

**REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52
VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52 - UXANDUVA
LUKA SODOLOPHU ()**

(6/18/7)

11 October 2019

REPORT FROM THE EXECUTIVE MAYOR (M BOOYSEN)

PURPOSE OF THE REPORT

The report is tabled to Council in terms of Section 52(d) as required in terms of the Municipal Finance Management Act 56 of 2003.

BACKGROUND

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

Section 52 (d)

The mayor of a municipality –

Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality

FINANCIAL IMPLICATIONS

None

RELEVANT LEGISLATION

Municipal Finance Management

Act, No 56 of 2003, section 52

Municipal Budget and Reporting Regulations, 17 April 2009

UITVOERENDE OPSOMMING

Die burgemeester van die munisipaliteit moet binne 30 dae na die einde van die kwartaal 'n verslag aan die Raad voorlê oor die finansiële posisie van die munisipaliteit.

RECOMMENDATION

That Council notes the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the period ending 30 September 2019.

AANBEVELING

Dat die Raad kennis neem van die kwartaalverslag rakende die implementering van die begroting en die finansiële posisie van die munisipaliteit vir die jaar tot datum en die periode geëindig 30 September 2019.

ISINDULULO

Sesokuba iBhunga lithathele ingqalelo ingxelo ngokumiselwa kolwabiwo-mali kunye nemicimbi yezemali zomasipala zonyaka uzakuthi ga ngoku kunye nexesha eliphela ngomhla 30 kweyoKwindla 2019.

ANNEXURE

Section 52 Report



**GARDEN ROUTE DISTRICT
MUNICIPALITY**

FINANCIAL YEAR 2019 - 2020

**QUARTERLY MAYORAL SECTION 52
REPORT**

**YEAR TO DATE ENDING
30 SEPTEMBER 2019**

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Glossary

Annual Budget – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

Adjustment Budget – Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revised its annual budget during the year.

Allocations (Transfers – see DORA) – Money received from Provincial or National Government.

Budget Related Policy (ies) – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

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 and must be included in the asset register.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality. Payments do not always coincide with budgeted expenditure timings - for example, when an invoice is received by the Municipality it is shown as expenditure in the month 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 (see Allocations / Transfers).

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/should 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 dated April 2009.

MFMA – The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

MSCOA – Municipal Standard Chart of Accounts

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 – 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.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budgeted 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, spending without, or in excess of, an Approved Budget.

Virement – A transfer of funds.

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 is divided. In Garden Route District this means the different GFS classification the budget is divided.

Legislative Framework

This report has been prepared in terms of the following enabling legislation:

The Municipal Finance Management Act – Act No. 56 of 2003

- Section 52: Quarterly budget statements

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

PART 1 – IN-YEAR REPORT

SECTION 1 – MAYORAL FOREWORD

Honourable Speaker, leaders of the opposition, honourable members of the Garden Route.

District Council on both sides of the house, the Municipal Manager and his Executive Management Team, members of the media, interest groups and the citizens of the Garden Route District. I would like to express a hearty warm welcome to you all.

These figures are presented in terms of Section 52 of the MFMA. The information is presented for the 1st Quarter ending 30 September 2019.

But before we go to the figures, herewith an overview of the 1st Quarter's events:

We are proud to announce that Nedbank was recently appointed as the new banking partners of Garden Route District Municipality (GRDM). On 2 May 2019, the Marketing team of Nedbank visited our Head Office to introduce themselves as our new banking partner.

It was once again a glorious occasion for the GRDM Fire Fighters, when they walked away victorious after winning the International Fire Fighters Day (IFFD) Challenge. Overstrand Municipality ended up in the 2nd place and Overberg District Municipality 3rd. The competition took place in Stellenbosch from 3 to 5 May 2019 and was hosted by the Stellenbosch Municipality at "Die Braak".

Councillors, management and staff of the GRDM, in collaboration with other stakeholders, on Friday 31 May 2019, launched a World No Tobacco Day campaign in front of the GRDM head-office in George. The launch took place in support of this worldwide initiative of which, according to the World Health Organisation (WHO), focuses on "tobacco and lung health". According to the WHO, the world-wide campaign increases awareness on the negative impact that tobacco had on the lung health of people, from cancer to chronic respiratory disease and the fundamental role lungs play for the health, as well as overall well-being of all people. The campaign also serves as a call-to-action; the advocating for effective policies to reduce tobacco consumption; and to engage stakeholders across multiple sectors in the fight for a tobacco free world.

GRDM hosted a Good Governance Summit during June 2019 at the prestigious Oubaai Hotel Golf & Spa. The event was attended by councillors and municipal executive managers of all Garden Route municipalities. Held in collaboration with the South African Local Government Association (Salga), the event shone the spotlight on the elements of good governance, the need thereof, and the result of a lack thereof.

I as the executive mayor of the GRDM, lamented the effects of red tape and bureaucracy on service delivery and economic development.

I have made a conscious decision to understand Section 156 of the Constitution of South Africa, and especially Section 84 of the Municipal Structures Act as it explicitly states what a municipality can do, is supposed to do, and cannot do. The challenge is one of interpretation when it comes to laws and regulations.

To transform the Garden Route economy, the R1bn pledged is from companies that originate in South Africa. They heard the call; they have done their homework; they are ready to invest in an area that is well governed, and well administered.

The money stems from South African companies who have taken their business overseas because of all the red tape and corruption. They are willing to invest, but red tape and bureaucracy keep them away.

I called on local government to follow the example of the one stop service-orientated Thusong Centres of national government when it comes to service delivery at grassroots level.

When someone walks into a municipal building - any office - that person should be assisted right there, not shown away.

*Herewith an executive summary of the performance of the Council for the 1st Quarter ending 30 September 2019. The actual and budgeted figures reported, **includes** the Roads Budget.*

Revenue by source

The total revenue received by source for the 1st quarter amounts to **R115 291 206**, against an adjusted budget of **R423 921 000 (including Roads Agency)**. This represents **27.2%** recording of revenue for the first quarter.

The roads agency function is now consolidated monthly in the financial records.

Operating Expenditure by source

For the first quarter of the financial year the municipality records expenditure performance of **R86 997 000** against an adjusted budget of **R421,475,000 (including Roads Agency)**, representing **20.6%** of expenditure.

The salary expenditure for the first quarter was **R33 959 000** to an adjusted budget of **R144,964,000** (which includes contributions to post retirement benefits) representing **23,4%** spending of budget for the quarter.

The councillor remuneration for the first quarter amounts to **R2 509 000** to an adjusted budget of **R12 828 000** representing **19.6%** of budget.

Spending on contracted services and general expenses was **R48 514 000** in the first quarter representing **19.2%** spending of an adjusted budget of **R252 437 000 (including Roads Budget)** for the quarter.

The income and expenditure of the roads agency function is integrated monthly.

Capital Expenditure

The adjusted capital budget for the financial year amounts to **R10 705 000**. For the first quarter, capital expenditure was **R305 300** representing **2.9%** of the budget.

Refer to detailed capital expenditure performance on pages **30 – 32**.

SECTION 2 – RESOLUTIONS

Municipal Financial Management Act, 56 of 2003 - SECTION 52: General responsibilities of the Mayor

This is the resolution being presented to Council in the quarterly report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of section 52 of the Municipal Finance Management Act 56 of 2003.

RECOMMENDATION:

That Council takes note of the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the period ending 30 September 2019.

SECTION 3 – EXECUTIVE SUMMARY

3.1 Introduction

These figures are presented in terms of section 52(d) of the MFMA. The information is presented for the 1st quarter ending 30 September 2019.

3.2 Consolidated performance

3.2.1 Against annual budget (adjusted)

The actual and budgeted figures reported, excludes the Roads Budget.

Revenue by source

For the first quarter the municipality records revenue performance of **R115 291 206** against an adjusted budget of **R423 921 000** representing **27.2%**

Operating Expenditure by type

For the first quarter of the financial year the municipality records expenditure performance of **R86 997 000** against a budget of **R421 475 000**, representing **20.6%** of expenditure including the Roads Agency Function.

Capital Expenditure

The adjusted capital budget for the financial year amounts to **R10 705 000**. For the first quarter capital expenditure was **R305 300** representing **2.9%** of the budget.

3.3 Material variances from SDBIP

Attached to this report as Annexure is the SDBIP report for the 1st quarter ending 30 September 2019.

This report reflects information in terms of the implementation of the budget. All changes required to the SDBIP in terms of KPI's are managed via the Performance Management Unit situated in the Office of the Municipal Manager.

3.4 Remedial or corrective steps

Performance Management office, in conjunction with Legal Services section, will conduct a full investigation into poor performance as applicable.

3.5 Conclusion

Detailed analysis of the municipal performance for the 1st quarter ending 30 September 2019 will be presented under the different sections of the report. More information regarding the municipal performance and explanations will be provided below.

SECTION 4 – IN-YEAR BUDGET STATEMENT TABLES

4.1 Monthly budget statements

4.1.1 Table C1: s71 Monthly Budget Statement Summary

DC4 Garden Route - Table C1 Monthly Budget Statement Summary - Q1 First Quarter

Description	2018/19	Budget Year 2019/20							
	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	-	-	-	-	-	-	-	-	-
Service charges	-	-	-	-	-	-	-	-	-
Investment revenue	15 715	16 893	16 893	-	-	4 223	(4 223)	-100%	16 893
Transfers and subsidies	172 435	165 426	172 027	-	68 777	43 007	25 770	60%	172 027
Other own revenue	214 495	235 001	235 001	38 173	46 514	58 750	(12 236)	-21%	235 001
Total Revenue (excluding capital transfers and contributions)	402 645	417 320	423 921	38 173	115 291	105 980	9 311	9%	423 921
Employee costs	140 534	144 964	144 964	11 576	33 959	36 241	(2 282)	-6%	144 964
Remuneration of Councillors	11 933	12 828	12 828	827	2 509	3 207	(698)	-22%	12 828
Depreciation & asset impairment	3 172	3 477	3 477	753	1 130	869	261	30%	3 477
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	36	4 084	4 084	176	378	1 021	(643)	-63%	4 084
Transfers and subsidies	-	1 965	1 965	376	506	491	15	3%	1 965
Other expenditure	242 728	251 339	254 158	20 008	48 514	63 539	(15 025)	-24%	254 158
Total Expenditure	398 403	418 656	421 475	33 716	86 997	105 369	(18 372)	-17%	421 475
Surplus/(Deficit)	4 242	(1 336)	2 446	4 458	28 294	612	27 683	4527%	2 446
Transfers and subsidies - capital (monetary alloc	-	-	-	-	-	-	-	-	-
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	4 242	(1 336)	2 446	4 458	28 294	612	27 683	4527%	2 446
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	4 242	(1 336)	2 446	4 458	28 294	612	27 683	4527%	2 446
Capital expenditure & funds sources									
Capital expenditure	10 623	6 923	10 705	305	305	2 485	(2 179)	-88%	11 105
Capital transfers recognised	4 000	-	3 782	-	-	946	(946)	-100%	3 782
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	6 623	6 923	6 923	305	305	1 731	(1 425)	-82%	6 923
Total sources of capital funds	10 623	6 923	10 705	305	305	2 676	(2 371)	-89%	10 705
Financial position									
Total current assets	196 625	178 550	178 550		209 654				178 550
Total non current assets	307 314	292 602	296 384		307 903				296 384
Total current liabilities	102 393	82 034	82 034		75 303				82 034
Total non current liabilities	137 987	86 240	86 240		144 852				86 240
Community wealth/Equity	263 560	302 878	306 661		297 403				306 661
Cash flows									
Net cash from (used) operating	13 793	(755)	3 028	4 458	28 294	757	(27 538)	-3638%	3 028
Net cash from (used) investing	(9 258)	366	(3 417)	(51 022)	(29 548)	(854)	28 694	-3359%	(3 417)
Net cash from (used) financing	-	-	-	-	-	-	-	-	-
Cash/cash equivalents at the month/year end	174 303	169 379	169 379	-	179 101	169 671	(9 430)	-6%	179 965
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	440	627	364	1 138	634	653	12 808	15 107	31 769
Creditors Age Analysis									
Total Creditors	311	1 342	367	(53)	14	8	295	154	2 437

4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

DC4 Garden Route - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
Governance and administration		232 272	217 702	224 303	2 564	79 086	56 076	23 010	41%	224 303
Executive and council		231 601	216 981	223 582	2 472	78 932	55 895	23 037	41%	223 582
Finance and administration		671	721	721	92	154	180	(26)	-15%	721
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		8 041	8 856	8 856	546	1 091	2 214	(1 123)	-51%	8 856
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		7 820	8 406	8 406	501	955	2 102	(1 147)	-55%	8 406
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		221	450	450	45	136	113	24	21%	450
Economic and environmental services		162 333	160 105	160 105	35 064	35 114	40 026	(4 912)	-12%	160 105
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		162 000	160 000	160 000	35 048	35 048	40 000	(4 952)	-12%	160 000
Environmental protection		333	105	105	16	66	26	40	153%	105
Trading services		-	30 657	30 657	-	-	7 664	(7 664)	-100%	30 657
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	30 657	30 657	-	-	7 664	(7 664)	-100%	30 657
Other	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	402 645	417 320	423 921	38 173	115 291	105 980	9 311	9%	423 921
Expenditure - Functional										
Governance and administration		123 554	126 483	128 493	10 367	24 326	32 123	(7 797)	-24%	128 493
Executive and council		44 144	45 692	46 892	3 665	8 616	11 723	(3 107)	-27%	46 892
Finance and administration		76 860	78 090	78 900	6 446	15 214	19 725	(4 510)	-23%	78 900
Internal audit		2 550	2 702	2 702	257	495	675	(180)	-27%	2 702
Community and public safety		90 298	79 377	79 377	5 926	16 736	19 844	(3 108)	-16%	79 377
Community and social services		20 403	9 814	9 814	770	2 263	2 454	(191)	-8%	9 814
Sport and recreation		12 767	13 225	13 225	857	2 681	3 306	(626)	-19%	13 225
Public safety		27 288	25 301	25 301	1 896	5 125	6 325	(1 200)	-19%	25 301
Housing		-	-	-	-	-	-	-	-	-
Health		29 841	31 037	31 037	2 402	6 668	7 759	(1 091)	-14%	31 037
Economic and environmental services		178 859	176 200	177 009	16 876	44 095	44 252	(157)	0%	177 009
Planning and development		8 640	9 147	9 147	1 985	4 880	2 287	2 593	113%	9 147
Road transport		166 635	163 468	164 277	14 578	38 348	41 069	(2 721)	-7%	164 277
Environmental protection		3 585	3 585	3 585	314	867	896	(29)	-3%	3 585
Trading services		5 018	33 470	33 470	440	750	8 367	(7 617)	-91%	33 470
Energy sources		-	-	-	-	-	-	-	-	-
Water management		10	10	10	195	506	3	503	19731%	10
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		5 008	33 460	33 460	245	245	8 365	(8 120)	-97%	33 460
Other		674	3 126	3 126	106	1 089	782	308	39%	3 126
Total Expenditure - Functional	3	398 403	418 656	421 475	33 716	86 997	105 369	(18 372)	-17%	421 475
Surplus/ (Deficit) for the year		4 242	(1 336)	2 446	4 458	28 294	612	27 683	4527%	2 446

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services.

Operating Revenue:

Table C2 reflects the financial performance per Standard Classification and shows that most of the municipal funds are received under the Executive and Council classification. This is because the municipality budgets most of its income under the Governance and administration function of the Government Financial Statistics (GFS) classification.

Operational performance for the revenue budget totals **R115 291 000** for the first quarter ending 30 September 2019. Based on the adjusted budget of **R423 921 000** this represents **27.2%** of budgeted revenue for the quarter under review including the Roads Agency Function.

Operating Expenditure

Operational performance for the expenditure budget totals **R86 996 775** for the first quarter ending 30 September 2019. Based on the adjusted budget of **R421 475 000** this represents a **20.6%** of budgeted expenditure. The year to date expenditure amounts includes the Roads Agency Function.

More details regarding the operational expenditures are included in the report below under expenditure by type.

In Table C3, Financial Performance is reported by municipal vote:

4.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

DC4 Garden Route - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q1 First Quarter

Vote Description	Ref	2018/19	Budget Year 2019/20							
		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 - Executive and Council		232 074	216 981	223 582	2 472	78 932	55 895	23 037	41,2%	223 582
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		198	721	721	92	154	180	(26)	-14,6%	721
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		221	450	450	45	136	113	24	21,2%	450
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		7 820	8 406	8 406	501	955	2 102	(1 147)	-54,6%	8 406
Vote 9 - Waste Management		-	30 657	30 657	-	-	7 664	(7 664)	-100,0%	30 657
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		333	105	105	16	66	26	40	152,9%	105
Vote 14 - Roads Agency Function		162 000	160 000	160 000	35 048	35 048	40 000	(4 952)	-12,4%	160 000
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	402 645	417 320	423 921	38 173	115 291	105 980	9 311	8,8%	423 921
Expenditure by Vote	1									
Vote 1 - Executive and Council		46 981	51 456	52 656	3 863	9 349	13 164	(3 815)	-29,0%	52 656
Vote 2 - Budget and Treasury Office		24 519	21 608	22 068	3 037	4 990	5 517	(527)	-9,5%	22 068
Vote 3 - Corporate Services		41 210	42 339	42 689	3 253	9 364	10 672	(1 308)	-12,3%	42 689
Vote 4 - Planning and Development		22 739	24 234	24 234	2 381	6 665	6 058	607	10,0%	24 234
Vote 5 - Public Safety		41 369	32 060	32 060	2 377	6 692	8 015	(1 323)	-16,5%	32 060
Vote 6 - Health		33 581	33 212	33 212	2 616	7 291	8 303	(1 012)	-12,2%	33 212
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		12 767	13 225	13 225	857	2 681	3 306	(626)	-18,9%	13 225
Vote 9 - Waste Management		5 008	33 460	33 460	440	750	8 365	(7 615)	-91,0%	33 460
Vote 10 - Roads Transport		4 225	3 468	4 277	-	-	1 069	(1 069)	-100,0%	4 277
Vote 11 - Waste Water Management		(7)	10	10	-	-	3	(3)	-100,0%	10
Vote 12 - Water		18	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		3 585	3 585	3 585	314	867	896	(29)	-3,2%	3 585
Vote 14 - Roads Agency Function		162 410	160 000	160 000	14 578	38 348	40 000	(1 652)	-4,1%	160 000
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	398 403	418 656	421 475	33 716	86 997	105 369	(18 372)	-17,4%	421 475
Surplus/ (Deficit) for the year	2	4 242	(1 336)	2 446	4 458	28 294	612	27 683	4526,8%	2 446

Revenue and expenditure reflects the operating performance per municipal vote. This is in accordance with the Government Financial Statistics (GFS) classification of the National Treasury.

Most of the municipal income is budgeted under the Executive and Council functions. Sport and Recreation (Resorts) is the other main municipal function where income budgeting is recorded.

Expenditure per municipal vote is distributed to ensure that the municipal expenditure reflects the functions where expenditure is allocated. This is done to ensure implementation of the Integrated Development Plan (IDP) and for Annual Reporting.

4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

DC4 Garden Route - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Rental of facilities and equipment		3 846	1 593	1 593	167	399	398	1	0%	1 593
Interest earned - external investments		15 715	16 893	16 893			4 223	(4 223)	-100%	16 893
Interest earned - outstanding debtors		897	964	964	576	1 441	241	1 200	498%	964
Dividends received		-	-	-						
Fines, penalties and forfeits		-	-	-						
Licences and permits		333	105	105	16	66	26	40	153%	105
Agency services		21 062	23 015	23 015	1 397	5 587	5 754	(166)	-3%	23 015
Transfers and subsidies		172 435	165 426	172 027		68 777	43 007	25 770	60%	172 027
Other revenue		184 358	205 672	205 672	36 018	39 020	51 418	(12 398)	-24%	205 672
Gains on disposal of PPE		4 000	3 652	3 652			913	(913)	-100%	3 652
Total Revenue (excluding capital transfers and contributions)		402 645	417 320	423 921	38 173	115 291	105 980	9 311	9%	423 921
Expenditure By Type										
Employee related costs		140 534	144 964	144 964	11 576	33 959	36 241	(2 282)	-6%	144 964
Remuneration of councillors		11 933	12 828	12 828	827	2 509	3 207	(698)	-22%	12 828
Debt impairment		1 601	1 721	1 721			430	(430)	-100%	1 721
Depreciation & asset impairment		3 172	3 477	3 477	753	1 130	869	261	30%	3 477
Finance charges		-	-	-						
Bulk purchases		-	-	-						
Other materials		36	4 084	4 084	176	378	1 021	(643)	-63%	4 084
Contracted services		50 354	46 505	49 324	2 327	4 479	12 331	(7 852)	-64%	49 324
Transfers and subsidies		-	1 965	1 965	376	506	491	15	3%	1 965
Other expenditure		190 773	203 113	203 113	17 681	44 035	50 778	(6 743)	-13%	203 113
Loss on disposal of PPE		-	-	-						
Total Expenditure		398 403	418 656	421 475	33 716	86 997	105 369	(18 372)	-17%	421 475
Surplus/(Deficit)										
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		4 242	(1 336)	2 446	4 458	28 294	612	27 683	0	2 446
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)										
Transfers and subsidies - capital (in-kind - all)										
Surplus/(Deficit) after capital transfers & contributions		4 242	(1 336)	2 446	4 458	28 294	612			2 446
Taxation										
Surplus/(Deficit) after taxation		4 242	(1 336)	2 446	4 458	28 294	612			2 446
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		4 242	(1 336)	2 446	4 458	28 294	612			2 446
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		4 242	(1 336)	2 446	4 458	28 294	612			2 446

Revenue by Source

Revenue by source explains the types of income budgeted for and the performance of these items individually:

Rental of facilities and equipment:

Rental of facilities and equipment for the first quarter an amount of R399,485 was recorded.

Interest earned – External Investments:

Reflects the interest earned in respect of surplus funds not immediately needed in the operations of the municipality over the short-term period. No interest on external investments received was recorded for the first quarter ending 30 September 2019.

Interest raised – Outstanding debtors

Interest on outstanding debtors for the first quarter ending 30 September 2019 an amount of R1,441,000 was recorded.

Agency services

The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee is received on the original allocation and 3% on the cost of additional reseal projects. The amount of R5,587,000 was recorded for the first quarter ending 30 September 2019.

Transferred recognised – operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R 65,571,000 for the Equitable Share was received during July 2019. An amount of R408,000 for EPWP Grant were received as first instalment during August, R1,798,000 as first instalment of the Rural Roads Asset Management Grant and R1,000,000 were received from National Treasury for the Finance Management Grant.

Other revenue / Sundry income

Other revenue reflects an amount of R39 020 000 for the first quarter ending 30 September 2019. Other revenue consists of the following: Interest on current account, resorts income and rental of facilities and equipment.

Expenditure by Type

Expenditure by type reflects the operational budget per main type/category of expenditure:

Employee Related cost / Remuneration of councillors

Remuneration related expenditure for the first quarter ending 30 September 2019 amounted to R36 468 000 of an adjusted budgeted amount of R157 791 000 that represents 23,1% of the budgeted amount.

Debt Impairment / Depreciation and asset impairment

These items account for non-cash budgeted items. The asset management system are not fully integrated with the financial system yet and depreciation journals was processed during the first quarter. R1 130 000 were recorded for the first quarter and year to date ending 30 September 2019.

Finance charges

The municipality have no outstanding loans and it is not envisioned that Council will take up any new loans in the short term.

Contracted services

Contracted services amounted to R4 479 000 for the first quarter ending 30 September 2019, representing 9,1% of the budget.

Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounted to R44,035,000 for the first quarter ending 30 September 2019, representing 21.7% of the budget.

Most of the other expenditure is only accounted for at the end of the financial year. The other expenditure consists of the following:

- Repairs and Maintenance

- Operating Projects (own funds)
- General expenses
- Contributions to provisions
- Actuarial Loss
- Roads Expenditure

Roads Agency Function

The income and expenditure of the roads agency function will be integrated during period 13 corrections after the year-end. The actual Roads expenditure occurred has been journalised from start of the 2019/20 financial year and form thus part of the GRDM expenditure.

4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)

Variances explained in Supporting Table C5

DC4 Garden Route - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Q1 First Quarter

Vote Description	Ref	2018/19	Budget Year 2019/20							
		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 1 - Executive and Council		30	500	500	-	-	125	(125)	-100%	500
Vote 2 - Budget and Treasury Office		42	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		2 428	1 503	1 503	305	305	376	(70)	-19%	1 503
Vote 4 - Planning and Development		37	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		4 713	2 000	2 000	-	-	500	(500)	-100%	2 000
Vote 6 - Health		2 343	-	-	-	-	-	-	-	-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		1 000	-	-	-	-	-	-	-	-
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		30	-	-	-	-	-	-	-	-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	10 623	4 003	4 003	305	305	1 001	(695)	-69%	4 003
Single Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	-	-	-	-	-	-	-	-
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		-	70	70	-	-	18	(18)	-100%	70
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	400	4 182	-	-	1 046	(1 046)	-100%	4 582
Vote 6 - Health		-	2 300	2 300	-	-	383	(383)	-100%	2 300
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		-	-	-	-	-	-	-	-	-
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		-	150	150	-	-	38	(38)	-100%	150
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital single-year expenditure	4	-	2 920	6 702	-	-	1 484	(1 484)	-100%	7 102
Total Capital Expenditure		10 623	6 923	10 705	305	305	2 485	(2 179)	-88%	11 105

The adjusted capital budget for the financial year amounts to **R10 705 000**. For the first quarter capital expenditure was **R 305 300** representing **2.8%** of the budget.

Provincial treasury required the municipality to provide more information in terms of the commitments of capital items on the budget. Refer to Section 11 for more details regarding the progress of the spending of capital budget projects.

4.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Garden Route - Table C6 Monthly Budget Statement - Financial Position - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash		174 303	169 379	169 379	179 100	169 379
Call investment deposits		-	-	-	-	-
Consumer debtors		-	-	-	-	-
Other debtors		16 205	2 312	2 312	23 956	2 312
Current portion of long-term receivables		3 550	3 324	3 324	3 867	3 324
Inventory		2 568	3 536	3 536	2 731	3 536
Total current assets		196 625	178 550	178 550	209 654	178 550
Non current assets						
Long-term receivables		61 508	63 353	63 353	59 705	63 353
Investments		26	26	26	27	26
Investment property		84 677	83 831	83 831	86 108	83 831
Investments in Associate						
Property, plant and equipment		159 740	143 644	147 426	159 923	147 426
Biological						
Intangible		1 363	1 748	1 748	2 139	1 748
Other non-current assets						
Total non current assets		307 314	292 602	296 384	307 903	296 384
TOTAL ASSETS		503 940	471 152	474 935	517 557	474 935
LIABILITIES						
Current liabilities						
Bank overdraft						
Borrowing		857	-	-	698	
Consumer deposits						
Trade and other payables		71 843	51 753	51 753	37 449	51 753
Provisions		29 692	30 281	30 281	37 155	30 281
Total current liabilities		102 393	82 034	82 034	75 303	82 034
Non current liabilities						
Borrowing		591	1 462	1 462	28	1 462
Provisions		137 396	84 778	84 778	144 823	84 778
Total non current liabilities		137 987	86 240	86 240	144 852	86 240
TOTAL LIABILITIES		240 380	168 274	168 274	220 154	168 274
NET ASSETS	2	263 560	302 878	306 661	297 403	306 661
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		235 253	271 173	274 956	266 077	274 956
Reserves		28 307	31 705	31 705	31 326	31 705
TOTAL COMMUNITY WEALTH/EQUITY	2	263 560	302 878	306 661	297 403	306 661

The financial position of Council is recorded at the end of the quarter 30 September 2019. **This table excludes the figures for Roads department.**

4.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Garden Route - Table C7 Monthly Budget Statement - Cash Flow - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates								-		
Service charges								-		
Other revenue		214 495	230 385	230 385	38 173	46 514	57 596	(11 082)	-19%	230 385
Government - operating		172 435	165 426	168 245	-	68 777	42 061	26 716	64%	168 245
Government - capital		-	-	3 782		-	946	(946)	-100%	3 782
Interest		15 715	16 893	16 893			4 223	(4 223)	-100%	16 893
Dividends								-		
Payments										
Suppliers and employees		(388 852)	(411 494)	(411 494)	(33 339)	(86 490)	(102 873)	(16 383)	16%	(411 494)
Finance charges				-		-	-	-		
Transfers and Grants			(1 965)	(4 784)	(376)	(506)	(1 196)	(689)	58%	(4 784)
NET CASH FROM/(USED) OPERATING ACTIVITIES		13 793	(755)	3 028	4 458	28 294	757	(27 538)	-3638%	3 028
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		3 156	3 652	3 652			913	(913)	-100%	3 652
Decrease (Increase) in non-current debtors		-	3 636	3 636			909	(909)	-100%	3 636
Decrease (increase) other non-current receivables		(1 791)	-				-	-		
Decrease (increase) in non-current investments		-	-		(50 717)	(29 243)	-	(29 243)	#DIV/0!	
Payments										
Capital assets		(10 623)	(6 923)	(10 705)	(305)	(305)	(2 676)	(2 371)	89%	(10 705)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(9 258)	366	(3 417)	(51 022)	(29 548)	(854)	28 694	-3359%	(3 417)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								-		
Borrowing long term/refinancing								-		
Increase (decrease) in consumer deposits								-		
Payments										
Repayment of borrowing								-		
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	-	-	-	-	-	-		-
NET INCREASE/ (DECREASE) IN CASH HELD		4 535	(389)	(389)	(46 564)	(1 254)	(97)			(389)
Cash/cash equivalents at beginning:		169 768	169 768	169 768		180 355	169 768			180 355
Cash/cash equivalents at month/year end:		174 303	169 379	169 379		179 101	169 671			179 965

The municipal bank balance at 30 September 2019 totals R20 100 522.59 and the short term deposits made amounts to R159,000,000, therefore the total cash and cash equivalents amounts to R179 100 522.59.

More detailed information regarding the cash position is tabled below that is giving a breakdown of the commitments against the cash of council:

REPORTING MONTH: 30 SEPTEMBER 2019		
Commitments against Cash & Cash Equivalents		
ITEM	Previous Month R'000	Current Month R'000
Bank balance as at 30 September 2019	24 354 522,59	20 100 352,60
Other Cash & Cash Equivalents: Short term deposits	156 000 000,00	159 000 000,00
Total Cash & Cash Equivalents:	180 354 522,59	179 100 352,60
LESS:	125 704 029,77	113 637 684,94
Unspent Conditional Grants	6 893 627,64	6 893 627,64
Provision for staff leave	13 566 381,65	13 566 381,65
Provision for bonus	3 601 878,19	4 534 658,25
Post Retirement Benefits	37 463 916,00	37 463 916,00
Performance Bonus	932 780,06	932 780,06
Grant received in advance	32 785 500,00	16 392 750,00
Trade Payables	12 811 312,11	13 302 421,00
Unspent Capital budget	1 153 778,00	2 179 200,00
Unspent Operational budget	16 494 856,12	18 371 950,34
Sub total	54 650 492,82	65 462 667,66
PLUS:	10 464 845,64	5 365 720,66
VAT Receivable	3 278 029,44	3 070 705,90
Receivable Exchange	7 186 816,20	2 295 014,76
	65 115 338,46	70 828 388,32
LESS OTHER MATTERS:		
Capital Replacement Reserve	34 802 548,35	34 802 548,35
Sub Total	30 312 790,11	36 025 839,97
LESS: CONTINGENT LIABILITIES	11 675 924,15	11 675 924,15
Theunis Barnard	38 231,00	38 231,00
I Gerber	21 840,00	21 840,00
A de Wet	614 675,00	614 675,00
Barry Louis Rae Trust	4 500 000,00	4 500 000,00
Banger Car Hire	18 800,00	18 800,00
Combined summons between George Municipality, Garden Route DM and D Stoffels	20 836,00	20 836,00
Combined summons between G Brown and Garden Route DM	31 032,00	31 032,00
Combined summons between Brenda Kraft and Garden Route DM	415 264,31	415 264,31
Isivuno Auctioneers: Summons	223 574,84	223 574,84
Portion of Portion 2 of Farm 238, Hooggekraal	431 400,00	431 400,00
Erf 99, Glentana	4 021 781,00	4 021 781,00
Labour disputes: V Blom & Roode	350 000,00	350 000,00
Labour disputes: B Ntozini	70 000,00	70 000,00
Labour disputes: N Ndabeni	50 000,00	50 000,00
Labour disputes: IMATU obo Du Plessis & others	868 490,00	868 490,00
Recalculated available cash balance	18 636 865,96	24 349 915,82

PART 2 – SUPPORTING DOCUMENTATION

SECTION 5 – DEBTORS' ANALYSIS

Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget Statement - aged debtors - Q1 First Quarter

Description	NT Code	Budget Year 2019/20									Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy	
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total				
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water	1200										-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300										-	-		
Receivables from Non-ex change Transactions - Property Rates	1400										-	-		
Receivables from Exchange Transactions - Waste Water Management	1500										-	-		
Receivables from Exchange Transactions - Waste Management	1600										-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700	(13)	-	-	-	-	-	-	(34)	(47)	(34)			
Interest on Arrear Debtor Accounts	1810	286	285	293	262	264	257	257	1 299	3 203	2 338			
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-			
Other	1900	166	341	71	876	370	396	12 551	13 842	28 613	26 035			
Total By Income Source	2000	440	627	364	1 138	634	653	12 808	15 107	31 769	30 339	-	-	
2018/19 - totals only														
Debtors Age Analysis By Customer Group														
Organs of State	2200	(36)	63	41	541	96	230	478	3 006	4 420	4 351			
Commercial	2300	-	-	-	-	-	-	-	-	-	-			
Households	2400													
Other	2500	476	563	323	596	538	422	12 329	12 101	27 349	25 987			
Total By Customer Group	2600	440	627	364	1 138	634	653	12 808	15 107	31 769	30 339	-	-	

Long outstanding debtors that mainly consist of old sundry debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

The municipality are required to submit debtors aged analysis data strings on a monthly basis.

SECTION 6 – CREDITORS' ANALYSIS

Supporting Table C4

DC4 Garden Route - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q1 First Quarter

Description R thousands	NT Code	Budget Year 2019/20									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		
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	311	1 342	367	(53)	14	8	295	154	2 437		
Auditor General	0800										-	
Other	0900										-	
Total By Customer Type	1000	311	1 342	367	(53)	14	8	295	154	2 437	-	

The municipality are required to submit creditors aged analysis data strings on a monthly basis.

The reason for long outstanding creditors are due to invoices not submitted by either suppliers or user departments, other reasons also include disputes on certain invoices.

The municipality are continuously working towards resolving outstanding disputes on invoices and obtaining outstanding invoices.

SECTION 7 – INVESTMENT PORTFOLIO ANALYSIS

7.1 Investment monitoring information

The municipality invest access funds on a 30 days' short-term investment period in order to maximise the interest received and to have cash readily available when needed and is done in line with the Cash Management and Investment Policy of council.

With implementation of mSCOA, departments must provide cash flow projections on spending to the finance department, which will enable the finance department to accurately perform cash flow projections.

This should be done in line with the Cash Management and Investment policy of council.

	Balance as at 01 Sept 2019	Movements for the month			Balance as at 30 Sept 2019	Interest earned Month	Interest earned Year to date
		Investments matured	Investments made	Interest capitalised			
<i>Eden district municipality</i>							
<i>Interest Received YTD</i>					-		
<i>Standard Bank</i>	52 000 000,00	6 000 000,00	5 000 000,00		53 000 000,00	86 589,04	152 123,29
<i>FNB</i>	6 000 000,00	6 000 000,00	5 000 000,00		7 000 000,00	84 000,00	147 561,64
<i>ABSA</i>	36 000 000,00	-			36 000 000,00	-	-
<i>Nedbank</i>	52 000 000,00	6 000 000,00	5 000 000,00		53 000 000,00	92 777,75	167 352,00
<i>Investec Bank</i>	10 000 000,00		-		10 000 000,00	-	-
BANK DEPOSITS	156 000 000,00	18 000 000,00	15 000 000,00	-	159 000 000,00	263 366,79	467 036,93

SECTION 8 – ALLOCATION AND GRANT RECEIPTS AND EXPENDITURE

8.1 Supporting Table C6

DC4 Garden Route - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:										
Operating Transfers and Grants										
National Government:		157 166	162 568	164 471	-	68 777	27 095	39 343	145,2%	164 471
Local Government Equitable Share		151 237	157 370	157 370	-	65 571	26 228	39 343	150,0%	157 370
Finance Management		1 000	1 000	1 000		1 000	167			1 000
Municipal Systems Improvement		-		-						-
EPWP Incentive		1 021	1 629	1 629		408	272			1 629
NT - Rural Roads Asset Management Systems		2 425	2 569	2 787		1 798	428			2 787
Fire Service Capacity Building Grant	3	1 483		1 685				-		1 685
								-		
								-		
								-		
Other transfers and grants [insert description]								-		
Provincial Government:		14 810	2 859	7 557	-	-	477	(430)	-90,2%	7 557
PT - Integrated Transport Plan		1 800	900	1 490			150	(150)	-100,0%	1 490
PT - WC Support Grant		1 450	280	1 090			47			1 090
PT - Disaster Management Grant		10 000		2 097						2 097
PT - WC Support Grant	4	360	379	379			63	(63)	-100,0%	379
PT - Safety Plan Implementation (WOSA)		1 200	1 300	2 500			217	(217)	-100,0%	2 500
Other transfers and grants [insert description]										
District Municipality:		-	-	-	-	-	-	-	-	-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]										
Total Operating Transfers and Grants	5	171 976	165 427	172 028	-	68 777	27 571	38 913	141,1%	172 028

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act.

8.2 Supporting Table C7

DC4 Garden Route - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Q1 First Quarter

Description	Ref	2018/19	Budget Year 2019/20							
		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:		157 166	162 568	164 471	205	642	41 118	(40 476)	-98,4%	164 471
Local Government Equitable Share		151 237	157 370	157 370			39 343	(39 343)	-100,0%	157 370
Finance Management		1 000	1 000	1 000	68	194	250	(56)	-22,5%	1 000
Municipal Systems Improvement		-					-	-		-
EPWP Incentive		1 021	1 629	1 629	137	448	407	41	10,1%	1 629
NT - Rural Roads Asset Management Systems		2 425	2 569	2 787			697	(697)	-100,0%	2 787
Fire Service Capacity Building Grant		1 483		1 685			421	(421)	-100,0%	1 685
Other transfers and grants [insert description]										
Provincial Government:		14 810	2 859	7 557	-	-	1 889	(1 889)	-100,0%	7 557
PT - Integrated Transport Plan		1 800	900	1 490			373	(373)	-100,0%	1 490
PT - Disaster Management Grant		10 000	-	2 097			524	(524)	-100,0%	2 097
PT - WC Support Grant		1 450	280	1 090			272	(272)	-100,0%	1 090
PT - Safety Plan Implementation (WOSA)		1 200	1 300	2 500			625	(625)	-100,0%	2 500
Other transfers and grants [insert description]		360	379	379			95	(95)	-100,0%	379
District Municipality:		-	-	-	-	-	-	-		-
[insert description]										
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]										
Total operating expenditure of Transfers and Grants:		171 976	165 427	172 028	205	642	43 007	(42 365)	-98,5%	172 028

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act that stipulates reporting on all grant performance should be done from the receiving officer. RSC Equitable Share is an unconditional grant hence the day-to-day running of the business are dependent on it.

SECTION 9 – EXPENDITURE ON COUNCILLOR AND BOARD MEMBERS ALLOWANCES AND EMPLOYEE BENEFITS

Supporting Table C8

DC4 Garden Route - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - Q1 First Quarter

Summary of Employee and Councillor remuneration	Ref	2018/19	Budget Year 2019/20							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands		A	B	C						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		7 481	11 359	11 359	764	2 325	2 840	(514)	-18%	11 359
Pension and UIF Contributions		2 408	232	232	4	28	58	(30)	-52%	232
Medical Aid Contributions		122	75	75	6	17	19	(2)	-8%	75
Motor Vehicle Allowance		1 696	199	199	8	8	50	(42)	-84%	199
Cellphone Allowance		1 125	-	-	44	130	-	130	#DN/0!	-
Housing Allowances		1 046	434	434			108	(108)	-100%	434
Other benefits and allowances		-	528	528			132	(132)	-100%	528
Sub Total - Councillors		13 877	12 828	12 828	827	2 509	3 207	(698)	-22%	12 828
% increase	4		-7,6%	-7,6%						-7,6%
Senior Managers of the Municipality										
Basic Salaries and Wages		4 442	5 634	5 634	423	1 200	1 408	(209)	-15%	5 634
Pension and UIF Contributions		161	-	-	0	0	-	0	#DN/0!	-
Medical Aid Contributions		124	256	256	4	13	64	(51)	-79%	256
Overtime		-	-	-	-	-	-	-	-	-
Performance Bonus		838	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		805	-	-	59	183	-	183	#DN/0!	-
Cellphone Allowance		111	-	-	9	27	-	27	#DN/0!	-
Housing Allowances		194	-	-	-	-	-	-	-	-
Other benefits and allowances		(211)	-	-	-	-	-	-	-	-
Payments in lieu of leave		-	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		-	-	-	-	-	-	-	-	-
Sub Total - Senior Managers of Municipality		6 464	5 890	5 890	496	1 423	1 473	(49)	-3%	5 890
% increase	4		-8,9%	-8,9%						-8,9%
Other Municipal Staff										
Basic Salaries and Wages		86 899	85 591	85 591	7 085	20 570	21 398	(828)	-4%	85 591
Pension and UIF Contributions		13 210	14 463	14 463	1 268	2 980	3 616	(636)	-18%	14 463
Medical Aid Contributions		10 314	10 904	10 904	593	1 311	2 726	(1 415)	-52%	10 904
Overtime		3 045	-	-	205	528	-	528	#DN/0!	-
Performance Bonus		-	-	-	-	-	-	-	-	-
Motor Vehicle Allowance		6 906	-	-	830	1 668	-	1 668	#DN/0!	-
Cellphone Allowance		198	-	-	7	20	-	20	#DN/0!	-
Housing Allowances		1 311	-	-	121	434	-	434	#DN/0!	-
Other benefits and allowances		2 641	19 685	19 685	452	3 465	4 921	(1 456)	-30%	19 685
Payments in lieu of leave		6 064	-	-	-	-	-	-	-	-
Long service awards		-	-	-	-	-	-	-	-	-
Post-retirement benefit obligations		2 866	8 432	8 432	518	1 560	2 108	(548)	-26%	8 432
Sub Total - Other Municipal Staff		133 454	139 074	139 074	11 080	32 536	34 768	(2 232)	-6%	139 074
% increase	4		4,2%	4,2%						4,2%
Total Parent Municipality		153 795	157 791	157 791	12 402	36 468	39 448	(2 980)	-8%	157 791

Remuneration related expenditure for the first quarter ending 30 September 2019 amounted to **R36 468 000** of an adjusted budgeted amount of **R157 791 000** that represents **23.1%** of the budgeted amount.

SECTION 10 – MATERIAL VARIANCES TO THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

The measurement of performance of the Municipality in terms of the implementation of the Service Delivery and Budget Implementation plan are dealt with separately.

SECTION 11 – CAPITAL PROGRAMME PERFORMANCE

The table below provides information on capital budget spending:

Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure R'	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
1	Steel Shelves	1308	50 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
2	Evacuation Chair	1305	20 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
3	Upgrading of Council Buildings	2204	500 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
4	Laptops	1307	132 000,00	125 676,52	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
5	Qnap File Server	1307	36 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
6	Projector/s	1307	30 000,00		Inprocess	Order issued	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
7	Scanners	1307	19 000,00	17 826,09	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
8	24 Inch Monitors	1307	6 000,00	3 476,52	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
9	Insurance Claims	1307	50 000,00		Not started yet	No ICT insurance claims up to date	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
10	High Spec PC Communication	1307	30 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
11	Printer HP black/white	1307	11 000,00		Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
12	Printer HP 4 in One	1307	29 000,00	24 700,00	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
13	Printer HP Colour	1307	9 000,00	8 090,00	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
14	Office Automation	1307	418 468,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
15	Upgrade Server Room for hosting purposes	1307	110 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.

Nr	Project description	Cost centre	Adjusted budget R'	YTD Expenditure R'	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to remedy the existing challenges.
16	ICT Furniture	1307	50 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
17	Plett Office Building	1806	2 300 000,00		In process	In process	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
18	Hazmat Rescue & Fire Equipment Equipment	2305	400 000,00		In process	Item has been amended resulting in new specifications being compiled	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
19	New Fire Station/ Training Academy (CRR Funding)	2305	2 000 000,00		Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
20	Home Composting Containers (Pilot Project) 100 x R 800.00	4403	80 000,00		In process	An Informal Tender has been sent to potential suppliers afterwhich a BEC meeting will commence once the tenders received have been reviewed	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
21	Vermi-Composting Holders and Red Wiggler Worms (Pilot Projec	4403	40 000,00		In process	An Informal Tender has been sent to potential suppliers afterwhich a BEC meeting will commence once the tenders received have been reviewed	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
22	Recycling Mascot	4403	30 000,00		In process	The Specifications of the mascot is in process. In discussion with a potential supplier regarding specifications. The procurement process will commence once concluded.	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
23	Fireproof Safe (800x525x500)	1307	14 500,00	11 237,00	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
24	Morpho Sigma Lite Biometric Devices	1307	105 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
25	UniFi Cloud Key Gen2 Plus	1307	5 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
26	UniFi Security Gateway	1307	6 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
27	Desktops	1307	120 000,00	111 641,74	Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
28	MS Office	1307	200 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
29	8 Port Switches	1307	15 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
30	Ubiquity UniFi AC Pro Access Points	1307	19 200,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
31	16 Port Switches	1307	32 500,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
32	Voice Recorder	1307	4 000,00	2 652,17	Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
33	HD Infrared IP Dome Camera (5pack)	1307	11 000,00		Inprocess	Purchased & Delivered	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
34	Replacing ICT Capital Equipment beyond economical repairs	1307	40 000,00		Inprocess	Formal Tender - Closing date (4 October 2019)	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
35	6000Litre Water Tanker	1601	2 097 288,40		Inprocess	80% of total value were paid in previous financial year, the total will be paid on delivery of trucks	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
36	Water tankers	1601	1 685 027,00		Inprocess	80% of total value were paid in previous financial year, the total will be paid on delivery of trucks	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.to the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
			10 704 983,40	305 300,04				




Commitments against capital for the month September 2019			
		Total Commitments	
071307104110		Projector/s	9 842,85
071307104115		Replacing ICT Capital Equipment beyond economical repairs	11 300,00
071307104118		Printer HP black/white	11 799,00
071307104121		Office Automation	29 256,30
071308040008		Desk	4 524,65
071308040009		File Labelling Machines	5 600,00
071308040010		Chairs	5 930,00
071308040011		Water Dispenser	2 940,00
072204300001		Upgrading of Council Buildings	16 905,00
		Total tenders awarded and orders issued	98 097,80

SECTION 12 – OPERATIONAL PROJECTS PERFORMANCE

Please note: Unfortunately, insufficient information from the financial system are available to allow for accurate reporting.

Set-up for 2019/20 was done on a project basis – this will therefore be rectified in the 2019/20 financial year.

SECTION 13 – SECTION 11 WITHDRAWALS

 PROVINCIAL TREASURY Withdrawals from Municipal Bank Accounts In accordance with Section 11, Sub-section 1 (b) to (j) 		
NAME OF MUNICIPALITY:	GARDEN ROUTE DISTRICT MUNICIPALITY	
MUNICIPAL DEMARCATION CODE:	DC4	
QUARTER ENDED:	30 SEPTEMBER 2019	
MFMA section 11. (1) Only the <i>accounting officer</i> or the <i>chief financial officer</i> of a <i>municipality</i> , or any other senior financial <i>official</i> of the <i>municipality</i> acting on the written authority of the <i>accounting officer</i> may withdraw money or authorise the withdrawal of money from any of the <i>municipality's</i> bank accounts, and may do so only -	Amount	Reason for withdrawal
	b) to defray expenditure authorised in terms of section 6(4);	none
c) to defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1);	none	
d) in the case of a bank account opened in terms of section 12, to make payments from the account in accordance with subsection (4) of that section;	none	
e) to pay over to a person or organ of state money received by the <i>municipality</i> on behalf of that person or organ of state, including -	none	
i) money collected by the <i>municipality</i> on behalf of that person or organ of state by agreement; or	none	
ii) any insurance or other payments received by the <i>municipality</i> for that person or organ of state;	none	
f) to refund money incorrectly paid into a bank account;	none	
g) to refund guarantees, sureties and <i>security</i> deposits;	none	
h) for cash management and <i>investment</i> purposes in accordance with section 13;	R 201 000 000,00	Investments made for the 1st Quarter
i) to defray increased expenditure in terms of section 11; or	none	
j) for such other purposes as may be <i>prescribed</i> .	R 86 996 775,88	Quarter 1 expenditure
4) The <i>accounting officer</i> must within 30 days after the end of each <i>quarter</i> -	Name and Surname: M Stratu	
a) table in the <i>municipal council</i> a consolidated report of all withdrawals made in terms of subsection (1)(b) to (j) during that <i>quarter</i> ; and	Rank/Position: Municipal Manager	
b) submit a copy of the report to the relevant <i>provincial treasury</i> and the <i>Auditor-General</i> .	Signature: 	
Tel number	Fax number	Email Address
044 803 1340		geraldine@edendm.co.za
<p>The completed form must reach Mr Edwin Nkuna at the Provincial Treasury, Private Bag x 9165, 7 Wale street, Cape Town, 8000, Tel: 021 483 8662, Fax 021 483 8623, Email: enkuna@pgwc.gov.za on or before the 15th of the month following the end of each quarter.</p>		

SECTION 14 – MUNICIPAL MANAGER'S QUALITY CERTIFICATE



54 York Street,
George
Western Cape
6529

PO Box 12,
George,
Western Cape
6530

Tel: 044 803 1300
Fax: 086 555 6303
E-mail: info@gardenroute.gov.za
www.gardenroute.gov.za

OFFICE OF THE MUNICIPAL MANAGER

Enquiries: Jan-Willem De Jager
Reference: 6/1/1 – 19/20
Date: 11 October 2019

Provincial Treasury
Local Government Budget Analysis
Private Bag X9165
CAPE TOWN
8000

National Treasury
Local Government Budget Analysis
Private Bag X115
PRETORIA

Sir / Madam

QUALITY CERTIFICATE

I, MG STRATU, the accounting officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4)**, hereby certify that the–

- 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 quarter ended **30 September 2019**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Disclaimer: Please note that the Section 71 Reporting is subject to changes due to the fact that the Municipality are experiencing challenges with the reporting of M03 September 2019 due to the lack of completeness and credibility of information on the financial system (Phoenix). The municipality populated the C-Schedule manually, and aligned the September 2019 figures to the actual year-to-date figures as reflected on the ledger in order to align with the data strings.

Print Name MONDE STRATY

Accounting Officer of **GARDEN ROUTE DISTICT MUNICIPALITY (DC4).**

Signature 

Date 11 OCTOBER 2019



PERFORMANCE MANAGEMENT:

QUARTER 4

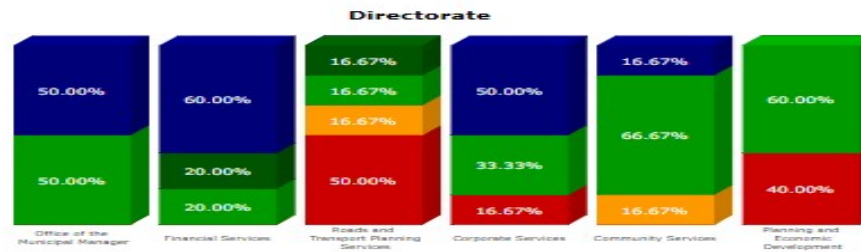
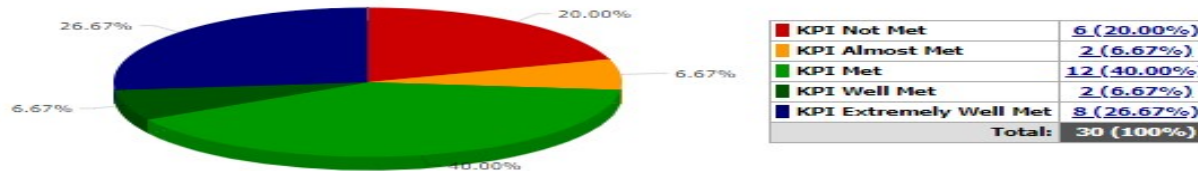
April 2019 – June 2019

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

CONTENTS	PAGE
<p>Key Performance Indicators as per Directorate</p> <ol style="list-style-type: none">1. Office of the Municipal Manager2. Finance Department3. Corporate4. Planning and Economic Development5. Community Services6. Roads and Transport Planning	<p>Pg. 3 - 12</p>

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

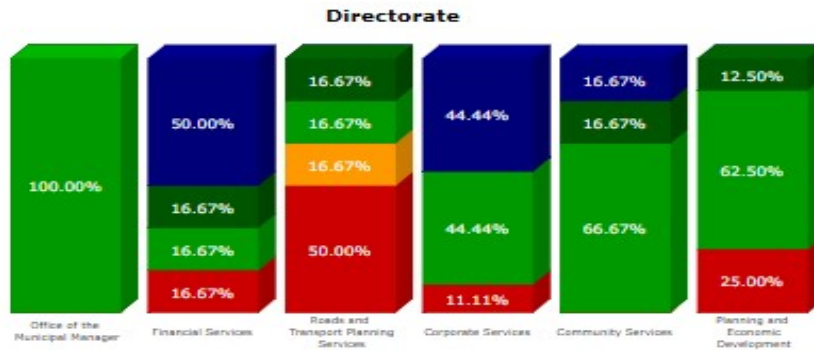
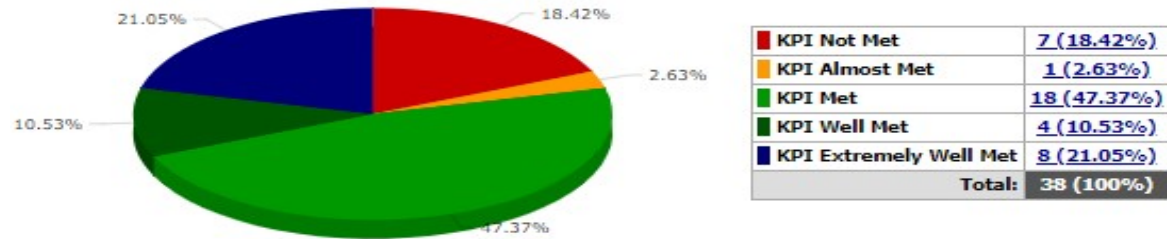
TOP LAYER GRAPH FOR QUARTER 4: APRIL – JUNE 2019



	Office of the Municipal Manager	Financial Services	Roads and Transport Planning Services	Corporate Services	Community Services	Planning and Economic Development
KPI Not Met	-	-	<u>3 (50.00%)</u>	<u>1 (16.67%)</u>	-	<u>2 (40.00%)</u>
KPI Almost Met	-	-	<u>1 (16.67%)</u>	-	<u>1 (16.67%)</u>	-
KPI Met	<u>1 (50.00%)</u>	<u>1 (20.00%)</u>	<u>1 (16.67%)</u>	<u>2 (33.33%)</u>	<u>4 (66.67%)</u>	<u>3 (60.00%)</u>
KPI Well Met	-	<u>1 (20.00%)</u>	<u>1 (16.67%)</u>	-	-	-
KPI Extremely Well Met	<u>1 (50.00%)</u>	<u>3 (60.00%)</u>	-	<u>3 (50.00%)</u>	<u>1 (16.67%)</u>	-
Total:	2 (6.67%)	5 (16.67%)	6 (20.00%)	6 (20.00%)	6 (20.00%)	5 (16.67%)

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

TOP LAYER GRAPH FOR 2018/19 FINANCIAL YEAR: JULY 2018 – JUNE 2019



	Office of the Municipal Manager	Financial Services	Roads and Transport Planning Services	Corporate Services	Community Services	Planning and Economic Development
■ KPI Not Met	-	<u>1 (16.67%)</u>	<u>3 (50.00%)</u>	<u>1 (11.11%)</u>	-	<u>2 (25.00%)</u>
■ KPI Almost Met	-	-	<u>1 (16.67%)</u>	-	-	-
■ KPI Met	<u>3 (100.00%)</u>	<u>1 (16.67%)</u>	<u>1 (16.67%)</u>	<u>4 (44.44%)</u>	<u>4 (66.67%)</u>	<u>5 (62.50%)</u>
■ KPI Well Met	-	<u>1 (16.67%)</u>	<u>1 (16.67%)</u>	-	<u>1 (16.67%)</u>	<u>1 (12.50%)</u>
■ KPI Extremely Well Met	-	<u>3 (50.00%)</u>	-	<u>4 (44.44%)</u>	<u>1 (16.67%)</u>	-
Total:	3 (7.89%)	6 (15.79%)	6 (15.79%)	9 (23.68%)	6 (15.79%)	8 (21.05%)

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Office of the Municipal Manager

Office of the Municipal Manager

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL1	Office of the Municipal Manager	Good Governance	Submit the Final Annual Report 2017/18 to Council by 31 March 2019	Final Annual Report for 2017/18 submitted to Council	Municipal Manager	Proof of submission	0	0	N/A	1	1	G
TL2	Office of the Municipal Manager	Good Governance	Submit the District Municipal Communication Strategy to Council by 31 March 2019	District Municipal Communication Strategy submitted to Council by 31 March 2019	Municipal Manager	Proof of submission	0	1	B	1	1	G
TL3	Office of the Municipal Manager	Good Governance	Submit the Top layer SDBIP for the 2019/20 financial year for approval by the Mayor within 14 days after the budget has been approved	Top Layer SDBIP for the 2019/20 budget submitted to the Mayor within 14 days after the budget has been approved	Municipal Manager	Proof of submission	1	1	G	1	1	G

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Financial Services

Financial Services

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL4	Financial Services	Bulk Infrastructure Co-ordination	Report on the percentage of the municipal capital budget spent on capital projects by 30 June 2019 (Actual amount spent on capital projects /Total amount budgeted for capital projects)	% of capital budget spent by 30 June 2019	CFO	Final AFS/trail balance submitted for AGSA Audit	90%	93%	G2	90%	93%	G2
TL5	Financial Services	Financial Viability	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations by 30 June 2019 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	CFO	Final AFS/trail balance submitted for AGSA audit	30%	1%	B	30%	1%	B
TL6	Financial Services	Financial Viability	Financial viability measured in terms of the available cash to cover fixed operating expenditure by 30 June 2019 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months that available cash is sufficient to cover the monthly operating expenditure	CFO	Final AFS/trail balance submitted for AGSA Audit	1,5	7,7	B	1,5	7,7	B
TL7	Financial Services	Bulk Infrastructure Co-ordination	Submit the Annual Financial Statements of 2017/18 to the Auditor-General by 31 August 2018	Annual financial statements of 2017/18 submitted by 31 August 2018	CFO	Proof of submission to the AG	0	0	N/A	1	1	G
TL8	Financial Services	Financial Viability	Achieve a current ratio of 1 (Current assets : Current liabilities) by 30 June 2019	Number of times the municipality can pay back its short term-liabilities with its short-term assets	CFO	Final AFS/trail balance submitted for AGSA Audit	1	5	B	1	5	B
TL9	Financial Services	Financial Viability	Submit a bi-annual report to Council on the sustainability of Garden Route District Municipality	Number of reports submitted to Council	CFO	Proof of submission	1	1	G	2	1	R

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

Corporate Services

Corporate Services

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL10	Corporate Services	Good Governance	The number of people from employment equity target groups appointed in the three highest levels of management during the 2018/19 financial year in compliance with the municipality's approved Employment Equity Plan	Number of people appointed in the three highest levels of management in compliance with a municipality's approved employment equity plan	Executive Manager: Corporate Services	Updated EE report of appointees in the three highest levels (MM, Managers reporting directly to the Municipal Manager and Section Heads reporting directly to these managers). Appointment letters	1	2	B	1	2	B
TL11	Corporate Services	A Skilled Workforce and Communities	Spend 0.5% of the personnel budget on training by 30 June 2019 (Actual total training expenditure divided by total personnel budget)	% of the personnel budget spent on training	Executive Manager: Corporate Services	Training (Garden Route and Roads) expenditure report from Phoenix. Approved training budget for Garden Route and Roads	0,50%	1,23%	B	0,50%	1,23%	B
TL12	Corporate Services	Good Governance	Limit the vacancy rate to 15% of budgeted posts by 30 June 2019 (Number of funded posts vacant divided by number of budgeted funded posts)	% vacancy rate	Executive Manager: Corporate Services	Approved organogram (include Garden Route and Roads personnel, exclude EPWP beneficiaries, students, interns on organogram. List of vacant unfunded posts. Annual report on Phoenix (vacancy/calculation	15%	9,43%	B	15%	9,43%	B

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Corporate Services (continued)

Corporate Services

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL13	Corporate Services	Good Governance	Review the Organisational Structure and submit to Council by 30 June 2019	Organisational structure reviewed and submitted to Council by 30 June 2019	Executive Manager: Corporate Services	Proof of submission	1	1	G	1	1	G
TL14	Corporate Services	Good Governance	Award 2 external bursaries to qualifying candidates by 31 March 2019	Number of external bursaries awarded	Executive Manager: Corporate Services	Signed memorandum	0	0	N/A	2	16	B
TL15	Corporate Services	Good Governance	Develop a Corporate Plan for the Garden Route District Municipality and submit to Council by 30 June 2019	Number of plans submitted to Council	Executive Manager: Corporate Services	Proof of submission (Agenda)	1	0	R	1	0	R
TL16	Corporate Services	Good Governance	Develop an ICT Strategic Plan for the Garden Route District Municipality and submit to the Management Committee (MANCOM) by 30 June 2019	Number of plans submitted to MANCOM	Executive Manager: Corporate Services	Proof of submission (Agenda)	1	1	G	1	1	G
TL17	Corporate Services	Good Governance	Submit a report to Council on the development of a Council Resolution System by 31 January 2019	Number of reports submitted to Council	Executive Manager: Corporate Services	Proof of submission (Agenda)	0	0	N/A	1	1	G
TL18	Corporate Services	Good Governance	Develop a Strategic Plan for the Centralisation of all records for the Municipality and submit to the Management Committee MANCOM by 31 January 2019	Number of plans submitted to MANCOM	Executive Manager: Corporate Services	Proof of submission (Agenda)	0	0	N/A	1	1	G

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Planning and Economic Development

Planning and Economic Development

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL24	Planning and Economic Development	Sustainable Environmental Management and Public Safety	Appoint a service provider for the construction of the Fire Station by 30 June 2019	Number of service providers appointed	Executive Manager: Planning and Economic Development	Signed SLA	1	0	R	1	0	R
TL26	Planning and Economic Development	Good Governance	Develop a 5 year District Tourism Strategy and submit to Council by 31 March 2019	District Tourism Strategy submitted to Council	Executive Manager: Planning and Development	Proof of submission to Council	0	0	N/A	1	1	G
TL27	Planning and Economic Development	Growing an Inclusive District Economy	Submit the Expanded Public Works Programme (EPWP) business plan to the National Minister of Public Works for all internal projects by 30 June 2019	EPWP business plan submitted to the National Minister of Public Works	Executive Manager: Planning and Development	Copy of plan signed by MM proof of submission	1	1	G	1	1	G
TL28	Planning and Economic Development	Growing an Inclusive District Economy	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2019	Number of job opportunities created through the EPWP programme	Executive Manager: Planning and Development	National Integrated System Report signed off by the Executive Manager	409	126	R	409	411	G

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

Planning and Economic Development (continued)

Planning and Economic Development

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL29	Planning and Economic Development	Growing an Inclusive District Economy	Conduct work sessions with Small, Medium and Micro-Enterprises (SMME's) on development with special focus on export development	Number of work sessions conducted	Executive Manager: Planning and Development	Attendance registers	1	1	G	2	1	R
TL30	Planning and Economic Development	Growing an Inclusive District Economy	Sign an agreement with the Western Cape Economic Development Partnership by 31 December 2018	Number of agreements signed	Executive Manager: Planning and Development	Signed agreement	0	0	N/A	1	1	G
TL31	Planning and Economic Development	Good Governance	Appoint a service provider for the development of a Tourism Strategy for Kannaland Municipality by 31 March 2019	Number of service providers appointed	Executive Manager: Planning and Development	Signed Service Level Agreement (SLA)	0	0	N/A	1	1	G
TL32	Planning and Economic Development	Growing an Inclusive District Economy	Submit the reviewed District Integrated Development Plan (IDP) to Council by 31 May 2019	Number of IDP's submitted	Executive Manager: Planning and Development	Proof of submission	1	1	G	1	1	G

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Community Services

Community Services

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL19	Community Services	Sustainable Environmental Management and Public Safety	Develop and submit a Climate Change Strategy to Council for approval by 30 June 2019	Number of Climate Change Strategies developed and submitted to Council	Executive Manager: Community Service	Proof of submission to Council	1	1	G	1	1	G
TL20	Community Services	Sustainable Environmental Management and Public Safety	Submit bi-annual progress reports to Council on the construction of the Regional Landfill Site in Mossel Bay	Number of progress reports submitted	Executive Manager: Community Service	Proof of submission to Council	1	1	G	2	3	B
TL21	Community Services	Sustainable Environmental Management and Public Safety	Install a Disaster Management System at Garden Route District Municipality by 31 March 2019	Number of systems installed	Executive Manager: Community Service	Completion certificate	0	1	B	1	1	G
TL22	Community Services	Growing an Inclusive District Economy	Submit bi-annual reports to Council on the progress of Garden Route District Municipality becoming a Water Service Authority	Number of progress reports submitted	Executive Manager: Community Service	Proof of submission to Council	1	1	G	2	2	G
TL23	Community Services	Healthy and Socially Stable Communities	Conduct training sessions on Public Health Awareness and Responsibilities to 50 school governing bodies in the Garden	Number of training sessions conducted	Executive Manager: Community Service	Attendance registers and programme	25	13	R	50	61	G2
TL25	Community Services	Sustainable Environmental Management and Public Safety	Submit the Garden Route Air Quality Management Plan to Council by 30 June 2019	Number of plans submitted	Executive Manager: Community Service	Proof of submission	1	1	G	1	1	G

PERFORMANCE MANAGEMENT Q 4 REPORT: April - June 2019

Roads and Transport Planning

Roads and Transport Planning Services

Ref	Directorate	Strategic Objective	KPI	Unit of Measurement	KPI Owner	Source of Evidence	Overall Performance for April 2019 to Jun 2019			Overall Performance for July 2018 to Jun 2019		
							Target	Actual	R	Target	Actual	R
TL33	Roads and Transport Planning Services	Bulk Infrastructure Co-ordination	Spent 95% of the roads maintenance budget allocation by 30 June 2019 (Actual expenditure divided by approved allocation received)	% of the roads maintenance budget spent by 30 June 2019	Executive Manager: Roads and Transport Planning	Roads maintenance expenditure as captured on Phoenix in the Roads Ledger. Monthly cash flows derived from MOA plus addendums between Garden Route DM and Provincial Department of Transport.	95%	103%	G2	95%	103%	G2
TL34	Roads and Transport Planning Services	Bulk Infrastructure Co-ordination	Reseal 23.6km of roads by 30 June 2019	Number of km's of roads resealed	Executive Manager: Roads and Transport Planning	Completion certificate	23,6	23,6	G	23,6	23,6	G
TL35	Roads and Transport Planning Services	Bulk Infrastructure Co-ordination	Regravel 42.68km of roads by 30 June 2019	Number of km's of roads regravelled	Executive Manager: Roads and Transport Planning	Completion certificate	42,68	26,83	R	42,68	26,83	R
TL36	Roads and Transport Planning Services	Bulk Infrastructure Co-ordination	Repair 5000m ² of black top patching by 30 June 2019	Number of m ² repaired	Executive Manager: Roads and Transport Planning	PGWC Integrated Maintenance Management System report	5 000	2 886	R	5 000	2 886	R
TL37	Roads and Transport Planning Services	Bulk Infrastructure Co-ordination	Blade 10000km of roads by 30 June 2019	Number of km's of roads bladed	Executive Manager: Roads and Transport Planning	PGWC Integrated Maintenance Management System report	10 000	9 855,54	O	10 000	9 855,54	O
TL38	Roads and Transport Planning Services	A Skilled Workforce and Communities	Compile an Annual Training Framework and submit to Corporate Services by 31 March 2019	Number of frameworks submitted	Executive Manager: Roads and Transport Planning	Proof of submission	1	0	R	1	0	R