nuusbrieff, naamlik die Wessie wat kwartaaliks verskyn. Twee van hierdie uitgawes word in wit en swart uitgegee en twee in vol kleur. Die nuusbrieff het homself nou gevestig en is een van ons belangrikste kanale om met die gemeenskap te kommunikeer.

Op 'n daaglikse basis word die nasionale koerante deurgegaan om te sien of daar enige artikels rakende die streek, of munisipale belange genoem word. In dien dit wel gebeur word sulke artikel geskandeer en aan die betrokke departemente gestuur, insluitend die burgemeester en uitvoerende bestuur. In die afgelope jaar het nagenoeg 12 sulke artikels verskyn, wat dan ook aan die nodige rolspelers voorsien is.

### **Toekoms**

Om die kommunikasie tussen gemeenskap en raad verder te verstewig, is daar onlangs ook 'n webtuiste komitee gestig, wat op 'n gereelde basis vergader om toe te sien na die opgradering, die byhou van informasie en om dit meer gebruikersvriendelik te maak.

### **Probleme**

'n Nuwe tendens is besig om pos te vat onder ons plaaslike media en moet teen gewaak word. Die kom al hoe meer na vore dat plaaslike koerante van ons stories gebruik, dit omswaai in advertensies en dan verwag ons moet ten duurste daarvoor betaal. Die praktyk hou gevaar in dat ons dit later aan al die plaaslike koerante sal moet doen en op hierdie wyse sorg dat ons publikasie geleenthede bekom. Tweede probleem wat daarmee geskep word is dat ander koerante wat nie voordeel trek uit die situasie nie, kan weier om ons berigte te publiseer, wat nuusdraend is. Die bekommernis is reeds onder die seniors se aandag gebring en is voorsorgmaatreels in plek gestel om die soort van wanpraktyk die hoof te bied.

### **Slot**

Dat die nuwe jaar vir belowend lyk, is gewis. Die herbesinning oor 'n aangepaste kommunikasie strategie is hoog op die prioriteitslys en sal meer aandag aan gegee word in die nuwe termyn. Dit sal maak dat die implimentering van die strategie, sake meer sal vaartbelyn maak en beter kommunikasie tot gevolg sal hê. Die samewerking tussen die nuut gestigte provinsiale kommunikasie afdeling is goed opdreef en hulle speel al hoe meer 'n groter rol in die rigting wat kommunikasie gaan inslaan in die nabye toekoms, hier in die Weskus.

## 5.5 FINANSIES

Die Finansies funksie is verantwoordelik vir die bestuur van die korporatiewe finansiële sake van die Distriksmunisipaliteit ten einde maksimum benutting van die beskikbare finansiële hulpbronne te verseker.

*Die funksie verskaf strategiese finansiële bestuur. Dit stel ook die jaarlikse munisipale begroting en finansiële state op en implementeer en hou 'n beheerstelsel in stand om te verseker dat akkurate inligting rakende die Distriksmunisipaliteit se finansiële posisie vir interne en eksterne rolspelers beskikbaar is sodat hulle ingeligte besluite kan neem.*

Die volgende is 'n gedetailleerde beskrywing van die hoofaktiwiteite:

- Tesouriebestuur – versekering en risikobestuur, lenings en beleggings, betaalstaat en batebestuur.
- Rekeningkundige Dienste – kontantvloeibestuur, kosteberekening en finansiële rekordhouding.
- Inkomstebestuur – kredietbeheer, skuldinvordering, diverse debiteure en invordering van SDR-debiteure.
- Finansiële Bestuur – begrotingopstelling, begrotingsbeheer en verslagdoening, opstelling van finansiële state.

### 5.5.1 'n Ontleding van Debiteure word soos volg uiteengesit:

#### Debiteure-ontleding soos op 30 Junie 2011

| <u>DEBITEURE</u>     | <u>HUIDIG</u> | <u>30 DAE</u> | <u>60 DAE</u> | <u>90 DAE</u> | <u>120+ DAE</u> | <u>TOTAAL</u> |
|----------------------|---------------|---------------|---------------|---------------|-----------------|---------------|
|                      | (R)           | (R)           | (R)           | (R)           | (R)             | (R)           |
| Ander Debiteure      | 4 398 716     |               |               |               |                 | 4 398 716     |
| Behuising Debiteure  | 76 707        | 11 011        | 1 146         | 102           |                 | 88 966        |
| Verbruiker-debiteure | 6 110 984     | 241 970       | 90 055        | 23 431        | 80 639          | 6 547 079     |

## Debiteure afgeskryf

| <u>TYDPERK</u>          | <u>GETAL REKENINGE</u> | <u>WAARDE (R)</u> |
|-------------------------|------------------------|-------------------|
| Julie 2010 – Junie 2011 |                        | 411 444           |

### 5.5.2 Lopende krediteure op 30 Junie 2010

| <u>Lopende Krediteure</u> | <u>Bedrag (R)</u> |
|---------------------------|-------------------|
| Handelskrediteure         | 4 247 667         |
| Verlofgelde               | 3 563 527         |
| Munisipale Dienste        | 46 719            |
| Retensiegelde             | 5 397 875         |
| Huurkontrakte             | 2 687 555         |
| Ander                     | 16 770 550        |
| Totaal                    | 32 713 893        |

### 5.5.3 Kredietgradering

Die Distriksmunisipaliteit het homself aan 'n kredietgradering deur Global Credit Rating onderwerp en het die volgende gradering vir 2010 verkry:

Korttermyn           A1-

Langtermyn           A-

### 5.5.4 Eksterne Lenings

Besonderhede van Lenings

| <u>EKSTERNE LENINGS</u>        | <u>BALANS 01.07.2010 (R)</u> | <u>BYGEOVOEG (R)</u> | <u>TOT OP DATUM BETAAL</u> | <u>AFGELOS (R)</u> | <u>LOPENDE BALANS 30.06.2011 (R)</u> |
|--------------------------------|------------------------------|----------------------|----------------------------|--------------------|--------------------------------------|
| Departement Waterwese @ 15.58% | 1 138 809                    |                      | 30.06.11                   | 1 138 809          |                                      |
| INCA@12.54%                    | 27 120 215                   |                      | 31/12/09 en 30/06/10       | 2 131 942          | 24 988 272                           |
| DBSA@11.73%                    | 38 177 186                   |                      | 31/12/09 en 30/06/10       | 2 322 814          | 38 177 186                           |
| ABSA@9.69                      |                              | 35 000 000           |                            |                    | 35 000 000                           |

### 5.5.5 Vertraagde en Wanbetalings

Die distrik het sy skuldverpligtinge nagekom soos en wanneer dit betaalbaar was en het daarom geen vertraagde of wanbetalings nie.

### 5.5. Verrigting van hierdie funksie word soos volg opgesom:

| Sleutelprestasiereë  | Werklike Verrigtinge   |
|--|--|
| 1. Begroting 2010/2013   | 'n Driejaar-begroting is binne die tydsraamwerk van Nasionale Tesourie opgestel.   |
| 2. Finansiële State: GRAP  | Die boekjaarstate is binne die vasgestelde tydperk in Seksie 126 (1) (a) van die MFMA opgestel.  |
| 3. Standaardbegroting- en beheermaatreël en verslagdoening-meganisme | Dit is die tweede jaar waarvolgens die finansiële state opgestel word in die GRAP formaat soos vereis deur Artikel 126 (1) deur die Wet op Plaaslike Regering: Munisipale Finansiële Bestuur, 2003 (Wet no. 56 van 2003) |
| 4. Skuldbestuur  | Raad het 'n gesonde kontantvloei gehandhaaf en lenings terugbetaal soos en wanneer hulle betaalbaar was.   |

### 5.5.7 Plaaslike Regering: Finansiële Bestuurstoekening

Die doel van hierdie toekening is om verbeterings aan munisipale finansiële bestuur te bevorder en te ondersteun en om die Wet op Munisipale Finansiële Bestuur (Wet 56 van 2003) te implementeer.

'n Bedrag van R 1 000 000.00 is vir 2010/2011 ontvang.

### 5.5.8 Verkrygingsbeleid

Die Raad het die Voorsieningskanaalbestuursbeleid aanvaar by die Raadsbesluit, 14 Desember 2005 en voorsieningskanaalstelsels is geïmplementeer vanaf 1 Januarie 2006 ingevolge die Wet op Munisipale Finansiële Bestuur, Wet no. 56 van 2006.

**Government Entity  
Local Sphere  
Western Cape Provincial Government  
DC1 West Coast  
201007 to 201106**

| Contract Number | Contract Date | Supplier                       | Black Equity % | Black Woman Equity % | White Woman Equity % | Contract Value ZAR | Premium Paid ZAR | Premium Paid % |
|-----------------|---------------|--------------------------------|----------------|----------------------|----------------------|--------------------|------------------|----------------|
| WDM 35/2010     | 1/24/2011     | AWV Project Management         | 3.00%          | 0.45%                | 0.00%                | R1,333,299.20      | R15,358.00       | 1.17%          |
| WDM 29/2010     | 1/24/2011     | Perdeberg Motor Group          | 0.00%          | 0.00%                | 0.00%                | R591,660.00        | R0.00            | 0.00%          |
| WDM 31/2010     | 1/24/2011     | Westland Civils CC             | 3.00%          | 0.00%                | 0.00%                | R4,985,308.98      | R0.00            | 0.00%          |
| WDM 30/2010     | 1/24/2011     | UWP Consulting                 | 1.17%          | 0.00%                | 0.00%                | R499,000.00        | R0.00            | 0.00%          |
| 6/5/2/186       | 1/27/2011     | AWV Project Management         | 100.00%        | 45.00%               | 0.00%                | R198,954.62        | R0.00            | 0.00%          |
| 6/5/2/188       | 2/28/2011     | 4U Vervoer                     | 0.00%          | 0.00%                | 0.00%                | R200,000.00        | R0.00            | 0.00%          |
| 6/5/2/151       | 2/14/2011     | Asphalt king                   | 0.00%          | 0.00%                | 0.00%                | R181,260.00        | R0.00            | 0.00%          |
| 6/5/2/70A       | 2/14/2011     | Cubigenix                      | 25.00%         | 25.00%               | 75.00%               | R200,000.00        | R0.00            | 0.00%          |
| 6/5/2/70M       | 2/14/2011     | Melvin's Transport             | 100.00%        | 0.00%                | 0.00%                | R200,000.00        | R0.00            | 0.00%          |
| WDM 28/2010     | 11/5/2010     | ABSA BANK                      | 0.00%          | 0.00%                | 0.00%                | R35,000,000.00     | R0.00            | 0.00%          |
| 6/5/2/27        | 11/17/2010    | Marce Fire Fighting Technology | 9.00%          | 0.00%                | 0.00%                | R117,990.00        | R0.00            | 0.00%          |
| 6/5/2/164       | 11/22/2010    | AWV Project Management         | 8.45%          | 0.00%                | 0.00%                | R199,500.00        | R0.00            | 0.00%          |
| 6/5/2/48        | 3/1/2011      | Afrifell CC                    | 0.00%          | 0.00%                | 0.00%                | R152,791.92        | R0.00            | 0.00%          |
| 6/5/2/76        | 3/16/2011     | Indecon                        | 0.00%          | 0.00%                | 0.00%                | R147,661.00        | R0.00            | 0.00%          |
| 6/5/2/97        | 3/3/2011      | Demca                          | 0.00%          | 0.00%                | 0.00%                | R107,524.80        | R0.00            | 0.00%          |
| 6/5/2/53        | 3/7/2011      | Umthi Omkhulu                  | 100.00%        | 0.00%                | 0.00%                | R199,663.34        | R0.00            | 0.00%          |
| 6/5/2/196       | 3/11/2011     | Afrifell CC                    | 0.00%          | 0.00%                | 0.00%                | R196,987.00        | R0.00            | 0.00%          |
| 6/5/2/196.      | 3/10/2011     | Afrifell CC                    | 0.00%          | 0.00%                | 0.00%                | R196,987.00        | R0.00            | 0.00%          |
| 6/5/2/70P       | 2/14/2011     | 4U Vervoer                     | 0.00%          | 0.00%                | 0.00%                | R200,000.00        | R0.00            | 0.00%          |
| 6/5/2/70R       | 2/15/2011     | 4U Vervoer                     | 0.00%          | 0.00%                | 0.00%                | R200,000.00        | R0.00            | 0.00%          |
| 6/5/2/43        | 2/14/2011     | AWV roject Management          | 100.00%        | 45.00%               | 0.00%                | R178,982.28        | R0.00            | 0.00%          |
| 6/5/2/6         | 2/14/2011     | Western Cape Signs CC          | 100.00%        | 75.00%               | 0.00%                | R159,951.12        | R0.00            | 0.00%          |
| WDM 34/2010     | 5/12/2011     | D.C Renovators                 | 0.00%          | 0.00%                | 0.00%                | R479,937.00        | R0.00            | 0.00%          |
| WDM 05/2011     | 5/12/2011     | Excelcom                       | 2.15%          | 0.00%                | 0.00%                | R1,733,460.00      | R0.00            | 0.00%          |
| WDM 07/2011     | 5/12/2011     | Vakala Construction JV         | 2.00%          | 0.00%                | 0.00%                | R13,306,222.02     | R0.00            | 0.00%          |
| WDM 01/2011     | 5/25/2011     | Worley Parsons                 | 0.90%          | 0.00%                | 0.00%                | R25,500,000.00     | R0.00            | 0.00%          |
| 6/2/2/146       | 5/25/2011     | Aurecon                        | 0.00%          | 0.00%                | 0.00%                | R3,787,953.29      | R0.00            | 0.00%          |

|             |            |                                       |        |        |       |               |       |       |
|-------------|------------|---------------------------------------|--------|--------|-------|---------------|-------|-------|
| 6/5/2/6     | 8/23/2010  | Cape Otto Signs CC                    | 2.40%  | 0.50%  | 0.00% | R136,211.76   | R0.00 | 0.00% |
| 6/5/2/39    | 8/23/2010  | Flex-IT                               | 0.00%  | 0.00%  | 0.00% | R210,102.33   | R0.00 | 0.00% |
| 6/5/2/166   | 9/23/2010  | Dynamix Learning Solutions            | 0.00%  | 0.00%  | 0.00% | R103,500.00   | R0.00 | 0.00% |
| WDM 26/2010 | 12/1/2010  | Andrag Agrico                         | 0.00%  | 0.00%  | 0.00% | R1,007,646.00 | R0.00 | 0.00% |
| WDM 25/2010 | 12/1/2010  | FES Manufacturing                     | 1.75%  | 0.00%  | 0.00% | R1,655,246.11 | R0.00 | 0.00% |
| WDM 36/2008 | 11/29/2010 | Excelcom                              | 0.00%  | 0.00%  | 0.00% | R576,244.35   | R0.00 | 0.00% |
| 6/2/2/180   | 11/29/2010 | Business Engineering                  | 0.00%  | 0.00%  | 0.00% | R323,459.70   | R0.00 | 0.00% |
| WDM 19/2011 | 6/14/2011  | Mzantsi Koloni Enterprises            | 2.20%  | 0.00%  | 0.00% | R910,644.60   | R0.00 | 0.00% |
| 6/5/2/210   | 6/21/2011  | FEM Research                          | 8.00%  | 0.50%  | 0.00% | R125,400.00   | R0.00 | 0.00% |
| 6/5/2/54    | 6/15/2011  | University of Stellenbosch            | 0.00%  | 0.00%  | 0.00% | R183,900.00   | R0.00 | 0.00% |
| WDM 16/2011 | 6/23/2011  | Aon South Africa                      | 0.00%  | 0.00%  | 0.00% | R446,831.00   | R0.00 | 0.00% |
| 6/5/2/133   | 6/14/2011  | Malutsa (Pty) Ltd                     | 5.60%  | 0.00%  | 1.00% | R122,840.70   | R0.00 | 0.00% |
| 6/5/2/41    | 8/16/2010  | AGRI - ICINGO (PTY) LTD               | 0.00%  | 0.00%  | 0.00% | R100,662.00   | R0.00 | 0.00% |
| WDM 20/2010 | 8/13/2010  | BMK ENGINEERING CONSULTANTS           | 6.00%  | 0.00%  | 0.00% | R451,553.99   | R0.00 | 0.00% |
| 6/5/2/111   | 8/16/2010  | BC LANDSCAPE TRAINING AND CONSULTANCY | 2.80%  | 0.00%  | 0.00% | R108,000.00   | R0.00 | 0.00% |
| 6/5/2/9     | 5/24/2011  | Universal Steel Enterprises           | 8.00%  | 0.00%  | 0.00% | R107,902.68   | R0.00 | 0.00% |
| 6/5/2/199   | 3/11/2011  | Afrifell CC                           | 0.00%  | 0.00%  | 0.00% | R199,810.08   | R0.00 | 0.00% |
| 6/5/2/199.  | 3/11/2011  | Afrifell CC                           | 0.00%  | 0.00%  | 0.00% | R199,810.08   | R0.00 | 0.00% |
| WDM 02/2011 | 3/14/2011  | Hughie Avontuur Construction          | 0.00%  | 0.00%  | 0.00% | R357,390.00   | R0.00 | 0.00% |
| 6/5/2/200   | 3/11/2011  | Afrifell CC                           | 0.00%  | 0.00%  | 0.00% | R131,373.60   | R0.00 | 0.00% |
| 6/5/2/200.  | 3/11/2011  | Afrifell CC                           | 0.00%  | 0.00%  | 0.00% | R156,424.24   | R0.00 | 0.00% |
| 6/5/2/198   | 3/11/2011  | Prinro Building & Steel Merchants     | 62.50% | 12.50% | 0.00% | R200,000.00   | R0.00 | 0.00% |
| 6/5/2/191   | 3/7/2011   | 369 Designs (Pty) Ltd                 | 0.00%  | 0.00%  | 0.00% | R198,987.00   | R0.00 | 0.00% |
| WDM 15/2011 | 6/14/2011  | SRK Consulting SA                     | 0.47%  | 0.00%  | 0.00% | R489,778.20   | R0.00 | 0.00% |
| 6/5/2/72    | 6/7/2011   | Matrix Advertising                    | 0.00%  | 0.00%  | 1.00% | R198,576.00   | R0.00 | 0.00% |
| 6/5/2/84    | 8/20/2010  | GLOBAL AFRICA NETWORK                 | 25.10% | 0.00%  | 0.00% | R188,340.00   | R0.00 | 0.00% |
| WDM 23/2010 | 10/19/2010 | Colas SA                              | 0.00%  | 0.00%  | 0.00% | R1,794,086.40 | R0.00 | 0.00% |



|             |            |                             |       |       |       |               |       |       |
|-------------|------------|-----------------------------|-------|-------|-------|---------------|-------|-------|
| WDM 27/2010 | 10/19/2010 | Office Tech                 | 8.00% | 0.35% | 0.00% | R380,000.00   | R0.00 | 0.00% |
| WDM 22/2010 | 10/19/2010 | Moorreesburg Koringboere    | 0.00% | 0.00% | 0.00% | R1,618,403.80 | R0.00 | 0.00% |
| WDM 24/2010 | 10/19/2010 | Afrifell CC                 | 1.50% | 0.00% | 0.00% | R646,230.00   | R0.00 | 0.00% |
| 6/5/2/192   | 4/15/2011  | SSE CAPE                    | 0.00% | 0.00% | 0.00% | R197,710.20   | R0.00 | 0.00% |
| 14/2/2/5/1  | 4/11/2011  | ALLWELD MARINE & INDUSTRIAL | 0.00% | 0.00% | 0.00% | R398,420.88   | R0.00 | 0.00% |
| 14/2/2/5/3  | 4/11/2011  | SULZER SA                   | 0.00% | 0.00% | 0.00% | R660,057.72   | R0.00 | 0.00% |
| WDM 06/2011 | 4/11/2011  | ADENCO ELECTRICAL           | 1.28% | 0.00% | 0.00% | R633,480.31   | R0.00 | 0.00% |
| WDM 17/2011 | 6/14/2011  | Huma Communication s        | 5.08% | 0.00% | 0.00% | R501,610.78   | R0.00 | 0.00% |
| WDM 14/2011 | 6/23/2011  | Waltons                     | 2.44% | 0.00% | 0.00% | R190,000.00   | R0.00 | 0.00% |

| Summary   | Number of Contracts | Contract Value ZAR | Premium ZAR |
|---|---------------------|--------------------|-------------|
| <b>Total Number of Contracts</b>  | 63                  | R106,165,728.08    | R15,358.00  |
| Number of contracts awarded to Black Enterprises (including Black Women) 0.01-25%   | 23                  | R54,333,679.33     | R15,358.00  |
| Number of contracts awarded to Black Enterprises (including Black Women) 25.01-50%  | 1                   | R188,340.00        | R0.00       |
| Number of contracts awarded to Black Enterprises (including Black Women) 50.01-100% | 6                   | R1,137,551.36      | R0.00       |
| Number of contracts awarded to Black Woman-owned Enterprises 0.01-25%               | 6                   | R2,374,910.96      | R15,358.00  |
| Number of contracts awarded to Black Woman-owned Enterprises 25.01-50%              | 2                   | R377,936.90        | R0.00       |
| Number of contracts awarded to Black Woman-owned Enterprises 50.01-100%             | 1                   | R159,951.12        | R0.00       |
| Number of contracts awarded to White Woman-owned Enterprises 0.01-25%               | 2                   | R321,416.70        | R0.00       |
| Number of contracts awarded to White Woman-owned Enterprises 25.01-50%              | 0                   | R0.00              | R0.00       |
| Number of contracts awarded to White Woman-owned Enterprises 50.01-100%             | 1                   | R200,000.00        | R0.00       |
| Number of contracts awarded to Non-HDI Enterprises                                  | 32                  | R50,307,581.39     | R0.00       |

## **5.6 COMMUNITY SERVICE, SOCIAL AND ECONOMIC DEVELOPMENT**

### **5.6.1 DEVELOPMENT DIVISION**

#### **1. INTRODUCTION**

Our core mandate, as part of the constitution, is to create an enabling environment for communities in the West Coast where they can function optimally.

The high-level of poverty, illiteracy and unemployment that communities are experiencing is evident in the West Coast Region. It is our mandate to enhance the well being of communities through programmes and projects that will attribute meaningfully to the lives of people thus creating a stimulating environment.

The premier of the Western Cape, Mrs Helen Zille (State of the Province Address, February 2010) identified poverty alleviation and reduction as a strategic objective of government. According to our Premier, poverty is our single biggest challenge and underpins all we do. The West Coast District Municipality had an absolute significant role to play in combating poverty and is our vision: "A better quality of life for all the people of the West Coast", in line with the strategic objective of government.

#### **2. OBJECTIVES**

The Development Division was conceptualized and organized around the principle of and in order to achieve the notion of sustainable development. Our strategic approach takes into consideration the Millennium Developmental Goals which informs our Developmental priorities. The programs of the Division are structured in such a manner that it contributes in addressing the challenges that currently exist in the West Coast region.

The Development Division believes that through continuous participation, empowerment and mutual respect, the poor will be enabled to become the architects of their own development.

The following influences / factors contribute towards effective service delivery within the Division:

- Good partnerships and networks in communities
- Competent and experienced service providers
- Positive feedback and goodwill of communities
- Positive relationships with stakeholders
- Integrated approach that we follow with stakeholders doing programs
- External service providers adherence to policies and procedures of WCDM
- Dedicated staff
- Sound intergovernmental relations

#### **3. PROGRAMMES / PROJECTS**

The Development Division has the following scope of functional responsibilities:

- Social Development
- Hardeveldt Tourism Centre

The following will give the reader an overview of the programs and projects that was implemented by the Development Division during the financial year 2010/2011. These programs are in line with the key strategic areas of the WCDM.

### 3.1 SOSIALE ONTWIKKELING

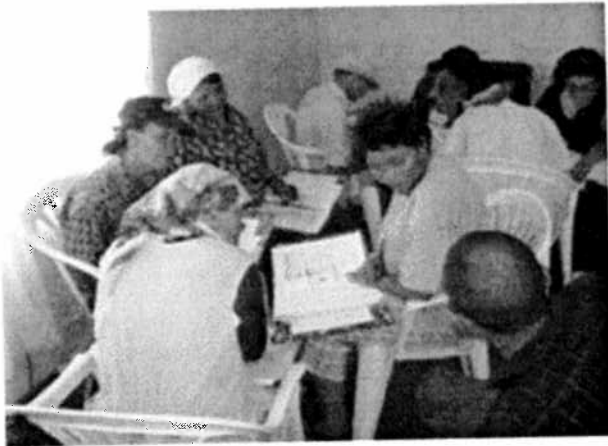
#### A. GOUE SPELE

- Ondersteuning aan die self ontwikkelende programme vir bejaardes in die weskus.
- Vestiging van die goue spele spanne binne die munisipale areas in die Weskus.



#### B. VOLWASSE LEER EN ONDERRIG

- Verhoging van die syfer- en geletterdheidsvlakke van inwoners in die DBG
- Verbetering van die moontlik toegang tot werks- en verdere opleidings-geleenthede



#### C. VROEË KIND ONTWIKKELING

- Die vestiging en ontwikkeling van vroeë kind ontwikkelingsforums binne munisipale areas
- Die bevordering van meer effektiewe ouerskapsvaardighede
- Loodsing van die Weskus Vroeë Kind Ontwikkelingsforum



#### **D. KINDERVEILIGHEID EN BESKERMING**

- Ondersteuning van inisiatiewe wat bevordelik is vir die veiligheid en beskerming van kinders
- Opleiding van veiligheidsouers en bevordering van positiewe ouerskapsvaardighede



#### **E. GEEN GEWELD TEEN VROUE EN KINDERS**

- Bewusmaking rakende die voorkoming, hantering en nasorg van geweld teen vroue en kinders
- Opleiding as vrywilligers in slagofferondersteuning
- 16 Dae van Aktiwisme program



## F. SPORT ONTWIKKELING

- Ontwikkeling en ondersteuning van die DBG sportforum
- Ondersteuning aan die Weskus Sportforum vir die aanbieding van die jaarlikse Weskus Sport Gala



## G. KULTUUR ONTWIKKELING

- Die ondersteuning en ontwikkeling van die volgende kultuur aangeleenthede:
  - DBG Kultuurforum
  - Weskus Kultuurforum
  - Weskus Digbundel



## H. JEUG ONTWIKKELING

- Die betrokkenheid by jeugontwikkeling strek oor verskeie areas nl.:
  - Jeug en dwelms
  - Jeug en sport
  - Verhoogde toegang tot werksgeleenthede
  - Ondersteuning aan die Knersvlakte- en Algeria Jeugforum



## I. ALKOHOL EN DWELMMISBRUIK

- Ondersteuning van die vestiging van plaaslike Dwelmaksie komitees binne munisipale areas
- Alkohol en Dwelmbewusmaking by skole
- Inligtingswerkswinkel met B- Munisipaliteite rakende die implementering van die National Drug Master Plan.



## J. MENSEHANDEL EN KINDERBERAAD

- Opleiding aan NGO's
- Werkswinkel met jeugdiges met die fokus op bewusmaking en die daarstel van 'n aksieplan vir die Weskus.



## 3.2SEKSIE HARDEVELDT TOERISME SENTRUM

Die Hardeveld Toerisme Sentrum (HVTS) is gestig as 'n bestemming vir toerisme en plaaslike talentvolle mense vir inligting aangaande toerisme in die Distrikbestuursgebied (DBG) asook die skepping van geleenthede aan plaaslike kunstenaars om in die Hardeveld te ontwikkel. Die HVTS dra ook by tot die uitbreiding van toerisme verkeer om sodoende volhoubaarheid aan die bestemming (Hardeveld Roete) te verseker. Die HVTS help om ondersteuningsmeganismes te ontwikkel en die daarstel van 'n omgewing vir die bevordering van toerisme binne die DBG.





’n Toerisme Bewusmakingswerkswinkel het plaasgevind te Kliprand. Die doel van die werkswinkel was om die verskeie rolspelers in die toerisme industrie meer bewus te maak van toerisme asook die moontlikhede en hoe om toerisme besighede te identifiseer en dit daar te stel.



## 5.6.2 DIVISION: ENVIRONMENTAL HEALTH

“Aware of the constitutional right of every person to an environment that is not harmful to his or her health or well-being, and the principles that underlie the National Health Act, 2003 (Act 61 of 2003) as well as the National Environmental Management Act, 1998 (Act 107 of 1998), the Division Environmental Health want to protect and promote the health and well-being of all our residents in the West Coast District Municipality Region by providing, in conjunction with applicable laws, a sustainable, effective and responsible Environmental Health Service”

### A DEFINITION OF 'ENVIRONMENTAL HEALTH'

*'Environmental Health' as a term is not easy to define. If one were to refer to the 'health of the environment' it might even be possible to do so without reference to a particular species i.e. Homo sapiens. Even if one wanted to define the term with special reference to human health - , this still leaves plenty of room for debate. Two definitions are presented below, the first relating to the effects of the environment on health while the second relates to environmental health services.*

#### **Definition 1.**

*Environmental health comprises those aspects of human health, including quality of life, that are determined by physical, chemical, biological, social and psychosocial factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing those factors in the environment that can potentially affect adversely the health of present and future generations.*

#### **Definition 2.**

*Environmental health services are those services which implement environmental health policies through monitoring and control activities. They also carry out that role by promoting the improvement of environmental parameters and by encouraging the use of environmentally friendly and healthy technologies and behaviours. They also have a leading role in developing and suggesting new policy areas.*

*“Optimal Quality of life for all”*

## A. INTRODUCTION

Die indruk van mense se welstand word sterk beïnvloed deur die gehalte en toestand van hul omgewing en is die verhouding tussen die mens en sy omgewing daarom een van die belangrikste faktore in die bepaling van sy gesondheidstaat.

Dit is die primêre funksie van die Afdeling : Omgewingsgesondheid om die Omgewingsgesondheidsdiens wat deur die Raad daargestel is, in stand te hou en te bevorder en tref die Afdeling alle wettige, noodsaaklike en redelik uitvoerbare maatreëls om hiëraan uitvoering te gee.

Article 24 of the Constitution of South Africa, 1996 (Act 108 of 1996) states that every resident of our country have the right to an environment that is not harmful to his/her health and well being. All local authorities in the West Coast District Municipality Region still stand before the challenge to ensure such an environment to its residents.

Die Afdeling : Omgewingsgesondheid se visie vir die Streek is die daarstelling van 'n volhoubare, aanvaarbare, gesondheidsveilige en skoon omgewing waarbinne alle inwoners kan woon, speel en werk. Die Afdeling het gedurende die afgelope jaar, deur die verskaffing van die nodige leiding, ondersteuning, effektiewe dienslewering en deurlopende inter-aksie met ander rolspelers, daarop voortgebou om só 'n omgewing vir die Raad se inwoners te skep, in stand te hou en te bevorder. Die dienslewering gebied van die Afdeling beslaan 'n oppervlakte van 30 099 vierkante kilometer, met 'n beraamde bevolkingsgetal van 304 208 inwoners .

## B. FUNCTIONS

1. Die identifisering van alle onhigiëniese toestande en die evaluering van alle higiëne faktore rakende die wisselwerking tussen die mens en sy omgewing.
2. Die uitvoering van handelingte aanvullend tot statutêre pligte om –
  - onhigiëniese
  - toestande uit die weg te ruim;
  - moniteringsaksies uit te voer ten einde handelingte in werking te stel ter beveiliging en handhawing van die gesondheid van ons inwoners;
  - gesondheidsvoorligting te onderneem ten einde ons inwoners selfversorgend te maak ten opsigte van die daarstelling en handhawing van 'n gesondheidsveilige omgewing;saam te werk in 'n multi-dissiplinêre span volgens die beginsels van interafhanklikheid vir die daarstelling van 'n gesondheidsveilige omgewing.

Bo en behalwe 'n Omgewingsgesondheidsdiens, word die hiernagenoemde dienste ook deur die Afdeling gelewer, naamlik :

- Boubeheerinspeksies, in terme die Wet op Nasionale Bouregulasies en Boustandaarde, 1977 (Wet 103 van 1977) in die DMA gebiede.
- Lugkwaliteitbeheer, in terme die Wet op Lugkwaliteit, 2004 (Wet 39 van 2004)

The National Health Act, 2003 (Act 61 of 2003) defines Municipal Health Services as Environmental Health. In terms of the above mentioned Act the functions of the Division

Environmental Health Services are as follows :

**1. Water quality monitoring**

- Monitor the safety and adequate supply of drinking water.
- Take steps to have any problems regarding water safety rectified.
- Monitor quality of water resources intended for other essential uses, e.g. recreational waters.

**2. Waste management and monitoring**

- Manage and monitor the safe collection, handling and disposal of solid and liquid waste.

**3. Food control**

- The implementation of all regulations regarding food safety. Monitor all food safety aspects, including hygiene conditions at food handling premises.
- Investigate food poisoning outbreaks.
- Health education regarding food safety.

**4. Control of premises**

- Render non-specialist environmental impact/risk/hazard assessments and occupational hygiene risk assessments.
- Render environmental health services in the formal and informal sector.
- Render environmental health services at care centers.
- Render services regarding the control of nuisances.
- Monitor environmental health aspects of accommodation and its immediate environment in particular the public health aspects of residential, public and institutional buildings.
- Monitor environmental health legislation enforcement.
- Render environmental health planning, zoning, license application services and,
- Scrutinize building plans from a health point of view.

Senior Environmental Health Practitioners also scrutinise building plans on a weekly basis and concentrate on issues relevant to Environmental Health.

A total of 1073 building plans have been referred to the Environmental Health office for comments.

A total of 5836 premises were visited, which include the following:

|             | FARMS | FOOD SITES | NON FOOD SITES | DAIRIES | TOTAL VISITATIONS |
|-------------|-------|------------|----------------|---------|-------------------|
| 2009 / 2010 | 766   | 3218       | 1701           | 151     | 5836              |
| 2010 /2011  | 1012  | 3434       | 1447           | 171     | 6064              |

**5. Communicable disease control**

- EHP's participate and play an active role in the outbreak response management team of the district.
- Render services in respect of outbreak investigations, tracing of contacts and surveillance of communicable diseases.

**6. Vector control**

- Monitor the presence of vectors (arthropods, molluscs, rodents and other alternative hosts of disease) and enforce appropriate legislation.
- 



**7. Environmental pollution control**

- Render disaster management services in respect of environmental health.
- Render pollution control services: inspection and monitoring.
- Monitor intensive animals feeding systems regarding environmental pollution and nuisances.

**8. Chemical Safety**

- Render a non-specialist impact/risk/hazard assessment and environmental evaluation service with regard to the handling of chemicals.
- Investigate agricultural and stock remedies poisonings.

**9. Disposal of the dead**

- Monitor all environmental health aspects regarding the disposal of the dead (including exhumation, reburial and funeral parlours).
- Manage and monitor pauper burials.

### C. OMGEWINGSGESONDHEIDSDIENSTE IN 'N NEUTEDOP

Dit is die primêre doel van die Afdeling : Omgewingsgesondheid van die Raad om te verseker dat:

- die mens skoon gesondheidsveilige water inneem.
- die mens skoon gesondheidsveilige voedsel inneem.
- die mens 'n huis bewoon wat 'n skoon en gesondheidsveilige beskutting bied.
- dat vullis en aansteeklike / onhigiëniese afvalstowwe gegenerer deur die mens op 'n oorlasvrye wyse weggedoen word, en;
- die mens nie blootgestel word aan enige gesondheidsgevaarlike en / of onhigiëniese toestande nie, en omsluit die veld van Omgewingsgesondheid in breë trekke die volgende :

#### 1. Behuising.

Behuising is een van Suid-Afrika se vernaamste gesondheidsprioriteite.

Swak behuisingstoestande hou verband met hoë kindersterftesyfers in sommige gebiede van ons land. Dit gee onder andere aanleiding tot gastro-enteritis, longkwale ens.

#### 2. Watervoorsiening.

Gesonde watervoorsiening vorm 'n integrale deel van gesonde behuising en die ontwikkeling van 'n gemeenskap.

Die wyd verspreide voorkoms van cholera in Suid-Afrika hou noue verband met die gebrek aan die voorsiening van gesuiwerde water.

#### 3. Beheer van huishoudelike afval.

'n Gebrek aan behoorlike geriewe lei tot 'n ongesonde omgewing, wat weer die grondslag lê van oordraagbare siekteverspreiding.

#### 4. Voedselbeheer.

Gesonde voedsel vorm een van die boustowwe van 'n gesonde lewe. Beheer in dié verband, bakteriologies sowel as chemies is dus noodsaaklik.

#### 5. Beskerming teen siekte-vektore.

Die verspreiding van verskillende siektes deur verskillende vektore is alom bekend, byvoorbeeld:



Vlieë: Maagkoors, Muskiete : Malaria en Vlooië: Pes

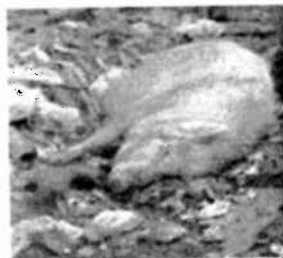


## D. SERVICE DELIVERY AREAS / DIENSLEWERINGSGBIEDE

Om Omgewingsgesondheidsdienste so beskik- en bereikbaar moontlik vir ons Streek se inwoners te maak, is daar bepaalde diensleweringgebiede vir OGP's vasgestel te einde te verseker dat dienste met die beskikbare personeel op die mees effektiewe wyse binne die Weskus gelewer word.

The World Health Organization (WHO) norm for the amount of EHP's to the total of residents to be served are 1: 10 000. Currently there is a deficit of Three (1) EHP in the West Coast region for the delivery of an Environmental Health Service.

| OGP's / EHP's |                              | AREA OF SERVICE DELIVERY            |
|---------------|------------------------------|-------------------------------------|
| 1             |                              | Manager : Municipal Health Services |
| Office Head   | Environmental Health Officer |                                     |
| 1             | 4                            | Matzikama, DMA                      |
| 1             | 3                            | Cederberg                           |
| 1             | 4                            | Bergrivier                          |
| 1             | 7                            | Swartland                           |
| 1             | 7                            | Saldanhabay                         |
| 5             | 25                           | Total                               |



### Molluscan Shellfish Monitoring Programme:

The West Coast District Municipality entered into an agreement with the Department of Agriculture, Forestry and Fisheries to, amongst others, do sampling of shellfish for micro biological contamination as well as the presence of bio-toxins. These samples are taken on regular intervals and submitted to a laboratory for analysis. Environmental Health Practitioners are also responsible for the issuing of health certificates for the export of oysters. During June 2011 the following samples were taken.

BIOTOXINS MICRO

18

11

## E. STATISTICAL REPORT

01/07/2010 - 30/06/2011

POPULATION: 291 403

NO OF EHPs: 25

NO OF COMMUNITY PROJECTS: 1: RURAL SANITATION.

### 1. WATER SUPPLY

#### Water quality:

| No of samples analyzed | Bac |      | C<br>h<br>e<br>m | No of Samples conforming (* see definitions) | Bac |      | Che<br>m |   |
|------------------------|-----|------|------------------|--|-----|------|----------|---|
| 2009/2010              |     | 1121 |                  | 0  |     | 955  |          | 0 |
| 2010/2011              |     | 1139 |                  | 0  |     | 1017 |          | 0 |

**Safe water supply :** Water conforming to the standards as set out in SABS 241.  
 Bacteriological : Escherichia coli, total plate count, faecal coliforms.  
 Chemical : Standards for portable water

#### Access to safe water:

|   | 2009/2010 | 2010/2011 |
|---|-----------|-----------|
| No of households with a safe water supply on premises                             | 99 456    | 103 167   |
| No of households without a water supply on premises but with access to safe water | 5 544     | 5 381     |
| No of households without access to safe water supply                              | 1 560     | 1 178     |

**Access to water :** Safe water within 200m from dwelling ( White paper on water supply / RDP document )

### 2. SANITATION

#### Access to latrines:

|   | 2009/2010 | 2010/2011 |
|---|-----------|-----------|
| No of households with access to safe/effective latrine facilities | 100 964   | 10 5235   |



**Type of latrine:**

| No of households with the following types of latrines   | Flush sewage system | 98 622 | 10 3600 |
|---|---------------------|--------|---------|
| * Not acceptable as safe/effective latrine facility according to the National White Paper on Sanitation | Chemical            | 914    | 516     |
|   | VIP                 | 1 428  | 1 199   |
|   | *Pit                | 2 758  | 2 368   |
|   | *Buckets            | 918    | 813     |
|   | None                | 1 902  | 1 310   |

**Safe / effective latrine :**

Latrines that pose no health risk to users, function effectively, cause no pollution of water resources.

(According to the White Paper on Sanitation, the minimum level is a VIP latrine per household).

**Sewage disposal:**

|   |           |     |         |   |             |   |
|---|-----------|-----|---------|---|-------------|---|
| No of sewage plants                               | Municipal | 37  | Private | 4 | Govt. Inst. | 4 |
| No of sewage plants licensed                      | Municipal | 28  | Private | 4 | Govt. Inst. | 4 |
| No of effluent samples analyzed                   | Municipal | 274 | Private | 9 | Govt. Inst. | 0 |
| No of effluent samples conforming to requirements | Municipal | 134 | Private | 7 | Govt. Inst. | 0 |
| Effluent disposal safe/effective                  | Municipal | 23  | Private | 3 | Govt. Inst. | 2 |
| Sludge disposal safe/effective                    | Municipal | 25  | Private | 3 | Govt. Inst. | 0 |

**Safe effluent disposal :**

As prescribed in the Provincial Guideline on the Permissible Utilisation and Disposal of Treated Sewage Effluent.

**Safe sewage sludge disposal :**

As prescribed in the Provincial Guideline on the Permissible Utilisation and Disposal of Sewage Sludge.

**Refuse removal/disposal:**

| Classification waste sites                                   | General      |           |            |           | Hazardous |     |
|--|--------------|-----------|------------|-----------|-----------|-----|
|  | Communal - C | Small - S | Medium - M | Large - L | H-h       | H-H |
| No of sites  | 13           | 16        | 3          | 0         | 0         | 0   |
| No of sites where sanitary landfill procedures are practised | 0            | 10        | 2          | 0         | 0         | 0   |
| No of households with effective removal service              |              |           |            |           | 99 938    |     |
| No of transfer stations used                                 |              |           |            |           | 11        |     |
| No of transfer stations operated nuisance free               |              |           |            |           | 11        |     |

**Waste removal :**

Minimum of one removal per week .

**Classification of waste site :**

Landfills are grouped in landfills for general waste for domestic waste and landfills for hazardous waste .

(Minimum Standards documents, dept. of Water Affairs and Forestry).

**Health Care Waste disposal:**

|   | 2009 / 2010 | 2010 /2011 |
|---|-------------|------------|
| No of health care waste generators                  | 152         | 169        |
| No of generators that dispose of their waste safely | 151         | 168        |
| No of registered medical waste disposal sites       | 0           | 0          |

**3. HOUSING**

**Housing Conditions:**

|  |        | 2009/2010 | 2010 /2011 |          | 2009/2010 | 2010 /2011 |
|--|--------|-----------|------------|----------|-----------|------------|
| No of houses                                 | Formal | 96 580    | 100 005    | Informal | 9 980     | 9721       |
| No of houses conforming to minimum standards | Formal | 78 711    | 96 580     | Informal | 8 857     | 9113       |

**Housing Standards :**

Conforming to the requirements of National Building Regulations: R2378 of 12 October 1990.

#### 4. FOOD

##### Food handling premises:

|  |        | 2009/2010 | 2010/2011 |          | 2009/<br>2010 | 2010 / 2011 |
|--|--------|-----------|-----------|----------|---------------|-------------|
| No of food handling premises (excluding dairy farms)                 | Formal | 1 487     | 1647      | Informal | 361           | 412         |
| No of food handling premises with COA's R918 (excluding dairy farms) | Formal | 1 331     | 1479      | Informal | 276           | 323         |
| No of dairy farms  |        |           |           |          | 70            | 82          |
| No of dairy farms with COA's (Regulation R1256 of 27 June 1986)      |        |           |           |          | 50            | 68          |
| No of food samples analyzed  | Bac    | 469       | 410       | Chem     | 818           | 776         |
| No of food samples conforming to food standards                      | Bac    | 345       | 298       | Chem     | 536           | 455         |

##### Certificate of acceptability :

Certificates issued in terms of :

Regulations R918 of 30 July 1999:

REGULATIONS GOVERNING GENERAL HYGIENE REQUIREMENTS FOR FOOD AND TRANSPORT OF FOOD

Regulation R 1256 of June 1986:

REGULATIONS GOVERNING MILKING SHEDS AND THE TRANSPORT OF MILK

**Food poisoning:**

|                                 | 2009/ 2010 | 2010/ 2011 |
|---------------------------------|------------|------------|
| No food poisoning outbreaks     | 0          | 0          |
| No deaths due to food poisoning | 0          | 0          |

**5. PESTICIDE POISONING**

|   | 2009/ 2010 | 2010/ 2011 |
|---|------------|------------|
| No of pesticide poisonings (see definition) | 3          | 2          |
| No deaths due to pesticide poisonings       | 0          | 0          |

Poisoning from any agricultural or stock remedy registered in terms of the Fertiliser , farm Feeds , Agricultural remedies and stock Remedies Act 1947 ( 36 of 1947 )

**6. COMPLAINTS**

|                               |                    | 2009 / 2010 | 2010 / 2011 |
|-------------------------------|--------------------|-------------|-------------|
| Food related                  |                    | 108         | 72          |
| Pollution                     | Water / Sanitation | 119         | 166         |
|                               | Environment        | 70          | 65          |
|                               | Air                | 49          | 52          |
|                               | Noise              | 10          | 20          |
| Tobacco related               |                    | 7           | 6           |
| Pest control                  |                    | 19          | 6           |
| Housing                       |                    | 11          | 34          |
| Animals                       |                    | 9           | 21          |
| Waste                         |                    | 88          | 107         |
| Other                         |                    | 123         | 159         |
| <b>Total no of complaints</b> |                    | <b>613</b>  | <b>708</b>  |

**F. PROJECTS**

**1. WEST COAST DISTRICT MUNICIPALITY: SUBSIDY PROJECT.**

**1.1 Inleiding.**

Die behoefte aan opgradering van basiese bestaansgeriewe vir plaaswerknemershuse in die landelike gebied van die Weskus streek was 'n geruime tyd gelede reeds geïdentifiseer en het die Raad fondse voorsien om die agterstand in te haal. Die projek behels die opgradering van alleen bestaande huise opgerig voor 1 Julie 1995.

**1.2 Budget:**

**Toekennings:**

Badkamers R4000.00 per woning tot n maksimum van vier huise per eenaar per finansiële jaar;  
 Wateraanlegte R1 500.00 per woning; Elektriesiteit R1 000.00 per woning;  
 Warmwatersilinder R 900.00 per woning; Septiese tenk R 2 500.00 per tenk;  
 Droëputstelsel R 2 000.00 –alleen in water skaarsgebied.

**2010 /2011 'n Totaal van 122 huishoudings is in die Streek opgegradeer en weerspiël die voorsiening van sanitasie-fasiliteite as volg onder die onderskeie distrikte in die Weskus Streek : R 800 000.00**

| Distrikte           | Badkamers | Bedrag (R)        | Water      | Bedrag (R)        | Septiese Tenk | Bedrag (R)        | Elektriesiteit | Bedrag (R)       | Warmwater | Bedrag (R)      |
|---------------------|-----------|-------------------|------------|-------------------|---------------|-------------------|----------------|------------------|-----------|-----------------|
| Matzikama           | 23        | 90,000.00         | 19         | 24,500.00         | 12            | 20,300.00         | 15             | 15,000.00        | 14        | 3,600.0         |
| Bergrivier          | 60        | 220,000.00        | 81         | 111,500.00        | 43            | 100,500.00        | 66             | 60,000.00        | 66        | 50,400.0        |
| Swartland           | 11        | 30,000.00         | 18         | 24,000.00         | 8             | 20,000.00         | 14             | 14,000.00        | 18        | 16,200.0        |
| <b>Total</b>        | <b>94</b> | <b>340,000.00</b> | <b>118</b> | <b>160,000.00</b> | <b>63</b>     | <b>140,800.00</b> | <b>95</b>      | <b>89,000.00</b> | <b>98</b> | <b>70,200.0</b> |
| <b>R 800,000.00</b> |           |                   |            |                   |               |                   |                |                  |           |                 |

**2009 /2010 'n Totaal van 78 huishoudings is in die Streek opgegradeer en weerspiël die voorsiening van sanitasie-fasiliteite as volg onder die onderskeie distrikte in die Weskus Streek : R 475 300.00**

| Distrikte           | Badkamers | Bedrag (R)        | Water     | Bedrag (R)       | Septiese Tenk | Bedrag (R)       | Elektrisiteit | Bedrag (R)       | Warmwater | Bedrag (R)       |
|---------------------|-----------|-------------------|-----------|------------------|---------------|------------------|---------------|------------------|-----------|------------------|
| Matzikama           | 34        | 136,000.00        | 19        | 28,500.00        | 6             | 15,000.00        | 11            | 11,000.00        | 10        | 9,000.00         |
| Cederberg           | 1         | 4,000.00          | 1         | 1,500.00         | 1             | 2,500.00         | 0             | 0.00             | 0         | 0.00             |
| Bergrivier          | 20        | 80,000.00         | 22        | 33,000.00        | 10            | 25,000.00        | 26            | 28,000.00        | 19        | 15,300.00        |
| Swartland           | 10        | 72,000.00         | 10        | 15,000.00        | 5             | 12,500.00        | 1             | 1,000.00         | 10        | 9,000.00         |
| DMA                 | 1         | 40,000.00         | 1         | 1,500.00         | 1             | 2,500.00         | 1             | 1,000.00         | 0         | 0.00             |
| <b>Total</b>        | <b>61</b> | <b>264,000.00</b> | <b>53</b> | <b>79,500.00</b> | <b>30</b>     | <b>57,500.00</b> | <b>39</b>     | <b>41,000.00</b> | <b>39</b> | <b>33,300.00</b> |
| <b>R 475,300.00</b> |           |                   |           |                  |               |                  |               |                  |           |                  |

**2008 /2009 'n Totaal van 98 huishoudings is in die Streek opgegradeer en weerspiël die voorsiening van sanitasie-fasiliteite as volg onder die onderskeie distrikte in die Weskus Streek : R 732 800.00**

| Distrikte           | Badkamers | Bedrag (R)        | Water     | Bedrag (R)        | Septiese Tenk | Bedrag (R)        | Elektrisiteit | Bedrag (R)       | Warmwater | Bedrag (R)       |
|---------------------|-----------|-------------------|-----------|-------------------|---------------|-------------------|---------------|------------------|-----------|------------------|
| Matzikama           | 35        | 140,000.00        | 27        | 40,500.00         | 6             | 15,000.00         | 11            | 11,000.00        | 6         | 5,400.00         |
| Cederberg           | 4         | 16,000.00         | 4         | 6,000.00          | 2             | 5,000.00          | 0             | 0.00             | 0         | 0.00             |
| Bergrivier          | 31        | 124,000.00        | 51        | 76,500.00         | 24            | 60,000.00         | 65            | 65,000.00        | 29        | 26,100.00        |
| Swartland           | 17        | 68,000.00         | 15        | 22,500.00         | 8             | 20,000.00         | 12            | 12,000.00        | 12        | 10,800.00        |
| DMA                 | 1         | 4,000.00          | 1         | 1,500.00          | 1             | 2,500.00          | 1             | 1,000.00         | 0         | 0.00             |
| <b>Total</b>        | <b>88</b> | <b>352,000.00</b> | <b>98</b> | <b>147,500.00</b> | <b>41</b>     | <b>102,500.00</b> | <b>89</b>     | <b>89,000.00</b> | <b>47</b> | <b>43,300.00</b> |
| <b>R 732,800.00</b> |           |                   |           |                   |               |                   |               |                  |           |                  |

**2007 /2008 'n Totaal van 80 huishoudings is in die Streek opgegradeer en weerspiël die voorsiening van sanitasie-fasiliteite as volg onder die onderskeie distrikte in die Weskus Streek : R 512 000.00**

| Distrikte           | Badkamers | Bedrag (R)        | Water     | Bedrag (R)        | Septiese Tenk | Bedrag (R)       | Elektrisiteit | Bedrag (R)       | Warmwater | Bedrag (R)       |
|---------------------|-----------|-------------------|-----------|-------------------|---------------|------------------|---------------|------------------|-----------|------------------|
| Matzikama           | 31        | 124,000.00        | 39        | 58,500.00         | 13            | 32,500.00        | 32            | 31,600.00        | 14        | 20,700.00        |
| Cederberg           | 4         | 16,000.00         | 1         | 1,500.00          | 4             | 10,000.00        | 0             | 0.00             | 0         | 0.00             |
| Bergrivier          | 7         | 28,000.00         | 8         | 12,000.00         | 5             | 12,500.00        | 4             | 4,000.00         | 9         | 8,100.00         |
| Swartland           | 18        | 72,000.00         | 18        | 27,000.00         | 7             | 17,500.00        | 2             | 2,000.00         | 29        | 26,100.00        |
| DMA                 | 1         | 4,000.00          | 1         | 1,500.00          | 1             | 2,500.00         | 0             | 0.00             | 1         | 0.00             |
| <b>Total</b>        | <b>61</b> | <b>244,000.00</b> | <b>67</b> | <b>100,500.00</b> | <b>30</b>     | <b>75,000.00</b> | <b>38</b>     | <b>41,600.00</b> | <b>53</b> | <b>55,800.00</b> |
| <b>R 512,900.00</b> |           |                   |           |                   |               |                  |               |                  |           |                  |

### 1.3 Purpose of the Project :

- To eliminate and / or reduce the current backlog of inadequate rural sanitation facilities in the West Coast area.
- To improve the health and hygiene conditions of rural households and to create a healthy environment.
- To address the dignity of beneficiary communities.
- To reduce the exposure of beneficiaries to diseases.
- Reduction of groundwater and soil contamination.

### **Kliëntediens.**

Die Afdeling : Omgewingsgesondheid was gedurende die afgelope jaar deurentyd ingestel op die behoeftes en verwagtinge van die publiek met betrekking tot Omgewingsgesondheidsdienslewering. Die Afdeling het te alle tye gepoog om te verseker dat die Batho Pele Beginsels toegepas en nagekom word en daar altyd met hoflikheid en 'n sin vir verantwoordelikheid teenoor die publiek opgetree word.

Die Afdeling : Omgewingsgesondheid het ook die beeld van ons Raad by die publiek versterk deur die wyses en metodes wat binne die werksituasie gebruik was om 'n gunstige verhouding met ons inwoners te bewerkstellig.



## Public complaints

A total of **482** complaints have been received during the **2010 / 2011**.  
It can be grouped as follows:

| TOTAL       | ENVIRONMENTAL POLLUTION CONTROL | FOOD CONTROL | WASTE MANAGEMENT | WATER AND SEWERAGE | OTHER | TOTAL COMPLAINTS |
|-------------|---------------------------------|--------------|------------------|--------------------|-------|------------------|
| 2009 / 2010 | 98                              | 114          | 92               | 144                | 165   | 613              |
| 2010 / 2011 | 71                              | 65           | 75               | 136                | 135   | 482              |

All of the abovementioned complaints relevant to the function of municipal health services have been attended to by the Environmental Health personnel and those outside the scope of practice were referred to the responsible officials at all the Municipalities.

### **G. HINDERNISSE IN OMGEWINGSGESONDHEIDSDIENSLEWERING.**

Hoewel daar verskeie hindernisse gedurende 2010/2011 ondervind was wat Omgewingsgesondheidsdienslewering negatief mag beïnvloed het, bly dit steeds uitdagings wat die Afdeling op 'n deurlopende basis in die nuwe jaar sal aangespreek ten einde te verseker 'n effektiewe diens aan ons Streek se inwoners gelever word. Hindernisse wat die Afdeling gedurende ondervind het, was as volg, naamlik :

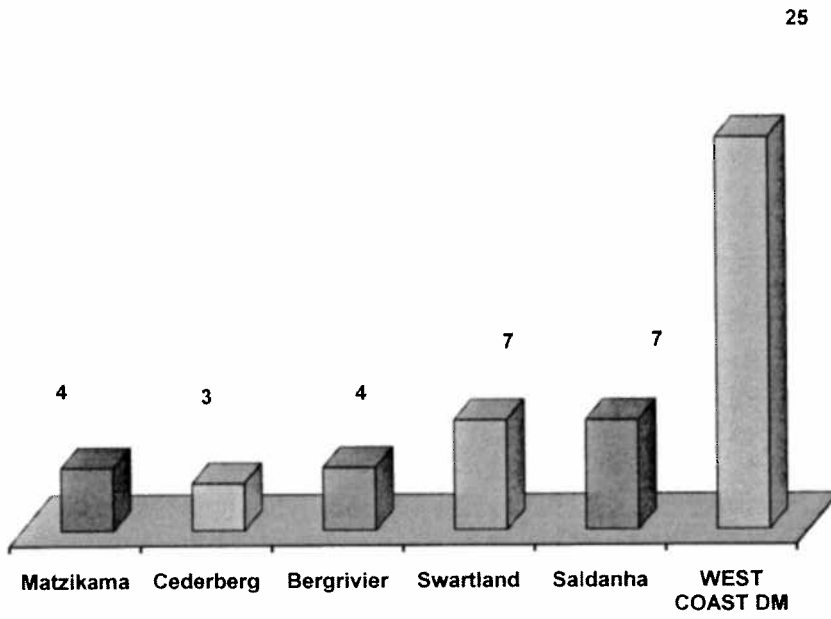
- die versekering van verbeterde waterkwaliteit aan gemeenskappe.
- die sanitêre bedryf van Vaste Afval Stortingsterreine.
- Die eliminerings van agterstande mbt. sanitasie-stelsels in stedelike gebiede.
- Die sindelikheid van persele.

**Die toekoms van ons omgewing is in die hande van ons mense – ons is deel van die omgewing waarin ons bly en sal die besluite wat ons neem en aksies wat ons verrig die toestand daarvan bepaal.**

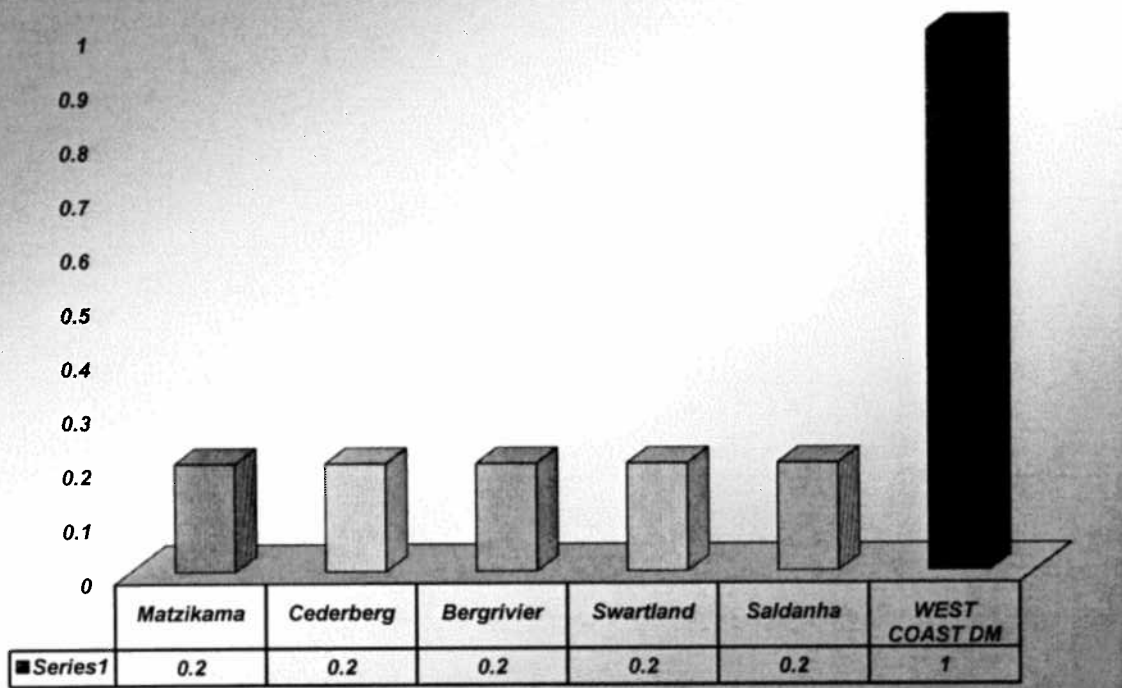
## H. PERFORMANCE MANAGEMENT ENVIRONMENTAL HEALTH

| 12 Months Report                                |                        | KPI's 2010/2011      |             |           |         |          |          |         |          |       |       |     |      | WEST COAST DISTRICT MUNICIPALITY |      | 98.6 | % |
|---|------------------------|----------------------|-------------|-----------|---------|----------|----------|---------|----------|-------|-------|-----|------|----------------------------------|------|------|---|
| Indicator                                       | Target Set p/q 2010/11 | July                 | August      | September | October | November | December | January | February | March | April | May | June | 12 Months Report                 |      |      |   |
| Indicator Name                                  |                        | ENVIRONMENTAL HEALTH | Per Quarter | Target    | Reached |          |          |         |          |       |       |     |      |                                  |      |      |   |
| Farm Visitations                                | 255                    | 110                  | 94          | 70        | 83      | 107      | 48       | 67      | 78       | 89    | 76    | 93  | 103  | 1020                             | 1018 |      |   |
| Informal Settlement Visitations                 | 60                     | 16                   | 20          | 21        | 24      | 23       | 16       | 14      | 17       | 32    | 10    | 18  | 24   | 240                              | 235  |      |   |
| Food production and handling sites: Visitations | 581                    | 300                  | 311         | 306       | 327     | 343      | 227      | 275     | 350      | 297   | 198   | 245 | 257  | 2324                             | 3436 |      |   |
| Visitations: Environmental Pollution Control    | 58                     | 18                   | 38          | 17        | 23      | 27       | 21       | 16      | 21       | 32    | 24    | 26  | 45   | 232                              | 308  |      |   |
| Non food related visitations                    | 325                    | 120                  | 123         | 121       | 152     | 164      | 114      | 98      | 112      | 131   | 88    | 105 | 97   | 1300                             | 1425 |      |   |
| Dairies: Visitations                            | 46                     | 16                   | 15          | 16        | 24      | 11       | 11       | 10      | 9        | 16    | 13    | 19  | 11   | 184                              | 171  |      |   |
| Refuse Sites: Visitations                       | 125                    | 55                   | 55          | 55        | 59      | 62       | 52       | 46      | 55       | 57    | 52    | 53  | 52   | 500                              | 653  |      |   |
| Sewerage Treatment Sites: Visitations           | 107                    | 51                   | 51          | 45        | 53      | 51       | 42       | 40      | 39       | 53    | 42    | 47  | 46   | 428                              | 562  |      |   |
| Water Quality Monitoring: Rivers/sea            | 142                    | 44                   | 48          | 43        | 42      | 52       | 71       | 72      | 70       | 50    | 24    | 44  | 51   | 568                              | 611  |      |   |
| Water Quality Monitoring: Settlements/ Domestic | 185                    | 82                   | 83          | 78        | 84      | 88       | 61       | 69      | 76       | 91    | 68    | 84  | 76   | 740                              | 940  |      |   |
| Water Quality Monitoring: Sewerage              | 56                     | 27                   | 28          | 26        | 26      | 27       | 24       | 24      | 25       | 28    | 22    | 22  | 29   | 224                              | 308  |      |   |
| Food Monitoring                                 | 329                    | 108                  | 136         | 154       | 124     | 121      | 25       | 71      | 130      | 154   | 104   | 127 | 85   | 1316                             | 1339 |      |   |
| Health Care waste Site Visitations              | 51                     | 8                    | 21          | 15        | 14      | 16       | 7        | 13      | 13       | 7     | 6     | 22  | 44   | 204                              | 186  |      |   |

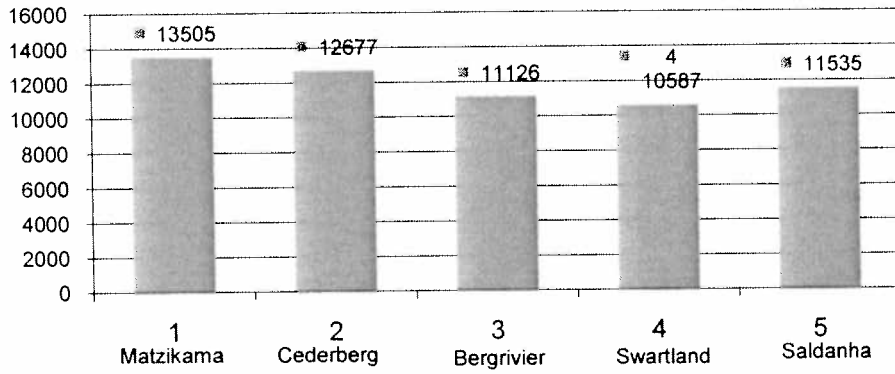
**NO OF EHPs**



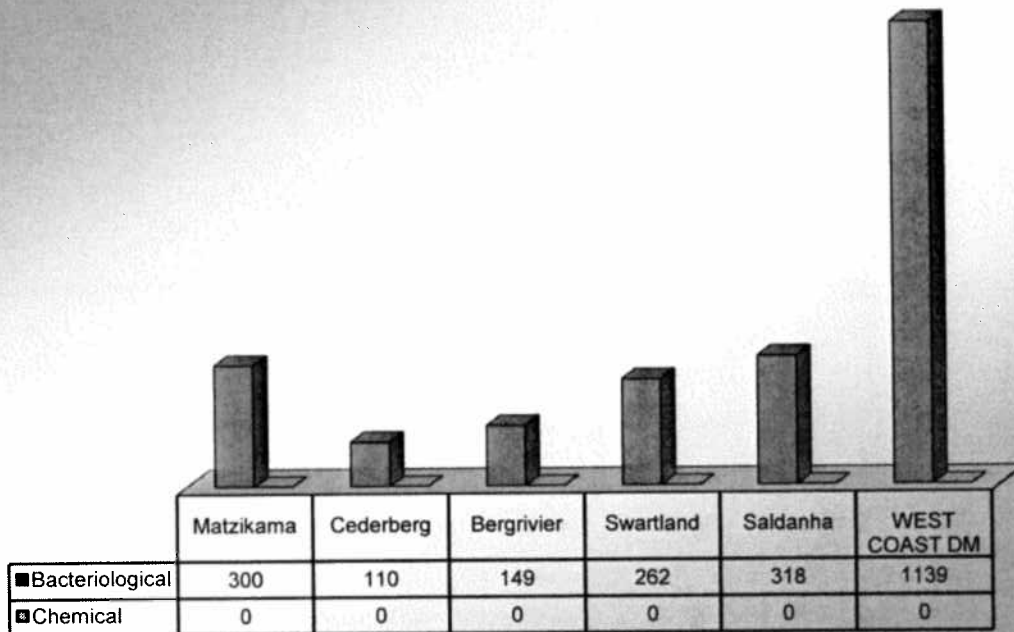
**NR OF COMMUNITY PROJECTS**



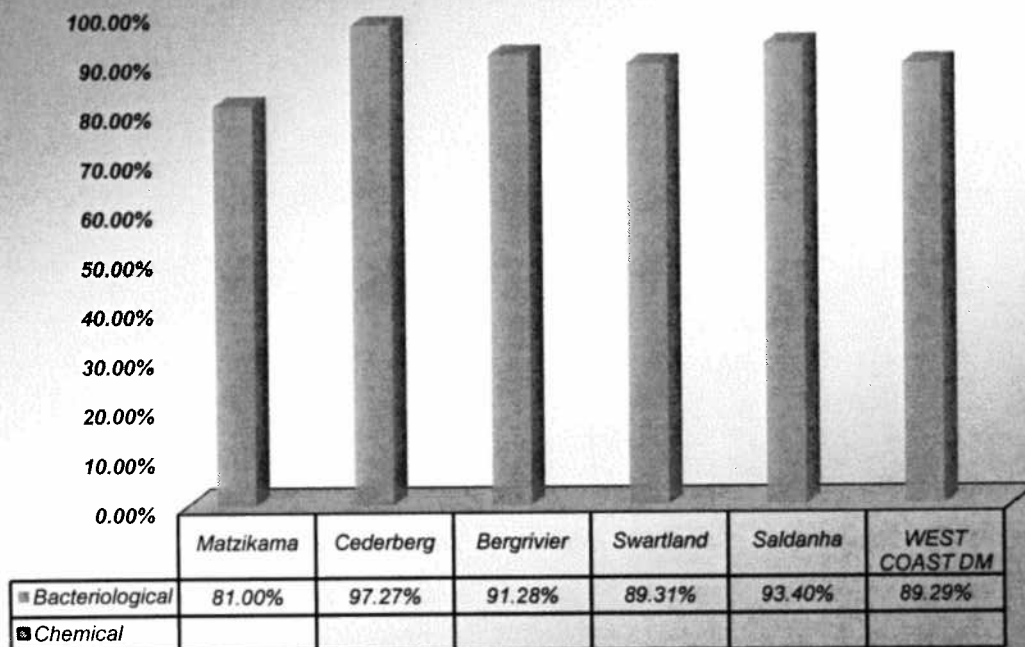
### EHP POPULATION RATIO



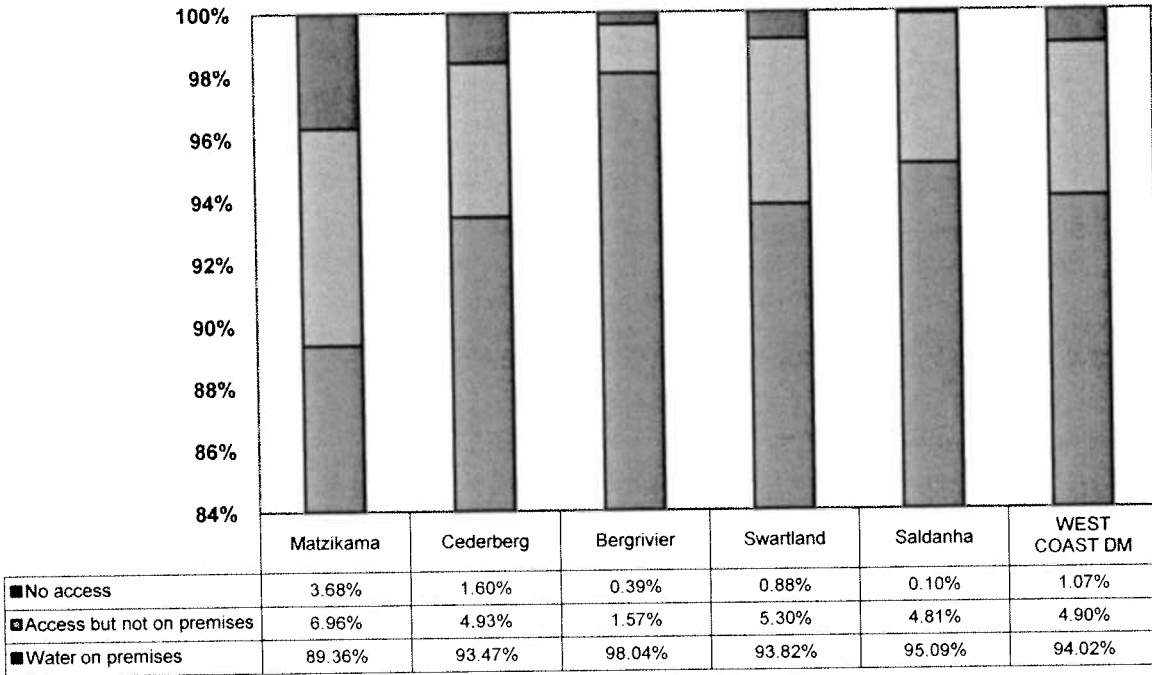
### WATER SAMPLES ANALYSED



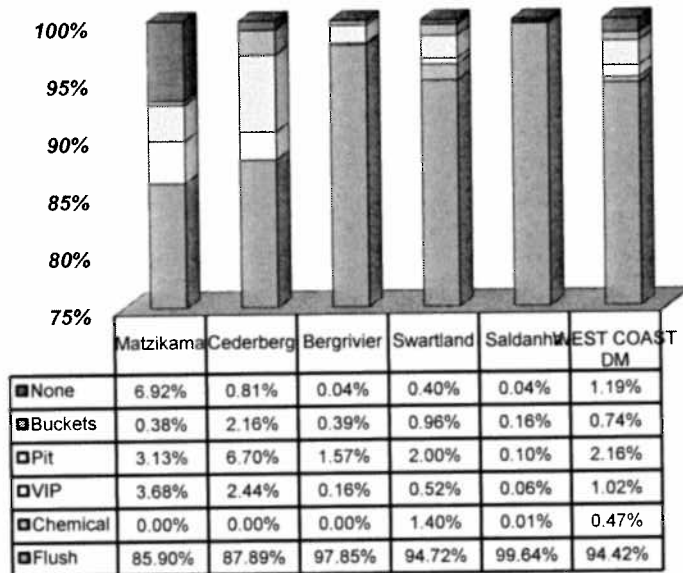
### WATER SAMPLE COMPLIANCE



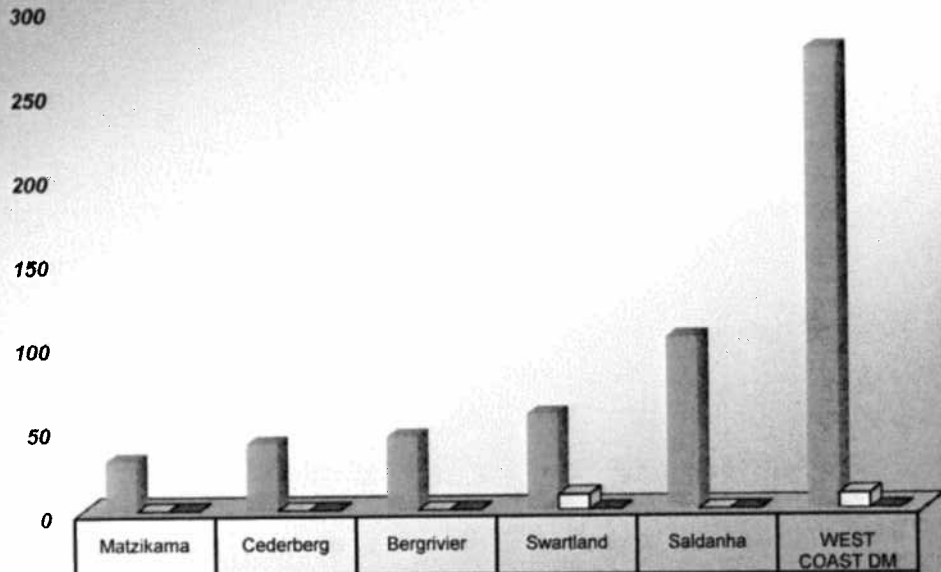
### %HOUSEHOLDS WITH ACCESS TO SAFE WATER



### LATRINE FACILITIES

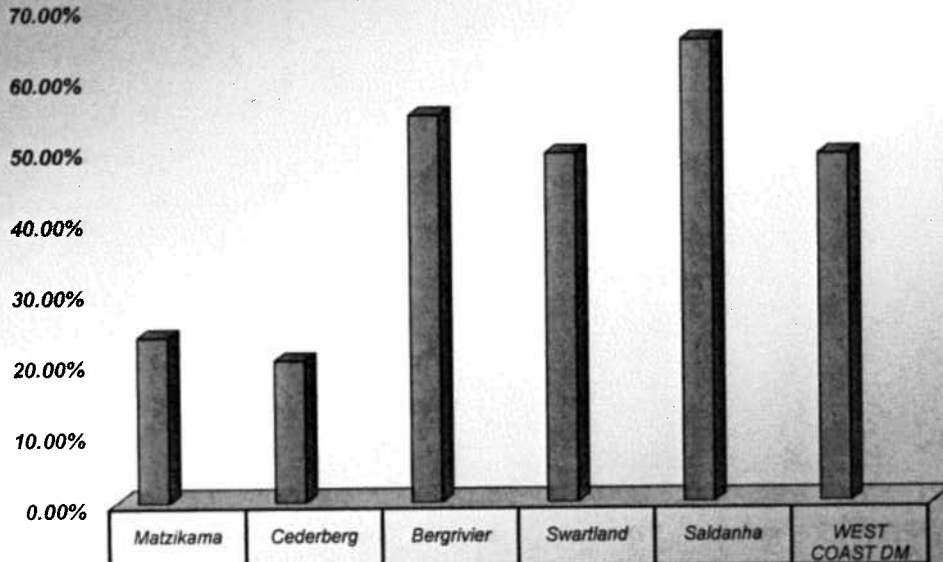


### NO OF EFFLUENT SAMPLES ANALYSED



|                                  | Matzikama | Cederberg | Bergrivier | Swartland | Saldanha | WEST COAST DM |
|----------------------------------|-----------|-----------|------------|-----------|----------|---------------|
| No of Municipal effluent samples | 30        | 40        | 44         | 57        | 103      | 274           |
| No of Private effluent samples   | 0         | 0         | 0          | 9         | 0        | 9             |
| No of Gov effluent samples       | 0         | 0         | 0          | 0         | 0        | 0             |

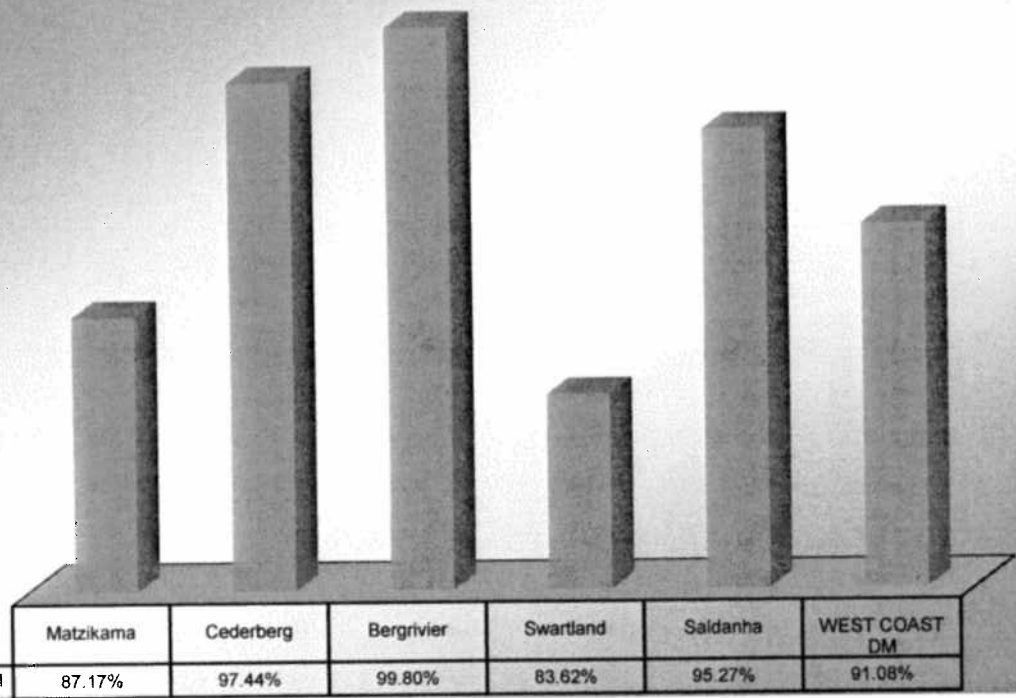
### PERCENTAGE EFFLUENT SAMPLES COMPLYING



|                               | Matzikama | Cederberg | Bergrivier | Swartland | Saldanha | WEST COAST DM |
|-------------------------------|-----------|-----------|------------|-----------|----------|---------------|
| % Municipal samples complying | 23.33%    | 20.00%    | 54.55%     | 49.12%    | 65.05%   | 48.91%        |
| % Private samples complying   |           |           |            |           |          |               |
| % Gov samples complying       |           |           |            |           |          |               |

### % HOUSEHOLDS WITH EFFECTIVE REFUSE REMOVAL SERVICE

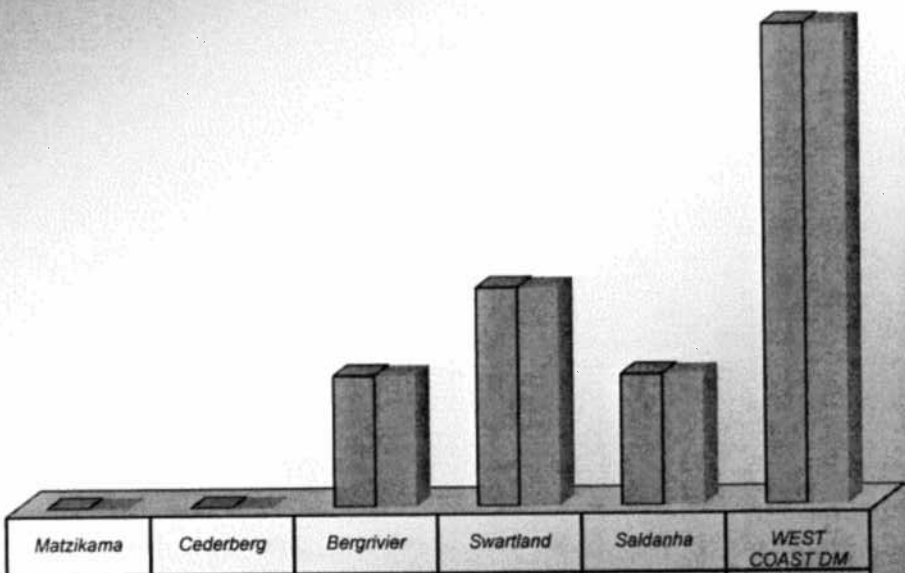
100.00%  
95.00%  
90.00%  
85.00%  
80.00%  
75.00%



|         |        |        |        |        |        |        |
|---------|--------|--------|--------|--------|--------|--------|
| Series1 | 87.17% | 97.44% | 99.80% | 83.62% | 95.27% | 91.08% |
|---------|--------|--------|--------|--------|--------|--------|

### OPERATION OF TRANSFER STATIONS

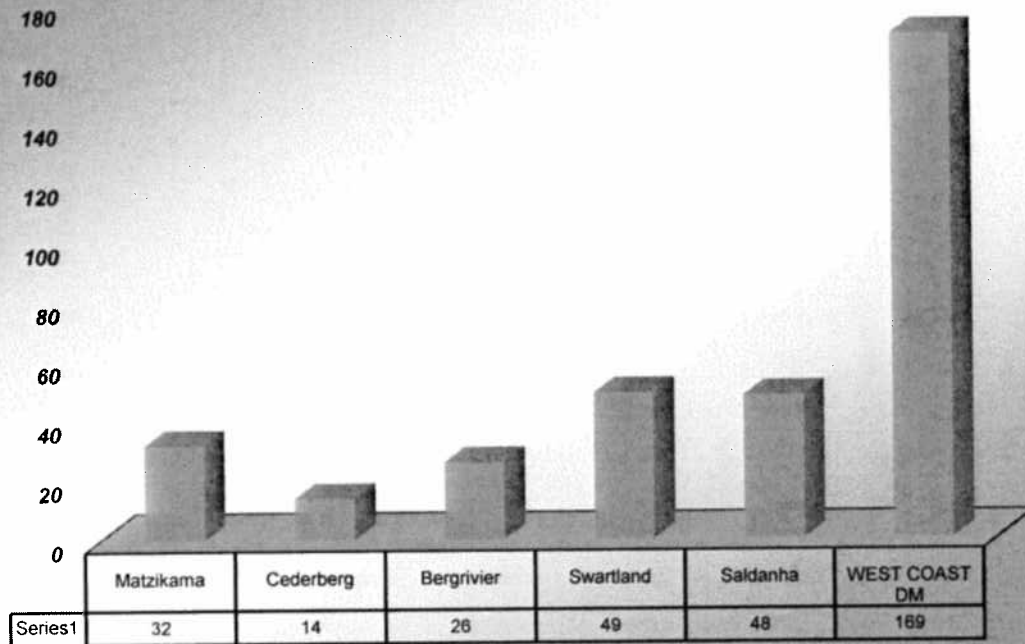
12  
10  
8  
6  
4  
2  
0



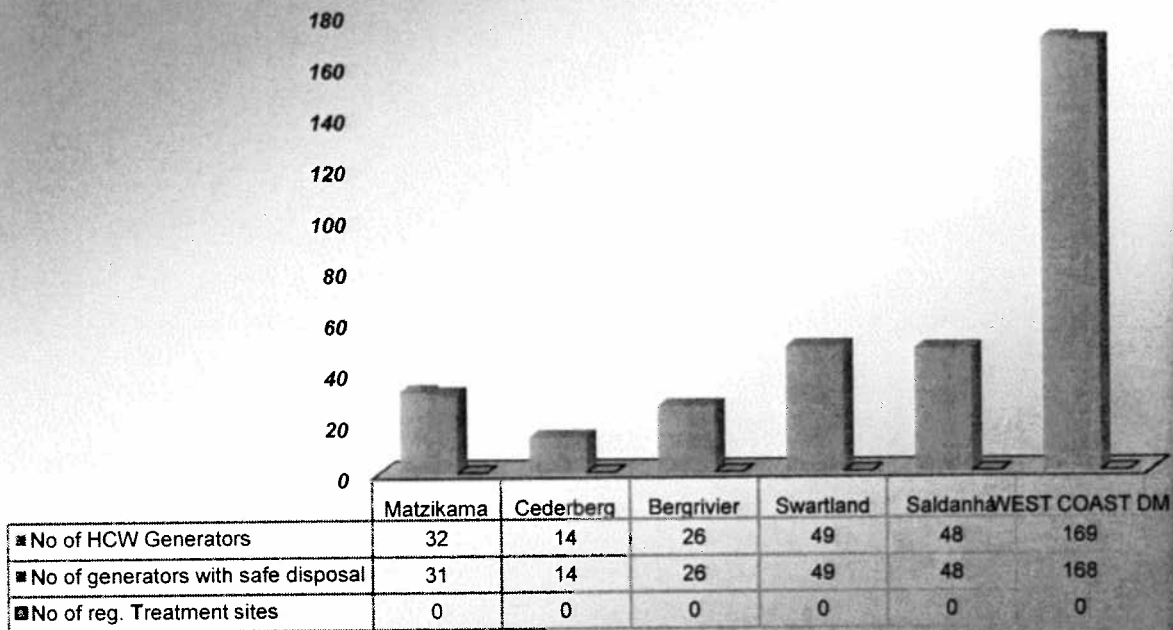
|                              |   |   |   |   |   |    |
|------------------------------|---|---|---|---|---|----|
| No of transfer stations used | 0 | 0 | 3 | 5 | 3 | 11 |
| No operated nuisance free    | 0 | 0 | 3 | 5 | 3 | 11 |



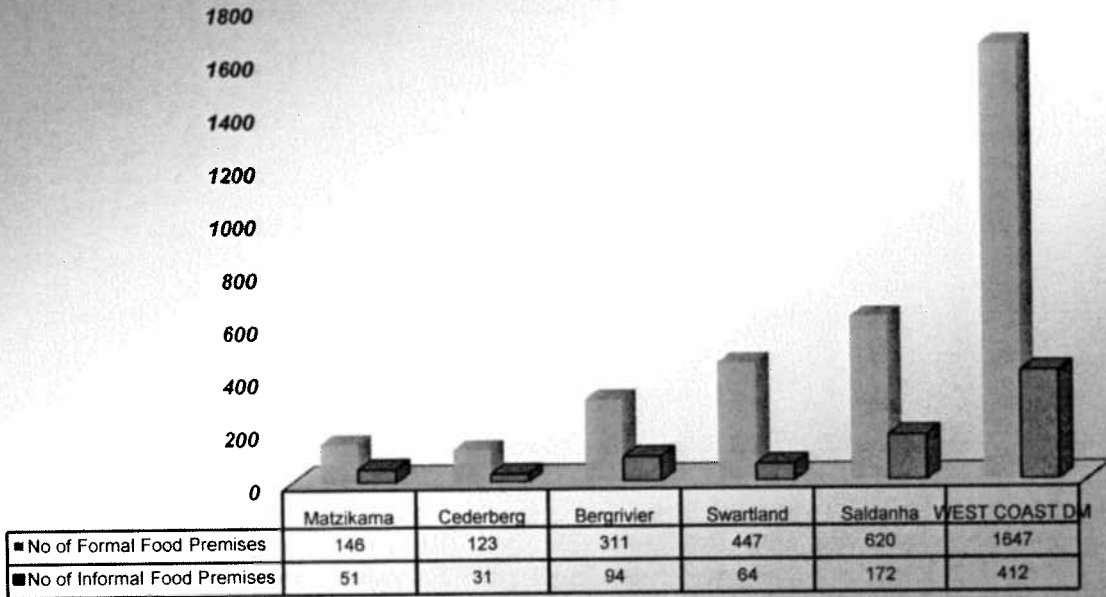
### NO OF HEALTH CARE WASTE GENERATORS



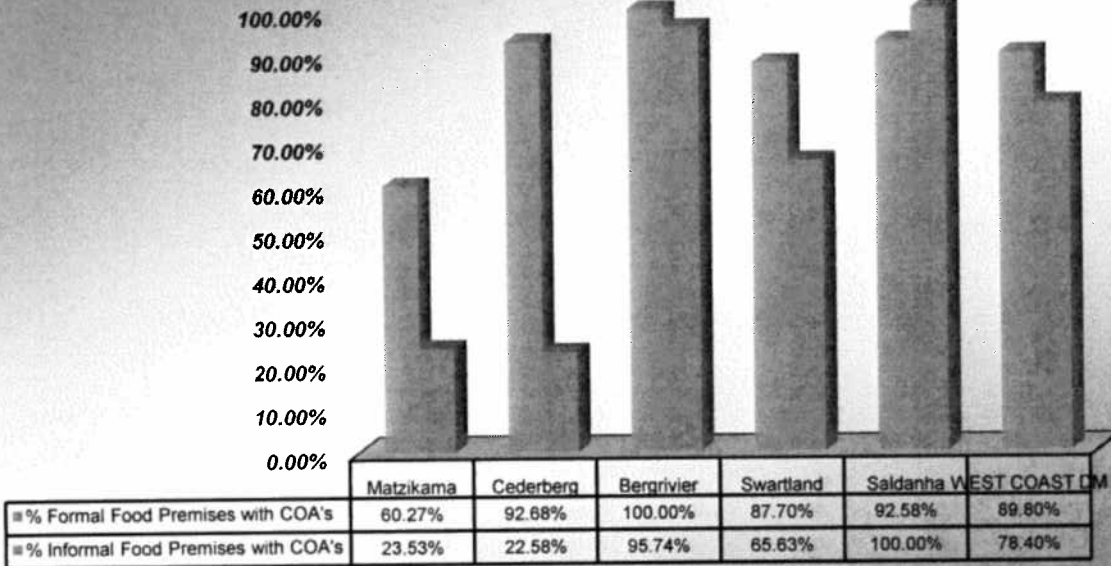
### HEALTH CARE WASTE DISPOSAL



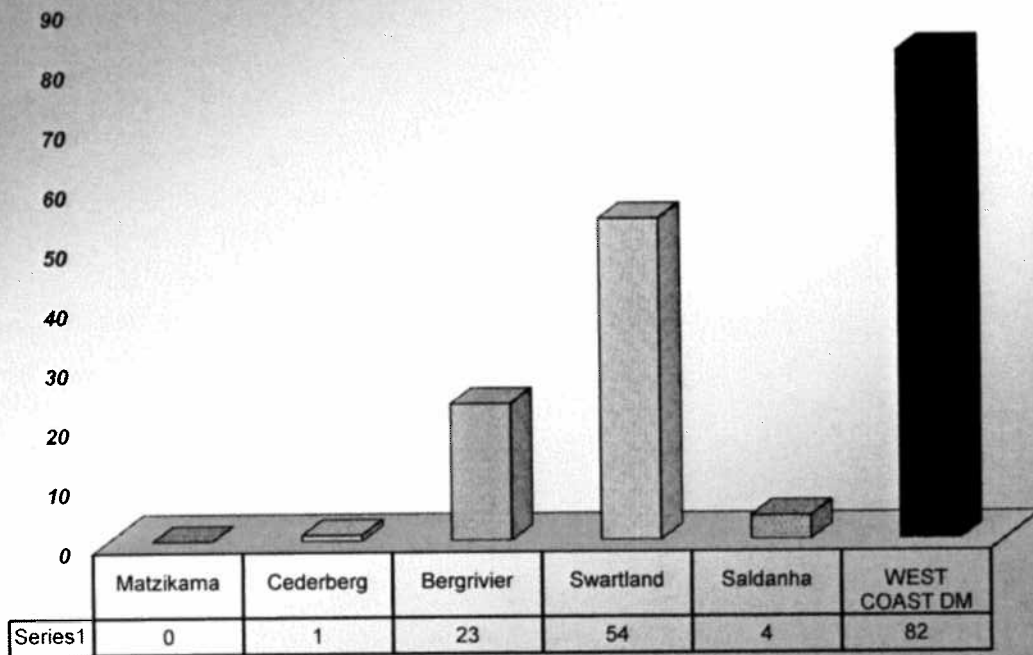
### NO OF FOOD PREMISES



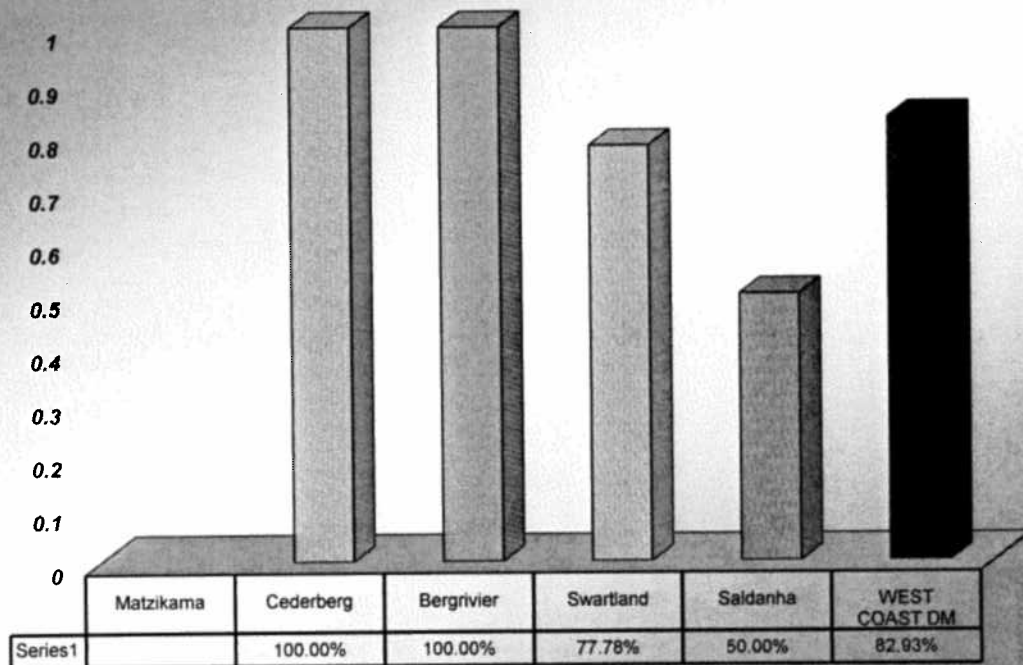
### % FOOD PREMISES WITH COA's



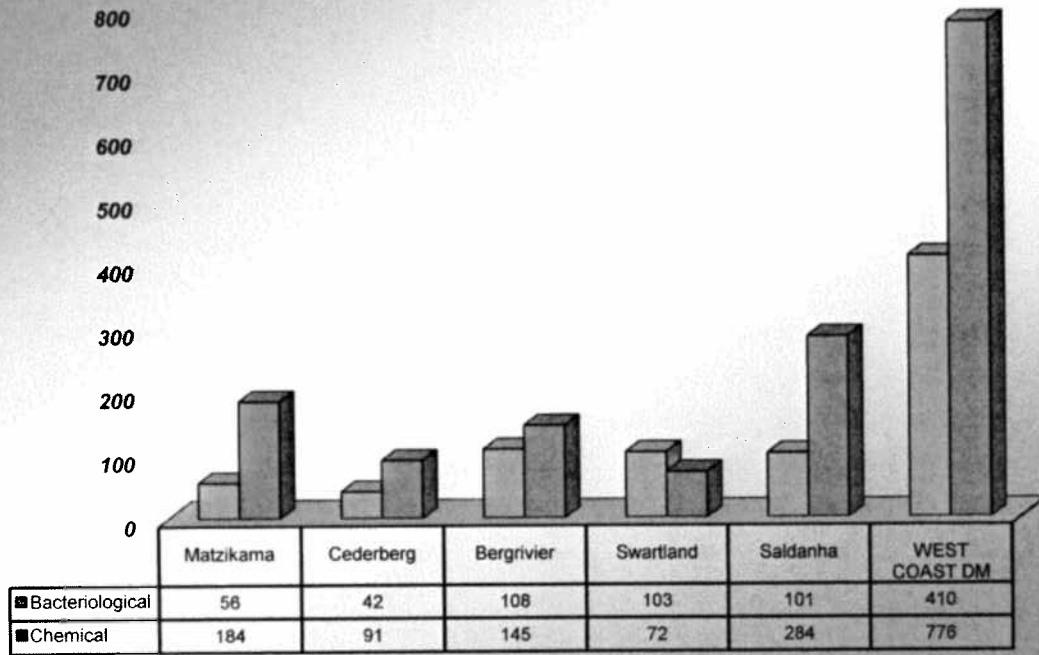
**NO OF DAIRY FARMS**



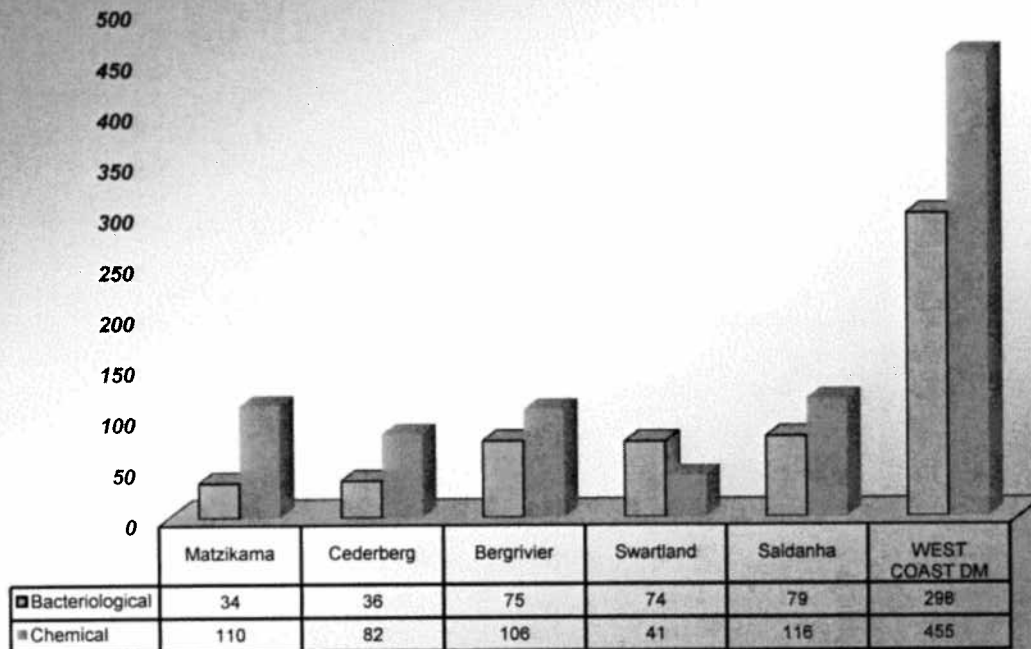
**% DAIRY FARMS WITH COAs**



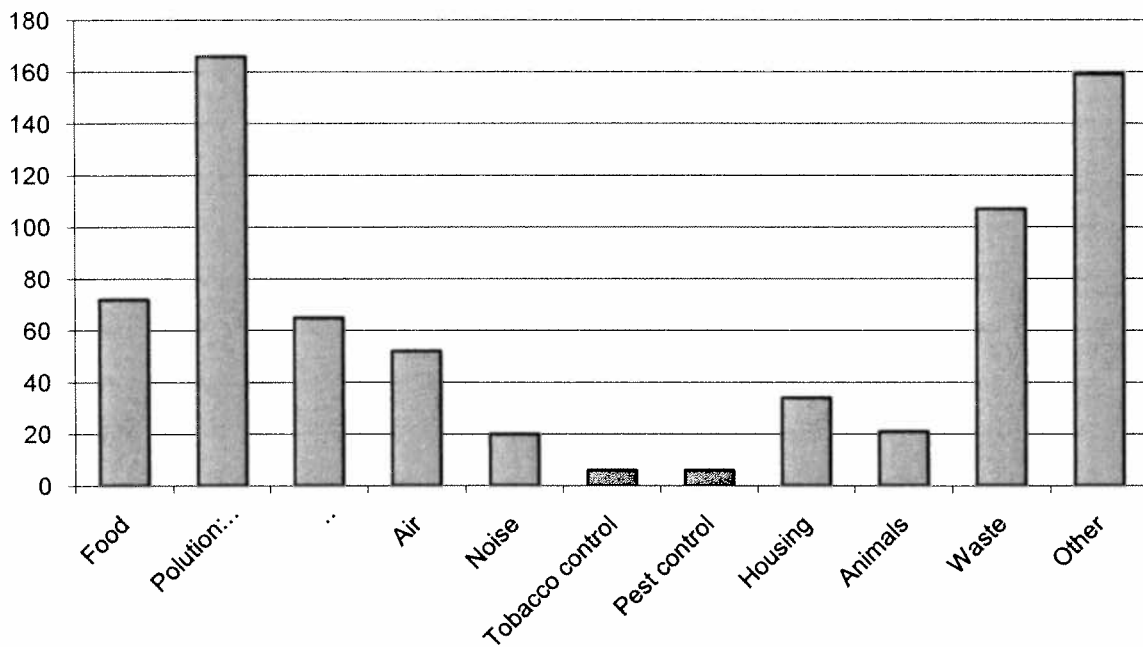
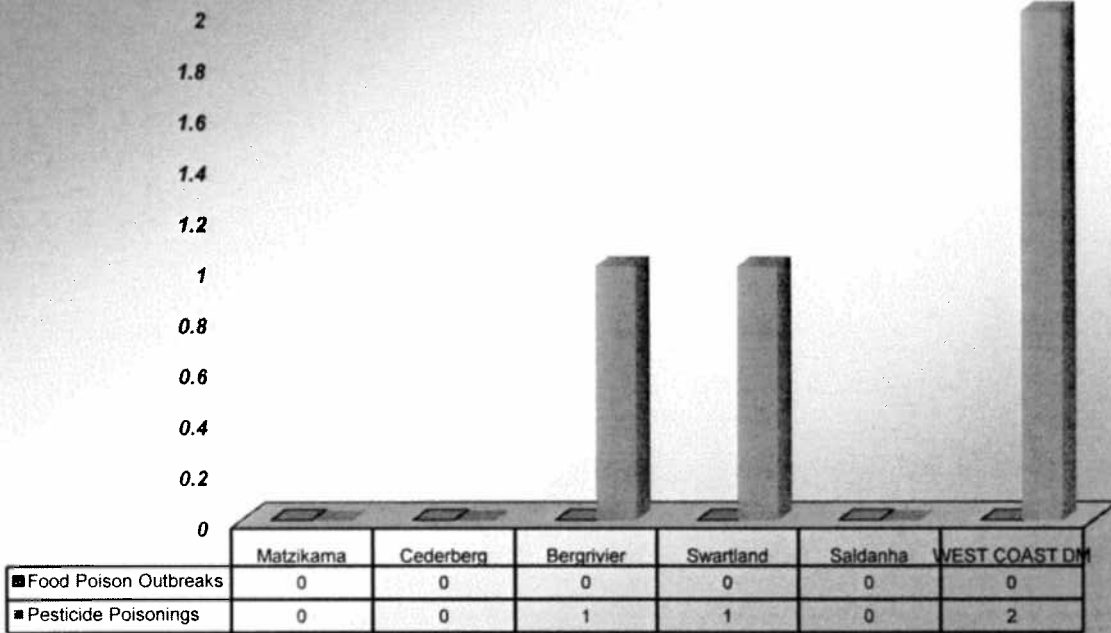
### NO OF FOOD SAMPLES ANALYSED



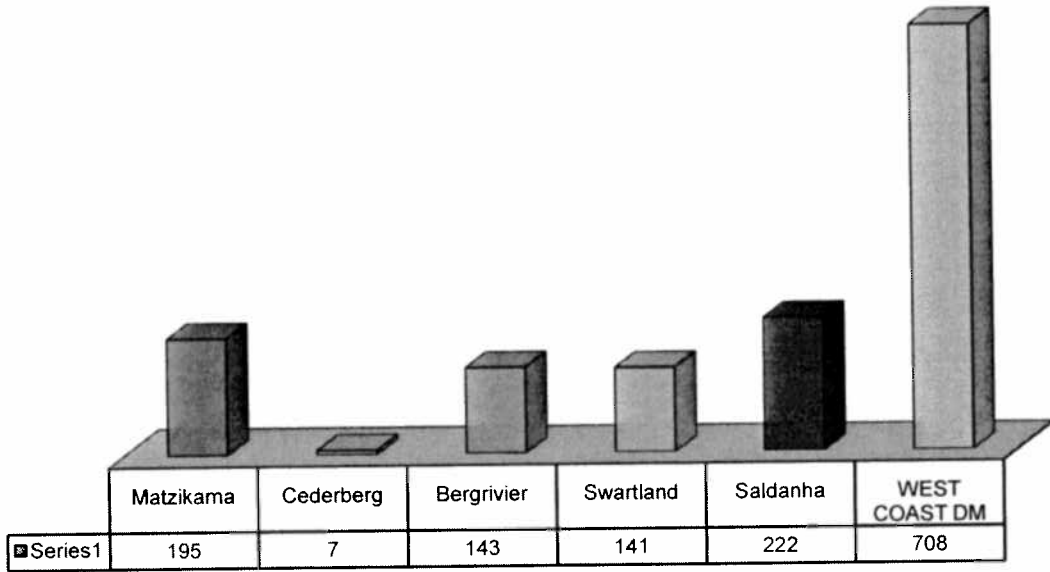
### FOOD SAMPLE COMPLIANCE



### FOOD & PESTICIDE POISONINGS:



TOTAL COMPLAINTS: 2010/2011



| DISTRICT  | Matzikama | Cederberg | Bergrivier | Swartland | Saldanha |     | WEST COAST DM |
|---|-----------|-----------|------------|-----------|----------|-----|---------------|
| Population  | 54020     | 38030     | 44503      | 74106     | 80744    | Tot | 291403        |
| No of EHPs  | 4         | 3         | 4          | 7         | 7        | Tot | 25            |
| EHP Ratio   | 13505     | 12677     | 11126      | 10587     | 11535    | Ave | 11656         |
| No of Community projects                            | 0.2       | 0.2       | 0.2        | 0.2       | 0.2      | Tot | 1             |
| No of Houses: Formal                                | 12297     | 12380     | 11500      | 35828     | 28000    | Tot | 100005        |
| No of Houses: Informal                              | 2609      | 1640      | 1275       | 859       | 3338     | Tot | 9721          |
| Total No of Houses                                  | 14906     | 14020     | 12775      | 36687     | 31338    |     | 109726        |
| <b>WATER</b>  |           |           |            |           |          |     |               |
| No Bac samples analysed                             | 300       | 110       | 149        | 262       | 318      | Tot | 1139          |
| No Chem samples analysed                            | 0         | 0         | 0          | 0         | z        | Tot | 0             |
| No Bac samples conforming                           | 243       | 107       | 136        | 234       | 297      | Tot | 1017          |
| No Chem samples conforming                          | 0         | 0         | 0          | 0         | 0        | Tot | 0             |
| % Bac samples complied                              | 81.00%    | 97.27%    | 91.28%     | 89.31%    | 93.40%   | Ave | 89.29%        |
| % Chem samples complied                             |           |           |            |           |          | Ave |               |
| No Households with safe water on premises           | 13320     | 13104     | 12525      | 34418     | 29800    | Tot | 103167        |
| No Households access to safe water but not on prem. | 1038      | 691       | 200        | 1945      | 1507     | Tot | 5381          |
| No Households without access to safe water supply   | 548       | 225       | 50         | 324       | 31       | Tot | 1178          |
|   | 14906     | 14020     | 12775      | 36687     | 31338    |     | 109726        |
| % Households on premises                            | 89.36%    | 93.47%    | 98.04%     | 93.82%    | 95.09%   | Ave | 94.02%        |
| % Households not on premises                        | 6.96%     | 4.93%     | 1.57%      | 5.30%     | 4.81%    | Ave | 4.90%         |
| % Households with no access                         | 3.68%     | 1.60%     | 0.39%      | 0.88%     | 0.10%    | Ave | 1.07%         |
| <b>SANITATION</b>                                   |           |           |            |           |          |     |               |
| No Households to safe/effective latrine facility    | 13352     | 12664     | 12520      | 35453     | 31246    | Tot | 105235        |
| No Households with Flush systems                    | 12804     | 12322     | 12500      | 34750     | 31224    | Tot | 103600        |
| No Households with Chemical                         |           |           |            | 514       | 2        | Tot | 516           |
| No Households with VIP                              | 548       | 342       | 20         | 189       | 20       | Tot | 1119          |
| No Households with Pit                              | 466       | 940       | 200        | 732       | 30       | Tot | 2368          |
| No Households with Buckets                          | 57        | 303       | 50         | 354       | 49       | Tot | 813           |
| None  | 1031      | 113       | 5          | 148       | 13       | Tot | 1310          |
|   | 14906     | 14020     | 12775      | 36687     | 31338    | Tot | 109726        |
| % Flush   | 85.90%    | 87.89%    | 97.85%     | 94.72%    | 99.64%   | Ave | 94.42%        |
| % Chemical  | 0.00%     | 0.00%     | 0.00%      | 1.40%     | 0.01%    | Ave | 0.47%         |
| % VIP   | 3.68%     | 2.44%     | 0.16%      | 0.52%     | 0.06%    | Ave | 1.02%         |
| % Pit   | 3.13%     | 6.70%     | 1.57%      | 2.00%     | 0.10%    | Ave | 2.16%         |
| % Bucket  | 0.38%     | 2.16%     | 0.39%      | 0.96%     | 0.16%    | Ave | 0.74%         |
| % None  | 6.92%     | 0.81%     | 0.04%      | 0.40%     | 0.04%    | Ave | 1.19%         |
| No of municipal sewage plants                       | 12        | 5         | 6          | 6         | 8        | Tot | 37            |
| No of private sewage plants                         | 0         | 0         | 1          | 3         | 0        | Tot | 4             |
| No of gov. Inst. sewage plants                      | 1         | 0         | 1          | 2         | 0        | Tot | 4             |
| No municipal effluent samples analysed pa           | 30        | 40        | 44         | 57        | 103      | Tot | 274           |
| No private effluent samples analysed pa             | 0         | 0         | 0          | 9         | 0        | Tot | 9             |

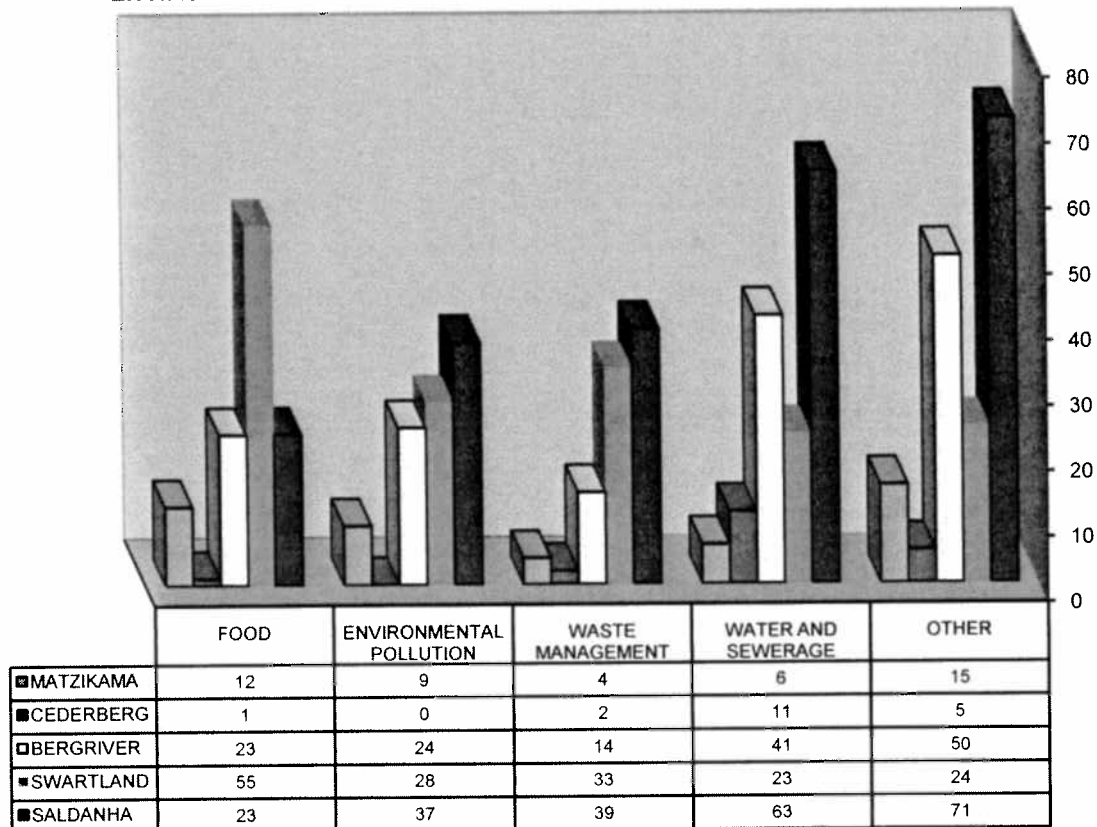
|   |        |         |         |        |         |     |        |
|---|--------|---------|---------|--------|---------|-----|--------|
| No of gov effluent samples analysed pa              | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
|   | 30     | 40      | 44      | 66     | 103     |     | 283    |
| No of municipal effluent samples conforming         | 7      | 8       | 24      | 28     | 67      | Tot | 134    |
| No of private effluent samples conforming           | 0      | 0       | 0       | 7      | 0       | Tot | 7      |
| No of gov. effluent samples conforming              | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
|   | 7      | 8       | 24      | 35     | 67      |     | 141    |
| % municipal samples conforming                      | 23.33% | 20.00%  | 54.55%  | 49.12% | 65.05%  | Ave | 48.91% |
| % private samples conforming                        |        |         |         |        |         | Ave |        |
| % gov. samples conforming                           |        |         |         |        |         | Ave |        |
| No of Moore Pads Analyzed                           | 0      | 0       | 0       | 0      | 0       |     | 0      |
| No of Moore Pads Negative                           | 0      | 0       | 0       | 0      | 0       |     | 0      |
| No of plants with Safe effluent disposal: municipal | 10     | 0       | 0       | 0      | 7       |     | 17     |
| No of plants with Safe effluent disposal: private   | 1      | 0       | 1       | 1      | 0       |     | 3      |
| No of plants with Safe effluent disposal: govt.     | 1      | 0       | 1       | 0      | 0       |     | 2      |
| No of plants with Safe sludge disposal: municipal   | 10     | 5       | 3       | 0      | 7       |     | 25     |
| No of plants with Safe sludge disposal: private     | 1      | 0       | 1       | 1      | 0       |     | 3      |
| No of plants with Safe sludge disposal: govt.       | 0      | 0       | 0       | 0      | 0       |     | 0      |
| No of waste sites: General: Communal <1ton/day      | 5      | 2       | 0       | 6      | 0       | Tot | 13     |
| Small >1- <25tons/day                               | 4      | 3       | 4       | 4      | 1       | Tot | 16     |
| Medium >25- <500tons/day                            | 0      | 0       | 0       | 2      | 1       | Tot | 3      |
| Large >500tons/day                                  | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| Hazardous: H-h                                      | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| H-H   | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| No of sites with san. Landfill: General: Communal   |        |         |         |        |         | Tot | 0      |
| Small   | 2      | 3       | 4       | 0      | 1       | Tot | 10     |
| Medium  | 0      | 0       | 0       | 1      | 1       | Tot | 2      |
| Large   | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| Hazardous: H-h                                      | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| H-H   | 0      | 0       | 0       | 0      | 0       | Tot | 0      |
| % sites with san. Landfill: General: Communal       |        |         |         |        |         | Ave |        |
| Small   | 50.00% | 100.00% | 100.00% | 0.00%  | 100.00% | Ave | 62.50% |
| Medium  |        |         |         | 50.00% | 100.00% | Ave | 66.67% |
| Large   |        |         |         |        |         | Ave |        |
| Hazardous: H-h                                      |        |         |         |        |         | Ave |        |
| H-H   |        |         |         |        |         | Ave |        |
| No Households with effective refuse rem. service    | 12993  | 13661   | 12750   | 30679  | 29855   | Tot | 99938  |
| % Households with effective refuse rem. service     | 87.17% | 97.44%  | 99.80%  | 83.62% | 95.27%  | Ave | 91.08% |



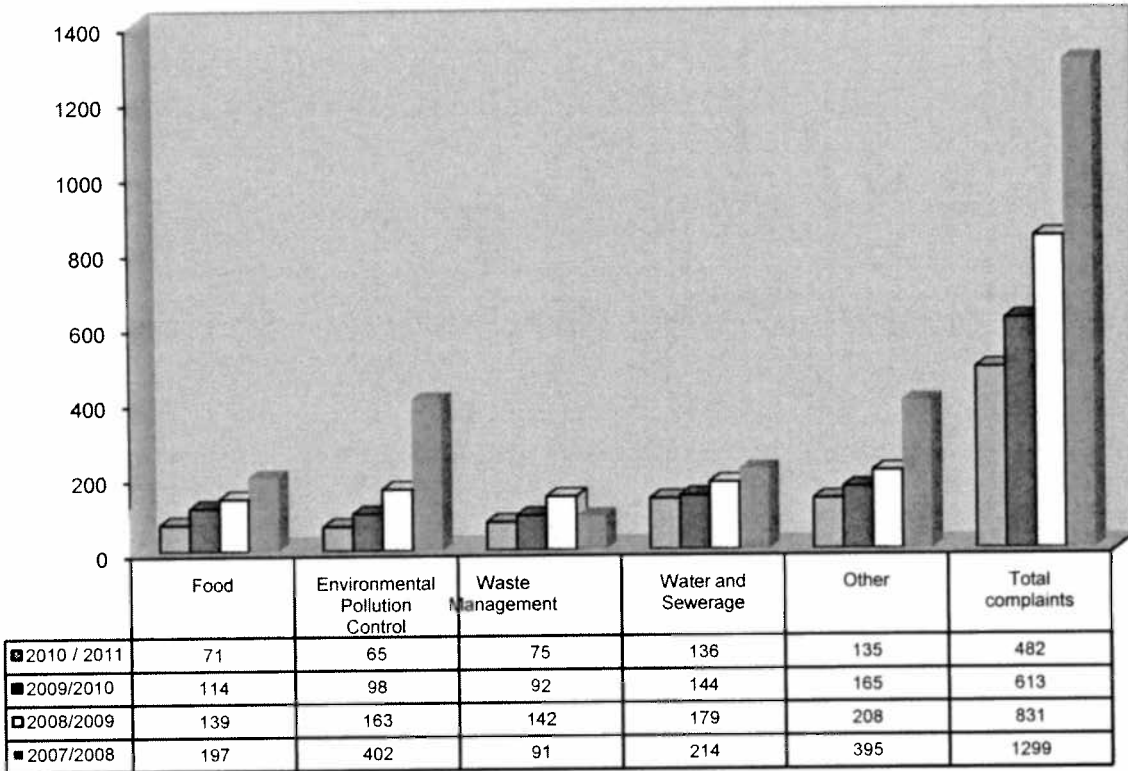
|   |         |         |         |         |         |     |         |
|---|---------|---------|---------|---------|---------|-----|---------|
| No of transfer stations being used                | 0       | 0       | 3       | 5       | 3       | Tot | 11      |
| No of Transfer stations operated nuisance free    | 0       | 0       | 3       | 5       | 3       | Tot | 11      |
| % Transfer stations operated nuisance free        | #DIV/0! |         |         | 100.00% | 100.00% | Ave | 100.00% |
| No of Health Care Waste generators                | 32      | 14      | 26      | 49      | 48      | Tot | 169     |
| No of generators that dispose waste safely        | 31      | 14      | 26      | 49      | 48      | Tot | 168     |
| % of generators that dispose waste safely         | 96.88%  | 100.00% | 100.00% | 100.00% | 100.00% | Ave | 99.41%  |
| No of registered health care waste disposal sites | 0       | 0       | 0       | 0       | 0       | Tot | 0       |
| <b>FOOD</b>                                       |         |         |         |         |         |     |         |
| No formal food handling premises                  | 146     | 123     | 311     | 447     | 620     | Tot | 1647    |
| No informal food handling premises                | 51      | 31      | 94      | 64      | 172     | Tot | 412     |
| No of COA's: formal food handling premises        | 88      | 114     | 311     | 392     | 574     | Tot | 1479    |
| No of COA's: informal food handling premises      | 12      | 7       | 90      | 42      | 172     | Tot | 323     |
| % COA's: formal food handling premises            | 60.27%  | 92.68%  | 100.00% | 87.70%  | 92.58%  | Ave | 89.80%  |
| % COA's: informal food handling premises          | 23.53%  | 22.58%  | 95.74%  | 65.63%  | 100.00% | Ave | 78.40%  |
| No of dairy farms                                 | 0       | 1       | 23      | 54      | 4       | Tot | 82      |
| No of Dairy farms with COA's                      | 0       | 1       | 23      | 42      | 2       | Tot | 68      |
| % of Dairy farms with COA's                       |         | 100.00% | 100.00% | 77.78%  | 50.00%  | Ave | 82.93%  |
| No Bac food samples analysed pa                   | 56      | 42      | 108     | 103     | 101     | Tot | 410     |
| No Chem food samples analysed pa                  | 184     | 91      | 145     | 72      | 284     | Tot | 776     |
| Total food samples analysed pa                    | 240     | 133     | 253     | 175     | 385     | Tot | 1186    |
| No of Bac food samples complied                   | 34      | 36      | 75      | 74      | 79      | Tot | 298     |
| No of Chem food samples complied                  | 110     | 82      | 106     | 41      | 116     | Tot | 455     |
| % of Bac food samples complied                    |         | 85.71%  | 69.44%  | 71.84%  | 78.22%  | Ave | 72.68%  |
| % of Chem food samples complied                   | 59.78%  | 90.11%  | 73.10%  | 56.94%  | 40.85%  | Ave | 58.63%  |
| No food poison outbreaks                          | 0       | 0       | 0       | 0       | 0       | Tot | 0       |
| No food poison deaths                             | 0       | 0       | 0       | 0       | 0       | Tot | 0       |
| <b>PESTICIDE POISONING</b>                        |         |         |         |         |         |     |         |
| No pesticide poisonings                           | 0       | 0       | 1       | 1       | 0       | Tot | 2       |
| No pesticide poisoning deaths                     | 0       | 0       | 0       | 0       | 0       | Tot | 0       |
| <b>ENVIRONMENTAL HEALTH RELATED COMPLAINTS</b>    |         |         |         |         |         |     |         |
| Food  | 15      | 0       | 14      | 22      | 21      | Tot | 72      |
| Polution: Water / Sanitation                      | 49      | 1       | 27      | 48      | 41      | Tot | 166     |
| Environment                                       | 23      | 3       | 7       | 15      | 17      | Tot | 65      |
| Air   | 2       | 1       | 6       | 0       | 43      | Tot | 52      |
| Noise   | 9       | 0       | 2       | 0       | 9       | Tot | 20      |
| Tobacco control                                   | 0       | 0       | 1       | 3       | 2       | Tot | 6       |
| Pest control                                      | 5       | 0       | 1       | 0       | 0       | Tot | 6       |

|                         |                  |                  |                   |                  |                 |            |                      |
|-------------------------|------------------|------------------|-------------------|------------------|-----------------|------------|----------------------|
| Housing                 | 33               | 0                | 0                 | 0                | 1               | Tot        | 34                   |
| Animals                 | 10               | 0                | 1                 | 0                | 10              | Tot        | 21                   |
| Waste                   | 25               | 2                | 20                | 30               | 30              | Tot        | 107                  |
| Other                   | 24               | 0                | 64                | 23               | 48              | Tot        | 159                  |
| <b>Total complaints</b> | <b>195</b>       | <b>7</b>         | <b>143</b>        | <b>141</b>       | <b>222</b>      | <b>Tot</b> | <b>708</b>           |
| <b>DISTRICT</b>         | <b>Matzikama</b> | <b>Cederberg</b> | <b>Bergrivier</b> | <b>Swartland</b> | <b>Saldanha</b> |            | <b>WEST COAST DM</b> |

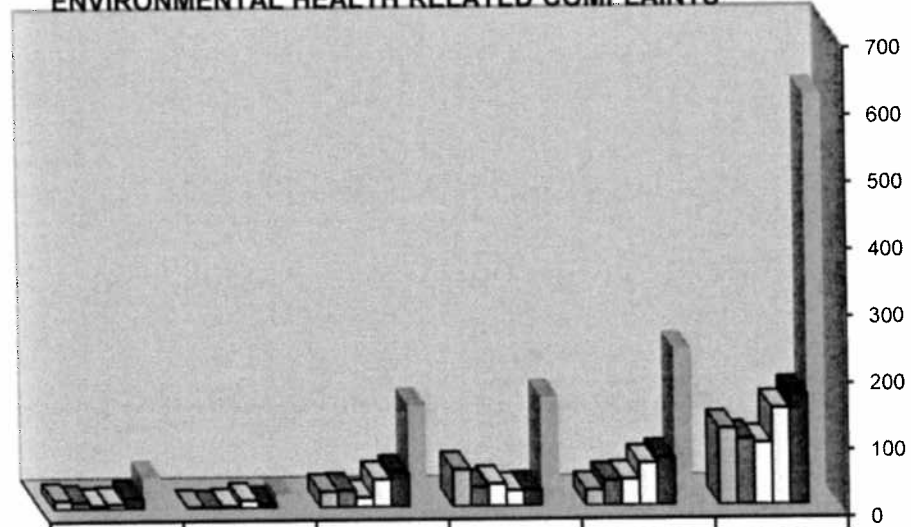
**ENVIRONMENTAL HEALTH RELATED COMPLAINTS PER DISTRICT 2009/ 2010**



**ENVIRONMENTAL HEALTH RELATED COMPLAINTS 2007/2008 - 2008/2009 -  
2009/2010 - 2010/2011**



### ENVIRONMENTAL HEALTH RELATED COMPLAINTS



|                         | MATZIKAMA | CEDERBERG | BERGRIVER | SWARTLAND | SALDANHA | TOTAL |
|-------------------------|-----------|-----------|-----------|-----------|----------|-------|
| FOOD                    | 12        | 1         | 23        | 55        | 23       | 114   |
| ENVIRONMENTAL POLLUTION | 9         | 0         | 24        | 28        | 37       | 98    |
| WASTE MANAGEMENT        | 4         | 2         | 14        | 33        | 39       | 92    |
| WATER AND SEWERAGE      | 6         | 11        | 41        | 23        | 63       | 144   |
| OTHER                   | 15        | 5         | 50        | 24        | 71       | 165   |
| TOTAL COMPLAINTS        | 46        | 19        | 152       | 163       | 233      | 613   |

| 2007/2008                               |            |           |            |            |            |               |
|---|------------|-----------|------------|------------|------------|---------------|
| ENVIRONMENTAL HEALTH RELATED COMPLAINTS | Matzikama  | Cederberg | Bergrivier | Swartland  | Saldanha   | WEST COAST DM |
| Food                                    | 34         | 19        | 47         | 65         | 32         | 197           |
| Environmental Pollution Control         | 15         | 1         | 20         | 34         | 332        | 402           |
| Waste Management                        | 25         | 5         | 9          | 23         | 29         | 91            |
| Water and Sewerage                      | 49         | 6         | 35         | 56         | 68         | 214           |
| Other                                   | 72         | 23        | 95         | 88         | 117        | 395           |
| <b>Total complaints</b>                 | <b>195</b> | <b>54</b> | <b>206</b> | <b>266</b> | <b>578</b> | <b>1299</b>   |

| 2008 /2009                              |            |           |            |            |            |               |
|---|------------|-----------|------------|------------|------------|---------------|
| ENVIRONMENTAL HEALTH RELATED COMPLAINTS | Matzikama  | Cederberg | Bergrivier | Swartland  | Saldanha   | WEST COAST DM |
| Food                                    | 48         | 1         | 21         | 33         | 36         | 139           |
| Environmental Pollution Control         | 9          | 2         | 48         | 50         | 54         | 163           |
| Waste Management                        | 43         | 4         | 15         | 35         | 45         | 142           |
| Water and Sewerage                      | 25         | 6         | 30         | 50         | 68         | 179           |
| Other                                   | 36         | 5         | 47         | 29         | 91         | 208           |
| <b>Total Complaints</b>                 | <b>161</b> | <b>18</b> | <b>161</b> | <b>197</b> | <b>294</b> | <b>831</b>    |

| 2009 /2010                              |           |           |            |            |            |               |
|---|-----------|-----------|------------|------------|------------|---------------|
| ENVIRONMENTAL HEALTH RELATED COMPLAINTS | Matzikama | Cederberg | Bergrivier | Swartland  | Saldanha   | WEST COAST DM |
| Food                                    | 12        | 1         | 23         | 55         | 23         | 114           |
| Environmental Pollution Control         | 9         | 0         | 24         | 28         | 37         | 98            |
| Waste Management                        | 4         | 2         | 14         | 33         | 39         | 92            |
| Water and Sewerage                      | 6         | 11        | 41         | 23         | 63         | 144           |
| Other                                   | 15        | 5         | 50         | 24         | 71         | 165           |
| <b>Total Complaints</b>                 | <b>46</b> | <b>19</b> | <b>152</b> | <b>163</b> | <b>233</b> | <b>613</b>    |

| 2010 /2011                              |           |           |            |            |            |               |
|---|-----------|-----------|------------|------------|------------|---------------|
| ENVIRONMENTAL HEALTH RELATED COMPLAINTS | Matzikama | Cederberg | Bergrivier | Swartland  | Saldanha   | WEST COAST DM |
| Food                                    | 7         | 1         | 28         | 24         | 22         | 82            |
| Environmental Pollution Control         | 4         | 1         | 55         | 15         | 60         | 135           |
| Waste Management                        | 5         | 1         | 33         | 31         | 31         | 101           |
| Water and Sewerage                      | 9         | 5         | 23         | 56         | 41         | 134           |
| Other                                   | 17        | 1         | 24         | 27         | 71         | 140           |
| <b>Total Complaints</b>                 | <b>42</b> | <b>9</b>  | <b>163</b> | <b>153</b> | <b>225</b> | <b>592</b>    |

| Type of Complaint               | 2010 / 2011 | 2009/2010  | 2008/2009  | 2007/2008   |
|---------------------------------|-------------|------------|------------|-------------|
| Food                            | 71          | 114        | 139        |             |
| Environmental Pollution Control | 65          | 98         | 163        | 197         |
| Waste Management                | 75          | 92         | 142        | 402         |
| Water and Sewerage              | 136         | 144        | 179        | 91          |
| Other                           | 135         | 165        | 208        | 214         |
| <b>Total complaints</b>         | <b>482</b>  | <b>613</b> | <b>831</b> | <b>395</b>  |
|                                 |             |            |            | <b>1299</b> |

## SEKSIE OMGEWINGSINTEGRITEIT

### ENVIRONMENTAL WORKSESSIONS, INSPECTIONS AND MEETINGS

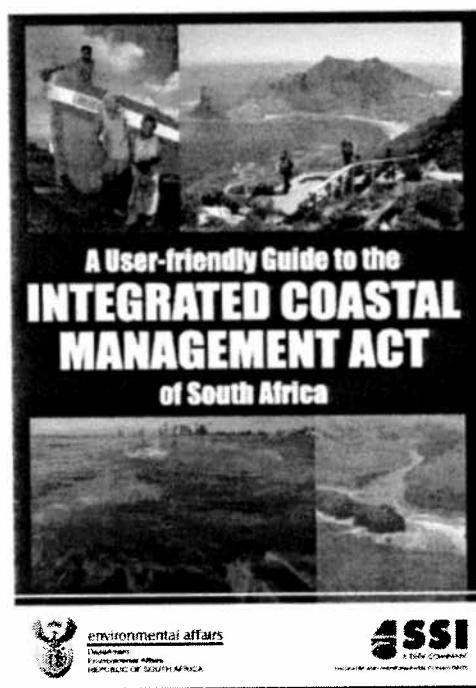
Various environmental meetings and work sessions were attended during the last year, where various inputs and recommendations were given from an environmental point of view.

### INTEGRATED COASTAL MANAGEMENT ACT

Various Provincial Coastal Committee meetings were attended during the year where strategic coastal management issues which promote integrated and co-operative governance from a municipal point were discussed.

A presentation was done by DEADP on the 29<sup>th</sup> of September 2010 on the new Integrated Coastal Management Act and the roles and responsibilities it places on local government and municipalities.

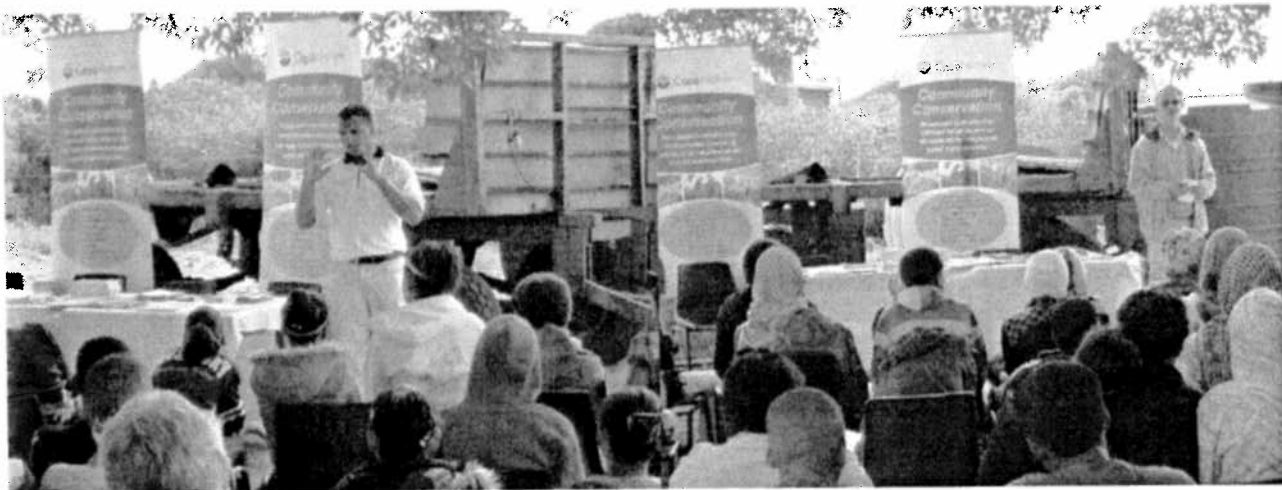
The Municipality went out on tender to compile a Coastal Management Plan for the whole district, in order to meet its statutory obligation as stated in the Act - Section 49 (Act 24 of 2008). The service provider is currently being appointed and the plan would be compiled within the next two years, as stated in the Act.



### HERITAGE AND WORLD HABITAT DAY:

The WCDM in collaboration with Cape Nature completed an environmental awareness campaign at Rocherpan Nature Reserve to celebrate Heritage and World Habitat day on the 2<sup>nd</sup> of October 2010. Youth groups from Velddrif and Aurora were made aware of these important environmental days. The WCDM partnered and contributed with Cape Nature towards covering expenses to combine resources to cover the total costs associated with the celebrations.





**ENVIRONMENTAL WEEK AND ARBOR MONTH:**

The Section: Environmental Integrity Annual Arbor Month Celebrations was celebrated throughout the West Coast District. The Section purchased distributed 600 trees in total during Environmental Week and Arbor Month. (250 trees were purchased while DAFF sponsored 350 trees. Trees were equally divided into the region and DMA areas where they were planted at various identified and interested schools, public open spaces, pre-schools, environmental organizations / conservation associations etc. within the West Coast to create awareness regarding environmental week and Arbor month and to combat climate change.



Indigenous Trees ready for distribution within the WCDM area

**INTERNATIONAL COASTAL CLEANUP - YZERFONTEIN:**

The Section: Environmental Integrity in partnership with the Yzerfontein Urban Conservancy and ATKV successfully completed a Coastal Cleanup Project in the Yzerfontein area on the 27 of September 2010. The WCDM assisted with arrangements and associated costs to create awareness amongst the community and youth regarding the importance of this international awareness raising event.



Volunteers at Yzerfontein who participated in the International Coastal Cleanup Campaign

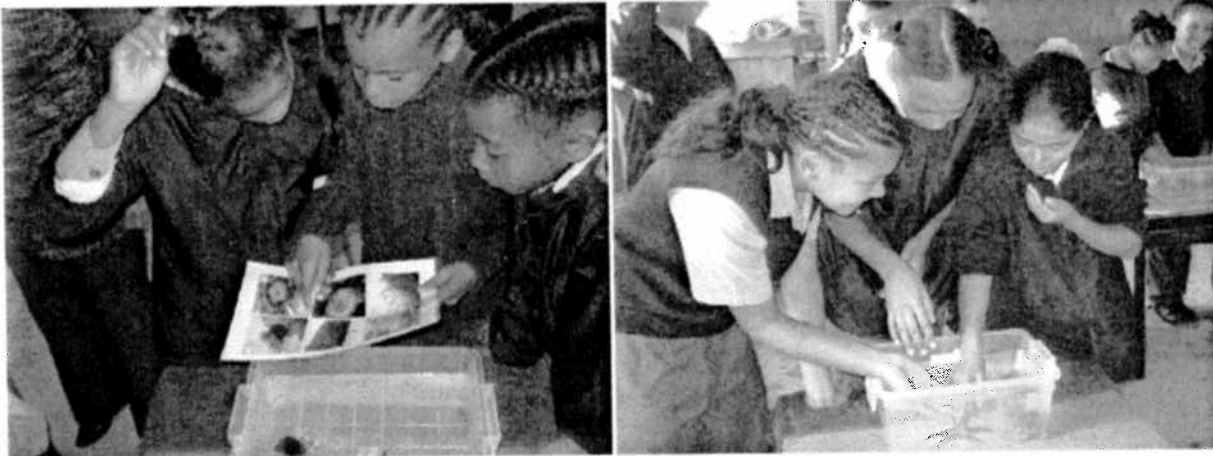
**MARINE WEEK CELEBRATIONS AND AWARENESS – BIRD ISLAND – LAMBERTSBAAI & TWO OCEANS AQUARIUM**

During Marine Week - 11 to 15 October 2010 - The Section Environmental Integrity in partnership and with the co-operation with CapeNature participated in Marine Week Celebrations at Bird Island Lambertsbay and the Two Oceans Aquarium. During this week 500 learners from various schools within the West Coast region were educated and made aware of their Marine Environment. Please see attached programme.



Learners at Bird Island Lambertsbay

The Section Environmental Integrity also recently assisted in arranging with CapeNature the Two Oceans Mobile Aquarium to visit the West Coast schools and to educate learners during school time about their marine environment.



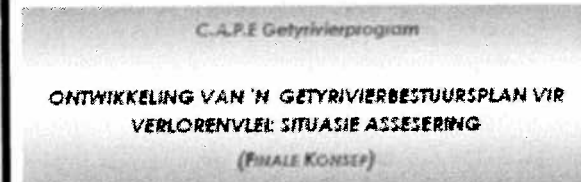
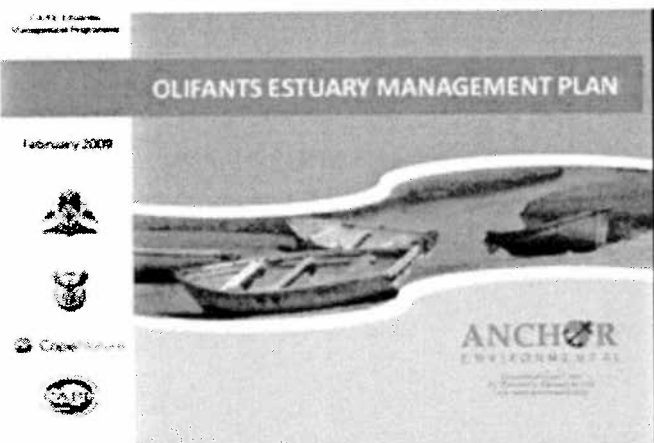
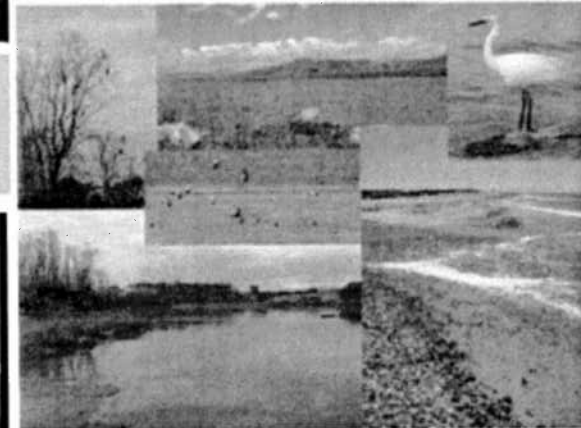
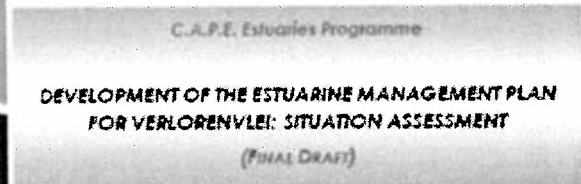
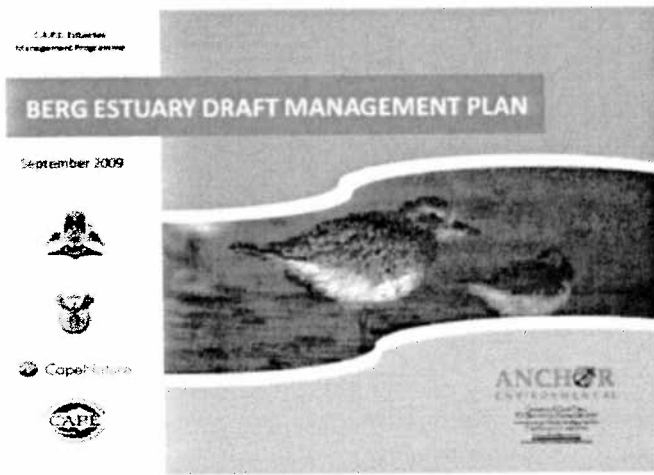
Learners at school during the visit of the Mobile Aquarium

### **COMMENTING ON ENVIRONMENTAL MATTERS AND ENVIRONMENTAL ENQUIRIES**

Die seksie verwys en lewer maandeliks omgewingsinsette op omgewingsaangeleenthede en klagtes sowel as nuwe ontwikkelingsaansoeke vanaf verskeie rolspelers/instansies en owerhede en hanteer ook verskeie omgewingsnavrae en klagtes vanaf die publiek.

### **ESTUARY MANAGEMENT – CHAPTER 4 OF THE ICM ACT (BERG RIVER, VERLORENVLEI AND OLIFANTS RIVER)**

Estuary Management Plans and Estuary Management Forums are established for all three Estuaries along the West Coast. Task teams are dealing with various environmental issues and are functioning properly as the forums with all Government Departments are responsible for implementing the Estuary Management Plans.

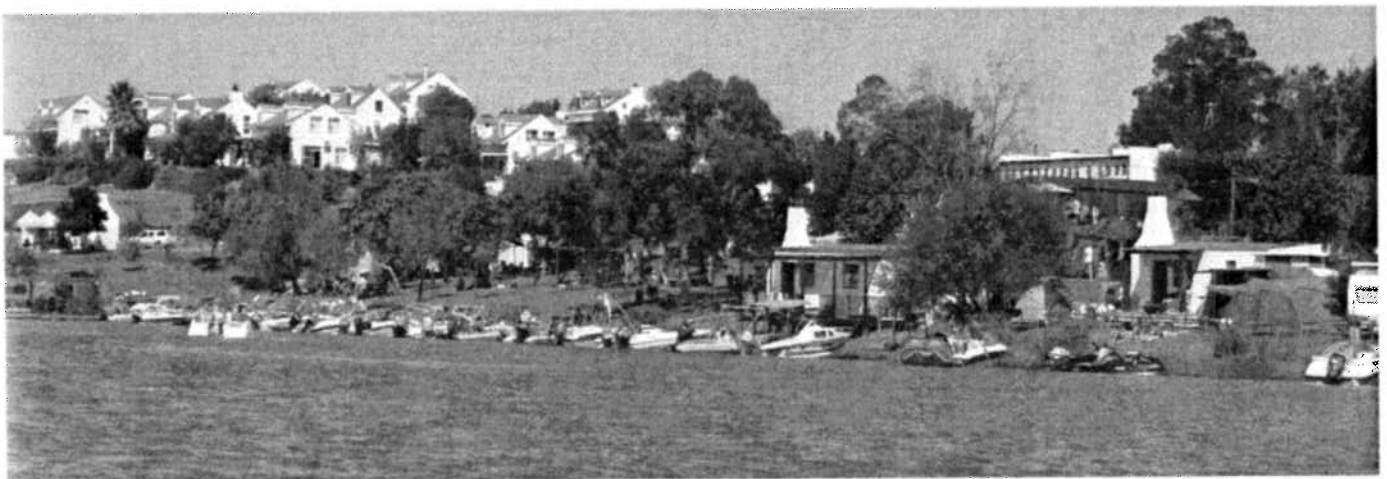


## **BINNELANDSEWATERS**

### **Omgewingsbestuur by Binnelandsewaters en bevordering van veiligheid en plaaslike toerisme**

Binnelandse waterbeheer te Misverstanddam en Bulshoekdam was uiters suksesvol geïmplementeer gedurende die seisoentyd waar veiligheid en wetgewing te alle tye streng toegepas was om plaaslike en veilige toerisme te alle tye te bevorder.

Volgens die struktuurplanne vir die onderskeie damme is die drakrag van die vaartuie op die omgewing nog nie bereik nie en was daar die pas afgelope jaar vir die eerste keer 'n afname in reëksie aktiwiteite op hierdie twee binnelandse damme.



Omgewingsbestuur van rekreasievaartuie op Binnelandsewaters gedurende seisoentyd (Des/Jan)

Die onderstaande uiteensetting toon onderskeidelik die aantal lisensies uitgereik vir beide damme:

**Misverstanddam (Bergrivier):**

| Tydperk in maande | Getal lisensies @ R190.00 elk | Maandelikse inkomste (R) |
|-------------------|-------------------------------|--------------------------|
| JULIE             | 12                            | 2 280.00                 |
| AUGUSTUS          | 15                            | 2 850.00                 |
| SEPTEMBER         | 35                            | 6 650.00                 |
| OKTOBER           | 40                            | 7 600.00                 |
| NOVEMBER          | 54                            | 10 260.00                |
| DESEMBER          | 111                           | 21 090.00                |
| JANUARIE          | 68                            | 12 920.00                |
| FEBRAURIE         | 40                            | 7 600.00                 |
| MAART             | 22                            | 4 180.00                 |
| APRIL             | 22                            | 4 180.00                 |
| MEI               | 6                             | 1 140.00                 |
| JUNIE             | 0                             | 00.00                    |
| <b>TOTAAL</b>     | <b>425</b>                    | <b>80 750.00</b>         |

**Bulshoekdam (Olifantsrivier):**

| Tydperk in maande    | Getal lisensies @ R190.00 elk | Maandelikse inkomste (R) |
|----------------------|-------------------------------|--------------------------|
| September (eenmalig) | 175                           | 33 250.00                |
| <b>TOTAAL</b>        | <b>175</b>                    | <b>33 250.00</b>         |

**BERG RIVER AND ZOUT RIVER - ALIEN VEGETATION AND REEDS PROJECT**

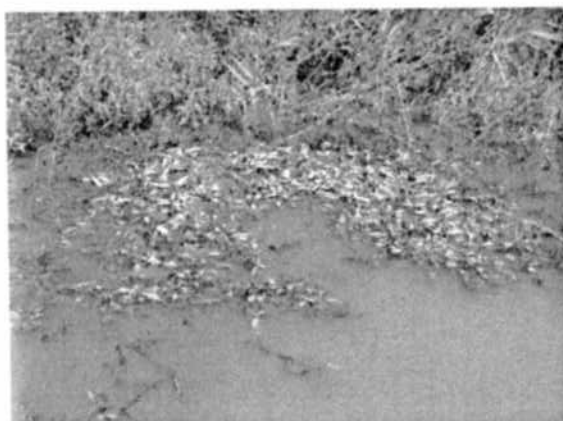
Good progress were made regarding alien vegetation removal for the lower Bergriver/Misverstand, Bridgetown and Zoutrivier (Hopefield) areas. The public and community is very pleased in the manner the WCDM assists in the project. This project is run in partnership with Agriculture (Landcare), Cape Winelands DM, the Lower Berg River Irrigation Board, and the Department of Water Affairs (Working for Water Programme). The project still focuses on the removal and control of water hyacinth and alien trees (Port Jackson, Rooikrans and Blue Gums) in this sections of the Berg River. The project is making good progress and frequent inspections and meetings are attended by all the various stakeholders as mentioned above to monitor progress.

SANBI and Working for water with the assistance from Landcare are planning to do the necessary rehabilitation with indigenous trees along parts of the Berg River.

**Before:**



**After:**

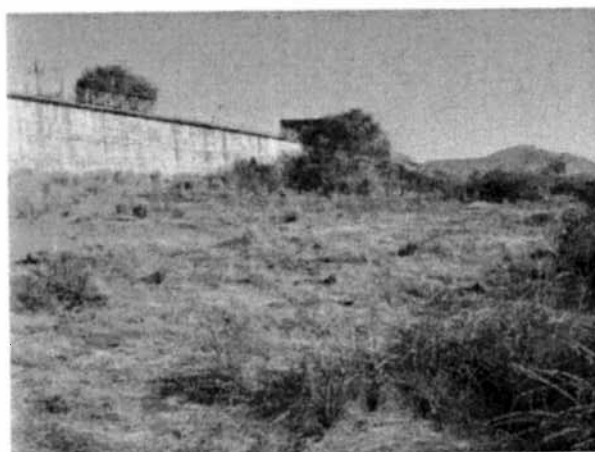


Water hyacinth management at Misverstand Dam (Before and After)

**Before:**



**After:**



Alien Vegetation removal of Blue Gums, Port Jackson and Rooikrans (Before and After)

### **Die lewering van omgewingsinsette en kommentaar op aansoeke en algemene navrae/kommentaar**

Die seksie lewer verder gereeld omgewingsinsette op omgewingsaangeleenthede, klagtes sowel as algemene navrae vanaf verskei rolspelers/instansies en of owerhede. Omgewingsklagtes vanaf die publiek word opgevolg met die nodige inspeksies en owerhede betrokke by die onderskeie aangeleenthede.

### **SECTION: AIR QUALITY**

An independent consultant has been appointed by Council to draft an Air Quality Management plan and By-law for the District and five Local Municipalities. The plan has been completed during June 2011 and will be submitted to Council for approval.

The detail contained in the plan give direction to air quality management in Councils area of jurisdiction and how interaction with Local Municipalities will take place. It is anticipated that a memorandum of understanding will be entered into between the District and Local Municipalities.

A West Coast Air Quality Working Group comprising of officials and industry has been established and meet on a quarterly basis to discuss issues of relevance to air quality.

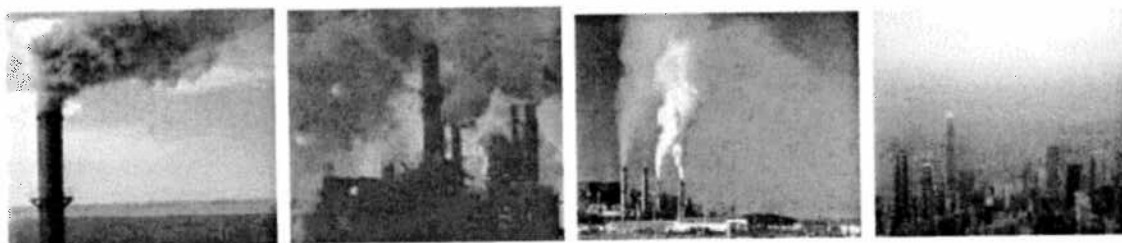
Resulting from numerous complaints received about offensive odours, emanating from the fishmeal production industry in St Helena Bay, an Intergovernmental Task Team comprising of officials from National, Provincial and Municipal level has been established.

Allegations made by local residents that air emissions from the specific activities have a negative impact on their health, resulted in a health risk assessment being conducted by independent specialists appointed by DEA.

A monitoring station measuring Hydrogen Sulphide in the ambient air has been placed by DEA&DP near one of the fishmeal plants. This will assist in the identification of complaints.

With regards to the licensing of listed activities in terms of NEM: AQA the application for an amendment to the Transnet registration certificate for an increase in the handling and export of iron ore is under consideration. In addition five applications for a review of registration certificates relevant to the fishmeal production industry will hopefully be concluded early in the 2011 / 2012 financial year.

The following is a summary of air pollution related complaints received during the period 01 July 2010 to 30 June 2011.



| QUARTER 1 | QUARTER 2 | QUARTER 3 | QUARTER 4 | TOTAL |
|-----------|-----------|-----------|-----------|-------|
| 6         | 4         | 13        | 37        | 60    |

More than 90% of the abovementioned complaints were odour related and can be attributed to emissions from fishmeal production industries.



### **5.6.3 DIVISION: FIRE AND RESCUE SERVICES**

#### **Introduction:**

The 2010/2011 year was again an exciting year for the Fire and Rescue Services of the West Coast District Municipality. Firstly due to the 2010 FIFA Soccer World Cup that took place in South Africa and secondly due to a very busy fire season.

As we all know the 2010 FIFA Soccer World Cup was hosted for the first time on the African Continent with South Africa as the host nation. This Service was also part of the event as Vredenburg were given a Public Viewing Area(PVA) in order to bring the whole experience to everyone which did not have the opportunity to view a game at the Stadiums. This Fire and Rescue Services involvement was to provide Safety and Security while the PVA was in operation.

Operationally the personnel of the Fire and Rescue Services of the West Coast District Municipality attended to a total of 1 451 incidents, which equates to 8 046 hrs 38 min of manhours spend on these incidents. This does not include the time spend on training, fire prevention and public training activities, which is also provided by this Service to the communities within the boundaries of the West Coast District Municipality. These incidents were handled by the Six Fire Stations throughout the District and a Staff compliment of 56 Fire Fighters and 27 Fire Fighting Vehicles.

What also makes this Service unique is that it is the only Professional full time Fire and Rescue Service for the whole of the West Coast District Municipality.

#### **Operational:**

As was previously mentioned the Fire and Rescue Services of the West Coast District attended to a total of 1 451 incidents during the 2010/2011 year. Table 1 presents a breakdown of all the different incidents attended for the year.

The calls attended was not only for the functions as assigned to a District Fire Service, which is specialized fires for example mountain fires and hazmat incidents, but also includes incidents such as motor vehicle accidents, residential fires, informal settlement fires, rescues and transport fires.

The reason for this being that the Local Municipalities within the boundaries of the West Coast District Municipality does not have their own full time, professional Fire Services. Due to their lack of Fire Services most of them has entered into agreements with the West Coast District Municipality to render this service for them.

As previously mentioned the Fire Service rendered stand - by duties at the Public Viewing Area in Vredenburg during the 2010 Soccer FIFA World Cup. This event officially closed on the 11th of July 2010. This Service also rendered stand – by services at a Vodacom Cup Rugby Match that was hosted at the Gene Louw Rugby Stadium at Moorreesburg in March 2011. They also rendered stand – by services at numerous festivals throughout the District of which the annual Crayfish



Festival at Lamberts Bay was one.

Highlighted here are also a few of the bigger mountain and bush fires that were attended during this year by the Fire and Rescue Services of the West Coast District Municipality. On some of these fires Aerial Resources were used to assist the fire fighters in order to bring the blaze under control and to prevent and minimize the damage. It was also the first year that Fixed Wing Bombers were used in for fire fighting purposes in the Western Cape.

**1) Papkylsfontein:**

Papkylsfontein is a farm near Darling. The fire started on the 7th of December 2010. 200Ha Of Fynbos and Agricultural land were damaged.

Resources used on the scene were our own personnel and vehicles, 2 x Bombers and 1 x Chopper.

**2) Paardeberg:**

On the 12th of January 2011 at approximately 11h10 our service, West Coast District Municipality Fire and Rescue Services, received a call of a fire that started behind workers houses on the farm Modderkloof, outside Malmesbury.

On arrival at the scene the Officer reported that it was a huge area ablaze and that strong winds were fanning the fire up the slopes of the Paardeberg Mountain. Aerial Resources and ground crews were also dispatched in order to help get the fire under control. Unfortunately the wind was too strong and it spread over the ridge of the mountain. The fire then spread into different directions following the valleys and slopes of the mountain. The result was that a lot of property was then threatened by the fire. The fire was also burning very hot because of the strong wind and huge fire load, because of the fynbos which were on average 22 to 28 years old.

Our neighboring Municipalities, Cape Winelands District and City of Cape Town, also assisted us with fighting the fire. With all the efforts, resources used and assistance from our neighboring Municipalities the fire was eventually brought under control on the 17th of January 2011 and extinguished on the 18th of January 2011. In total about 3 500 ha of fynbos and veld burnt down.

The total cost incurred by the West Coast District Municipality for aerial resources used for this period in order to protect lives, property and livelihoods are R 4 244 962, 06. In contrast to the amount that was spent on extinguishing the fire, the total amount saved on property, farmland and employment by incurring these cost amounts to R 758 543 210, 00.

This amount is calculated as follows: property saved amounts to R 379 958 093, 00, farmland saved (crops) amounts to R 339 550 000, 00 and employment saved (annual value) amounts to R 39 035 117, 00. These figures illustrate that the cost incurred by the West Coast District Municipality can be justified compared to the possible impact of the loss. Not saving these assets would have also led to about 1 164 people (farm workers) being unemployed with a total of 3 749 dependants. This would have had a negative socio – economic impact on the community as a whole.

### 3) **Gifberg:**

The fire started on the 4th of March 2011. Personnel from this service that attended the scene was three(3) x Officers, 12 x Fire Fighters. Vehicles on the scene was four(4) x Skid units, two(2) x Medium Pumpers and one(1) x Officers vehicle.

The vegetation encountered at Gifberg was Karoo veldt at the bottom and fynbos on top of the mountain which were between 30 to 70 years old. The main agricultural activities are Rooibos Tea farming. The areas that were burnt were a 1000ha of Karoo veldt and 4000ha of Fynbos.

No damage were reported to any property. Only slight damage were reported on Rooibos tea plantations and Karoo veldt used for grazing.

### 4) **Khoi San Tea:**

Personnel of the Fire and Rescue services attending the scene was two(2) x Officers and 12 x Fire Fighters. Vehicles attending the scene was four(4) x Skid units, two(2) x Medium Pumpers and one(1) x Officers vehicle. Farming appliances of the landowners also assisted in bringing the fire under control.

Vegetation encountered on scene was Fynbos on top of the mountain and Rooibos tea Plantations and Citrus Plantations at the bottom of the mountain. About 2 000ha of Fynbos were burnt down, with no damage to Rooibos Tea and Citrus Plantations.

#### Omgewing

Bo op die berg fynbos en onder om die voet van die berg Rooibos tee lande en in n mindere mate Citrus Bome. Omtrent 2000 hektaar fynbos wat afgebrand het. Geen Rooibos tee of Citrus Bome beskadig nie. There were also no damage to any structures.

### 5) **Cederberg:**

The total area burned at this incident was about 6 000Ha of Fynbos. Resources used at this incident were from the West Coast District Fire and Rescue Services. No damage to any structures or agricultural activities were reported.

### 6) **Bo – Piketberg:**

The fire started on the 6th of April 2011 on the top of Bo – Piketberg. The total area burnt at his fire was about 7 000Ha of fynbos and veldt. Resources used at this fire was two(2) x Choppers, three(3) x Bombers, Spotter planes, West Coast District Fire and Emergency Personnel, GCFPA ground crew as well as WoF ground crew.

The estimated total cost spend on Aerial Support was about R 520 000, 00. The reason for incurring these cost was for the reason that the fire approached the town of Piketberg and the two communities of Goedverwacht and Wittewater.

| TYPE OF INCIDENT    | JULY 2010 | AUG 2010  | SEPT 2010 | OCT 2010   | NOV 2010   | DEC 2010   | JAN 2011   | FEB 2011   | MAR 2011   | APR 2011   | MAY 2011  | JUN 2011  | TOTAL        |
|---------------------|-----------|-----------|-----------|------------|------------|------------|------------|------------|------------|------------|-----------|-----------|--------------|
| Industrial          | 0         | 0         | 0         | 0          | 0          | 0          | 0          | 1          | 0          | 0          | 0         | 0         | 1            |
| Stores/Warehouses   | 0         | 0         | 0         | 0          | 1          | 0          | 1          | 1          | 0          | 0          | 0         | 1         | 4            |
| Hall / Centre       | 0         | 0         | 0         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0         | 0         | 0            |
| Electrical          | 0         | 0         | 1         | 1          | 2          | 0          | 1          | 0          | 0          | 1          | 0         | 0         | 6            |
| School              | 0         | 0         | 0         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0         | 0         | 0            |
| Informal structures | 5         | 3         | 4         | 6          | 2          | 6          | 4          | 5          | 6          | 5          | 6         | 2         | 54           |
| Residential         | 4         | 6         | 5         | 8          | 10         | 8          | 3          | 3          | 5          | 8          | 7         | 5         | 72           |
| Offices / Shops     | 1         | 0         | 1         | 1          | 0          | 0          | 0          | 0          | 0          | 0          | 0         | 1         | 4            |
| Rescues / MVA       | 27        | 28        | 42        | 42         | 66         | 76         | 41         | 47         | 44         | 45         | 57        | 49        | 564          |
| Mountain / Bush     | 1         | 2         | 2         | 5          | 6          | 4          | 10         | 9          | 9          | 9          | 1         | 0         | 58           |
| Grass / Rubbish     | 9         | 16        | 28        | 52         | 109        | 99         | 71         | 49         | 34         | 34         | 14        | 10        | 525          |
| Special services    | 3         | 4         | 5         | 1          | 3          | 10         | 2          | 5          | 1          | 0          | 5         | 7         | 46           |
| Hazmat              | 0         | 0         | 0         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0         | 1         | 1            |
| Transport fires     | 4         | 9         | 3         | 10         | 5          | 2          | 7          | 2          | 6          | 4          | 3         | 2         | 57           |
| Cancelled calls     | 0         | 0         | 0         | 0          | 0          | 0          | 0          | 1          | 1          | 0          | 0         | 1         | 3            |
| False alarms        | 2         | 5         | 7         | 0          | 10         | 2          | 6          | 3          | 6          | 10         | 4         | 1         | 56           |
| <b>Total</b>        | <b>56</b> | <b>73</b> | <b>98</b> | <b>126</b> | <b>214</b> | <b>207</b> | <b>146</b> | <b>126</b> | <b>112</b> | <b>116</b> | <b>97</b> | <b>80</b> | <b>1 451</b> |

TABLE 1: Breakdown of incidents attended

### **Vehicles:**

The Fire Services again received a few new vehicles for the 2010/2011 financial year. These vehicles include four(4) new Toyota Landcruisers, three(3) 4 x 4 Ford Extended Cab Bakkies and one(1) Mercedes Sprinter Hazmat Vehicle. In total this Service has a compliment of 27 vehicles placed at all six Fire Stations throughout the District. These vehicles include ten(10) 4 x 4 Skid Units, three(3) MAN Major pumpers, three(3) 4 x 4 MAN Medium pumpers, two(1) Samils, one(1) Unimog, one(1) Toyota Hino Tanker and one(1) Mercedes Benz Sprinter Hazmat vehicle.

In addition this Service also have four(4) 1000lt Fire Fighting trailers. These trailers are placed at the two Fire Protection Associations registered within our area in order to help landowners to deal with fires on their properties.

All the vehicles are in a very good running order. No vehicles were lost during this financial year and only one vehicle sustained major damage during the fire season, as it was hit by the bambi bucket of the chopper while busy on a scene. This vehicle has been repaired and are back in service again.

### **Training:**

During winter, which is the not so busy part of the year for the Fire Service, focus was again on the training of the Staff of the Fire Services. As this is still a very young Service there is still a lot off Courses the Staff need to obtaine in order to be able to render not just an effective, but also an efficient service to the communities of the West Coast District Municipality.

The benefits of the training can be clearly seen in the quality of the performance of the Staff of the Fire and Rescue Services when attending to incidents.

### **Fire Prevention:**

During the past year this Service was actively involved in Fire Prevention activities throughout the District of the West Coast. The activities did not only involved building inspections, issuing of flammable liquid certificates and burning permits. This Department was also actively involved in engaging with the communities on fire safety matters.

Apart from the normal visits to schools and giving lectures and demonstrations in fire safety this Department also embarked on a campaign throughout the District whereby old age homes, hostels, childrens homes and schools were visited to make sure there premises are safe, that they have adequate fire equipment, showing them how to use it and educating them in what actions to take should a fire break out.

This Department also assisted the Provincial Disaster Management Centre in hosting a very successful Flood and Fire Campaign throughout the District. The campaign was not only held at schools but was also taken to the various communities helping them to identify hazards and making them more resilient.



**Personnel:**

The Fire Service of the West Coast District has a staff compliment of 56 personnel. This compliment consists of one Chief Fire Officer, six Station Officers, two Platoon Officers and 47 Fire Fighters. This Staff compliment is spread throughout the District manning the six Fire Stations in the area.

In the 2010/2011 financial year seven new Learner Fire Fighters were appointed. Although these persons were appointed the Service still have a shortage of staff throughout the District. This can be seen in the over expenditure incurred on the overtime budget of the Fire Services. Also having an effect and emphasizing the staff shortage is the additional functions that have to be performed by the Fire Services due to the agreements that are in place with our Local Municipalities in order to render services for them.

Another factor emphasizing the staff shortage is the fact that although this Services is striving to comply with the standards and regulations as set out in the SANS 10090, we are not complying. One reason being that the Service has three Major and Medium

Pumpers which according to the regulations must be manned by four to five members when responding to an incident. At this stage it can only be manned by two staff members at a time due to the shortage of personnel on the Stations. Apart from the manning levels that cannot be achieved the staff is also at risk of serious injuries due to the fact that they attend to incidents without enough personnel to handle incidents effectively and efficiently and with the necessary safety.

It is also with great sadness that it must be reported that this Service has lost a friend and colleague during the 2010/2011 year. Ashley Pedro, stationed at Piketberg Fire Station, was tragically killed in January 2011 in a motor vehicle accident.

It is also with great confidence that it can be reported that the staff of the West Coast District Municipality Fire and Rescue Services are still positive and motivated and are looking forward to the challenges of the 2011/2012 year ahead.



## **5.6.4 GANZEKRAAL HOLIDAY RESORT**

### **INTRODUCTION.**

This report gives details of resort performance and activities from above stated period. This yearly report is on the condition of performance (SDBIP), aesthetics, housekeeping, repairs and maintenance, administration, security, vandalism, finance, administration and general.

### **PERFORMANCE MANAGEMENT SYSTEMS.**

#### **1.1 SDBIP (PMS).**

Monthly reports has been updated on a regular basis. All records of information is on file for auditing trail.

#### **1.2 INFRASTRUCTURE COMPLAINTS.**

The upgrading of the conference centre has been completed in June/July 2010. Since then the resort have been very busy with different functions like weddings, conferences, workshops and teambuildings etc. No infrastructure complaints have been received after the upgrading but we do get lots of compliments for our new upgraded conference centre. Treatment for the exterior of the wooden chalets has been put on the budget for the new financial year. Such treatment has to be done every 5 years and was last treated in 2005.

#### **1.3 BOOKING SYSTEM.**

Our Bookmark booking system is still in perfect working condition. No double bookings occurred for the past financial year.

#### **1.4 MONTHLY AND WEEKLY INSPECTIONS/ REPORTS.**

As part of the SDBIP such inspections and reports are being done on a regular weekly basis.

#### **1.5 WEEKLY MEETINGS.**

As part of Performance Management, weekly meetings for staff have to take place on a regular basis.

### **2.RESORT OPERATIONS**

#### **2.1 REPAIRS AND MAINTENANCE**

All repairs and maintenance are still being done by the handyman and on exception outside contractors. Inspections are conducted on a weekly basis and reported to the manager, whereas the manager is also doing inspections on a regular basis.

#### **2.2 HOUSEKEEPING.**

##### **2.2.1 Chalets**

The chalets were all filled with shortages before the 2010 December peak time. Staff is still doing check outs and check ins on a regular basis and campers are paying a breakage deposit for any damages or losses. All the braaispots at the Amanzi chalets was rebuilt in October 2010. Three roofs at the Amanzi chalets were also replaced and was completed in May 2011.

##### **2.2.2 Terrain**

Terrain workers keep the terrain neat and clean at all times. All the grass areas are being cut on a regular basis.

##### **2.2.3 Conference centre**

The upgrading of our conference centre was completed in July 2010. New furniture replaced the old in the conference room, however the restaurant area still need some new tables and chairs.



Offices in the conference centre has been moved to the gate entrance. One of the staff houses was refurbished into offices and this project was completed in September 2010.

### 2.2.3 Staff houses

Burglar bars and safety gates at staff houses was completed, which was always haunted by burglars.

## 2.3 ADMINISTRATION

All administration work is up to standard and up to date. Administration / bookings clerk is handling all the bookings as well as finances.

## 2.4 FINANCE

Income is being corresponded with bookings on a weekly basis. Everything is kept on file record. On regular occasions our finance managers from headoffice come to check on banking and paperwork, and are very satisfied with the handling of all finance issues.

## 3. SECURITY.

Fidelity Security Services was appointed and currently not having any problems regarding security matters. Access control at the gate has also improved.

## 4. VANDILISM.

No vandalism or burglaries has taken place for the entire 2010/2011 financial year..

## 5. GENERAL

Due to the upgrading at our main building we are now hosting more conferences and functions as before. We also had a very successfull December as well as Easter peak time for 2010/2011.

## 6. OCCUPANCY STATISTICS FOR 2010/2011 FINANCIAL YEAR

|                       |               |
|-----------------------|---------------|
| July 2010             | 15.09%        |
| August 2010           | 13.62%        |
| September 2010        | 27.20%        |
| October 2010          | 25.45%        |
| November 2010         | 32.92%        |
| December 2010         | 77.34%        |
| January 2011          | 45.72%        |
| February 2011         | 29.23%        |
| March 2011            | 28.00%        |
| April 2011            | 41.85%        |
| May 2011              | 16.69%        |
| June 2011             | 14.53%        |
| <b>Resort Average</b> | <b>30.81%</b> |



## 5.7 DEPARTEMENT TEGNIESE DIENSTE

### 5.7.1 Inleiding

Die hoof funksies van die Departement is die versekering van die effektiewe voorsiening en onderhoud van infrastruktuur op 'n volhoubare wyse wat bydra tot die bewaring en ontwikkeling van die Weskusstreek asook die lewering van alle munisipale dienste in die Distriksbestuursgebiede.

Die Departement bestaan uit die Afdeling Paaie, die Afdeling Watervoorsiening en die Afdeling Bepanning, Projekbestuur, Behuising, Vaste Afvalbestuur en Distriksbestuursgebiede.

#### 5.7.1 Afdeling Paaie

Die Weskus gebied bestaan uit die munisipaliteite van Swartland, Saldanhabaai, Bergrivier, Cederberg en Matzikama asook die Distriksbestuursgebiede van die Bitterfontein area, die Weskuspark te Langebaan en die Cederberg area. Paaie in hierdie gebied (uitgesonderd die N7 nasionale roete en munisipale strate) word deur die Weskus Distriksmunisipaliteit op 'n agentskapsbasis vir die Provinsiale Regering van die Wes-Kaapse Departement van Vervoer en Openbare Werke bestuur en in stand gehou.

Die totale afstand van hierdie paaie in die Weskus gebied is 9951 km en is volgens nasionale kriteria deur die Provinsiale Regering gekategoriseer in Nasionale paaie (367.61), Grootpaaie (430.72), Hoofpaaie (1226,43 km.), Afdelingspaaie (1887.37 km.) en Ondergeskikte Paaie (5999.26 km.). Al die fondse vir instandhouding-, rehabilitasie-, konstruksie- en herseëlwerke van hierdie paaie word deur die Provinsiale regering beskikbaar gestel en het vir die 2010/2011 finansiële jaar R 57,472,000 beloop, waarvan 'n bedrag van R5,116,000 is vir die herseël van sekere paaie geormerk is.

**Tabel 1 : Toedeling van 2010/2011 Paaiebegroting.**

| Pos             | Bedrag Toegewys (R) | % van Paaiebegroting |
|-----------------|---------------------|----------------------|
| Salaris en Lone | 21,867,000          | 38%                  |
| Werktuie        | 14,093,000          | 25%                  |
| Materiale       | 15,046,364          | 26%                  |
| Kantooruitgawes | 1,743,000           | 3%                   |
| Admin. Heffing  | 4,722,636           | 8%                   |
| <b>Totaal</b>   | <b>57,472,000</b>   |                      |

Ten einde die beskikbare fondse optimaal aan te wend, word 'n prioriteringsmodel gebruik wat deur die Provinsiale Regering voorgeskryf word en wat aanvanklik in die Weskus gebied ontwikkel is met behulp van Dr. Francois Botes, 'n lektor in Vervoereconomie aan die Universiteit van Stellenbosch. Met behulp van die model





word alle gruispaaie jaarliks volgens tegniese en ontwikkelingskriteria geëvalueer en in prioriteitsvolgorde geplaas. Die tegniese kriteria wat gebruik word in die model sluit in verkeersvolumes, dikte van die gruisblad, algemene toestand van die pad en instandhoudingsvermoë. Ontwikkelingskriteria wat gebruik word, is landbou (bv. werkskepping en waarde toegevoeg), toerisme en sosiale aspekte (bv. armoedevlakke).

Die hergruis van gruispaaie word dan volgens hierdie prioriteitslys gedoen ten einde te verseker dat die beskikbare fondse optimaal aangewend word. Soos reeds genoem word gruispaaie jaarliks geëvalueer vir die opstel van die prioriteitslys, ten einde te verseker dat dit 'n ware weergawe van die toestand van alle paaie is.

Ten opsigte van die bestuur van paaie is die hoofokus van die distriksmunisipaliteit egter die instandhouding van paaie en word die oorgrote gedeelte van die beskikbare begroting daaraan toegewys.

Alle gruispaaie in die Weskusgebied is verdeel in 15 skraapwyke, wat elk deur 'n wykskraperspan volgens 'n voorafbepaalde skraapskedule instand gehou word. Daar is ook elf onderhoudspannetjies wat onderhoudstake op paaie uitvoer.

| <b>Sleutelprestasie-area</b>   | <b>Prestasieteiken<br/>(R)</b> | <b>Prestasie<br/>Gedurende Jaar<br/>(R)</b> |
|--|--------------------------------|---|
| Spandering van Bedryfsbegroting  | <b>57,472,000</b>              | <b>61 793 642</b>                           |
| % van gruisgroewe gerehabiliteer binne een jaar na gebruik             | <b>100%</b>                    | <b>100%</b>                                 |
| Jaarlikse gruispaaie-evaluasie gedoen                                  | <b>1</b>                       | <b>1</b>                                    |
| Lemkilometers gruispaaie werklik geskraap (sekondêre paaie uitgesluit) | <b>55 000</b>                  | <b>58,827</b>                               |
| % van vereiste maandelikse 250 uur dienste van vragmotors voltooi      | <b>100%</b>                    | <b>94%</b>                                  |
| % van vereiste maandelikse 250 uur dienste van padskrapers voltooi     | <b>100%</b>                    | <b>94%</b>                                  |
| % van vragmotors padwaardig per maand                                  | <b>100%</b>                    | <b>93%</b>                                  |

Meer geld is spandeer as prestasieteiken omrede addisionele fondse beskikbaar gestel was deur die Departement vir paaie onderhoud aan die einde van Maart 2011.

### 5.7.1.2 Afdeling Watervoorsiening en Afvalbestuur

Die Weskus Distriksmunisipaliteit (WKDM) is die grootmaat waterdienste verskaffer aan 22 dorpe in die suidelike Weskusgebied in die munisipale areas van Swartland-, Saldanhabaai- en Bergrivier Munisipaliteite asook aan Hermon en Gouda in die Drakenstein Munisipaliteit, deur middel van 'n omvattende grootmaat waterverspreidingsstelsel. Water word ook voorsien aan 876 plase in die gebied deur middel van 6 landelike watervoorsieningskemas.

Die dorpe Riebeeck Kasteel, Riebeeck Wes, Malmesbury, Moorreesburg, Darling, Yzerfontein en Gouda word vanaf die Swartland Watersuiweringswerke te Voëlveidam voorsien terwyl alle dorpe in die Saldanhabaai Munisipale area asook Velddrif en Dwarskersbos in Bergrivier Munisipaliteit, vanaf die Withoogte Watersuiweringswerke buite Mooreesburg asook die ondergrondse onttrekking te Langebaanweg, voorsien word.

Die totale lengte van die grootmaat waterverspreidingsnetwerk is 994 kilometer met 'n huidige vervangingswaarde van ongeveer R 2 100 miljoen. In 2010/2011 is 'n totaal van 22 777 941 kiloliter gesuiwerde water, wat 100% van die tyd aan die toepaslike SANS 241 standaard voldoen het, aan verbruikers voorsien en was die gemiddelde verliese in die verspreidings netwerk slegs sowat 5.63 %.

WKDM het ook tot 30 Junie 2011 water voorsien aan alle dorpe in die Bitterfontein Distriksbestuursgebied vanaf die ontsoutingsaanleg te Bitterfontein.



**blue drop**  
CERTIFICATION

drinking water quality  
REGULATION

### Weskus weer vereer met Blou druppel- toekenning

Die Weskus Distriksmunisipaliteit word weer vereer met Blou druppel-toekenning gedurende die WISA kongres te Kaapstad in 2011.

Om vir die toekenning in aanmerking te kom moet die raad se water aan 13 kriteria voldoen. Van die kriteria wat in ag geneem word, is die bestuur van die water, 'n veiligheidsplan, risiko analyses wat op 'n gereelde grondslag gedoen word, die kwaliteit van die water en nog talle ander.

By die onlangse Blou druppel toekennings deur die Departement van Waterwese op 30 Junie 2011 te Kaapstad het die Weskus Distriksmunisipaliteit Blou Druppel toekennings ontvang vir al vier die bogenoemde stelsels naamlik :

|                           |         |
|---------------------------|---------|
| Withoogte stelsel         | 96.96 % |
| Swartland stelsel         | 97.42 % |
| Gouda stelsel             | 95.97 % |
| Bitterfontein stelsel     | 95.61 % |
| Munisipaliteits BLUE DROP | 97.08 % |



WKDM het ook verder die toekennings gekry vir die vierde beste prestasie nasionaal en die derde beste prestasie in die Wes-Kaap.

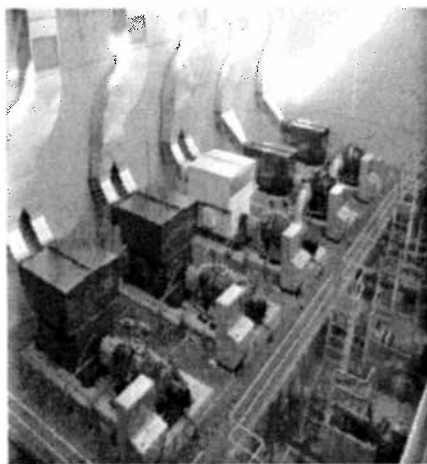
Die WKDM se Swartland watersuiweringswerke naby Gouda het as grootmaat watervoorsiener 'n gemiddelde van 95.25 % in al die kriteria behaal, wat hulle laat kwalifiseer het vir die Bloudruppel-status.

### **Withoogte Voorsieningsgebied**

Rouwater word onttrek vanuit die Misverstanddam en deur die Misverstand pompstasie (kapasiteit = 130 megaliter/dag) oor 'n afstand van ongeveer 12,5 km gepomp tot in die rouwateropgaardam by die Withoogte suiweringsaanleg. Die Misverstand pompstasie beskik oor drie pompe met 'n leweringskapasiteit van 520 liter per sekonde elk en twee pompe van 260 liter per sekonde. Die pomplyn tot by Withoogte is 'n staal styglyn van 1.4 m deursnee, en die rouwateropgaardam het 'n kapasiteit van 260 megaliter met 'n volwatervlak van 198,5m bo seevlak.

Die Withoogte suiweringsaanleg met 'n kapasiteit van 72 megaliter per dag is ongeveer 8 km. noord van Moorreesburg geleë en gebruik 'n konvensionele suiweringsproses van vlokvorming, besinking en snel gravitasie filters. Die aanleg word 24 uur per dag bedryf deur vyf skofte en voorsien water aan Moorreesburg en Koringberg in die Swartland gebied asook aan die groter dorpe van die Saldanhabaai gebied, insluitend Hopefield. Velddrif en Dwarskersbos van die Bergrivier gebied word ook deur hierdie aanleg voorsien.

Die aanleg beskik oor 'n kapasiteit om skoon water te stoor van 22.5 megaliter met hoofstelsel-stoorkapasiteit in die Besaansklip reservoir (69.0 megaliter) en die Vergeleë reservoir (18.0 megaliter). Hierdie reservoirs is ongeveer 10 km oos van Vredenburg geleë.



Misverstand pompstasie



Withoogte Suiweringswerke

Die hoofverspreidingslyn (1,2m deursnee staal) strek oor 'n afstand van ongeveer 80 km. vanaf Withoogte na die Besaansklip reservoir van waar daar 'n 1 m deursnee toevoerlyn vir 12,6 km. na die Vergeleë reservoirs strek. Saldanha, Vredenburg, Velddrif en Dwarskersbos word deur hierdie reservoirs bedien. Hierdie netwerk voer ook water na Moorreesburg (suid van die aanleg) en Koringberg (noord).



Daar is twee aanjaagpompstasies op hierdie netwerk om Langebaan en Dwarskersbos te bedien.

Die Withoogte verspreidingsnetwerk se toevoer word aangevul met boorgatontrekking vanuit die Langebaanweg akwifere. Vier boorgatpompstasies word bedryf op 'n twee diens-/ twee bystand-beginsel. Onttrekking vanuit die twee diensboorgate beloop gemiddeld 4.0 megaliter per dag wat regstreeks in die hoofpyplyn na Besaansklip gepomp word. Chloordosering word toegepas by die hoofboorgatpompstasie en ook op Besaansklip en Vergeleë self.

### **Swartland Voorsieningsgebied.**

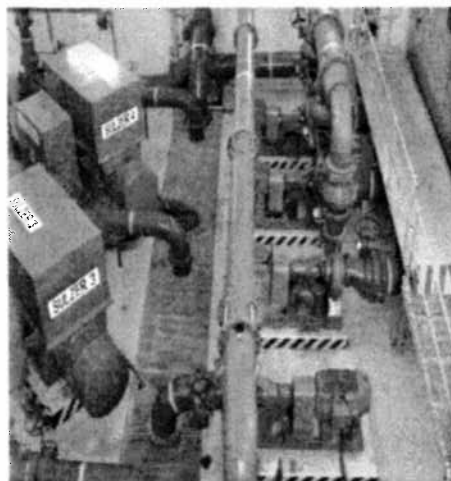
Rouwater word regstreeks vanaf die Voëlvleidam onttrek vanuit die kanaalstelsel. Die onttrekkingsvermoë van die aanleg is 30 megaliter per dag en voorsien rouwater aan die Swartland suiweringsaanleg wat sowat 6 km. suid van Gouda geleë is. Die aanleg het 'n kapasiteit van 29,1 megaliter per dag en gebruik ook 'n konvensionele suiweringsproses.

Vyf skofte word ook hier bedryf om water aan die groter dorpe van die Swartland gebied te voorsien insluitend Riebeeck-Wes, Riebeeck Kasteel, Malmesbury, Darling en Yzerfontein sowel as Hermon en Gouda in die Drakenstein gebied.

Die aanleg self beskik oor 'n kapasiteit om skoon water te stoor van 2.73 megaliter liter met hoofstelselstoorkapasiteit van 18.1 megaliter in die Kasteelberg reservoir net buite Riebeeck-Wes. 'n Addisionele 25.0 megaliter liter reservoir is in 2010-2011 voltooi net oos van Malmesbury op die plaas Glenlilly en die totale stoorkapasiteit te Glenlilly is tans 41 megaliter. As deel van die Yzerfontein toevoer is 'n 300 kl drukkbrekterk op die plaas Wildschutsvlei tussen Darling en Yzerfontein.



Swartland Suiweringswerke



Swartland pompkamer

'n Styglyn vanaf die aanleg voorsien water aan Gouda terwyl 'n 0,5 m deursnee staal styglyn van 17,3 km lank die Kasteelberg reservoirs voorsien. Hierdie reservoirs voorsien water aan Riebeeck-Wes en Riebeeck Kasteel asook Hermon (suid) en Malmesbury, Darling en Yzerfontein (wes). Aanjaagpompstasies op hierdie



netwerk word op Zwavelberg( by P.P.C. ), Rustfontein (voor Glen Lilly) en Darling bedryf.

### **Telemetrie**

'n Uitgebreide telemetriestelsel word vanaf Withoogte bedryf en bedien die totale suidelike grootmaat-watervoorsieningsgebied. Alle reservoirs word deurlopend gemoniteer en die stelsel is in staat om beheerskakelings te doen van pompstasies en klepbeheer by reservoirs deur afstandbeheer vanaf Withoogte. Ongeveer 80% van die water wat gelewer word, word oombliklik ("in real time") gemonitor om sodoende vroegtydig moontlik probleme te identifiseer en om verliese te beperk. Die Weskus Distriksmunisipaliteit het sy eie personeel bemagtig deur gespesialiseerde opleiding om die stelsel te bedryf en self uitbreidings te kan doen.

### **Bedryfsdata vir Grootmaatvoorsiening**

#### **Bedryfsbegroting**

Die bedryfsbegroting ten opsigte van grootmaat-watervoorsiening vir die 2008/2009, 2009/2010 en 2010/2011 finansiële jare was as volg:

|           |                |
|-----------|----------------|
| 2008/2009 | : R 54 312 580 |
| 2009/2010 | : R 67 410 825 |
| 2010/2011 | : R 73 558 900 |

### **Waterverbruike**

Aangesien die twee voorsieningsgebiede verbind is met mekaar, word die totale verbruike getoon.



**Tabel 2 : Waterverbruik te Withoogte en Swartland Aanlegte.**

| Jaar      | Hoeveelheid (liter) |                          |              | Verliese   |              |
|-----------|---------------------|--------------------------|--------------|------------|--------------|
|           | Rouwater onttrek    | Gesuiwerde water gelewer | Waterverkope | Suiwerin g | Verspreiding |
| 2008/2009 | 24 585 837          | 23 083 499               | 21 790 185   | 6.11 %     | 5.60 %       |
| 2009/2010 | 24 315 601          | 22 769 765               | 22 076 522   | 6.36 %     | 3.04 %       |
| 2010/2011 | 24 314 294          | 22 777 941               | 21 496 174   | 6.32 %     | 5.63 %       |

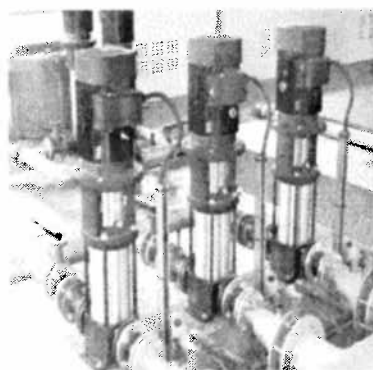
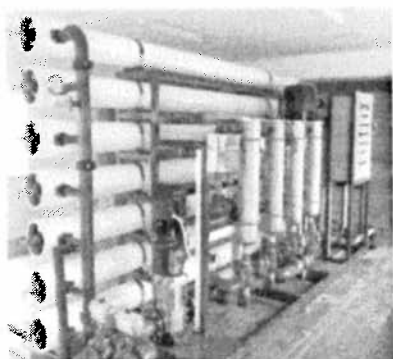
### Watergehalte.

Alle gesuiwerde water word op 'n deurlopende basis deur die Seksie Gehaltebeheer getoets en alle gesuiwerde water het 100 % van die tyd aan die SABS standarde voldoen.

| Sleutelprestasie-area  | Prestasieteiken | Prestasie Gedurende Jaar |
|--|-----------------|--------------------------|
| Waterverlies in grootmaatverspreidingstelsel na suiwering                        | 10 %            | 5.63 %                   |
| Getal maande met geen wateronderbrekings langer as 48 ure                        | 12              | 12                       |
| Getal dae wat water voldoen aan SANS 241 standarde                               | 365             | 365                      |
| Getal maande met geen onbeplande diensonderbreking as gevolg van interne oorsake | 12              | 12                       |

### DBG Watervoorsiening

In die noordelike DBG te Bitterfontein word gesuiwerde water aan Bitterfontein, Nuwerus, Rietpoort, Molsvlei en Stofkraal voorsien deur middel van 'n watervoorsieningstelsel vanaf die ontsoutingsaanleg te Bitterfontein. Die skema bestaan uit 'n rouwaterbron van dertien boorgate, 'n ontsoutingsaanleg te Bitterfontein van 25 kl/uur kapasiteit, 'n verspreidingsnetwerk wat water voorsien aan Bitterfontein (3 km), Nuwerus (16 km) en 'n toevoerlyn van 42 km vir die Rietpoort, Molsvlei, Stofkraal, Samsamshoek en Kleinhoekie gemeenskappe



## **ONTWIKKELING VAN ALTERNATIEWE WATERBRONNE VIR WESKUS GEBIED.**

Die Weskus Distriksmunisipaliteit (WKDM) is die grootmaat waterdienste verskaffer aan 22 dorpe in die suidelike Weskusgebied in die munisipale areas van Swartland-, Saldanhaabaai- en Bergrivier Munisipaliteite, asook aan Hermon en Gouda in die Drakenstein Munisipaliteit, deur middel van 'n omvattende grootmaat waterverspreidingsstelsel. Water word ook verder voorsien aan 876 plase in die gebied deur middel van 6 landelike watervoorsieningskemas.

Ten einde volhoubare ekonomiese groei vir die gebied te verseker en in die groeiende wateraanvraag te kan voorsien, en met inagneming van die moontlike negatiewe impakte van klimaatsverandering op die gebied (soos bv. die ernstige droogte wat onlangs in die Suid-Kaap voorgekom het), is daar reeds in 2007 deur WKDM begin met 'n omvattende ondersoek na die identifisering en ontwikkeling van alternatiewe langtermyn volhoubare waterbronne vir die gebied.

Verskeie moontlike alternatiewe bronne (en verskeie verskillende kombinasies daarvan) is ontleed ten einde die mees koste-voordeligste en volhoubare bron te identifiseer naamlik 'n 25,5 megaliter/dag seewater ontsoutingsaanleg te Saldanhaabaai wat in 3 fases van 8,5 megaliter/dag elk gebou sal word na gelang van die tempo van toename in waterverbruik.

Die totale beraamde koste van die eerste fase van die projek beloop sowat R 180 miljoen en is daar vervolgens deur WKDM by die Departement van Waterwese (DWA) aansoek gedoen vir befondsing vanuit die "Regional Bulk Infrastructure Grant" (RBIG).

Hierdie aansoek is nou goedgekeur en is R 112 miljoen oor die volgende 4 finansiële jare deur DWA vir die projek beskikbaar gestel.

Tenders vir die aanstelling van Raadgewende Ingenieurs is in April 2011 aangevra en op 25 Mei 2011 toegeken aan Worley Parsons (KV3) vir eerstens die bepaling van die optimale ligging van die aanleg ten opsigte van geskikte see-onttrekkingspunte en inskakeling by die bestaande grootmaat verspreidings-netwerk. Daarna sal die omgewingsimpakstudie, soos deur wetgewing vereis, volg met die gevolglike konstruksie van die aanleg en gepaardgaande verbindingsnetwerke.

Die bogenoemde studie is in 2008 op versoek van Cederberg Munisipaliteit uitgebrei om ook die Noordelike Sandveldgebied en veral Lambertsbaai in te sluit. Hierdie studie is reeds in 2010 voltooi en is 'n seewater ontsoutingsaanleg te Lambertsbaai geïdentifiseer as die mees koste-voordeligste oplossing. RBIG fondse is ook hiervoor vanaf DWA verkry en is die aanleg tans onder konstruksie.

Die studie is intussen ook uitgebrei om alle ander dorpe in die munisipale areas van Bergrivier-, Cederberg- en Matzikama Munisipaliteite in te sluit.

'n Grootmaat Water- en Sanitasie Dienste Meesterplan is ook in Desember 2010 voltooi vir die 5 plaaslike munisipaliteite binne die Weskusgebied, waarin die mees



kritiese grootmaat water- en sanitasie projekte vir elke munisipaliteit geïdentifiseer is en volgens voorgeskrewe kriteria geprioritiseer is as voorvereiste vir RBIG befondsing. Aansoeke vir RBIG befondsing van hierdie geprioritiseerde projekte is en word tans deur die onderskeie munisipaliteite voorberei.





## **Weskus Distriksmunisipaliteit se Betrokkenheid in Distriksbestuursgebiede.**

Alle huishoudings in die DBG beskik oor die volgende munisipale dienste :

- Gesuiwerde water wat aan alle toepaslike standarde vir huishoudelike water voldoen.
- Sanitasie – spoeltoilette waar moontlik en Urine Diversion Systems (UDS) toilette (wat 'n hoër standaard as die voorgeskrewe minimum standaard van 'n VIP is) waar daar nie voldoende water beskikbaar is nie.
- Elektrisiteitsvoorsiening binne elke huis.
- Vullisverwydering een keer per week.
- Gemeenskapsfasiliteite soos bv. gemeenskapsale en sportvelde.
- Gruis-, teer- en geplaveide strate.

Alle deernisgevalle-huishouding ontvang die volgende vry basiese dienste

- 6 kiloliter water per maand
- 100 kilowatt uur elektrisiteit (in plaas van die normale 50 kWh)
- een vullisverwydering per week.
- een rioolpunt gratis
- R 50 000 vrystelling op eiendomsbelastingsperk

Alle kapitaalprojekte is waar moontlik die afgelope tyd volgens die Uitgebreide Openbare Werke Program (EPWP) beginsels gedoen waar plaaslike arbeid in plaas van eksterne kontrakteurs vir konstruksiewerke gebruik word met die hoofdoelwitte daarvan werkskepping, armoede verligting en vaardigheidsontwikkeling.

Die onderstaande EPWP projekte is die afgelope tyd in die DBG gedoen of is tans nog aan die gang.



| Project<br>(duration)                                     | Jobs Created |           | Training<br>Provided  | Project Expenditure/budget<br>(funded by)<br><br>(R)   | Status<br>(R wages)<br><br>(R)                    |
|---|--------------|-----------|---|--|---|
|   | Male         | Female    |   |  |   |
| Paving of streets, Algeria (13 months)                    | 8            | 8         | Basic life skills, Use of hand tools, Kerb laying, Brickpaving              | 3 049 316<br>(WCDM - 1 370 848)<br>(MIG - 1 678 468)   | 100 % completed<br>(237 832)                      |
| Paving of streets, Bitterfontein (16 months)              | 12           | 10        | Basic life skills, Use of hand tools, Kerb laying, Brickpaving              | 3 102 122<br>(WCDM - 1 900 867)<br>(MIG - 1 201 255)   | 100 % completed<br>(528 300)                      |
| Paving of streets, Nuwerus (16 months)                    | 10           | 10        | Basic life skills, Use of hand tools, Kerb laying, Brickpaving              | 2 345 038<br>(WCDM -1 206 861)<br>(MIG -1 138 177)   | 100% completed<br>(488 000)                       |
| Multi purpose community centre, Bitterfontein (12 months) | 10           | 10        | Basic life skills, General building work, Plastering, Bricklaying, Plumbing | 3 850 000<br>(Department of Social Development -3 500 000)<br>(WCDM -350 000)                | 100 % completed<br>(674 000)                      |
| Community centre, Rietpoort (6 months)                    | 10           | 10        | Basic life skills, General building work, Plastering, Bricklaying, Plumbing | 2 134 000<br>(WCDM)  | 100 % completed<br>(565 440)                      |
| Community centre, Nuwerus (12 months)                     | 10           | 10        | Basic life skills, General building work, Plastering, Bricklaying, Plumbing | 2 254 386<br>(MIG)   | Under construction<br>85 % completed<br>(227 450) |
| Sewerage System, Bitterfontein (28 months)                | 10           | 10        | Basic life skills, General building work, Plastering, Bricklaying, Plumbing | 10 700 000<br>(MIG)  | Under construction<br>55 % Completed<br>(255 920) |
| <b>TOTALS</b>   | <b>70</b>    | <b>68</b> |   | <b>27 434 862</b><br>(WCDM -13 639 669)<br>(MIG -10 372 286)<br>(Dept. Soc. Dev. -3 422 907) | <b>2 976 942</b>                                  |



Soos in bostaande tabel aangetoon is daar reeds bykans R 3 000 000 (3 miljoen rand) aan lone uitbetaal aan inwoners van die DBG.

'n Plaveiprojek gaan in April 2011 in Kliprand begin waar daar weer volgens die bogenoemde EPWP beginsels gewerk sal word en minstens 20 persone (10 mans en 10 vroue) in diens geneem sal word. Tydens hierdie projek sal die sportgronde ook opgradeer word en meer reënwater opgaartenks by huise geïnstalleer word.

'n Bedrag van R 2 360 000 (70% van koste van kraglyn) is ook deur WKDM bygedra tot die konstruksie van die kraglyn vanaf Rietpoort na Lepelsfontein wat in Desember 2010 in werking gestel is.

Die kapitaalprojekte soos in die onderstaande tabel aangetoon is sedert 2004 deur WKDM in die DBG voltooi.

| Projekte                             | Bitterfontein<br>(R) | Nuwerus<br>(R)    | Kliprand<br>(R)  | Algeria<br>(R)   | Stofkraal,<br>Molsvlei,<br>Rietpoort,<br>Put se Kloof<br>(R) |
|--------------------------------------|----------------------|-------------------|------------------|------------------|--|
| Thusong Sentrum                      | 3,850,000            |                   |                  |                  |  |
| Strate                               | 3,102,316            | 2,345,000         |                  | 3,049,000        |  |
| Stortingsterrein                     | 282,000              |                   |                  |                  |  |
| Sportgronde                          |                      | 1,196,000         |                  | 197,000          | 342,000  |
| Rioolstelsel                         | 10,700,000           | 3,396,000         |                  | 1,079,000        |  |
| Toilette                             |                      | 1,200,000         | 71,000           |                  | 2,138,000  |
| Waterstelsel                         | 2,609,000            |                   |                  | 122,000          |  |
| Gemeenskapsale                       |                      | 2,254,000         |                  | 1,153,000        | 5,760,000  |
| Huise                                |                      |                   |                  | 480,000          |  |
| Kraglyn                              |                      |                   | 7,500,000        |                  | 2,360,000  |
| <b>Totale</b>                        | <b>20,543,316</b>    | <b>10,391,000</b> | <b>7,571,000</b> | <b>6,080,000</b> | <b>10,600,000</b>  |
| <b>TOTALE SPANDERING: 55 185 316</b> |                      |                   |                  |                  |  |



# **ANNUAL PERFORMANCE REPORT 2010/2011**

---



# ANNUAL PERFORMANCE REPORT 2010-2011

---

## INTRODUCTION

This chapter deals with how services were delivered during the 2010/11 financial year and indicates the performance against the KPA's for the 2010/11 financial year based on the IDP processes followed as explained in Chapter 1 of this report.

The performance of the Municipality is reported against the five strategic Key Performance Areas for Local Government as indicated in the IDP and the performance agreements of the departmental heads. The chapter also highlights the main KPA's for 2010/11.



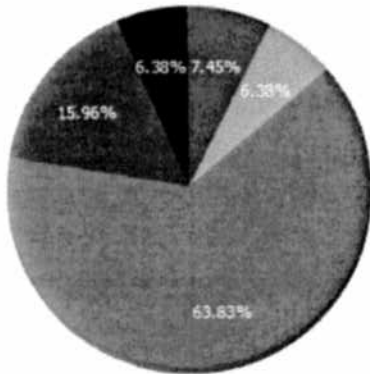
### Strategic performance

Strategic performance of the municipality is measured in terms of the municipality's performance on its key performance indicators set in the Top Layer SDBIP.

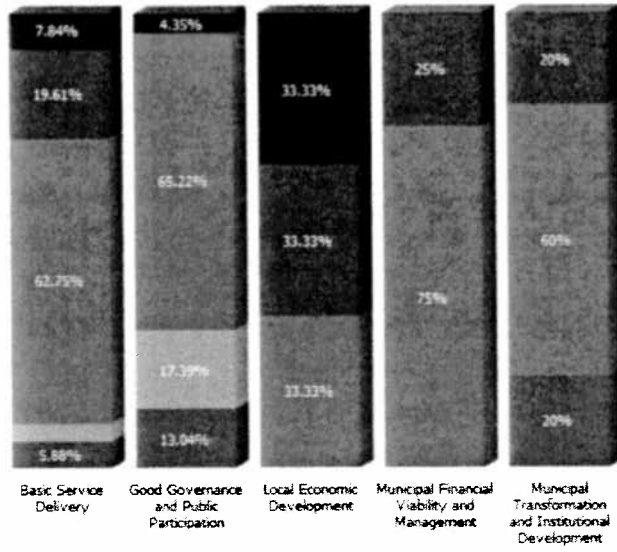


(i) Overall performance

**West Coast District Municipality**

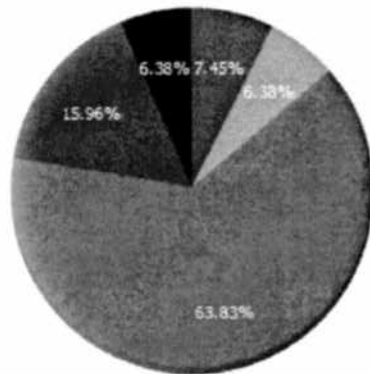


- KPI's Extremely Well Met (6 of 94)
- KPI's Well Met (15 of 94)
- KPI's Met (60 of 94)
- KPI's Almost Met (6 of 94)
- KPI's Not Met (7 of 94)



- KPI's Not Met
- KPI's Almost Met
- KPI's Met
- KPI's Well Met
- KPI's Extremely Well Met

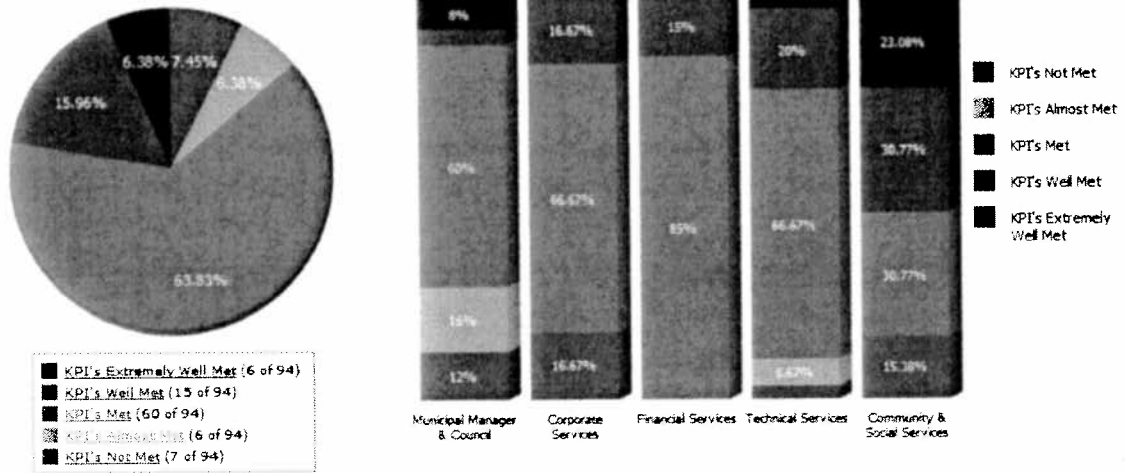
**National KPAs**



- KPI's Extremely Well Met (6 of 94)
- KPI's Well Met (15 of 94)
- KPI's Met (60 of 94)
- KPI's Almost Met (6 of 94)
- KPI's Not Met (7 of 94)

(ii) Overall strategic performance per directorate

**West Coast District Municipality**



(iii) Actual strategic performance and corrective measures that will be implemented

a. Basic Service Delivery

The National Key Performance Area Basic Service Delivery is linked to the like named Municipal Key Performance Area. The IDP Objectives linked to Basic Service Delivery are spread over *Development of the natural and built environment, Creation of a safe environment, Infrastructure development in the region, Co-operation amongst stakeholders and Human well-being*.

| KPI Name   | Unit of Measurement                                      | Baseline                      | Overall Performance for the Year |        |   | Corrective measures |
|--|--|-------------------------------|----------------------------------|--------|---|---------------------|
|  |  |                               | Target                           | Actual | R |                     |
| Implementation of Integrated Human Settlement Strategy - DMA | % implemented or % Adherence to policy or no of projects | A strategy has been developed |                                  |        |   |                     |
| Number of HH receiving free basic electricity - DMA          | Number of HH   | 934                           | 934                              | 934    |   |                     |
| Quantum of free basic electricity received                   | kWh per month per household                              | 100                           | 100                              | 100    |   |                     |
| Number of HH receiving free basic refuse removal - DMA       | Number of HH   | 898                           | 898                              | 898    |   |                     |
| Quantum of free basic refuse removal received - DMA          | R value per month per household                          | R 28                          | R 28                             | R 28   |   |                     |
| Number of HH receiving free basic sanitation - DMA           | Number of HH   | 898                           | 898                              | 898    |   |                     |
| Quantum of free basic sanitation received - DMA              | R value per month per household                          | R 36.00                       | R 36                             | R 36   |   |                     |
| Number of HH receiving free basic water - DMA                | Number of HH   | 898                           | 898                              | 898    |   |                     |
| Quantum of free basic water received                         | Kl per month per household                               | 6 kl                          | 6                                | 6      |   |                     |

| KPI Name   | Unit of Measurement   | Baseline | Overall Performance for the Year |        |   | Corrective measures  |
|--|---|----------|----------------------------------|--------|---|--|
|  |   |          | Target                           | Actual | R |  |
| Effective capital spending - DMA   | % spent of approved electricity capital projects  | 100%     | 100%                             | 100%   |   |  |
| Improvement of electricity distribution capacity - DMA   | % improvement   | 0%       |                                  |        |   |  |
| Maintenance of electricity assets - DMA  | % of approved maintenance plan executed   | 100%     | 100%                             | 100%   |   |  |
| Maintenance of electricity assets - DMA  | % of maintenance budget of electricity spent  | 100%     | 100%                             | 100%   |   |  |
| Percentage electricity losses - DMA  | kWh billed/ kWh obtained from ESKOM   | 90%      | 90.00%                           | 92.75% |   |  |
| Percentage of HH that meet agreed service standards (connected to the national grid) - Formal areas - DMA  | % of HH achieving agreed service standards  | 100%     | 100%                             | 100%   |   |  |
| Percentage of HH with no street lights - DMA   | % of HH without   | 80%      | 80%                              | 90%    |   |  |
| Review of the Spatial Development Plan - DMA   | Review submitted to PAWC annually by the end of March   | 0%       | 100%                             | 100%   |   |  |
| Development and implementation of a Integrated transport plan for the district                             | % implementation of the Integrated Transport Plan if funding from the Dept of Public Works is available | 0%       | 100%                             | 50%    |   | Dependant on provincial funding                            |
| Maintenance of gravel roads (RPM)  | % of maintenance budget of roads spent  | 100%     | 100%                             | 102%   |   |  |
| Effective capital spending - DMA   | % spent of approved waste water management capital projects   | 100%     | 100%                             | 80%    |   | Continuous project – has been transferred to MatzikamaMun. |
| Quality of waste water discharge - DMA   | % water quality level of waste water discharge  | 100%     | 100%                             | 100%   |   |  |
| Effective capital spending - DMA   | % spent of approved 10 capital projects   | 100%     | 100%                             | 100%   |   |  |
| Improvement of refuse sites' capacity - DMA  | % improvement   | 25%      | 50%                              | 50%    |   |  |
| Maintenance of refuse removal assets   | % of maintenance budget of refuse removal spent   | 100%     | 100%                             | 75%    |   | Saving on budgeted amount                                  |
| Maintenance of refuse removal assets - DMA   | % of approved maintenance plan executed   | 100%     | 100%                             | 100%   |   |  |
| Percentage of HH that meet agreed sanitation service standards (at least once a week) - Formal areas - DMA | % of HH that meet minimum standard sanitation   | 100%     | 100%                             | 100%   |   |  |





| KPI Name   | Unit of Measurement  | Baseline | Overall Performance for the Year |        |   | Corrective measures |
|--|--|----------|----------------------------------|--------|---|---------------------|
|  |  |          | Target                           | Actual | R |                     |
| Percentage of HH that meet agreed sanitation service standards (at least once a week) - Formal areas - DMA | % of HH that meet minimum standard sanitation  | 100%     | 100%                             | 100%   |   |                     |
| Compile Bulk Water System Master Plan (GLS)  | % implementation of the GLSMP subject to availability of funding                                   | 100%     | 100%                             | 100%   |   |                     |
| Compile Water and Sanitation Bulk Infrastructure Master Plan (BIMP) for Region                             | BIMP compiled by 30 June 2010  | 0%       | 100%                             | 100%   |   |                     |
| Effective capital spending - Bulk  | % spent of approved water capital projects   | 90%      | 90%                              | 94%    |   |                     |
| Effective capital spending - DMA   | % spent of approved water capital projects   | 90%      | 90%                              | 100%   |   |                     |
| Excellent water quality - Bulk   | % water quality level as per SANS 241  | 100%     | 100%                             | 100%   |   |                     |
| Excellent water quality - DMA  | % water quality level as per SANS 241  | 100%     | 100%                             | 100%   |   |                     |
| Identification of alternative water sources for Bulk system  | Completion of the study by the end of September 2010   | 0%       | 100%                             | 100%   |   |                     |
| Improvement of water purification system capacity - Bulk   | % improvement  | 5%       | 10%                              | 50%    |   |                     |
| Improvement of water purification system capacity -DMA   | % improvement  | 0%       |                                  |        |   |                     |
| Maintenance of water and sanitation assets - DMA   | % of approved maintenance plan executed  | 100%     | 100%                             | 100%   |   |                     |
| Maintenance of water and sanitation assets - DMA   | % of maintenance budget of water spent   | 100%     | 100%                             | 100%   |   |                     |
| Maintenance of water assets - Bulk   | % of approved maintenance plan executed  | 100%     | 100%                             | 100%   |   |                     |
| Maintenance of water assets - Bulk   | % of maintenance budget of water spent   | 100%     | 100%                             | 100%   |   |                     |
| Percentage water losses - DMA  | KL billed/ KL produced by municipality   | 85%      | 85.00%                           | 86.75% |   |                     |
| Monitoring of 10   | No of municipalities notified of compliance or non -compliance with Environmental Health standards | 5        | 5                                | 5      |   |                     |



| KPI Name  | Unit of Measurement   | Baseline   | Overall Performance for the Year |        |   | Corrective measures                |
|---|---|--|----------------------------------|--------|---|------------------------------------|
|   |   |  | Target                           | Actual | R |                                    |
| Monitoring of farms                                 | No of farms notified of compliance or non-compliance with Environmental Health standards          | 60%  | 60%                              | 85%    |   |                                    |
| Monitoring of food production and/or handling sites | % of food production and/or handling sites complying with required legislative standards          | 76%  | 78%                              | 104%   |   |                                    |
| Monitoring of water quality                         | No of municipalities complying with SANS 241 standards  | 3  | 4                                | 2      |   | To be managed through EHP function |
| Monitoring of water quality                         | No of municipalities notified of compliance or non-compliance with SANS 241 standards             | 5  | 5                                | 5      |   |                                    |
| Effective co-ordination of disaster management      | No of meetings of the disaster management advisory forum  | 2  | 2                                | 5      |   |                                    |
| Implementation of public awareness strategy         | % increase in public awareness  | 1 per quarter per station (1 x 5 municipalities) | 20                               | 50     |   |                                    |
| Reviewed Disaster Management Framework/ Plan        | Disaster Management Framework/ Plan reviewed by 30 June 2011                                      | Annually reviewed in June                        | 100%                             | 100%   |   |                                    |
| Maintenance of resorts                              | Revision of the maintenance plan for resorts by the end of December 2010                          | 30%  | 1                                | 0      |   | To be managed internally           |
| Effective environmental health services             | Revision of all applicable policies by 30 June 2011   | Annual revision of the by law                    | 100%                             | 150%   |   |                                    |
| Monitoring of dairies                               | % of dairies complying with required legislative standards  | 63%  | 65%                              | 82%    |   |                                    |
| Monitoring of health care waste generators          | % of health care waste generators complying with required legislative standards                   | 90%  | 95%                              | 99%    |   |                                    |
| Monitoring of Sewerage treatments sites             | No of municipalities notified of compliance or non-compliance with required legislative standards | 5  | 5                                | 5      |   |                                    |



b. Good Governance and Public Participation

The National Key Performance Area Good Governance and Public Participation is linked to the like named Municipal Key Performance Area. The IDP Objectives linked to Good Governance and Public Participation are *Co-operation amongst stakeholders, Development of the natural and built environment and Human resource development.*

| KPI Name   | Unit of Measurement   | Baseline  | Overall Performance for the Year |        |   | Corrective measures                                   |
|--|---|---|----------------------------------|--------|---|---|
|  |   |   | Target                           | Actual | R |   |
| Annual performance reporting   | Annual report and oversight report of council submitted before legislative deadline | Annual report approved in March                     | 100%                             | 100%   |   |   |
| Approval of adjustments budget   | Approval of adjustments budget before legislative deadline                          | 100%  | 100%                             | 100%   |   |   |
| Approval of Main budget  | Approval of Main budget before legislative deadline                                 | 100%  | 100%                             | 100%   |   |   |
| Approval of SDBIP  | Approval of SDBIP before legislative deadline                                       | 100%  | 100%                             | 100%   |   |   |
| Citizen satisfaction survey conducted  | Conduct a citizen satisfaction survey by the end of June                            | No survey conducted yet                             | 100%                             | 0%     |   | To source alternative funding mechanisms              |
| Effective communication with communities   | Implementation of the current communication priorities in terms of the strategy     | Existing communication strategy                     | 50%                              | 50%    |   |   |
| Effective IGR in the district  | No of meetings of the District Co-ordinating Forum                                  | 4 DCF's for the year                                | 4                                | 3      |   | Not reached due to elections                          |
| Effective IGR in the district  | No of meetings of the District Co-ordinating Forum (Technical)                      | 4 DCF Tech's for the year                           | 4                                | 3      |   | Not reached due to elections                          |
| Enhancement of integrated planning in the district                                       | Develop or review district IDP framework  | Framework compiled annually                         | 100%                             | 100%   |   |   |
| Enhancement of integrated planning in the district                                       | No of meetings of the district IDP Co-ordinating Committee                          | 5 meetings  | 5                                | 4      |   | Number of meetings has been decreased                 |
| Functional Internal Audit unit   | % of Approved Risk based audit plan elements identified, audited by year end        | audit plan developed                                | 80%                              | 30%    |   | Planning to be adjusted accordingly in the next year. |
| IDP, taken on public participation, consulted with B's and advertised for public comment | % of community organisations and stakeholders endorsing IDP by the end of March     | 100%  | 100%                             | 200%   |   |   |
| Planning and establishment of shared services in the district                            | No of actual support/Number of requests received                                    | Support services currently provided for 3 functions | 75                               | 75     |   |   |
| Reviewed IDP - DMA   | IDP reviewed by the end of May  | IDP approved end of May                             | 100%                             | 100%   |   |   |



| KPI Name   | Unit of Measurement   | Baseline                            | Overall Performance for the Year |        |   | Corrective measures                                   |
|--|---|-------------------------------------|----------------------------------|--------|---|---|
|  |   |                                     | Target                           | Actual | R |   |
| IDP and sectoral plans aligned with Spatial development plan - DMA | % alignment   | IDP approved end of May             | 100%                             | 100%   |   |   |
| Institutional Performance management system in place               | No of performance agreements signed on time   | 5                                   | 5                                | 5      |   |   |
| Spatial development plan aligned with PSDF and PGDS -DMA           | % alignment   | IDP approved end of May             | 100%                             | 100%   |   |   |
| Effective functioning of council                                   | No of council meetings  | 4                                   | 4                                | 3      |   | Not reached due to elections                          |
| Functional performance audit committee                             | No of meetings of the performance audit committee                                     | 2 annually                          | 4                                | 4      |   |   |
| IDP to include all required sectoral plans - DMA                   | No of required sectoral plans included  | 8                                   | 8                                | 8      |   |   |
| Implementation of the anti-corruption policy                       | Every quarter 4 risks are managed by each directorate (strategic, operational, fraud) | 4 risks per directorate per quarter | 4                                | 4      |   |   |
| Institutional Performance management system in place               | Individual performance management system cascaded annually to the next level          | 100%                                | 100%                             | 0%     |   | Planning to be adjusted accordingly in the next year. |
| Creation of effective capacity                                     | % Vacancy level as % of approved organogram   | 15%                                 | 10%                              | 10%    |   |   |



c. Local Economic Development

The National Key Performance Area Local Economic Development is linked to the like named Municipal Key Performance Area. The IDP Objective that is linked to Local Economic Development is *Economic Development and Human well-being*.

| KPI Name                                | Unit of Measurement                                  | Baseline                 | Overall Performance for the Year |        |   | Corrective measures |
|---|--|--------------------------|----------------------------------|--------|---|---------------------|
|   |  |                          | Target                           | Actual | R |                     |
| Enhancement of economic development     | Value of contracts assigned to emerging contractors  | 20% of total procurement | 20%                              | 66%    |   |                     |
| Reviewed and aligned RED strategy       | RED strategy reviewed by the end of May              | LED approved in 2007     | 100%                             | 100%   |   |                     |
| Employment through job creation schemes | No of temporary jobs created through EPWP programmes | 140                      | 100                              | 140    |   |                     |

d. Municipal Financial Viability Management

The National Key Performance Area Municipal Financial Viability and Management is linked to the like names Municipal Key Performance Area. The IDP Objective that is linked to Municipal Financial Viability and Management is *Infrastructure development in the region and Co-operation amongst stakeholders*.

| KPI Name  | Unit of Measurement  | Baseline                           | Overall Performance for the Year |        |   | Corrective measures |
|---|--|------------------------------------|----------------------------------|--------|---|---------------------|
|   |  |                                    | Target                           | Actual | R |                     |
| Asset management  | Unqualified audit opinion for the 2010/11 financial year   | Compliance with GRAP 17 & 16 & 102 | 100%                             | 101%   |   |                     |
| Clean audit   | % of Root causes of issues raised by AG in AG report addressed   | 100%                               | 100%                             | 100%   |   |                     |
| Effective SCM system                                    | No of successful appeals   | 1                                  | 0%                               | 0%     |   |                     |
| Financial Viability                                     | Cost coverage ((Available cash+ investments)/ Monthly fixed operating expenditure)                             | 20%                                | 20.00%                           | 20.25% |   |                     |
| Financial Viability                                     | Debt coverage ((Total operating revenue- operating grants received)/debt service payments due within the year) | 95%                                | 95%                              | 95%    |   |                     |
| Financial Viability                                     | Service debtors to revenue â€” (Total outstanding service debtors/ revenue received for services)              | 21.76%                             | 22%                              | 22%    |   |                     |
| Improved revenue collection                             | % Debt recovery rate   | 90%                                | 92.00%                           | 93.50% |   |                     |
| Improvement in conditional grant spending - operational | % of total conditional operational grants spent  | 80%                                | 90%                              | 90%    |   |                     |
| Percentage of property valuations disputed              | % disputed   | 1%                                 | 5%                               | 5%     |   |                     |



| KPI Name   | Unit of Measurement                           | Baseline         | Overall Performance for the Year |        |   | Corrective measures |
|--|---|------------------|----------------------------------|--------|---|---------------------|
|  |   |                  | Target                           | Actual | R |                     |
| Preparation of financial statements                                | Financial statements submitted on 31/8/2010   | 100%             | 100%                             | 100%   |   |                     |
| Updated indigent register for the provision of free basic services | Updated indigent register by 31 December 2010 | Updated annually | 100%                             | 100%   |   |                     |
| Improvement in conditional grant spending - capital                | % of total conditional capital grants spent   | 100%             | 100%                             | 100%   |   |                     |



e. Municipal Transformation and Institutional Development

The National Key Performance Area Municipal Transformation and Institutional Development is linked to the Municipal Key Performance Area namely Municipal Transformation and Organisational Development. The IDP Objective that is linked to Municipal Transformation and Institutional Development is *Human Resource Development and Co-operation amongst stakeholders*.

| KPI Name                             | Unit of Measurement  | Baseline | Overall Performance for the Year |        |   | Corrective measures                               |
|--------------------------------------|--|----------|----------------------------------|--------|---|---|
|                                      |  |          | Target                           | Actual | R |   |
| Effective and up to date By-laws     | % of By-laws updated annually before 30 June 2011                        | 100%     | 100%                             | 100%   |   |   |
| Effective and up to date HR policies | Update required HR policies annually by 30 June 2011                     | 90%      | 95%                              | 95%    |   |   |
|                                      |  |          |                                  |        |   | To be managed through the appropriate structures. |
| Effective labour relations           | No of meetings of the LLF administrated                                  | 10       | 10                               | 6      |   |   |
| Targeted skills development          | % Implementation of skills development plan                              | 70%      | 75%                              | 80%    |   |   |
| Targeted skills development          | The percentage of budget spent on implementing its workplace skills plan | 1%       | 1%                               | 1%     |   |   |



# **AUDIT COMMITTEE REPORT 2009/2010**

---





## AUDIT COMMITTEE REPORT

### WEST COAST DISTRICT MUNICIPALITY

#### Report of the Audit Committee

We are pleased to present our report for the financial year ended 30 June 2011.

#### Audit Committee Members and Attendance:

The audit committee consisted of the members listed hereunder and should meet 4 times per annum. During the 2010/2011 financial year 4 meetings were held. During the financial year, one member was added to the audit committee as well as an expert on performance management. Both attended one meeting before year end.

| Name of Member                      | Number of Meetings Attended |
|-------------------------------------|-----------------------------|
| Ms L Basson (Chairperson)           | 4                           |
| Mr C de Jager                       | 4                           |
| Mr J van Dyk                        | 4                           |
| Mr LL Prins                         | 1                           |
| Mr GN Lawrence (Performance expert) | 1                           |

#### Audit Committee Responsibility

We report that we have adopted appropriate formal terms of reference in our charter in line with the requirements of **Section 166** of the **MFMA**. We further report that we have conducted our affairs in compliance with this charter

#### The effectiveness of internal control

The system of internal control applied by the department over financial and risk management is effective, efficient and transparent.

In line with the MFMA, Internal Audit provides the Audit Committee and management with assurance that the internal controls are appropriate and effective. This is achieved by means of the risk management process, as well as the identification of corrective actions and suggested enhancements to the controls and processes. From the various reports of the



Internal Auditors, the Audit Report on the Annual Financial Statements (2009/2010) and the management report of the Auditor-General South Africa (2009/2010), appropriate suggestions were made to management.

#### **The quality of in year management and monthly/quarterly reports submitted in terms of the MFMA**

We are satisfied with the content and quality of monthly and quarterly reports prepared and issued by the Accounting Officer of the Department during the year under review.

#### **Evaluation of Financial Statements (2009/2010)**

We have:

- Reviewed and discussed the audited annual financial statements to be included in the annual report, with the Auditor-General South Africa and the Accounting Officer.
- Reviewed the Auditor-General South Africa's management report and management's response thereto;
- Reviewed the department's compliance with legal and regulatory provisions
- Reviewed significant adjustments resulting from the audit.

We concur with and accept the Auditor-General of South Africa's report on the annual financial statements, and are of the opinion that the audited annual financial statements should be accepted read together with the report of the Auditor-General South Africa.

#### **Other matters**

We have accepted an internal audit charter.

We have also reviewed and adjusted the audit committee charter.

The internal audit plan was reviewed for the 2011 – 2013 financial years.

The reports made by National Treasury were reviewed.

The committee is also in process of entering into a forum from which audit committees can share information regarding charters etc.

The committee is kept abreast of the latest changes or progress in the risk management process.



The committee also review two policies on each meeting to make sure that policies are still relevant and correct.

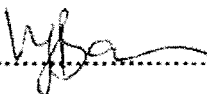
The committee does self-evaluating every meeting with the help of a checklist to make sure legislation is complied to, specifically section 168 of die MFMA.

**Internal audit**

We are satisfied that the internal audit function is operating effectively and that it has addressed the risks pertinent to the department in its audits.

**Auditor-General South Africa**

We have met with the Auditor- General South Africa to ensure that there are no unresolved issues.

Chairperson of the Audit Committee:  .....

Date: 06.07.2011 .....

# CONCLUSION

---



## CONCLUSION

---

The Annual Report 2010/2011 demonstrates the municipality's ability to report on all aspects of performance for the aforementioned period and serves as a key record revealing the continuation of service delivery and performance of the West Coast DM.

***The West Coast District Municipality received a Clean Audit Report from the Auditor-General of which we are very proud of. This is a reflection of good governance therefore we are still continuing on the right path.*** The Municipality conducts its business in an open, transparent and accountable manner that is conducive to good financial management.

Service delivery and infrastructural development are ongoing processes. During the year under review, **95%** of the Capital Budget was spent and this is an indication of services rendered to our community.

West Coast DM as bulk water distributor are serving 22 towns in the southern West Coast area as well as Swartland, Saldanhabay and Bergriver Municipality towns such as Hermon and Gouda in the Drakenstein Municipal area by way of bulk water distribution. Water are also supplied to farms in the area.

At the Blue drop awards presented by the Department of Water Affairs, the West Coast DM received blue drop awards for the Withoogte-, Swartland-, Gouda and Bitterfontein system.

It should be noted that the activities and successes contained in this report are attributed to the combined efforts of all the directorates of the West Coast District Municipality.

The dynamic political leadership, dedicated teamwork of the senior staff and hard work from the competent and skilled officials made progress and performance in the Municipality possible.

