



Bitou Local Municipality
Bitou Plaaslike Munisipaliteit
Umasipala WeBitou

MAYORAL COMMITTEE MEETING

Venue: Council Chambers, Municipal Offices, Sewell
Street, Plettenberg Bay

Date: 19 MARCH 2025

Time: 09h00



BITOU LOCAL MUNICIPALITY

14 March 2025

**Members of the Mayoral Committee
Acting Municipal Manager
Directors and acting Directors**

MAYORAL COMMITTEE MEETING: WEDNESDAY, 19 MARCH 2025 AT 09H00

NOTICE is hereby given that a Mayoral Committee Meeting will be held in the **Council Chamber, Municipal Offices, Sewell Street, Plettenberg Bay** on **WEDNESDAY, 19 MARCH 2025 AT 09H00**, to consider the business set forth in the Agenda.

Yours faithfully

J N KAMKAM
EXECUTIVE MAYOR

Constitution of the Mayoral Committee:

The Deputy Executive Mayor, Councillor N P Kolwapi
Member of the Mayoral Committee, Councillor W J Nel
Member of the Mayoral Committee, Councillor A R Olivier

Bitou Local Municipality

Mayoral Committee Agenda

19 March 2025

Order of Business

1. **OPENING**

2. **ATTENDANCE**

The Attendance registers will be circulated at the meeting.

3. **APPLICATION FOR LEAVE OF ABSENCE**

Application for leave of absence, if necessary, will be considered.

4. **DECLARATION OF INTEREST**

5. **CONFIRMATION OF MINUTES**

5.1 **Minutes of the Mayoral Committee Meeting: 24 February 2025**

Minutes circulated herewith.

6. **COMMUNICATION BY THE EXECUTIVE MAYOR**

7. **PRESENTATIONS**

None

8. **ITEMS FOR INFORMATION WHICH HAVE BEEN DEALT WITH BY THE PORTFOLIO COMMITTEES IN TERMS OF DELEGATED AUTHORITY**

Circulated herewith.

9. **NOTING OF OUTSTANDING MAYCO RESOLUTIONS**

None.



10. CONSIDERATION OF REPORTS (OPEN)

Section 1: Office of the Municipal Manager

Schedule of Items attached

Section 2: Directorate Financial Services

Schedule of Items attached

Section 3: Directorate Corporate Services

Schedule of Items attached

Section 4: Directorate Community Services

Schedule of Item attached

Section 5: Directorate Engineering Services

Schedule of Item attached

Section 6: Directorate Economic Development and Planning

Schedule of Items attached

11. IN-COMMITTEE MATTERS

11.1 Confirmation of In-Committee Minutes

None

11.2 In-Committee Items

Circulated separately as an Addendum

12. RECORDING OF COUNCILLORS PRESENT

13. CLOSURE

5.CONFIRMATION OF MINUTES

MINUTES OF THE MAYORAL COMMITTEE MEETING OF BITOU LOCAL MUNICIPALITY HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H04

1. OPENING

The Executive Mayor, Councillor J N Kamkam welcomed all at 11h04 and requested the Director of Corporate Services, Mr L Loliwe to open the meeting with a prayer.

2. ATTENDANCE

As per the attached attendance register.

3. APPLICATION FOR LEAVE OF ABSENCE

None, all Councillors were present.

4. DECLARATION OF INTEREST

None

5. CONFIRMATION OF MINUTES

5.1 Minutes of the Mayoral Committee Meeting: 24 January 2025

That the minutes of the Mayoral Committee Meeting of 24 January 2025, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

6. COMMUNICATIONS BY THE EXECUTIVE MAYOR

Councillor J N Kamkam has voiced her anticipation for a productive and informative Budget Steering Committee meeting. Additionally, she has expressed her expectation that all members have thoroughly prepared, allowing for meaningful proposals to be presented at the Council meeting.

7. PRESENTATIONS

None

8. ITEMS FOR INFORMATION WHICH HAVE BEEN DEALT WITH BY THE PORTFOLIO COMMITTEES IN TERMS OF DELEGATED AUTHORITY

That the Items for information which have been dealt with by the respective Portfolio Committees as indicated below be **NOTED.**

- *Corporate & Finance Portfolio Committee meeting held 15 January 2025*

- *Strategic Services & Office of The Municipal Manager Portfolio Committee meeting held 16 January 2025*
- *Engineering & Community Services Portfolio Committee meeting held 16 January 2025*

FOR INFORMATION

9. NOTING OF OUTSTANDING / PARTIALLY IMPLEMENTED MAYCO RESOLUTIONS

None

10. CONSIDERATION OF REPORTS (OPEN)

Section 1: Office of the Municipal Manager

Recommendation C/1/292/02/25

ADOPTION OF CORRECTIONAL FACILITY PROJECT AS A PRIORITY PROJECT

Portfolio Comm: Strategic Services & Office of the MM **Demarcation:** All Wards
File Ref: 9/1/8 **Delegation:** Council

Recommended by the Executive Mayor

1. That Council resolves to pursue the construction of an innovative and state-of-the-art correctional facility in the Bitou area.
2. That the Municipal Manager appoints a dedicated project management team consisting of the IDP Manager (project leader), IGR Officer, Spatial Planner, Legal Services, PMU Manager, and LED Manager to actively negotiate with the Department of Correctional Services and other key stakeholders.
3. That it be ensured that the Council resolution is communicated effectively to the Department of Correctional Services and the Department of Rural Development and Land Reform.
4. That the Municipality sustain ongoing engagement with the Minister of Rural Development to secure formal commitment letters from the Department of Rural Development and Land Reform.
5. That the land disposal register be obtained from the Department of Public Works to ascertain the available state-owned land in Plettenberg Bay.

Proposed: Councillor N P Kolwapi
Seconded: Councillor W J Nel

For execution refer to Council resolution

Section 2: Financial**Resolution M/2/262/02/25****REVENUE MANAGEMENT REPORT – JANUARY 2025****Portfolio Comm.:** Finance & Corporate Services**File Ref:** 9/1/3/4**Demarcation:** All Wards**Delegation:** MayCo**Resolved**

1. That the Revenue Management Report for the month of January 2025, be noted.
2. That it be noted that the amount of R 176,790 has been written off as bad debt in the 50% settlement discount program and an amount of R 183,825 collected in the month of January 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.
3. That it be noted that the amount of R 11,186,700 has been written off for indigent arrear debt due at the time of approval of indigents as per Council approved Indigent Policy.
4. That it be noted that a due diligence exercise be conducted to ascertain if prepaid electricity and smart water meters have been installed at the properties of those organisations who have entered into agreements with the municipality, to ensure that they do not default on payments again.
5. That a comprehensive report be tabled at the next Portfolio Committee meeting, providing detailed information on the status of empty erven (both allocated and unallocated) in **all Wards** and proposing actionable solutions, considering that accumulated service and property rates charges significantly contribute to the outstanding debt.

Proposed: Councillor A R Olivier**Seconded:** Councillor W J Nel**FOR EXECUTION:** Manager Revenue Services**Recommendation C/2/263/02/25****INCURRING OF LONG-TERM DEBT TO THE AMOUNT OF R40 545 000,00 FOR THE 2024/2025 FINANCIAL YEAR****Portfolio Comm.:** Finance and Corporate Services**File Ref:** 5/6/1**Demarcation:** All Wards**Delegation:** Council**Recommended by the Executive Mayor**

1. That Council, after considering all of the information presented in this report, resolve to approve the incurring of the long-term debt.

2. That the loan funded capital projects and subsequent expenditure be implemented in terms of the latest approved 2024/2025 capital program at the time of the borrowing drawdown phase, amounting to a maximum value of R 40 545 000.
3. That the Municipal Manager be delegated to sign all documents required in the execution of the above resolution (1).

Proposed: Councillor N P Kolwapi

Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/2/264/02/25

REQUEST FOR EXTENSION OF TENDER SCM/2023/72/FIN: DEVELOPMENT AND IMPLEMENTATION OF A REVENUE ENHANCEMENT PROGRAM FOR AN ADDITIONAL PERIOD OF ONE YEAR ENDING 30 JUNE 2026

Portfolio Comm: Finance and Corporate Services

File Ref: 16/2/16

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That the Council approves the amendment of the existing agreement with Price Waterhouse Coopers Inc. (PwC) in accordance with Section 116(3) of the Municipal Finance Management Act, (Act 56 of 2003) by extending the contract period to 30 June 2026.
2. That budget to the amount of R 2 325 000 be provided for in the 2025/26 Draft budget as per estimated project cost.
3. That Council approves the conclusion of a long-term contract with Price Waterhouse Coopers Inc. (PwC) in accordance with Section 33(1) of the Municipal Finance Management Act, (Act 56 of 2003).
4. That Council approve the Draft Service Level Agreement with Price Waterhouse Coopers Inc. (PwC).
5. That Council authorises the Municipal Manager to sign the attached Service Level Agreement with Price Waterhouse Coopers Inc. (PwC) for valuation services for the period ending at 30 June 2026, with an emphasis on incorporating "skills transfer" into the agreement.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

For execution refer to Council resolution

Resolution M/2/265/02/25

SECTION 71 REPORT FOR THE MONTH OF JANUARY 2025

Portfolio Comm: Finance & Corporate Services

File Ref: 9/1/3/4

Demarcation: All Wards

Delegation: MayCo

Resolved

That the Section 71 report for the month ended 31 January 2025, be noted.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

FOR INFORMATION: Manager Budget and Financial Reporting

Section 3: Corporate Services

Recommendation C/3/273/02/25

**REPORT ON MITIGATING EXCESSIVE SICK LEAVE AND IMPLEMENTING
WORKPLACE WELLNESS PROGRAMS**

Portfolio Comm: Finance and Corporate Services

File Ref: 4/3/5/1/2

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

That the Council takes note of the report.

Proposed: Councillor W J Nel

Seconded: Councillor A R Olivier

For execution refer to Council resolution

Recommendation C/3/275/02/25

ESTABLISHMENT OF EMPLOYMENT EQUITY MONITORING COMMITTEE

Portfolio Comm: Finance and Corporate Services

File Ref: 4/3/5/1/2

Demarcation: All Wards

Delegation: Council

Recommended by the Executive Mayor

1. That the Human Resources Management Division be mandated to commence with the elections of Officials to serve on the Employment Equity Monitoring Committee and that the said process be finalised by 28 February 2025.

2. That concerted efforts be made to ensure compliance with the election criteria in respect of the establishment of the Employment Equity Monitoring Committee.
3. That a report be submitted to the next Local Labour Forum to nominate LLF members to serve on the Employment Equity Committee which consists of the following;
 - a. *One representative from each recognized Labour Union; and*
 - b. *Two Officials from the Local Labour Forum to serve on the Employment Equity Monitoring Committee.*
4. That it be noted with concern that previous decisions (resolutions C/3/41/06/22 and C/3/50/08/22) regarding related issues were closed off without being executed.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

For execution refer to Council resolution

Section 4: Community Services

No items for consideration

Section 5: Engineering Services

Recommendation C/5/195/02/25

MUNICIPAL INFRASTRUCTURE GRANT (MIG): REVISION OF DETAILED PROJECT IMPLEMENTATION PLAN (DPIP)

Portfolio Comm: Engineering & Community Services **Demarcation:** All Wards
File Ref: 5/7/1/12 **Delegation:** Council

Recommended by the Executive Mayor

1. That the Council note the Revised Detailed Project Implementation plan (DPIP).
2. That Council approve the amendment to the Detailed Project Implementation Plan for the remainder of 2024/25 in the interest of conditional grant framework compliance.

Proposed: Councillor A R Olivier
Seconded: Councillor W J Nel

For execution refer to Council resolution

Recommendation C/5/196/02/25

CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): MONTHLY PROGRESS REPORT FOR PERIOD ENDING JANUARY 2025

Portfolio Comm: Engineering & Community Services
File Ref: 5/7/1/12

Demarcation: All Wards
Delegation: Council

Recommended by the Executive Mayor

1. That Council takes cognizance of the Capital Projects Implementation Plan (CPIP) for the period ending January 2025.
2. That the concerns relating to the slow / delayed expenditure on capital projects be noted.

Proposed: Councillor W J Nel
Seconded: Councillor A R Olivier

For execution refer to Council resolution

Section 6: Economic Development and Planning

No items for consideration

11. IN-COMMITTEE MATTERS

11.1 For the record: No items served before the meeting.

11.2 Minutes of the Mayoral Committee Meeting: 24 January 2025

That the minutes of the Mayoral In- Committee meeting of 24 January 2025, be and are hereby **CONFIRMED AND SIGNED.**

Proposed: Councillor D J Nel
Seconded: Councillor A R Olivier

12. RECORDING OF COUNCILLORS PRESENT

The Mayoral Committee members recorded their presence in the following order during the In-Committee session.

Councillor W J Nel, Councillor A R Oliver, Councillor N P Kolwapi and Councillor J N Kamkam.

13. CLOSURE

The Executive Mayor closed the Open meeting at 12h14

CONFIRMED AND SIGNED

SIGNATURE:

The Executive Mayor: Councillor J N Kamkam

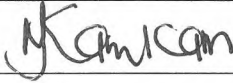
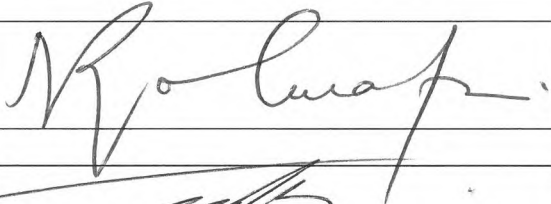

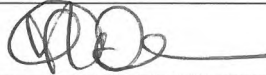
DATE:

DRAFT

ATTENDANCE REGISTER: MAYORAL COMMITTEE

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H00


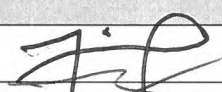





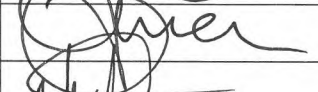
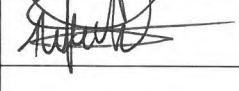
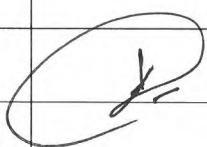
<u>NAME</u>	<u>SIGNATURE</u>
COUNCILLOR J N KAMKAM (EXECUTIVE MAYOR)	
COUNCILLOR N P KOLWAPI (DEPUTY EXECUTIVE MAYOR)	
COUNCILLOR W J NEL	
COUNCILLOR A R OLIVIER	
NON – MEMBERS	SIGNATURE
COUNCILLOR M P BUSAKWE(SPEAKER)	
COUNCILLOR K DE BRUIN	
COUNCILLOR S E GCABAYI	
COUNCILLOR S A MANGXABA	
COUNCILLOR T MHLANA	
COUNCILLOR N T SETI	
COUNCILLOR D J SWART	
COUNCILLOR C N-J TERBLANCHE	
COUNCILLOR R WILLEMSE	

ATTENDANCE REGISTER

BITOU LOCAL MUNICIPALITY

MAYORAL COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, MUNICIPAL OFFICES, SEWELL STREET, PLETTENBERG BAY ON MONDAY, 24 FEBRUARY 2025 AT 11H00

OFFICIALS

<u>DESIGNATION</u>	<u>NAME</u>	<u>SIGNATURE</u>
Municipal Manager	Mr M Memani	
DIRECTORS		
Director: Corporate Services	Mr L Loliwe	
Director: Engineering Services	Mr V Felton	
Acting Director: Financial Services	Mr A Zindlu	
Acting Director: Planning and Development	Mr C Schliemann	
Acting Director: Community Services	Mr S Vandala	
MANAGERS		
Manager Administration	Ms T Wildeman	
Principal Committee Officer	Ms J Jansen	
Committee Clerk	Ms T Mpembe	
Acting Senior Manager Governance and Compliance	Mr A Paulse	
Manager: Speaker's Office	Mr M James	
Manager Communication & Customer Relations	Mr A Namntu	Virtually
Manager: Executive Mayor	Mr S Liwani	
Manager: Deputy Mayor Office	Mr V Thomas	
Chief Audit Officer-Executive	Mr C Koeberg	
Chief Risk Officer	Mrs C Van Staden	

8.

**ITEMS FOR INFORMATION
WHICH HAVE BEEN DEALT WITH
BY THE PORTFOLIO
COMMITTEES IN TERMS OF
DELEGATED AUTHORITY**

8. **ITEMS FOR INFORMATION, WHICH HAVE BEEN DEALT WITH BY
THE PORTFOLIO COMMITTEES IN TERMS OF DELEGATED
AUTHORITY**

**CORPORATE & FINANCE PORTFOLIO COMMITTEE MEETING HELD 14
FEBRUARY 2025**

Section 2: Finance

Resolution PC/2/261/02/25

INSURANCE CLAIM STATUS REPORT AS AT 31 JANUARY 2025

Portfolio Comm: Finance and Corporate Services

File Ref: 5/10/2

Demarcation: All Wards

Delegation: Portfolio Comm

Resolved

1. That the Insurance Report for the period up until 31 January 2025, be noted.
2. That it be noted that it is important to ensure that fleet vehicles are covered by insurance or a warranty, and maintenance standards are continuously maintained through routine inspections to prevent unauthorised repairs.

Proposed: Councillor S A L Mangxaba

Seconded: Councillor A R Olivier

FOR INFORMATION: Manager Assets and Liabilities & Manager Fleet

Section 3: Corporate Services

Resolution PC/3/269/02/25

COMMUNICATIONS REPORT FOR THE MONTH OF JANUARY 2025

Portfolio Comm: Finance & Corporate Services
File Ref: 9/1/3/3

Demarcation: All Wards
Delegation: Portfolio Comm

Resolved

That the activities of the Communications Section for the month of January 2025, be noted.

Proposed: Councillor S A L Mangxaba
Seconded: Councillor A R Olivier

FOR INFORMATION: Manager: Communications, Intergovernmental Relations and
Public Participation

Resolution PC/3/270/02/25

CUSTOMER CARE SECTION: REPORT FOR 1 – 31 JANUARY 2025

Portfolio Comm: Finance & Corporate Services
File Ref: 9/1/3/3

Demarcation: All Wards
Delegation: Portfolio Comm

Resolved

1. That the activities of the Customer Care Section for the month of January 2025, be noted.
2. That it be noted that most of the outstanding or unattended customer care-related inquiries reside within the Engineering Services directorate, therefore the Chair will meet with the Director to determine why cases logged are not being attended to and address the challenges.

Proposed: Councillor S A L Mangxaba
Seconded: Councillor A R Olivier

FOR INFORMATION: Manager: Communications, Intergovernmental Relations and
Public Participation

Resolution PC/3/271/02/25

**PUBLIC PARTICIPATION AND INTERGOVERNMENTAL RELATIONS:
REPORT FOR JANUARY 2025**

Portfolio Comm: Finance & Corporate Services
File Ref: 9/1/3/3

Demarcation: All Wards
Delegation: Portfolio Comm

Resolved

That the activities of the Public Participation and Intergovernmental Relations Sections for the month of January 2025, be noted

Proposed: Councillor S A L Mangxaba
Seconded: Councillor A R Olivier

FOR INFORMATION: Manager: Communications, Intergovernmental Relations and
Public Participation

**ENGINEERING & COMMUNITY SERVICES PORTFOLIO COMMITTEE
MEETING HELD 17 FEBRUARY 2025**

Section 4: Community Services

Resolution PC/4/246/02/25

MONTHLY REPORT FOR LAW ENFORCEMENT FOR DECEMBER 2024 & JANUARY 2025

Portfolio Comm: Engineering & Community Services
File Ref: 17/1/2/3/4/5/6

Demarcation: All Wards
Delegation: Portfolio Comm

Resolved

1. That the monthly report for the Law Enforcement Section from 1st December 2024 to January 2025, be noted.
2. That it be noted that officials must avoid duplicating information, since a report was tabled in January to cover activities for December 2024, although it appears that this report included additional information.
3. That, going forward, the report includes details and statistics on incidents that occurred at schools.

Proposed: Councillor N P Kolwapi
Seconded: Councillor D J Swart

FOR INFORMATION: Chief Law Enforcement and Security Services

Resolution PC/4/247/02/25

DISASTER MANAGEMENT MONTHLY REPORT: JANUARY 2025

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 17/4/1

Delegation: Portfolio Comm

Resolved

1. That the activities of Disaster Management services for the month of January 2025, be noted.
2. That it be noted that there was no official from the Disaster Management section representing Bitou Municipality at the SALGA working group meeting, and that officials MUST attend all future meetings.

Proposed: Councillor N P Kolwapi

Seconded: Councillor D J Swart

FOR EXECUTION: Disaster Management Center Coordinator

Resolution PC/4/248/02/25

LIBRARY AND INFORMATION SERVICES MONTHLY REPORT JANUARY 2025

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 17/5/1/2/3/4/5/6

Delegation: Portfolio Comm

Resolved

That the monthly report for Library Services for the period January 2025, be noted.

Proposed: Councillor N P Kolwapi

Seconded: Councillor D J Swart

FOR INFORMATION: Manager Library Services

Resolution PC/4/249/02/25

FIRE AND RESCUE MONTHLY REPORT: JANUARY 2025

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 17/4/1/2

Delegation: Portfolio Comm

Resolved

That cognizance be taken of the Fire and Rescue services monthly report for January 2025.

Proposed: Councillor D J Swart

Seconded: Councillor N P Kolwapi

FOR INFORMATION: Chief Fire Officer Fire and Rescue Services

Resolution PC/4/250/02/25

**MONTHLY REPORT FOR FACILITIES & MAINTENANCE DIVISION FOR THE
PERIOD OF 01 JANUARY TO 31 JANUARY 2025**

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 17/7/8/11

Delegation: Portfolio Comm

Resolved

1. That the activities undertaken by Facilities Management and Maintenance for the month of January 2025, be noted.
2. That it be noted that a concern was raised regarding the frequent break-ins at the cemeteries, and a question was posed about what measures are being taken to mitigate the occurrence.
3. That the public facilities (ablutions) in all wards, which are frequently used by communities, be maintained daily.

Proposed: Councillor D J Swart

Seconded: Councillor N T Seti

FOR EXECUTION: Acting Manager Facilities Management & Maintenance

Resolution PC/4/251/02/25

MONTHLY REPORT FOR TRAFFIC SERVICES FOR THE PERIOD JANUARY 2025

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 17/4/3

Delegation: Portfolio Comm

Resolved

1. That the activities of the Traffic Services section for the month of January 2025, be noted.
2. That the next monthly report includes the following information:
 - a) *An update on the progress of implementing speed trapping cameras along Robberg and Longships Roads.*
 - b) *The status of the erection of a shelter at the New Horizons Driver's License Testing Centre.*

Proposed: Councillor D J Swart

Seconded: Councillor N T Seti

FOR EXECUTION: Manager Traffic Services

Resolution PC/4/252/02/25

**MONTHLY REPORT FOR INTEGRATED WASTE MANAGEMENT DIVISION FOR THE
PERIOD JANUARY 2025**

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 16/5/4/5/6

Delegation: Portfolio Comm

Resolved

1. That the monthly report for the Integrated Waste Management division for the period January 2025, be noted.
2. That the yellow recycling bags be distributed to community centers in all wards, and that a public participation awareness campaign be initiated as a concerted effort to raise awareness in communities about recycling and further reference is made to resolution PC/4/233/10/24.
3. That it be noted that intentional partnerships should be fostered with non-governmental and non-profit organisations.

Proposed: Councillor D J Swart

Seconded: Councillor N T Seti

FOR EXECUTION: Waste Control Officer Integrated Waste Management, Manager IGR,
Communication and Public Participation.

Section 5: Engineering Services

Resolution PC/5/191/02/25

WATER SERVICES MONTHLY REPORT: JANUARY 2025

Portfolio Comm: Engineering & Community Services
File Ref: 3/1/3/5/1

Demarcation: All Wards
Delegation: Portfolio Comm

Resolved

1. That the activities of the Water Services for the month of January 2025, be noted.
2. That a detailed update report be submitted on the recruitment and selection process for the Water services division.

Proposed: Councillor N T Seti
Seconded: Councillor N P Kolwapi

FOR EXECUTION: Senior Manager Water Services, Manager: Human Resources
Management
cc. Director: Engineering Services, Director Corporate Services

Resolution PC/5/192/02/25

**ROADS, TRANSPORT AND STORM WATER OPERATIONAL MONTHLY REPORT
FOR JANUARY 2025**

Portfolio Comm: Engineering & Community Services
File Ref: 9/1/3/5/2

Demarcation: Ward 1 - 7
Delegation: Portfolio Comm

Resolved

1. That the operational monthly report of Roads, Transport and Storm water division for the period of January 2025, be noted.
2. That it be noted that discussions have been initiated between the Developer of the N2 circle, SANRAL, and the municipality regarding the possible construction of a walkway along the N2 between the Bossiesgif and Market Square area.

Proposed: Councillor N P Kolwapi
Seconded: Councillor N T Seti

FOR INFORMATION: Manager Roads, Transport and Storm water

Resolution PC/5/193/02/25

FLEET MANAGEMENT MONTHLY REPORT- JANUARY 2025

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 6/2/1/8

Delegation: Portfolio Comm

Resolved

That the activities of the Fleet Management Monthly report for January 2025, be noted.

Proposed: Councillor N T Seti

Seconded: Councillor N P Kolwapi

FOR INFORMATION: Manager Fleet Management Services

Resolution PC/5/194/02/25

**MONTHLY REPORT FOR THE ELECTRICAL AND ENERGY DIVISION FOR THE
MONTH OF JANUARY 2025**

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 9/1/3/5/3

Delegation: Portfolio Comm

Resolved

That the activities of the Electrical and Energy division for the month of January 2025, be noted

Proposed: Councillor N T Seti

Seconded: Councillor N P Kolwapi

FOR INFORMATION: Manager Electrical & Energy

10. CONSIDERATION OF REPORTS

PORTFOLIO INDEX CONSIDERATION OF REPORTS MAYORAL COMMITTEE MEETING 19 MARCH 2025			
SECTION 1: OFFICE OF THE MUNICIPAL MANAGER			
ITEM NO	SUBJECT	FILE REF	PAGE NO
C/1/300/03/25	SECTION 57 MID-YEAR PERFORMACE EVALUATION REPORT:01 JULY 2024 – 31 DECEMBER 2024	5/1/1/4	28
SECTION 2: FINANCE			
ITEM NO	SUBJECT	FILE REF	PAGE NO
M/2/268/03/25	REVENUE MANAGEMENT REPORT – FEBRUARY 2025	9/1/3/4	38
M/2/269/03/25	SECTION 71 REPORT FOR THE MONTH OF FEBRUARY 2025	9/1/3/4	55
SECTION 3: CORPORATE SERVICES			
ITEM NO	SUBJECT	FILE REF	PAGE NO
C/3/281/03/25	PROGRESS REPORT ON INDIVIDUAL PERFROMANCE MANAGEMENT SYSTEM FEBRUARY 2025	4/8/3	121
C/3/282/03/25	REPORT ON ENHANCING WORKPLACE TRUST AND WELL-BEING	4/3/5/1/2	123
SECTION 4: COMMUNITY SERVICES			
ITEM NO	SUBJECT	FILE REF	PAGE NO
C/4/261/03/25	PROPOSED KLEIN PIESANG NATURE PARK (ERF 1895 AND 1897)ADOPT A PARK PROGRAMME	17/7	127
SECTION 5: ENGINEERING SERVICES			
ITEM NO	SUBJECT	FILE REF	PAGE NO
C/5/199/03/25	CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD ENDING JANUARY 2025	5/7/1/12	140
C/5/200/03/25	REGISTRATION OF PROPOSED CAPITAL PROJECTS FOR POSSIBLE GRANT FUNDING APPLICATIONS	5/7/1/12	145
SECTION 6: PLANNING & DEVELOPMENT			
ITEM NO	SUBJECT	FILE REF	PAGE NO
C/6/184/03/25	DEVELOPING AN EVENTS BYLAW FOR BITOU MUNICIPALITY	9/1/3/6	149
C/6/185/03/25	UPGRADE OF SERVICES AND DEVELOPMENT OF ROBBERG 5	9/1/3/6	152

SECTION 1

**OFFICE OF THE MUNICIPAL
MANAGER**

Section 1: Office of the Municipal Manager

ITEM C/1/300/03/25

SECTION 57 MID-YEAR PERFORMANCE EVALUATION REPORT: (01 JULY 2024 – 31 DECEMBER 2024)

Portfolio Comm: Strategic Services & Office of the MM
File Ref: 5/1/1/4
Demarcation: All Wards
Delegation: Council

Attachments Annexure “A” Performance Evaluation Report

Report from: Office of the Municipal Manager

Author: Acting Municipal Manager

Date: 13 March 2025

PURPOSE OF THE REPORT

To submit to the Council for consideration and note the mid-year performance assessment for the Section 56 Managers.

BACKGROUND/DISCUSSION

The performance agreements of the Municipal Manager and Section 56 employees (reporting directly to the municipal manager) establish the performance relationship between the employer and the employee and require that the performance of the employee be formally evaluated twice per annum.

The mid-year performance appraisal must involve an assessment of the achievement of results as outlined in the performance plan.

Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA. Furthermore, each Core Competency Requirement (CCR) should be assessed according to the extent to which the specified standards have been met.

An overall rating is thereafter calculated by using an applicable assessment-rating calculator. The overall represents the outcome of the performance appraisal.

FINANCIAL IMPLICATION

None at this stage, the full year evaluation will determine whether employees will be eligible for the receipt of performance bonuses.

Section 1: Office of the Municipal Manager

RELEVANT LEGISLATION

The Municipal Systems Act, 2000 (Act 32 of 2000)

RECOMMENDED BY THE MUNICIPAL MANAGER

That the Council take note of the mid-year performance evaluation report in respect of the Senior Managers reporting directly to the Municipal Manager for 2024/2025.

Bitou Municipality



Mid-year

Performance Assessment

Report

2024/25

Contents

1.	BACKGROUND	3
2.	EVALUATION PERIOD	3
3.	EVALUATION PANEL	3
4.	PERFORMANCE PROCESS	4
4.1	Preparation	4
4.2	Moderation	4
4.3	Panel Assessment.....	5
5.	ASSESSMENT OUTCOMES	6
7.	CONCLUSION.....	6

1. BACKGROUND

The Municipal Systems Act, 2000 (Act 32 of 2000) prescribes that the municipality must enter into a performance-based agreement with all s56-employees and that performance agreements must be reviewed annually. The performance agreements of the s57-employees (s56-appointees and the managers reporting directly to the municipal manager) therefore establish the performance relationship between the employer and the employee and require that the performance of the employee needs to be formally evaluated at least twice per annum.

In accordance with the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006 ("the Regulations"), managers must be evaluated on a quarterly basis in relation to his or her performance agreement. The annual performance appraisal must involve an assessment of the achievement of results as outlined in the performance plan. Each KPA should be assessed according to the extent to which the specified standards or performance indicators have been met and with due regard to ad hoc tasks that had to be performed under the KPA. Furthermore, each CCR should be assessed according to the extent to which the specified standards have been met. An overall rating is thereafter calculated by using the applicable assessment-rating calculator. The overall rating represents the outcome of the performance appraisal.

As such Bitou Municipality, required assistance in facilitating the mid-year evaluations for the managers directly accountable to Municipal Manager for 2024/25 (1 July 2024 to 31 December 2024).

2. EVALUATION PERIOD

The evaluations reported on in this report focussed on the performance of the senior management for the mid-year 2024/25 financial year. The evaluations focussed on the actual work delivered in terms of Annexure A and Annexure B of the performance agreement for the year (1 July 2024 to 31 December 2024).

3. EVALUATION PANEL

As per the Regulations, the panel must comprise of the following members:

"For purposes of evaluating the annual performance of managers directly accountable to the municipal managers, an evaluation panel constituted of the following persons must be established–

- (i) Municipal Manager;
- (ii) Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- (iii) Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council; and
- (iv) Municipal manager from another municipality".

"For purposes of evaluating the annual performance of the municipal manager, an evaluation panel constituted of the following persons must be established–

- (i) Executive Mayor
- (ii) Chairperson of the performance audit committee or the audit committee in the absence of a performance audit committee;
- (iii) Member of the mayoral or executive committee or in respect of a plenary type municipality, another member of council; and
- (iv) Municipal manager from another municipality
- (v) Ward Committee Member".

The evaluation panel, established in terms of the Regulations and Section 6.6 of the performance agreement, consisted of the following members for evaluating the performance of the employees-

Name	Designation	Role in panel
CLlr B Nel CLlr A Olivier	Portfolio Councillor	Part of the Assessment Panel
Mr M Memani	Municipal Manager	Chairman of panel for assessment of directors
Mr E Phillips	Municipal Manager of Mossel Bay Municipality	Observation / Support to MM & EM
Ms R Shaw	Chairperson Audit & Performance Committee	Observation and report back to Audit Committee and Council
Mr T Machelesi	Manager Human Resources	Minutes of the meeting
Ms L Jansen	Performance Officer	Performance Management Facilitator for organisation

The panel conducted the review of the performance of the following managers for 2024/25:

- Director: Engineering Services: Mr V Felton
- Director: Corporate Services: Mr L Loliwe

4. PERFORMANCE PROCESS

4.1 Preparation

The performance information from the performance agreements and actual performance from the SDBIP were captured into the evaluation scorecard (excel based) which was utilised for self-evaluations, moderations and during the panel evaluation.

4.2 Moderation

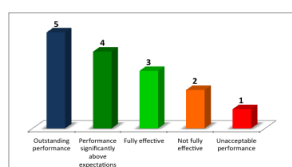
The managers and Municipal Manager conducted a self-assessment based on the performance captured on the evaluation scorecard.

4.3 Panel Assessment

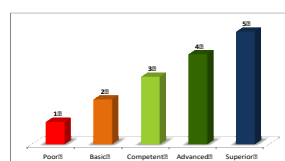
The programme followed was distributed with the moderated self-assessed evaluation forms. Each employee prepared himself/herself for evaluation purposes. The panel was briefed and updated with the actual evaluation process to be followed before the commencement of the evaluation sessions.

During the evaluation procedures:

- The Municipal Manager welcomed the members and the employee and explained the purpose of the evaluation and the process that will be followed during the evaluation.
- The panel was introduced, and the role of panel members confirmed.
- The Municipal Manager explained that all the KPI's evaluated were audited by the Performance Management Section and Internal Auditors. The POE's for all the KPI's were made available to the Internal Auditors. In the absence of POE's the actual performance outcomes were adjusted where necessary.
- The evaluation focused on the performance of each department / section as well as the operational indicators linked to the National Key Performance Areas as per Annexure A of the performance contract signed by the employer and the employee for the financial year. The operational indicators are weighted in terms of importance and the municipal strategy and form 80% of the overall assessment.
- The remaining 20% of the overall assessment is comprised of the competencies of the Competency Requirements stipulated in section 26(8) of Regulation R805, Local Government: Municipal Performance Management Regulations for Municipal Managers, 2006 (published in Government Gazette No 29089 of 1 August 2006 and Government Notice R21 of January 2014), as agreed between the employer and employee.
- Each manager were given the opportunity to present their departments performance and to elaborate on performance outcomes that were almost or not achieved.
- Scoring was done in terms of evidence provided and the panel members' experience in the work environment. A rating scale of 1 – 5 was used to rate each kpi and CCR as prescribed by the Regulations. The scoring was based on the following rating scale:



Operational Indicators



Competencies

- The following information was considered during the evaluation:
 - The performance agreements
 - The submission(s) of the employee
 - The SDBIP reports
- The approach can be summarised as follows:
 - Feedback on performance by the employee
 - Questions from the panel
 - Discussion by the panel members
 - Feedback on the overall result of the evaluation and the development areas identified during the evaluation
- Managers confirmed verbally at the end of each assessment that they are comfortable with their final score awarded by the panel and that they accept their final score.

5. ASSESSMENT OUTCOMES

The outcome of the performance assessments is documented on the summary scoresheets. The final scores were derived from the score allocated to each key performance indicator or group of indicators by the primary assessor being the Executive Mayor for the Municipal Manager's assessment and the Municipal Manager for the other Section 57 employees and the secondary assessor being the respective portfolio councillor(s), multiplied by the weight allocated to the respective indicator / group of indicators.

The final scores awarded during the evaluations were as follows:

Name	Mid-year assessment
Mr V Felton	64.94%
Mr L Loliwe	67.08%

These scores are considered as the final score and an adjustment of any score will be made by considering an appeal or plead by an employee in terms of the agreement and based on the facts submitted by the individual. The primary assessor will then uphold or adjust the score on the basis of considered factual merit and not on the basis of method of calculation or computation.

Developmental areas were also identified and documented on the scoresheets where applicable. The actions to address the developmental areas identified are agreed and documented on the Personal Development Plan which forms part of the performance agreement where applicable.

7. CONCLUSION

The evaluations were done objectively and in terms of the agreements.

It is recommended that Council take cognizance of the performance evaluation process that was followed as well as the performance outcomes.

A handwritten signature in black ink, consisting of a stylized 'A' followed by a cursive flourish.

IGNITE ADVISORY SERVICES (PTY) LTD

SECTION 2

FINANCE

Section 2: Finance

ITEM M/2/268/03/25

REVENUE MANAGEMENT REPORT – FEBRUARY 2025

Portfolio Comm.: Finance & Corporate Services

File Ref: 9/1/3/4

Demarcation: All Wards

Delegation: MayCo

Attachments: None

Report from: Chief Financial Officer

Author: Manager Revenue

Date: 07 March 2025

PURPOSE OF THE REPORT

The purpose of this report is to update the Finance and Corporates Services Portfolio Committee regarding the revenue management for the month of February 2025.

BACKGROUND /DISCUSSION

The following report is prepared in compliance with section 64 of the Municipal Finance Management Act (Act 56 of 2003) as well as the requirements as set out in Chapter 9 of the Municipal Systems Act (Act 32 of 2000) in relation to revenue management and debt collection actions undertaken.

1. Meter Reading Statistics

The below table reflects the meter reading statistics for the month of February 2025 with comparative figures for the prior months

Description	Dec-24		Jan-25		Feb-25	
	ELEC	WATER	ELEC	WATER	ELEC	WATER
Total meters	3,884	11,410	3,799	11,409	3,795	11,416
Less: Number of estimated meters	0	0	0	0	15	0
Less: Number of no access/gate locked	55	100	69	82	63	99
Less: Emailed readings	69	35	69	26	4	5
Total Number of meters read by meter readers	3,760	11,275	3,661	11,301	3,713	11,312
Date of finalising readings	10/12/2024	10/12/2024	10/1/2025	10/1/2025	10/2/2025	10/2/2025
% meters read	94%	94%	92%	92%	96%	94%

Section 2: Finance

Description	Dec-24		Jan-25		Feb-25	
	ELEC	WATER	ELEC	WATER	ELEC	WATER
Number of meters reported to Engineering services	165	1015	134	1259	160	1220
Total meters reported	169	1019	134	1259	160	1220
Zero consumption for further investigation	165	1015	114	880	97	862

The monthly average reading percentage achieved for February 2025 was 95%. The general variations are due to account changes still in progress and conversion from conventional to prepaid electricity meters. The water section continues to try and address meters that are not accessible and to find a way to address the issue of meters being deep underground leading to the meters being covered by water when it rains and by dirt in general.

2. Debtors billing date

The table below reflects the dates accounts were generated and the dates the accounts were distributed to account holders.

Description	Dec-24	Jan-25	Feb-25
Debtors' billing date	12/12/2024	15/01/2025	17/02/2025
Date accounts distributed	18/12/2024	17/01/2025	20/02/2025
Number of accounts posted	6,442	11,271	6,392
Number of accounts emailed	13,619	13,589	13,640
Number of accounts smsed	12,931	12,902	12,918
Total number of accounts processed	26,550	24,860	24,862

The monthly billing was done on the 17th of February 2025 and the accounts distributed by 20 February 2025. The statements delivery via the post office is proving to be very inefficient and the municipality is continuously encouraging customers with access to email to receive their accounts via email. The municipality started to distribute accounts via sms service for those customers with cell phone numbers but with no email addresses. The combination of emails and SMS's is proving effective as we have now reduced the posted statements to about 6 392 per month.

Section 2: Finance

Number of accounts generated

The table below reflects the number of accounts generated per service type

Description	Dec-24	Jan-25	Feb-25
Property Rates	18,103	18,102	18,102
Electricity	3,706	3,692	3,689
Electricity Availability	304	304	301
Water	10,304	10,339	10,345
Water Availability	392	392	390
Waste removal	13,184	13,193	13,193
Waste removal availability	831	831	821
Waste water Management	13,016	13,024	13,023
Waste water availability	735	734	723
Sundry Services			
Rental	67	67	67

Debtors Billings per Month

The table below reflects the amounts billed per service type

SERVICE TYPES	Dec-24	Jan-25	Feb-25
	Incl. VAT	Incl. VAT	Incl. VAT
Property Rates	15,974,927.17	15,912,125.52	15,945,720.18
Electricity	20,253,107.77	23,302,645.67	25,685,709.86
Basic Electricity			
Electricity Availability	187,968.92	187,968.92	187,358.84
Water	11,018,953.79	11,747,222.66	10,957,536.74
Basic Water			
Water Availability	272,400.06	272,400.06	269,738.25
Waste removal availability	306,691.65	306,365.57	305,713.41
Waste removal	6,819,542.32	6,878,349.82	6,880,389.83
Waste water availability	572,737.18	571,428.30	570,773.86
Waste water Management	10,606,577.26	10,612,164.49	10,609,448.75
Sundry Services: Rental	88,269.90	88,269.90	88,269.90
TOTAL AMOUNT BILLED	66,101,176.02	69,878,940.91	71,500,659.62

Section 2: Finance

Outstanding Debt per Age analysis

The below table reflects the total outstanding debt per ward

WARD	CURRENT	30 DAYS	60 DAYS	90 DAYS	120+ DAYS	TOTAL
1	2,242,539	1,994,992	1,826,130	1,694,596	88,017,401	95,775,658
2	16,136,563	3,927,351	2,763,148	2,642,342	46,662,402	72,131,806
3	1,103,475	761,424	740,936	707,854	16,643,344	19,957,033
4	1,281,609	763,450	891,185	582,844	10,238,305	13,757,393
5	1,709,329	2,274,222	2,359,442	2,225,264	63,417,472	71,985,730
7	2,107,302	1,888,495	1,955,625	1,788,145	101,565,278	109,304,843
TOTAL	24,580,818	11,609,933	10,536,466	9,641,045	326,544,201	382,912,463

The below table presents the outstanding debt per Suburb

SUBURB	CURRENT	30 DAYS	60 DAYS	90 DAYS	120+ DAYS	TOTAL
PLETT	13,335,981	3,235,863	2,226,262	2,228,218	50,676,226	71,702,550
NEW HORIZONS	2,783,865	1,849,994	1,834,950	1,533,961	31,340,849	39,343,619
KWANOKUTHULA	2,398,947	1,891,609	2,009,237	1,868,587	45,145,490	53,313,871
FARMS	35,184	815,191	730,297	606,544	16,745,965	18,933,180
FARMS	355,105	607,088	518,310	456,549	14,027,014	15,964,066
NATURES VALLEY	1,287,254	76,327	48,847	27,569	1,528,277	2,968,274
WITTEDRIFT	236,920	55,935	30,376	25,927	717,209	1,066,367
KEURBOOMS	934,422	228,902	196,130	115,533	2,617,523	4,092,510
KRANSHOEK	2,089,700	1,878,269	1,944,394	1,778,027	101,368,159	109,058,551
KURLAND	767,663	688,731	730,301	742,229	45,976,181	48,905,105
GREEN VALLEY	355,776	282,026	267,360	257,900	16,401,307	17,564,370
TOTAL	24,580,818	11,609,933	10,536,466	9,641,045	326,544,201	382,912,463

Section 2: Finance

3. Prepaid Electricity Sales per Month

The comparative figures for prepaid electricity are displayed in the table below:

Description	Dec-24	Jan-25	Feb-25
Number of active meters	9,505	9,537	9,562
New meters installed	27	32	32
Total free units issued (FBS)	353,800	355,150	356,300
Cost of free units	735,975	738,783	741,175
Total Units sold	1,878,095	1,808,219	1,576,715
Amount for units sold	4,521,954	4,294,247	3,678,099
VAT	677,774	643,468	551,226
Auxiliary Amount	256,858	245,720	360,266
Total Amount for Prepaid Electricity	5,199,728	4,937,715	4,229,325
Total customers FBS	7,076	7,103	7,126
indigents	4,753	4,742	4,789
Non-Indigents	2,323	2,361	2,337
Total free units issued (FBS)	353,800	355,150	356,300
indigents	237,650	237,100	239,450
Non-Indigents	116,150	118,050	116,850
Cost of free units	566,080	568,240	570,080
Indigents	380,240	379,360	383,120
Non-Indigents	185,840	188,880	186,960

The increase in the number of meters is due to new connections and the conversion from conventional meters to prepaid meters. The auxiliary amounts are recovered from indigent customers for water consumption above the 6 free kiloliters via prepaid system and includes amounts recovered from customers with prepaid electricity with overdue service accounts. The auxiliary collections for February 2025 amounted to R 360,266.

The free electricity units are given to the approved indigent customers and all prepaid customers in the sub-economic areas.

4. Indigents

Section 2: Finance

The table below contains information regarding indigent management for the period reflected

Description	Dec-24	Jan-25	Feb-25
Number of Indigent Households at the beginning of the month	4,722	4,753	4,742
Cancelations during the month	0	11	0
Additions for the month	31	0	47
Number of Indigent Households at end of month	4,753	4,742	4,789
COST OF INDIGENT SUPPORT			
Sewerage	3,111,207	3,104,008	3,137,385
Refuse removal	1,962,261	1,957,721	1,978,771
Water	1,295,383	1,292,385	1,305,194
Electricity (50kwh free)	566,575	568,737	570,579
TOTAL COST TO MUNICIPALITY	6,935,426	6,922,850	6,991,930
Total amount written off in line with Indigent Policy		11,186,700	

The total subsidized indigent households increased with 47 households in February, from 4,742 in January to 4,789 in February 2025.

The table below reflects the outstanding debt due by indigent households

Periods	Dec-24	Jan-25	Feb-25
Current	671,691	429,578	603,967
30 days	590,673	737,374	704,342
60 days	769,496	530,306	838,573
90 Days	2,238,837	531,776	619,880
90+ Days	12,964,980	7,265,993	11,804,527
Total Outstanding	17,235,677	9,495,027	14,571,289

The amount due by approved indigents at the end of February 2025 amounted to R 14,571,289. This amount has accumulated due to water use over and above the 6 Kl free water provided to indigents. This amount is collected by putting these customers on auxiliaries and taking 50% of their electricity sales purchases to pay for the arrears. This is however proving ineffective. The council will have to consider writing off this amount as the prospect of collecting this amount is very low.

The indigent section will be rolling out a door-to-door indigent registration process focusing in the areas with low collection rates within the month of April 2025.

Section 2: Finance

The table below reflects the number of approved and subsidised indigent households per ward

Wards/Areas	Dec-24	Jan-25	Feb-25
Ward 1	334	334	334
Ward 2	12	12	12
Ward 3	696	693	697
Ward 4	597	596	596
Ward 5	716	715	724
Ward 6	1,799	1,794	1,821
Ward 7	599	598	605
TOTAL	4,753	4,742	4,789

The number of indigents increased with 47 households in the month of February 2025. The section strives in terms of process to implement all approved applications during the next month's billing run to ensure that no backlogs build up or delays in implementation.

The municipality intends to conduct indigent verifications and applications starting in the month of March 2025 as the number of applications has now slowed down given that applications are not done yearly but rather verified yearly. This exercise is planned to start in the Eskom electricity distribution areas.

Debt Collection Actions

A summary of the debt collection actions for the month are detailed below

CUT OFF SERVICES	Dec-24	Jan-25	Feb-25
Number of consumers on cut off list	953	931	1,976
Number of actual cut-offs for the month	953	931	1,976
- Prepaid	953	931	1,904
- Conventional	0	0	46
- Water restrictions	0	0	26
Number of reconnections:	20	7	36
- Prepaid	13	7	24
- Conventional	7	0	12
- Water reconnections	0	0	0
ARRANGEMENT	294	281	276
Number of arrangements at beginning of the month	297	291	281
New arrangements for month	5	6	5
Cancelled arrangements for the month	8	16	10
Reasons: Paid up	8	16	10
Total amount of arrangements	7,111,191	6,716,792	6,480,780
FINAL NOTICES/HANDING OVERS			

Section 2: Finance

Number of final notices	689		3,580
Rand value of final notices	15,924,198		118,954,333
Rand value of hand overs	73,339,940	70,216,613	69,057,864
Collections on handed over accounts	243,790	291,390	465,515
50% Discount on Settlement of Account			
Number of customers taken up settlement discount	0	4	1
Discount amount written off	0	176,790	78,920
Total amount recovered	0	183,825	15,265

The water restrictions in the Eskom electricity distribution areas continue monthly. Access challenges are experienced still to a lesser degree, but follow-ups are done on these properties.

Although most customers with arear accounts have been restricted, we note that only a few of the customers whose water has been restricted do come to the office to follow up and make the necessary arrangements to pay off account so that the restrictions can be lifted. Focus will now shift to the verification of statuses of restricted customers to ensure that the implemented restrictions are still in place. The revenue enhancement project will also note the statuses of meters at the time of their physical verifications.

All customers with overdue accounts with prepaid electricity meters are put on partial block.

The trend of blocked prepaid electricity customers as well as the water restricted customers subsequently applying for indigency continue. The blocking of prepaid meters and the restricting of water meters is therefore assisting the municipality to identify the indigent households. The municipality issue notices to all customers with outstanding account balances after the due date as indicated on the statement of account.

5. Councilors and Staff accounts

The table below reflects the outstanding debt for Councilors.

Account number	Arrangements	Current	30 days	60 days	90 days	120 days+	Total
12896000053	0	0	0	0	0	0	0
70440090028	0	1,374	0	0	0	0	1,374
TOTAL	0	1,374	0	0	0	0	1,374

Section 2: Finance

The below table reflects the outstanding debt for Staff

Account number	Arrangements	Current	30 days	60 days	90 days	120 days+	Total
2221100011	0.00	1,416.18	0.00	0.00	0.00	0.00	1,416.18
2222400015	16,183.39	0.00	0.00	0.00	0.00	0.00	16,183.39
2320200021	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2366400010	1,058.64	0.00	0.00	0.00	0.00	0.00	1,058.64
2582800016	2,560.69	0.00	0.00	0.00	0.00	0.00	2,560.69
2585500014	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2591400016	0.00	1,600.23	0.00	0.00	0.00	0.00	1,600.23
2664700012	0.00	1,600.23	404.40	0.00	0.00	0.00	2,004.63
5613200010	419.84	0.00	0.00	0.00	0.00	0.00	419.84
5625300014	4,699.08	0.00	0.00	0.00	0.00	0.00	4,699.08
5646800014	8,314.88	0.00	0.00	0.00	0.00	0.00	8,314.88
11043000034	0.00	4,230.38	3,826.89	5,150.27	3,240.25	0.00	16,447.79
11365000031	0.00	2,434.50	2,434.50	2,461.65	2,461.65	9,873.81	19,666.11
11438000038	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12096050089	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12096080086	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12096090270	13,170.93	0.00	0.00	0.00	0.00	0.00	13,170.93
12668000164	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16527021048	-7.48	0.00	0.00	0.00	0.00	0.00	-7.48
18058000022	-247.75	0.00	0.00	0.00	0.00	0.00	-247.75
21049000013	17,291.25	0.00	0.00	0.00	0.00	0.00	17,291.25
21156900019	39,775.11	0.00	0.00	0.00	0.00	0.00	39,775.11
21175900021	11,256.30	0.00	0.00	0.00	0.00	0.00	11,256.30
21188200020	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21210700021	5,306.24	0.00	0.00	0.00	0.00	0.00	5,306.24
23022600027	0.00	1,198.85	0.00	0.00	0.00	0.00	1,198.85
23202000014	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23241000020	2,144.08	0.00	0.00	0.00	0.00	0.00	2,144.08
23287000059	-2,553.61	0.00	0.00	0.00	0.00	0.00	-2,553.61
23333030014	0.00	0.00	0.00	0.00	0.00	0.00	0.00
23710000032	0.00	1,810.20	0.00	0.00	0.00	0.00	1,810.20
24004100047	-2,839.08	0.00	0.00	0.00	0.00	0.00	-2,839.08
25655000027	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30067800011	9,899.47	0.00	0.00	0.00	0.00	0.00	9,899.47
30130000010	11,534.24	2,159.08	2,159.08	0.00	0.00	0.00	15,852.40
51225400030	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51231900029	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51304900026	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Section 2: Finance

Account number	Arrangements	Current	30 days	60 days	90 days	120 days+	Total
51309200024	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51345900027	4,730.20	0.00	0.00	0.00	0.00	0.00	4,730.20
54503000014	4,294.65	0.00	0.00	0.00	0.00	0.00	4,294.65
56124000039	0.00	1,600.23	213.44	0.00	0.00	0.00	1,813.67
57471000011	5,030.50	0.00	0.00	0.00	0.00	0.00	5,030.50
57665000014	1,557.18	0.00	0.00	0.00	0.00	0.00	1,557.18
57714000015	16,396.73	0.00	0.00	0.00	0.00	0.00	16,396.73
57745000020	12,791.71	0.00	0.00	0.00	0.00	0.00	12,791.71
57929000015	9,006.44	0.00	0.00	0.00	0.00	0.00	9,006.44
57932000033	9,198.63	0.00	0.00	0.00	0.00	0.00	9,198.63
60009900026	17,677.51	0.00	0.00	0.00	0.00	0.00	17,677.51
70000187007	6,226.64	0.00	0.00	0.00	0.00	0.00	6,226.64
83051371031	0.00	1,470.03	0.00	0.00	0.00	0.00	1,470.03
TOTAL	224,876.41	19,519.91	9,038.31	7,611.92	5,701.90	9,873.81	276,622.26

The outstanding debt by staff amounts to R 276,622 at end February 2025. The list is updated monthly with the new employee accounts as per submissions received from HR section and this causes the amount from time to time to increase. The necessary arrangements have been made by staff members. The arranged amounts are deducted directly from staff salaries. Debt collection processes are currently underway against the staff member with account beyond 90 days.

6. Rates Clearance Statistics

Rates Clearance statistics give an indication of the property market activity in the area and is therefore important when a determination is to be made whether there is economic activity around the sale of property development and land use. It can also serve as an indicator of growth in property rates, especially around new developments, and erven sales.

The table below presents the number of clearances that were issued in the current month in comparison to the prior months.

Description	Dec-24	Jan-25	Feb-25
Applications	45	150	54
Issued	20	84	36
Amounts	R2,500.00	R10,250.00	R3,608.00

Applications are attended too as they get requested via the system. The issued number represents the actual number of Clearance Certificates paid and issued.

7. Debtors' payment rate

The table below reflects the debtor's payment rate as on 31 February 2025

DETAILS	Dec-24	Jan-25	Feb-25	Annual
---------	--------	--------	--------	--------

Section 2: Finance

Gross Debtors Opening Balance	358,585,962.95	359,465,573.37	372,018,764.39	335,576,739.61
Billed Revenue	66,101,176.02	69,878,940.91	71,500,659.62	537,797,263.79
Gross Debtors Closing Balance	359,465,573.37	372,018,764.39	382,912,463.29	382,912,463.29
Bad Debt Written off	-	-	-	8,318,692.81
Payment received	65,221,565.60	57,325,749.89	60,606,960.72	482,142,847.30

Billed Revenue	66,101,176.02	69,878,940.91	71,500,659.62	537,797,263.79
% Debtor payment achieved	99%	82%	85%	90%

The table below reflects the debtor's payment rate for the comparative period of the prior year

DETAILS	Dec-23	Jan-24	Feb-24	Annual
Gross Debtors Opening Balance	310,476,935.50	318,123,907.56	321,070,633.93	311,714,712.48
Billed Revenue	59,439,696.69	62,569,287.24	66,488,425.48	500,639,129.28
Gross Debtors Closing Balance	318,123,907.56	321,070,633.93	328,406,291.13	328,406,291.13
Bad Debt Written off	503,195.86	1,089,369.09	3,351,600.70	42,676,512.61
Payment received	51,289,528.77	58,533,191.78	55,801,167.58	441,271,038.02

Billed Revenue	59,439,696.69	62,569,287.24	66,488,425.48	500,639,129.28
% Debtor payment achieved	86%	94%	84%	88%

The municipality achieved a debtors payment ratio of 85% for February 2025. This resulted in an average collection rate for the year of 90% at the end of February 2025. The comparative collection rate at the same period in the previous financial year reflects an average collection rate of 88% at end of February 2024.

Section 2: Finance

The below table reflects the debtor's payment rate per Suburb

SUBURB 01 PLETT

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
RATES	RATES	11,359,427.98	(9,197,933.80)	80.97%	(2,453,947.81)	(11,651,881.61)	103%
ELECTRICITY	ELECTRICITY	17,876,601.42	(13,858,691.23)	77.52%	(3,911,601.95)	(17,770,293.18)	99%
INDIGENT POLICY	INDIGENT POLICY	(11,739.20)	-	0.00%	9,411.12	9,411.12	80%
REFUSE	REFUSE	2,889,775.40	(2,342,847.24)	81.07%	(463,130.41)	(2,805,977.65)	97%
RENTALS SUNDRY	RENTALS SUNDRY	73,179.08	(55,806.03)	76.26%	(63,784.34)	(119,590.37)	163%
SEWERAGE	SEWERAGE	4,627,138.80	(3,831,322.94)	82.80%	(818,710.87)	(4,650,033.81)	100%
SUNDRY	SUNDRY	9,942.69	(3,771.28)	37.93%	(42,823.58)	(46,594.86)	469%
WATER	WATER	5,243,720.30	(4,358,053.16)	83.11%	(1,092,015.87)	(5,450,069.03)	104%
UNALLOCATED CREDITS	UNALLOCATED CREDITS	-	-	0.00%	(1,654,792.23)	(1,654,792.23)	0%
Suburb Total:		42,068,046.47	(33,648,425.68)	79.99%	(10,491,395.94)	(44,139,821.62)	105%

SUBURB 02 NEW HORIZON

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
ELECTRICITY	ELECTRICITY	547,983.18	(182,494.41)	33.30	(85,325.83)	(267,820.24)	48.87
INDIGENT POLICY	INDIGENT POLICY	(1,375,620.80)	-	-	1,379,610.56	1,379,610.56	100.29
RATES	RATES	84,868.64	(23,012.91)	27.12	(26,407.63)	(49,420.54)	58.23
REFUSE	REFUSE	954,340.02	(93,831.08)	9.83	(601,820.53)	(695,651.61)	72.89
RENTALS SUNDRY	RENTALS SUNDRY	15,090.82	(365.86)	2.42	(1,590.93)	(1,956.79)	12.97
SEWERAGE	SEWERAGE	1,515,306.45	(144,603.83)	9.54	(959,210.37)	(1,103,814.20)	72.84
SUNDRY	SUNDRY	11,557.50	(7,792.21)	67.42	5,969.75	(1,822.46)	15.77
WATER	WATER	740,155.96	(115,823.59)	15.65	(141,333.92)	(257,157.51)	34.74
UNALLOCATED CREDITS	UNALLOCATED CREDITS	-	-	-	12,705.98	12,705.98	-
Suburb Total:		2,493,681.77	(567,923.89)	22.77	(417,402.92)	(985,326.81)	39.51

Section 2: Finance

SUBURB 05 KWANOKUTHULA

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	452,897.03	(178,453.15)	39.40	(193,529.03)	(371,982.18)	82.13
MASAK	INDIGENT POLICY	(2,678,672.00)	-	0.00	2,706,279.96	2,706,279.96	101.03
RAT	RATES	42,499.29	(8,345.50)	19.64	(3,641.01)	(11,986.51)	28.20
REFUS	REFUSE	1,515,429.99	(59,636.11)	3.94	(1,141,392.50)	(1,201,028.61)	79.25
SEWER	SEWERAGE	2,395,318.85	(97,273.76)	4.06	(1,796,977.28)	(1,894,251.04)	79.08
SUNDR	SUNDRY	2,976.00	(2,820.78)	94.78	(19.86)	(2,840.64)	95.45
WATER	WATER	900,478.31	(110,739.06)	12.30	(227,966.64)	(338,705.70)	37.61
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	71,339.62	71,339.62	-
Suburb Total:		2,630,927.47	(457,268.36)	17.38	(585,906.74)	(1,043,175.10)	39.65

SUBURB 07 FARMS

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
RAT	RATES	1,280,316.80	(782,482.55)	61.12	(388,757.55)	(1,171,240.10)	91.48
ELEC	ELECTRICITY	1,771,404.29	(1,469,659.85)	82.97	(269,100.51)	(1,738,760.36)	98.16
REFUS	REFUSE	102,633.34	(70,804.99)	68.99	(22,337.22)	(93,142.21)	90.75
SEWER	SEWERAGE	86,973.27	(63,258.83)	72.73	(660.25)	(63,919.08)	73.49
WATER	WATER	1,109,770.04	(638,003.23)	57.49	(287,436.47)	(925,439.70)	83.39
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	33,588.00	33,588.00	-
Suburb Total:		4,351,097.74	(3,024,209.45)	69.50	(934,704.00)	(3,958,913.45)	90.99

SUBURB 08 FARMS

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	595,762.82	(542,120.36)	91.00	(96,598.18)	(638,718.54)	107.21
MASAK	INDIGENT POLICY	(1,067.20)	-	0.00	412.72	412.72	38.67

Section 2: Finance

RATE S	RATES	1,292,782.69	(794,327.83)	61.44	(372,482.82)	(1,166,810.65)	90.26
REFUS	REFUSE	258,650.61	(182,520.08)	70.57	(66,092.73)	(248,612.81)	96.12
SEWE R	SEWERAGE	346,236.14	(290,572.85)	83.92	(60,851.22)	(351,424.07)	101.50
SUND R	SUNDRY	-	-	0.00	26,679.69	26,679.69	-
WATE R	WATER	366,872.36	(245,586.02)	66.94	(60,924.90)	(306,510.92)	83.55
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	(44,948.87)	(44,948.87)	-
Suburb Total:		2,859,237.42	(2,055,127.14)	71.88	(674,806.31)	(2,729,933.45)	95.48

SUBURB 23 NATURES VALLEY

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Paymen ts	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	547,248.72	(491,904.40)	89.89	(86,350.24)	(578,254.64)	105.67
RATE S	RATES	795,054.88	(709,652.61)	89.26	(119,553.46)	(829,206.07)	104.30
REFUS	REFUSE	161,747.01	(140,355.95)	86.77	(31,487.44)	(171,843.39)	106.24
RENT	RENTALS SUNDRY	-	-	0.00	-	-	0.00
SEWE R	SEWERAGE	97,909.47	(86,065.04)	87.90	(16,744.25)	(102,809.29)	105.00
SUND R	SUNDRY	-	-	0.00	(2,041.35)	(2,041.35)	0.00
WATE R	WATER	237,798.79	(202,025.64)	84.96	(48,240.49)	(250,266.13)	105.24
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	14,051.74	14,051.74	0.00
Suburb Total:		1,839,758.87	(1,630,003.64)	88.60	(290,365.49)	(1,920,369.13)	104.38

SUBURB 24 WITTEDRIFT

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Paymen ts	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	254,036.08	(189,628.73)	74.65	(90,907.07)	(280,535.80)	110.43
MASA K	INDIGENT POLICY	(2,134.40)	-	0.00	2,134.32	2,134.32	100.00
RAT	RATES	85,245.96	(54,599.09)	64.05	(26,851.73)	(81,450.82)	95.55
REFUS	REFUSE	50,878.05	(39,046.71)	76.75	(13,684.68)	(52,731.39)	103.64
SEWE R	SEWERAGE	82,757.93	(65,508.32)	79.16	(20,645.75)	(86,154.07)	104.10

Section 2: Finance

SUND R	SUNDRY	-	-	0.00	(75.81)	(75.81)	-
WATE R	WATER	79,239.61	(63,362.74)	79.96	(16,391.45)	(79,754.19)	100.65
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	12,564.61	12,564.61	-
	Suburb Total:	550,023.23	(412,145.59)	74.93	(153,857.56)	(566,003.15)	102.91

SUBURB 25 KEURBOOMS

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Paymen ts	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	1,418,117.47	(1,243,781.89)	87.71	(199,348.24)	(1,443,130.13)	101.76
RAT	RATES	949,510.54	(718,681.63)	75.69	(277,917.86)	(996,599.49)	104.96
REFUS	REFUSE	231,329.22	(203,334.01)	87.90	(46,956.05)	(250,290.06)	108.20
SEWE R	SEWERAGE	421,813.28	(388,711.28)	92.15	(58,514.41)	(447,225.69)	106.02
WATE R	WATER	684,217.68	(611,521.23)	89.38	(27,205.71)	(638,726.94)	93.35
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	74,075.88	74,075.88	0.00
	Suburb Total:	3,704,988.19	(3,166,030.04)	85.45	(535,866.39)	(3,701,896.43)	99.92

SUBURB 30 KRANSHOEK

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Paymen ts	i.r.o. Other	Paid	%
ELEC	ELECTRICITY	610.08		0.00	-		0.00
MASA K	INDIGENT POLICY	(542,137.60)	-	0.00	544,958.24	544,958.24	100.52
RAT	RATES	41,922.97	(3,662.10)	0.00	(2,410.91)	(6,073.01)	14.49
REFUS	REFUSE	621,054.15	(24,012.20)	0.00	(231,412.22)	(255,424.42)	41.13
SEWE R	SEWERAGE	988,406.78	(38,094.12)	0.00	(366,981.62)	(405,075.74)	40.98
SUND R	SUNDRY	-	(77.73)	0.00	(2,761.00)	(2,838.73)	0.00
WATE R	WATER	898,120.96	(30,091.37)	0.00	(44,216.03)	(74,307.40)	8.27
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	8,379.91	8,379.91	0.00
	Suburb Total:	2,007,977.34	(95,937.52)	0.00	(94,443.63)	(190,381.15)	9.48

Section 2: Finance

SUBURB 60 KURLAND

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
ELEC A	ELECTRICITY AVAILABI	3,660.48	-	0.00		-	0.00
MASA K	INDIGENT POLICY	(356,444.80)	-	0.00	355,238.32	355,238.32	99.66
RAT	RATES	5,232.16	(861.49)	16.47	(1,680.51)	(2,542.00)	48.58
REFUS	REFUSE	304,556.87	(7,090.66)	2.33	(156,533.65)	(163,624.31)	53.73
SEWE R	SEWERAGE	473,399.20	(8,821.91)	1.86	(230,778.84)	(239,600.75)	50.61
WATE R	WATER	322,265.17	(8,459.86)	2.63	(30,113.52)	(38,573.38)	11.97
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	2,004.40	2,004.40	0.00
Suburb Total:		752,669.08	(25,233.92)	3.35	(61,863.80)	(87,097.72)	11.57

Suburb 70 GREEN VALLEY

Services		Total Amount	Total Paid	%	Total Paid	Total	Total
Type		Raised	i.r.o. Curr.	Payments	i.r.o. Other	Paid	%
MASA K	INDIGENT POLICY	(93,913.60)	-	0.00	93,913.60	93,913.60	100.00
RAT	RATES	81.81	-	0.00	(14.37)	(14.37)	17.57
REFUS	REFUSE	94,320.73	(3,487.36)	3.70	(36,823.34)	(40,310.70)	42.74
SEWE R	SEWERAGE	148,987.06	(4,945.23)	3.32	(58,353.89)	(63,299.12)	42.49
SUND R	SUNDRY	-	(98.11)	0.00	-	(98.11)	0.00
WATE R	WATER	143,205.73	(5,577.32)	3.89	(1,493.91)	(7,071.23)	4.94
ZZZZZ	UNALLOCATED CREDITS	-	-	0.00	(396.59)	(396.59)	0.00
Suburb Total:		292,681.73	(14,108.02)	4.82	(3,168.50)	(17,276.52)	5.90

FINANCIAL IMPLICATION

Financial implications as articulated in the report.

EXECUTIVE SUMMARY

The Revenue management report reflects the monthly services billings and the debt collection activities undertaken during the month of February 2025.

The collection rate achieved for February 2025 is 85% resulting in an averaging collection rate to date of 90%.

Section 2: Finance

RELEVANT LEGISLATION

The report is prepared in compliance with section 64 of the Municipal Finance Management Act (Act 56 of 2003) as well as the requirements as set out in Chapter 9 of the Municipal Systems Act (Act 32 of 2000) in relation to revenue management and debt collection actions undertaken.

RECOMMENDED BY THE MUNICIPAL MANAGER

1. That the Revenue management report for the month of February 2025 be noted.
2. That it be noted that the amount of R 78,920 has been written off as bad debt in the 50% settlement discount program and an amount of R 15,265 collected in the month of February 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.

RECOMMENDED BY THE FINANCE AND CORPORATE SERVICES PORTFOLIO COMMITTEE

1. That the Revenue management report for the month of February 2025 be noted.
2. That it be noted that the amount of R 78,920 has been written off as bad debt in the 50% settlement discount program and an amount of R 15,265 collected in the month of February 2025 as per the Council approved Writing off of Irrecoverable Debt Policy.

Section 2: Finance

ITEM M/2/269/03/25

SECTION 71 REPORT FOR THE MONTH OF FEBRUARY 2025

Directorate: Finance & Corporate Services

Demarcation: All Wards

File Ref: 9/1/3/4

Delegation: MayCo

Attachment: Annexure “A” – Budget Report M08
Annexure “B” – C Schedule M08

Report from: Acting Director Financial Services

Date: 12 March 2025

PURPOSE OF THE REPORT

The purpose of this report is to inform the Mayoral Committee on the implementation of the budget and the financial state of affairs of the municipality for the month ended 28 February 2025.

BACKGROUND/DISCUSSION

This report deals with the Month ended 28 February 2025, and reflects the implementation of the budget, and the state of the municipality’s financial affairs

The in-year reports were prepared in terms of the Local Government: Municipal Finance Management Act, (Act 56 of 2003): Municipal Budget and reporting regulations, Government Gazette 32141, 17 April 2009

The monthly report to council was drafted in accordance with the budget and reporting regulations and corresponds with the monthly Section 71 reporting, Schedule “C” as submitted to Treasury as per the MFMA reporting timeline.

Summary of financial state of affairs for the month ended 28 February 2025

The report as attached hereto can be summarized as follows:

1. Financial Position

Assets

Current Assets for the month amount to R 662.3 million, consisting of the major contributors, which is Receivables from exchange and non-exchange, as well as Cash and Cash equivalents.

Cash and cash equivalents amount to R 177.8 million as at February 2025, which is made up of a Cash in Bank amounting to R 26.8 million and short-term investments of R 154.3 million.

Section 2: Finance

Non-current assets, which include Property Plant and equipment amount to R 1,365 billion at February 2025.

In total, the assets amounted to R 2,027 billion as at end February 2025.

Liabilities

Current liabilities amount to R 437.8 million consisting of the major contributors such as the current Borrowing Costs, Provisions and Trade Creditors.

Non-current liabilities amount to R189.5 million as of 28 February 2025. It consists of Long-Term Borrowing and Provisions.

Net Assets

Net assets for the month amount to R1,400 billion as of 28 February 2025.

Conclusion on financial position

The financial position as at 28 February 2025 is below the best practice benchmark at 1.51:1 meaning current assets are 1.51 times more than current liabilities. (The best practice benchmark is between 2 and 3).

2. Financial Performance

Revenue

Total revenue received as at February 2025 equals R639.7 million, which represents 65% of the total operating revenue budget for the year.

The following is highlighted with regards to the variances in Revenue:

Property Rates: R15.1 million and when comparing the YTD actual to the YTD budget, the revenue source is adequately performing.

Service Charges – Revenue from electricity for the month amounts to R23.7 million. The anticipated budgeted revenue amounted to R172.8 million, while actuals at month end has a balance of R174.2 million, translating to the Revenue source slightly overperforming. Electricity revenue is influenced by fluctuating consumption during peak and off-peak periods. Focus has now shifted towards the effect of SSEG on our consumption patterns as various residents are now opting for solar installations, the true effect of SSEG by means of rooftop solar installations is still to be determined as many residents have yet to register the installations with the municipality.

Service Charges – Water Revenue: Water revenue as at end of February 2025 amounts to R62.8 million while YTD budget amounts to R61.4 million which means this revenue source is adequately performing. As we are in the summer peak period a further increase in consumption is expected.

Section 2: Finance

Service Charges – Sanitation Revenue: A negative YTD variance of 8%, which mainly relates to journals still to be posted for revenue forgone that included VAT. Another contributing factor to the under-performance is the underbilling of businesses and large users as well as various anomalies in respect of the level of service rendered compared to the charges applied. It is expected that the revenue enhancement program will add to increasing the revenue source over the remainder of the budget period. The revenue item will be monitored as it was performing adequately at the end of the previous financial year.

Service Charges – Refuse Revenue: A negative YTD variance of 13%, which similarly to Sanitation Services, is due to the Revenue Forgone journals that still need to be processed to remove the VAT billed. This category of revenue also forms part of the revenue enhancement programme and through simple revenue enhancement assessments by management, it is clear that not all customers are charged correctly for the volumes of refuse generated, especially Hotels and Businesses, and that there are various anomalies in respect of the level of service rendered compared to the charges applied. The shortage of refuse bins to implement the changes is also a matter of concern. A concerted effort will need to be made in the remainder of the financial year to ensure this revenue is performing adequately.

Rental from Fixed Assets – A negative YTD variance of 5% is reported. Revenue from this source is dependent on the community's need to make use of municipality's various facilities and it can be difficult to predict, however it is expected that this revenue source will come in-line as we approach the end of the financial year.

Interest earned – outstanding debtors: A negative YTD variance of 44% is recorded. Although the interest in outstanding debtors is under performing, the journal to recognise the interest earned on debtors account still needs to be processed and will form part of next month's reporting.

Fines, penalties and forfeits: A positive YTD variance of 14%, which can be ascribed to revenue recognition for the month of January 2024. The revenue for the month of February 2025 will be recognised as part of the March 2025 monthly reporting and this revenue source has been adjusted to be in line with actual performance and projected revenue still to be collected.

Sale of Goods and rendering of Services: A positive YTD variance of 9%. The major contributor of the revenue remains items such as building plan approval fees, town planning, fire services, staff housing etc

Expenditure

The total expenditure at the end of the month is R507.1 million, which represents 52% of the total operating expenditure budget for the year.

With regards to the variances in respect of expenditure the following are highlighted:

Employee cost: A negative YTD budget variance of 21% is reflected. The main factor contributing to the under-spending remains the vacant positions that have not been filled to date, coupled with employee benefits provisions that will be processed at year-end.

Bulk Purchases - Electricity: Eskom payments for the month ended February 2025, amounts to R141.1 million. All payments are in respect of January invoices. February 2025 accounts will be forming part of next month's reporting. Currently this expenditure item is underperforming by 6%.

Section 2: Finance

Contracted services: As at end of February 2025 amounts to R42.6 million and is under-performing by 38% when compared to the YTD budget of R68.6 million. It is expected that this category of expenditure will increase as we progress through the third and fourth quarter of the financial year.

Transfers and Subsidies: Expenditure as at end of February 2025 amounts to R6.6 million when compared to the YTD budget of R6.1 million. An underperformance is reported for the month and expenditure falling under this category include grant-in-aid, payment to the shark spotter programme and our contribution to the regional landfill site.

Operational Cost: A negative YTD budget variance of 17% is recorded. This includes items such as the rental expenses for offices, accommodation, insurance, travel and subsistence and telephone accounts. Some of the major contributors to this expenditure category is postage cost, external audit fees, bank charges and commission on prepaid electricity

Conclusion on financial performance

The municipality is reporting a surplus for the month of R8.0 million, whilst a year-to-date surplus of R132.7 million is reported. The current cash flow is sufficient to meet the short and medium-term operational requirements, and the focus now is to sustain operations in the long term. The current ratio is below the best practice norms. The liquidity position has improved from previous months; however, a concerted effort is still necessary for the municipality to achieve financial sustainability.

3. Debtors' Management

The debtors' book of the municipality reflects R 304.6 million on outstanding debtors older than 121 days and a total outstanding amount of R 382.9 million.

The contributors to the outstanding debt remain the household debt which represent 94.42% of total debt, followed by businesses with 2.65% and organs of state contributing 0.93%

The municipality has monthly debt collection strategies to help ensure that outstanding revenue is collected, which includes blocking prepaid electricity for users in areas and applying water restrictions in areas where Eskom is the electricity distributor. Customers are informed prior to these actions being implement by way of a disconnection notice. Disconnection notices are sent monthly out to all customers with outstanding accounts after the due date which is 7th of every month.

The collection rate for the month of February 2025 is 85%

4. Creditors Management

The municipality reports other creditors in February 2025 amounting to R 16.9 million, R22 400 of these are older than 30 days.

FINANCIAL IMPLICATIONS

Financial implications are attached on Annexures A and Annexures B

Section 2: Finance

RELEVANT LEGISLATION

The Municipal Finance Management Act – No. 56 of 2003 Section 71 monthly budget statements.
Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations (MBRR)

RECOMMENDED BY MUNICIPAL MANAGER

That Mayoral Committee take note of Section 71 report for the month ended 28 February 2025.

BITOU LOCAL MUNICIPALITY



**Budget Statement for the month
ended 28 February 2025**

Table of Contents

Table of Contents.....	2
Glossary	3
Legislative Framework	5
Section 1 – February Report	5
Section 2 – Resolutions	5
Section 3 – Executive Summary	5
Section 4 – In-year budget statement tables	10
Section 5 – Debtors’ analysis	18
Section 6 – Creditors' age analysis	20
Section 7 – Investment portfolio analysis.....	21
Section 8 – Grant Performance.....	22
Municipal manager’s quality certification.....	23

BITOU LOCAL MUNICIPALITY

Glossary

Adjustments budget – Prescribed in section 28 of the MFMA. The formal means by which a municipality may adjust its annual budget during the year.

Allocations – Money received from Provincial or National Government or other municipalities.

Budget – The financial plan of the Municipality.

Budget related policy – Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy, credit control and debt collection policy.

Capital expenditure - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet.

Cash flow statement – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timing. For example, when an invoice is received by the Municipality it is shown as expenditure in the Quarter it is received, even though it may not be paid in the same period.

DORA – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.

Equitable share – A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised.

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

GRAP – Generally Recognised Accounting Practice. The new standard for municipal accounting.

IDP – Integrated Development Plan. The main strategic planning document of the Municipality

MBRR – Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations.

MFMA – Local Government: Municipal Finance Management Act (56/2003). The principle piece of legislation relating to municipal financial management. Sometimes referred to as the Act.

MTREF – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous and current years' financial position.

Operating expenditure – Spending on the day-to-day expenses of the Municipality such as salaries and wages.

Rates – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand.

BITOU LOCAL MUNICIPALITY

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising monthly performance targets and monthly budget estimates.

Strategic objectives – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

Unauthorised expenditure – Generally, is spending without, or in excess of, an approved budget.

Virement – A transfer of budget.

Virement policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and (b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned.

BITOU LOCAL MUNICIPALITY

Legislative Framework

This report has been prepared in terms of the following enabling legislation. The Municipal Finance Management Act – No. 56 of 2003 Section 71 Monthly budget statements. Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations (MBRR)

PART 1 – IN-YEAR REPORT

Section 1 – February Report

1.1 In-Year Report – Monthly Budget Statement

The report outlines the financial performance and position of the municipality for the month ended February 2025. The budget of the municipality is compiled with the objective that Bitou Municipality remains a financially viable and sustainable institution. The latter could be achieved if the municipality spends its budget prudently.

The financial viability is measured through the liquidity ratio, current ratio and quick ratio. These ratios are critical in terms of evaluating the ability of the municipality to meet its short-term obligations.

As indicated on the C7 Cash flow statement, the cash, and cash equivalents as at the end of February 2025 amounts to R 177.8 million. The municipality on average requires an amount in excess of R65 million to cover its monthly operational expenditure, this includes the cost associated with the payment of employee cost and suppliers. It however excludes payments made to suppliers for capital assets.

Section 2 – Resolutions

IN-YEAR REPORTS 2024/2025

This is the resolution that will be presented to Council when the In-Year Report is tabled:

RECOMMENDATION:

- That Council notes the monthly budget statement and supporting documentation for the month ended 28 February 2025.

Section 3 – Executive Summary

3.1 Introduction

The Monthly budget statement has been prepared in terms of the Municipal Budget and Reporting Regulations and section 71 of the Municipal Finance Management Act 56 of 2003.

BITOU LOCAL MUNICIPALITY

Consolidated performance

WC047 Bitou - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M08 February										
Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
R thousands										
Revenue									%	
Exchange Revenue		477 681	531 266	531 527	45 666	344 428	353 566	(9 138)	-3%	531 527
Service charges - Electricity		230 904	262 129	259 136	23 739	174 180	172 758	1 422	1%	259 136
Service charges - Water		87 795	90 492	92 029	9 351	62 814	61 352	1 462	2%	92 029
Service charges - Waste Water Management		67 358	80 372	79 624	6 172	48 988	53 082	(4 094)	-8%	79 624
Service charges - Waste management		44 964	53 852	50 983	3 988	31 215	33 989	(2 774)	-8%	50 983
Sale of Goods and Rendering of Services		7 520	9 687	10 072	421	5 280	4 834	446	9%	10 072
Agency services		2 498	2 840	2 840	266	1 583	1 893	(310)	-16%	2 840
Interest earned from Receivables		13 243	13 870	12 458	–	4 677	8 305	(3 628)	-44%	12 458
Interest earned from Current and Non Current Assets		13 203	12 448	12 448	1 044	6 676	8 299	(1 623)	-20%	12 448
Rental from Fixed Assets		1 354	2 210	1 610	109	1 019	1 073	(54)	-5%	1 610
Licence and permits		1 427	565	661	110	955	441	515	117%	661
Operational Revenue		7 415	2 800	9 667	465	7 040	7 539	(500)	-7%	9 667
Non-Exchange Revenue		432 046	442 000	455 351	24 171	295 290	262 606	32 685	12%	455 351
Property rates		178 261	191 257	193 250	15 103	128 154	128 833	(679)	-1%	193 250
Surcharges and Taxes		1 420	1 589	1 441	760	2 884	960	1 923	200%	1 441
Fines, penalties and forfeits		60 451	50 836	52 397	5 969	31 180	27 269	3 910	14%	52 397
Licence and permits		–	796	796	–	–	530	(530)	-100%	796
Transfer and subsidies - Operational		166 503	176 893	187 363	–	119 117	94 242	24 875	26%	187 363
Interest		2 292	1 844	2 202	1 179	4 673	1 468	3 204	218%	2 202
Operational Revenue		14 750	14 835	13 953	1 161	9 283	9 302	(18)	0%	13 953
Gains on disposal of Assets		–	3 950	3 950	–	–	–	–	–	3 950
Other Gains		8 370	–	–	–	–	–	–	–	–
Total Revenue (excluding capital transfers and		909 728	973 266	986 878	69 837	639 718	616 172	23 546	4%	986 878
Expenditure By Type										
Employee related costs		312 820	370 938	378 617	20 639	200 169	252 947	(52 778)	-21%	378 617
Remuneration of councillors		7 376	7 879	7 879	604	5 100	5 252	(152)	-3%	7 879
Bulk purchases - electricity		197 628	231 959	224 959	18 504	141 096	149 973	(8 877)	-6%	224 959
Inventory consumed		16 652	18 699	20 641	1 200	9 392	13 516	(4 123)	-31%	20 641
Debt impairment		28 480	19 001	19 001	–	–	–	–	–	19 001
Depreciation and amortisation		48 851	40 002	40 002	3 334	26 668	26 667	1	0%	40 002
Interest		20 922	14 063	13 917	7	7 293	9 278	(1 984)	-21%	13 917
Contracted services		77 655	103 758	115 264	7 775	42 641	68 565	(25 924)	-38%	115 264
Transfers and subsidies		9 208	12 283	10 844	1 870	6 637	6 082	555	9%	10 844
Irrecoverable debts written off		74 426	61 150	61 150	73	18 259	40 767	(22 508)	-55%	61 150
Operational costs		76 823	91 144	91 335	7 821	49 807	60 191	(10 383)	-17%	91 335
Losses on Disposal of Assets		3 217	–	–	–	–	–	–	–	–
Other Losses		111	–	–	–	–	–	–	–	–
Total Expenditure		874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-20%	983 608
Surplus/(Deficit)		35 558	2 389	3 270	8 010	132 655	(17 066)	149 721	(0)	3 270
Transfers and subsidies - capital (monetary allocations)		50 307	130 854	91 558	–	7 160	46 327	(39 167)	(0)	91 558
Transfers and subsidies - capital (in-kind)		33	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/(Deficit) after income tax		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/(Deficit) attributable to municipality		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/ (Deficit) for the year		85 897	133 243	94 828	8 010	139 816	29 261			94 828

BITOU LOCAL MUNICIPALITY

Revenue by Source

Property Rates

Property rates for the month amounts to R15.1 million and when comparing the YTD actual to the YTD budget, the revenue source is adequately performing.

Electricity

Revenue from electricity for the month amounts to R23.7 million. The anticipated budgeted revenue amounted to R172.8 million, while actuals at month end has a balance of R174.2 million, translating to the Revenue source slightly overperforming. Electricity revenue is influenced by fluctuating consumption during peak and off-peak periods. Focus has now shifted towards the effect of SSEG on our consumption patterns as various residents are now opting for solar installations, the true effect of SSEG by means of rooftop solar installations is still to be determined as many residents have yet to register the installations with the municipality

Water Service

Water revenue as at end of February 2025 amounts to R62.8 million while YTD budget amounts to R61.4 million which means this revenue source is adequately performing. As we are in the summer peak period a further increase in consumption is expected.

Sanitation Service

Sanitation revenue amounts to R48.9 million while YTD budget amounts to R53.1 million. This translates to an 8% under-performance for this category of revenue which mainly relates to journals still to be posted for revenue forgone that included VAT. Another contributing factor to the under-performance is underbilling of businesses and large users as well as various anomalies in respect of the level of service rendered compared to the charges applied. It is expected that the revenue enhancement program will add to increasing the revenue source over the remainder of the budget period. The revenue item will be monitored as it was performing adequately at the end of the previous financial year.

Refuse Service

Refuse revenue as at the end of February 2025 amounts R31.2 million while the YTD budget amounts to R33.9 million. This is an under performance of 13%, which similarly to Sanitation Services is due to the Revenue Forgone journals that still need to be processed to remove the VAT billed. This category of revenue also forms part of the revenue enhancement programme and through simple revenue enhancement assessments by management, it is clear that not all customers are charged correctly for the volumes of refuse generated, especially Hotels and Businesses, and that there are various anomalies in respect of the level of service rendered compared to the charges applied. The shortage of refuse bins to implement the changes is also a matter of concern. A concerted effort will need to be made in the remainder of the financial year to ensure this revenue source is performing adequately

Rental from Fixed Assets

The revenue for Rental from Fixed Assets for February 2025 amounts to R1 million. This source of revenue is underperforming by 5%, which translates to a monetary value of R54 000. Revenue from this source is dependent on the community's need to make use of municipality's various facilities and it can be difficult to predict, however it is expected that this revenue source will come in-line as we approach the end of the financial year.

Interest earned on external investment and outstanding debtors

Interest earned on external investment and outstanding debtors' revenue at the end of February 2025 amounts to R6.7 million and R4.7 million respectively, which in turn equates to a 20%

BITOU LOCAL MUNICIPALITY

and 44% under-performance of the revenue source. Interest accruals on fixed term investment has not been recorded and considering the amount invested, the investment revenue is expected to meet the budgeted target. The journal to recognise the interest earned on debtors account still needs to be processed and will form part of next months reporting.

Revenue for fines, penalties and forfeits

Revenue from Fines as at end of February 2025 amounts to R31.2 million compared to the anticipated budgeted revenue of R27.3 million. This is an overperformance of 14%, which can be ascribed to revenue recognition done for the month of January 2025. The revenue for the month of February 2025 will be recognised as part of the March 2025 monthly reporting, as the reports are sent to the Municipality on the 7th working day. This revenue source has been adjusted to be in line with actual performance and projected revenue still to be collected.

Transfers and Subsidies

Transfers have been recognised as at the end of February 2025 amounting to R119.1 million. It is anticipated that this result may come in-line with the budgetary predictions during the remainder of the financial year.

Sale of Goods and Rendering of Services

Revenue collected as at end of February 2025 amounts to R5.3 million compared to an anticipated R4.8 million. This revenue source includes items such as building plan approval fees, town planning, fire services, staff housing etc.

Operational revenue

Revenue collected as at the end of February 2025 amounts to R7 million compared to an anticipated R7.5 million. The major contributor for this revenue source is development charges.

Total revenue for the month of February 2025 amounts to R69.8 million with a YTD actual of R639.7 million, compared to the R616.2 million anticipated budgeted revenue for the year. This, however, exclude revenue from capital contributions.

Expenditure

Employee related cost

Employee related cost for the month of February 2025 amounts to R20.6 million, with an actual YTD figure of R200.2 million. When comparing this to the YTD budget, R252.9 million, it translates to an under performance of 21%. The main factor contributing to the under-spending remains the vacant positions that have not been filled to date, coupled with employee benefits provisions that will be processed at year-end.

Remuneration of councillors

Remuneration of councillors as at end of February 2025 amounts to R5.1 million. This expenditure item is underperforming by 3% for the month, however the monetary difference amounts to R152 000.

Bulk Purchases

Eskom payments for the month ended February 2025, amounts to R141.1 million. All payments are in respect of January invoices. February 2025 accounts will be forming part of next month's reporting. Currently this expenditure item is underperforming by 6% and cognisance must be taken of the annual increase that normally comes into effect in April.

Depreciation

Depreciation is adequately performing and up to date.

BITOU LOCAL MUNICIPALITY

Inventory Consumed

Expenditure for this item, for February 2025, amounts to R9.4 million while the YTD budget amounts to R13.5 million. This expenditure item is under-performing by 31% when compared to the YTD budget. This expenditure type relates to the consumption of materials and supplies/inventory at the stores used in operational and maintenance activities and is dependent on the rate at which operational and maintenance activities proceed.

Contracted Services

Expenditure as at end of February 2025 amounts to R42.6 million and is under-performing by 38% when compared to the YTD budget of R68.6 million. It is expected that this category of expenditure will increase as we progress through the third and fourth quarter of the financial year.

Transfers and subsidies

Expenditure as at end of February 2025 amounts R6.6 million when compared to the YTD budget of R6.1 million. An overperformance is reported for the month and expenditure falling under this category include grant-in-aid, payment to the shark spotter programme and our contribution to the regional landfill site. The regional landfill in Mosselbay is not yet operational which contribute largely to the underspending.

Operational Cost

Operational Cost as at end of February 2025 amounts to R49.8 million while the YTD budget amounts to R60.1 million, which translates to an under performance of 17%. This includes items such as the rental expenses for offices, accommodation, insurance, travel and subsistence and telephone accounts. Some of the major contributors to this expenditure category is postage cost, external audit fees, bank charges and commission on prepaid electricity.

Total expenditure as at end of February 2025 amounts to R507.2 million in comparison to an anticipated expenditure budget of R633.2 million.

Conclusion on Financial Position and performance

The municipality is reporting a surplus for the month of R8.0 million, whilst a year-to-date surplus of R132.7 million is reported. The current cash flow is sufficient to meet the short and medium-term operational requirements, and the focus now is to sustain operations in the long term. The current ratio is below the best practice norms. The liquidity position has improved from previous months; however, a concerted effort is still necessary for the municipality to achieve financial sustainability.

The implementation of the financial recovery plan, especially the revenue enhancement strategy, receives dedicated attention to aid in the financial turnaround and to ensure that financial viability and long-term sustainability will be attained.

Section 4 – In-year budget statement tables

4.1 Monthly budget statements

The tables included in section 4 to the end of this report are from the 'C Schedule monthly Budget Statement legislated as part of the MBRR.

Below tables analyse the income and expenditure by Function and the performance of each sub function. As mentioned above the performance will be increased with the implementation of the SDBIP.

Table below relates to the budget performance by municipal vote. Most of the departments has underspent on their expenditure budget and collection on their revenue budget is starting to improve as per below. Management to note that expenditure is more than revenue since the beginning of the year.

See tables below C1 and C3 for the month ended 28 February 2025.

BITOU LOCAL MUNICIPALITY

WC047 Bitou - Table C1 Monthly Budget Statement Summary - M08 February

Description	2023/24	Budget Year 2024/25							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	178 261	191 257	193 250	15 103	128 154	128 833	(679)	-1%	193 250
Service charges	431 020	486 846	481 772	43 250	317 197	321 181	(3 984)	-1%	481 772
Investment revenue	13 203	12 448	12 448	1 044	6 676	8 299	(1 623)	-20%	12 448
Transfers and subsidies - Operational	166 503	176 893	187 363	-	119 117	94 242	24 875	26%	187 363
Other own revenue	120 740	105 822	112 045	10 440	68 574	63 616	4 958	8%	112 045
Total Revenue (excluding capital transfers and	909 728	973 266	986 878	69 837	639 718	616 172	23 546	4%	986 878
Employee costs	312 820	370 938	378 617	20 639	200 169	252 947	(52 778)	-21%	378 617
Remuneration of Councillors	7 376	7 879	7 879	604	5 100	5 252	(152)	-3%	7 879
Depreciation and amortisation	48 851	40 002	40 002	3 334	26 668	26 667	1	0%	40 002
Interest	20 922	14 063	13 917	7	7 293	9 278	(1 984)	-21%	13 917
Inventory consumed and bulk purchases	214 280	250 658	245 600	19 704	150 488	163 488	(13 001)	-8%	245 600
Transfers and subsidies	9 208	12 283	10 844	1 870	6 637	6 082	555	9%	10 844
Other expenditure	260 712	275 053	286 749	15 669	110 707	169 522	(58 816)	-35%	286 749
Total Expenditure	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-20%	983 608
Surplus/(Deficit)	35 558	2 389	3 270	8 010	132 655	(17 066)	149 721	-877%	3 270
Transfers and subsidies - capital (monetary allocations)	50 307	130 854	91 558	-	7 160	46 327	(39 167)	-85%	91 558
Transfers and subsidies - capital (in-kind)	33	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	85 897	133 243	94 828	8 010	139 816	29 261	110 554	378%	94 828
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Intercompany/Parent subsidiary transactions	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	85 897	133 243	94 828	8 010	139 816	29 261	110 554	378%	94 828
Capital expenditure & funds sources									
Capital expenditure	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Capital transfers recognised	44 924	107 616	87 112	7 285	43 168	58 075	(14 907)	-26%	87 112
Borrowing	35 920	50 033	35 125	3 323	7 348	23 416	(16 069)	-69%	35 125
Internally generated funds	23 434	25 511	28 843	2 159	7 349	19 130	(11 781)	-62%	28 843
Total sources of capital funds	104 279	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Financial position									
Total current assets	560 528	466 245	606 454		662 267				606 454
Total non current assets	1 333 926	1 415 909	1 445 004		1 365 122				1 445 004
Total current liabilities	442 316	439 810	479 641		437 799				479 641
Total non current liabilities	192 078	199 510	216 846		189 490				216 846
Community wealth/Equity	1 260 061	1 242 834	1 393 387		1 400 101				1 393 387
Cash flows									
Net cash from (used) operating	-	153 694	119 145	(1 419)	79 768	37 122	(42 646)	-115%	831 834
Net cash from (used) investing	-	(179 210)	(152 130)	(12 767)	(57 864)	103 955	161 819	156%	160 030
Net cash from (used) financing	-	29 662	20 141	(75)	(9 584)	-	9 584		40 545
Cash/cash equivalents at the month/year end	-	63 886	152 588	-	177 752	306 509	128 756	42%	1 197 841
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	46 540	11 610	10 536	9 641	304 585	-	-	-	382 912
Creditors Age Analysis									
Total Creditors	16 946	-	22	-	0	-	-	-	16 969

BITOU LOCAL MUNICIPALITY

Financial Performance Expenditure by Municipal Vote

Revenue by vote

The performance of revenue by vote as at end February 2025 amounts to R69.8 million, this is an under-performance of 2.4%. The detailed explanation on the revenue per item can be found in executive summary.

Expenditure by vote

The expenditure by vote as at February 2025 amounts R61.8 million. The total expenditure budget is under performing by 19.9%.

WC047 Bitou - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M08 February

Vote Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Council		-	3 004	3 004	-	6 184	1 502	4 682	311,7%	3 004
Vote 2 - Office of the Municipal Manager		101 437	66 656	66 563	103	21 019	33 543	(12 524)	-37,3%	66 563
Vote 3 - Community Services		134 298	153 695	150 153	10 645	91 219	85 431	5 788	6,8%	150 153
Vote 4 - Corporate Services		2 368	19	539	-	228	252	(24)	-9,6%	539
Vote 5 - Financial Services		209 749	224 929	227 275	18 196	162 283	149 597	12 685	8,5%	227 275
Vote 6 - Economic Development & Planning		29 638	111 335	82 115	375	7 453	40 954	(33 501)	-81,8%	82 115
Vote 7 - Engineering Services		482 449	544 481	548 786	40 517	358 492	351 219	7 274	2,1%	548 786
Total Revenue by Vote	2	959 939	1 104 120	1 078 436	69 837	646 878	662 499	(15 620)	-2,4%	1 078 436
Expenditure by Vote	1									
Vote 1 - Council		11 819	12 945	12 841	678	7 793	8 243	(450)	-5,5%	12 841
Vote 2 - Office of the Municipal Manager		31 787	32 114	33 921	(1 707)	14 240	22 598	(8 359)	-37,0%	33 921
Vote 3 - Community Services		249 539	252 128	253 735	16 965	126 948	164 758	(37 810)	-22,9%	253 735
Vote 4 - Corporate Services		66 195	89 641	101 812	8 112	49 948	67 865	(17 917)	-26,4%	101 812
Vote 5 - Financial Services		59 748	70 683	71 444	3 167	35 217	44 150	(8 933)	-20,2%	71 444
Vote 6 - Economic Development & Planning		43 038	52 018	61 180	2 333	24 455	34 017	(9 562)	-28,1%	61 180
Vote 7 - Engineering Services		412 044	461 348	448 674	32 279	248 462	291 605	(43 143)	-14,8%	448 674
Total Expenditure by Vote	2	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-19,9%	983 608
Surplus/ (Deficit) for the year	2	85 769	133 243	94 828	8 010	139 816	29 261	110 554	377,8%	94 828

BITOU LOCAL MUNICIPALITY

Capital expenditure

WC047 Bitou - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M08 February

Vote Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 3 - Community Services		3 636	5 705	5 761	(497)	2 351	3 840	(1 489)	-39%	5 761
Vote 4 - Corporate Services		1 070	1 518	1 634	-	824	991	(167)	-17%	1 634
Vote 7 - Engineering Services		42 557	141 206	115 382	10 469	47 479	76 921	(29 442)	-38%	115 382
Total Capital Multi-year expenditure	4,7	47 263	148 429	122 776	9 972	50 653	81 752	(31 099)	-38%	122 776
Single Year expenditure appropriation	2									
Vote 2 - Office of the Municipal Manager		149	-	731	-	-	487	(487)	-100%	731
Vote 3 - Community Services		1 021	3 496	2 243	49	462	1 495	(1 033)	-69%	2 243
Vote 4 - Corporate Services		699	642	408	28	370	272	98	36%	408
Vote 5 - Financial Services		33	-	-	-	-	-	-	-	-
Vote 6 - Economic Development & Planning		301	-	-	-	-	-	-	-	-
Vote 7 - Engineering Services		54 846	30 593	24 923	2 718	6 378	16 615	(10 237)	-62%	24 923
Total Capital single-year expenditure	4	57 049	34 731	28 304	2 795	7 211	18 869	(11 659)	-62%	28 304
Total Capital Expenditure	3	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Capital Expenditure - Functional Classification										
Governance and administration		17 223	9 350	10 550	1 228	4 722	6 935	(2 213)	-32%	10 550
Executive and council		149	-	731	-	-	487	(487)	-100%	731
Finance and administration		17 073	9 350	9 819	1 228	4 722	6 448	(1 726)	-27%	9 819
Community and public safety		4 207	6 302	7 253	(497)	2 432	4 836	(2 403)	-50%	7 253
Community and social services		3 909	304	1 798	-	-	1 199	(1 199)	-100%	1 798
Sport and recreation		-	4 455	4 455	(497)	2 351	2 970	(619)	-21%	4 455
Public safety		298	1 542	1 000	-	81	667	(586)	-88%	1 000
Economic and environmental services		12 288	47 401	43 527	3 378	16 269	29 018	(12 749)	-44%	43 527
Planning and development		301	-	-	-	-	-	-	-	-
Road transport		11 987	47 401	43 527	3 378	16 269	29 018	(12 749)	-44%	43 527
Trading services		70 593	120 108	89 750	8 659	34 441	59 833	(25 393)	-42%	89 750
Energy sources		19 492	26 065	15 658	2 316	2 851	10 439	(7 588)	-73%	15 658
Water management		33 290	45 070	33 855	3 397	13 278	22 570	(9 292)	-41%	33 855
Waste water management		17 811	46 673	39 488	2 896	18 185	26 325	(8 140)	-31%	39 488
Waste management		-	2 300	750	49	126	500	(374)	-75%	750
Total Capital Expenditure - Functional Classification	3	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Funded by:										
National Government		29 398	29 331	29 331	2 690	14 092	19 554	(5 462)	-28%	29 331
Provincial Government		15 527	78 285	57 782	4 595	29 075	38 521	(9 446)	-25%	57 782
Transfers recognised - capital		44 924	107 616	87 112	7 285	43 168	58 075	(14 907)	-26%	87 112
Borrowing	6	35 920	50 033	35 125	3 323	7 348	23 416	(16 069)	-69%	35 125
Internally generated funds		23 434	25 511	28 843	2 159	7 349	19 130	(11 781)	-62%	28 843
Total Capital Funding	7	104 279	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080

BITOU LOCAL MUNICIPALITY

Capital Expenditure Analysis

Capital Expenditure for the month equals R12 766 921.90, which translates to a 39% spent when comparing the actual YTD with the YTD budget.

It should be noted that many of the approved capital projects that reflected a 0% spending have been adjusted downward or shifted to the new financial year as part of the Mid-term adjustment budget. The remaining projects are projects that are underway and payment for work done will only reflect in subsequent months.

It is crucial to prioritise spending on grants as historic trends in slow spending has shown us that departments tend to go for rollover applications process as they did not fully spend on their projects and these applications, at times, get rejected.

Capital Grants Analysis

Grants	Original Budget	Amended Budget	Monthly Actual	Shadow Balance	YTD Expenditure
MIG	18 895 912,00	18 895 912,00	2 250 303,05	3 102 095,94	12 031 390,97
WATER SERVICE INFRASTRUCTURE GRANT	10 434 783,00	10 434 783,00	439 915,11	183 159,19	2 060 814,67
INFORMAL SETTLEMENT UPGRADING PARTNERSHIP GRANT	16 650 000,00	10 027 000,00	-	13 500,00	891 825,70
HUMAN SETTLEMENTS DEVELOPMENT PARTNERSHIP GRANT	60 351 000,00	46 470 270,00	4 594 854,36	16 684 208,81	27 487 396,58
FIRE SERVICES CAPACITY GRANT	980 000,00	980 000,00	-	-	980 000,00
LIBRARY CONDITIONAL GRANT	304 345,00	304 348,00	-	-	-
AFR	25 510 549,00	28 593 211,00	2 158 513,01	12 232 082,39	7 348 937,89
BORROWINGS	50 033 373,00	35 374 692,00	3 323 336,37	18 694 267,80	7 591 121,28
TOTAL	183 159 962,00	151 080 216,00	12 766 921,90	50 909 314,13	58 391 487,09

Chart C1 2024/25 Capital Expenditure Monthly Trend: actual v target

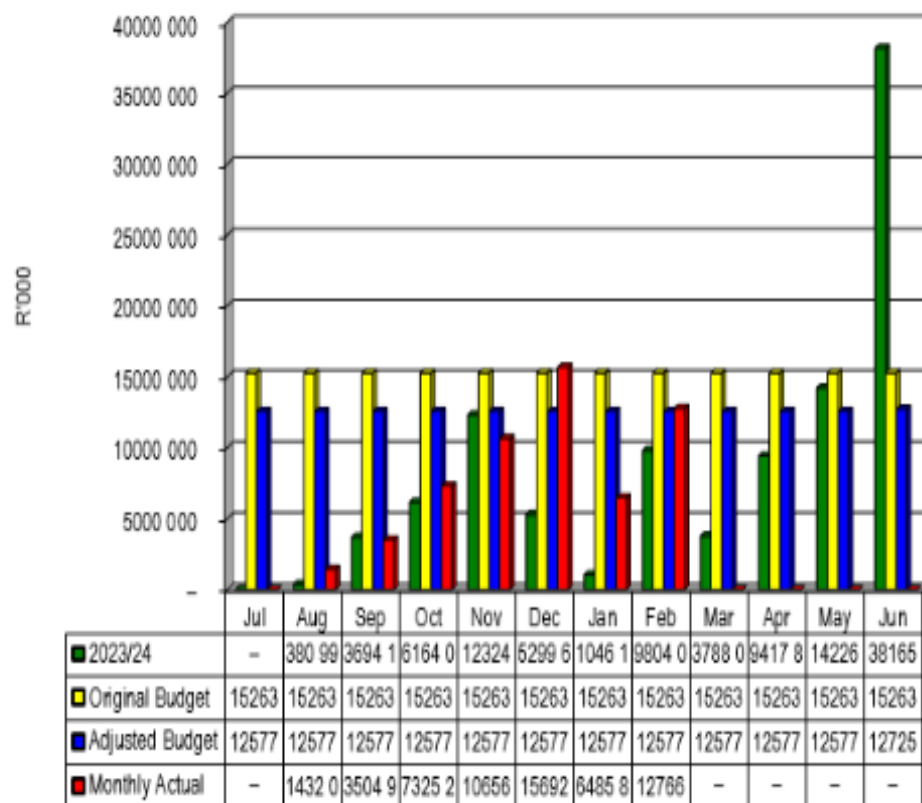
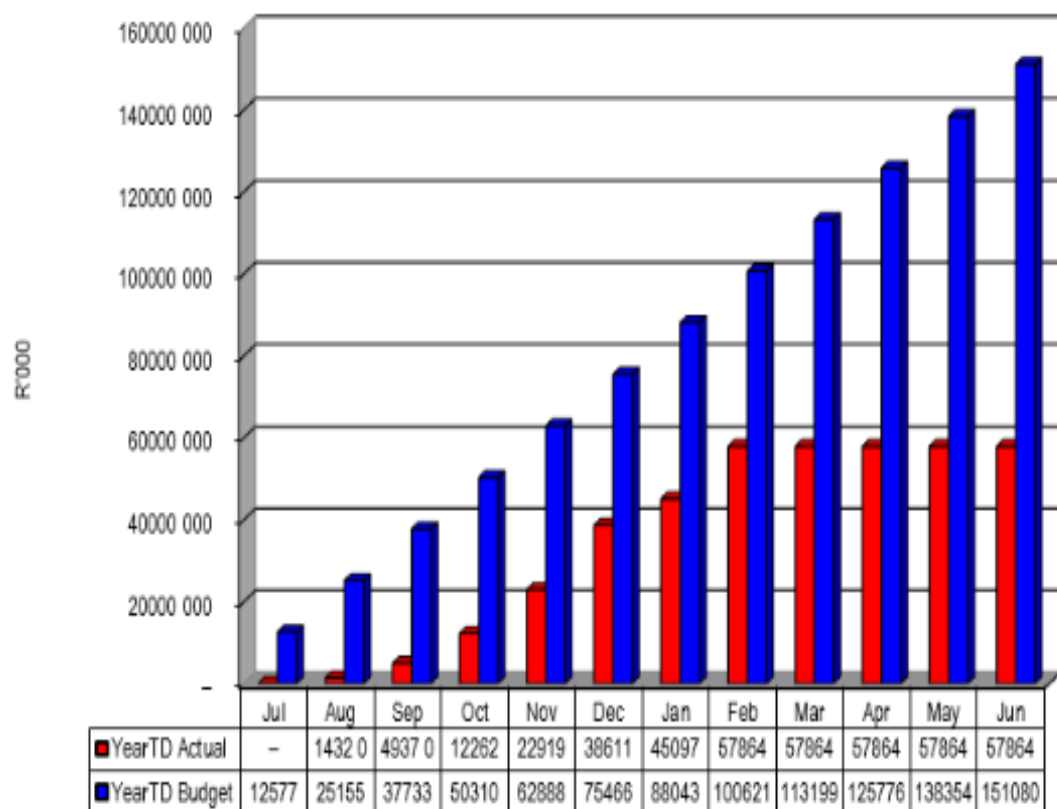


Chart C2 2024/25 Capital Expenditure: YTD actual v YTD target



BITOU LOCAL MUNICIPALITY

Statement of Financial Position

WC047 Bitou - Table C6 Monthly Budget Statement - Financial Position - M08 February

Description	Ref	2023/24	Budget Year 2024/25			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
R thousands						
ASSETS	1					
Current assets						
Cash and cash equivalents		165 432	60 220	149 119	177 752	149 119
Trade and other receivables from exchange transactions		54 528	75 841	73 047	92 283	73 047
Receivables from non-exchange transactions		40 213	97 230	81 355	66 761	81 355
Current portion of non-current receivables		9	11	9	9	9
Inventory		15 845	20 180	18 268	15 894	18 268
VAT		283 602	212 584	283 602	308 024	283 602
Other current assets		898	180	1 052	1 544	1 052
Total current assets		560 528	466 245	606 454	662 267	606 454
Non current assets						
Investments		–	–	–	–	–
Investment property		14 050	12 692	14 050	14 050	14 050
Property, plant and equipment		1 319 839	1 403 181	1 430 917	1 351 034	1 430 917
Biological assets		–	–	–	–	–
Living and non-living resources		–	–	–	–	–
Heritage assets		38	35	38	38	38
Intangible assets		–	–	–	–	–
Trade and other receivables from exchange transactions		–	–	–	–	–
Non-current receivables from non-exchange transactions		–	–	–	–	–
Other non-current assets		–	–	–	–	–
Total non current assets		1 333 926	1 415 909	1 445 004	1 365 122	1 445 004
TOTAL ASSETS		1 894 455	1 882 153	2 051 458	2 027 390	2 051 458
LIABILITIES						
Current liabilities						
Bank overdraft		–	–	–	–	–
Financial liabilities		20 425	1 103	41 876	10 308	41 876
Consumer deposits		11 362	9 848	11 362	11 895	11 362
Trade and other payables from exchange transactions		125 575	86 278	152 960	65 270	152 960
Trade and other payables from non-exchange transactions		(31 403)	(13 526)	(43 052)	16 682	(43 052)
Provision		47 936	116 950	48 075	33 740	48 075
VAT		268 421	239 157	268 421	299 904	268 421
Other current liabilities		–	–	–	–	–
Total current liabilities		442 316	439 810	479 641	437 799	479 641
Non current liabilities						
Financial liabilities		107 718	130 734	106 408	107 718	106 408
Provision		13 801	10 320	13 801	12 067	13 801
Long term portion of trade payables		–	–	–	–	–
Other non-current liabilities		70 559	58 456	96 636	69 705	96 636
Total non current liabilities		192 078	199 510	216 846	189 490	216 846
TOTAL LIABILITIES		634 394	639 320	696 487	627 288	696 487
NET ASSETS	2	1 260 061	1 242 834	1 354 971	1 400 101	1 354 971
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1 183 380	1 167 034	1 316 706	1 323 421	1 316 706
Reserves and funds		76 681	75 800	76 681	76 681	76 681
Other		–	–	–	–	–
TOTAL COMMUNITY WEALTH/EQUITY	2	1 260 061	1 242 834	1 393 387	1 400 101	1 393 387

The table above reflects the statement of financial position of the municipality. The total current assets at the end of February 2025 amounts to R 662.3 million. The municipality reports total short-term investments at R154.3 million and a bank balance of R26.8 million.

The current liabilities for the month amounts R437.8 million. The current ratio for the month equates 1.51:1, which is below best practice norms. The higher the current ratio, the more capable the municipality will be to pay its current or short-term obligations.

BITOU LOCAL MUNICIPALITY

Cash flow analysis

WC047 Bitou - Table C7 Monthly Budget Statement - Cash Flow - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
CASH FLOW FROM OPERATING ACTIVITIES	1								%	
Receipts										
Property rates			175 067	174 808	14 143	121 876	116 539	5 338	5%	174 808
Service charges			434 972	435 238	41 953	264 387	290 159	(25 772)	-9%	435 238
Other revenue			26 596	23 531	13 080	98 375	13 803	84 571	613%	23 531
Transfers and Subsidies - Operational			176 723	184 382	500	127 575	94 728	32 847	35%	184 382
Transfers and Subsidies - Capital			130 854	91 558	5 061	46 788	46 327	461	1%	91 558
Interest			12 448	12 448	2 148	14 787	8 299	6 488	78%	12 448
Dividends			-	-	-	-	-	-		-
Payments										
Suppliers and employees			(776 920)	(776 920)	(76 428)	(580 089)	(516 922)	63 168	-12%	(64 231)
Interest			(14 063)	(13 917)	(7)	(7 293)	(9 278)	(1 984)	21%	(13 917)
Transfers and Subsidies			(11 983)	(11 983)	(1 870)	(6 637)	(6 533)	104	-2%	(11 983)
NET CASH FROM/(USED) OPERATING ACTIVITIES		-	153 694	119 145	(1 419)	79 768	37 122	(42 646)	-115%	831 834
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE			3 950	3 950	-	-	-	-		3 950
Decrease (increase) in non-current receivables			-	-	-	-	-	-		-
Decrease (increase) in non-current investments			-	-	-	-	-	-		-
Payments										
Capital assets			(183 160)	(156 080)	(12 767)	(57 864)	103 955	161 819	156%	156 080
NET CASH FROM/(USED) INVESTING ACTIVITIES		-	(179 210)	(152 130)	(12 767)	(57 864)	103 955	161 819	156%	160 030
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans			-	-	-	-	-	-		-
Borrowing long term/refinancing			50 033	40 545	-	-	-	-		40 545
Increase (decrease) in consumer deposits			-	-	61	534	-	534	0%	-
Payments										
Repayment of borrowing			(20 372)	(20 404)	(136)	(10 117)	-	10 117	0%	-
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	29 662	20 141	(75)	(9 584)	-	9 584	0%	40 545
NET INCREASE/ (DECREASE) IN CASH HELD		-	4 146	(12 844)	(14 261)	12 320	141 077			1 032 409
Cash/cash equivalents at beginning:			59 740	165 432		165 432	165 432			165 432
Cash/cash equivalents at month/year end:		-	63 886	152 588		177 752	306 509			1 197 841

The municipality is reporting a deficit of R1.4 million on monthly actual net cash from operating activities. These are mostly month to month operating expenses and operating income. The major difference from last month is a partial revenue recognition that was done and equitable share received, that was not accounted for.

Monthly actual net cash (**used**) on investing activities is reported at R12.8 million which is mostly influenced by spending on capital projects.

The net cash (**used**) for financing activities are mostly influenced by the repayment of loans. The amount as at February 2025 amounts to R75 000. The next payment will occur in June 2025:

The municipality reports cash and cash equivalents amounting to R177.8 million, this includes cash at bank and short-term investment

BITOU LOCAL MUNICIPALITY

Section 5 – Debtors’ analysis

5.1 Supporting Table SC3

WC047 Bitou - Supporting Table SC3 Monthly Budget Statement - aged debtors - M08 February

Description		NT Code	Budget Year 2024/25										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
			0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days		
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water		1200	8 465	3 336	3 453	3 181	92 886	-	-	-	111 323	96 068	17	-
Trade and Other Receivables from Exchange Transactions - Electricity		1300	17 633	1 863	1 356	978	18 880	-	-	-	40 709	19 858	9	-
Receivables from Non-exchange Transactions - Property Rates		1400	10 255	2 064	1 642	1 261	45 179	-	-	-	60 401	46 440	25	-
Receivables from Exchange Transactions - Waste Water Management		1500	6 078	2 635	2 467	2 557	101 816	-	-	-	115 553	104 373	14	-
Receivables from Exchange Transactions - Waste Management		1600	3 947	1 669	1 566	1 567	61 083	-	-	-	69 831	62 650	9	-
Receivables from Exchange Transactions - Property Rental Debtors		1700	-	-	-	-	-	-	-	-	-	-	-	-
Interest on Arrear Debtor Accounts		1810	-	-	-	-	-	-	-	-	-	-	-	-
Recoverable unauthorised, irregular, fruitless and wasteful expenditure		1820	-	-	-	-	-	-	-	-	-	-	-	-
Other		1900	161	43	53	97	(15 259)	-	-	-	(14 904)	(15 162)	0	-
Total By Income Source		2000	46 540	11 610	10 536	9 641	304 585	-	-	-	382 912	314 226	73	-
2023/24 - totals only														
Debtors Age Analysis By Customer Group														
Organs of State		2200	532	296	386	249	2 085	-	-	-	3 548	2 334	-	-
Commercial		2300	3 976	1 039	651	854	3 620	-	-	-	10 140	4 474	-	-
Households		2400	42 031	10 275	9 500	8 538	298 880	-	-	-	369 225	307 419	-	-
Other		2500	-	-	-	-	-	-	-	-	-	-	-	-
Total By Customer Group		2600	46 540	11 610	10 536	9 641	304 585	-	-	-	382 912	314 226	-	-

Debtor’s age analysis

The debtors’ book of the municipality reflects R 304.6 million on outstanding debtors older than 121 days and a total outstanding amount of R 382.9 million.

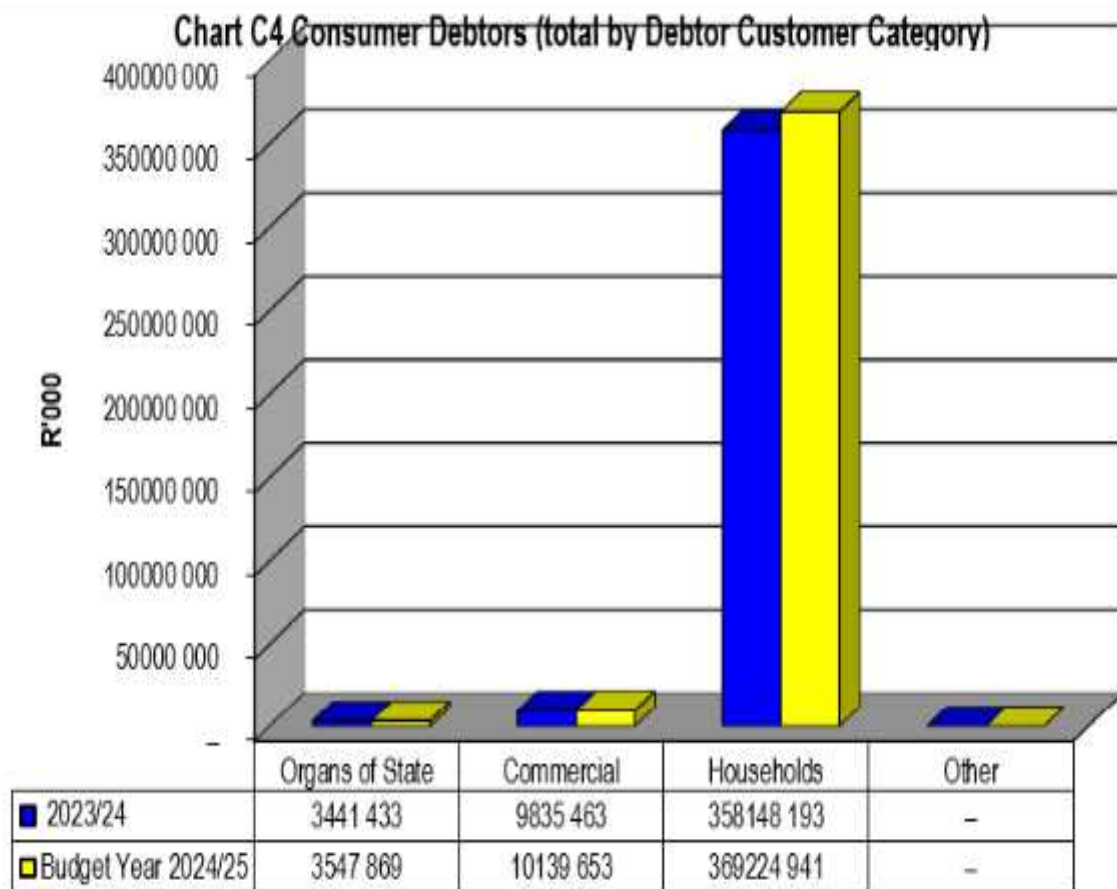
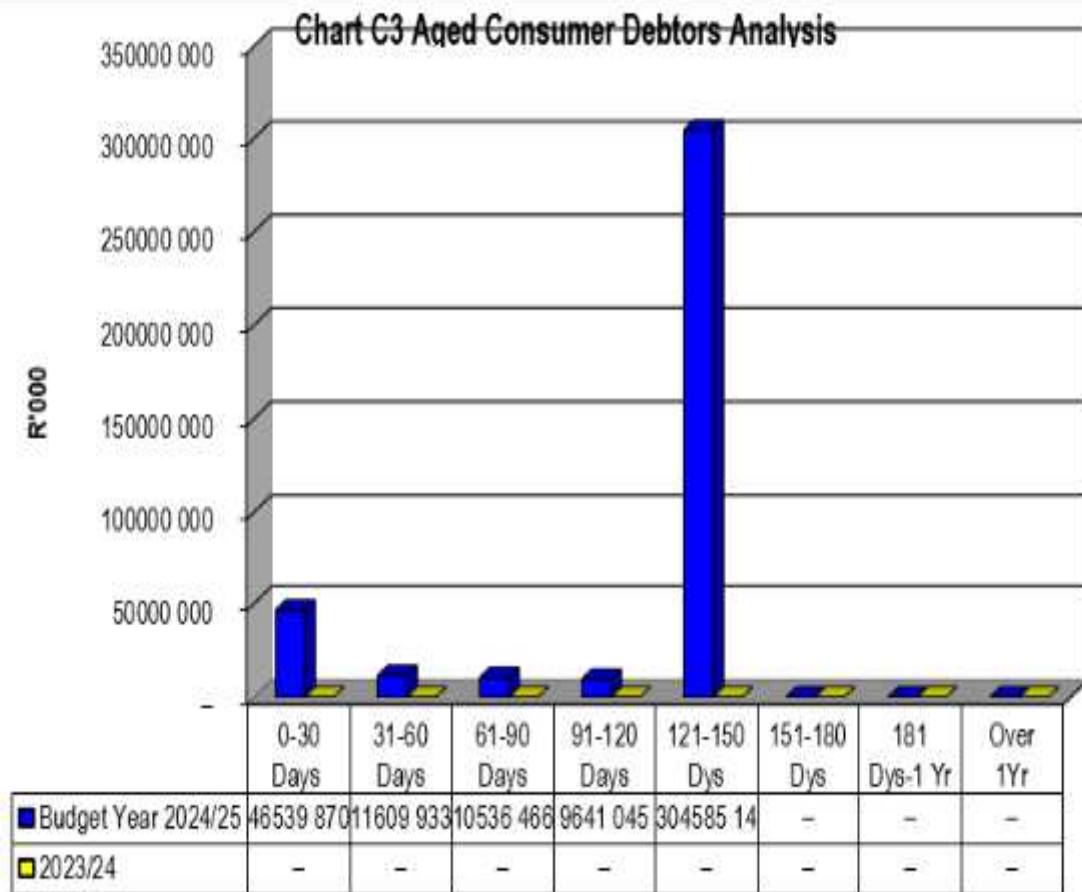
The contributors to the outstanding debt remain the household debt which represent 94.42% of total debt, followed by businesses with 2.65% and organs of state contributing 0.93%

The municipality has monthly debt collection strategies to help ensure that outstanding revenue is collected, which includes blocking prepaid electricity for users in arrears and applying water restrictions in arrears where Eskom is the electricity distributor. Customers are informed prior to these actions being implement by way of a disconnection notice. Disconnection notices are sent monthly out to all customers with outstanding accounts after the due date which is 7th of every month.

The collection rate for the month of February 2025 is 85%. See below debtor payment percentage breakdown achieved for February 2025.

DEBTOR PAYMENT % ACHIEVED				
DETAILS	Dec-24	Jan-25	Feb-25	Annual
Gross Debtors Opening Balance	358 585 962,95	359 465 573,37	372 018 764,39	335 576 739,61
Billed Revenue	66 101 176,02	69 878 940,91	71 500 659,62	537 797 263,79
Gross Debtors Closing Balance	359 465 573,37	372 018 764,39	382 912 463,29	382 912 463,29
Bad Debt Written off	-	-	-	8 318 692,81
Payment received	65 221 565,60	57 325 749,89	60 606 960,72	482 142 847,30
Billed Revenue	66 101 176,02	69 878 940,91	71 500 659,62	537 797 263,79
% Debtor payment achieved	99%	82%	85%	90%

BITOU LOCAL MUNICIPALITY



Section 6 – Creditors' age analysis

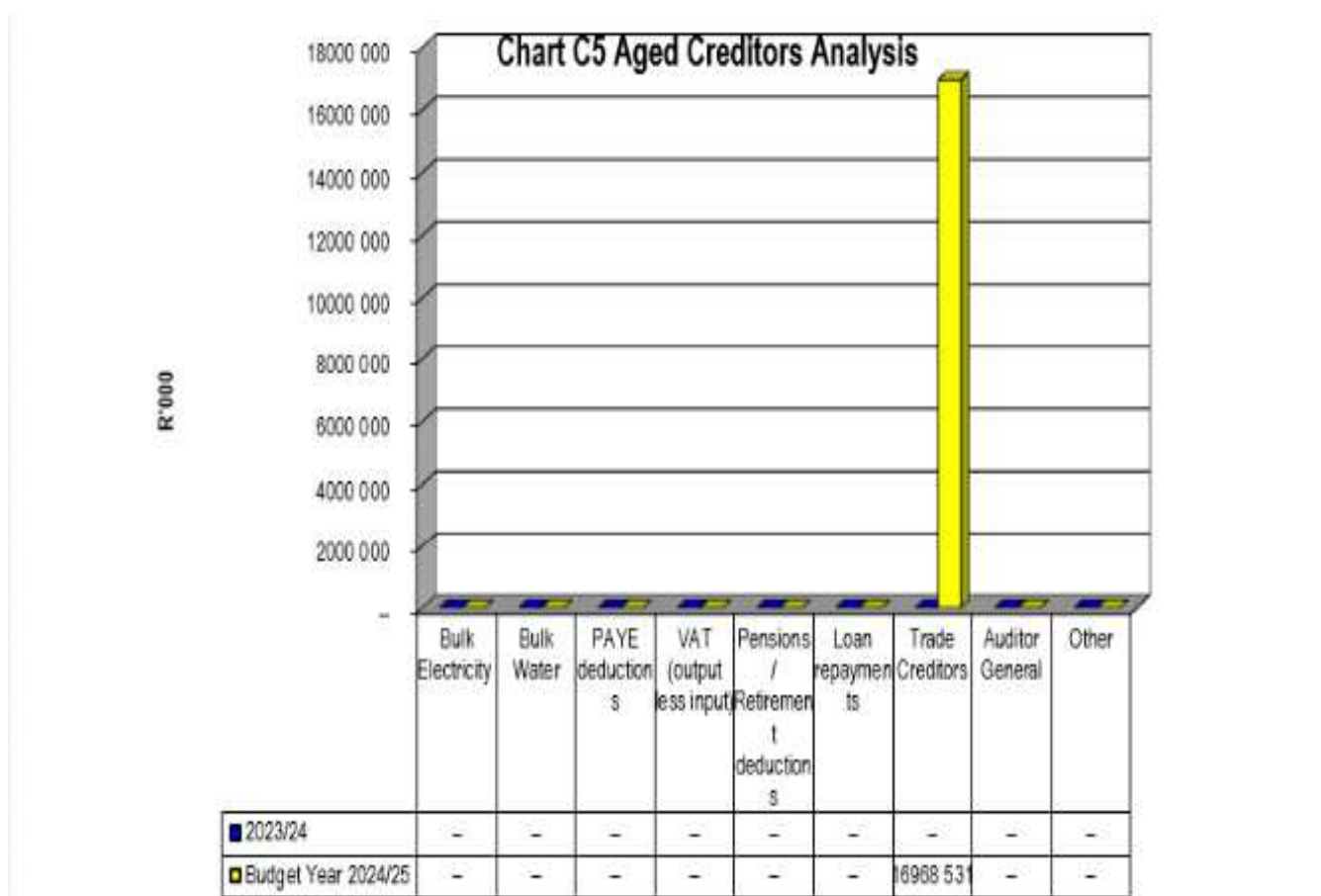
6.1 Supporting Table SC4

Table SC4 reflects the trade creditors

WC047 Bitou - Supporting Table SC4 Monthly Budget Statement - aged creditors - M08 February											
Description	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	16 946	-	22	-	0	-	-	-	16 969	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	16 946	-	22	-	0	-	-	-	16 969	-

Creditors Age Analysis

The municipality reports other creditors in February 2025 amounting to R 16.9 million, R22 400 of these are older than 30 days.



BITOU LOCAL MUNICIPALITY

Section 7 – Investment portfolio analysis

7.1 Supporting Table SC5

WC047 Bitou - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M08 February														
Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate *	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
Absa Bank:9380348553	✓	-	Call deposit							20 669	129		-	20 798
Standard Bank: 488607000-079	✓	-	Call deposit							5 598	32		-	5 631
Standard Bank: 488607000-078	✓	-	Call deposit							5 598	32		-	5 631
Absa Bank:9381946782	✓	-	Call deposit							12 430	78		-	12 508
Nedbank: 037881052406	✓	-	Fixed deposit							50 000	-		-	50 000
Standard bank: 488607000-087	✓	-	Fixed deposit							47 745	-		-	47 745
Standard bank: 488607000-088	✓	-	Fixed deposit							12 385	-	(12 385)	-	-
Absa Bank: 9395881776	✓	-	Fixed deposit							-	-		12 000	12 000
-	✓	-								-	-		-	-
-	✓	-								-	-		-	-
-	✓	-								-	-		-	-
-	✓	-								-	-		-	-
Municipality sub-total										154 426	271		12 000	154 312

Investment portfolio analysis

The municipality has investments with a total value of R154.3 million as at February 2025. Interest earned on fixed deposits will only be recognised upon maturity, but it will be accrued at year end.

BITOU LOCAL MUNICIPALITY

Section 8 – Grant Performance

8.1 Supporting Table SC6

Grant Description	Year- To-Date Actual Balance (M08)
WATER SERVICES INFRASTRUCTURE GRANT	-
LOCAL GOVERNMENT, WATER AND RELATED SERVICE SETA	228 040,18
EXPANDED PUBLIC WORKS PROGRAMME INTEGRATED GRANT	580 073,30
LOCAL GOVERNMENT FINANCIAL MANAGEMENT GRANT	220 640,90
EQUITABLE SHARE	115 464 000,00
HUMAN SETTLEMENT DEVELOPMENT	2 677 329,68
COMMUNITY DEVELOPMENT WORKERS (CDW) - OPERATIONAL	-
COMMUNITY LIBRARY SERVICES - OPERATIONAL	74 680,49
LOCAL GOVERNMENT PUBLIC EMPLOYMENT SUPPORT - OPERATIONAL	-
LIBRARY SERVICES REPLACEMENT FUNDING FOR MOST VULNERABLE B3 MUNICIPALITIES -	2 549 526,57
INTEGRATED NATIONAL ELECTRIFICATION PROGRAMME GRANT	-
MUNICIPAL INFRASTRUCTURE GRANT	4 122 987,80
REGIONAL SOCIAL ECONOMIC PROJECTS (RSEP) - CAPITAL	-
THUSONG SERVICES CENTRES	-
TITLE DEEDS RESTORATION	-
LOCAL GOVERNMENT GRADUATE INTERNSHIP - OPERATIONAL	-
INFORMAL SETTLEMENT UPGRADING PARTNERSHIP: PROVINCES (BENEFICIARIES)	359 938,75
FINANCIAL MANAGEMENT CAPACITY BUILDING	-
FINANCIAL ASSISTANCE TO MUNICIPALITIES FOR MAINTENANCE AND CONSTRUCTION OF TRANSPORT INFRASTRUCTURE - OPERATIONAL	-
	126 277 217,67

The table above reflects the income recognition done for the month of February 2025.

Grant Description	Year- To-Date Actual Balance (M08)
INTEGRATED NATIONAL ELECTRIFICATION PROGRAMME GRANT: RECEIPTS	-
MUNICIPAL INFRASTRUCTURE GRANT: RECEIPTS	16 863 000,00
WATER SERVICES INFRASTRUCTURE GRANT: RECEIPTS	4 000 000,00
LOCAL GOVERNMENT, WATER AND RELATED SETA: RECEIPTS	294 502,13
LIBRARY SERVICES REPLACEMENT FUNDING FOR MOST VULNERABLE B3 MUNICIPALITIES	6 606 000,00
SETA:RECEIPTS	-
LOCAL GOVERNMENT FINANCIAL MANAGEMENT GRANT: RECEIPTS	1 800 000,00
EXPANDED PUBLIC WORKS PROGRAMME INTEGRATED GRANT: RECEIPTS	1 397 195,40
THUSONG SERVICES CENTRES - OPERATIONAL: RECEIPTS	-
COMMUNITY LIBRARY SERVICES	1 994 000,00
COMMUNITY DEVELOPMENT WORKERS	19 000,00
WESTERN CAPE MUNICIPAL ENERGY RESILIENCE (WC MER)	-
EQUITABLE SHARE	115 464 000,00
INFORMAL SETTLEMENTS UPGRADING PARTNERSHIP GRANT: PROVINCES (BENEFICIARIES) - CAPITAL	1 628 857,75
HUMAN SETTLEMENT DEVELOPMENT - CAPITAL	23 316 141,38
FINANCIAL ASSISTANCE TO MUNICIPALITIES FOR MAINTENANCE AND CONSTRUCTION OF TRANSPORT INFRASTRUCTURE	-
FIRE SERVICE CAPACITY BUILDING GRANT	980 000,00
FINANCIAL MANAGEMENT CAPACITY BUILDING	-
	174 362 696,66

The table above reflects the grant receipts for February 2025.

Municipal manager's quality certification

Municipal manager's quality certification

An in-year report must be covered by a quality certificate in the format described below:

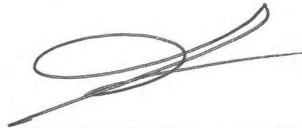
QUALITY CERTIFICATE

I, **Mbulelo Memani**, the Municipal Manager of Bitou Local Municipality, hereby certify that -
(mark as appropriate)

- ☒ The monthly budget statement
- ☐ Quarterly report on the implementation of the budget and financial state of affairs of the municipality
- ☐ Mid-year budget and performance assessment

For the month ended 28 February 2025 has been prepared in accordance with the Municipal Finance Management Act and regulations made under that Act.

Signature



Print Name: M Memani

PP. A. A. PAULSE

Municipal Manager of Bitou Local Municipality – WC047

Date

11 / 03 / 2025

Municipal In-year reports & supporting tables

mSCOA Version 6.8

[Click for Instructions!](#)

Accountability

Transparency

**Information &
service delivery**



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Contact details:

Budget submission enquiries:

Lawrence Gqesha

National Treasury

Electronic documents: lgdocuments@treasury.gov.za

Electronic submissions: LG Upload Portal

Preparation Instructions

Municipality Name: WC047 Bitou ▼

CFO Name: Felix Martin Lötter

Tel: 044 501 3025 Fax: 0

E-Mail: flotter@plett.gov.za

Reporting period: M08 February ▼

MTREF: 2024 ▼

Budget Year: 2024/25

Does this municipality have Entities? No ▼

If YES: Identify type of report: M08 February ▼

Name Votes & Sub-Votes

Printing Instructions

Showing / Hiding Columns

Hide Reference columns on all sheets

Hide Pre-audit columns on all sheets

Showing / Clearing Highlights

Clear Highlights on all sheets

Importants documents which provide essential assistance

[MFMA Budget Circular](#) [Click to view](#)

[MBRR Budget Formats Guide](#) [Click to view](#)

[Dummy Budget Guide](#) [Click to view](#)

[Funding Compliance Guide](#) [Click to view](#)

[MFMA Return Forms](#) [Click to view](#)

Organisational Structure Votes	Complete Votes & Sub-Votes	Select Org. Structure
Vote 1 - Council	Vote 1 Council	
Vote 2 - Office of the Municipal Manager	1.1 Office of the Mayor	1.1 - Office of the Mayor
Vote 3 - Community Services	1.2 Office of the Deputy Mayor	1.2 - Office of the Deputy Mayor
Vote 4 - Corporate Services	1.3 Office of the Speaker	1.3 - Office of the Speaker
Vote 5 - Financial Services	1.4 Office of the Executive Council	1.4 - Office of the Executive Council
Vote 6 - Economic Development & Planning	1.5 Council General	1.5 - Council General
Vote 7 - Engineering Services	1.6 [Name of sub-vote]	
Vote 8 - [NAME OF VOTE 8]	1.7 [Name of sub-vote]	
Vote 9 - [NAME OF VOTE 9]	1.8 [Name of sub-vote]	
Vote 10 - [NAME OF VOTE 10]	1.9 [Name of sub-vote]	
Vote 11 - [NAME OF VOTE 11]	1.10 [Name of sub-vote]	
Vote 12 - [NAME OF VOTE 12]	Vote 2 Office of the Municipal Manager	
Vote 13 - [NAME OF VOTE 13]	2.1 Municipal Manager; Executive Support	2.1 - Municipal Manager; Executive Support
Vote 14 - [NAME OF VOTE 14]	2.2 Internal Audit	2.2 - Internal Audit
Vote 15 - [NAME OF VOTE 15]	2.3 Governance and Compliance: Risk Management & Compliance	2.3 - Governance and Compliance: Risk Management & Compliance
	2.4 Governance and Compliance: IDP	2.4 - Governance and Compliance: IDP
	2.5 Governance and Compliance: Performance Management	2.5 - Governance and Compliance: Performance Management
	2.6 Program Management Office	2.6 - Program Management Office
	2.7 Office of the Political Office Bearers	2.7 - Office of the Political Office Bearers
	Vote 3 Community Services	
	3.1 Director; Executive Support	3.1 - Director; Executive Support
	3.2 Traffic Management Services	3.2 - Traffic Management Services
	3.3 Law Enforcement Services	3.3 - Law Enforcement Services
	3.4 Fire & Rescue Services	3.4 - Fire & Rescue Services
	3.5 Disaster Management: CCTV & Security Administration	3.5 - Disaster Management: CCTV & Security Administration
	3.6 Library and Information Services	3.6 - Library and Information Services
	3.7 Integrated Waste Management	3.7 - Integrated Waste Management
	3.8 Facilities Management & Maintenance: Manager; Parks & Open Spaces	3.8 - Facilities Management & Maintenance: Manager; Parks & Open Spaces
	3.9 0	3.9 - 0
	3.10 0	3.10 - 0
	Vote 4 Corporate Services	
	4.1 Director; Executive Support	4.1 - Director; Executive Support
	4.2 Human Resources Management Services	4.2 - Human Resources Management Services
	4.3 Administration Services	4.3 - Administration Services
	4.4 Corporate Communications & Intergovernmental Relations & Public Relations	4.4 - Corporate Communications & Intergovernmental Relations
	4.5 Information & Communication Technology	4.5 - Information & Communication Technology
	4.6 Legal Services	4.6 - Legal Services
	4.7 Social Development	4.7 - Social Development
	Vote 5 Financial Services	
	5.1 Director; Executive Support	5.1 - Director; Executive Support
	5.2 Budget & Reporting	5.2 - Budget & Reporting
	5.3 Assets & Liability Management	5.3 - Assets & Liability Management
	5.4 AFS, Treasury and Accounting	5.4 - AFS, Treasury and Accounting
	5.5 Revenue Services	5.5 - Revenue Services
	5.6 Expenditure	5.6 - Expenditure
	5.7 Supply Chain Management	5.7 - Supply Chain Management
	Vote 6 Economic Development & Planning	
	6.1 Director; Executive Support	6.1 - Director; Executive Support
	6.2 Local Economic Development & Tourism	6.2 - Local Economic Development & Tourism
	6.3 Town Planning	6.3 - Town Planning
	6.4 Land Use Planning; Environmental Management	6.4 - Land Use Planning; Environmental Management
	6.5 Land Use Planning: GIS	6.5 - Land Use Planning: GIS
	6.6 Planning & Building Control	6.6 - Planning & Building Control
	6.7 Integrated Human Settlement	6.7 - Integrated Human Settlement
	Vote 7 Engineering Services	
	7.1 Director; Executive Support	7.1 - Director; Executive Support
	7.2 Water Services: Purification, Demand & Loss Control	7.2 - Water Services: Purification, Demand & Loss Control
	7.3 Water Services: Water and Waste Water Reticulation	7.3 - Water Services: Water and Waste Water Reticulation
	7.4 Transport, Roads & Storm Water	7.4 - Transport, Roads & Storm Water
	7.5 Electrical and Energy	7.5 - Electrical and Energy
	7.6 Fleet Management	7.6 - Fleet Management
	7.7 Project Management Unit (PMU)	7.7 - Project Management Unit (PMU)

WC047 Bitou - Contact Information

A. GENERAL INFORMATION

Municipality	WC047 Bitou
Grade	3
Province	WC WESTERN CAPE
Web Address	www.bitou.gov.za
E-mail Address	

1 Grade in terms of the Remuneration of Public Office Bearers Act.

B. CONTACT INFORMATION

Postal address:

P.O. Box	U
City / Town	U
Postal Code	U

Street address

Building	Municipal Buildings
Street No. & Name	Sewell Street
City / Town	Pieterberg
Postal Code	6000

General Contacts

Telephone number	044 501 3000
Fax number	U

C. POLITICAL LEADERSHIP

Speaker:

ID Number	6611281131080
Title	MS
Name	Mavis Busakwe
Telephone number	044 501 3481
Cell number	060 497 6125
Fax number	U
E-mail address	mbusakwe@piet.gov.za

Secretary/PA to the Speaker:

ID Number	6612110399080
Title	MS
Name	Ziyanda Claudine Raia
Telephone number	044 501 3481
Cell number	067 188 7994
Fax number	U
E-mail address	zraia@piet.gov.za

Mayor/Executive Mayor:

ID Number	
Title	Mrs
Name	Jessica Kamkam
Telephone number	044 501 3327
Cell number	083 419 7533
Fax number	U
E-mail address	jkamkam@piet.gov.za

Secretary/PA to the Mayor/Executive Mayor:

ID Number	
Title	
Name	Erica Saran Le Fleur
Telephone number	044 501 3011
Cell number	060 488 8708
Fax number	
E-mail address	elefleur@piet.gov.za

Deputy Mayor/Executive Mayor:

ID Number	6611281131080
Title	MS
Name	MS NOKUZOLA Koiwapi (IPM)
Telephone number	044 501 3481
Cell number	076 788 9599
Fax number	U
E-mail address	nkoiwapi@piet.gov.za

Secretary/PA to the Deputy Mayor/Executive Mayor:

ID Number	
Title	MS
Name	Aviwe Annette Kumbaca
Telephone number	044 501 3065
Cell number	0640577437
Fax number	
E-mail address	akubaca@piet.gov.za

D. MANAGEMENT LEADERSHIP**Municipal Manager:**

ID Number 7709085318086
 Title Mr
 Name Mbuliso Memani
 Telephone number 044 501 3172
 Cell number 060 749 5845
 Fax number 0
 E-mail address mmemani@piett.gov.za

Secretary/PA to the Municipal Manager:

ID Number 8301310348085
 Title MS
 Name Liezel Smier
 Telephone number 044 501 3172
 Cell number 083 732 0960
 Fax number 0
 E-mail address lsmier@piett.gov.za

Chief Financial Officer

ID Number 6407275123082
 Title Mr
 Name Felix Martin Lotter
 Telephone number 044 501 3025
 Cell number 0
 Fax number 0
 E-mail address flotter@piett.gov.za

Secretary/PA to the Chief Financial Officer

ID Number 8303060854085
 Title MS
 Name Zikhona Ncera
 Telephone number 044 501 3024
 Cell number 0
 Fax number 0
 E-mail address zncera@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title Mr
 Name Christopher Payie
 Telephone number 044 501 3315
 Cell number 0
 Fax number 0
 E-mail address cpayie@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title MS
 Name Noliudabaio Ramotsamai
 Telephone number 044 501 3402
 Cell number 0
 Fax number 0
 E-mail address nramotsamai@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title MS
 Name Izak Pretorius
 Telephone number 044 501 3403
 Cell number 0
 Fax number 0
 E-mail address ipretorius@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title MS
 Name Emraio Saayman
 Telephone number 044 501 3315
 Cell number 0
 Fax number 0
 E-mail address ssaayman@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title MS
 Name Shenise Stuurman
 Telephone number 044 501 3353
 Cell number 0
 Fax number 0
 E-mail address esaayman@piett.gov.za

Official responsible for submitting financial information

ID Number 0
 Title 0
 Name 0
 Telephone number 0
 Cell number 0
 Fax number 0
 E-mail address 0

WC047 Bitou - Table C1 Monthly Budget Statement Summary - M08 February

Description	Budget Year 2024/25								
	2023/24 Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	178 261	191 257	193 250	15 103	128 154	128 833	(679)	-1%	193 250
Service charges	431 020	486 846	481 772	43 250	317 197	321 181	(3 984)	-1%	481 772
Investment revenue	13 203	12 448	12 448	1 044	6 676	8 299	(1 623)	-20%	12 448
Transfers and subsidies - Operational	166 503	176 893	187 363	–	119 117	94 242	24 875	26%	187 363
Other own revenue	120 740	105 822	112 045	10 440	68 574	63 616	4 958	8%	112 045
Total Revenue (excluding capital transfers and contributions)	909 728	973 266	986 878	69 837	639 718	616 172	23 546	4%	986 878
Employee costs	312 820	370 938	378 617	20 639	200 169	252 947	(52 778)	-21%	378 617
Remuneration of Councillors	7 376	7 879	7 879	604	5 100	5 252	(152)	-3%	7 879
Depreciation and amortisation	48 851	40 002	40 002	3 334	26 668	26 667	1	0%	40 002
Interest	20 922	14 063	13 917	7	7 293	9 278	(1 984)	-21%	13 917
Inventory consumed and bulk purchases	214 280	250 658	245 600	19 704	150 488	163 488	(13 001)	-8%	245 600
Transfers and subsidies	9 208	12 283	10 844	1 870	6 637	6 082	555	9%	10 844
Other expenditure	260 712	275 053	286 749	15 669	110 707	169 522	(58 816)	-35%	286 749
Total Expenditure	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-20%	983 608
Surplus/(Deficit)	35 558	2 389	3 270	8 010	132 655	(17 066)	149 721	-877%	3 270
Transfers and subsidies - capital (monetary allocations)	50 307	130 854	91 558	–	7 160	46 327	(39 167)	-85%	91 558
Transfers and subsidies - capital (in-kind)	33	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	85 897	133 243	94 828	8 010	139 816	29 261	110 554	378%	94 828
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
Intercompany/Parent subsidiary transactions	–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year	85 897	133 243	94 828	8 010	139 816	29 261	110 554	378%	94 828
Capital expenditure & funds sources									
Capital expenditure	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Capital transfers recognised	44 924	107 616	87 112	7 285	43 168	58 075	(14 907)	-26%	87 112
Borrowing	35 920	50 033	35 125	3 323	7 348	23 416	(16 069)	-69%	35 125
Internally generated funds	23 434	25 511	28 843	2 159	7 349	19 130	(11 781)	-62%	28 843
Total sources of capital funds	104 279	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Financial position									
Total current assets	560 528	466 245	606 454		662 267				606 454
Total non current assets	1 333 926	1 415 909	1 445 004		1 365 122				1 445 004
Total current liabilities	442 316	439 810	479 641		437 799				479 641
Total non current liabilities	192 078	199 510	216 846		189 490				216 846
Community wealth/Equity	1 260 061	1 242 834	1 393 387		1 400 101				1 393 387
Cash flows									
Net cash from (used) operating	–	153 694	119 145	(1 419)	79 768	37 122	(42 646)	-115%	831 834
Net cash from (used) investing	–	(179 210)	(152 130)	(12 767)	(57 864)	103 955	161 819	156%	160 030
Net cash from (used) financing	–	29 662	20 141	(75)	(9 584)	–	9 584	–	40 545
Cash/cash equivalents at the month/year end	–	63 886	152 588	–	177 752	306 509	128 756	42%	1 197 841
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	46 540	11 610	10 536	9 641	304 585	–	–	–	382 912
Creditors Age Analysis									
Total Creditors	16 946	–	22	–	0	–	–	–	16 969

WC047 Bitou - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
Revenue - Functional										
Governance and administration		314 966	299 323	301 853	18 339	190 114	185 249	4 866	3%	301 853
Executive and council		101 411	69 660	69 567	103	27 203	35 045	(7 842)	-22%	69 567
Finance and administration		213 407	229 663	232 286	18 236	162 911	150 203	12 708	8%	232 286
Internal audit		148	—	—	—	—	—	—	—	—
Community and public safety		92 447	170 294	142 712	6 351	39 108	73 916	(34 808)	-47%	142 712
Community and social services		9 717	12 854	12 862	10	2 710	6 923	(4 213)	-61%	12 862
Sport and recreation		657	301	647	18	246	431	(185)	-43%	647
Public safety		62 927	55 760	57 063	6 323	33 474	30 678	2 796	9%	57 063
Housing		19 147	101 379	72 140	—	2 677	35 883	(33 206)	-93%	72 140
Health		—	—	—	—	—	—	—	—	—
Economic and environmental services		18 246	34 896	40 604	735	15 483	21 667	(6 184)	-29%	40 604
Planning and development		17 798	34 716	40 464	735	15 483	21 597	(6 114)	-28%	40 464
Road transport		447	180	140	—	—	70	(70)	-100%	140
Environmental protection		—	—	—	—	—	—	—	—	—
Trading services		533 037	598 522	592 987	44 410	402 068	381 481	20 586	5%	592 987
Energy sources		250 377	290 482	289 787	23 902	196 030	188 909	7 121	4%	289 787
Water management		136 621	124 685	126 636	9 586	91 153	79 901	11 251	14%	126 636
Waste water management		87 815	104 393	101 766	6 669	60 603	65 829	(5 226)	-8%	101 766
Waste management		58 224	78 961	74 797	4 253	54 282	46 842	7 440	16%	74 797
Other	4	1 371	1 086	280	1	106	186	(81)	-43%	280
Total Revenue - Functional	2	960 067	1 104 120	1 078 436	69 837	646 878	662 499	(15 620)	-2%	1 078 436
Expenditure - Functional										
Governance and administration		190 001	219 347	232 086	10 631	114 295	150 968	(36 674)	-24%	232 086
Executive and council		40 184	39 356	41 984	(1 266)	18 467	27 603	(9 136)	-33%	41 984
Finance and administration		144 934	171 974	183 692	11 620	92 246	119 001	(26 755)	-22%	183 692
Internal audit		4 882	8 018	6 409	277	3 581	4 365	(783)	-18%	6 409
Community and public safety		144 956	186 787	197 983	11 797	92 053	126 336	(34 283)	-27%	197 983
Community and social services		29 114	33 853	35 312	1 784	17 744	23 345	(5 601)	-24%	35 312
Sport and recreation		24 012	34 036	35 018	2 035	16 460	22 960	(6 500)	-28%	35 018
Public safety		76 977	105 313	104 717	7 185	51 444	69 983	(18 539)	-26%	104 717
Housing		14 854	13 584	22 938	793	6 406	10 048	(3 642)	-36%	22 938
Health		—	—	—	—	—	—	—	—	—
Economic and environmental services		78 021	88 465	90 812	6 891	45 308	58 401	(13 093)	-22%	90 812
Planning and development		45 089	54 048	56 744	2 744	26 649	35 689	(9 040)	-25%	56 744
Road transport		32 932	34 417	34 069	4 147	18 659	22 712	(4 053)	-18%	34 069
Environmental protection		—	—	—	—	—	—	—	—	—
Trading services		420 900	470 053	454 326	30 547	252 364	293 992	(41 628)	-14%	454 326
Energy sources		246 905	283 961	272 714	20 679	162 183	179 725	(17 542)	-10%	272 714
Water management		71 647	65 895	65 334	3 152	30 727	41 228	(10 501)	-25%	65 334
Waste water management		40 388	55 469	54 222	2 809	25 623	33 597	(7 974)	-24%	54 222
Waste management		61 960	64 728	62 056	3 907	33 831	39 442	(5 611)	-14%	62 056
Other		40 292	6 225	8 401	1 960	3 043	3 540	(497)	-14%	8 401
Total Expenditure - Functional	3	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-20%	983 608
Surplus/ (Deficit) for the year		85 897	133 243	94 828	8 010	139 816	29 261	110 554	378%	94 828

WC047 Bitou - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M08 February

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
Revenue - Functional	1							%	
Municipal governance and administration		314 966	299 323	301 853	18 339	190 114	185 249	4 866	301 853
Executive and council		101 411	69 660	69 567	103	27 203	35 045	(7 842)	69 567
Mayor and Council		–	3 004	3 004	–	6 184	1 502	4 682	3 004
Municipal Manager, Town Secretary and Chief		101 411	66 656	66 563	103	21 019	33 543	(12 524)	66 563
Finance and administration		213 407	229 663	232 286	18 236	162 911	150 203	12 708	232 286
Finance		209 291	224 885	227 231	18 196	162 216	149 568	12 648	227 231
Fleet Management		91	–	–	–	–	–	–	–
Human Resources		1 420	–	506	–	228	235	(7)	506
Information Technology		213	–	–	–	–	–	–	–
Legal Services		114	–	–	–	–	–	–	–
Marketing, Customer Relations, Publicity and Media		402	–	1	–	–	1	(1)	1
Property Services		1 418	4 734	4 505	40	400	370	30	4 505
Supply Chain Management		337	44	44	0	23	29	(6)	44
Valuation Service		121	–	–	–	44	–	44	–
Internal audit		148	–	–	–	–	–	–	–
Governance Function		148	–	–	–	–	–	–	–
Community and public safety		92 447	170 294	142 712	6 351	39 108	73 916	(34 808)	142 712
Community and social services		9 717	12 854	12 862	10	2 710	6 923	(4 213)	12 862
Cemeteries, Funeral Parlours and Crematoriums		63	44	44	–	16	29	(14)	44
Community Halls and Facilities		426	81	81	10	63	54	9	81
Libraries and Archives		9 228	12 729	12 737	0	2 632	6 840	(4 208)	12 737
Sport and recreation		657	301	647	18	246	431	(185)	647
Beaches and Jetties		500	301	647	18	246	431	(185)	647
Community Parks (including Nurseries)		157	–	–	–	–	–	–	–
Public safety		62 927	55 760	57 063	6 323	33 474	30 678	2 796	57 063
Control of Public Nuisances		272	170	170	–	416	85	331	170
Fire Fighting and Protection		503	983	983	–	–	982	(982)	983
Licensing and Control of Animals		433	–	–	–	–	–	–	–
Police Forces, Traffic and Street Parking Control		61 719	54 607	55 910	6 323	33 058	29 611	3 447	55 910
Housing		19 147	101 379	72 140	–	2 677	35 883	(33 206)	72 140
Housing		19 147	101 379	72 140	–	2 677	35 883	(33 206)	72 140
Economic and environmental services		18 246	34 896	40 604	735	15 483	21 667	(6 184)	40 604
Planning and development		17 798	34 716	40 464	735	15 483	21 597	(6 114)	40 464
Corporate Wide Strategic Planning (IDPs, LEDs)		102	–	–	–	–	–	–	–
Development Facilitation		31	19	33	–	–	16	(16)	33
Economic Development/Planning		3 868	1 474	1 474	–	360	737	(377)	1 474
Town Planning, Building Regulations and		6 608	8 482	8 501	375	4 416	4 334	82	8 501
Project Management Unit		7 189	24 741	30 456	360	10 707	16 509	(5 802)	30 456
Road transport		447	180	140	–	–	70	(70)	140
Roads		447	180	140	–	–	70	(70)	140
Trading services		533 037	598 522	592 987	44 410	402 068	381 481	20 586	592 987
Energy sources		250 377	290 482	289 787	23 902	196 030	188 909	7 121	289 787
Electricity		250 377	290 482	289 787	23 902	196 030	188 909	7 121	289 787

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
Water management		136 621	124 685	126 636	9 586	91 153	79 901	11 251	126 636
<i>Water Treatment</i>		273	–	–	–	587	–	587	–
<i>Water Distribution</i>		136 347	124 685	126 636	9 586	90 566	79 901	10 664	126 636
Waste water management		87 815	104 393	101 766	6 669	60 603	65 829	(5 226)	101 766
<i>Sewerage</i>		87 815	104 393	101 766	6 669	60 603	65 829	(5 226)	101 766
Waste management		58 224	78 961	74 797	4 253	54 282	46 842	7 440	74 797
<i>Solid Waste Removal</i>		58 224	78 961	74 797	4 253	54 282	46 842	7 440	74 797
Other		1 371	1 086	280	1	106	186	(81)	280
Air Transport		1 371	1 086	280	1	106	186	(81)	280
Total Revenue - Functional	2	960 067	1 104 120	1 078 436	69 837	646 878	662 499	(15 620)	1 078 436
Expenditure - Functional									
Municipal governance and administration		190 001	219 347	232 086	10 631	114 295	150 968	(36 674)	232 086
Executive and council		40 184	39 356	41 984	(1 266)	18 467	27 603	(9 136)	41 984
<i>Mayor and Council</i>		11 500	12 795	12 678	667	7 608	8 135	(526)	12 678
<i>Municipal Manager, Town Secretary and Chief</i>		28 684	26 561	29 306	(1 933)	10 859	19 468	(8 609)	29 306
Finance and administration		144 934	171 974	183 692	11 620	92 246	119 001	(26 755)	183 692
<i>Administrative and Corporate Support</i>		1 481	3 304	3 218	189	1 663	2 145	(482)	3 218
<i>Asset Management</i>		1 121	1 336	856	–	205	434	(229)	856
<i>Finance</i>		47 312	56 974	58 223	2 505	29 129	35 736	(6 608)	58 223
<i>Fleet Management</i>		8 318	11 896	11 820	732	6 267	7 880	(1 613)	11 820
<i>Human Resources</i>		24 006	25 860	29 863	4 832	14 876	19 908	(5 032)	29 863
<i>Information Technology</i>		19 827	25 524	25 166	989	12 011	16 777	(4 766)	25 166
<i>Legal Services</i>		6 282	7 261	14 757	185	5 354	9 838	(4 484)	14 757
<i>Marketing, Customer Relations, Publicity and Media</i>		5 935	15 505	15 508	1 170	10 738	10 329	409	15 508
<i>Property Services</i>		17 185	9 972	9 933	94	4 454	6 622	(2 168)	9 933
<i>Risk Management</i>		2 152	1 969	1 969	253	1 655	1 341	313	1 969
<i>Supply Chain Management</i>		7 628	9 621	9 628	535	4 139	6 414	(2 275)	9 628
<i>Valuation Service</i>		3 686	2 753	2 753	138	1 755	1 576	179	2 753
Internal audit		4 882	8 018	6 409	277	3 581	4 365	(783)	6 409
<i>Governance Function</i>		4 882	8 018	6 409	277	3 581	4 365	(783)	6 409
Community and public safety		144 956	186 787	197 983	11 797	92 053	126 336	(34 283)	197 983
Community and social services		29 114	33 853	35 312	1 784	17 744	23 345	(5 601)	35 312
<i>Cemeteries, Funeral Parlours and Crematoriums</i>		2 265	2 766	3 070	102	1 083	2 046	(963)	3 070
<i>Community Halls and Facilities</i>		13 129	11 895	13 369	679	7 979	8 717	(738)	13 369
<i>Disaster Management</i>		379	3 159	2 759	27	205	1 839	(1 634)	2 759
<i>Libraries and Archives</i>		13 341	16 034	16 113	976	8 476	10 742	(2 266)	16 113
Sport and recreation		24 012	34 036	35 018	2 035	16 460	22 960	(6 500)	35 018
<i>Beaches and Jetties</i>		14 133	19 211	19 500	1 269	8 267	12 433	(4 166)	19 500
<i>Community Parks (including Nurseries)</i>		7 889	12 424	13 445	510	5 801	9 145	(3 345)	13 445
<i>Recreational Facilities</i>		70	5	5	–	–	3	(3)	5
<i>Sports Grounds and Stadiums</i>		1 920	2 396	2 067	257	2 392	1 378	1 014	2 067
Public safety		76 977	105 313	104 717	7 185	51 444	69 983	(18 539)	104 717
<i>Civil Defence</i>		6	–	–	–	–	–	–	–
<i>Control of Public Nuisances</i>		28 787	32 085	31 391	3 861	20 999	20 894	106	31 391

Description	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	Full Year Forecast
R thousands									
<i>Fire Fighting and Protection</i>		23 110	26 352	26 009	1 778	13 782	17 339	(3 557)	26 009
<i>Licensing and Control of Animals</i>		24 918	26 501	26 992	1 545	16 622	18 205	(1 583)	26 992
<i>Police Forces, Traffic and Street Parking Control</i>		156	20 375	20 325	2	40	13 545	(13 505)	20 325
Housing		14 854	13 584	22 938	793	6 406	10 048	(3 642)	22 938
<i>Housing</i>		14 854	13 584	22 938	793	6 406	10 048	(3 642)	22 938
Economic and environmental services		78 021	88 465	90 812	6 891	45 308	58 401	(13 093)	90 812
Planning and development		45 089	54 048	56 744	2 744	26 649	35 689	(9 040)	56 744
<i>Corporate Wide Strategic Planning (IDPs, LEDs)</i>		6 138	11 639	12 281	481	4 771	8 121	(3 350)	12 281
<i>Development Facilitation</i>		2 251	871	867	56	468	578	(110)	867
<i>Economic Development/Planning</i>		9 079	10 070	9 907	338	4 912	6 700	(1 787)	9 907
<i>Town Planning, Building Regulations and</i>		17 484	22 629	24 039	1 164	11 963	14 406	(2 443)	24 039
<i>Project Management Unit</i>		10 136	8 839	9 648	704	4 535	5 885	(1 350)	9 648
Road transport		32 932	34 417	34 069	4 147	18 659	22 712	(4 053)	34 069
<i>Roads</i>		32 932	34 417	34 069	4 147	18 659	22 712	(4 053)	34 069
Trading services		420 900	470 053	454 326	30 547	252 364	293 992	(41 628)	454 326
Energy sources		246 905	283 961	272 714	20 679	162 183	179 725	(17 542)	272 714
<i>Electricity</i>		246 905	283 961	272 714	20 679	162 183	179 725	(17 542)	272 714
Water management		71 647	65 895	65 334	3 152	30 727	41 228	(10 501)	65 334
<i>Water Treatment</i>		11 341	20 348	19 926	2 082	14 143	13 234	909	19 926
<i>Water Distribution</i>		60 304	45 547	45 408	1 070	16 584	27 994	(11 410)	45 408
<i>Water Storage</i>		1	–	–	–	–	–	–	–
Waste water management		40 388	55 469	54 222	2 809	25 623	33 597	(7 974)	54 222
<i>Sewerage</i>		32 735	54 987	53 740	2 773	25 588	33 275	(7 687)	53 740
<i>Waste Water Treatment</i>		7 653	482	482	35	35	322	(286)	482
Waste management		61 960	64 728	62 056	3 907	33 831	39 442	(5 611)	62 056
<i>Solid Waste Removal</i>		61 960	64 728	62 056	3 907	33 831	39 442	(5 611)	62 056
Other		40 292	6 225	8 401	1 960	3 043	3 540	(497)	8 401
<i>Air Transport</i>		1 339	3 218	5 394	1 960	3 043	3 540	(497)	5 394
<i>Licensing and Regulation</i>		38 953	3 007	3 007	–	–	–	–	3 007
Total Expenditure - Functional	3	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	983 608
Surplus/ (Deficit) for the year		85 897	133 243	94 828	8 010	139 816	29 261	110 554	94 828

WC047 Bitou - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M08 February

Vote Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Council		–	3 004	3 004	–	6 184	1 502	4 682	311,7%	3 004
Vote 2 - Office of the Municipal Manager		101 437	66 656	66 563	103	21 019	33 543	(12 524)	-37,3%	66 563
Vote 3 - Community Services		134 298	153 695	150 153	10 645	91 219	85 431	5 788	6,8%	150 153
Vote 4 - Corporate Services		2 368	19	539	–	228	252	(24)	-9,6%	539
Vote 5 - Financial Services		209 749	224 929	227 275	18 196	162 283	149 597	12 685	8,5%	227 275
Vote 6 - Economic Development & Planning		29 638	111 335	82 115	375	7 453	40 954	(33 501)	-81,8%	82 115
Vote 7 - Engineering Services		482 449	544 481	548 786	40 517	358 492	351 219	7 274	2,1%	548 786
Total Revenue by Vote	2	959 939	1 104 120	1 078 436	69 837	646 878	662 499	(15 620)	-2,4%	1 078 436
Expenditure by Vote	1									
Vote 1 - Council		11 819	12 945	12 841	678	7 793	8 243	(450)	-5,5%	12 841
Vote 2 - Office of the Municipal Manager		31 787	32 114	33 921	(1 707)	14 240	22 598	(8 359)	-37,0%	33 921
Vote 3 - Community Services		249 539	252 128	253 735	16 965	126 948	164 758	(37 810)	-22,9%	253 735
Vote 4 - Corporate Services		66 195	89 641	101 812	8 112	49 948	67 865	(17 917)	-26,4%	101 812
Vote 5 - Financial Services		59 748	70 683	71 444	3 167	35 217	44 150	(8 933)	-20,2%	71 444
Vote 6 - Economic Development & Planning		43 038	52 018	61 180	2 333	24 455	34 017	(9 562)	-28,1%	61 180
Vote 7 - Engineering Services		412 044	461 348	448 674	32 279	248 462	291 605	(43 143)	-14,8%	448 674
Total Expenditure by Vote	2	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-19,9%	983 608
Surplus/ (Deficit) for the year	2	85 769	133 243	94 828	8 010	139 816	29 261	110 554	377,8%	94 828

WC047 Bitou - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M08 February

Vote Description	Ref	2023/24	Budget Year 2024/25							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	
R thousand										
Revenue by Vote	1									
Vote 1 - Council		–	3 004	3 004	–	6 184	1 502	4 682	312%	3 004
1.1 - Office of the Mayor		–	451	451	–	1 207	225	981	436%	451
1.2 - Office of the Deputy Mayor		–	451	451	–	1 251	225	1 025	455%	451
1.3 - Office of the Speaker		–	751	751	–	1 551	376	1 176	313%	751
1.4 - Office of the Executive Council		–	451	451	–	851	225	625	278%	451
1.5 - Council General		–	901	901	–	1 326	451	875	194%	901
Vote 2 - Office of the Municipal Manager		101 437	66 656	66 563	103	21 019	33 543	(12 524)	-37%	66 563
2.1 - Municipal Manager; Executive Support		101 062	66 655	66 562	103	21 018	33 542	(12 525)	-37%	66 562
2.2 - Internal Audit		148	–	–	–	–	–	–	–	–
2.4 - Governance and Compliance: IDP		66	–	–	–	–	–	–	–	–
2.5 - Governance and Compliance: Performance Management		21	–	–	–	–	–	–	–	–
2.7 - Office of the Political Office Bearers		140	1	1	0	1	1	0	41%	1
Vote 3 - Community Services		134 298	153 695	150 153	10 645	91 219	85 431	5 788	7%	150 153
3.2 - Traffic Management Services		62 152	54 607	55 910	6 323	33 058	29 611	3 447	12%	55 910
3.3 - Law Enforcement Services		272	170	170	–	416	85	331	389%	170
3.4 - Fire & Rescue Services		503	983	983	–	–	982	(982)	-100%	983
3.6 - Library and Information Services		9 228	12 729	12 737	0	2 632	6 840	(4 208)	-62%	12 737
3.7 - Integrated Waste Management		58 224	78 961	74 797	4 253	54 282	46 842	7 440	16%	74 797
3.8 - Facilities Management & Maintenance: Manager; Parks		3 919	6 246	5 556	69	831	1 071	(240)	-22%	5 556
Vote 4 - Corporate Services		2 368	19	539	–	228	252	(24)	-10%	539
4.2 - Human Resources Management Services		1 420	–	506	–	228	235	(7)	-3%	506
4.3 - Administration Services		209	–	–	–	–	–	–	–	–
4.4 - Corporate Communications & Intergovernmental Relations		402	–	1	–	–	1	(1)	-100%	1
4.5 - Information & Communication Technology		213	–	–	–	–	–	–	–	–
4.6 - Legal Services		114	–	–	–	–	–	–	–	–
4.7 - Social Development		10	19	33	–	–	16	(16)	-100%	33
Vote 5 - Financial Services		209 749	224 929	227 275	18 196	162 283	149 597	12 685	8%	227 275
5.1 - Director; Executive Support		14 218	12 448	12 448	1 044	6 676	8 299	(1 623)	-20%	12 448
5.2 - Budget & Reporting		2 666	1 800	1 800	–	221	1 800	(1 579)	-88%	1 800
5.5 - Revenue Services		192 376	210 637	212 983	17 152	155 364	139 469	15 894	11%	212 983
5.6 - Expenditure		151	–	–	–	–	–	–	–	–
5.7 - Supply Chain Management		337	44	44	0	23	29	(6)	-22%	44
Vote 6 - Economic Development & Planning		29 638	111 335	82 115	375	7 453	40 954	(33 501)	-82%	82 115
6.1 - Director; Executive Support		15	–	–	–	–	–	–	–	–
6.2 - Local Economic Development & Tourism		3 868	1 474	1 474	–	360	737	(377)	-51%	1 474
6.3 - Town Planning		1 102	687	706	37	532	471	62	13%	706
6.6 - Planning & Building Control		5 506	7 795	7 795	338	3 884	3 863	20	1%	7 795
6.7 - Integrated Human Settlement		19 147	101 379	72 140	–	2 677	35 883	(33 206)	-93%	72 140
Vote 7 - Engineering Services		482 449	544 481	548 786	40 517	358 492	351 219	7 274	2%	548 786
7.2 - Water Services: Purification, Demand & Loss Control		224 121	229 079	228 327	16 255	151 755	145 680	6 075	4%	228 327
7.3 - Water Services: Water and Waste Water Reticulation		315	–	75	–	–	50	(50)	-100%	75
7.4 - Transport, Roads & Storm Water		447	180	140	–	–	70	(70)	-100%	140
7.5 - Electrical and Energy		250 377	290 482	289 787	23 902	196 030	188 909	7 121	4%	289 787
7.7 - Project Management Unit (PMU)		7 189	24 741	30 456	360	10 707	16 509	(5 802)	-35%	30 456
Total Revenue by Vote	2	959 939	1 104 120	1 078 436	69 837	646 878	662 499	(15 620)	-2%	1 078 436
Expenditure by Vote	1									
Vote 1 - Council		11 819	12 945	12 841	678	7 793	8 243	(450)	-5%	12 841
1.1 - Office of the Mayor		3 686	3 727	3 793	105	2 262	2 262	(0)	0%	3 793
1.2 - Office of the Deputy Mayor		1 182	1 698	1 702	68	800	1 085	(285)	-26%	1 702
1.3 - Office of the Speaker		1 378	1 656	1 657	108	972	1 105	(132)	-12%	1 657
1.4 - Office of the Executive Council		2 769	2 942	2 942	194	1 659	1 961	(302)	-15%	2 942
1.5 - Council General		2 803	2 922	2 746	204	2 100	1 831	269	15%	2 746
Vote 2 - Office of the Municipal Manager		31 787	32 114	33 921	(1 707)	14 240	22 598	(8 359)	-37%	33 921
2.1 - Municipal Manager; Executive Support		8 000	4 466	6 163	(3 319)	(1 202)	3 928	(5 130)	-131%	6 163
2.2 - Internal Audit		4 904	8 018	6 409	277	3 581	4 365	(783)	-18%	6 409
2.3 - Governance and Compliance: Risk Management & Control		2 152	1 969	1 969	253	1 655	1 341	313	23%	1 969
2.4 - Governance and Compliance: IDP		2 613	3 103	3 101	176	1 443	2 067	(624)	-30%	3 101
2.5 - Governance and Compliance: Performance Management		1 978	4 801	6 585	268	2 180	4 323	(2 143)	-50%	6 585
2.7 - Office of the Political Office Bearers		12 139	9 757	9 694	638	6 582	6 574	8	0%	9 694
Vote 3 - Community Services		249 539	252 128	253 735	16 965	126 948	164 758	(37 810)	-23%	253 735
3.1 - Director; Executive Support		5 081	3 832	3 869	317	2 621	2 433	188	8%	3 869
3.2 - Traffic Management Services		64 017	49 883	50 324	1 546	16 662	31 750	(15 088)	-48%	50 324
3.3 - Law Enforcement Services		28 992	32 107	31 113	3 861	20 999	20 708	291	1%	31 113
3.4 - Fire & Rescue Services		23 300	27 489	27 046	1 804	13 960	18 031	(4 070)	-23%	27 046
3.6 - Library and Information Services		13 341	16 034	16 113	976	8 476	10 742	(2 266)	-21%	16 113
3.7 - Integrated Waste Management		61 960	64 728	62 356	3 907	33 831	39 642	(5 811)	-15%	62 356
3.8 - Facilities Management & Maintenance: Manager; Parks		52 848	58 055	62 915	4 553	30 398	41 452	(11 054)	-27%	62 915
Vote 4 - Corporate Services		66 195	89 641	101 812	8 112	49 948	67 865	(17 917)	-26%	101 812
4.1 - Director; Executive Support		167	3 079	2 909	189	1 572	1 939	(367)	-19%	2 909
4.2 - Human Resources Management Services		25 234	25 960	30 107	4 832	14 956	20 071	(5 115)	-25%	30 107
4.3 - Administration Services		8 255	12 313	13 366	748	5 317	8 911	(3 594)	-40%	13 366
4.4 - Corporate Communications & Intergovernmental Relations		5 970	15 505	15 508	1 170	10 738	10 329	409	4%	15 508
4.5 - Information & Communication Technology		19 827	25 524	25 166	989	12 011	16 777	(4 766)	-28%	25 166
4.6 - Legal Services		6 282	7 261	14 757	185	5 354	9 838	(4 484)	-46%	14 757
4.7 - Social Development		460	–	–	–	–	–	–	–	–
Vote 5 - Financial Services		59 748	70 683	71 444	3 167	35 217	44 150	(8 933)	-20%	71 444
5.1 - Director; Executive Support		10 203	9 048	9 563	430	5 502	6 167	(665)	-11%	9 563
5.2 - Budget & Reporting		15 444	17 003	16 867	627	10 683	10 941	(258)	-2%	16 867

Vote Description R thousand	Ref	2023/24	Budget Year 2024/25						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance % Full Year Forecast
5.5 - Revenue Services		21 257	29 419	29 294	1 277	12 156	16 943	(4 787)	-28%
5.6 - Expenditure		4 767	5 342	5 842	298	2 514	3 561	(1 047)	-29%
5.7 - Supply Chain Management		8 077	9 871	9 878	535	4 362	6 539	(2 177)	-33%
Vote 6 - Economic Development & Planning		43 038	52 018	61 180	2 333	24 455	34 017	(9 562)	-28%
6.1 - Director; Executive Support		1 533	3 717	2 586	37	1 140	1 724	(584)	-34%
6.2 - Local Economic Development & Tourism		9 079	10 070	9 907	338	4 912	6 700	(1 787)	-27%
6.3 - Town Planning		9 042	10 112	11 523	556	6 709	7 395	(686)	-9%
6.4 - Land Use Planning;Environmental Management		14	17	10	-	7	7	1	9%
6.6 - Planning & Building Control		8 442	12 516	12 516	608	5 253	7 011	(1 758)	-25%
6.7 - Integrated Human Settlement		14 927	15 584	24 638	793	6 433	11 182	(4 748)	-42%
Vote 7 - Engineering Services		412 044	461 348	448 674	32 279	248 462	291 605	(43 143)	-15%
7.1 - Director; Executive Support		4 373	3 809	3 796	244	2 008	2 531	(523)	-21%
7.2 - Water Services: Purification, Demand & Loss Control		100 044	105 688	103 983	4 959	48 394	64 443	(16 049)	-25%
7.3 - Water Services: Water and Waste Water Reticulation		11 991	15 676	15 573	1 002	7 956	10 382	(2 426)	-23%
7.4 - Transport, Roads & Storm Water		32 932	34 417	34 069	4 147	18 659	22 712	(4 053)	-18%
7.5 - Electrical and Energy		244 295	281 084	269 847	20 492	160 654	177 813	(17 158)	-10%
7.6 - Fleet Management		8 318	11 896	11 820	732	6 267	7 880	(1 613)	-20%
7.7 - Project Management Unit (PMU)		10 091	8 778	9 587	704	4 524	5 844	(1 321)	-23%
Total Expenditure by Vote	2	874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	(0)
Surplus/ (Deficit) for the year	2	85 769	133 243	94 828	8 010	139 816	29 261	110 554	0

WC047 Bitou - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
Revenue									%	
Exchange Revenue		477 681	531 266	531 527	45 666	344 428	353 566	(9 138)	-3%	531 527
Service charges - Electricity		230 904	262 129	259 136	23 739	174 180	172 758	1 422	1%	259 136
Service charges - Water		87 795	90 492	92 029	9 351	62 814	61 352	1 462	2%	92 029
Service charges - Waste Water Management		67 358	80 372	79 624	6 172	48 988	53 082	(4 094)	-8%	79 624
Service charges - Waste management		44 964	53 852	50 983	3 988	31 215	33 989	(2 774)	-8%	50 983
Sale of Goods and Rendering of Services		7 520	9 687	10 072	421	5 280	4 834	446	9%	10 072
Agency services		2 498	2 840	2 840	266	1 583	1 893	(310)	-16%	2 840
Interest earned from Receivables		13 243	13 870	12 458	-	4 677	8 305	(3 628)	-44%	12 458
Interest earned from Current and Non Current Assets		13 203	12 448	12 448	1 044	6 676	8 299	(1 623)	-20%	12 448
Rental from Fixed Assets		1 354	2 210	1 610	109	1 019	1 073	(54)	-5%	1 610
Licence and permits		1 427	565	661	110	955	441	515	117%	661
Operational Revenue		7 415	2 800	9 667	465	7 040	7 539	(500)	-7%	9 667
Non-Exchange Revenue		432 046	442 000	455 351	24 171	295 290	262 606	32 685	12%	455 351
Property rates		178 261	191 257	193 250	15 103	128 154	128 833	(679)	-1%	193 250
Surcharges and Taxes		1 420	1 589	1 441	760	2 884	960	1 923	200%	1 441
Fines, penalties and forfeits		60 451	50 836	52 397	5 969	31 180	27 269	3 910	14%	52 397
Licence and permits		-	796	796	-	-	530	(530)	-100%	796
Transfer and subsidies - Operational		166 503	176 893	187 363	-	119 117	94 242	24 875	26%	187 363
Interest		2 292	1 844	2 202	1 179	4 673	1 468	3 204	218%	2 202
Operational Revenue		14 750	14 835	13 953	1 161	9 283	9 302	(18)	0%	13 953
Gains on disposal of Assets		-	3 950	3 950	-	-	-	-	-	3 950
Other Gains		8 370	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		909 728	973 266	986 878	69 837	639 718	616 172	23 546	4%	986 878
Expenditure By Type										
Employee related costs		312 820	370 938	378 617	20 639	200 169	252 947	(52 778)	-21%	378 617
Remuneration of councillors		7 376	7 879	7 879	604	5 100	5 252	(152)	-3%	7 879
Bulk purchases - electricity		197 628	231 959	224 959	18 504	141 096	149 973	(8 877)	-6%	224 959
Inventory consumed		16 652	18 699	20 641	1 200	9 392	13 516	(4 123)	-31%	20 641
Debt impairment		28 480	19 001	19 001	-	-	-	-	-	19 001
Depreciation and amortisation		48 851	40 002	40 002	3 334	26 668	26 667	1	0%	40 002
Interest		20 922	14 063	13 917	7	7 293	9 278	(1 984)	-21%	13 917
Contracted services		77 655	103 758	115 264	7 775	42 641	68 565	(25 924)	-38%	115 264
Transfers and subsidies		9 208	12 283	10 844	1 870	6 637	6 082	555	9%	10 844
Irrecoverable debts written off		74 426	61 150	61 150	73	18 259	40 767	(22 508)	-55%	61 150
Operational costs		76 823	91 144	91 335	7 821	49 807	60 191	(10 383)	-17%	91 335
Losses on Disposal of Assets		3 217	-	-	-	-	-	-	-	-
Other Losses		111	-	-	-	-	-	-	-	-
Total Expenditure		874 170	970 877	983 608	61 827	507 063	633 237	(126 175)	-20%	983 608
Surplus/(Deficit)		35 558	2 389	3 270	8 010	132 655	(17 066)	149 721	(0)	3 270
Transfers and subsidies - capital (monetary allocations)		50 307	130 854	91 558	-	7 160	46 327	(39 167)	(0)	91 558
Transfers and subsidies - capital (in-kind)		33	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/(Deficit) after income tax		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/(Deficit) attributable to municipality		85 897	133 243	94 828	8 010	139 816	29 261			94 828
Surplus/ (Deficit) for the year		85 897	133 243	94 828	8 010	139 816	29 261			94 828

WC047 Bitou - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M08 February

Vote Description	Ref	Budget Year 2024/25								
		2023/24 Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 3 - Community Services		3 636	5 705	5 761	(497)	2 351	3 840	(1 489)	-39%	5 761
Vote 4 - Corporate Services		1 070	1 518	1 634	-	824	991	(167)	-17%	1 634
Vote 7 - Engineering Services		42 557	141 206	115 382	10 469	47 479	76 921	(29 442)	-38%	115 382
Total Capital Multi-year expenditure	4,7	47 263	148 429	122 776	9 972	50 653	81 752	(31 099)	-38%	122 776
Single Year expenditure appropriation	2									
Vote 2 - Office of the Municipal Manager		149	-	731	-	-	487	(487)	-100%	731
Vote 3 - Community Services		1 021	3 496	2 243	49	462	1 495	(1 033)	-69%	2 243
Vote 4 - Corporate Services		699	642	408	28	370	272	98	36%	408
Vote 5 - Financial Services		33	-	-	-	-	-	-	-	-
Vote 6 - Economic Development & Planning		301	-	-	-	-	-	-	-	-
Vote 7 - Engineering Services		54 846	30 593	24 923	2 718	6 378	16 615	(10 237)	-62%	24 923
Total Capital single-year expenditure	4	57 049	34 731	28 304	2 795	7 211	18 869	(11 659)	-62%	28 304
Total Capital Expenditure	3	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Capital Expenditure - Functional Classification										
Governance and administration		17 223	9 350	10 550	1 228	4 722	6 935	(2 213)	-32%	10 550
Executive and council		149	-	731	-	-	487	(487)	-100%	731
Finance and administration		17 073	9 350	9 819	1 228	4 722	6 448	(1 726)	-27%	9 819
Community and public safety		4 207	6 302	7 253	(497)	2 432	4 836	(2 403)	-50%	7 253
Community and social services		3 909	304	1 798	-	-	1 199	(1 199)	-100%	1 798
Sport and recreation		-	4 455	4 455	(497)	2 351	2 970	(619)	-21%	4 455
Public safety		298	1 542	1 000	-	81	667	(586)	-88%	1 000
Economic and environmental services		12 288	47 401	43 527	3 378	16 269	29 018	(12 749)	-44%	43 527
Planning and development		301	-	-	-	-	-	-	-	-
Road transport		11 987	47 401	43 527	3 378	16 269	29 018	(12 749)	-44%	43 527
Trading services		70 593	120 108	89 750	8 659	34 441	59 833	(25 393)	-42%	89 750
Energy sources		19 492	26 065	15 658	2 316	2 851	10 439	(7 588)	-73%	15 658
Water management		33 290	45 070	33 855	3 397	13 278	22 570	(9 292)	-41%	33 855
Waste water management		17 811	46 673	39 488	2 896	18 185	26 325	(8 140)	-31%	39 488
Waste management		-	2 300	750	49	126	500	(374)	-75%	750
Total Capital Expenditure - Functional Classification	3	104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080
Funded by:										
National Government		29 398	29 331	29 331	2 690	14 092	19 554	(5 462)	-28%	29 331
Provincial Government		15 527	78 285	57 782	4 595	29 075	38 521	(9 446)	-25%	57 782
Transfers recognised - capital		44 924	107 616	87 112	7 285	43 168	58 075	(14 907)	-26%	87 112
Borrowing		35 920	50 033	35 125	3 323	7 348	23 416	(16 069)	-69%	35 125
Internally generated funds		23 434	25 511	28 843	2 159	7 349	19 130	(11 781)	-62%	28 843
Total Capital Funding	7	104 279	183 160	151 080	12 767	57 864	100 622	(42 757)	-42%	151 080

WC047 Bitou - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - A - M08 February

Vote Description	Ref	2023/24	Budget Year 2024/25							
R thousand		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
Capital expenditure - Municipal Vote									%	
Expenditure of multi-year capital appropriation	1									
Vote 3 - Community Services		3 636	5 705	5 761	(497)	2 351	3 840	(1 489)	-39%	5 761
3.4 - Fire & Rescue Services		—	750	750	—	—	500	(500)	-100%	750
3.7 - Integrated Waste Management		—	500	500	—	—	333	(333)	-100%	500
3.8 - Facilities Management & Maintenance: Manager; Parks & Recreation		3 636	4 455	4 511	(497)	2 351	3 007	(656)	-22%	4 511
Vote 4 - Corporate Services		1 070	1 518	1 634	—	824	991	(167)	-17%	1 634
4.5 - Information & Communication Technology		1 070	1 518	1 634	—	824	991	(167)	-17%	1 634
Vote 7 - Engineering Services		42 557	141 206	115 382	10 469	47 479	76 921	(29 442)	-38%	115 382
7.2 - Water Services: Purification, Demand & Loss Control		20 704	79 393	68 525	5 744	29 809	45 683	(15 875)	-35%	68 525
7.4 - Transport, Roads & Storm Water		1 188	36 688	32 420	2 663	14 992	21 614	(6 622)	-31%	32 420
7.5 - Electrical and Energy		19 373	25 025	14 336	2 063	2 598	9 558	(6 960)	-73%	14 336
7.6 - Fleet Management		1 292	100	100	—	81	67	14	21%	100
Total multi-year capital expenditure		47 263	148 429	122 776	9 972	50 653	81 752	(31 099)	-38%	122 776
								—		
Capital expenditure - Municipal Vote										
Expenditure of single-year capital appropriation	1									
Vote 2 - Office of the Municipal Manager		149	—	731	—	—	487	(487)	-100%	731
2.1 - Municipal Manager; Executive Support		149	—	731	—	—	487	(487)	-100%	731
Vote 3 - Community Services		1 021	3 496	2 243	49	462	1 495	(1 033)	-69%	2 243
3.2 - Traffic Management Services		—	250	250	—	81	167	(86)	-51%	250
3.3 - Law Enforcement Services		298	—	—	—	—	—	—	—	—
3.4 - Fire & Rescue Services		—	542	542	—	—	361	(361)	-100%	542
3.6 - Library and Information Services		273	304	304	—	—	203	(203)	-100%	304
3.7 - Integrated Waste Management		—	1 800	250	49	126	167	(40)	-24%	250
3.8 - Facilities Management & Maintenance: Manager; Parks & Recreation		449	600	896	—	255	598	(343)	-57%	896
Vote 4 - Corporate Services		699	642	408	28	370	272	98	36%	408
4.5 - Information & Communication Technology		699	642	408	28	370	272	98	36%	408
Vote 5 - Financial Services		33	—	—	—	—	—	—	—	—
5.2 - Budget & Reporting		33	—	—	—	—	—	—	—	—
Vote 6 - Economic Development & Planning		301	—	—	—	—	—	—	—	—
6.2 - Local Economic Development & Tourism		301	—	—	—	—	—	—	—	—
Vote 7 - Engineering Services		54 846	30 593	24 923	2 718	6 378	16 615	(10 237)	-62%	24 923
7.2 - Water Services: Purification, Demand & Loss Control		30 397	12 350	4 817	549	1 655	3 211	(1 557)	-48%	4 817
7.4 - Transport, Roads & Storm Water		10 799	10 713	11 106	715	1 277	7 404	(6 127)	-83%	11 106
7.5 - Electrical and Energy		119	1 040	1 322	254	254	881	(628)	-71%	1 322
7.6 - Fleet Management		13 530	6 490	7 677	1 200	3 193	5 118	(1 926)	-38%	7 677
Total single-year capital expenditure		57 049	34 731	28 304	2 795	7 211	18 869	(11 659)	(0)	28 304
								—		
Total Capital Expenditure		104 311	183 160	151 080	12 767	57 864	100 622	(42 757)	(0)	151 080

WC047 Bitou - Table C6 Monthly Budget Statement - Financial Position - M08 February

Description	Ref	2023/24	Budget Year 2024/25			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
R thousands						
ASSETS	1					
Current assets						
Cash and cash equivalents		165 432	60 220	149 119	177 752	149 119
Trade and other receivables from exchange transactions		54 528	75 841	73 047	92 283	73 047
Receivables from non-exchange transactions		40 213	97 230	81 355	66 761	81 355
Current portion of non-current receivables		9	11	9	9	9
Inventory		15 845	20 180	18 268	15 894	18 268
VAT		283 602	212 584	283 602	308 024	283 602
Other current assets		898	180	1 052	1 544	1 052
Total current assets		560 528	466 245	606 454	662 267	606 454
Non current assets						
Investment property		14 050	12 692	14 050	14 050	14 050
Property, plant and equipment		1 319 839	1 403 181	1 430 917	1 351 034	1 430 917
Heritage assets		38	35	38	38	38
Total non current assets		1 333 926	1 415 909	1 445 004	1 365 122	1 445 004
TOTAL ASSETS		1 894 455	1 882 153	2 051 458	2 027 390	2 051 458
LIABILITIES						
Current liabilities						
Financial liabilities		20 425	1 103	41 876	10 308	41 876
Consumer deposits		11 362	9 848	11 362	11 895	11 362
Trade and other payables from exchange transactions		125 575	86 278	152 960	65 270	152 960
Trade and other payables from non-exchange transactions		(31 403)	(13 526)	(43 052)	16 682	(43 052)
Provision		47 936	116 950	48 075	33 740	48 075
VAT		268 421	239 157	268 421	299 904	268 421
Total current liabilities		442 316	439 810	479 641	437 799	479 641
Non current liabilities						
Financial liabilities		107 718	130 734	106 408	107 718	106 408
Provision		13 801	10 320	13 801	12 067	13 801
Other non-current liabilities		70 559	58 456	96 636	69 705	96 636
Total non current liabilities		192 078	199 510	216 846	189 490	216 846
TOTAL LIABILITIES		634 394	639 320	696 487	627 288	696 487
NET ASSETS	2	1 260 061	1 242 834	1 354 971	1 400 101	1 354 971
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1 183 380	1 167 034	1 316 706	1 323 421	1 316 706
Reserves and funds		76 681	75 800	76 681	76 681	76 681
TOTAL COMMUNITY WEALTH/EQUITY	2	1 260 061	1 242 834	1 393 387	1 400 101	1 393 387

WC047 Bitou - Table C7 Monthly Budget Statement - Cash Flow - M08 February

Description	Ref	Budget Year 2024/25								
		2023/24 Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance	Full Year Forecast
R thousands										
CASH FLOW FROM OPERATING ACTIVITIES	1								%	
Receipts										
Property rates			175 067	174 808	14 143	121 876	116 539	5 338	5%	174 808
Service charges			434 972	435 238	41 953	264 387	290 159	(25 772)	-9%	435 238
Other revenue			26 596	23 531	13 080	98 375	13 803	84 571	613%	23 531
Transfers and Subsidies - Operational			176 723	184 382	500	127 575	94 728	32 847	35%	184 382
Transfers and Subsidies - Capital			130 854	91 558	5 061	46 788	46 327	461	1%	91 558
Interest			12 448	12 448	2 148	14 787	8 299	6 488	78%	12 448
Dividends			-	-	-	-	-	-		-
Payments										
Suppliers and employees			(776 920)	(776 920)	(76 428)	(580 089)	(516 922)	63 168	-12%	(64 231)
Interest			(14 063)	(13 917)	(7)	(7 293)	(9 278)	(1 984)	21%	(13 917)
Transfers and Subsidies			(11 983)	(11 983)	(1 870)	(6 637)	(6 533)	104	-2%	(11 983)
NET CASH FROM/(USED) OPERATING ACTIVITIES		-	153 694	119 145	(1 419)	79 768	37 122	(42 646)	-115%	831 834
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE			3 950	3 950	-	-	-	-		3 950
Decrease (increase) in non-current receivables			-	-	-	-	-	-		-
Decrease (increase) in non-current investments			-	-	-	-	-	-		-
Payments										
Capital assets			(183 160)	(156 080)	(12 767)	(57 864)	103 955	161 819	156%	156 080
NET CASH FROM/(USED) INVESTING ACTIVITIES		-	(179 210)	(152 130)	(12 767)	(57 864)	103 955	161 819	156%	160 030
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans			-	-	-	-	-	-		-
Borrowing long term/refinancing			50 033	40 545	-	-	-	-		40 545
Increase (decrease) in consumer deposits			-	-	61	534	-	534	0%	-
Payments										
Repayment of borrowing			(20 372)	(20 404)	(136)	(10 117)	-	10 117	0%	-
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	29 662	20 141	(75)	(9 584)	-	9 584	0%	40 545
NET INCREASE/ (DECREASE) IN CASH HELD		-	4 146	(12 844)	(14 261)	12 320	141 077			1 032 409
Cash/cash equivalents at beginning:			59 740	165 432		165 432	165 432			165 432
Cash/cash equivalents at month/year end:		-	63 886	152 588		177 752	306 509			1 197 841

WC047 Bitou - Supporting Table SC1 Material variance explanations - M08 February

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
1	R thousands			
	Revenue			
2	Expenditure By Type			
3	Capital Expenditure			
4	Financial Position			
5	Cash Flow			
6	Measureable performance			
7	Municipal Entities			

WC047 Bitou - Supporting Table SC2 Monthly Budget Statement - performance indicators - M08 February

Description of financial indicator	Basis of calculation	Ref	2023/24	Budget Year 2024/25			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD Actual	Full Year Forecast
<u>Borrowing Management</u>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		2,4%	5,6%	5,5%	6,7%	5,5%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		34,4%	27,3%	23,2%	12,7%	23,2%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		17,2%	11,7%	20,9%	10,4%	20,9%
Gearing	Long Term Borrowing/ Funds & Reserves		140,5%	172,5%	138,8%	140,5%	138,8%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	126,7%	106,0%	126,4%	151,3%	126,4%
Liquidity Ratio	Monetary Assets/Current Liabilities		37,4%	13,7%	31,1%	40,6%	31,1%
<u>Revenue Management</u>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		10,5%	17,8%	15,8%	25,1%	15,8%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0,0%	0,0%	0,0%	0,0%	0,0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))						
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2					
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2					
Employee costs	Employee costs/Total Revenue - capital revenue		34,4%	38,1%	38,4%	31,3%	38,4%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		4,3%	4,9%	4,3%	2,7%	4,3%
Interest & Depreciation	I&D/Total Revenue - capital revenue		7,7%	5,6%	5,5%	5,3%	5,5%
<u>IDP regulation financial viability indicators</u>							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)						
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services						
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure						

WC047 Bitou - Supporting Table SC3 Monthly Budget Statement - aged debtors - M08 February

Description	NT Code	Budget Year 2024/25											
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
R thousands													
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	8 465	3 336	3 453	3 181	92 886	–	–	–	111 323	96 068	17	–
Trade and Other Receivables from Exchange Transactions - Electricity	1300	17 633	1 863	1 356	978	18 880	–	–	–	40 709	19 858	9	–
Receivables from Non-exchange Transactions - Property Rates	1400	10 255	2 064	1 642	1 261	45 179	–	–	–	60 401	46 440	25	–
Receivables from Exchange Transactions - Waste Water Management	1500	6 078	2 635	2 467	2 557	101 816	–	–	–	115 553	104 373	14	–
Receivables from Exchange Transactions - Waste Management	1600	3 947	1 669	1 566	1 567	61 083	–	–	–	69 831	62 650	9	–
Receivables from Exchange Transactions - Property Rental Debtors	1700	–	–	–	–	–	–	–	–	–	–	–	–
Interest on Arrear Debtor Accounts	1810	–	–	–	–	–	–	–	–	–	–	–	–
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	–	–	–	–	–	–	–	–	–	–	–	–
Other	1900	161	43	53	97	(15 259)	–	–	–	(14 904)	(15 162)	0	–
Total By Income Source	2000	46 540	11 610	10 536	9 641	304 585	–	–	–	382 912	314 226	73	–
2023/24 - totals only										–	–		
Debtors Age Analysis By Customer Group													
Organs of State	2200	532	296	386	249	2 085	–	–	–	3 548	2 334	–	–
Commercial	2300	3 976	1 039	651	854	3 620	–	–	–	10 140	4 474	–	–
Households	2400	42 031	10 275	9 500	8 538	298 880	–	–	–	369 225	307 419	–	–
Other	2500	–	–	–	–	–	–	–	–	–	–	–	–
Total By Customer Group	2600	46 540	11 610	10 536	9 641	304 585	–	–	–	382 912	314 226	–	–

WC047 Bitou - Supporting Table SC4 Monthly Budget Statement - aged creditors - M08 February

Description	NT Code	Budget Year 2024/25									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	16 946	-	22	-	0	-	-	-	16 969	-
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	16 946	-	22	-	0	-	-	-	16 969	-

WC047 Bitou - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M08 February

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate •	Commission Paid (Rands)	Commission Recipient	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
Absa Bank:9380348553		-	Call deposit							20 669	129		-	20 798
Standard Bank: 488607000-079		-	Call deposit							5 598	32		-	5 631
Standard Bank: 488607000-078		-	Call deposit							5 598	32		-	5 631
Absa Bank:9381946782		-	Call deposit							12 430	78		-	12 508
Nedbank: 037881052406		-	Fixed deposit							50 000	-		-	50 000
Standard bank: 488607000-087		-	Fixed deposit							47 745	-		-	47 745
Standard bank: 488607000-088		-	Fixed deposit							12 385	-	(12 385)	-	-
Absa Bank: 9395881776		-	Fixed deposit							-	-		12 000	12 000
-		-								-	-		-	-
-		-								-	-		-	-
-		-								-	-		-	-
Municipality sub-total										154 426	271		12 000	154 312

WC047 Bitou - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		3 650	5 141	11 180	500	3 197	8 427	(5 229)	-62,1%	11 180
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		1 879	1 474	1 474	500	1 397	983	415	42,2%	1 474
Local Government Financial Management Grant [Schedule 5B]		1 771	1 800	1 800	–	1 800	1 800	–		1 800
Municipal Disaster Grant [Schedule 5B]		–	1 867	6 818	–	–	5 644	(5 644)	-100,0%	6 818
Municipal Infrastructure Grant [Schedule 5B]		–	–	1 088	–	–	–	–		1 088
Provincial Government:		11 307	26 043	25 408	–	8 619	14 407	(5 788)	-40,2%	25 408
FINANCIAL ASSISTANCE TO MUNICIPALITIES FOR MAINTENANCE AND CONSTRUCTION		7 353	–	9 908	–	6 606	6 605	1	0,0%	9 908
LIBRARY SERVICES: REPLACEMENT FUNDING FOR MOST VULNERABLE B3 MUNICIPAL		700	–	200	–	–	–	–		200
COMMUNITY DEVELOPMENT WORKERS - OPERATIONAL		19	19	19	–	19	–	19		19
MUNICIPAL LIBRARY SUPPORT - OPERATIONAL		1 792	2 465	2 465	–	1 994	1 643	351	21,3%	2 465
INFORMAL SETTLEMENTS UPGRADING PARTNERSHIP GRANT: PROVINCES (BENEFICIA		–	5 553	5 553	–	–	2 777	(2 777)	-100,0%	5 553
THUSONG SERVICE CENTRES GRANT (SUSTAINABILITY: OPERATIONAL SUPPORT GRA		–	–	6 623	–	–	3 312	(3 312)	-100,0%	6 623
PROVINCIAL EMERGENCY FUNDING		120	–	–	–	–	–	–		–
WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITY GRANT		140	180	140	–	–	70	(70)	-100,0%	140
MUNICIPAL SERVICE DELIVERY AND CAPACITY BUILDING GRANT		–	–	500	–	–	–	–		500
HUMAN SETTLEMENT DEVELOPMENT GRANT (BENEFICIARIES)		–	1 176	–	–	–	–	–		–
Specify (Add grant description)		1 182	16 650	–	–	–	–	–		–
District Municipality:		390	170	170	–	–	170	(170)	-100,0%	170
SAFETY PLANS		390	–	–	–	–	–	–		–
Specify (Add grant description)		–	170	170	–	–	170	(170)	-100,0%	170
Other grant providers:		832	–	295	–	295	295	(0)	0,0%	295
Departmental Agencies and Accounts		832	–	295	–	295	295	(0)	0,0%	295
Total Operating Transfers and Grants	5	16 179	31 354	37 052	500	12 111	23 298	(11 187)	-48,0%	37 052
Capital Transfers and Grants										
National Government:		25 557	34 874	33 730	5 061	20 863	16 865	3 998	23,7%	33 730
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		3 774	–	–	–	–	–	–		–
Municipal Infrastructure Grant [Schedule 5B]		21 783	22 874	21 730	5 061	16 863	10 865	5 998	55,2%	21 730
Water Services Infrastructure Grant [Schedule 5B]		–	12 000	12 000	–	4 000	6 000	(2 000)	-33,3%	12 000
Provincial Government:		16 023	79 330	57 827	–	25 925	29 462	(3 537)	-12,0%	57 827
Specify (Add grant description)		–	350	350	–	–	233	(233)	-100,0%	350
Specify (Add grant description)		15 673	–	–	–	23 316	–	23 316		–
Specify (Add grant description)		350	–	–	–	–	–	–		–
Specify (Add grant description)		–	980	980	–	980	980	–		980
Specify (Add grant description)		–	78 000	46 470	–	–	23 235	(23 235)	-100,0%	46 470
HUMAN SETTLEMENT DEVELOPMENT - CAPITAL		–	–	10 027	–	1 629	5 014	(3 385)	-67,5%	10 027
District Municipality:		–	–	–	–	–	–	–		–
Other grant providers:		–	–	–	–	–	–	–		–
Total Capital Transfers and Grants	5	41 580	114 204	91 558	5 061	46 788	46 327	461	1,0%	91 558
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	57 758	145 558	128 610	5 561	58 899	69 625	(10 726)	-15,4%	128 610

WC047 Bitou - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		5 470	1 474	4 362	-	801	2 537	(1 736)	-68,4%	(4 362)
Expanded Public Works Programme Integrated Grant for Municipalities [Schedule 5B]		1 879	1 474	1 474	-	580	737	(157)	-21,3%	(1 474)
Local Government Financial Management Grant [Schedule 5B]		2 449	-	1 800	-	221	1 800	(1 579)	-87,7%	(1 800)
Municipal Infrastructure Grant [Schedule 5B]		1 142	-	1 088	-	-	-	-		(1 088)
Provincial Government:		15 130	29 340	28 389	-	2 624	14 318	(11 694)	-81,7%	(28 389)
FINANCIAL ASSISTANCE TO MUNICIPALITIES FOR MAINTENANCE AND CONSTRUCTION		7 353	19 816	9 908	-	2 550	4 954	(2 404)	-48,5%	(9 908)
LIBRARY SERVICES: REPLACEMENT FUNDING FOR MOST VULNERABLE B3 MUNICIPAL		1 009	-	200	-	-	-	-		(200)
COMMUNITY DEVELOPMENT WORKERS - OPERATIONAL		10	19	33	-	-	16	(16)	-100,0%	(33)
MUNICIPAL LIBRARY SUPPORT - OPERATIONAL		1 171	2 465	2 465	-	75	1 643	(1 569)	-95,5%	(2 465)
INFORMAL SETTLEMENTS UPGRADING PARTNERSHIP GRANT: PROVINCES (BENEFICIA		1 638	5 553	8 143	-	-	4 071	(4 071)	-100,0%	(8 143)
THUSONG SERVICE CENTRES GRANT (SUSTAINABILITY: OPERATIONAL SUPPORT GRA		-	-	6 623	-	-	3 312	(3 312)	-100,0%	(6 623)
TITLE DEEDS RESTORATION		-	-	377	-	-	251	(251)	-100,0%	(377)
PROVINCIAL EMERGENCY FUNDING		115	131	-	-	-	-	-		-
WESTERN CAPE FINANCIAL MANAGEMENT CAPABILITY GRANT		140	180	140	-	-	70	(70)	-100,0%	(140)
MUNICIPAL SERVICE DELIVERY AND CAPACITY BUILDING GRANT		13	-	500	-	-	-	-		(500)
HUMAN SETTLEMENT DEVELOPMENT GRANT (BENEFICIARIES)		-	1 176	-	-	-	-	-		-
Specify (Add grant description)		3 680	-	-	-	-	-	-		-
District Municipality:		390	340	170	-	-	85	(85)	-100,0%	(170)
SAFETY PLANS		390	-	-	-	-	-	-		-
Specify (Add grant description)		-	340	170	-	-	85	(85)	-100,0%	(170)
Other grant providers:		801	-	295	-	228	228	0	0,0%	(295)
Departmental Agencies and Accounts		801	-	295	-	228	228	0	0,0%	(295)
Total operating expenditure of Transfers and Grants:		21 790	31 154	33 215	-	3 653	17 168	(13 515)	-78,7%	(33 215)
National Government:		33 760	34 874	33 730	-	4 123	16 865	(12 742)	-75,6%	(33 730)
Integrated National Electrification Programme (Municipal Grant) [Schedule 5B]		3 774	-	-	-	-	-	-		-
Municipal Infrastructure Grant [Schedule 5B]		29 986	22 874	21 730	-	4 123	10 865	(6 742)	-62,1%	(21 730)
Water Services Infrastructure Grant [Schedule 5B]		-	12 000	12 000	-	-	6 000	(6 000)	-100,0%	(12 000)
Provincial Government:		16 547	95 980	57 827	-	3 037	29 462	(26 425)	-89,7%	(57 827)
Specify (Add grant description)		314	-	-	-	-	-	-		-
Specify (Add grant description)		13 734	-	-	-	2 677	-	2 677		-
Specify (Add grant description)		345	-	-	-	-	-	-		-
Specify (Add grant description)		-	980	980	-	-	980	(980)	-100,0%	(980)
COMMUNITY LIBRARY SERVICES - CAPITAL		-	350	350	-	-	233	(233)	-100,0%	(350)
Specify (Add grant description)		-	78 000	46 470	-	-	23 235	(23 235)	-100,0%	(46 470)
HUMAN SETTLEMENT DEVELOPMENT - CAPITAL		2 153	16 650	10 027	-	360	5 014	(4 654)	-92,8%	(10 027)
Total capital expenditure of Transfers and Grants		50 307	130 854	91 558	-	7 160	46 327	(39 167)	-84,5%	(91 558)
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		72 097	162 008	124 772	-	10 813	63 495	(52 682)	-83,0%	(124 772)

WC047 Bitou - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers - M08 February

Description	Ref	Budget Year 2024/25				
		Approved Rollover 2023/24	Monthly Actual	YearTD Actual	YTD Variance	YTD Variance %
R thousands						
EXPENDITURE						
Operating expenditure of Approved Roll-overs						
TOTAL EXPENDITURE OF APPROVED ROLL-OVERS		-	-	-	-	

WC047 Bitou - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M08 February

Summary of Employee and Councillor remuneration	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1	A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		5 780	5 882	5 882	470	4 036	3 921	115	3%	5 882
Pension and UIF Contributions		515	882	882	34	296	588	(292)	-50%	882
Medical Aid Contributions		121	127	127	9	66	85	(18)	-22%	127
Motor Vehicle Allowance		375	346	346	41	297	231	67	29%	346
Cellphone Allowance		584	642	642	51	404	428	(24)	-6%	642
Sub Total - Councillors		7 376	7 879	7 879	604	5 100	5 252	(152)	-3%	7 879
% increase	4		6,8%	6,8%						6,8%
Senior Managers of the Municipality	3									
Basic Salaries and Wages		14 866	10 851	9 165	(2 925)	2 664	6 110	(3 446)	-56%	9 165
Pension and UIF Contributions		821	1 465	1 555	74	506	1 037	(531)	-51%	1 555
Medical Aid Contributions		74	193	188	3	41	125	(84)	-67%	188
Performance Bonus		526	905	925	-	-	97	(97)	-100%	925
Motor Vehicle Allowance		724	1 131	965	43	397	643	(246)	-38%	965
Cellphone Allowance		246	384	335	20	128	223	(96)	-43%	335
Housing Allowances		5	-	-	-	-	-	-	-	-
Other benefits and allowances		82	2 208	2 207	52	326	1 472	(1 146)	-78%	2 207
Payments in lieu of leave		60	348	325	-	-	217	(217)	-100%	325
Sub Total - Senior Managers of Municipality		17 404	17 483	15 666	(2 732)	4 062	9 924	(5 863)	-59%	15 666
% increase	4		0,5%	-10,0%						-10,0%
Other Municipal Staff										
Basic Salaries and Wages		175 887	203 854	210 946	15 178	133 088	140 548	(7 459)	-5%	210 946
Pension and UIF Contributions		28 981	34 679	34 857	2 479	19 789	23 237	(3 448)	-15%	34 857
Medical Aid Contributions		18 623	24 393	24 688	1 563	12 413	16 458	(4 046)	-25%	24 688
Overtime		27 589	19 547	20 197	2 486	17 422	13 464	3 958	29%	20 197
Performance Bonus		62	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		10 803	12 536	12 890	873	7 177	8 593	(1 416)	-16%	12 890
Cellphone Allowance		1 695	1 709	1 827	148	1 176	1 218	(42)	-3%	1 827
Housing Allowances		911	1 045	1 058	76	621	705	(84)	-12%	1 058
Other benefits and allowances		21 504	22 882	23 226	567	4 422	16 625	(12 203)	-73%	23 226
Payments in lieu of leave		2 473	6 026	6 107	-	-	4 071	(4 071)	-100%	6 107
Long service awards		1 703	1 077	1 077	-	-	718	(718)	-100%	1 077
Post-retirement benefit obligations		5 184	25 708	26 077	-	0	17 385	(17 385)	-100%	26 077
Sub Total - Other Municipal Staff		295 416	353 455	362 951	23 371	196 108	243 023	(46 915)	-19%	362 951
% increase	4		19,6%	22,9%						22,9%
Total Parent Municipality		320 196	378 817	386 496	21 242	205 269	258 200	(52 930)	-20%	386 496
Unpaid salary, allowances & benefits in arrears:										
Board Members of Entities										
Sub Total - Executive members Board	2	-	-	-	-	-	-	-	-	-
% increase	4									
Senior Managers of Entities										
Sub Total - Senior Managers of Entities	4	-	-	-	-	-	-	-	-	-
% increase										
Other Staff of Entities										
Sub Total - Other Staff of Entities	4	-	-	-	-	-	-	-	-	-
% increase										
Total Municipal Entities		-	-	-	-	-	-	-	-	-
TOTAL SALARY, ALLOWANCES & BENEFITS		320 196	378 817	386 496	21 242	205 269	258 200	(52 930)	-20%	386 496
% increase	4		18,3%	20,7%						20,7%
TOTAL MANAGERS AND STAFF		312 820	370 938	378 617	20 639	200 169	252 947	(52 778)	-21%	378 617

WC047 Bitou - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M08 February

Description	Ref	Budget Year 2024/25												2024/25 Medium Term Revenue & Expenditure Framework		
		July Outcome	August Budget	September Budget	October Budget	November Budget	December Budget	January Budget	February Budget	March Budget	April Budget	May Budget	June Budget	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
R thousands	1															
Cash Receipts By Source																
Property rates		33	14 567	14 567	14 567	14 567	14 567	14 567	14 567	14 567	14 567	14 567	29 102	174 808	189 142	199 917
Service charges - electricity revenue		–	20 223	20 223	20 223	20 223	20 223	20 223	20 223	20 223	20 223	20 223	40 446	242 678	274 437	306 924
Service charges - water revenue		–	6 693	6 693	6 693	6 693	6 693	6 693	6 693	6 693	6 693	6 693	13 386	80 318	90 909	98 792
Service charges - Waste Water Management		–	5 781	5 781	5 781	5 781	5 781	5 781	5 781	5 781	5 781	5 781	11 562	69 370	77 826	84 179
Service charges - Waste Mangement		–	3 573	3 573	3 573	3 573	3 573	3 573	3 573	3 573	3 573	3 573	7 145	42 872	46 248	49 333
Rental of facilities and equipment		–	178	178	178	178	178	178	178	178	178	178	356	2 137	3 173	3 107
Interest earned - external investments		98	1 037	1 037	1 037	1 037	1 037	1 037	1 037	1 037	1 037	1 037	1 977	12 448	12 573	12 698
Interest earned - outstanding debtors		–	–	–	–	–	–	–	–	–	–	–	(0)	(0)	–	–
Fines, penalties and forfeits		–	836	836	836	836	836	836	836	836	836	836	1 671	10 029	10 310	10 773
Licences and permits		–	114	114	114	114	114	114	114	114	114	114	227	1 364	1 437	1 516
Agency services		–	–	–	–	–	–	–	–	–	–	–	–	–	2 971	3 104
Transfers and Subsidies - Operational		480	2 954	41 114	1 154	1 154	44 426	1 448	1 154	42 202	1 654	1 154	45 489	184 382	208 662	260 111
Other revenue		–	598	598	598	598	598	598	598	598	598	1 418	3 202	10 002	8 143	8 356
Cash Receipts by Source		611	56 554	94 714	54 754	54 754	98 026	55 048	54 754	95 802	55 254	55 574	154 563	830 407	925 830	1 038 813
Other Cash Flows by Source																
Transfers and subsidies - capital (monetary allocations) (National /		–	29	22 586	1 009	29	22 586	29	29	22 586	29	29	22 615	91 558	92 769	47 549
Proceeds on Disposal of Fixed and Intangible Assets		–	–	–	–	–	–	–	–	–	–	–	3 950	3 950	–	–
Short term loans		–	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	(1 700)	37 144	20 141	29 408	13 351
Total Cash Receipts by Source		611	54 883	115 600	54 063	53 083	118 911	53 377	53 083	116 688	53 583	53 903	218 273	946 056	1 048 006	1 099 712
Cash Payments by Type																
Employee related costs		69 652	35 215	36 752	35 215	35 215	36 752	35 215	35 215	38 290	35 215	35 215	778	428 728	445 251	457 392
Interest		–	1 160	1 160	1 160	1 160	1 160	1 160	1 160	1 160	1 160	1 160	2 319	13 917	17 827	21 484
Bulk purchases - Electricity		–	19 330	19 330	19 330	19 330	19 330	19 330	19 330	19 330	19 330	19 330	38 660	231 959	266 753	306 766
Acquisitions - water & other inventory		–	1 486	1 486	1 486	1 486	1 486	1 486	1 486	1 486	1 486	1 486	2 972	17 830	18 608	19 713
Contracted services		–	8 200	8 200	8 200	8 200	8 200	8 200	8 200	8 200	8 200	8 200	16 400	98 403	119 610	160 224
Cash Payments by Type		69 652	65 391	66 928	65 391	65 391	66 928	65 391	65 391	68 466	65 391	65 391	61 129	790 837	868 049	965 579
Other Cash Flows/Payments by Type																
Repayment of borrowing		–	–	–	–	–	(10 202)	–	–	–	–	–	(10 202)	(20 404)	–	–
Total Cash Payments by Type		69 652	65 391	66 928	65 391	65 391	56 726	65 391	65 391	68 466	65 391	65 391	50 927	770 433	868 049	965 579
NET INCREASE/(DECREASE) IN CASH HELD		(69 041)	(10 508)	48 672	(11 328)	(12 308)	62 185	(12 013)	(12 308)	48 222	(11 808)	(11 488)	167 346	175 623	179 958	134 134
Cash/cash equivalents at the month/year beginning:		–	(69 041)	(79 549)	(30 877)	(42 205)	(54 513)	7 672	(4 341)	(16 649)	31 573	19 765	8 277	–	175 623	355 581
Cash/cash equivalents at the month/year end:		(69 041)	(79 549)	(30 877)	(42 205)	(54 513)	7 672	(4 341)	(16 649)	31 573	19 765	8 277	175 623	175 623	355 581	489 715

WC047 Bitou - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Revenue										
Exchange Revenue										

WC047 Bitou - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands										
Revenue By Municipal Entity										
Insert name of municipal entity		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
Total Operating Revenue	1	-	-	-	-	-	-	-		-
Expenditure By Municipal Entity										
Insert name of municipal entity		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
Total Operating Expenditure	2	-	-	-	-	-	-	-		-
Surplus/ (Deficit) for the yr/period		-	-	-	-	-	-	-		-
Capital Expenditure By Municipal Entity										
Insert name of municipal entity		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
Total Capital Expenditure	3	-	-	-	-	-	-	-		-

WC047 Bitou - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M08 February

Month	2023/24	Budget Year 2024/25							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July	–	15 263	12 578	–	–	12 578	–	0,0%	0%
August	381	15 263	12 578	1 432	1 432	25 155	23 723	94,3%	1%
September	3 694	15 263	12 578	3 505	4 937	37 733	32 796	86,9%	3%
October	6 164	15 263	12 578	7 325	12 262	50 311	38 048	75,6%	7%
November	12 324	15 263	12 578	10 657	22 919	62 888	39 969	63,6%	13%
December	5 300	15 263	12 578	15 692	38 611	75 466	36 855	48,8%	21%
January	1 046	15 263	12 578	6 486	45 097	88 044	42 947	48,8%	25%
February	9 804	15 263	12 578	12 767	57 864	100 622	42 757	42,5%	32%
March	3 788	15 263	12 578	–	57 864	113 199	55 335	48,9%	32%
April	9 418	15 263	12 578	–	57 864	125 777	67 913	54,0%	32%
May	14 226	15 263	12 578	–	57 864	138 355	80 490	58,2%	32%
June	38 166	15 264	12 726	–	57 864	151 080	93 216	61,7%	32%
Total Capital expenditure	104 311	183 160	151 080	57 864					

WC047 Bitou - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		39 021	99 385	70 995	7 322	32 533	47 330	(14 797)	-31,3%	70 995
Roads Infrastructure		7 138	44 573	33 079	2 808	18 291	22 053	(3 762)	-17,1%	33 079
Roads		7 138	44 573	33 079	2 808	18 291	22 053	(3 762)	-17,1%	33 079
Storm water Infrastructure		—	—	—	—	—	—	—	—	—
Electrical Infrastructure		4 169	15 241	7 165	2 090	2 090	4 777	(2 686)	-56,2%	7 165
Power Plants		—	—	282	254	254	188	66	35,0%	282
MV Substations		79	7 861	1 574	528	528	1 049	(521)	-49,7%	1 574
MV Networks		4 090	7 380	5 309	1 308	1 308	3 539	(2 231)	-63,0%	5 309
Water Supply Infrastructure		23 214	18 043	14 127	1 870	8 264	9 418	(1 154)	-12,3%	14 127
Pump Stations		19 184	4 443	4 443	549	1 390	2 962	(1 572)	-53,1%	4 443
Distribution		3 854	13 400	9 294	1 321	6 696	6 196	500	8,1%	9 294
Capital Spares		176	200	390	—	177	260	(83)	-31,8%	390
Sanitation Infrastructure		4 500	21 028	16 124	554	3 888	10 749	(6 861)	-63,8%	16 124
Reticulation		787	13 528	8 624	466	2 591	5 749	(3 158)	-54,9%	8 624
Waste Water Treatment Works		3 713	3 500	3 500	—	100	2 333	(2 233)	-95,7%	3 500
Capital Spares		—	4 000	4 000	88	1 197	2 667	(1 469)	-55,1%	4 000
Solid Waste Infrastructure		—	500	500	—	—	333	(333)	-100,0%	500
Waste Transfer Stations		—	500	500	—	—	333	(333)	-100,0%	500
Rail Infrastructure		—	—	—	—	—	—	—	—	—
Coastal Infrastructure		—	—	—	—	—	—	—	—	—
Information and Communication Infrastructure		—	—	—	—	—	—	—	—	—
Community Assets		301	3 300	1 700	254	495	1 133	(638)	-56,3%	1 700
Community Facilities		301	3 300	1 700	254	495	1 133	(638)	-56,3%	1 700
Cemeteries/Crematoria		—	1 500	1 500	205	368	1 000	(632)	-63,2%	1 500
Parks		301	—	—	—	—	—	—	—	—
Public Ablution Facilities		—	1 800	200	49	126	133	(7)	-5,2%	200
Sport and Recreation Facilities		—	—	—	—	—	—	—	—	—
Heritage assets		—	—	—	—	—	—	—	—	—
Investment properties		—	—	—	—	—	—	—	—	—
Revenue Generating		—	—	—	—	—	—	—	—	—
Non-revenue Generating		—	—	—	—	—	—	—	—	—
Other assets		7 986	2 995	5 640	—	2 930	3 760	(830)	-22,1%	5 640
Operational Buildings		7 986	2 995	5 640	—	2 930	3 760	(830)	-22,1%	5 640
Yards		5 664	1 795	2 506	—	1 675	1 671	4	0,3%	2 506
Capital Spares		2 322	1 200	3 134	—	1 255	2 089	(834)	-39,9%	3 134
Housing		—	—	—	—	—	—	—	—	—
Biological or Cultivated Assets		—	—	—	—	—	—	—	—	—
Intangible Assets		—	—	—	—	—	—	—	—	—
Licences and Rights		—	—	—	—	—	—	—	—	—
Computer Equipment		1 286	3 040	2 283	—	962	1 522	(560)	-36,8%	2 283
Computer Equipment		1 286	3 040	2 283	—	962	1 522	(560)	-36,8%	2 283
Furniture and Office Equipment		302	320	1 031	—	255	687	(432)	-62,9%	1 031
Furniture and Office Equipment		302	320	1 031	—	255	687	(432)	-62,9%	1 031
Machinery and Equipment		7 345	3 174	3 140	—	246	2 093	(1 847)	-88,2%	3 140
Machinery and Equipment		7 345	3 174	3 140	—	246	2 093	(1 847)	-88,2%	3 140
Transport Assets		13 530	4 830	5 017	1 200	1 493	3 345	(1 852)	-55,4%	5 017
Transport Assets		13 530	4 830	5 017	1 200	1 493	3 345	(1 852)	-55,4%	5 017
Land		—	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals		—	—	—	—	—	—	—	—	—
Living resources		—	—	—	—	—	—	—	—	—
Mature		—	—	—	—	—	—	—	—	—
Immature		—	—	—	—	—	—	—	—	—
Total Capital Expenditure on new assets	1	69 771	117 043	89 807	8 776	38 914	59 871	20 957	35,0%	89 807

WC047 Bitou - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		1 602	1 040	1 040	-	-	693	(693)	-100,0%	1 040
Roads Infrastructure		-	-	-	-	-	-	-	-	-
Storm water Infrastructure		-	-	-	-	-	-	-	-	-
Electrical Infrastructure		1 602	1 040	1 040	-	-	693	(693)	-100,0%	1 040
MV Networks		1 602	1 040	1 040	-	-	693	(693)	-100,0%	1 040
Water Supply Infrastructure		-	-	-	-	-	-	-	-	-
Sanitation Infrastructure		-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	-	-	-	-	-	-	-	-
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		-	-	-	-	-	-	-	-	-
Community Assets		-	-	200	-	-	133	(133)	-100,0%	200
Community Facilities		-	-	200	-	-	133	(133)	-100,0%	200
Halls		-	-	200	-	-	133	(133)	-100,0%	200
Sport and Recreation Facilities		-	-	-	-	-	-	-	-	-
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		-	-	-	-	-	-	-	-	-
Revenue Generating		-	-	-	-	-	-	-	-	-
Non-revenue Generating		-	-	-	-	-	-	-	-	-
Other assets		2 425	2 850	2 644	1 082	1 121	1 762	(641)	-36,4%	2 644
Operational Buildings		2 425	2 850	2 644	1 082	1 121	1 762	(641)	-36,4%	2 644
Yards		1 987	2 000	1 794	1 082	1 121	1 196	(74)	-6,2%	1 794
Capital Spares		438	850	850	-	-	567	(567)	-100,0%	850
Housing		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Computer Equipment		114	250	246	-	110	66	44	66,0%	246
Computer Equipment		114	250	246	-	110	66	44	66,0%	246
Furniture and Office Equipment		-	-	-	-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-	-	-	-
Transport Assets		-	1 760	2 060	-	980	1 373	(393)	-28,6%	2 060
Transport Assets		-	1 760	2 060	-	980	1 373	(393)	-28,6%	2 060
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on renewal of existing assets	1	4 142	5 900	6 190	1 082	2 211	4 028	1 817	45,1%	6 190

WC047 Bitou - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		20 885	21 744	17 072	3 515	8 358	11 381	(3 023)	-26,6%	17 072
Roads Infrastructure		9 448	7 731	7 159	2 736	5 796	4 773	1 024	21,5%	7 159
Roads		9 448	7 731	7 159	2 736	5 796	4 773	1 024	21,5%	7 159
Storm water Infrastructure		–	800	800	–	–	533	(533)	-100,0%	800
Storm water Conveyance		–	800	800	–	–	533	(533)	-100,0%	800
Electrical Infrastructure		2 126	7 680	3 580	126	1 319	2 386	(1 068)	-44,7%	3 580
Power Plants		–	300	–	34	34	–	34	–	–
HV Switching Station		1 727	1 971	2 271	91	1 285	1 514	(229)	-15,1%	2 271
MV Substations		399	5 409	1 309	–	–	873	(873)	-100,0%	1 309
Water Supply Infrastructure		6 635	2 854	2 854	181	183	1 903	(1 720)	-90,4%	2 854
Dams and Weirs		4 768	63	63	5	5	42	(36)	-87,0%	63
Boreholes		1 090	1 234	1 234	–	2	822	(821)	-99,8%	1 234
Water Treatment Works		765	1 537	1 537	164	164	1 024	(860)	-84,0%	1 537
Distribution		13	21	21	12	12	14	(3)	-18,0%	21
Sanitation Infrastructure		2 676	2 679	2 679	472	1 060	1 786	(726)	-40,6%	2 679
Pump Station		2 597	2 509	2 509	465	1 053	1 673	(619)	-37,0%	2 509
Reticulation		79	170	170	7	7	113	(106)	-93,9%	170
Solid Waste Infrastructure		–	–	–	–	–	–	–	–	–
Rail Infrastructure		–	–	–	–	–	–	–	–	–
Coastal Infrastructure		–	–	–	–	–	–	–	–	–
Information and Communication Infrastructure		–	–	–	–	–	–	–	–	–
Community Assets		1 065	3 334	3 124	51	264	1 983	(1 719)	-86,7%	3 124
Community Facilities		1 052	2 784	2 374	51	264	1 483	(1 219)	-82,2%	2 374
Halls		263	440	590	–	60	393	(334)	-84,9%	590
Centres		115	981	600	–	55	300	(245)	-81,7%	600
Fire/Ambulance Stations		468	603	603	27	119	402	(283)	-70,4%	603
Cemeteries/Crematoria		–	261	51	–	5	34	(29)	-86,0%	51
Public Ablution Facilities		206	500	531	25	26	354	(328)	-92,6%	531
Sport and Recreation Facilities		13	550	750	–	–	500	(500)	-100,0%	750
Indoor Facilities		–	–	500	–	–	333	(333)	-100,0%	500
Outdoor Facilities		13	550	250	–	–	167	(167)	-100,0%	250
Heritage assets		–	–	–	–	–	–	–	–	–
Investment properties		–	–	–	–	–	–	–	–	–
Revenue Generating		–	–	–	–	–	–	–	–	–
Non-revenue Generating		–	–	–	–	–	–	–	–	–
Other assets		4 133	6 660	5 183	83	677	3 342	(2 665)	-79,7%	5 183
Operational Buildings		4 133	6 660	5 183	83	677	3 342	(2 665)	-79,7%	5 183
Municipal Offices		4 133	6 660	5 183	83	677	3 342	(2 665)	-79,7%	5 183
Housing		–	–	–	–	–	–	–	–	–
Biological or Cultivated Assets		–	–	–	–	–	–	–	–	–
Intangible Assets		7 203	8 315	9 271	1	4 399	6 181	(1 782)	-28,8%	9 271
Licences and Rights		7 203	8 315	9 271	1	4 399	6 181	(1 782)	-28,8%	9 271
Computer Software and Applications		7 203	8 315	9 271	1	4 399	6 181	(1 782)	-28,8%	9 271
Computer Equipment		176	–	–	–	–	–	–	–	–
Computer Equipment		176	–	–	–	–	–	–	–	–
Furniture and Office Equipment		20	214	321	–	35	214	(179)	-83,7%	321
Furniture and Office Equipment		20	214	321	–	35	214	(179)	-83,7%	321
Machinery and Equipment		859	1 952	1 852	322	707	1 084	(377)	-34,8%	1 852
Machinery and Equipment		859	1 952	1 852	322	707	1 084	(377)	-34,8%	1 852
Transport Assets		4 796	5 529	5 409	426	3 097	3 606	(509)	-14,1%	5 409
Transport Assets		4 796	5 529	5 409	426	3 097	3 606	(509)	-14,1%	5 409
Land		–	–	–	–	–	–	–	–	–
Zoo's, Marine and Non-biological Animals		–	–	–	–	–	–	–	–	–
Living resources		–	–	–	–	–	–	–	–	–
Mature		–	–	–	–	–	–	–	–	–
Immature		–	–	–	–	–	–	–	–	–
Total Repairs and Maintenance Expenditure	1	39 137	47 749	42 231	4 399	17 538	27 790	10 253	36,9%	42 231

WC047 Bitou - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M08 February

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
<u>Depreciation by Asset Class/Sub-class</u>										
Infrastructure		29 670	28 762	28 762	2 397	19 175	19 175	0	0,0%	28 762
Roads Infrastructure		7 120	7 252	7 252	604	4 835	4 835	0	0,0%	7 252
Roads		6 402	6 536	6 536	604	4 835	4 358	477	11,0%	6 536
Road Structures		719	716	716	-	-	477	(477)	-100,0%	716
Storm water Infrastructure		2 150	1 188	1 188	99	792	792	0	0,0%	1 188
Drainage Collection		326	336	336	-	-	224	(224)	-100,0%	336
Storm water Conveyance		1 824	852	852	99	792	568	224	39,4%	852
Electrical Infrastructure		4 763	4 123	4 123	344	2 749	2 749	0	0,0%	4 123
MV Substations		902	828	828	-	-	552	(552)	-100,0%	828
MV Networks		1 952	1 896	1 896	344	2 749	1 264	1 485	117,5%	1 896
LV Networks		1 898	1 399	1 399	-	-	933	(933)	-100,0%	1 399
Capital Spares		11	-	-	-	-	-	-	-	-
Water Supply Infrastructure		8 014	8 506	8 506	709	5 670	5 670	0	0,0%	8 506
Boreholes		433	447	447	-	-	298	(298)	-100,0%	447
Reservoirs		1 601	1 636	1 636	-	-	1 090	(1 090)	-100,0%	1 636
Pump Stations		1 999	2 057	2 057	-	-	1 372	(1 372)	-100,0%	2 057
Water Treatment Works		2 528	2 849	2 849	709	5 670	1 899	3 771	198,6%	2 849
Bulk Mains		809	851	851	-	-	568	(568)	-100,0%	851
Distribution		643	665	665	-	-	444	(444)	-100,0%	665
Sanitation Infrastructure		5 879	5 898	5 898	491	3 932	3 932	0	0,0%	5 898
Pump Station		3 798	3 838	3 838	491	3 932	2 559	1 373	53,7%	3 838
Reticulation		879	917	917	-	-	611	(611)	-100,0%	917
Waste Water Treatment Works		884	796	796	-	-	531	(531)	-100,0%	796
Outfall Sewers		318	346	346	-	-	231	(231)	-100,0%	346
Solid Waste Infrastructure		1 237	1 277	1 277	106	851	851	0	0,0%	1 277
Landfill Sites		263	272	272	-	-	181	(181)	-100,0%	272
Waste Transfer Stations		973	1 005	1 005	106	851	670	181	27,1%	1 005
Rail Infrastructure		-	-	-	-	-	-	-	-	-
Coastal Infrastructure		-	-	-	-	-	-	-	-	-
Information and Communication Infrastructure		507	519	519	43	346	346	0	0,0%	519
Data Centres		273	282	282	43	346	188	158	84,3%	282
Core Layers		25	26	26	-	-	17	(17)	-100,0%	26
Distribution Layers		208	212	212	-	-	141	(141)	-100,0%	212
Community Assets		2 997	3 085	3 085	257	2 057	2 057	0	0,0%	3 085
Community Facilities		1 699	1 752	1 752	-	-	1 168	(1 168)	-100,0%	1 752
Halls		81	81	81	-	-	54	(54)	-100,0%	81
Centres		268	301	301	-	-	201	(201)	-100,0%	301
Clinics/Care Centres		3	3	3	-	-	2	(2)	-100,0%	3
Testing Stations		64	66	66	-	-	44	(44)	-100,0%	66
Libraries		664	683	683	-	-	456	(456)	-100,0%	683
Cemeteries/Crematoria		45	51	51	-	-	34	(34)	-100,0%	51
Public Open Space		165	148	148	-	-	99	(99)	-100,0%	148
Public Ablution Facilities		81	80	80	-	-	54	(54)	-100,0%	80
Airports		327	337	337	-	-	225	(225)	-100,0%	337
Sport and Recreation Facilities		1 299	1 333	1 333	257	2 057	889	1 168	131,4%	1 333
Outdoor Facilities		1 299	1 333	1 333	257	2 057	889	1 168	131,4%	1 333
Heritage assets		-	-	-	-	-	-	-	-	-
Investment properties		(1 359)	1	1	0	0	0	0	0,9%	1
Revenue Generating		(1 359)	1	1	0	0	0	0	0,9%	1
Improved Property		(1 359)	1	1	0	0	0	0	0,9%	1
Other assets		841	856	856	71	571	571	0	0,0%	856
Operational Buildings		841	856	856	71	571	571	0	0,0%	856
Municipal Offices		827	856	856	71	571	571	0	0,0%	856
Capital Spares		14	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Biological or Cultivated Assets		-	-	-	-	-	-	-	-	-
Intangible Assets		-	-	-	-	-	-	-	-	-
Licences and Rights		-	-	-	-	-	-	-	-	-
Computer Equipment		1 007	1 264	1 264	105	843	842	0	0,0%	1 264
Computer Equipment		1 007	1 264	1 264	105	843	842	0	0,0%	1 264
Furniture and Office Equipment		404	836	836	70	557	557	0	0,0%	836
Furniture and Office Equipment		404	836	836	70	557	557	0	0,0%	836
Machinery and Equipment		1 114	1 241	1 241	103	827	827	0	0,0%	1 241
Machinery and Equipment		1 114	1 241	1 241	103	827	827	0	0,0%	1 241
Transport Assets		3 973	3 958	3 958	330	2 639	2 638	0	0,0%	3 958
Transport Assets		3 973	3 958	3 958	330	2 639	2 638	0	0,0%	3 958
Land		10 203	-	-	-	-	-	-	-	-

Description	Ref	2023/24	Budget Year 2024/25							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast
R thousands	1									
Land		10 203	-	-	-	-	-	-		-
<u>Zoo's, Marine and Non-biological Animals</u>		-	-	-	-	-	-	-		-
<u>Living resources</u>		-	-	-	-	-	-	-		-
Mature		-	-	-	-	-	-	-		-
Immature		-	-	-	-	-	-	-		-
Total Depreciation	1	48 851	40 002	40 002	3 334	26 668	26 667	(1)	0,0%	40 002

WC047 Bitou - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class - M08 February

Description		Ref	2023/24	Budget Year 2024/25								
			Audited Outcome	Original Budget	Adjusted Budget	Monthly Actual	YearTD Actual	YearTD Budget	YTD Variance	YTD Variance %	Full Year Forecast	
R thousands		1										
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class												
Infrastructure			26 101	56 010	50 779	3 583	14 526	33 853	(19 327)	-57,1%	50 779	
Roads Infrastructure			3 636	5 000	8 300	—	225	5 533	(5 309)	-95,9%	8 300	
Roads			3 636	5 000	8 300	—	225	5 533	(5 309)	-95,9%	8 300	
Storm water Infrastructure			1 213	7 620	9 558	1 211	2 076	6 372	(4 296)	-67,4%	9 558	
Storm water Conveyance			1 213	7 620	9 558	1 211	2 076	6 372	(4 296)	-67,4%	9 558	
Electrical Infrastructure			11 703	6 682	4 067	226	226	2 712	(2 486)	-91,7%	4 067	
MV Networks			10 685	4 682	1 935	226	226	1 290	(1 064)	-82,5%	1 935	
LV Networks			1 017	2 000	2 133	—	—	1 422	(1 422)	-100,0%	2 133	
Water Supply Infrastructure			3 900	22 485	15 462	445	3 525	10 308	(6 783)	-65,8%	15 462	
Reservoirs			—	4 250	374	—	264	250	15	5,9%	374	
Water Treatment Works			—	1 500	1 500	5	41	1 000	(959)	-95,9%	1 500	
Distribution			3 900	16 235	13 087	440	3 128	8 725	(5 597)	-64,2%	13 087	
Capital Spares			—	500	500	—	92	333	(242)	-72,5%	500	
Sanitation Infrastructure			5 649	14 223	13 392	1 701	8 474	8 928	(454)	-5,1%	13 392	
Pump Station			4 199	—	—	—	—	—	—	—	—	
Reticulation			1 450	2 000	1 169	—	59	779	(720)	-92,4%	1 169	
Waste Water Treatment Works			—	12 223	12 223	1 701	8 415	8 149	266	3,3%	12 223	
Solid Waste Infrastructure			—	—	—	—	—	—	—	—	—	
Rail Infrastructure			—	—	—	—	—	—	—	—	—	
Coastal Infrastructure			—	—	—	—	—	—	—	—	—	
Information and Communication Infrastructure			—	—	—	—	—	—	—	—	—	
Community Assets			4 298	3 460	3 611	(702)	1 983	2 408	(425)	-17,6%	3 611	
Community Facilities			662	504	656	—	—	437	(437)	-100,0%	656	
Halls			449	—	152	—	—	101	(101)	-100,0%	152	
Fire/Ambulance Stations			—	200	200	—	—	133	(133)	-100,0%	200	
Libraries			213	304	304	—	—	203	(203)	-100,0%	304	
Sport and Recreation Facilities			3 636	2 955	2 955	(702)	1 983	1 970	13	0,7%	2 955	
Outdoor Facilities			3 636	2 955	2 955	(702)	1 983	1 970	13	0,7%	2 955	
Heritage assets			—	—	—	—	—	—	—	—	—	
Investment properties			—	435	435	—	—	290	(290)	-100,0%	435	
Revenue Generating			—	435	435	—	—	290	(290)	-100,0%	435	
Improved Property			—	435	435	—	—	290	(290)	-100,0%	435	
Non-revenue Generating			—	—	—	—	—	—	—	—	—	
Other assets			—	—	—	—	—	—	—	—	—	
Operational Buildings			—	—	—	—	—	—	—	—	—	
Housing			—	—	—	—	—	—	—	—	—	
Biological or Cultivated Assets			—	—	—	—	—	—	—	—	—	
Intangible Assets			—	—	—	—	—	—	—	—	—	
Licences and Rights			—	—	—	—	—	—	—	—	—	
Computer Equipment			—	62	44	28	28	30	(2)	-5,3%	44	
Computer Equipment			—	62	44	28	28	30	(2)	-5,3%	44	
Furniture and Office Equipment			—	—	—	—	—	—	—	—	—	
Machinery and Equipment			—	250	214	—	202	143	60	41,9%	214	
Machinery and Equipment			—	250	214	—	202	143	60	41,9%	214	
Transport Assets			—	—	—	—	—	—	—	—	—	
Land			—	—	—	—	—	—	—	—	—	
Zoo's, Marine and Non-biological Animals			—	—	—	—	—	—	—	—	—	
Living resources			—	—	—	—	—	—	—	—	—	
Mature			—	—	—	—	—	—	—	—	—	
Immature			—	—	—	—	—	—	—	—	—	
Total Capital Expenditure on upgrading of existing assets			1	30 398	60 217	55 084	2 909	16 739	36 722	19 983	54,4%	55 084

SECTION 3
CORPORATE SERVICES

Section 3: Corporate Services

ITEM C/3/281/03/25

PROGRESS REPORT ON INDIVIDUAL PERFORMANCE MANAGEMENT SYSTEM FEBRUARY 2025

<u>Portfolio Comm:</u>	Finance and Corporate Services	<u>Demarcation:</u> All Wards
<u>File Ref:</u>	4/8/3	<u>Delegation:</u> Council
<u>Attachment:</u>	None	
<u>Report from:</u>	Director Corporate Services	
<u>Author:</u>	Manager Human Resources	
<u>Date:</u>	5 March 2025	

PURPOSE OF THE REPORT

To provide a comprehensive report to Council on the progress of the implementation of the Individual Performance Management Systems.

BACKGROUND/DISCUSSION

Department of Cooperative Governance and Traditional Affairs (CoGTA) published the Government Gazette on Local Government: Municipal Staff Regulations on 20 September 2021 for municipalities to implement alongside the provisions of the Municipal Systems Act of 2000. It is required that implementation should be effective by 1 July 2022 in order to comply with the Regulations. Underneath will be a reflection on the activities to demonstrate our municipal readiness to comply.

Circular no 12 of 2022

Implementation of the Local Government Municipal Systems Act, 2000: Local Government: Municipal Staff Regulations and Guidelines – GNR 890 as published in Government Gazette 45181 and other related Regulations comes into effect 30 July 2023 when all employees must have performance agreements in place.

To be compliant with the New Staff Regulations the Municipality had to embark on the implementation of the Individual Performance Management Systems.

The Municipality has as of 02 December 2024, permanently appointed an employee who is responsible for the Roll out of the Individual Performance Management System within the Municipality.

Intensive consultation sessions will be held with all the Directorates of the Municipality with regards to the implementation of the Individual Performance Management System from March until June 2025. The process is still ongoing.

INDIVIDUAL PERFORMANCE TEMPLATES: KPA's and KPI's

Training for all employees on Individual Performance Management and the correct implementation

Section 3: Corporate Services

thereof will take place from 24th – 27th March 2025. Together with this training, the Service Provider will provide individual performance templates where employees will be required to complete with the Key Performance Areas (KPA'S) outlining the Key Performance Indicators (KPI's) of each employee using their Job Descriptions that are compliant with the New Staff Regulations be completed. This needed to be done for each staff member to be able to load the staff information on the system after the Organogram is loaded on the system.

Once all the templates are submitted to Human Resources, the information will then be loaded on the Ignite system to start with the process of the implementation of individual performance management system for the 2025/2026 Performance Cycle.

SYSTEM USERS UPDATE

All Managers have been sent a request, to indicate to the Official responsible for Individual Performance Management, the names of employees within their respective Divisions who will be nominated for System User access, with the deadline thereof being 28 February 2025, to date, only 7 Managers have responded to the request.

The Supervisors / Managers will be responsible for the assessment and evaluation process of the Non-System Users on the system.

CHALLENGES

PLACEMENT PROCESS / JOB DESCRIPTIONS

A Placement Process would need to be completed timeously to ensure all employees are placed into posts (If Abolished and Materially Changed), and have Job Descriptions, as per the 2024 adopted Organisational Structure prior to them receiving performance Agreements, as the KPI's are derived therefrom.

LEGISLATION

Constitution of the Republic of South Africa

Local Government: Municipal Structures Act, Act 117 of 1998

Local Government: Municipal Systems Act, Act 32 of 2000 and Regulations

Employment Equity Act, Act 55 of 1998

Skills Development Act, Act 97 of 1998

RECOMMENDED BY THE MUNICIPAL MANAGER

That the report on the progress of the implementation of the Individual Performance Management Systems for the month of February 2025, be noted.

RECOMMENDED BY THE FINANCE AND CORPORATE SERVICES PORTFOLIO COMMITTEE

That the report on the progress of the implementation of the Individual Performance Management Systems for the month of February 2025, be noted.

ITEM C/3/282/03/25

REPORT ON ENHANCING WORKPLACE TRUST AND WELL-BEING

Portfolio Comm: Finance and Corporate Services
File Ref: 4/3/5/1/2

Demarcation: All Wards
Delegation: Council

Attachment: None

Report from: Director Corporate Services

Author: HR Officer

Date: 03 March 2025

EXECUTIVE SUMMARY

This report aims to address recurring employee issues identified over the past month within the organization through the Employee Assistance Program (EAP). A few employees have sought support due to issues stemming from poor relationships with their managers and a lack of trust within the organisation. Additionally, many employees have expressed a desire to be transferred to a different department to escape these negative environments.

SUMMARY OF EMPLOYEE ISSUES**Discord Between Employees and Managers**

Over the past month, multiple employees have confided in me regarding their strained relationships with their managers. Common themes among these complaints include a lack of trust, poor communication if any at all, and a sense of feeling undervalued. Several employees have expressed frustration about feeling ignored with instances where managers have failed to acknowledge their contributions or offer constructive feedback. The absence of trust has resulted in employees feeling alienated, which in turn affects their overall performance and job satisfaction.

Employees describe feeling hesitant to approach their managers with concerns or ideas due to the fear of negative consequences. This is a clear indication that the trust between employees and management has deteriorated, leading to increased stress and a lack of collaboration within teams.

Employee Requests for Departmental Transfers

As a result of the issues mentioned above, several employees have approached me with requests to transfer to different departments. They have cited the toxic dynamics and interpersonal conflicts as key reasons for wanting to leave their current teams. The desire to relocate within the company is not only a symptom of dissatisfaction but also an indication of the larger issue of a lack of healthy managerial practices and workplace culture in certain departments.

Section 3: Corporate Services

Employees seeking transfers often express feelings of helplessness, as they feel that their concerns have been dismissed or ignored by management. Their requests for a change in environment are a last resort after attempting to resolve conflicts through direct communication with their supervisors, which have often proven ineffective.

ANALYSIS OF ROOT CAUSES

Lack of Trust Between Employees and Managers

The breakdown of trust between employees and their managers seems to stem from a few key factors:

- **Inconsistent Leadership:** Managers who fail to demonstrate consistent behaviour or who show favouritism can erode trust quickly. Employees become unsure of what to expect from their leadership, which breeds frustration and disengagement.
- **Lack of Open Communication:** Managers who are not receptive to feedback or who fail to encourage open dialogue create an environment where employees feel their voices do not matter. Without transparent communication, misunderstandings can arise, and the gap between managers and their teams widens
- **Unclear expectations and feedback:** Some employees reported that they were unsure about the expectations of their role or felt that their performance was never clearly communicated, which left them feeling unsupported. When feedback is scarce or vague, employees struggle to gauge their success and improvement areas.

RECOMMENDATIONS FOR IMPROVEMENT

Fostering Trust Between Employees and Managers

To restore trust and improve relationships between employees and managers, I recommend the following steps:

- **Implement Regular One-on-One Check-ins:** Managers should schedule regular individual meetings with their team members to discuss progress, address concerns, and provide constructive feedback. These meetings should be framed as opportunities for employees to voice their options and ask for guidance, promoting open communication
- **Provide Leadership Training:** Invest in training programs that focus on leadership development, emphasizing emotional intelligence, active listening, and conflict resolution skills. Equipping managers with the tools to handle diverse teams and communication styles can help rebuild trust.
- **Encourage Transparent Communication:** Create an environment where feedback flows both ways. Employees should feel comfortable expressing their concerns, and managers should be transparent about company decisions and their expectations for their teams. Establishing clear and consistent communication channels will help bridge the trust gap.

Addressing Employee Transfer Requests

Instead of losing valuable talent through department transfers, the following steps should be considered:

- **Conduct Departmental Health Assessments:** Regularly assess the work environment within each department through anonymous surveys or focus groups. This will help identify specific areas of concerns and enable the organisation to address issues before employees feel the need to transfer.

Section 3: Corporate Services

- **Employee Recognition Programs:** Employees who feel valued are more likely to stay in their roles rather than seek transfers. Public and private recognition fosters a sense of belonging and motivation.

CONCLUSION

The past month has highlighted critical issues regarding employee-manager relationships and conflicts. These issues have created an environment of mistrust, fear, and dissatisfaction, which is negatively impacting employee well-being and retention. By implementing the recommendations outlined in this report, the organization can cultivate a more positive, collaborative, and productive workplace.

A commitment to these changes will not only improve the current employee experience but will also contribute to long-term success by enhancing employee morale, engagement, and retention.

FINANCIAL IMPLICATIONS

The costing for the programs will be submitted to the 2025/2026 budget process.

RECOMMENDED BY THE MUNICIPAL MANAGER

That Council take note of the report with the proposals.

RECOMMENDED BY THE FINANCE AND CORPORATE SERVICES PORTFOLIO COMMITTEE

That Council take note of the report with the proposals.

SECTION 4

COMMUNITY SERVICES

ITEM C/4/261/03/25

PROPOSED KLEIN PIESANG NATURE PARK (ERF 1895 AND 1897) ADOPT A PARK PROGRAMME

Portfolio Comm: Engineering & Community Services **Demarcation:** All Wards
File Ref: 17/7 **Delegation:** Council

Attachment: Annexure A Klein Piesang Valley Nature Park Concept Document

Report from: Acting Director Community Services

Author: Acting Director Community Services

Date: 04 February 2025

PURPOSE OF THE REPORT

The purpose of the report is to submit the Klein Piesang Valley Nature Park Concept to Council for approval in terms of the Bitou Municipality “Adopt a Park” program.

BACKGROUND /DISCUSSION

Council have resolved to in principle approve an “Adopt a Park” program in Resolution C/4/78/04/23.

The following was resolved:

1. *That Council in principle approve the “Adopt a Park” program.*
2. *That the Community Services Directorate (Parks and Recreation) embark on public participation program to a call for interested parties to submit applications to “Adopt a Park”.*
3. *That the proposals from the public on the “Adopt a Park program” be submitted to Council for final approval.*

The Plettenberg Bay Community Environment Forum (PBCEF) have approached the Bitou Municipality to adopt the Open Space Erven 1895 and 1897 through the Adopt a Park program initiated by Bitou Municipality. The proposal is attached as Annexure A.

Erf 1895 and 1897 are zoned Open Space Zone I in terms of the Bitou Municipality Land Use Scheme By-Law and is situated along the Klein Piesang tributary River which feeds into the Piesang River Estuary. Figure 1 below shows the location of the proposed Klein Piesang Valley Nature Park.

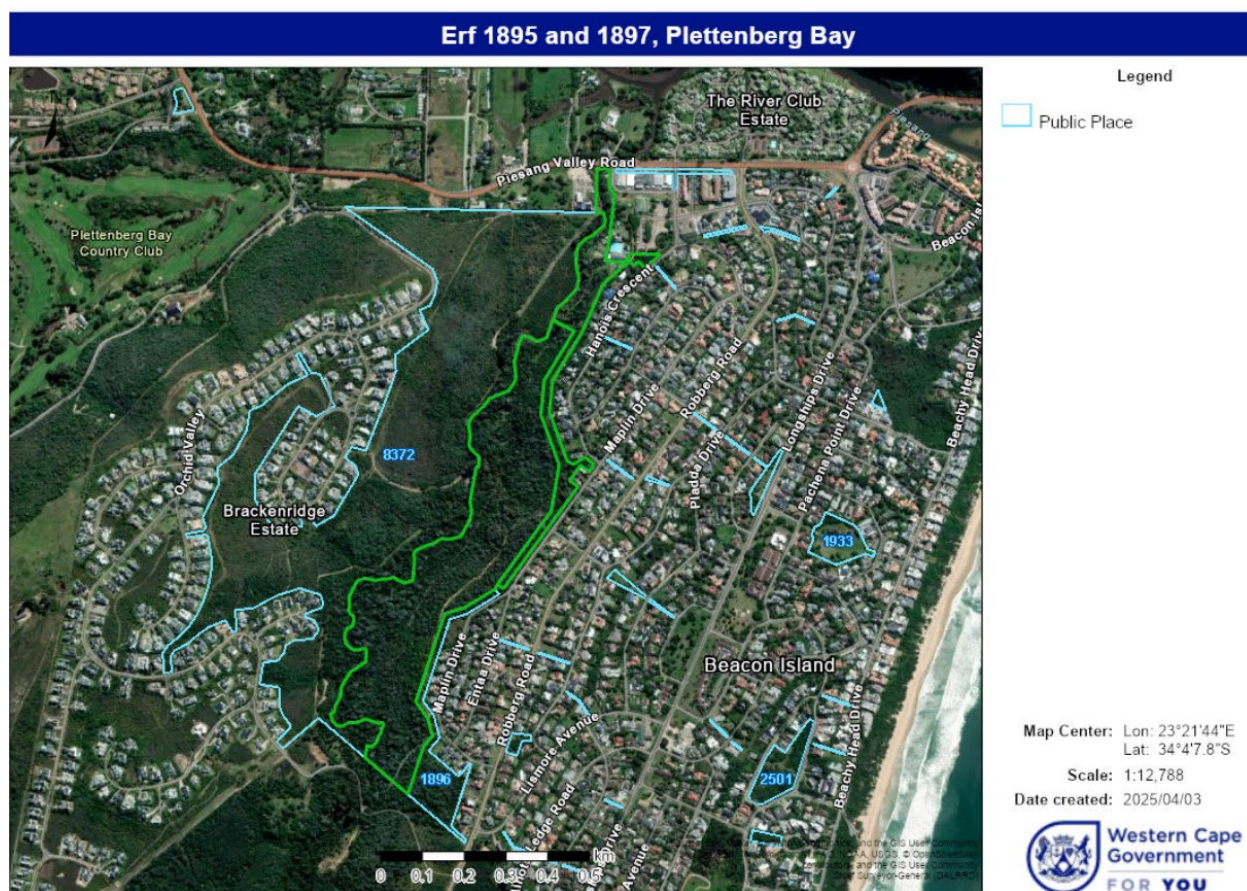


Figure 1 – Location of Erf 1895 and 1897 (indicated in green) in Plettenberg Bay.

The objective of Open Space Zone I (Public Open Space) is to provide for active and passive recreational areas on public land, in order to promote recreation and enhance the aesthetic appearance of an area.

The vision of the Klein Piesang Valley Nature Park is to “establish and maintain a protected and resilient green corridor and stream that is accessible to all, offering a route of hikers, birders, tourists, learners and that contributes to the health of the Piesang Estuary”. The proposal seeks to achieve this through the management of alien invasive plant species, planting of indigenous vegetation and through the creation of walking trails, jogging paths, picnic areas and seating for the use of the public within the park. Various ancillary objectives have also been proposed and are included in the proposal attached.

The PBCEF intend to collaborate and work together with the surrounding community, schools, local businesses and the Bitou Municipality to better manage the area and establish a public park for the enjoyment and education of all Bitou’s residents and tourists.

FINANCIAL IMPLICATION

Bitou Municipality is currently responsible for the maintenance of Public Open Spaces and as such no additional financial burden will be placed on Community Services.

EXECUTIVE SUMMARY

1. The Bitou Municipality have resolved to implement an “Adopt a Park” programme.
2. A proposal has been received by the Plettenberg Bay Community Environment Forum (PBCEF) to adopt Public Open Space Erf 1895 and 1897 as the Klein Piesang Valley Nature Park. The proposal is attached as Annexure A.
3. The proposal seeks to assist Council in the management of alien invasive plant species, planting of indigenous vegetation and development of walking trails, jogging paths, picnic areas and seating for the use of the public within the park.
4. The PBCEF intend to collaborate and work together with the surrounding community, schools, local businesses and the Bitou Municipality to better manage the area and establish a public park for the enjoyment and education of all Bitou’s residents and tourists.

RELEVANT LEGISLATION

Section 67 of the Municipal Financial Management Act (Act No. 56 of 2003)

RECOMMENDED BY THE MUNICIPAL MANAGER

1. That Council approves the adoption of the Klein Piesang Valley Nature Park by the Plettenberg Bay Community Environment Forum.
2. That the Community Services directorate, facilities management division be mandated to draft a Memorandum of Understanding (MoU) between Plettenberg Bay Community Environment Forum (PBCEF) and Bitou Municipality.
3. That the signed Memorandum of Understanding be submitted to the Portfolio Committee for noting.

RECOMMENDED BY THE ENGINEERING AND COMMUNITY SERVICES PORTFOLIO COMMITTEE

1. That Council approves the adoption of the Klein Piesang Valley Nature Park by the Plettenberg Bay Community Environment Forum.
2. That the Community Services directorate, facilities management division be mandated to draft a Memorandum of Understanding (MoU) between Plettenberg Bay Community Environment Forum (PBCEF) and Bitou Municipality.
3. That the signed Memorandum of Understanding be submitted to the Portfolio Committee for noting.



**The Klein Piesang Valley Nature Park
Concept Document**

**A PROPOSAL BY THE
PLETTENBERG BAY COMMUNITY ENVIRONMENT FORUM**

TO

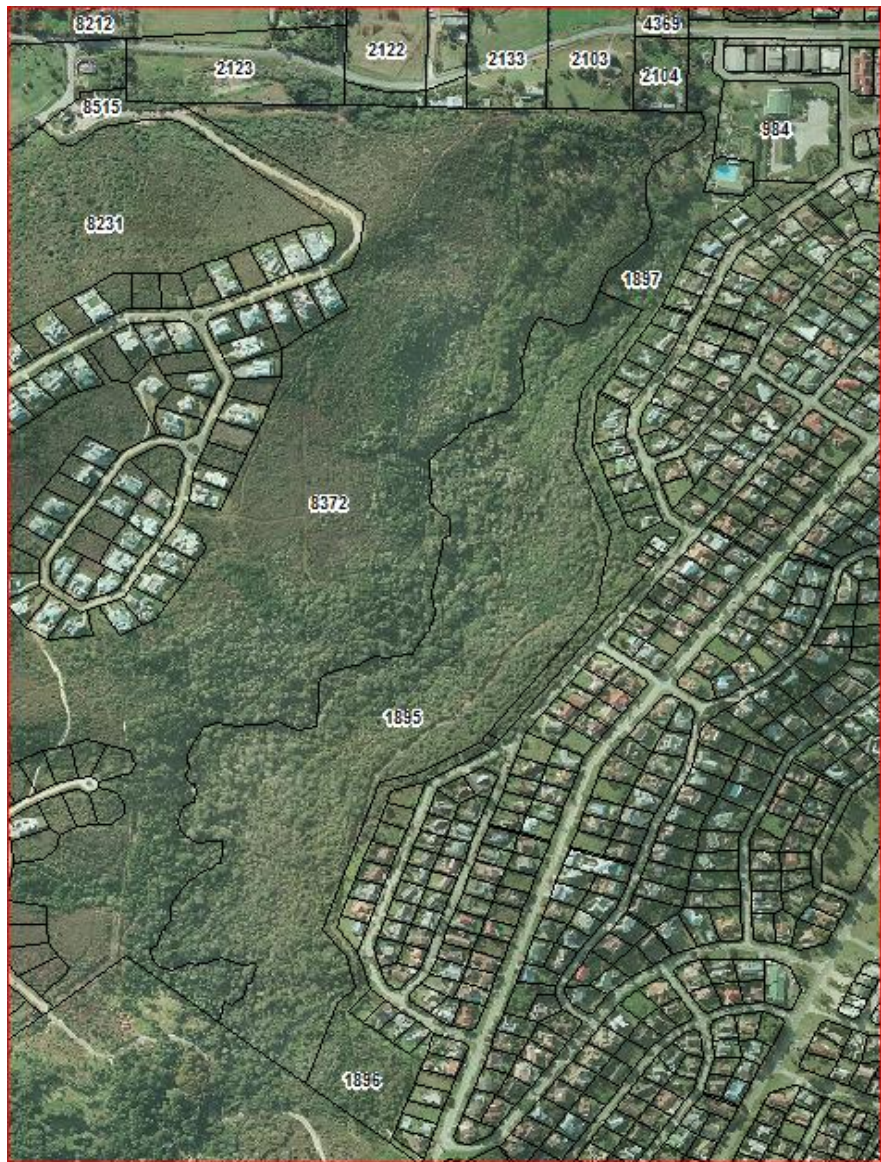
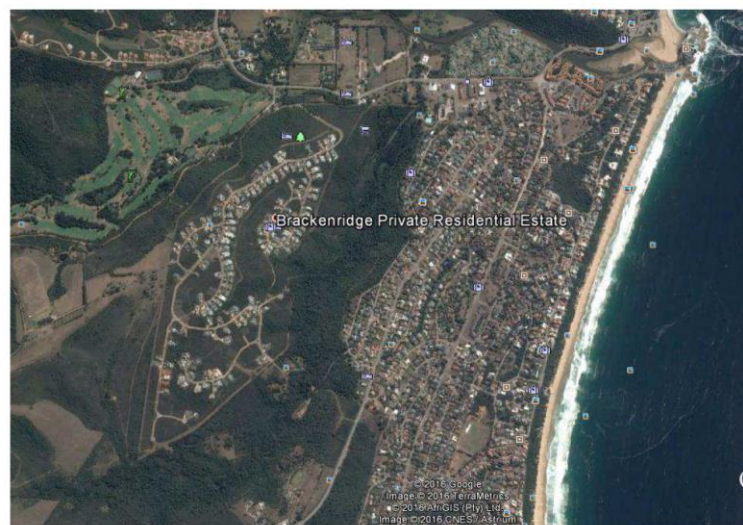
BITOU MUNICIPALITY

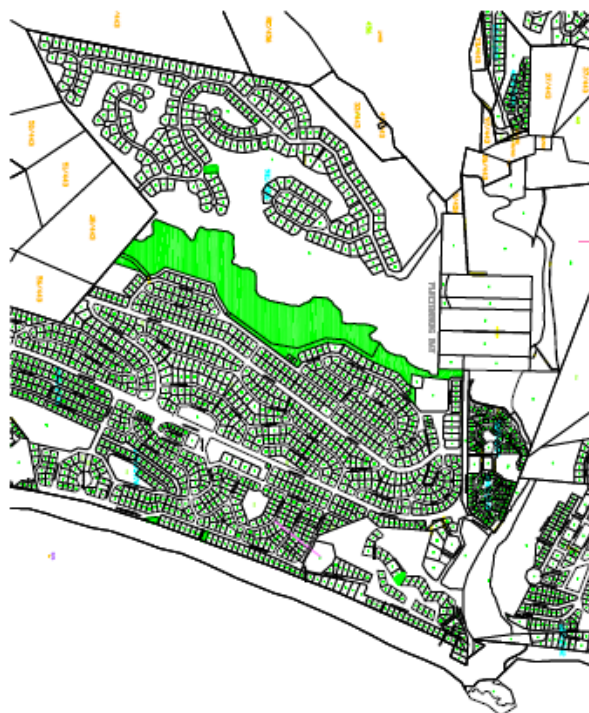
**REGARDING FUTURE USE OF ERF 1895 AND 1897
(hereafter referred to as the “Klein Piesang Valley Nature Park”)**



**Plettenberg Bay Community Environment Forum
Contact: 082 322 2209 / ecovive@mweb.co.za**

SITE LOCATION: KLEIN PIESANG VALLEY NATURE PARK





PLETTENBERG BAY COMMUNITY ENVIRONMENT FORUM

The Plettenberg Bay Community Environment Forum (PBCEF) is a registered Non Profit organisation (PBO No. 930023744) made up of a group of concerned, active community members and environmental organisations. The PBCEF was established in 1996. Members meet monthly.

The PBCEF's mission is "to promote the constitutional rights of the people through the promotion of conservation of habitats and sustainable development and the creation of environmental awareness and education initiatives, whilst uplifting the livelihoods of the community where possible."

Team:

1. Co-Chairman and Project Steering Committee: Rudi Martin is a long-acting Co-Chairperson of the PBCEF. He is an architect in Plettenberg Bay who promotes sustainable building techniques and he actively participates in environmental campaigns and programmes in the area.
2. Co-Chairman, Treasurer and Project Steering Committee: Basil van Rooyen has been a member of the PBCEF for many years and, for the past several years, has Co-Chaired and managed the finances of the PBCEF. Basil retired from his various publishing businesses in South Africa to Plettenberg Bay over ten years ago.
3. Project Steering Committee: Paul Falla retired to Plettenberg Bay and became actively involved with the Plett Botanical Society, representing them at the PBCEF for many years. Paul has actively participated as well with the various PBCEF activities and programmes over the years. Paul's background in strategic planning and human resource management brings huge value to the PBCEF.
4. Consultant: Julie Carlisle has worked with environmental projects and organisations for over 30 years. She moved to Plettenberg Bay in 2001 to Project Manage the Nature's Valley Trust and, at that time, participated in the PBCEF. She has previously worked as a Consultant for the PBCEF. Julie worked on the biosphere reserve application to UNESCO MAB for the Garden Route. She is currently again consulting for the PBCEF.

PROJECT VISION & OBJECTIVES

Vision:

Establish and maintain a protected and resilient green corridor and stream that is accessible to all, offering a 'route' for hikers, birders, tourists, learners; and that contributes to the health of the Piesang Estuary

Objectives:

- a. Remove and manage invasive vegetation that currently occurs on the site and which currently poses a fire threat to neighbouring residences and communities
- b. Replant the site with locally indigenous vegetation
- c. Develop easy walking trails through the area with name plates on the indigenous trees, jogging paths, seats, steps, boardwalks etc. to make the outdoor experience a pleasurable one.
- d. On the flat area nearer to Piesang River Road the Forum foresees the creation of a park for children, a picnic area and other facilities for the public.
- e. Enhance and manage the health of the Klein Piesang stream (and riparian area) that runs from the Robberg catchment, down the length of the site and into the Piesang River and Estuary
- f. Implement river health monitoring activities
- g. Establish and maintain access pathways and resting areas
- h. Involve local and neighbouring communities in managing the park (neighbouring community members, local nurseries and landscapers)
- i. Involve schools in projects and education initiatives on the site
- j. Develop interpretive and educational resources: signage, booklets, guided activities
- k. The area would be ideal for educational expeditions for all Bitou schools with the help of the Botanical Society, Birdlife Plett, Bitou 10 and other organisations.
- l. Establish and grow partnerships and implement collaborative activities with all communities, neighbours and appropriate organisations

PROJECT OUTCOMES

- a. Invasive vegetation is under control and is managed
- b. The "park" showcases locally indigenous vegetation and provides a green recreational space and ecosystem for indigenous and endemic species
- c. The river health of the Klein Piesang is improved, managed and understood
- d. A network of pathways and resting area (benches, etc) is established
- e. Local community groups and organisations have regular 'get-togethers' in the park to maintain, clean and manage plant beds.
- f. Schools 'adopt a bed' and regularly visit the park and take part in facilitated learning activities
- g. Interpretive signage, a map and educational resources for visitors and learners are available for sale on site and generate income for reproduction and towards management
- h. A steering/management committee is established to guide activities and work requirements and a network of 'friends' with local communities, schools and organisations assist in management and conservation activities.
- i. In the longer term, discussions and activities towards the green corridor network are taking place

PROJECT RATIONALE

The proposed site falls within a Critical Biodiversity Area and the tributary river of the Piesang River runs through the valley. The river is currently unmanaged and has, in the past, been impacted by leachate from the old municipal dump site and pollution. Upgrading and maintaining the health of this system will generate positive benefits for the Piesang Estuary.

Although the site has some remaining natural vegetation and has had some invasive plant management work undertaken, it is overgrown and in dire need of care. The Blackwood and Pine trees, Lantana and moribund vegetation currently poses a fire risk to the area. Additionally, the existence of these invasive aliens contributes to the spread of this vegetation to neighbouring area and downstream.

Establishment of this open space as a showcase of Bitou's biodiversity, indigenous vegetation, community networking and cooperation, will:

- lead to job creation,
- the establishment of an outdoor classroom with lessons for visiting and local learners,
- a "pride of space" site that will afford the people of and visitors to Plettenberg Bay an open area that offers a gentle, quiet retreat, urban "walking corridor", birding area and picnic site
- contribute to the percentage of area under protection as per the National Biodiversity Strategy Plan (see below)
- fulfil strategies as outlined in several national and provincial documents.

The land is currently zoned as Public Open Space and thus has a form of protection which, in the long-term, may be inadequate. Approval sought from the Bitou Municipality to secure a partnership project and, long-term and if appropriate, to declare this a protected environment and investigate corridor links to the existing Robberg Coastal Corridor Initiative through CapeNature's Stewardship programme.

CONTRIBUTION TO PROVINCIAL AND NATIONAL STRATEGIES AND GUIDELINES

a. The Western Cape Protected Area Expansion Strategy

In the future, CapeNature will be approached to discuss Protected Environment (PE) status for the site and to provide guidance on processes and stewardship requirements. If established as a PE, the corridor will link catchment to coast, potentially link to the Robberg Coastal Corridor (thus extending this corridor) and will enhance and manage landscape, riverine and estuary health

b. The Provincial Biodiversity Strategy & Action Plan

- The upgrading, securing, conservation and management of this corridor will contribute to resilience of the landscape, river and estuary health and establish work and educational opportunities (SO1)
- The partnerships established through this project will enhance and facilitate active participation of partner organisations (civil and local government) and community uptake of the responsibility of care for such spaces (SO2)
- Although limited, jobs and small business opportunities will be secured through this project (invasive plant management, guiding, access and security management, nursery, etc) (SO3)
- A management and conservation plan will be produced with the managing partners of the project and steering committee that ensures robust and informed decision-making into the future (SO4)
- The project is collaborative and includes civil society, government community involvement. Stakeholder engagement will take place prior to implementation (SO5, SO6)

c. The National Biodiversity Strategy & Action Plan (NBSAP)

The project incorporates the following strategies, in line with the NBSAP:

- Enhancement of socio-economic, environmental and human and natural well-being
- Improved ecological processes, habitats and environmental health are enhanced and conserved
- Partnerships are inclusive and informed decision-making and management ensures good governance

d. The Post 2020 Global Biodiversity Goals

- Enhanced and greater habitat for the health of people and species is created
- The percentage of protected land within the Bitou Municipal Area is increased
- The upgrading and management of this area enhances the health of the river feeding the Piesang Estuary which flows into the sea between two Marine Protected Areas (Robberg and Tsitsikamma)
- Locally, this project will increase intact biodiversity habitat

EQUITY (gender, culture, ethnical, disability)

No person using the site responsibly will be denied access to the site and disability access will be available to parts of the site (lowland, flat areas).

Job and small business creation that results from or is linked to the project implementation will ensure equal opportunities and benefits.

POTENTIAL JOB, SMALL BUSINESS, TOURISM AND EDUCATION OPPORTUNITIES

As the project evolves, more opportunities may become apparent. The following potential opportunities are envisaged:

- Alien vegetation clearing
- Creation of paths and picnic areas
- River clearing and upgrade
- Ongoing site management
- Establishment of nursery of locally indigenous species for sale to the public and to maintain the site
- Security and guiding on site
- Birding and botanical tours
- Sculpture garden exhibitions
- Outdoor art lessons
- Outdoor classrooms with different focus points (botanical, river health, birding, etc)
- Special days: Arbor Day, Easter Botanical Hunts, Botanical Treasure Hunts

PARTNERSHIPS & COLLABORATIONS

Bitou Municipality: It is hoped that an appropriate partnership/MOU/agreement will be made possible between Bitou Municipality and the PBCEF, understanding that the land is owned by the Municipality. The PBCEF would fundraise for specific project needs identified in consultation with the Municipality. However, without a formal agreement, funding agencies/sponsorship will not be forthcoming. There may also be activities that Bitou Municipality could assist with and these should be investigated through discussion and as the management plan is produced. The Municipality could have access to funding opportunities and this would assist in driving the project into the future as well.

Plett Tourism: Plett Tourism will be approached to assist with marketing and advertising of the Nature Park.

Local landscapers and nurseries: These organisations will be approached to assist, advise and support where possible.

Education Facilities: Local schools and tertiary facilities (NMU Saasveld Campus) will be involved in the development of the outdoor classrooms. The area will be ideal for educational expeditions for all Bitou schools with the help of the BotSoc, BirdLife Plett, Bitou 10 Foundation and other organisations.

CapeNature: Stewardship options into the future will be investigated.

Local Communities: Neighbouring communities and community groups will be engaged to determine their needs and address concerns. Communities will be encouraged to “adopt” the park as a place to meet, learn about gardening and share information.

Community Groups: These would include art clubs/groups, the local BotSoc (they will be key stakeholders), BirdLife Plett will be engaged to participate and utilise the area.

FUNDING, SPONSORSHIPS AND “IN-KIND” SUPPORT / ACTIVE PARTICIPATION

Funding agencies (such as the Table Mountain Fund and others) will be approached

Local businesses will be approached for advice, equipment, labour, signage and in-kind support (gardening needs, materials, plants, etc)

Local education facilities and communities can “adopt a garden” and provide support with garden maintenance

Advice will be sought from existing similar initiatives such as Pledge Nature Reserve in Knysna and the George Botanical Garden

A nursery with items for sale (plants, botanical signage, bird feeders, etc) will be established as a source of income

Users will be encouraged to ‘donate’ towards the park

Guided excursions (birding, botanical, ecological, etc) will be on offer

Georg von dem Bussche, professional Forester with vast experience of the Southern Cape habitats, provided the following report:

KLEIN PIESANG VALLEY NATURE PARK

Some notes regarding the planned project to develop an environmental/educational/recreational park along the Klein Piesang River

INTRODUCTION

I visited the valley between Maplin Road and Brackenridge Estate together with members of the Plettenberg Bay Community Environmental Forum on 6.7.2016 in order to assess the vegetation and make recommendations regarding the natural and introduced (alien) tree vegetation and its possible future management.

DESCRIPTION

The valley is situated just South of the Piesang Valley Road at Plettenberg Bay at 34° 04' South, 23° 21 East along the Klein Piesang River. The bottom area, close to the gym's swimming pool, is reasonably level as well as some parts along the river itself but the south-easterly and north-westerly slopes towards the river are mostly steep.

VEGETATION

It can be safely assumed that the valley area and most of the slopes were previously covered by a dry coastal indigenous forest, similar to the nearby well protected indigenous forest patches at Schoongezicht Country Estate.

Early harvesting of timber plus development of the area along the river for agricultural purposes have destroyed the forest. However, along the slopes some indigenous forest patches (mostly interspersed with alien invader trees) have remained.

Two areas along the boundary with Brackenridge can be classified as coastal fynbos and other parts are transitional thicket with dense Bitou (*Chrysanthemoides monilifera*).

Most of the area is however densely covered by alien invader species, which are briefly listed as follows:

1. Old tall *Pinus radiata* trees in close proximity to the south-eastern corner. It is possible that the trees were planted 30-50 years ago.
2. Tall old wattle (*Acacia mearnsii*) trees, mainly along the river but also at some patches along the slope.
3. Dense young wattle and blackwood (*Acacia melanoxylon*) jungles, mainly along the edges of the valley.
4. A few old Karri (*Eucalyptus diversicolor*) trees.
5. Lastly a great variety of alien invaders, particularly *Lantana*, which is classified as a category 1 alien invader species according to present legislation and should therefore be controlled urgently.

MANAGEMENT PROPOSALS

The different invader areas as described briefly above should be treated as follows:

1. The *Pinus radiata* area should be thinned by removing 50% of all trees, selecting mainly badly formed or damaged trees. The timber of the harvested trees can be sold; however, all harvesting debris, branches and un-utilizable sections should be removed carefully, without damaging the already existing natural regeneration of indigenous trees.
2. The old wattle trees represent very little value. About 50% of the old trees should be ring-barked and left to die slowly. Once the trees are dead they might fall over but they will do very little damage to the emerging indigenous regeneration.
3. The dense wattle and blackwood jungles should be drastically thinned. This can be done once actions described under 1 and 2 have been completed.
4. The few old Eucalyptus trees should also be ring-barked.
5. Category 1 invader species, particularly *Lantana*, should be controlled as soon as possible.

ECOLOGICAL VALUE

1. The remaining indigenous forest patches (even though partly invaded by alien trees) represent the original vegetation, which has been reduced drastically over the last 200 years. The protection and rehabilitation of these patches is of great importance. In order to establish the actual extent of the indigenous forest patches a GIS aerial survey and mapping exercise should be undertaken followed by a field survey of these patches to determine species composition, status, alien infestation, etc.
2. Probably most importantly, the water quality of the Klein Piesang River *must* be improved by establishing reed beds along the river. Expert advice should be obtained before rehabilitation commences.
3. The remaining coastal fynbos patches should be cleaned of invader species like pines, wattle and blackwood.

CONCLUSION

The rehabilitation of the area and conversion into an educational/recreational park for the greater community of Bitou will be a worthwhile project, keeping the environmental assets (as described in this report) in mind.

The work must be tackled in stages and executed under strict supervision of experts in order to avoid any further deterioration of the natural environment. To rehabilitate and develop the area into a park will be a worthwhile, even though expensive and long-term, project.

Drafted by:

Georg von dem Bussche
Forestry & Environmental Advisor
E-mail: bussche@global.co.za
Mobile: 0824154321

SECTION 5

ENGINEERING SERVICES

ITEM C/5/199/03/25

**CAPITAL PROJECTS IMPLEMENTATION PLAN (CPIP): REPORT FOR PERIOD
ENDING FEBRUARY 2025**

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 5/7/1/12

Delegation: Council

Attachments None

Report from: Director Engineering Services

Author: Manager Project Management Unit (PMU)

Date: 4 March 2025

PURPOSE OF THE REPORT

For Council to note the progress with the planning and implementation of all Capital Projects managed by Engineering Services' Project Management Unit (PMU) for the Financial Year 2024/25 period ending February 2025.

BACKGROUND /DISCUSSION

The PMU of the Engineering Services Department is implementing several Capital Projects for the Medium-Term Revenue and Expenditure Framework (MTREF) period that includes grants, own and loan funded projects.

The PMU has drafted a detailed Capital Project Implementation Plan (CPIP) to plan and monitor the progress of projects from inception to completion, to ensure the successful delivery of the desired outcomes.

A summary of the progress for the various projects is given below.

The Capital Project Implementation Plan (CPIP) is attached to this report indicating the status of each project.

Section 5: Engineering Services

UKEY	PROJECT	FUNDING	STATUS	PROGRAMME DETAILS		2024/25 FINANCIAL PROGRESS: JANUARY 2025		COMMENTS
				Appointment Date	Planned Completion Date	YTD Exp.	Commitment	
PURIFICATION, DEMAND & LOSS CONTROL: WATER								
20240627068685	PUMP STATION EQUIPMENT	AFR	Construction	July 2024	June 2027	0%	90%	Contractor appointed. Construction commenced in Feb 2025. Equipment has been ordered with installation expected in March 2025.
20240627067836	NATURES VALLEY RESERVOIR	BORR	Construction	April 2024	June 2025	71%	100%	Construction contract cancelled. Budget to be rolled-over to next FY. New tender to be advertised.
20240627068454	PLETT WTW: NEW PUMP STATION	MIG	Construction	April 2024	June 2025	31%	100%	Construction is underway.
20240627073135	UPGRADE SAND FILTER PLETT WTW	AFR	Construction	April 2024	June 2025	3%	70%	Construction is underway. Costs are 1 st allocated to MIG and then against AFR.
20230703045694	REPLACEMENT OF AC PIPES	AFR	Construction	July 2023	June 2025	62%	96%	Multi-year contract in place. Contractor appointed. Construction to commence in February 2025.
20240627073114	KURLAND: UPGRADE WTW	WSIG	Construction	April 2024	June 2026	20%	100%	This is a multiyear project. Construction is underway.
20240627073111	KURLAND: UPGRADE WTW	BORR	Construction	April 2024	June 2026	99%	100%	This is a multiyear project. Construction is underway.
20240627073117	NATURES VALLEY WTW	BORR	Preliminary Design	July 2024	June 2025	18%	100%	PSP has been appointed. Preliminary Design has commenced.

Section 5: Engineering Services

UKEY	PROJECT	FUNDING	STATUS	PROGRAMME DETAILS		2024/25 FINANCIAL PROGRESS: JANUARY 2025		COMMENTS
				Appointment Date	Planned Completion Date	YTD Exp.	Commitment	
PURIFICATION, DEMAND & LOSS CONTROL: SEWER								
20240627069307	PUMP STATION EQUIPMENT	AFR	Construction	July 2024	June 2027	0%	90%	Contractor appointed. Construction commenced in Feb 2025. Equipment has been ordered with installation expected in March 2025.
20240627073099	SLUDGE HANDLING GANSEVALLEI WWTW	AFR	Preliminary Design	April 2024	June 2025	80%	100%	Preliminary Design and environmental scoping study underway.
20240627073108	KURLAND WASTEWATER TREATMENT WORKS	MIG	Construction	April 2024	June 2026	69%	100%	This is a multiyear project. Construction is underway.
20240627073102	UPGRADE SEWER RETICULATION	BORR	Construction	July 2023	June 2025	15%	63%	Preliminary Design has commenced.
20240627073105	SECURITY FENCING - WASTE WATER PLANTS	BORR	Construction	July 2024	June 2025	64%	0%	Ganse Vallei WWTW Fencing to be completed.
PARKS AND RECREATION: PARKS MAINTENANCE AND HORTICULTURE								
20230703045595	UPGRADING OF KRANSHOEK SPORTFIELD FLOODLIGHTING	AFR	Construction	March 2024	Dec 2025	100%	0%	Construction successfully completed. Saving was realised.
20240627072561	UPGRADING OF KRANSHOEK SPORTFIELD FLOODLIGHTING	MIG	Construction	March 2024	Dec 2025	100%	100%	Construction successfully completed.
20240627072588	CONSTRUCTION OF REGIONAL CEMETERY	AFR	Preliminary Design	Dec 2024	Jun 2025	25%	100%	PSP has been appointed. Preliminary Design has commenced.

Section 5: Engineering Services

UKEY	PROJECT	FUNDING	STATUS	PROGRAMME DETAILS		2024/25 FINANCIAL PROGRESS: JANUARY 2025		COMMENTS
				Appointment Date	Planned Completion Date	YTD Exp.	Commitment	
INTEGRATED WASTE MANAGEMENT								
20240627068970	KURLAND VILLAGE-WASTE DROP-OFF FACILITY	BORR	Design	July 2024	June 2026	63%	100%	Design has been completed. Tenders to be advertised in March 2025.
20240627073168	WASTE TRANSFER STATION - CONSTRUCTION OF NEW BULKY WASTE FACILITY	BORR	Preliminary Design	July 2024	June 2025	10%	100%	PSP has been appointed. Preliminary Design has commenced.

Section 5: Engineering Services

FINANCIAL IMPLICATION

The capital budget managed by the PMU is reflected below (excluding VAT):

Funding	Budget	YTD Expenditure		Commitments**		Available	
		(R)	(%)	(R)	(%)	(R)	(%)
MIG	18,895,912.00	12,031,390.97	64%	18,895,912.00	100%	-	0%
WSIG	10,434,783.00	2,060,814.67	20%	10,434,783.00	100%	-	0%
BORROWINGS	5,727,061.39	2,684,116.38	47%	4,195,846.55	73%	1,531,214.84	27%
AFR	11,612,048.00	3,308,689.98	28%	10,007,123.30	86%	1,604,924.70	14%
SUMMARY	46,669,804.39	20,085,012.00	43%	43,533,664.85	93%	3,136,139.54	7%

** Commitments : Include YTD expenditure, orders generated and orders requested as well as awards / appointments made to service provider (engineer or contractor).

Notes

- Not all financial transactions were finalized at the time the report was generated but have been included for completeness.
- Budget figures have been updated to reflect the Adjusted budget approved by the Council on 27 February 2025.

Challenges

- Delays in procurement have resulted in slow / delayed expenditure on some projects.

RELEVANT LEGISLATION

- Municipal Finance Management Act
- Preferential Procurement Policy Framework Act
- Supply Chain Management Regulations
- Construction Industry Development Board Act and Regulations
- National Environmental Management Act and Regulations
- Occupational Health & Safety Act 1993 and Construction Regulations

RECOMMENDED BY THE ACTING MUNICIPAL MANAGER

That the Council takes cognizance of the Capital Projects Implementation Plan (CPIP) for the period ending February 2025.

RECOMMENDED BY THE ENGINEERING AND COMMUNITY SERVICES PORTFOLIO COMMITTEE.

That the Council takes cognizance of the Capital Projects Implementation Plan (CPIP) for the period ending February 2025.

ITEM C/5/200/03/25

REGISTRATION OF PROPOSED CAPITAL PROJECTS FOR POSSIBLE GRANT FUNDING APPLICATIONS

Portfolio Comm: Engineering & Community Services

Demarcation: All Wards

File Ref: 5/7/1/12

Delegation: Council

Attachments None

Report from: Director Engineering Services

Author: Manager Project Management Unit (PMU)

Date: 4 March 2025

PURPOSE OF THE REPORT

The purpose of this item is to obtain Council approval to register new proposed Capital Projects for possible external grant funding applications.

BACKGROUND /DISCUSSION

It is essential to have proposed capital projects registered for possible grant funding applications. A Council Resolution is required to submit projects for funding applications. Projects must also be listed on the Integrated Development Plan (IDP).

It is proposed that the following project be submitted for possible grant funding applications. It must be noted that the funding applications is not limited to the projects listed below.

Parks and Recreation

1. Construction of a regional cemetery

Roads and Stormwater

1. Upgrading of Gravel Roads in Kranshoek
2. Upgrading of Gravel Roads in Wittedrift

Sports Facilities (from the Sports Master Plan dated 2024):

1. Kwanokuthula Sports Field
2. New Horizons Sports Field
3. Qolweni / Bossiesgif Sports Field
4. Kranshoek Sports Field

Section 5: Engineering Services

5. Town (Plettenberg Bay) Sports Field
6. Kurland Sports Fields
7. Wittedrift Sports Fields

FINANCIAL IMPLICATION

None at this stage, as only the Council approval is required to commence with the funding applications.

RELEVANT LEGISLATION

- Municipal Finance Management Act
- Preferential Procurement Policy Framework Act
- Supply Chain Management Regulations
- Construction Industry Development Board Act and Regulations
- National Environmental Management Act and Regulations
- Occupational Health & Safety Act 1993 and Construction Regulations

RECOMMENDED BY THE ACTING MUNICIPAL MANAGER

1. That Council endorses and approves the submission of the following capital projects with the aim of securing grant funding:

Parks and Recreation

- a. Construction of a regional cemetery

Roads and Stormwater

- a. Upgrading of Gravel Roads in Kranshoek
- b. Upgrading of Gravel Roads in Wittedrift

Sports Facilities (from the Sports Master Plan dated 2024):

- a. Kwanokuthula Sports Field
- b. New Horizons
- c. Qolweni / Bossiesgif
- d. Kranshoek
- e. Town (Plettenberg Bay)
- f. Kurland (Soccer)
- g. Wittedrift

2. That the projects listed in 1 above be included in the (IDP) Integrated Development Plan project list as future projects.

RECOMMENDED BY THE ENGINEERING AND COMMUNITY SERVICES PORTFOLIO COMMITTEE.

1. That Council endorses and approves the submission of the following capital projects with the aim of securing grant funding:

Parks and Recreation

- a. Construction of a regional cemetery

Roads and Stormwater

- c. Upgrading of Gravel Roads in Kranshoek
- d. Upgrading of Gravel Roads in Wittedrift

Sports Facilities (from the Sports Master Plan dated 2024):

- h. Kwanokuthula Sports Field
- i. New Horizons
- j. Qolweni / Bossiesgif
- k. Kranshoek
- l. Town (Plettenberg Bay)
- m. Kurland (Soccer)
- n. Wittedrift

2. That the projects listed in 1 above be included in the (IDP) Integrated Development Plan project list as future projects.

SECTION 6

PLANNING AND DEVELOPMENT

Section 6: Development and Planning

ITEM C/6/184/03/25

DEVELOPING AN EVENTS BYLAW FOR BITOU MUNICIPALITY

Portfolio Comm: Strategic Services and Office of the MM **Demarcation:** All Wards

File Ref: 9/1/3/6 **Delegation:** Council

Attachments: None

Report from: Acting Director Economic Development & Planning

Author: Manager Economic Development

Date: 3 March 2025

PURPOSE OF THE REPORT

For the Council to take cognizance of the process to develop an Events Bylaw for the Bitou Municipality, that will assist in enabling events where temporary land use departures are required.

BACKGROUND/DISCUSSION

Legislative Context

The Bitou Municipality Land Use Planning Bylaw (2015) establishes the framework for managing, processing, and evaluating all land development applications within the municipality. This bylaw governs the criteria for decision-making and ensures that land use applications adhere to municipal planning regulations.

Under the current legislative framework, hosting an event requires an application for Consent Use, which must be submitted by the landowner or an authorized representative in accordance with Section 15(2)(o) of the Bitou Land Use Planning Bylaw (2015). The approval process involves a formal decision under Section 60, while the operational conditions for such events are imposed in terms of Section 66.

The application process is comprehensive and includes a mandatory internal review, along with external consultations when necessary. This is followed by an evaluation phase and a final decision-making process. Due to these procedural requirements, obtaining approval for an event can take up to ten months from the date of submission.

Given the extended timeline for approvals, the existing legislative framework presents a significant challenge for event organizers seeking timely authorization. This highlights the need for the Bitou Municipality to consider adopting a dedicated *Events Bylaw*. Such a bylaw could establish a more streamlined and efficient decision-making process for event approvals while maintaining the necessary provisions for stakeholder engagement, land use compliance, and regulatory oversight. By implementing

Section 6: Development and Planning

an Events Bylaw, the Municipality can enhance its ability to support and regulate events in a manner that balances efficiency with responsible governance and oversight.

The Need for the Bitou Municipality Events Bylaw

The Local Economic Development (LED) Section recognizes that hosting events is a vital component of municipal affairs and plays a crucial role in fostering cultural, social, and economic growth. Events contribute significantly to strengthening trade relationships, promoting tourism, and enhancing community engagement. Given their importance, it is essential to establish a streamlined process that ensures the effective regulation and management of events while upholding safety, security, and the interests of all affected stakeholders within the municipality's jurisdiction.

To achieve this, the drafting and adoption of an Events Bylaw by Council is proposed. This bylaw will apply to certain scaled and durational events held within the jurisdiction of Bitou Municipality, encompassing both public spaces and private properties. However, in cases where an event is held on private land and has an impact on municipal resources, infrastructure, or the surrounding community, additional regulatory measures may apply in accordance with other relevant legislation. The bylaw will also define and categorize events based on their scale, as determined and approved by the Council, to ensure appropriate regulatory oversight.

The primary objective of the Events Bylaw is to establish clear and consistent guidelines for event hosting within Bitou Municipality. This includes setting out the mandatory requirements for event approval, such as the public advertising of an event before authorization can be granted by the appointed Events Permit Officer. The evaluation of each event will be conducted in accordance with the predefined criteria outlined in the bylaw, ensuring that all event applications are assessed consistently, fairly, and transparently.

By implementing this bylaw, Bitou Municipality aims to foster a well-regulated event industry that supports local economic development while maintaining public safety, minimizing disruptions, and ensuring compliance with municipal and national regulations within an expedited timeframe.

Legislative Implications and Way Forward

Event organizers submitting applications under this By-law are fully responsible for ensuring that their event complies with its Health and Safety provisions and does not violate any other applicable laws relating to land development. The adoption of the Events Bylaw does not circumvent the requirements of Section 15 of the Bitou Land Use Planning Bylaw (2015), which mandates that event operations obtain either Consent Use or a Temporary Land Use Departure where necessary.

The Bitou Land Use Planning Bylaw allows the Municipality to grant exemptions for certain types of land development applications under specific circumstances. Accordingly, the Town Planning Department recommends that an exemption clause be incorporated into the existing Land Use Planning Bylaw, permitting the occasional use of land for single events without requiring a full land use departure process.

This exemption would be granted solely on a case-by-case basis at the Municipality's discretion. A certificate of exemption would be issued by the Town Planning Section, subject to approval under the proposed Events Bylaw. This certificate is a mandatory requirement and must be included for each events application under the events bylaw. This shift in responsibility would reassign the decision-making process for event permits from the Land Use Management function to the Events Planning Committee,

Section 6: Development and Planning

with final decisions communicated by the Events Permit Officer, appointed by the Council. In effect, the Events Planning Bylaw would take precedence in regulating the management and approval of single-event applications.

However, large-scale events spanning multiple days or occurring on a recurring basis—such as Plett Rage—would still require a formal application under the Land Use Planning Bylaw for a Temporary Land Use Departure whereby the Municipal Planning Tribunal will make the final decision.

FINANCIAL IMPLICATION

None

RELEVANT LEGISLATION

The Bitou Municipality Land Use Planning Bylaw, 2015

RECOMMENDED BY THE MUNICIPAL MANAGER

That the Council gives permission to develop the Bitou Municipality Events Bylaw for the Bitou Municipality, that will assist in enabling events where temporary land use departures are required

RECOMMENDED BY THE STRATEGIC SERVICE AND OFFICE OF THE MUNICIPAL MANAGER PORTFOLIO COMMITTEE

To be circulated separately

Section 6: Development and Planning

ITEM C/6/185/03/25

UPGRADE OF SERVICES AND DEVELOPMENT OF ROBBERG 5

Portfolio Comm: Strategic Services and Office of the MM

Demarcation: All Wards

File Ref: 9/1/3/6

Delegation: Council

Attachments: None

Report from: Acting Director Economic Development & Planning

Author: Manager Economic Development

Date: 3 March 2025

PURPOSE OF THE REPORT

For the Council to take cognizance of the Economic Development initiative to develop the Robberg 5 site to provide better services and create an enabling environment for increased opportunities for small business.

BACKGROUND/DISCUSSION

Robberg 5 is a popular accommodation option located in Plettenberg Bay, South Africa. It's part of the Robberg area, which is known for its beautiful beaches and proximity to nature reserves, making it a great spot for outdoor activities like hiking, whale watching, and water sports.

Robberg 5 typically offers self-catering options, making it suitable for families and groups. The property often features modern amenities, scenic views, and easy access to local attractions, including shops, restaurants, and the stunning Robberg Nature Reserve.

The Robberg 5 site has some key challenges which include environmental challenges, sewerage spillover and ample space for seasonal traders as well as Sea Rescue and Life-saving services.

In order to develop the site, the municipality must engage in public participation to ensure compliance with the Asset Transfer Regulation 34(3)(b)

FINANCIAL IMPLICATION

None at this time

Section 6: Development and Planning

RELEVANT LEGISLATION

Asset Transfer Regulation 34(3)(b):

- (b) A request to the municipal council for authorisation of a public participation process must be accompanied by an information statement stating –
- (i) the reasons for the proposal to grant a long term right to use, control or manage the relevant capital asset;
 - (ii) any expected benefits to the municipality that may result from the granting of the right;
 - (iii) any expected proceeds to be received by the municipality from the granting of the right; and
 - (iv) any expected gain or loss that will be realised or incurred by the municipality arising from the granting of the right.

RECOMMENDED BY THE MUNICIPAL MANAGER

1. That the Municipal Manager be authorized to conduct a public participation process in relation to the proposed granting of a right to developed / upgrade the Robberg 5 beach parking area.
2. That the matter be referred back after conclusion of the public participation process.

RECOMMENDED BY THE STRATEGIC SERVICE AND OFFICE OF THE MUNICIPAL MANAGER PORTFOLIO COMMITTEE

To be circulated separately