



Hantam Municipality  
Annual Report  
2011/12

Volume 1

## **CHAPTER 1 – FOREWORD**

### **1.1 Mayors Foreword**

It is always a daunting task to provide a complete account on the responsibilities conferred upon us by the electorate. Most significantly we do so being quite conscious of the fact that the public deserves its rightful place at the apex of the accountability chain. In addition, the 2011/12 financial year was the first year of governance for the new DA/COPE coalition led council elected in May 2011. In this context, we present the Annual Report of the municipality for the financial year 2011/2012 to the community of Hantam.

Despite budgetary and financial limitations Hantam provided excellent levels of service delivery and completed numerous capital projects aimed at increasing our ability to service residents and business.

For this financial year we set ourselves a number of key priority areas to focus on, which included improved service delivery, encouragement of economic growth ,operating effective administrative systems and improving the audit outcomes of the municipality. To this effect, Council has during the past financial year appointed a new Municipal Manager to lead the administration and help council to achieve its aims. The Mayor has concluded a performance agreement with the Municipal Manager and the Municipal Manager with his direct Departmental Heads. Clear performance goals have been set and are reported on in the Performance Report that is part of this Annual Report.

In addition, Council reviewed all existing policies in November 2011 and approved amendments to improve service delivery. Special attention was given to the Financial Policies of council, especially those dealing with credit control and debtors. As part of our overall turnaround plan on revenue enhancement, the Administration has been instructed to fully implement the Credit Control Policy of council in order to improve the cash flow of the municipality. Steps were taken and implemented to either write off bad debt or implement actions to recover outstanding debt. Encouraging signs that the stricter enforcement of the credit control policy was working is reflected in the debtor's payment ratio which for some months were better than 100%.

Some notable service delivery achievement during the year was the completion and handing over of the first 100 houses in Loeriesfontein. A waterborne sewerage system was also completed as part of this project and all houses(307

in total when project is completed) that forms part of this project will be directly connected to a piped sewerage system. In Calvinia the upgrading of the Water Purification Plant was completed and commissioned into service. The new water purification plant will be able to provide clean water to Calvinia and accommodate future possible growth. The general improvement in the management and quality of water in Hantam Municipality is reflected by the achievement during the Blue Drop evaluation. Hantam Municipality was rated no one in the Northern Cape Province with an overall rating of 83% for the management of its water systems and received the trophy in recognition for top provincial performer in 2012. Hantam Municipality also received a trophy for runner-up Green Drop Progress performer.

The expenditure on the Hantam Municipality Capital Budget for the past financial year reached 100% of its allocated Municipal Infrastructure Grant allocation for the year. Due to the pro-active management of our capital projects we were able to spend an additional R1.2 million of the Namakwa District Council MIG allocation in Hantam Municipality. New capital projects started during the financial year include a multi-year street paving project that will benefit all 4 towns, and water projects in Nieuwoudtville.

We have prioritized Governance issues in this municipality. During the past year Council engaged in a successful council meets the people program where council engaged communities in all 5 wards in Hantam Municipality. The process to review the Integrated Development Plan of the Municipality was also well attended and resulted in the IDP being comprehensively reviewed and amended. Council meetings have been rotated in the Municipality and were well attended by local communities. All ward committees have been established and were meeting regularly. Public awareness of councils activities and municipal programs have been improved by regularly engaging the community over the local community radio station.

The main challenge in Hantam Municipality for the immediate future is finding a resolution to huge housing needs in Calvinia. The official housing needs list for Calvinia reached 693 by the end of June 2012. Council intends to address this housing shortage by way of RDP houses, rentable accommodation and a commercial housing project. ASLA as the appointed housing developer has already started the planning process for the houses and have submitted project plans to the Provincial Housing Department.

In conclusion the Hantam Municipality under the leadership of the new council, could congratulate itself for a good first year in office. Despite a lack of resources, Hantam residents, Councillors and staff members have forged an exciting and unique partnership and as a municipality we are excited by the many

opportunities lying ahead. Challenges facing the municipality are gradually being sorted out and we are looking at a better term from now on.

I would like to thank all Councillors and the Municipal Manager Mr. Charl du Plessis and his staff for their dedication to the work of the community in particular and the nation in general.

Yours truly

Councilor AF Fritz  
Mayor Hantam Municipality.

## **1.2 Municipal Manager's Overview**

It is an exciting experience to be involved in this report and be an agent of service delivery to the Hantam Community. The compilation of the Annual Report is a landmark in the institutional history of any organization as it affords one the opportunity to reflect on the organizational accomplishments over the period under review. The 2011/2012 financial year is littered with accomplishments, not only as far as our prime objectives are concerned but also in terms of organizational wellbeing.

Good progress has been made during the 2011/12 financial year in improving service delivery to communities in Brandvlei, Calvinia, Loeriesfontein, Swartkop, Middelpoos and Nieuwoudville. All households in Hantam Municipality have access to clean water, sewer services, electricity and refuse removal services. The indigent register of Hantam Municipality is continuously being updated and all qualifying indigents receive free basic services. The community of Swartkop was transferred to Hantam Municipality from the Namakwa District Council after the local government elections. Indigents from Swartkop have been transferred from the Namakwa District Council to Hantam Municipality and are receiving indigent benefits from our municipality.

The economy of Hantam Municipality is dependent on the sheep farming agricultural sector, government services sector and the tourism industry. The only sector showing significant economic growth is the tourism sector. The latter sector has made significant new investments by adding rooms to guest houses. For the period under review 36 new rooms to be added in Calvinia alone. Unemployment however remains high affecting resident's ability to pay for services. The number of registered indigents on the municipality indigent register continues to increase. The provincial projects in rebuilding the main roads through the Municipality have created welcome job opportunities in Brandvlei, Calvinia and Nieuwoudville.

The statistics of the 2011 National Census is not yet available but all indications are that the population of Hantam Municipality is remaining stable with little or no growth. There is little or no indication of influx of people into the area. Although there seems to be no influx of people to Calvinia the area still remains with a pent up demand for housing. Calvinia-West is characterized with a high percentage of backyard housing dwellings due to the non-availability of formal housing or serviced sites in Calvinia. The challenge to resolve the housing shortage of 693 units on the official municipality housing waiting list will have to receive attention from the Provincial Housing Department in the next few years.

The socio-economic problems experienced in Hantam Municipality are related to the lack of adequate housing and high unemployment rate in the Municipality. The municipality has been working closely with the Social Development Department to deal with problems emanating from poverty and the lack of housing. These problems can only be resolved with new housing projects and economic growth.

The administration of the Municipality has been performing well and a lot of emphasis was placed on capacity building of officials. Senior officials have all received accredited training to help them to perform their work well and to a higher standard. New recruitments have been done with the emphasis of adding new capacity to deliver improved quality services. Achieving the no 1 ranking position in the Northern Cape province during the National Blue Drop evaluation was the direct result of adding capacity to the Administration of the Municipality

The detailed performance of the Municipality is reported on in the attached performance report. The Municipal Manager as well as all senior managers have signed performance contracts for the year of reporting and their individual performance reports are attached to the performance report.

My appreciation goes to His Worship The Mayor, Cllr A Fritz, all Councillors and all staff members for their support

Charl du Plessis  
Municipal Manager.

## **CHAPTER 2 – GOVERNANCE**

### **Introduction**

The legislative (and oversight) function of the Council is vested within the full Council with the Mayor/Speaker as its Chairperson. The passing of by - laws, policies on functions retained by Council and frameworks within which delegated powers must be exercised, remain the function of the full Council except where certain express delegations have been made in this regard.

### **2.1 Political and Administrative Governance**

#### **Council**

Hantam Municipal Council is constituted of 9 councillors. The DA/COPE coalition has 5 councillors(4 DA and 1 COPE) and ANC 4 councillors. Mayor/Speaker is Councillor A.F. Fritz (DA). There are 5 male and 4 female councillors. Hantam has a plenary council system.

#### **Administration**

The administration is headed by the Municipal Manager as the Accounting Officer. The Municipal Manager is responsible and accountable for the formation and development of an economical, effective, efficient and accountable administration as well as the management of the provision of services in a sustainable and equitable manner within the municipality. The Administration consists of the following departments:

Finance

Infrastructure

Community Services

Corporate Services

Each department has a head of the department and they report directly to the Municipal Manager.

### **2.2 Intergovernmental Relations**

For the municipalities to succeed in its developmental role, proactive cooperation between all the spheres of government is critical for efficient and effective service delivery. Each sphere of government has a role in the development planning,

prioritization and resource allocation. The Intergovernmental Relations Framework Act (IGRFA) was passed in 2005. The Act provides a framework for the cooperation among the three spheres of government as distinctive, interdependent and interrelated, and it defines the responsibilities and institutional structures to support closer cooperation. The Intergovernmental Relations (IGR) Unit in the Department of Local Government and Housing came about as a result of the introduction of legislation initiated and monitored by the Department of Provincial and Local Government. The aim of the Unit is to encourage and enforce cooperative governance amongst the three spheres of government, National, Provincial and Local Government (Municipalities).

Hantam Municipality has been taking full part in all Intergovernmental Relations Meetings at both District and Provincial Level. The Hantam Municipality have held regular IGR Meetings at Municipal level where the Mayor chairs the Hantam IGR Forum.

## **2.3 Public Accountability and participation**

### Overview of Public Accountability and Participation

A Survey on Public Satisfaction on Municipal Services was done during June 2012 and the outcome was reported to Council in July 2012

The Municipality appointed an oversight committee consisting of 3 councillors and the committee reviewed the annual report of the previous year and made recommendations to Council

### Communication, Participation and Forums

Municipality makes use of the following communication mediums:

Message on municipal accounts

Community radio: Radio Kaboesna

Local Newspaper: Die Noordwester

Pamphlets at each house

Posters on strategic places in towns

Loud Hailing

Public meetings were held as follow:

Council meets the people:

9 February 2012 Brandvlei

15 February 2012 Loeriesfontein

20 February 2012 Nieuwoudtville

21 February 2012 Calvinia

Budget and IDP consultation

16 April 2012 Loeriesfontein

17 April 2012 Nieuwoudtville

19 April 2012 Brandvlei

23 April 2012 Calvinia

3 Mei 2012 Calvinia

**2.4 Corporate Governance**

Risk Management

Policy is in place

Fraud and Anti-corruption strategy

Policy is in place

Overview of Supply Chain management

Policy is in place

By-Laws:

The municipality adopted the following by-laws :

1. Law Enforcement
2. Cemeteries
3. Keeping of Dogs Control
4. Keeping of Animals, Poultry and Bees Control
5. Street Trading Control
6. Advertising Signs and Disfigurement of the Fronts or Frontages of Streets Control
7. Water Services
8. Building Control
9. Municipal Taxi Ranks
10. Electricity
11. Fire Brigade
12. Refuse Removal
13. Caravan Parks
14. Swimming Pool
15. Municipal Commonage

16. Fireworks
17. Tariffs, Credit Control and Debt Collection
18. Standing Orders
19. Antennae Systems
20. Impoundment of animals

*Municipal website: [www.hantam.gov.za](http://www.hantam.gov.za). All information as required by legislation is on the website and kept up to date.*

## **CHAPTER3 – SERVICE DELIVERY PERFORMANCE**

### **3.1 Housing**

Hantam Municipality has appointed ASLA as a turn key developer to build all RDP houses in Hantam Municipality. The 2011/12 financial year was the second year of their 3 year contract appointment. The first 100 houses of a total 307 housing project in Loeriesfontein was completed and handed over during the financial year. A further 50 houses was approved by the Department of Housing for the 2012/13 financial year and another 50 in the 2013/14 financial year.

The biggest challenge for Hantam Municipality is however dealing with the estimated backlog of 690 RDP houses in Calvinia. No new houses have been built for many years and the lack of housing and serviced sites in Calvinia have been creating social problems.

### **3.2 Basic Services**

The Free Basic Services (FBS) programme policy was adopted in 2000 after Government announced its intention to provide free access to basic services in the fight against poverty. It is required that municipalities adopt indigent policies and draw up registers of indigent people and households that are within their jurisdictions in order to accord those people who had been registered as indigent free basic services. There has been tremendous progress in municipal performance in this regard and the year under review recorded an increase in poor people who have benefitted from the free basic service policy.

- Water  
In relation to water services, government's goal is for all people of South Africa to have access to potable water by 2014. The MDG goal is to halve proportion of people without sustainable access to improved water source between 1990 and 2015. The basic level of water service is an

RDP standard equivalent to a minimum of 25 litres of potable water per day within 200 metres of a household, not interrupted for more than 7 days in any year and a minimum flow of 10 litres per minute for communal water points. The South African service standard is substantially higher than the one defined by the MDGs as 20 litres of potable water per person per day within 1 000 metres of a household.

- Sanitation  
All residents in Hantam Municipality have access to toilets.
  
- Electricity  
The electrical networks in Hantam Municipality belong to either Hantam Municipality or Eskom.
  
- Refuse removal  
All residents in Hantam Municipality receive refuse removal services.
  
- Access to Basic Services  
  
All residents in Hantam Municipality have access to basic services.
  
- Housing  
During the financial year 100 RDP houses were completed and handed over to beneficiaries in Loeriesfontein.  
The waiting lists for Housing in the municipality are as follows:  
Loeriesfontein= 207  
Calvinia= 750  
Nieuwoudtville= 50
  
- Bucket System Eradication  
  
The Bucket System has been eradicated in Hantam Municipality
  
- Indigent Policy implementation  
  
The indigent Policy is fully implemented in Hantam Municipality and the indigent register is continuously updated.

### **3.3 Roads and Transport**

- Infrastructure  
See MIG report
- Transport (vehicle registrations)

Hantam Municipality offers vehicle registration services in Calvinia, Loeriesfontein, Brandvlei and Nieuwoudtville.

### **3.4 Sanitation Backlogs.**

There are no sanitation backlogs in Hantam Municipality

### **3.5 Water supply Backlogs**

There are no water supply backlogs being experienced in Calvinia at the moment.

### **3.6 Electricity Backlogs**

Loeriesfontein=100

Calvinia=58

Middelpos=50

### **3.7 Blue Drop Water Certification.**

Hantam Municipality has received the provincial award for the best Blue Drop performer in the province and an award for the best Green Drop improvement.

### **3.8 Libraries.**

Hantam Municipality has been operating library services in Calvinia, Loeriesfontein, Nieuwoudtville, Brandvlei and Swartkop. Hantam municipality will extend its library services to Middelpos in the 2012/13 financial year.

### **3.9 Cemeteries.**

Municipal cemeteries are maintained in Brandvlei, Calvinia, Loeriesfontein and Nieuwoudtville. The cemetery in Calvinia is approaching its maximum capacity and will have to be expanded in future.

### **3.10 Traffic services**

Hantam Municipality has an operational traffic department comprising driver licensing, traffic law enforcement, vehicle testing and motor vehicle registrations. The traffic department services are extended to Calvinia, Brandvlei, Loeriesfontein and Nieuwoudtville.

### **3.11 Fire services**

Hantam Municipality does not have a full time dedicated fire service. It does however offer fire fighting services with municipal staff trained in fire fighting skills. All towns do have firefighting equipment available.

### **3.12 Sport and recreation services**

- Community halls

Community halls are maintained and available in Calvinia, Loeriesfontein, Brandvlei and Nieuwoudtville.

- Swimming pools

A public swimming pool is maintained and operated during summer months in Calvinia. A swimming pool is also available at Nieuwoudtville Caravan Park.

- Caravan park

A caravan park is operated in Nieuwoudtville and it is very popular over the flower season and during December Holidays.

- Nature reserve

The Akkerendam Nature Reserve is situated in Calvinia and is a popular recreation facility for residents. Hiking trails have been developed in the Hantam Mountains and various routes with different levels of difficulty could be hiked. Springbok kept in the nature reserve provide a handy source of revenue.

Nieuwoudtville has a flower bulb reserve managed by the municipality that is very popular during the peak flower season. In fact, it is just as popular as the waterfall on the road between Nieuwoudtville and Loeriesfontein.

- Sportsfields

Sport fields are available in all towns in Hantam Municipality. The shortage of water resulted in only Calvinia and Nieuwoudtville being able to afford grassed pitches. Due to the scarcity of water resources in Brandvlei and Loeriesfontein the soccer/rugby pitches could not be grassed.

### **3.13 Airfield**

Hantam Municipality is the owner of a surfaced 1.2 km airfield in Calvinia. This airfield is important in providing landing services to the Provincial Air Ambulance.

### **3.14 Environmental Health Services**

Environmental Health Services are provided by the Namakwa District Council and a dedicated Environmental Health Practitioner has been allocated to Hantam Municipality.

### **3.15 Disaster Management**

Disaster Management is a District Function and the Namakwa District Council maintains a District Disaster Management Centre. Hantam Municipality has appointed its Chief of Traffic Services as its disaster manager and co-operates closely with the District Disaster Management Centre.

## **CHAPTER 4 – ORGANIZATIONAL DEVELOPMENT PERFORMANCE**

### **4.1 Introduction to the Municipal Personnel**

Hantam Municipality has 144 fulltime employees, 5 financial interns and 3 contract workers in its employment.

The total turnover of employees is less than 5% and is mainly due to retirement and deaths.

Two senior posts were vacant namely Municipal Manager and CFO.

The post of Municipal Manager was filled during August 2011 and the CFO post is envisaged to be filled during the next financial year. The CFO post is filled by the Head of Finance in an acting capacity.

There is an approved organogram and the organogram makes provision for posts to be filled in future as the needs arise.

### **4.2 Managing Municipal Workforce**

The Municipality has a Human Resource official on a senior level.

All aspects of personnel are handled namely advertising of vacancies, interviews, appointment, training, job evaluation and disciplinary hearings.

Calvinia which is the seat and approximately the size of the other towns in its jurisdiction combined, has the majority of the staff employed. In the other towns there is an office manager, foreman and approximately 10 labourers employed.

The Municipality has all the necessary personnel policies in place and the policies are annually reviewed by Council after receiving inputs from organised labour.

Policies include:

Student Workers

Smoking

Acting

Overtime and standby

Study scheme

Aids

Communication

Delegation

Leave

Travel allowance

Bonuses

Motor scheme

Temporary workers

Collective agreement

Medical check up

Housing scheme

Recruitment

Skills Retention

#### **4.3 Capacitating Municipal Workforce**

Skills development receives constant attention and employees are sent on numerous training courses. All the affected financial employees will have NQF level 6 before 2013 with the exception of two accountants that has already

reached the age of 61 and are to retire in the near future. The Municipality uses the grant from SETA and also budget for training.

Injuries are reported to the Department of Labour and affected employees are sent for medical treatment.

Disciplinary cases are handled internally.

The Municipality has a Performance Management System in place for Head of Departments. The PMS system will in the near future be cascaded down to other employees.

#### **4.4 Managing Workforce Expenditure**

The cost of salaries and councilors' remuneration is approximately 40 % of total budget. The percentage of 40% stayed more or less the same over the past years.

Employees whose salaries were increased due to their position being upgraded are mainly drivers or foremen. The municipality advertises all its vacancies internally and only if no suitable candidates are found the vacancies are advertised externally. Four employees were upgraded as a result of moving to a higher post during the past year.

No employee's salaries exceed the determination by Job Evaluation. A few employees still need to be re-evaluated due to tasks that were added to their posts.

All employees who are obliged to disclose their financial interest have done so and new disclosures are done annually.

## **CHAPTER 5 – FINANCIAL PERFORMANCE**

### **5.1.REVIEW OF OPERATING RESULTS**

The overall operating results for the year ended 30 June 2012 as well as the comparison with the budgeted figures and the actual results of 2011 are reflected in the following table.

<b>DESCRIPTION</b>	<b>BUDGET 2012</b>	<b>ACTUAL 2012</b>	<b>VARIANCE</b>	<b>VARIANCE ACTUAL AS % OF BUDGET</b>	<b>ACTUAL 2011</b>
<b>INCOME</b>					
Operating Income	54 614 880	66 233 238	-11 618 358	-21.27	52 668 165
<b>EXPENDITURE</b>					
Operating Expenditure	59 373 175	59 246 965	126 210	10.00	54 642 094
Closing Surplus	-4 758 295	6 986 273	-11 744 568	368.99	-1 973 929

Details of operating results per department and classification of income and expenditure is included in the Statement of Performance.

### 5.2. OPERATING EXPENDITURE 2011/2012

EXPENDITURE	BUDGET 2012	ACTUAL 2012	VARIANCE	VARIANCE ACTUAL AS % OF BUDGET	ACTUAL 2011
Employee related costs	21 575 026	21 618 691	-43 665	-0.20	20 254 392
Remuneration of Councillors	2 060 845	2 061 909	-1 064	-0.05	1 955 343
Bad debts	4 965 040	2 171 266	2 793 774	56.27	4 354 237
Collection costs	245 000	244 772	228	0.09	0
Depreciation	3 685 298	5 260 414	-1 575 116	-42.74	4 721 775
Repairs and maintenance	2 069 994	1 849 960	220 034	10.63	1 658 294
Interest paid	109 490	1 156 710	-1 047 220	-956.45	758 758
Bulk purchases	10 915 785	11 761 477	-845 692	-7.75	8 984 771
Contracted services	923 814	931 316	-7 502	-0.81	733 187
Grants and subsidies paid	308 600	303 767	4 833	1.57	334 579
General expenses	11 563 283	11 484 611	78 672	0.68	10 806 822
Non-Current Provisions	951 000	402 072	548 928	57.72	79 936
<b>Total Expenditure</b>	<b>59 373 175</b>	<b>59 246 965</b>	<b>126 210</b>		<b>54 642 094</b>

The overspending on Interest Paid is the interest portion of the Provision for Long-Service Bonus and Provision for Post Retirement and lease payments  
See Note 44 for explanation of differences.

### 5.3. OPERATING INCOME 2011/2012

INCOME	BUDGET 2012	ACTUAL 2012	VARIANCE	VARIANCE ACTUAL AS % OF BUDGET	ACTUAL 2011
Property rates	4 472 585	4 434 201	38 384	0.86	4 221 120
Property rates - penalties			0	0.00	
Service charges	27 202 960	25 122 367	2 080 593	7.65	21 875 567
Regional Services Levies			0	0.00	

Regional Services Levies			0	0.00	
Rental of facilities	159 800	234 620	-74 820	-46.82	162 918
Interest earned - ext invest	200 000	118 845	81 155	40.58	151 731
Interest earned - debtors	913 395	974 987	-61 592	-6.74	999 157
Dividends received			0	0.00	0
Fines	61 500	72 166	-10 666	-17.34	78 929
Licences and permits	1 157 600	1 152 603	4 997	0.43	1 230 529
Actuarial Gains			0	0.00	0
Government grants - Operating	20 322 000	19 794 586	527 414	2.60	17 869 774
Government grants - Capital		13 804 951	-13 804 951	0.00	5 817 461
Other income	125 040	523 912	-398 872	-319.00	260 979
					0
<b>Total Income</b>	<b>54 614 880</b>	<b>66 233 238</b>	<b>-11 618 358</b>		<b>52 668 165</b>

### 5.3.1. Operating Grants

The following operating grants were received during the year:

Equitable Share	17 165 938
Financial Management Grant	1 450 000
Municipal Systems Improvement Grant	790 000
Library Development	399 000

### 5.4. Municipal External Debt.

At the end of the year the amount borrowed and outstanding were as follows:

TYPE	BALANCE 2011/06/30	RECEIVED	REDEEMED	BALANCE 2012/06/30
Annuity Loans	2 399 073	0	477 464	1 921 609
Lease Liability	403 193	44 308	154 918	292 583
<b>Total</b>	<b>2 802 266</b>	<b>44 308</b>	<b>632 382</b>	<b>2 214 192</b>

### 5.5. Receivables From Exchange Transactions

	GROSS BALANCES R	PROVISION IMPAIRMENT R	NETT BALANCES R
<b>As at 30 June 2012</b>			
Electricity	3 304 200	2 419 574	884 626
Water	6 326 856	4 632 982	1 693 874
Refuse	4 838 183	3 542 867	1 295 316
Sewerage	2 731 710	2 000 356	731 354
Other Arrears	3 700 778	2 709 977	990 801
	<b>20 901 727</b>	<b>15 305 756</b>	<b>5 595 971</b>
Recognition of Revenue - Water	59 842		59 842
Recognition of Revenue - Electricity	285 537		285 537
Recognition of Revenue - Sanitation	66 582		66 582
	<b>21 313 688</b>	<b>15 305 756</b>	<b>6 007 932</b>
LESS: Long-Term Receivables	-2 106 188		-2 106 188
<b>Total: Receivables from Exchange Transactions</b>	<b>19 207 500</b>	<b>15 305 756</b>	<b>3 901 744</b>

### As at 30 June 2011

Electricity	2 735 241	2 117 628	617 613
Water	5 145 234	3 983 448	1 161 786
Refuse	3 980 860		3 980 860
Sewerage	2 211 787	4 794 356	-2 582 569
Other Arrears	3 814 014	2 877 896	936 118
	<b>17 887 136</b>	<b>13 773 328</b>	<b>4 113 808</b>
Recognition of Revenue - Water	66 165		66 165
Recognition of Revenue - Electricity	278 302		278 302
Recognition of Revenue - Sanitation	73 752		73 752
	<b>18 305 355</b>	<b>13 773 328</b>	<b>4 532 027</b>
VAT	2 282 233		2 282 233
<b>Total Receivables from Exchange Transactions</b>	<b>20 587 588</b>	<b>13 773 328</b>	<b>6 814 260</b>

### 5.6. Receivables From Non-Exchange Transactions

2012

2011

**Other Receivables**

Rates	5 511 700	4 995 001
Miscellaneous	1 502 887	1 680 754
	<b>7 014 587</b>	<b>6 675 755</b>
LESS: Allowance for doubtful debts	-4 036 066	-3 867 137
<b>Total receivables from non-exchange transactions</b>	<b>2 978 521</b>	<b>2 808 618</b>

**Ageing of Receivables from Non- Exchange Transactions****Rates: Ageing**

Current (0 - 30 days)	265 189	269 185
31 - 60 days	127 664	119 744
61 - 90 days	109 451	104 082
91 days and longer	5 009 396	4 501 990
	<b>5 511 700</b>	<b>4 995 001</b>

**Summary of Receivables by Customer Classification**

<b>2012</b>	<b>Commercial</b>	<b>Residential</b>	<b>Government</b>	<b>Total</b>
Current (0 - 30 days)	463 181	1 425 917	215 569	2 104 667
31 - 60 days	110 393	748 394	119 639	978 426
61 - 90 days	82 566	659 815	84 558	826 939
91 days and longer	1 049 348	20 551 152	902 894	22 503 394
	1 705 488	23 385 278	1 322 660	26 413 426
				-19 341
LESS: Provision for doubtful debts	-1 248 882	-17 124 391	-968 548	821
<b>Total recoverable debtors by customer classification</b>	<b>456 606</b>	<b>6 260 887</b>	<b>354 112</b>	<b>7 071 605</b>

**2011**

Current (0 - 30 days)	339 171	1 258 278	227 015	1 824 464
31 - 60 days	109 064	720 739	86 325	916 128
61 - 90 days	72 819	615 908	75 729	764 456
91 days and longer	890 335	17 479 182	910 803	19 280 320
	1 411 389	20 074 107	1 299 872	22 785 368
				-17 640
LESS: Provision for doubtful debts	-1 092 699	-15 694 495	-853 269	463
<b>Total recoverable debtors by customer classification</b>	<b>318 690</b>	<b>4 379 612</b>	<b>446 603</b>	<b>5 144 905</b>

**5.7. Non-Current Provisions**

	<b>2012</b>	<b>2011</b>
Provision for Post-Retirement Benefits	6 875 030	6 012 345
Provision for Long Service Awards	1 207 976	965 102
Provision for Rehabilitation Landfill Sites	3 608 447	3 280 407
	<b>11 691 453</b>	<b>10 257 854</b>

**5.8. Current Liabilities**

Consumer Deposits	482 502	448 208
Current Employee Benefits	1 750 957	2 072 479
Current Portion of Non-Current Provision	400 938	364 490
Current Portion of Long-Term Liabilities	652 954	623 385
Payables of Exchange Transactions	4 503 415	8 991 830
Unspent Conditional Grants and Receipts	4 126 566	6 327 270
Unspent Public Contributions	148 186	61 073
VAT Payable	2 685 899	2 282 233
	<b>14 751 417</b>	<b>21 170 968</b>

**5.9. Current Assets**

Inventory	329 060	339 131
Receivables from Exchange Transactions	3 901 744	4 532 027
Receivables from Non-Exchange Transactions	2 978 521	2 808 618
VAT Receivable	3 619 292	3 483 427
Current Portion of Long-Term Receivables	441 269	0
Call Investment Deposits	894 984	5 820 059
Bank Balance and Cash	695 649	3 498 711
	<b>12 860 519</b>	<b>20 481 973</b>

**5.10. Long-Term Receivables**

Agreements for longer than 12 months by consumers to settle outstanding debt

**1 664 919**

## **CHAPTER 6: AUDITOR – GENERAL AUDIT FINDINGS**

### **6.1 Auditor-General opinion of financial statements (previous year)**

#### **REPORT OF THE AUDITOR-GENERAL TO THE NORTHERN CAPE PROVINCIAL LEGISLATURE AND THE COUNCIL ON THE HANTAM LOCAL MUNICIPALITY REPORT ON THE FINANCIAL STATEMENTS**

##### **Introduction**

1. I have audited the financial statements of the Hantam Local Municipality set out on pages ... to ..., which comprise the statement of financial position as at 30 June 2012, the statement of financial performance, statement of changes in equity and cash flow statement for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

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

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

##### **Auditor-General's responsibility**

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

**Basis for qualified opinion**

**Property, plant and equipment**

6. The initial estimate for the landfill site arising from the rehabilitation provision was not calculated from the establishment date of the landfill site, as required by paragraph 25 of SA Standards of GRAP, GRAP 17, *Property, Plant and Equipment*. This resulted in the overstatement of property, plant and equipment by R1 793 068, the overstatement of the accumulated depreciation by R137 369, and the overstatement of the accumulated surplus by R1 655 699.

### **Investment property**

7. Investment property of the municipality to the value of R2 750 000 was not recognised in the financial statements, as required by SA Standards of GRAP, GRAP 16, *Investment Property*, resulting in investment property and the accumulated surplus being understated by R2 750 000 (2011: R2 964 300). In addition, investment properties not included in the asset register were identified of which I could not determine the value.
8. The municipality did not measure investment property at fair value in accordance with SA Standards of GRAP, GRAP 16, *Investment Property*. Consequently, investment property and the accumulated surplus are both overstated by R5 026 915.
9. I did not determine the correct carrying amount of investment property, as it was impracticable to do so in the absence of sufficient appropriate audit evidence. Consequently, I was unable to determine the extent of the adjustment necessary to disclose investment property.

### **Irregular expenditure**

10. The municipality did not include particulars of irregular expenditure in the notes to the financial statements, as required by section 125 of the MFMA. Note 34.2 to the financial statements for irregular expenditure was submitted with zero balances. The municipality made payments in contravention of the supply chain management (SCM) requirements that were not included in irregular expenditure, resulting in irregular expenditure being understated by R771 418 (2011: R1 221 063).
11. I did not determine the full extent of irregular expenditure, as it was impracticable to do so in the absence of a system to detect and record irregular expenditure. Consequently, I was unable to determine whether any further adjustments were necessary to the amount disclosed for irregular expenditure.

### **Receivables from exchange and non-exchange transactions**

12. In terms of IAS 39, the municipality must assess at each reporting date whether a financial asset or group of financial assets is impaired. The municipality did not recognise a provision for an impairment loss in accordance with the South African Statement of Generally Accepted Accounting Practice, IAS 39, *Financial Instruments: Recognition and Measurement*, as the basis for the calculation of the impairment loss did not comply with the stipulations of IAS 39. Receivables from exchange transactions with a net carrying amount of R21 313 688 and receivables from non-exchange transactions with a net carrying amount of R7 014 587 are included in notes 15 and 16 to the financial statements without a proper assessment having been made of the recoverability of these debtors. I have not determined the correct carrying amount of receivables, as it was impracticable to do so. Consequently, I was unable to determine whether any adjustments were necessary to the amount disclosed for receivables from exchange and non-exchange transactions.

### **Accounts payable**

13. Sufficient appropriate audit evidence for funds received from third parties disclosed as other creditors in note 6 to the financial statements amounting to R549 919 could not be provided for audit purposes. The entity's records did not permit the performance of alternative procedures. Consequently, I was unable to determine whether any adjustment to trade payables was necessary.

### **Qualified opinion**

14. In my opinion, except for the possible effects of the matters described in the basis for qualified opinion paragraphs, the financial statements present fairly, in all material respects, the financial position of the Hantam Local Municipality as at 30 June 2012 and its financial performance and cash flows for the year then ended, in accordance with SA

Standards of GRAP and the requirements of the MFMA and DoRA.

### **Emphasis of matter**

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

### **Material losses and impairments**

16. As disclosed in note 15 to the financial statements, a significant provision for the impairment of receivables from exchange transactions was created, which constituted 72% of the total receivables from exchange transactions balance.
17. As disclosed in note 16 to the financial statements, a significant provision for the impairment of receivables from non-exchange transactions was created, which constituted 58% of the total receivables from non-exchange transactions balance.
18. As disclosed in note 45 to the financial statements, material losses of R1 633 230 and R2 888 470 were incurred as a result of the distribution of water and electricity, respectively.

### **Additional matters**

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

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

20. As the 2011-12 annual report had not been received at the date of this report, a conclusion could not be drawn on the consistency between the financial statements and the audit report with other information included in the annual report.

### **Unaudited supplementary schedules**

21. The supplementary information set out in appendices A to F does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion thereon.

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

22. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings relevant to performance against predetermined objectives, compliance with laws and regulations and internal control, but not for the purpose of expressing an opinion.

### **Predetermined objectives**

23. I performed procedures to obtain evidence about the usefulness and reliability of the information in the annual performance report as set out on pages ... to ... of the annual report.
24. The reported performance against predetermined objectives was evaluated against the overall criteria of usefulness and reliability. The usefulness of information in the annual performance report relates to whether it is presented in accordance with the National Treasury's annual reporting principles and whether the reported performance is consistent with the planned objectives. The usefulness of information further relates to whether indicators and targets are measurable (i.e. well defined, verifiable, specific, measurable and time bound) and relevant as required by the National Treasury's *Framework for managing programme performance information (FMPP)*.
25. The reliability of the information in respect of the selected programmes is assessed to determine whether it adequately reflects the facts (i.e. whether it is valid, accurate and

complete).

26. The material findings are as follows:

### **Usefulness of information**

#### **Presentation**

27. Section 46 of the Municipal Systems Act of South Africa, 2000 (Act No. 32 of 2000) (MSA) requires the disclosure of measures taken to improve performance in the annual performance report where planned targets were not achieved. Adequate and reliable corroborating evidence could not be provided for 33% of the measures taken to improve performance as disclosed in the annual performance report. The municipality's records did not permit the application of alternative audit procedures. Consequently, I did not obtain sufficient appropriate audit evidence to satisfy myself as to the validity, accuracy and completeness of the measures taken to improve performance.

#### **Measurability**

28. The FMPPI requires that performance targets be measurable. The required performance could not be measured for a total of 39% of the targets relevant to municipal transformation and organizational development, basic service delivery as well as municipal financial viability and management. This was due to the fact that management was aware of the requirements of the FMPPI but had not received the necessary training to enable application of the principles.

29. The FMPPI requires that the time period or deadline for delivery be specified. A total of 20% of the targets relevant to basic service delivery as well as municipal financial viability and management were not time bound in specifying a time period or deadline for delivery. This was due to the fact that management was aware of the requirements of the FMPPI but had not received the necessary training to enable application of the principles.

### **Reliability of selected development priorities in the annual performance report**

#### **Validity**

30. The FMPPI requires that processes and systems that produce the indicator be verifiable. I was unable to obtain all the information and explanations I considered necessary to satisfy myself as to the validity of the actual reported performance relevant to 38% of the basic service delivery as well as municipal financial viability and management indicators. This was due to limitations placed on the scope of my work due to the targets set not being measurable. The municipality's records did also not permit the application of alternative audit procedures.

#### **Accuracy**

31. The FMPPI requires that the indicator be accurate enough for its intended use and respond to changes in the level of performance. I was unable to obtain all the information and explanations I considered necessary to satisfy myself as to the accuracy of the actual reported performance relevant to 38% of the basic service delivery as well as municipal financial viability and management indicators. This was due to limitations placed on the scope of my work due to the targets set not being measurable. The municipality's records did also not permit the application of alternative audit procedures.

#### **Completeness**

32. The FMPPI requires that documentation addressing the systems and processes for identifying, collecting, collating, verifying and storing information be properly maintained. I was unable to obtain all the information and explanations I considered necessary to

satisfy myself as to the completeness of the actual reported performance relevant to 38% of the basic service delivery as well as municipal financial viability and management indicators. This was due to limitations placed on the scope of my work due to the targets set not being measurable. The municipality's records did also not permit the application of alternative audit procedures.

### **Compliance with laws and regulations**

33. I performed procedures to obtain evidence that the entity has complied with applicable laws and regulations regarding financial matters, financial management and other related matters. My findings on material non-compliance with specific matters in key applicable laws and regulations as set out in the general notice issued in terms of the PAA are as follows:

#### **Strategic planning and performance management**

34. The municipality did not establish mechanisms to monitor and review its performance management system, as required by section 40 of the MSA.
35. The municipality did not set measurable performance targets with regard to each development priority and objective.
36. The municipality did not monitor performance with regard to each development priority and objective and against the key performance indicators and targets set.
37. The municipality did not take steps to improve performance with regard to those development priorities and objectives where performance targets were not met, as required by section 41 of the MSA.

#### **Annual financial statements, performance report and annual report**

38. The accounting officer did not submit the financial statements for auditing within two months after the end of the financial year, as required by section 126(1)(a) of the MFMA.
39. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 of the MFMA. Material misstatements of liabilities, revenue and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected, but the uncorrected material misstatements resulted in the financial statements receiving a qualified audit opinion.

#### **Audit committee**

The minutes of the audit committee did not provide sufficient appropriate audit evidence to confirm the following:

40. The audit committee did not advise the accounting officer on matters relating to performance management and performance evaluation, as required by section 166(2)(a) of the MFMA.
41. The audit committee did not advise the accounting officer on matters relating to the adequacy, reliability and accuracy of financial reporting and information, as required by section 166(2)(a)(iv) of the MFMA.
42. The audit committee did not review the annual financial statements to provide the council with an authoritative and credible view of the financial position of the entity, its efficiency and effectiveness and its overall level of compliance with the MFMA, DoRA and other applicable legislation, as required by section 166(2)(b) of the MFMA.

#### **Internal audit**

43. The internal audit unit did not audit the results of performance measurements, as required by section 45(1)(a) of the MSA and Municipal Planning and Performance

Management Regulation 14(1)(a).

44. The internal audit unit did not assess the functionality of the performance management system, whether the performance management system complied with the requirements of the MSA and the extent to which the performance measurements were reliable in measuring the performance of the municipality on key and general performance indicators, as required by Municipal Planning and Performance Management Regulation 14(1)(b)(i), (ii) and (iii).

#### **Procurement and contract management**

45. Goods and services with a transaction value below R200 000 were procured without obtaining the required price quotations, as required by SCM Regulation 17(a) and (c).
46. Quotations were accepted from prospective providers who are not registered on the list of accredited prospective providers and do not meet the listing requirements prescribed by the SCM policy, in contravention of SCM Regulations 16(b) and 17(b).
47. Construction projects were not always registered with the Construction Industry Development Board (CIDB), as required by section 22 of the Construction Industry Development Board Act of South Africa, 2000 (Act No. 38 of 2000) and CIDB Regulation 18.
48. Contracts and quotations were awarded to providers whose tax matters had not been declared by the South African Revenue Service to be in order, as required by SCM Regulation 43.
49. Contracts and quotations were awarded to bidders who did not submit a declaration on whether they are employed by the state or connected to any person employed by the state, as required by SCM Regulation 13(c).

#### **Expenditure management**

50. Sufficient appropriate audit evidence could not be obtained that money owing by the municipality had always been paid within 30 days of receiving an invoice or statement, as required by section 65(2)(e) of the MFMA.
51. The accounting officer did not take reasonable steps to prevent unauthorised and irregular expenditure, as required by section 62(1)(d) of the MFMA.

#### **Conditional grants received**

52. Unspent conditional grant funds not committed to identifiable projects and not approved by the National Treasury for retention were not surrendered to the National Revenue Fund, as required by section 20(1) of DoRA.

#### **Revenue management**

53. An adequate management, accounting and information system was not in place to recognise revenue when it was earned and to account for debtors, as required by section 64(2)(e) of the MFMA.

#### **Asset management**

54. An adequate management, accounting and information system was not in place to account for investment property, as required by section 63(2)(a) of the MFMA.
55. An effective system of internal control for investment property (including an investment property register) was not in place, as required by section 63(2)(c) of the MFMA.
56. All investments were not made in accordance with the requirements of the investment policy, as three written quotations were not obtained from qualifying institutions prior to the investment of municipal funds, as required by Municipal Investment Regulation 3(3).

#### **Liability management**

57. A management, accounting and information system was not in place to adequately account for liabilities, as required by section 63(2)(a) of the MFMA.
58. Long-term debt was incurred without a resolution of the municipal council approving the debt agreement, in contravention of section 46(2) of the MFMA.

### **Internal control**

I considered internal control relevant to my audit of the financial statements, performance report and compliance with laws and regulations. The matters reported below under the fundamentals of internal control are limited to the significant deficiencies that resulted in the basis for the qualified opinion, the findings on the performance report and the findings on compliance with laws and regulations included in this report.

### **Leadership**

59. The accounting officer did not exercise oversight responsibility over the preparation of the financial statements, the report on predetermined objectives, compliance with laws and regulations, and internal control. The leadership did not implement processes to ensure that reviews took place before information was submitted. This was also evidenced by the material misstatements in the financial statements, non-compliance with laws and regulations and internal control deficiencies noted throughout the audit process.
60. The accounting officer did not evaluate whether management had implemented effective internal controls by gaining an understanding of how senior management members had met their responsibilities.

### **Financial and performance management**

61. Manual or automated controls were not designed to ensure that the transactions had occurred, were authorised and were completely and accurately processed in all instances, while the system of internal control was not adequately designed. Certain corrective measures were not implemented to address the shortcomings in the financial statements and related systems.
62. The municipality did not have documented and approved internal policies and procedures to address planning, monitoring and reporting processes and events pertaining to performance information.
63. There were deficiencies in the design and implementation of internal control in respect of compliance with applicable laws and regulations.
64. Material amendments had to be made to the financial statements as these were not accurate and complete, because senior management did not pick up inconsistencies during the review process. This indicates that there were weaknesses in internal control with regard to the review process of the financial statements.
65. In the absence of appropriate GRAP training to municipal officers, management appointed external service providers to assist with the compilation of a GRAP-compliant asset register.
66. The SCM unit of the municipality did not function effectively. The necessary procedures were not always followed and SCM officials were not aware of all the acts and regulations that should be adhered to concerning SCM.

### **Governance**

67. The internal audit unit did not have sufficient capacity to perform the required functions. The unit could therefore not promote accountability and service delivery through evaluating and monitoring responses to risks and providing oversight over the effectiveness of the internal control environment, including financial and performance reporting and compliance with laws and regulations.

Kimberley

17 January 2013



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

#### **ACTION PLAN: AUDIT REPORT 2011/2012 : QUALIFICATION MATTERS**

<b>EXCEPTION</b>	<b>NATURE</b>	<b>ACTION</b>	<b>RESPONSIBLE PERSON</b>	<b>DATE</b>
Property, Plant and Equipment	The initial estimate for the landfill site arising from the rehabilitation provision was not calculated from the establishment date of the landfill site.	<ol style="list-style-type: none"><li>1. The estimates will be corrected from the establishment date and will be corrected in the 2012/2013 year.</li><li>2. Asset Register will also be corrected</li></ol>	Chief Financial Officer/Internal Audit and Consulting Firm	30 June 2013
Investment Property	Investment property to the value of R2 750 000 not included in the asset register.  Investment Property was not measure at fair value.	Farmland that were received from the Department will be included in the asset register.  Fair value will be determined and the necessary correction made.	Chief Financial Officer/Internal Audit	30 June 2013
Irregular Expenditure	Payments were made in	The Irregular Expenditure and	Chief Financial Officer and	31 March

	contravention of the SCM requirements amounts to R771 418	reasons will be tabled to the Council on the next meeting.	Internal Audit	2013
Accounts Receivable from Exchange- and Non-Exchange Transactions.	The Municipality did not recognise a provision for an impairment loss in accordance with the IAS 39 standard . Each debtor is not assess individually to determine the recoverability.	The service provider of our financial system will be request to implement a report which we can use to assess each debtor or group of debtors for recoverability.	Chief Financial Officer/Internal Audit	31 May 2013
Accounts Payable (R549 919)	Sufficient appropriate audit evidence for funds received from third parties disclosed could not provided for audit purposes.	The amounts listed below will be transferred to the income and expenditure at the end of the year.	Chief Financial Officer	30 June 2013

## ACCOUNTS PAYABLE

Waterwese	R276 623.77
SETA Training	R 63 706.79
Calvinia Cleaning	R 41 343.34
EPWP	R 39 565.70
Kersliggies	R 18 677.24
Akkerendam Voetslaan	R 5 847.59
Calvinia 8 Hutte	R 2 890.60
Swartkop Ontwikkeling	R 160.00
Craft Centre	R 3 764.83
Niewoudtville Netbal	R 29 406.24
Loeriesfontein Tennis	<u>R 67 933.31</u>
	<b>R549 919.41</b>



## APPENDICES

- A. COUNCILORS INFORMATION
- B. ATTENDANCE OF COUNCIL MEETINGS
- C. COMMITTEES AND REPRESENTATIVES ON COMMITTEES
- D. ATTENDANCE OF COMMITTEE MEETINGS
- E. WARD INFORMATION

### APPENDICES A – COUNCILORS INFORMATION

SURNAME	NAME	ID	POSTAL ADDRESS	TELEPHONE	FAX	WARD	PART
FRITZ	ALBERT FRANK	710817 5161 086	P/Bag X 14 CALVINIA 8190 mayor@hantam.gov.za	027-3412738 0781481910	027-3418501	PR	DA
ENGELBRECHT	GIDEON JOHANNES	550608 5012 087	STATION STREET 42A P. O. BOX 446 CALVINIA 8190	027-3411416	N.V.T	PR	DA
ESAU	MARGARET SUSANNA	570329 0128 085	FIRST AVENUE 2857 CALVINIA 8190	027-3418 020		1	ANC
OPPERMAN	GIZELLA	800724 0160 082	WINDKLOOFSTREET 21 LOERIESFONTEIN 8185	073 6370 758	027-6621029 027-6628601	5	DA
STEENKAMP	HERMINA CLARINA	571004 0025 081	CALLAGHANSTREET 162	0847734713	054— 6030248	PR	DA





## **APPENDICES C - COMMITTEES AND REPRESENTATIVES ON COMMITTEES**

### **FINANCIAL COMMITTEE**

Councillor A.F. Fritz (Chairman)

Councillor F.J. Sterkse

Councillor G.J. Engelbrecht

### **INSTITUTIONAL COMMITTEE**

Councillor G.J. Engelbrecht (Chairman)

Councillor Johanna H. Wilschut

Councillor A.F. Fritz

### **INFRASTRUCTURE COMMITTEE**

Councillor John Swarts (Chairman)

Councillor Roger N. Swartz

Councillor Hermiena C. Steenkamp

### **SOCIAL SERVICE COMMITTEE**

Councillor Gizella Opperman (Chairperson)

Councillor Margaret S. Esau

Councillor John Swarts

### **LABOUR FORUM**

Councillor A.F. Fritz (Mayor)

Councillor F.J. Sterkse

Councillor J. Swarts

Councillor J.H. Wilschut

### **COUNCIL REPRESENTATIVES ON VARIOUS COMMITTEES**

Pension fund: Councillor G.J. Engelbrecht

IDP Forum: Councillor G. Opperman

SDF: Councillor G. Opperman

Police Forum: Councillor M.S. Esau

Esta Committee: Councillor F.J. Sterkse

Museum representative: Councillor G.J. Engelbrecht

Commonage: Councillor J. Swarts

IGR Provincial en District:Councillor A.F. Fritz

Aids Council: Councillor M.S. Esau

Health Committee: Councillor R.N. Swartz

NAMAKWADISTRICT COUNCIL

Councillor John Swarts

SALGA

Economics:Councillor G. Opperman

Finance/Administration: Councillor G.J. Engelbrecht

Social,Health and Security: Councillor H.C. Steenkamp

Municipal Services: Councillor J. Swarts

HR: Councillor F.J. Sterkse

IGR: Councillor A.F. Fritz

**APPENDICES D- ATTENDANCE OF COMMITTEE MEETINGS**

<b>SURNAME</b>	<b>NAME</b>	<b>26 Augustus 2011</b>
		<b>FINANCIAL COMMITTEE MEETING</b> <b>SOCIAL COMMITTEE MEETING</b> <b>INFRASTRUCTURE COMMITTEE MEETING</b> <b>CORPORATE SERVICE COMMITTEE MEETING</b>
FRITZ	ALBERT FRANK	X

ENGELBRECHT	GIDEON JOHANNES	X
ESAU	MARGARET SUSANNA	X
OPPERMAN	GIZELLA	X
STEENKAMP	HERMINA CLARINA	X
STERKSE	FRIK JOHN	X
SWARTS	JOHN	X
SWARTZ	ROGER NIELDO	X
WILSCHUT	JOHANNA HANNELIE	X

## APPENDICES E- WARD INFORMATION

### WARD 1 – COUNCILLOR MARGARET ESAU

NAME	SURNAME	ADDRESS	TELEPHONE
Wilfred	Fortuin	2nd Street 487	0728583839
Roy Peter	Kammies	1st Street 6	0733216291
Riaan	Saulse	3rd Street 122	0787359747
Dawid	Klaaste	2nd Street 496	None
Gertruida	Walters	2 Street 511	0719312416
Koos	Alexander	Skemastreet	0739956981
Jacques	Cupido	Lombardi Park 9	0731411710
Nico	Van Der Merwe	Stasie Street 38	(027) 3412413
Willem	Visagie	Guido de Bres Street	(027) 3411424

### WARD 2 – COUNCILLOR ROGER SWARTZ

NAME	SURNAME	ADDRESS	TELEPHONE
Filda	Matthys	Rooiplaatstreet 1766	0784411936
Sophia	Hendricks	Middelstreet 2697	0823919832
Jacoba	Klazen	Le Rouxstreet 514	0749255147
Geraldene	Gous	Rooiplaatstreet 604	0733502580
Abraham	Januarie	P.O. Box 303	0837002628
Charles	Williams		(027) 3411758
Darren	Engelbrecht	Alida's Lodge, C/O Hoopstreet and Dorpstreet	0825608855
Jan	Fortuin	Dorpstreet 29	0781540740

### WARD 3 – COUNCILLOR FRIK STERKSE

NAME	SURNAME	ADDRESS	TELEPHONE
Thomas	Arendse	P.O. Box 148	0846266702
Eugene	McClean	P.O. Box 148	(054) 6030219
Aletta	Neiwa	Vygie street 424	0742470739
Magda	Dyers	Louwstreet 396	0836546472
Jan	Swartz	Angelierstreet 1128	0766238931
Nicolaas	Jantjies	Burgerstreet 725	0732129836
Yolanda	Swartz	Sonneblomsingel 750	0783652524
Sybrand	De Beer	Caledonstreet 57	0546030049
Hannelie	Swarts	Smithsstreet 572	0546030193/4

## **WARD 4 – COUNCILLOR JOHANNA WILSCHUT**

Roseline	Arends	Francois Bantomsingel 1184	0826768860
Andries	Fortuin	Groenrivier	
Elizabeth	Witbooi	Skipper Januariesingel 1212	0794579530
Elizabeth	Marais	Jakarandastreet 23	0720727124
Janet	Jacobs	Neethling street	(027) 2188000
Clara	Engelbrecht	Vygiestreet 99	0733948387
Chris	Jacobs	Nassaustreet	(027) 2181347
Francois	Bantom	Goedehoopstreet	0839405238

## **WARD 5 – COUNCILLOR GIZELLA OPPERMAN**

<b>NAME</b>	<b>SURNAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>
Floors	Brand	Voortrekkerstreet 7	0834449893
Maria	Greeff	Botterblomstreet 2	0790320091
Lizette	Beukes	Eerste Laan 12	0730043416
Marianna	Ockhuis	Farmerstreet 17	(027) 6621439
Sonja	Vries	Rasstreet 3	0730361946
Johnathan	Joubert	Buitekantstreet 90	0799629841
Kef	Van Wyk	Oppermanstreet 122	0733973403
Hentie	Van Jaarsveld	Savier Boerdery Loeriesfontein	(027) 6621011
Johannes	Opperman	Windkloofstreet 28	0846630166
Klaas	Januarie	Namakwastreet 134	0835523688

